



# CITY OF SILVERTON

SPRING 2019

## Mayor's Corner

### *New vantages*

Spring is finally here, which means it's time again for me to voice my appreciation for the work our Public Works crews do to help make our streets safe during the inclement weather. De-icing, removing debris, and working in the rain, snow, and cold to respond to the needs of our city isn't an easy job, but we really appreciate it.



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Unless you've been homebound and don't follow social media, you all know by now that the Eugene Field School structure is completely gone. Long overdue, the process has been intriguing to watch and sentimental to many, including me. Hats off to the company who did the work – the care with which they worked through the materials, pulling out what we can reuse, was impressive. Many of you had asked about having a memento from the building, and what could be reused safely has been put aside. It's not yet clear how and when we will use those materials, but an ongoing discussion has included the concept of using them in some fashion with what will be developed on the site.

One thing I wasn't expecting, and has been noted by many others, is the stunning perspective that you get looking west from First Street across the property. We've never had the opportunity to view the historic houses along Water Street from that vantage point. It's hard to say if that view will be there indefinitely as we are still determining what and where to build on the site. On that note, thank you to all of the community members that have participated in the many focus groups and the one main community input meeting – some great recommendations have come from that process that will help us shape the future of the property. We know there will be a new Police facility located somewhere there, and depending on construction prices and economy scale, we may be able to move City Hall at the same time rather than waiting for a "phase 2" in the future. It starts getting exciting to consider the rest of the ideas – community proposals have focused mostly on public use space. One thing we all agree on, however, is that the development of the site must be compatible with our historic downtown, not look like some ugly government building, and will be designed with financial prudence in mind.

I also want to shine a spotlight on the great things happening in our community. If you missed the Kiwanis Club sponsored Great Grown-Up Spelling Bee, you missed a great evening. It was a packed house that watched many teams compete for the

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## A meeting of minds for Eugene Field Commons



*Members of the community met on Jan. 31 to brainstorm ideas for additional potential uses for the Eugene Field Commons. The consultants who facilitated the event are working on two draft options that will be reviewed by the City to provide input prior to a final concept being prepared.*

## Budgetary Process Needs Citizen Input

As your personal tax season winds down, the City's budget process is in full swing.

Beginning in January, staff have been developing revenue estimates and cost projections. The goal is to maintain current levels of service and to fund capital improvement projects based on Council Goals, Capital Improvement Plans and citizen requests.

Local budget law, established by the State of Oregon, guides the City's budgeting process. The law does two important things:

1. It establishes standard procedures for preparing, presenting and administering the budget.
2. It requires citizen involvement in the preparation of the budget and public disclosure of the budget before its formal adoption. To give the public ample opportunity to participate in the budget process, a Budget Committee is formed. The Budget Committee consists of an equal number of citizens and Council members. To view this year's Budget Committee members visit the

City's website at <http://www.silverton.or.us/173/Budget-Committee>

The results from staff projections are compiled into the preliminary budget document and presented to the Budget Committee for citizen input, deliberation, and approval. After approval of the budget by the Budget Committee, the information is presented to the City Council for adoption, levying taxes and approval of the appropriation authority.

You are invited to be part of this process by attending Budget Committee meetings to be held:

- Thursday, May 16, 6pm, Council Chambers
- Tuesday May 21, 6pm, Council Chambers
- Thursday, May 23, 6pm, Council Chambers (if needed)

For more information, please visit <http://www.silverton.or.us/393/Budget> or contact the Finance Department at (503) 873-5321.

# Court Amnesty Program Recouped Funds, Gave Fresh Start for 71 People

The City of Silverton Municipal Court ran an inaugural amnesty program between Dec. 1, 2018 and Feb. 28, 2019. During these three months, the program allowed individuals the opportunity to pay half the outstanding fines and fees in their account and have the other half forgiven. The purpose of this one-time amnesty program was to help provide relief to individuals who had found themselves in default of a court-ordered obligation because they had unpaid traffic or non-traffic fines and fees.

The Court reached out to the community in several ways:

- Mailing almost 1,700 letters to individuals qualifying to participate.
- Advertising the program in the *Silverton Appeal* on Dec. 12, 2018.
- Posting electronic notices on the City's website and Facebook page.
- Posting flyers at City Hall.

71 individuals took advantage of the amnesty program opportunity, and the City collected a grand total of \$25,254.14. After state and county assessment fees were paid, the City retained \$19,923.08.



## New four year terms begin

New and returning councilors were sworn in Jan. 7. From left to right: Councilor Jim Sears, Mayor Kyle Palmer, Councilor Crystal Neideigh, and Councilor Dana Smith.

# Silverton Starts Urban Forestry Program

As part of the City's efforts to become a Tree City USA, Silverton has launched an urban forestry program to help maintain and protect trees on Silverton's public properties and right-of-ways. The trees that line Silverton streets, shade parks and trails, and beautify neighborhoods help make Silverton the Garden City of Oregon.

The City of Silverton will observe Arbor Day on Friday, April 26, by planting trees with a group of volunteers at several area parks. Community members are encouraged to participate in the festivities by visiting a park or green space in or around Silverton. Information on planting the right tree in the right place and ideas for celebrating Arbor Day can be found at [silverton.or.us/urbanforestry](http://silverton.or.us/urbanforestry).

# Backflow Preventer Reports Due June 1

Did you know if you have a landscape sprinkler system, pond, boiler or fire suppression system on your property, you are required to have a backflow preventer installed?

Backflow preventers must be tested annually to ensure the device is working properly to help keep drinking water safe throughout the water system. All test reports are due by June 1.

For more information, contact the Cross Connection Program Coordinator at 503-874-2281.



## Recognizing civic involvement

Longtime Planning Commissioner (10 years) and Budget Committee (15 years) member Jeff DeSantis received a standing ovation at January's Council meeting. Thank you, Jeff! The City wishes him well in his future pursuits.

# New faces, promotions at Public Works

The City is excited to welcome two great new contributors to the Public Works Department and celebrate a promotion.

Robert Hoffman was promoted to Utility Worker II in November 2018 after joining the City in May 2018. Congratulations to Robert on this achievement!

Gustavo Soto joined the Maintenance Division as Utility Worker I in November 2018 after serving in temporary positions with the City of Salem. There he gained extensive experience in parks and is excited to join the Silverton team where he has the opportunity to work in water, sewer, streets, and parks operations and develop new skills.

Mike White joined the City in February as City Engineer and brings a wealth of experience in civil engineering and wastewater technology to the City. Mike owned and operated his own design-build services company for several years and prior to that served the City of Virginia Beach, VA. He shared a story about his first few weeks in Silverton:

"While riding my bicycle in Silverton on the evening of March 31, my wallet fell out of my pants pocket. Within a matter of hours one of Silverton's own contacted the local police and returned my wallet with all cash and credit cards. Oregon is where folks enjoy the outdoors and care for one another."



## Experiencing Silverton's Water Cycle, Part 2

Students and teachers in the Transitions Program from Silverton High School continued their tour of Water Quality facilities with a visit to the Water Treatment Plant on Jan. 25. Water Quality Supervisor Steve Starner and Water Treatment Plant Operator Mike Downey hosted the group; Steve Starner and Elizabeth Gray, Assistant to the City Manager/Human Resources Coordinator, will continue working with the group to share additional visits to Water Quality facilities such as the Oregon Garden in the coming months. Special thanks also to Casey Young, Sewer-Water Operator I, for his work in making accessibility improvements to the Water Treatment Plant.

# Tips For Accessory Dwellings, Fences in Silverton

This quarter the Community Development Department brings you information on some home and lot updates you may be considering. You can always contact the Department at 503-874-2207 during business hours, or visit the City's website for more detailed information and Development Code Standards to help you with your plans. Please note that ADU standards are currently under review in order to encourage ADU use in the City.

## ADUs in Silverton

"Accessory Dwelling Unit (ADU)" refers to a second dwelling unit created on a lot with a house, attached house, or manufactured home. The second unit is created auxiliary to, and is always smaller than the house, attached house, or manufactured home. A homeowner may be interested in creating an ADU in order to share the lot with a friend or family member or to generate additional income through short-or-long term rentals (in that case, make sure to follow all applicable City and other regulations for business licenses and lodging tax collection). ADUs are allowed on all residentially zoned property within the City provided they conform to the following standards:

**1. Floor Area.** Accessory dwellings shall not exceed 800 square feet of floor area if detached from the primary dwelling, or 40 percent of the primary unit, whichever is less. The unit can be a detached cottage, a unit attached to a garage, or in a portion of an existing house.

**2. Oregon Residential Specialty Code.** The structure must comply with the Oregon Residential Specialty Code.

**3. Owner-Occupied.** The primary residence or accessory dwelling shall be owner-occupied. Alternatively, the owner may appoint a member of his or her immediate family as a resident caretaker of one of the units and manager of the other unit.

**4. One Unit.** A maximum of one accessory dwelling unit is allowed per lot.

**5. Silverton Development Code Standards.** The dwelling shall conform to the lot standards in Table 2.2.120 of the Silverton Development Code, except as modified below:

a. The height of a detached accessory dwelling (i.e., separate cottage) shall not exceed 22 feet.

b. The dwelling shall be set back not less than 20 feet from the front property line, seven feet from side property lines, and 20 feet from the rear property line. When the dwelling is accessed from

an alley, the rear yard setback may be reduced to five feet.

c. The approval body may require a landscape hedge or fence be installed on the property line separating a detached accessory dwelling from an abutting single-family dwelling, unless the applicant and the owner of the abutting single-family dwelling agree in writing not to install the hedge or fence.

d. In order to maintain a consistent architectural character, similar building materials, architectural design and colors shall be used so that the accessory dwelling blends with the general appearance of the primary dwelling.

e. A parcel containing a primary dwelling unit and an accessory dwelling shall provide a minimum of two off-street parking spaces.

The process to construct an ADU requires the submission of plans and applications for building permits (structural, plumbing, electrical, and mechanical). Planning staff reviews the ADU permit for compliance with the above standards and if approved would provide the permit to the Building Department for review of the construction plans.

The building permit fee and any applicable System Development Charges (SDCs) are due when the permit is picked up. Additions to single-family dwellings are exempt from all portions of the system development charge (SDCs). If an ADU is constructed as an addition to a single-family home it

falls under the same SDCs exemption.

If a detached ADU is built then it would be subject to SDC fees. SDCs are designed to collect funds for public improvements that are needed due to an increase in impact on utilities.

The owner-occupied standard is reviewed at the time of building permit submittal. Staff checks to see if the property owner's address is the same as the permit address, which would indicate an owner-occupied unit. While there is the option for the owner to appoint a member of his or her immediate family as a resident caretaker of one of the units and manager of the other unit, most Silverton homeowners with ADUs reside in one of the units themselves.

## Building a Fence

Construction of fences shall conform to all of the following requirements, found in the city's municipal development code (3.2.500):

### A. General Requirements.

All fences, walls, or hedges shall comply with the height limitations of the respective zoning district (Article 2, Tables 2.2.120.A and 2.3.120) and the standards of this section. All fences shall be located outside any vision clearance area.

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## Utility Assistance Program Revamped

The City of Silverton and Silverton Area Community Aid (SACA) revamped their Utility Assistance Program agreement this year. The City recognizes that emergencies arise that may require financial assistance towards City utilities. Therefore, the City has given SACA \$5,000 to assist utility customers who live within Silverton city limits.

The program will be administered by SACA. Qualified applicants must:

- Reside within City of Silverton city limits.
- Be a customer of the City's water or sewer utilities for at least six months.
- Meet the income guidelines for USDA-TEFAP Commodity Eligibility.

Applicants are eligible for assistance up to a maximum amount of \$150 per calendar year. Customers can request assistance for delinquent and current balances; however no delinquent or administrative fees are covered.



For assistance or information about the UAP and other programs SACA offers please contact: 503-873-3446 or <http://silvertonareacommunityaid.org/assistance/>

## Silverton City Council



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## Silverton City Hall

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# City Calendar

## April

**April 15 – Joint City Council/Urban Renewal Advisory Committee**

**Work Session** 6 pm

**April 16 – Environmental**

**Management Committee** 3pm;

**Parks and Recreation Task**

**Force** 6:30pm

**April 30 – Affordable Housing**

**Task Force** 8:30am- 9:30am

## May

**May 6 – City Council** 7pm\*

**May 14 – Planning Commission**

7pm\*

**May 16 – Budget Committee** 6pm\*

**May 20 – City Council Work**

**Session** 6pm

**May 21 – Budget Committee**

6pm\*

**May 23 – Budget Committee**

(if needed) 6pm\*

**May 27 – Memorial Day**

City Hall Offices Closed

**May 29 – Parks and Recreation**

**Task Force** 6:30pm

## June

**June 3 – City Council** 7pm\*

**June 11 – Planning Comm.** 7pm\*

**June 17 – City Council Special**

**Meeting** 6pm

## July

**July 1 – City Council** 7pm\*

**July 4 – Independence Day**

City Hall Offices Closed

**July 9 – Planning Commission**

7pm\*

**July 15 – City Council Work**

**Session** 6pm

*Silverton City Council Chambers*

*421 S. Water St.*

*\* Denotes meetings on SCAN TV*

# Community Development from page 3

## B. Dimensions.

1. The combined height of fences and/or retaining walls and/or other decorative landscape elements (i.e., rocks, railroad ties, etc.) within a front yard setback or in front of the front facade of a building shall not exceed 42 inches as measured from the grade closest to the street right-of-way. Fences in the front yard of corner lots may be six feet in height, provided the fence is 50 feet from the through-curb intersection and set back at least five feet from the property line.

2. Fences built atop retaining walls shall conform to the following standards:

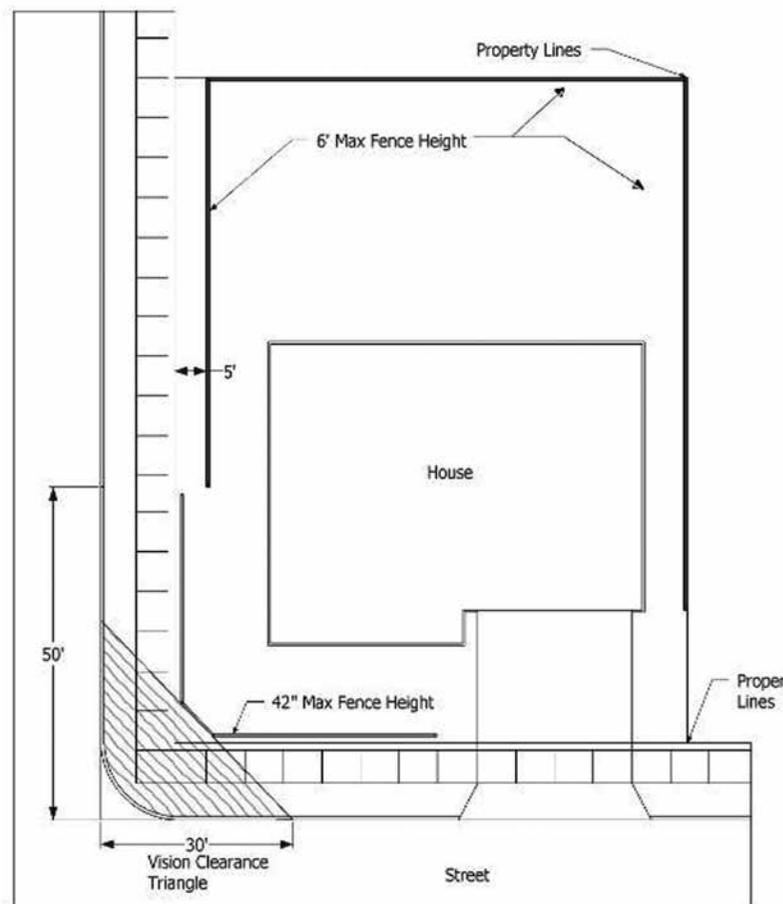
a. When the retaining wall is not adjacent to or abutting a public right-of-way and is less than 30 inches in height from finished grade, the maximum height of the fence shall be six feet in a residential zoning district and eight feet in a commercial or industrial zoning district.

b. When the retaining wall is not adjacent to or abutting a public right-of-way and is greater than 30 inches in height from finished grade, the combined height of the wall and fence from finished grade shall not exceed eight and one-half feet in a residential zoning district and 10 feet in a commercial or industrial zoning district.

c. Fences located on top of retaining walls greater than 30 inches in height from finished grade and not adjacent to or abutting a public right-of-way may exceed the total allowed combined height listed in subsection (B)(2)(b) of this section; provided, that the fence is located a minimum of two feet from the retaining wall and the fence height does not exceed six feet in height with a maximum combined height of 15 feet (the maximum height requirement does not apply to any safety measure required by the International Building Code).

3. One arbor, gate, or similar garden structure not exceeding eight feet in height and six feet in width is allowed per yard; provided, that it is not within a required clear vision area.

4. Fences and walls shall comply with the vision clearance standards of SDC 3.1.200.



## C. Maintenance.

Fences shall be maintained in good condition, or otherwise replaced by the property owner.

## D. Materials.

1. Permitted materials: wood, chain-link steel, iron, bricks, stone, rusticated concrete masonry block, stucco, or similar masonry, and non-prohibited evergreen plants are permitted. Poured concrete walls must be striated, battered, scored or have other finished surface. Materials on all projects other than single-family and duplex dwellings on individual lots are subject to review and approval through design review.

2. Prohibited materials: unfinished concrete blocks, straw bales, barbed or razor wire, scrap lumber or other scrap materials, sheet metal, hedges taller than eight feet and similar fence and wall materials are prohibited. Electric fences are also prohibited.

3. Masonry walls exceeding four feet in height are subject to review and approval by the building official. Fences and walls taller than six feet are subject to landscape screening and require a building permit.

# Mayor From page 1

honor of being named Champions. The event raised a lot of money to help start the Dolly Parton Imagination Library in our community. Kudos to our City entry consisting of Christy Wurster, Elizabeth Gray, and Kate Schlee – they didn't win, but had a respectable showing and helped raise money for the cause!

The Silverton Kiwanis Club will also be operating the annual Silverton Pet Parade on Saturday, May 18 – one of Silverton's longest and most loved traditions.

Silverton Rotary Club is preparing to install new play equipment in Lincoln Park. Following successful swing upgrades at Coolidge-McClaine Park as well as Pioneer Park, the Silverton Rotary family of clubs will turn their attention to this small park in the Northside Addition, adding swings that the park has never had.

Finally, look for information coming soon about our next community Town Hall. We've historically stuck with the age-old model of convening an evening presentation – usually at the High School – and waiting for an audience to show up. We've rarely had a large group do so. This time, we're planning to schedule a Town Hall just before, or right at the end of the school day at Silverton High. We're hoping our Youth Advisory Council will help us identify topics that are important to our future leaders, and we'll balance the agenda with other items that are topical. In addition to the general public (the event will be open to all), we hope to attract a large contingent of high school students. This is another step in our goal of bringing the next generation into the governing process. We'll announce final details as soon as we have them!

In the meantime, enjoy our amazing community as the sun starts making more regular appearances – this is an incredible time in Silverton! As always, feel free to contact me or any member of the council using the contact information in this newsletter.