

## **City of Union, Oregon**

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PO Box 529  
342 S. Main Street  
Union, OR 97883

*Home to the Buffalo Peak Golf Course*

Phone: 541-562-5197  
Fax: 541-562-5196  
[www.cityofunion.com](http://www.cityofunion.com)

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### **CITY OF UNION OREGON PLANNING COMMISSION AGENDA**

**June 14, 2023 at 7:00pm**

**Leonard Almquist Chambers located at 342 S. Main Union, OR 97883**

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**1. Call to Order and Roll Call**

Commissioners:

L. Jones, J. Jones, Burton, Diller, Baird, Hall, Williams

**2. Minutes**

a. May – Planning Minutes

**3. Old Business**

**4. New Business**

a. Variance 23-02 - Martin Patterson

b. Zone Change 23-01 Michelle Steevens

**5. Public Comment (All speakers are entitled to 3 Minutes)**

**6. Upcoming:**

**7. Adjourn**

*If you have a disability that requires any special materials, services, or assistance, please contact City Hall at least 48 hours prior to the meeting at 541-562-5197 so appropriate accommodations can be made.*

**CITY OF UNION OREGON PLANNING COMMISSION MINUTES**  
**Wednesday, May 17, 2023, at 7:00 p.m.**  
**Leonard Almquist Chambers located at 342 S. Main Union, OR 97883**

This meeting was called to order at 7:00 p.m.

Roll Call: Commissioner Lani Jones, Commissioner Jocelyn Jones absent, Commissioner Robert Burton, Commissioner Edwin Baird, Commissioner Samn Diller, Commissioner Dan Hall absent, Commissioner Jeff Williams, and City Administrator Doug Wiggins.

The first item on tonight's agenda is the minutes from April's meeting. Commissioner Baird motioned to approve the minutes as presented. Commissioner Williams second, the motion passed unanimously.

The first item under new business was a quasi-judicial hearing for a Minor Partition.

The public hearing opened at 7:02 p.m.

Commissioners have no conflict of interest or ex parte contact.

On the staff report, CA Wiggins said this is MP23-01 for 1598 N. College it is about 2.5 acres. The owner did apply for this in 2013 and was approved in 2014. It wasn't filed so it had to be done again. It was then applied for and denied two more times. This will make his lot into two lots. The road near his lot is only 30 feet wide, it is gravel and minimally maintained. Water pressure has been recently improved. Commissioners and staff reviewed the maps included in the staff report.

The bridge is supposed to be rebuilt in 2027 or 2028 and improved. The applicant is willing to give easement to help with road improvement. The street will need improvements in the future. There are no historical structures on the property and the ditch would have to be moved for the street improvements. Adding another residence to this area would increase congestion. I have gotten one response on this hearing by phone and then a letter from Willard Bertrand which you have before you.

Staff recommendations, additional easements will be needed to widen the road in the future. The owner will be responsible for moving the ditch, the final plat must be submitted in one year for the mayor's signature and then 90 days to file with the county.

Steve Johnston 1598 College Street said I am willing to add a turnout for safety and emergency vehicles.

John Farmer said I don't have an iron in the fire on this. I see someone going through big efforts on communication and helping the city. I would like to see economical, forward family motion. I would like to see the commissioners allow some development that is not being opposed.

Willard Bertrand 1493 College Street said thank you for your time. I have been to a few of these and been Mayor and municipal judge. I haven't been very involved lately. The cost of this hearing seems extreme. I feel like the Union is not like any other city in Oregon. If we are like the other cities, it seems like a negative direction. This street can't be widened at all, it would put the street by his front porch. It is never going to happen. You will never have a two way on street on Brian. These are the kinds of decisions that are not good. That street can't be made wider. You are simply taking property that can't be used for the road and you should pay him for that property. I know you want to conform to your rules and plan, but in reality, it won't happen, and my policy is live and let live. My opinion is approve of the partition. I would recommend not widening the road.

There was no further testimony.

The public hearing closed at 7:26 p.m.

Commissioner Diller has no problem with this. Commissioner Burton said the road is not safe and one more residence won't be a problem but what if more properties get partitioned. Commissioner Williams said you can't get emergency vehicles on a lot of streets in this city. Commissioners discussed the streets.

CA Wiggins said he is offering the easement for the road. It would be nearly impossible to make a 60-foot road out there and we aren't pursuing that. We could make a 46-foot-wide road there which would work. Commissioner Baird also discussed the street.

CA Wiggins said their property lines do meet in the center of the street. Technically, the city doesn't own that street. There are public easements on that street instead. Commissioner Williams asked about water rights. Commissioner Diller and Mr. Johnston discussed where the turnout is and how to move the ditch.

Commissioner Burton and CA Wiggins discussed the Little Creek Bridge repairs and improvements. Commissioner Baird and CA Wiggins discussed how they get a minimal 40-foot street through there. CA Wiggins discussed the future and how the

planning and street widening would occur. Commissioner Burton and CA Wiggins discussed the fire hydrant on College Street.

After Commissioner deliberation, Commissioner Baird motioned to approve with staff recommendations. Commissioner Diller second. The motion passed with four yes votes.

There wasn't any public comment.

Commissioners and staff discussed the history of Mr. Johnston's property and the area where it is located. Commissioners discussed the upcoming meetings. There is one variance hearing and a zone change hearing. Staff and Commissioners discussed the zone change process.

This meeting adjourned at 8:04 p.m.

Approved: \_\_\_\_\_

Chairwoman, Lani Jones

Attest: \_\_\_\_\_

City Administrator/Recorder, Doug Wiggins

**REPORT TO CITY OF UNION  
PLANNING COMMISSION**

TO: City of Union Planning Commission

FROM: Doug Wiggins, City Administrator/Recorder/Planner

RE: Martin Patterson 1986 N. Cove Street, Union, Oregon 97883  
• Application for Variance V-23-02

PROPERTY: County Assessor's Map 04S4018, Tax Lot 400  
1986 N. Cove Street, Union, Oregon 97883

**BACKGROUND**

The application was filed by Martin Patterson with a letter from the landowner and family member Ralph Patterson, on April 26, 2023, for the referenced variance (V) and determined complete. All property owners lying within 300 feet of this property described herein were mailed notices May 24, 2023, notifying residents of the applications, process, and the hearing date (June 14, 2023, at 7:00 PM).

**NOTICES**

**§ 155.140 NOTICES AND APPLICATION PROCEDURES.**

The City Administrator or his or her designee shall give notice of a public hearing on a conditional use, variance, or quasi-judicial change to the zoning map, or any other public hearing required by this chapter to all property owners within the applicable radius for notices as specified in § 155.141, and to such other parties as are deemed affected by the proposed change. Notice shall be by first-class mail or personal service with proof of delivery. Notice shall be mailed or delivered, but not more than 40 days, prior to the date set for the first public hearing on the application, or not less than ten days for applications requiring more than one evidentiary hearing. Names and addresses of property owners shall be those shown in the records of the Union County Assessor.

*(Ord. 491, passed 6-13-2005; Ord. 509, passed 2-11-2008)*

**§ 155.141 RADIUS FOR NOTICES.**

The radius for notices shall be within 300 feet of the exterior boundaries of the subject property, if the subject property is in the city limits but not in a farm or forest zone; or within 500 feet of the exterior boundaries of the subject property, if the subject property is in a Farm or Forest Zone

*(O.R.S. 197.763(2)(a); Ord. 491, passed 6-13-2005)*

## REPORT TO CITY OF UNION PLANNING COMMISSION

Prepared for the Public Hearing on June 14, 2023

### § 155.142 CONTENT OF NOTICES.

Notices to property owners shall:

- (A) Explain the nature of the application and the proposed use or uses which could be authorized (O.R.S. 197.763(3)(a)).
- (B) List the applicable criteria from the Zoning Ordinance and land use plan that apply to the application (O.R.S. 197.763(3)(b)).
- (C) Set forth the street address or other easily understood geographical reference to the subject property (O.R.S. 197.763(3)(c)).
- (D) State the date, time, and location of the hearing (O.R.S. 197.763(3)(d)).
- (E) State that the failure of an issue to be raised in a hearing, in person or by letter, or failure to provide sufficient specificity to afford the decision maker an opportunity to respond to the issue, precludes appeal to the Land Use Board of Appeals based on that issue (O.R.S. 197.763(3)(e)).
- (F) Include the name of the local government representative to contact and the telephone number where additional information may be obtained (O.R.S. 197.763(3)(g)).
- (G) State that a copy of the application, all documents and evidence relied upon by the applicant, and the applicable criteria are available for inspection at no cost and will be provided at reasonable cost (O.R.S. 197.763(3)(h)).
- (H) If any staff report is to be used at the hearing, state that a copy of the staff report will be available at no cost at least seven days prior to the hearing and will be provided at reasonable cost (O.R.S. 197.763(3)(i)); and
- (I) Include a general explanation of the requirements for submission of testimony and the procedure for conduct of hearings (O.R.S. 197.763(3)(j)).

*(Ord. 491, passed 6-13-2005)*

### PROPOSAL DESCRIPTION

The applicant is requesting a V to be able to add a third home to father's property. Current City standards for a "R1" Residential zone include the following:

#### § 155.041 RESIDENTIAL ZONE (R).

- (A) *Uses permitted outright in a Residential Zone (R):*
  - (1) One and two-family dwellings;
  - (2) Manufactured homes meeting the requirements set forth in § 155.035, provided that the manufactured home and the lot on which it is situated are in the same ownership;
  - (3) Truck gardening;

## REPORT TO CITY OF UNION PLANNING COMMISSION

Prepared for the Public Hearing on June 14, 2023

- (4) The keeping of cattle, horses, fowl, rabbits, sheep, or goats provided such animals are not allowed to run at large and a minimum of 10,000 square feet of open ground per animal unit is provided exclusive of dwelling and accessory building area; and
- (5) The keeping of common household pets.
- (B) *Conditional uses:*
  - (1) Cemeteries;
  - (2) Churches;
  - (3) Community centers;
  - (4) Day cares or nursery schools;
  - (5) Dog kennels for boarding or breeding;
  - (6) Governmental and public structures and uses;
  - (7) Home occupations;
  - (8) Hospitals and clinics;
  - (9) Libraries, museums, and art galleries;
  - (10) Livestock, or animals other than those listed in division (A)(4);
  - (11) Manufactured dwellings not meeting minimum dimensions for uses permitted outright but meeting all other requirements for mobile homes;
  - (12) Multi-family dwellings;
  - (13) Private or public parks;
  - (14) Schools;
  - (15) Room and board to more than five non-family members;
  - (16) Public utility structures and lines;
  - (17) Manufactured dwelling parks;
  - (18) Neighborhood light commercial uses; and
  - (19) Manufactured dwellings placed in accordance with § 155.090.
- (C) *Prohibited uses.* Any use declared a nuisance or non-conforming to the neighborhood or zone by statute, by action of the City Council, or by a court of competent jurisdiction. All uses prohibited in the Commercial Zone (C-1). No dwelling shall be built or moved onto a lot not abutting a street.
- (D) *Minimum lot size requirements.*
  - (1) The minimum lot size for new lots and parcels in the R-1 Zone shall be 7,500 square feet.
  - (2) In areas not served by city sewer, the minimum lot size shall be 20,000 square feet per single-family or two-family dwelling.
  - (3) For multi-family dwellings, the minimum lot size shall be 10,000 square feet for the first two family units and 2,500 square feet for each additional attached family unit.
  - (4) Minimum lot frontage shall be 60 feet, except that cul-de-sac lots may have 30 feet of frontage.
  - (5) There shall not be more than one dwelling and its accessory buildings constructed on one lot.
- (E) *Setback requirements.* Minimum requirements shall be 20 feet front yard line, ten feet side yard line, and ten feet rear yard line. Both street frontages of corner lots shall be considered front yards. Accessory structure minimum setback requirements shall be five feet from side yard or rear lot lines. On all streets and street easements of less than 40 feet, building setbacks shall be calculated so that if the street right-of-way were widened to 60 feet the above minimum setbacks would result. No building permit shall be issued

Prepared for the Public Hearing on June 14, 2023

(Ord. 337, passed 6-11-1979; Ord. 351, passed 9-9-1980; Ord. 429, passed 2-11-1991; Ord. 437, passed 1-11-1993; Ord. 496, passed 6-12-2006; Ord. 558, passed 8-12-2019)

6/22/2023, 8:44:28 AM

**City Limits** **Water Network Structure** **Gravity Main** **Taxlots**

**UGB** **Production Well** **Water Main**

0 0.03 0.06 0.09 0.12 0.15 0.18 0.21 0.24 0.27 0.30 0.33 0.36 0.39 0.42 0.45 0.48 0.51 0.54 0.57 0.60 0.63 0.66 0.69 0.72 0.75 0.78 0.81 0.84 0.87 0.90 0.93 0.96 0.99 1.02 1.05 1.08 1.11 1.14 1.17 1.20 1.23 1.26 1.29 1.32 1.35 1.38 1.41 1.44 1.47 1.50 1.53 1.56 1.59 1.62 1.65 1.68 1.71 1.74 1.77 1.80 1.83 1.86 1.89 1.92 1.95 1.98 2.01 2.04 2.07 2.10 2.13 2.16 2.19 2.22 2.25 2.28 2.31 2.34 2.37 2.40 2.43 2.46 2.49 2.52 2.55 2.58 2.61 2.64 2.67 2.70 2.73 2.76 2.79 2.82 2.85 2.88 2.91 2.94 2.97 3.00 3.03 3.06 3.09 3.12 3.15 3.18 3.21 3.24 3.27 3.30 3.33 3.36 3.39 3.42 3.45 3.48 3.51 3.54 3.57 3.60 3.63 3.66 3.69 3.72 3.75 3.78 3.81 3.84 3.87 3.90 3.93 3.96 3.99 4.02 4.05 4.08 4.11 4.14 4.17 4.20 4.23 4.26 4.29 4.32 4.35 4.38 4.41 4.44 4.47 4.50 4.53 4.56 4.59 4.62 4.65 4.68 4.71 4.74 4.77 4.80 4.83 4.86 4.89 4.92 4.95 4.98 5.01 5.04 5.07 5.10 5.13 5.16 5.19 5.22 5.25 5.28 5.31 5.34 5.37 5.40 5.43 5.46 5.49 5.52 5.55 5.58 5.61 5.64 5.67 5.70 5.73 5.76 5.79 5.82 5.85 5.88 5.91 5.94 5.97 6.00 6.03 6.06 6.09 6.12 6.15 6.18 6.21 6.24 6.27 6.30 6.33 6.36 6.39 6.42 6.45 6.48 6.51 6.54 6.57 6.60 6.63 6.66 6.69 6.72 6.75 6.78 6.81 6.84 6.87 6.90 6.93 6.96 6.99 7.02 7.05 7.08 7.11 7.14 7.17 7.20 7.23 7.26 7.29 7.32 7.35 7.38 7.41 7.44 7.47 7.50 7.53 7.56 7.59 7.62 7.65 7.68 7.71 7.74 7.77 7.80 7.83 7.86 7.89 7.92 7.95 7.98 8.01 8.04 8.07 8.10 8.13 8.16 8.19 8.22 8.25 8.28 8.31 8.34 8.37 8.40 8.43 8.46 8.49 8.52 8.55 8.58 8.61 8.64 8.67 8.70 8.73 8.76 8.79 8.82 8.85 8.88 8.91 8.94 8.97 9.00 9.03 9.06 9.09 9.12 9.15 9.18 9.21 9.24 9.27 9.30 9.33 9.36 9.39 9.42 9.45 9.48 9.51 9.54 9.57 9.60 9.63 9.66 9.69 9.72 9.75 9.78 9.81 9.84 9.87 9.90 9.93 9.96 9.99 10.02 10.05 10.08 10.11 10.14 10.17 10.20 10.23 10.26 10.29 10.32 10.35 10.38 10.41 10.44 10.47 10.50 10.53 10.56 10.59 10.62 10.65 10.68 10.71 10.74 10.77 10.80 10.83 10.86 10.89 10.92 10.95 10.98 11.01 11.04 11.07 11.10 11.13 11.16 11.19 11.22 11.25 11.28 11.31 11.34 11.37 11.40 11.43 11.46 11.49 11.52 11.55 11.58 11.61 11.64 11.67 11.70 11.73 11.76 11.79 11.82 11.85 11.88 11.91 11.94 11.97 12.00 12.03 12.06 12.09 12.12 12.15 12.18 12.21 12.24 12.27 12.30 12.33 12.36 12.39 12.42 12.45 12.48 12.51 12.54 12.57 12.60 12.63 12.66 12.69 12.72 12.75 12.78 12.81 12.84 12.87 12.90 12.93 12.96 12.99 13.02 13.05 13.08 13.11 13.14 13.17 13.20 13.23 13.26 13.29 13.32 13.35 13.38 13.41 13.44 13.47 13.50 13.53 13.56 13.59 13.62 13.65 13.68 13.71 13.74 13.77 13.80 13.83 13.86 13.89 13.92 13.95 13.98 14.01 14.04 14.07 14.10 14.13 14.16 14.19 14.22 14.25 14.28 14.31 14.34 14.37 14.40 14.43 14.46 14.49 14.52 14.55 14.58 14.61 14.64 14.67 14.70 14.73 14.76 14.79 14.82 14.85 14.88 14.91 14.94 14.97 15.00 15.03 15.06 15.09 15.12 15.15 15.18 15.21 15.24 15.27 15.30 15.33 15.36 15.39 15.42 15.45 15.48 15.51 15.54 15.57 15.60 15.63 15.66 15.69 15.72 15.75 15.78 15.81 15.84 15.87 15.90 15.93 15.96 15.99 16.02 16.05 16.08 16.11 16.14 16.17 16.20 16.23 16.26 16.29 16.32 16.35 16.38 16.41 16.44 16.47 16.50 16.53 16.56 16.59 16.62 16.65 16.68 16.71 16.74 16.77 16.80 16.83 16.86 16.89 16.92 16.95 16.98 17.01 17.04 17.07 17.10 17.13 17.16 17.19 17.22 17.25 17.28 17.31 17.34 17.37 17.40 17.43 17.46 17.49 17.52 17.55 17.58 17.61 17.64 17.67 17.70 17.73 17.76 17.79 17.82 17.85 17.88 17.91 17.94 17.97 18.00 18.03 18.06 18.09 18.12 18.15 18.18 18.21 18.24 18.27 18.30 18.33 18.36 18.39 18.42 18.45 18.48 18.51 18.54 18.57 18.60 18.63 18.66 18.69 18.72 18.75 18.78 18.81 18.84 18.87 18.90 18.93 18.96 18.99 19.02 19.05 19.08 19.11 19.14 19.17 19.20 19.23 19.26 19.29 19.32 19.35 19.38 19.41 19.44 19.47 19.50 19.53 19.56 19.59 19.62 19.65 19.68 19.71 19.74 19.77 19.80 19.83 19.86 19.89 19.92 19.95 19.98 20.01 20.04 20.07 20.10 20.13 20.16 20.19 20.22 20.25 20.28 20.31 20.34 20.37 20.40 20.43 20.46 20.49 20.52 20.55 20.58 20.61 20.64 20.67 20.70 20.73 20.76 20.79 20.82 20.85 20.88 20.91 20.94 20.97 21.00 21.03

The property currently has a stick built and 1977 double wide manufactured home situated on the property. The property is of Residential use with surrounding properties of the small hobby farm acreage type. This property consists of a total of about 8.2 ± acres and is along the Cove Highway.

The applicant is requesting V to place a second manufactured home on the property. This would create three home units on the single tax lot.



## **REPORT TO CITY OF UNION PLANNING COMMISSION**

Prepared for the Public Hearing on June 14, 2023

### **LAND USE PLAN**

The subject property is in a Residential zone R-1 and as stated above may have one- or two-family homes outright. Our ordinance does not specifically spell out the number of homes that can be on a lot; however, it is appropriate to seek a variance for such a condition.

### **APPLICABLE CRITERIA AND STANDARDS**

The following criteria should be examined when applying the existence of current setbacks on City Streets and determining if a variance would be applicable:

#### **§ 155.035 STANDARDS FOR PLACEMENT OF A MANUFACTURED HOME ON AN INDIVIDUAL LOT.**

The manufactured home shall:

- (A) Enclose a floor area of not less than 800 square feet;
- (B) Be placed on an excavated and/or backfilled foundation and the open portion under the home enclosed with pressure treated wood, masonry, or concrete walls, so that the top of the perimeter wall is not more than 12 inches above the finished ground level, except on a sloping lot where the top of the perimeter wall shall be not more than 12 inches above the finished ground level at its highest point along the perimeter wall; complying with the minimum set-up standards of the adopted State Administrative Rules for Manufactured Dwellings, Chapter 918. When pressure treated wood is used for the perimeter wall, a covering similar in appearance to the manufactured home siding, or a finished concrete wall, will be used to cover the wall. A permanent concrete foundation existing at the time of this chapter's adoption that exceeds 12 inches in height but otherwise complies with this chapter may continue to be used; and
- (C) Have an integral roof with a nominal pitch of 2 1/2 feet in height for every 12 feet in width.

(Ord. 437, passed 1-11-1993)

#### **§ 155.068 AUTHORIZATION OF VARIANCES.**

The Planning Commission may authorize variances from the requirements of this chapter where it can be shown that owing to special and unusual circumstances related to a particular piece of property, the literal interpretation of this chapter would cause undue or unnecessary hardship. No variance shall be granted to allow the use of property for purposes not authorized within the zone in which the proposed use would be located. In granting a variance, the Planning Commission may attach conditions which it finds necessary to protect the best interest of the surrounding property and to otherwise achieve the purposes of this chapter.

(Ord. 337, passed 6-11-1979)

## REPORT TO CITY OF UNION PLANNING COMMISSION

Prepared for the Public Hearing on June 14, 2023

### § 155.069 CONDITIONS FOR GRANTING A VARIANCE.

No variance shall be granted by the Planning Commission unless it can be shown that the following conditions exist:

- (A) Exceptional or extraordinary conditions applying to the property that do not apply generally to other properties in the same zone or vicinity, which conditions are a result of lot size or shape, topography, or other circumstances over which the applicant has no control.
- (B) The variance is necessary for the preservation of a property right of the applicant substantially the same as is possessed by owners of other properties in the same zone or vicinity.
- (C) The authorization of the variance shall not be materially detrimental to the purposes of this chapter, be injurious to the property in the zone or vicinity in which the property is located, or be otherwise detrimental to the objectives of any municipal development plan or policy; and
- (D) The variance request is the minimum variance from the provisions and standards of this chapter which will alleviate the hardship.

*(Ord. 337, passed 6-11-1979)*

### PROPOSED FINDINGS OF FACT

The staff review of the proposal has identified the following findings of fact:

Additional information may be presented to the Planning Commission at its public hearing on this matter and may lead to different findings or conclusions. If so, appropriate changes in the proposed findings should be incorporated into the findings adopted to support the Planning Commission's Final Decision.

1. Applicant property is over 8 acres and can accommodate an additional home and meet setback requirements.
2. City water and sewer can accommodate the additional home.
3. Current ordinance is somewhat silent on multiple homes on a single tax lot.
4. Current legislation coming from Salem is favorable for these types of additions to tax lots if safety can be maintained.
5. There is a fire hydrant nearby the property for fire and life safety concerns.
6. The proposed drawing would use current driveways established for the property and no new ties to the state highway system would be needed.
7. The school system already serves the property for bussing.
8. The application contained a sketch or suitable drawing showing the location of the new manufactured home.

## **REPORT TO CITY OF UNION PLANNING COMMISSION**

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### **STAFF RECOMMENDATION**

Note: The proposed recommendations were prepared prior to the Planning Commission's public hearing. Testimony presented at the hearing may affect the Planning Commission's determination of the facts and conclusion, and if so, this new information will be reflected in the adopted findings for this matter.

Provided that no relevant testimony regarding the application is provided to the Planning Commission meeting, staff recommends that should the Planning Commission approve the Variance, the following conditions should apply:

1. A new manufactured home could be placed on the property if it follows the proper setup requirements of both building codes and City Ordinances.
2. There should be no new access points created to the state highway system.
3. A third water and sewer hook up would be charged to the property.
4. Setbacks from other structures would be strictly adhered.

# City of Union, Oregon



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Union, OR 97883

Home to the Buffalo Peak Golf Course

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## CITY OF UNION PLANNING APPLICATION

Application #: 23-02

Date Submitted: 4-26-23

Received By: [Signature]

Date of Notification: 5-31-23 5-24-23 KG

Date of 1<sup>st</sup> Hearing: 6-14-23 6-14-23 KG

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

### APPLICATION TYPE (Check one):

<input checked="" type="checkbox"/> Conditional Use Permit	<input type="checkbox"/> Minor Partition	<input type="checkbox"/> Street/Alley Vacate	<input type="checkbox"/> Zone Text Amendment
<input type="checkbox"/> Flood Zone Permit	<input type="checkbox"/> Plan Amendment	<input checked="" type="checkbox"/> Variance	<input type="checkbox"/> Site Plan Review
<input type="checkbox"/> Historic Design Review	<input type="checkbox"/> Property Line Adjustment	<input type="checkbox"/> Zone Change	<input type="checkbox"/> Major Partition

Other: \_\_\_\_\_

Fee Amount: \$ 350.00

Applicant: MARTIN PATTERSON

Address: PO Box 326

City: PENDLETON State: OR Zip: 97801 Phone: 541-278-0995

Property Owner (if Different): RALPH PATTERSON

Address: 1986 N. COVE ST.

City: UNION State: OR Zip: 97883 Phone: 541-562-5550

### DEVELOPMENT REQUEST

Proposed Land Use (be specific): POT TRAILER IN TO LIVE IN ON FAMILY PROPERTY

### PROPERTY INFORMATION

- Physical Site Address: 1986 N. COVE ST. UNION, OR 97883
- Map: 0454018 Tax Lot: 400 Lot Size: 660 X 540
- Has property been surveyed? ☒ Yes ☐ No Inside urban growth boundary? ☒ Yes ☐ No
- Current zone classification? R-1 Existing Structures: \_\_\_\_\_
- Existing Easements: SEWER EASEMENT NORTH PROPERTY LINE
- Overlay Zones: Flood Zone? ☐ Yes ☒ No Historic District? ☐ Yes ☒ No
- Major Topographical features (stream, ditch, slope, etc.): DITCH ON EAST PROPERTY SIDE

### STATEMENT OF UNDERSTANDING

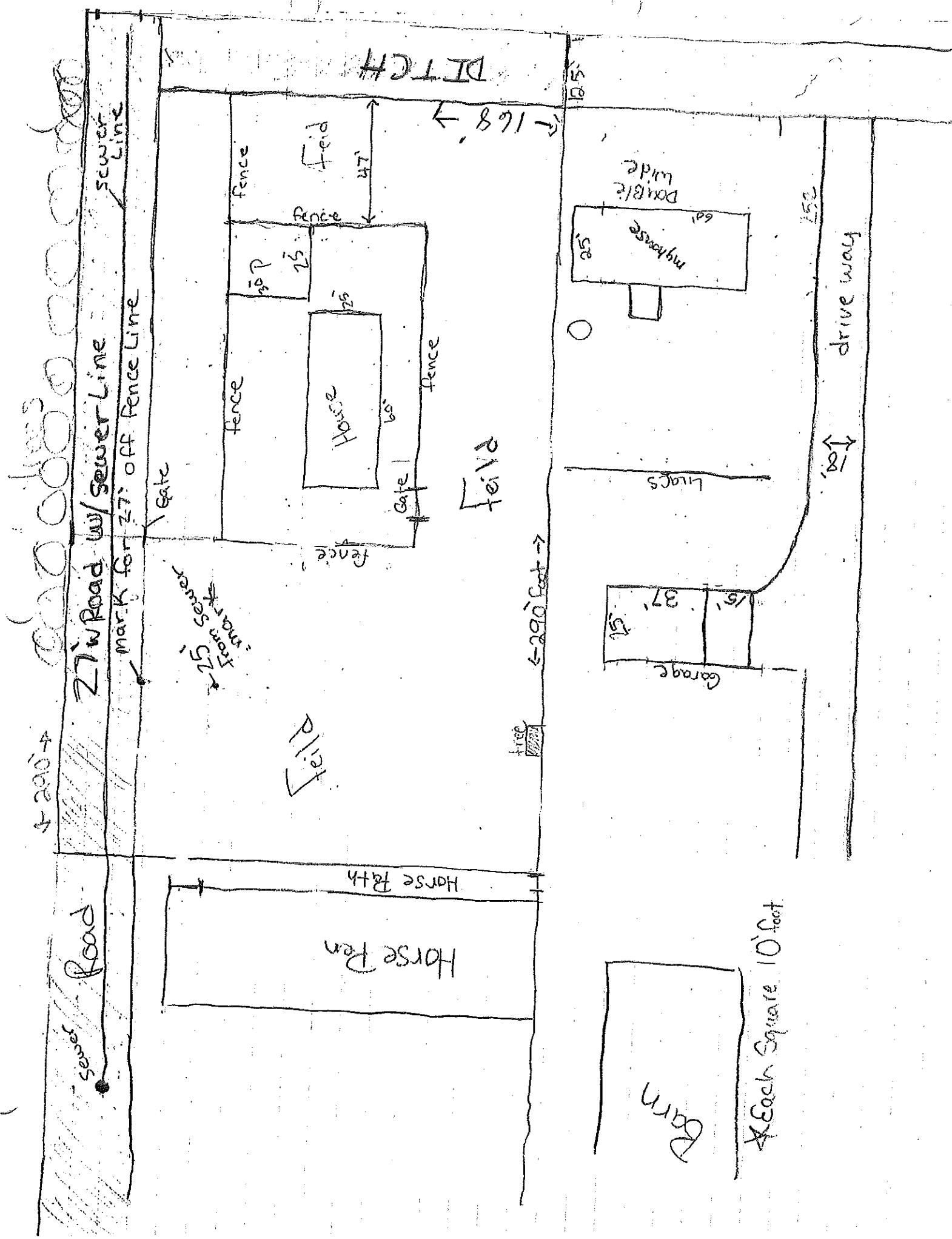
I understand that I have the burden to prove my request meets all applicable ordinance requirements and that I must address all criteria that may apply. The criteria for approving or denying my request has been furnished to me as part of this application. I understand supplemental materials and information may be required by City of Union staff to complete the application.

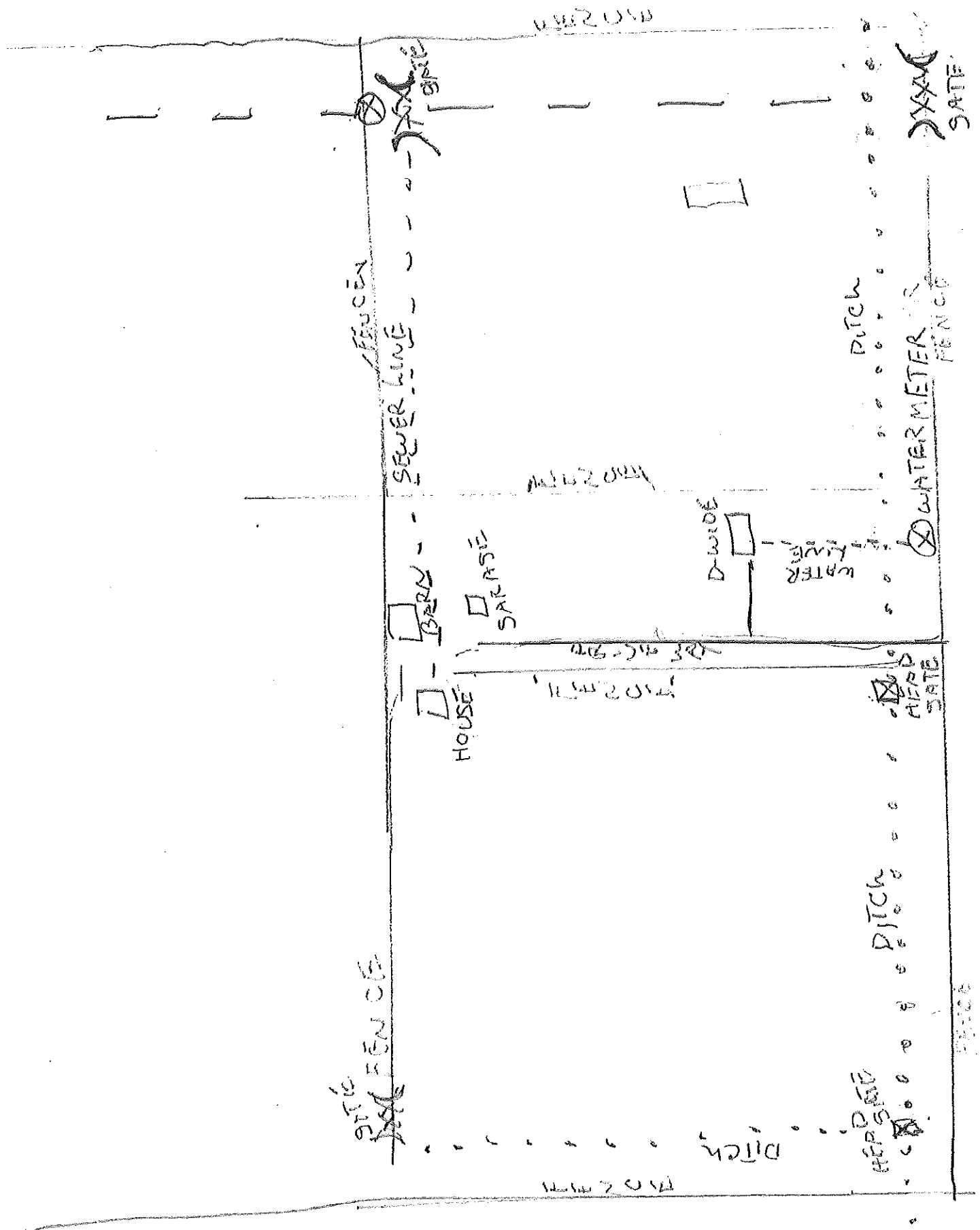
I certify the above information to be true and correct and that I am the property owner, or authorized representative for the property owner. I understand that my application may be denied or delayed if incomplete or found to be falsified.

APPLICANT SIGNATURE: Martin Patterson

DATE: 4-26-2023







May 11<sup>th</sup>, 2023

Ralph Patterson  
1986 N Cove St  
Union, OR 97883

To the City of Union,

I hereby give my permission for my son, Marty Patterson, to place a manufactured home on my property at 1986 N Cove, Union, OR 97883.

Sincerely,

A handwritten signature in black ink, appearing to read "Ralph Patterson". The signature is written in a cursive, flowing style.

Ralph Patterson



**Witnessing or Attesting a Signature**

State of OREGON

County of Union

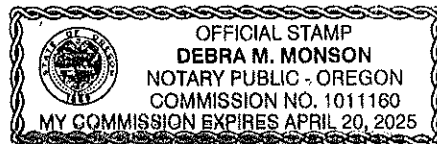
Signed (or attested) before me on (date) May 11<sup>th</sup>, 20 23

by (name(s) of individual(s)) Ralph R. Patterson

Debra M. Monson

Notary Public - State of Oregon

Official Stamp



Document Description

This certificate is attached to page 1 of a letter to City of Union (title or type of document), dated May 11<sup>th</sup>, 20 23, consisting of ONE pages.

# City of Union, Oregon



PO Box 529  
342 S. Main Street  
Union, OR 97883

*Home to the Buffalo Peak Golf Course*

Phone: 541-562-5197  
Fax: 541-562-5196  
[www.cityofunion.com](http://www.cityofunion.com)

Monday, May 24, 2023

## NOTICE OF PROPOSED LAND USE ACTION PUBLIC HEARING

Dear Property Owner,

You are receiving this letter because the boundary of your property is located within 300 feet of a parcel of land being considered for the following proposed land use action.

<b><i>Applicant:</i></b>	<i>Martin Patterson</i>
<b><i>Land Use Application:</i></b>	<i>Variance to allow a third home on a single tax lot within a Residential Zone.</i>
<b><i>Property Description:</i></b>	<i>Union County Assessor's Map 04S4018, Tax Lot 400; 1986 N. Cove Street, Union, Oregon 97883.</i>

The hearing to consider the application will be held on **June 14, 2023 at 7:00 p.m.** in the Leonard Almquist Council Chambers, Union City Hall, 342 S. Main Street, Union, Oregon.

Applicable criteria for the Planning Commission's decision are found in Title XV (Land Use), Chapter 155 (Zoning), Use Zones, Exceptions and Variances, and Notices.

A copy of the application and all evidence relied upon by the applicant are available for inspection at no cost during business hours at City Hall, 342 S. Main Street, Union, Oregon. The staff report will be available for inspection at City Hall, at no cost, one week prior to the meeting. Copies of all materials will be available at cost.

Testimony for or against the proposed land use action may be presented orally at the hearing, or by a written statement presented before the hearing. Testimony and evidence must be directed toward the criteria above, or to other criteria in the Zoning Ordinance and/or Land Use Plan that you believe apply. Failure to raise an issue with enough specificity to afford the Planning Commission and the parties an opportunity to respond to the issue will preclude appeal of any resulting land use decision to the Land Use Board of Appeals.

If you have questions or need more information, please contact City Administrator Doug Wiggins at City Hall 541-562-5197 or email [admin@cityofunion.com](mailto:admin@cityofunion.com).

If you have a disability requiring any special materials, services, or assistance, please contact the City Office Manager at City Hall 541-562-5197 at least 48 hours before the hearing.

Sincerely,

Doug Wiggins  
City Administrator

**CITY OF UNION PLANNING COMMISSION**  
Staff Report

TO: City of Union Planning Commission

FROM: Doug Wiggins, City Administrator/Planner

RE: Michelle Steevens – Application for Zone Change 23-01

SITE: 160 N. Second Street  
Map#: 04S4018BC, Tax Lot #: 700

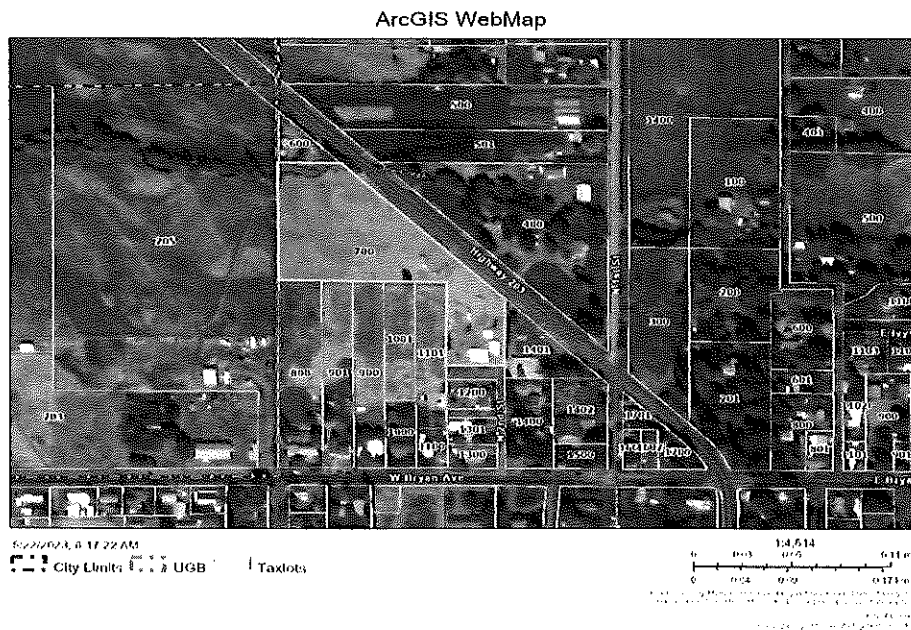
**1. DESCRIPTION**

**APPLICATION BACKGROUND**

The City of Union received a complete application for a zone change on May 9, 2023. A public hearing before the Planning Commission was set for June 14, 2023, with notice to all residents, within 300 feet, mailed on May 24, 2023.

**APPLICATION REQUEST & LOCATION**

The applicant is requesting to re-zone his City of Union lot from Residential “R1” to Heavy Commercial “C2”. The lot is approximately 4.88± acres located along State Way 203 (N. Main Street). On the tax map they are identified as Map#: 04S40E18BC on Tax Lot: 700.



## LAND USE PLAN

The subject property is currently zoned Residential "R1" with a home, numerous barns, sheds, outbuildings, and open pastureland. The zone can only support a retail or general business under a conditional use permit.

## ZONING ORDINANCE

The zoning ordinance allows amendments to the land use plan through two means, quasi judicially or legislatively. If the zone change is brought by application of the landowner and has no widespread effect, a quasi-judicial review must be implemented for a zone change (Code 155.113). Notifications are pursuant to city Code 155.163 and 155.164. Decisions must be rendered by the Planning Commission of their findings as depicted in Code 155.118.

### 2. **EXISTING CONDITIONS**

The ground currently contains pastureland, a home, and numerous outbuildings. It also contains a farm-like stand for retail sales as allowed in a previous conditional use permit issued by the planning commission in 2017. The owner wishes to move her current hide making business (light manufacturing) to this property and continue retail sales at this location after the completion of a zone change. Conditional use permits do not allow for this type of use in Residential, therefore the application to re-zone.

### 3. **SUGGESTED FINDINGS OF FACT AND BASIS**

The Planning Commission may use the following findings which are relevant to the approval, denial or modification of the application, plus any additional findings as brought out through testimony presented at the public hearing. Only those findings which support the Planning Commission's motion should be read into the record for the approval, denial or modification of such request.

#### **§ 155.121 BASIS FOR DECISIONS.**

A decision on a land use plan text or land use map amendment by the Planning Commission or City Council shall be based on the ability of the proposed change to meet the following criteria:

- (A) That changes have occurred in community attitudes or that physical, social, economic, or environmental conditions in the area have changed since plan adoption, and that a public need supports the change; or that the original plan was incorrect;
- (B) That alternative sites for the proposed uses have been considered;
- (C) That the proposed change is compatible with the land use plan policies and applicable LCDC goals and guidelines.

(Ord. 491, passed 6-13-2005)

### **§ 155.122 FINDINGS.**

The decision of the Planning Commission or City Council shall be based upon and accomplished by a brief statement that explains the following:

- (A) The criteria and standards considered relevant to the decision;
- (B) The basic facts relied upon in rendering the decision; and
- (C) The ultimate facts and justification for the decision based on the criteria, standards, and facts set forth.

(Ord. 491, passed 6-13-2005)

### **STAFF FINDINGS**

1. Application was complete and submitted as required by City Code 155.114.
2. Notifications have been administered by both City Ordinance requirements.
2. The owner of the property would like to continue to retail her product and treat hides on her property.
3. Current Owner has been compliant with the current zoning regulations for the property. This new owner wishes to remain compliant.
4. The property borders both residentially zoned land and "C2" Heavy Commercial zoned land
5. Property if turned into Heavy Commercial "C2" has potential to generate some revenue for the City of Union.
6. City infrastructure can handle the business proposed.
7. The proposed zoning does not interfere with statewide or local land objectives and goals.
8. No other alternative sites have been considered.
9. At the time of this report, no letters or calls have come forward regarding the land use change of this property.

### **CONCLUSION**

It is the opinion of staff that the majority opinion of the community has changed since the inception of the land use plan on this piece of property. Barring any further testimony from the night of the hearing, staff has heard no complaints about changing the zone on the property. This would effectively continue a thriving business in the City of Union and when developed as stated would raise the valuation of the property effecting the overall economics of the City of Union. However, nothing does hold Ms. Steevens from creating some other business by that portrayed in her application. Thus, a re-zone, would only guarantee this to

be a potential business property for years to come if changed. Additionally, once re-zoned any type of supported business to the zone may be erected without further permission of the Planning Commission.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Doug Wiggins", with a horizontal line extending from the end of the signature.

Doug Wiggins  
City Administrator

# City of Union, Oregon



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## CITY OF UNION PLANNING APPLICATION

Application #: 23-01 ZC

Date Submitted: 5-9-23

Received By: DJ

Date of Notification: 5-31-23 5-24-23 KA

Date of 1<sup>st</sup> Hearing: 6-21-23 6-14-23 KG

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

### APPLICATION TYPE (Check one):

<input type="checkbox"/>	Conditional Use Permit	<input type="checkbox"/>	Minor Partition	<input type="checkbox"/>	Street/Alley Vacate	<input type="checkbox"/>	Zone Text Amendment
<input type="checkbox"/>	Flood Zone Permit	<input type="checkbox"/>	Plan Amendment	<input type="checkbox"/>	Variance	<input type="checkbox"/>	Site Plan Review
<input type="checkbox"/>	Historic Design Review	<input type="checkbox"/>	Property Line Adjustment	<input checked="" type="checkbox"/>	Zone Change	<input type="checkbox"/>	Major Partition

Other: \_\_\_\_\_

Fee Amount: \$ 300.00

Applicant: Michelle Steevens

Address: 1260 n2 st

City: Union State: OR Zip: 97883 Phone: 541 415 0761

Property Owner (if Different): R'chelle Plank

Address: 1709 W Arch St

City: Union State: OR Zip: 97883 Phone: 541 910 4961

### DEVELOPMENT REQUEST

Proposed Land Use {be specific): From R1 to C2

### PROPERTY INFORMATION

- Physical Site Address: 1260 n2nd St Union
- Map: 0454018BC Tax Lot: 700 Lot Size: 4.88
- Has property been surveyed? ☒ Yes ☐ No Inside urban growth boundary? ☒ Yes ☐ No
- Current zone classification? R1 Existing Structures: \_\_\_\_\_
- Existing Easements: city unit
- Overlay Zones: Flood Zone? ☒ Yes ☐ No Historic District? ☐ Yes ☒ No
- Major Topographical features (stream, ditch, slope, etc.): Little Creek Hwy ditch

### STATEMENT OF UNDERSTANDING

I understand that I have the burden to prove my request meets all applicable ordinance requirements and that I must address all criteria that may apply. The criteria for approving or denying my request has been furnished to me as part of this application. I understand supplemental materials and information may be required by City of Union staff to complete the application.

I certify the above information to be true and correct and that I am the property owner, or authorized representative for the property owner. I understand that my application may be denied or delayed if incomplete or found to be falsified.

APPLICANT SIGNATURE: Michelle Steevens

DATE: 5/9/23

9 May 2023

City of Union, City of Union Planning Committee

City Administrator, Planning Committee Chair

342 S. Main Street

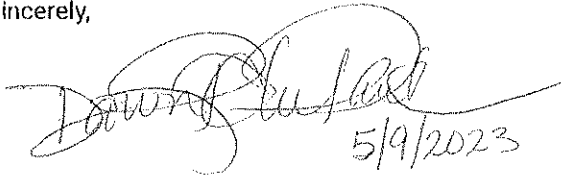
Union, OR 97883

RE: Express authorization from property owner for representation at hearing

Hello, City Administrator and Planning Committee Chair -

I, Dawn R'Chel Plank, expressly authorize Ms. Michelle Steevens to speak on my behalf, and act as my personal Agent, concerning property I own located at 1260 N 2nd Street, Union, OR 97883 (Map # 04S4018BC, Tax lot #00700), in the matter of my request to change zoning of said property from R1 (residential) to C2 (commercial).

Sincerely,



5/9/2023

Dawn R'Chel Plank  
1709 W Arch St  
Union OR 97883  
541-910-4961

I, Michelle Steevens, agree to act as a personal Agent for Ms. Dawn R'Chel Plank, and to represent her in the aforementioned effort to obtain a zoning change as described to the subject property.

Sincerely,



5/9/23

Michelle Steevens  
1260 N 2nd St  
Union OR 97883  
541-415-0761



**Verification on Oath or Affirmation**

State of OREGON

County of Union

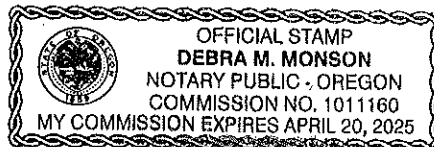
Signed and sworn to (or affirmed) before me on (date) May 9<sup>th</sup>, 2023

by (name(s) of individuals making statement) Dawn Rachel Plank & Michelle Stevens.

Debra M. Monson

Notary Public - State of Oregon

Official Stamp



Document Description

This certificate is attached to page 1 of a P.O.A. (title or type of document), dated May 9, 2023, 2023, consisting of 1 pages.

I will be using the mercantile Building facing the highway, to sell merchandise made by me and other local artists. All customers who are buying merchandise dropping off or picking up hide or mounts will use this building.

Building 4 will be where bones are processed. This includes prepping for beetle cleaning, then soaking in degreasing tanks and whitening tanks. Any smells associated with the Beatles will be dealt with using baking soda filters.

Then the bones will be dried, the detailed finishing work will be done. When the bones are finished, they will be taken to the mercantile Building to be sold or picked up by clients.

Building 3 will be where all the wet work will be done on hides. Starting with flashing then washing. From there they go into the pickling tanks, that is where the hides will be thinned. After the hides are thinned they go into the tanning tanks.

After the liquids from the pickling and tanning tanks are used they are collected and taken to the city dry beds for disposal, because of the high concentration of salt.

Then the hides are washed and sent to the Finishing building.

Building 2 is the finishing building. When the hides come into this building they are ready to be oiled then dried. While the hides are being dried they will be tumbled at various stages softening them.

After they are dry they will be buffed and combed. After they are finished they will go back to the mercantile Building to be Sold or picked up by clients.

Building 1 is where I'm living but half of the house is set up to do custom work like making clothing hats and other things with furs and leather.

I plan on having 3 employees this year.

My daughter will help with the mercantile. My son-in-law will help with the tanning. I will be hiring a high school student part time to help with the bones

All employees will park by the mercantile building and enter various buildings from the back avoiding Residential property.

The only things I will be changing are adding a water line to the city for dumping wastewater from the washing machine and the wastewater from fleshing and rehydrating hides. I will be adding a grease trap to this line to make sure no extra grease or flesh bits are added.

I also will be adding 2 10' by 20' storage containers. One will be a Climate controlled dry storage for salted hides. The other will be Freezer unit for storing frozen hides.

I want to make it clear that all products used to process bones and hides are non-toxic. Any machinery used to process hides have a very low noise level.

Close by residents will generally not see or hear any business being done at this property.

I will probably be receiving deliveries from UPS twice a month. I'm not real sure about what kind of traffic will be in and out of the Mercantile building since this building will be much more visible than the Bronson lumber building. Last year I received an estimate of about 5 to 6 people a week.

THIS MAP WAS PREPARED FOR  
ASSESSMENT PURPOSE ONLY

0 50 100 200 Feet

S.W. 1/4 N.W. 1/4 SEC. 18 T.4S. R.40E. W.M.  
UNION COUNTY

04S40E18BC  
UNION

CANCELLED:  
1701  
1702





Monday, May 24, 2023

**NOTICE OF PROPOSED LAND USE ACTION PUBLIC HEARING**

Dear Property Owner,

You are receiving this letter because the boundary of this property is located within 300 feet of your property and is being considered for the following proposed land use action.

***Applicant:*** *Michelle Steevens / Richelle Plank (Owner)*  
***Land Use Application:*** *Zoning Change (Amendment) – Residential "R1" to Heavy Commercial "C2".*  
***Property Description:*** *Union County Assessor's Map 04S4018BC, Tax Lot 700; 1260 N. Second Street, Union, Oregon 97883.*

The hearing to consider the application will be held on **June 14, 2023, at 7:00 p.m.** in the Leonard Almquist Council Chambers, Union City Hall, 342 S. Main Street, Union, Oregon.

Applicable criteria for the Planning Commission's decision are found in Title XV (Land Use), Chapter 155 (Zoning), Use Zones, Amendments and Notices.

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Sincerely,

Doug Wiggins  
City Administrator