



**ROSEBURG PARKS AND RECREATION COMMISSION AGENDA
WEDNESDAY, MAY 3, 2023**

*UK
4-27-2023*

**1:30 p.m. Tour Umpqua Actors Community Theater Building – 1614 W Harvard
2:00 p.m. Regular Meeting at City Hall Third Floor Conference Room**

Public Access: www.Facebook.com/CityofRoseburg

NOTE: IT IS UP TO EACH OF YOU AS COMMISSIONERS TO CALL 541-492-6730 AND LET STAFF KNOW BEFORE THE DAY OF THE MEETING IF YOU WILL NOT BE ATTENDING. THANK YOU.

Note: Time Change

I. CALL TO ORDER

II. ROLL CALL:

Chair: Patrice Sipos
Commissioners: Kyle Bailey Ryan Finlay Diana Wales
Bob Grubbs Marsha La Verne Tobiah Mogavero

III. APPROVAL OF MINUTES

A. February 1, 2023

IV. DISCUSSION ITEMS

- A. Umpqua Actors Community Theater (UACT) – Improvement Project
- B. Park Rules Update

AUDIENCE PARTICIPATION – At this time, anyone wishing to address the Commission concerning items of interest not included in the agenda may do so. The person addressing the Commission shall, when recognized, give his/her name for the record. All remarks shall be directed to the whole Commission. Comments also can be provided via email to the Commission at pwd@cityofroseburg.org or hand delivered to City Hall, 900 SE Douglas Avenue in Roseburg **prior to 12:00 pm on Tuesday, May 2, 2023.** Comments must include the person's name and address for the record. The Commission reserves the right to delay any action requested until they are fully informed on the matter.

V. INFORMATIONAL

VI. BUSINESS FROM THE COMMISSION

VII. NEXT MEETING DATE: June 7, 2023

VIII. ADJOURNMENT

***** AMERICANS WITH DISABILITIES ACT NOTICE *****

Please contact the Office of the City Administration Office at least 48 hours prior to the scheduled meeting date if you need accommodations in accordance with the Americans with Disabilities Act. TDD users please call Oregon Telecommunications Relay Service at 800-735-2900.

**CITY OF ROSEBURG
PARKS AND RECREATION COMMISSION
FEBRUARY 1, 2023**

MINUTES

CALL TO ORDER: The meeting of the City of Roseburg Parks and Recreation Commission was called to order at 8:15 a.m. Wednesday, February 1, 2023, in the Umpqua Room at Roseburg Public Safety Center, Roseburg, Oregon and electronically via Zoom.

ROLL CALL: Present: Chair Patrice Sipos, Commissioners Ryan Finlay, Bob Grubbs, Marsha La Verne, and Tobiah Mogavero

Absent: Commissioners Kyle Bailey and Diana Wales

Attending Staff: City Manager Nikki Messenger, Public Works Director Dawn Easley, Parks and Recreation Program Manager Val Ligon, and Department Technician Chanelle Rogers

Others Present: None

APPROVAL OF MINUTES: Commissioner Grubbs moved to approve the minutes of the December 7, 2022 Parks and Recreation Commission meeting. Motion was seconded by Commissioner Magavro and approved with the following vote: Chair Sipos, Commissioners Finlay, Grubbs, La Verne, and Mogavero voted yes. No one voted no.

DISCUSSION ITEMS:

Five-Year Capital Improvement Plan Update: Easley informed staff is in the process of drafting an update to the City's Five-Year Capital Improvement Plan (CIP). Easley said the CIP is separated into several different funds and the current plan was adopted in April 2021. Several projects have been completed from that plan and others have been delayed. Easley went over the projects that are in the current plan for the Bike Trail Fund and the Parks Improvement Fund / Stewart Trust Fund. Commissioner Grubbs questioned what the 5-year plan includes, does the project have to be completed in those five years. Easley replied that each project did not have to be completed in that period. Commissioner La Verne asked if there was any grant funding available to help upgrade the multi-use paths due to the emergency responders also using them. Messenger stated she was not aware of any public safety grants that go for anything other than staffing and equipment. Discussion ensued regarding other funding options for path improvements. Commissioner Finlay questioned if the community can fundraise for new playground structure at Quintus Park. Messenger stated it has been done before, so could be done before. Ligon stated she has already be in contact with a playground representative to get some ideas on what possibilities are out there for both Quintus Park and Brown Park. Discussion ensued. Suggestions were to add developing a Pump Track at Sunshine Park and updating Quintus Park to the Five-Year Capital Improvement Plan.

Leila Heislen / Brown Park Discussion: Ligon informed there has been discussion in the past regarding further ways to recognize Leila Heislen at Brown Park. Heislen was an active member on the Parks & Recreation Commission from 1992 until she passed in 2020. Heislen adopted Brown Park in 1995 and was instrumental in many park improvement projects including the development of Sunshine Park, Happy Tails Dog Park, Fir Grove Splash Pad and Playground, and the continued expansion of the park trail system. Ligon stated there had been discussion on renaming Brown Park, currently there is a bench that was placed in the park

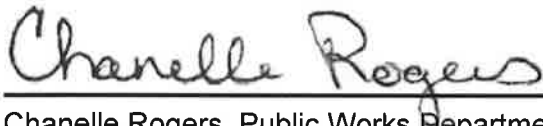
noting her many years of service on the commission and there is an Adopt-A-Park plaque too. Messenger stated that Bob Cotterell had reached out to her stating the time frame for renaming Brown Park had passed. Messenger said the deed for the Brown Park property stated that in the event the City fails to maintain and use the property for public park, playground, and said memorial purposes or attempt to make other use of said property the title shall revert to and become the property of the grantors and/or their heirs. Messenger questioned if should leave it called Brown Park and do another memorial for Heislein or rename it recognizing Heislein and do a small memorial for Brown within the park. Discussion ensued on potential ideas. Overall the commission was in agreement that some sort of Memorial should be done for Heislein at Brown Park.

AUDIENCE PARTICIPATION: None

INFORMATIONAL: None

BUSINESS FROM THE COMMISSION: None

ADJOURNMENT: Meeting adjourned at 9:03 a.m.

A handwritten signature in cursive script that reads "Chanelle Rogers". The signature is written in black ink and is positioned above a horizontal line.

Chanelle Rogers, Public Works Department Technician



**CITY OF ROSEBURG
MEMORANDUM**



DATE: May 3, 2023

TO: Parks & Recreation Commission

FROM: Dawn Easley, Public Works Director

SUBJECT: Umpqua Actors Community Theatre (UACT) – Improvement Project

ISSUE STATEMENT AND SUMMARY

UACT would like to expand the Betty Long Unruh Theatre building they lease from the city located at 1614 West Harvard Avenue. The issue for the Commission is whether to recommend that Council give a preliminary approval to UACT's conceptual expansion and renovation plan.

BACKGROUND/ANALYSIS

UACT received a \$2 million dollar donation and would like to use the funding to expand the footprint and renovate the Betty Long Unruh Theatre building. UACT will fundraise for additional donations to complete the project. UACT is seeking preliminary approval for expansion as they work to define the project.

FINANCIAL/RESOURCE ISSUES

The proposed project is being entirely funded by UACT. No financial impacts are expected for the City.

TIMING ISSUES

UACT would like to proceed with planning the building expansion and renovation as soon as practical. As such, they are seeking preliminary approval to allow that effort to begin.

COMMISSION OPTIONS

The Commission has the following options:

1. Recommend that the City Council grant preliminary approval to UACT's conceptual expansion and renovation plans; or
2. Request additional information; or
3. Not recommend preliminary approval.

STAFF RECOMMENDATION

Staff recommend giving preliminary approval to the concept as step one in the process. As such, staff recommends that the Commission forward a recommendation to the City Council to approve the preliminary expansion and renovation concepts attached to this memo. This will allow UACT to begin fundraising efforts while continuing to refine the project and working through details with staff.

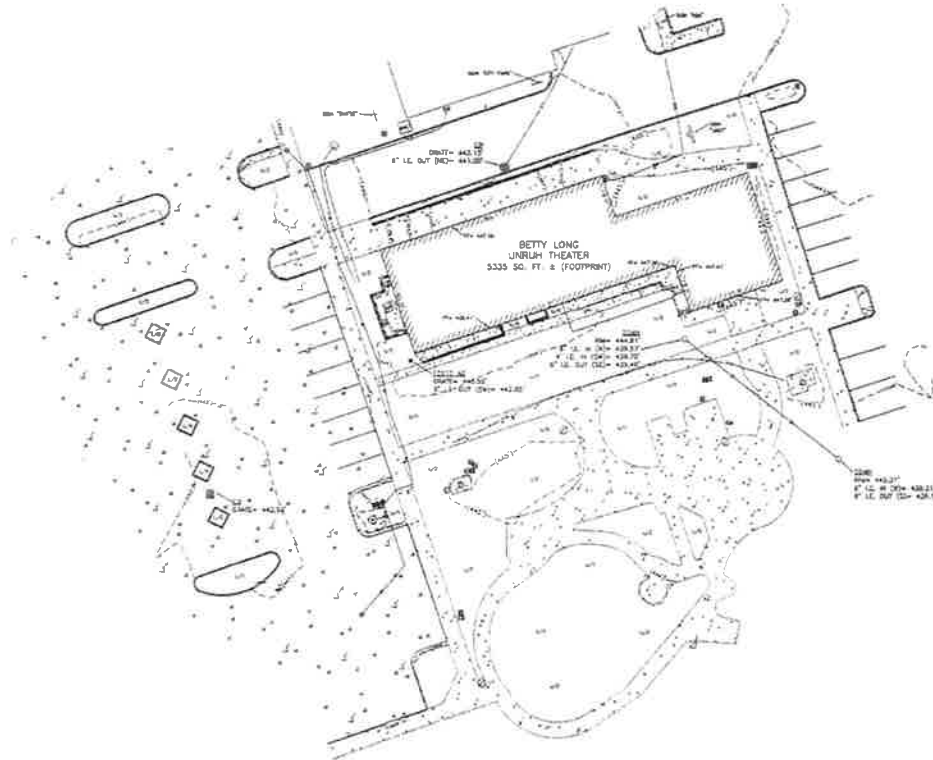
SUGGESTED MOTION

I move to forward a recommendation to the City Council to give preliminary approval to UACT's conceptual expansion and renovation plan.

ATTACHMENTS

1. Preliminary UACT Expansion Drawing

UACT BETTY LONG UNRUH THEATER TOPOGRAPHIC SURVEY



LEGEND

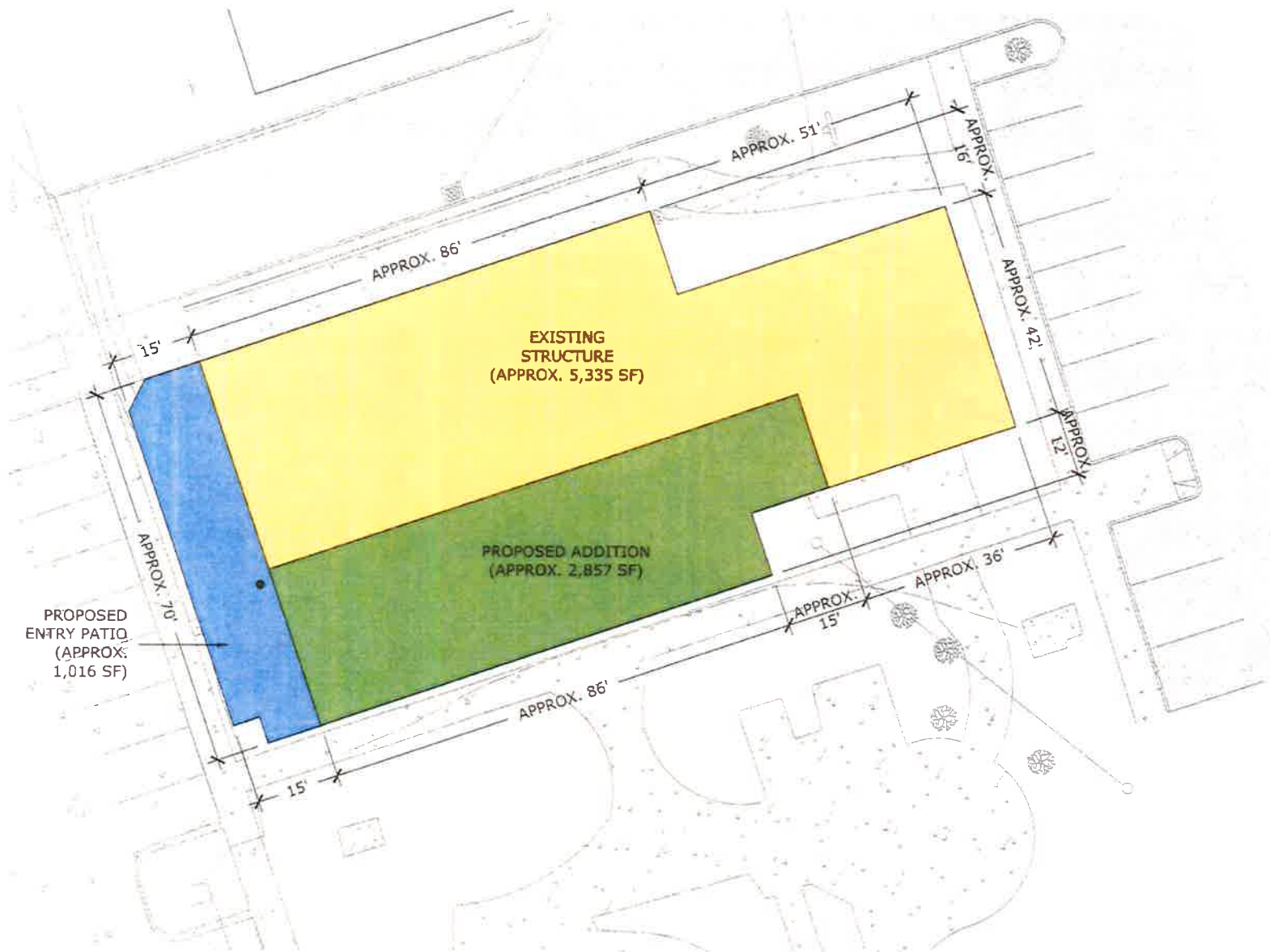
	EXISTING BUILDING
	EXISTING WALL
	CONCRETE SURFACE
	ASPHALT SURFACE
	FENCE
	FENCE GATE POST
	HANDRAIL
	WALK CURB/STAIR INTERNAL (S)
	WALK CURB/STAIR EXTERNAL (T)
	LIGHT POLE
	JUNCTION BOX
	POWER METER
	HEAT PUMP
	WATER VALVE
	WATER VALVE
	FIRE HYDRANT
	WATER METER
	REGULATOR VALVE
	REGULATOR/SHUT-OFF BOX
	CATCH BASIN
	AREA CURB
	SANITARY SEWER MANHOLE
	SANITARY SEWER CLEANOUT
	SECONDARY TREE
	CONIFERUS TREE
	LARGE/OPEN/CLEAR AREA
	SOIL AS NOTED
	GAS METER
	UNDERGROUND POWER (PER LOCATE MARK)
	UNDERGROUND WATER LINE (PER LOCATE MARK)
	UNDERGROUND GAS LINE (PER LOCATE MARK)
	UNDERGROUND SEWER LINE (PER LOCATE MARK)
	UNDERGROUND STORM LINE (PER LOCATE MARK)

i.e.

1011 10th Street
 Kansas, Kansas 67410
 PHONE (316) 973-6789
 FAX (316) 942-8782
 www.independent-engineers.com

PROJECT NO. 2178-01
 SHEET 01 OF 01

0' 10' 20' 40'
 SCALE: 1"=20'



PROPOSED AREA OF NEW ADDITION
 A-1

ALL DIMENSIONS ARE APPROXIMATE! FIELD VERIFY. 1/8" = 1'-0"



PAUL L BENTLEY ARCHITECT A.I.A. P.C.
 1613 WEST HARVARD AVE
 HOUSTON, TX 77025
 713.864.1111
 www.paulbentleyarchitect.com

PAUL L BENTLEY Architect A.I.A. P.C.

A NEW ADDITION STUDY FOR:
BETTY LONG UNRUH THEATRE
 1613 WEST HARVARD AVE
 HOUSTON, TX 77025

FOR REVIEW ONLY:
 NOT FOR CONSTRUCTION

DRAWN BY: KMB
 CHECKED BY: PLB
 DATE: 11/22/22
 TITLE:
 PROPOSED AREA OF NEW ADDITION
 SCALE:
 1/8" = 1'-0"

SHEET NO:
A-1
 OF 1

**CITY OF ROSEBURG
MEMORANDUM**



DATE: May 3, 2023
TO: Parks & Recreation Commission
FROM: Dawn Easley, Public Works Director
SUBJECT: Parks Rules & Regulations Update

ISSUE STATEMENT AND SUMMARY

Staff recognized it would be a good time to update the Parks Rules and Regulations to align with the proposed amendment to Roseburg Municipal Code (RMC) 7.02.100 Prohibited Camping. The code amendment proposes regulating time, place and manner as it relates to camping on public property. Staff have been working with the City Attorney on drafting potential regulations for City Council consideration.

BACKGROUND/ANALYSIS

The Park Rules and Regulations restricts the hours a person is permitted in a public park to between dusk and dawn and prohibit overnight camping. The proposed amendment to RMC 7.02.100 may conflict with these park rules regarding individuals experiencing homelessness. Staff would like to amend the Park Rules and Regulations to align with the proposed amendment to RMC 7.02.100 regulating time, place and manner.

TIMING ISSUES

On May 8, 2023, staff will present the First Reading of Ordinance No. 3586: Time, Place and Manner the proposed amendment to RMC 7.02.100 Prohibited Camping. The proposed effective date is July 1, 2023.

COMMISSION OPTIONS

The Commission has the following options:

1. Recommend to the City Council adoption of a Resolution repealing and replacing the City of Roseburg Parks Rules and Regulations; or
2. Request additional information; or
3. Not recommend to the City Council adoption of a Resolution repealing and replacing the City of Roseburg Parks Rules and Regulations.

STAFF RECOMMENDATION

Staff recommends the Commission approve the attached revised City of Roseburg Parks Rules and Regulations and forward a recommendation to Council for adoption by Resolution.

SUGGESTED MOTION

I move to approve the revised Parks Rules and Regulations and to recommend to City Council the adoption of a resolution repealing and replacing the City of Roseburg Parks Rules and Regulations.

ATTACHMENTS

1. Revised City of Roseburg Parks Rules and Regulations
2. Draft Amendment to RMC 7.02.100 Prohibited Camping
3. Resolution 2023--_____, repealing and replacing Resolution No. 2022-05 regarding the City of Roseburg Parks Rules and Regulations

CITY OF ROSEBURG PARKS RULES AND REGULATIONS

The following City of Roseburg Parks Rules and Regulations, adopted by the Roseburg City Council on ~~March-May 8~~ 14, 2023~~2~~, via Resolution No. 2023~~2~~-04, shall be observed within the public parks of the City of Roseburg, Oregon effective ~~March-May 15~~ 9, 2023~~3~~. As used herein, the words "public park" shall mean and include all property now or hereafter owned and/or controlled by the City of Roseburg, Oregon, and operated as a park or an area of City beautification available for the use of the public. As used herein, the definition of "vehicle" shall be from Oregon Revised Statute 801.590.

1. GENERAL RULES OF CONDUCT IN CITY PARKS. The following rules and regulations for the conduct of persons using the public parks of the City of Roseburg, Oregon are hereby established and shall be observed and enforced within said public parks:

1.1 No person shall build any fire within any public park except as permitted in a stove or fireplace designed and provided therefore.

1.2 No overnight camping will be permitted in any park or part thereof without prior approval by the Public Works Director unless allowed by Ordinance 3586 regulating time, place and manner. ~~or without prior approval by the Public Works Director.~~

1.21.3 No person will be permitted to park overnight in a park parking lot unless an exception is allowed by Ordinance 3586 regulating time, place and manner.

1.4 No person may erect signs, markers or inscriptions of any type within a public park, except in a specifically designated area, without permission from the Public Works Director.

1.31.5 The following activities are prohibited in all public parks unless specifically authorized by the Public Works Director:

1.3.11.5.1 The distribution of any circular, notice, leaflet, pamphlet or written or printed information of any kind.

1.3.21.5.2 The solicitation of, or engagement in, the sale of any merchandise or service, the operation of any concessions or catering, within any public park without a permit from the Public Works Director.

1.41.6 Smoking or other use of tobacco products is prohibited on all public park property. "Smoking" as used herein shall include: electronic smoking devices, tobacco, marijuana, ~~bidis,~~ cigarettes, cigarillos, cigars, ~~clove~~ cigarettes, ~~nicotine vaporizers,~~ ~~nicotine liquids,~~ ~~hookahs,~~ ~~kreteks,~~ pipes, chew, snuff, smokeless tobacco and any burning or smoldering substance

in any form. ~~“Electronic smoking device” as used herein includes an electronic or battery operated device that delivers vapors for inhalation. Electronic smoking devices includes every variation and type of such devices whether they are manufactured, distributed, marketed or sold as an electronic cigarette, an electronic cigar, an electronic cigarillo, an electronic pipe, an electronic hookah, or any other product name or descriptor. City-owned Stewart Park Golf Course is excluded.~~

1.51.7 No person shall permit any domestic animal owned by, or in the custody of the person, to run at large within any park or enter any pond, fountain or stream thereof, and all domestic animals within any public park shall be kept in control at all times on a leash not more than eight (8) feet in length (Happy Tails Dog Park excluded). Also, no person shall tease, annoy or injure any animal within any park facility including ponds, streams or fountains. No person shall ride or drive any horse or other livestock, or permit any horse or other livestock, to go upon any portion of a public park at any time except as authorized by City the Public Works Director.

1.61.8 No person shall be permitted within a public park between dusk and dawn with the following exceptions:

1.6.11.8.1 As permitted for special occasion upon application and approval by the Public Works Director.

1.6.21.8.2 Organized events that the City has approved such as Music on the Half Shell, Movies in the Park, Legion Baseball, Little League activities at Gaddis Park, scheduled softball leagues and tournaments.

1.8.3 Events sponsored by Umpqua Valley Art Association and Umpqua Actors Community Theater, held at the Arts Center and the Betty Long Unruh Theater.

1.6.31.8.4 As permitted allowed by Ordinance ****3586 regulating time, place and manner.

1.71.9 No person shall swim, wade, bathe or operate a watercraft of any kind in any area of a public park except in those areas so designated.

1.81.10 No person shall operate any public address or loudspeaker system, or operate a radio or other electronic audio device, in any public park in a manner that constitutes a noise disturbance. For purposes of this section, a “noise disturbance” means any sound which annoys or disturbs a reasonable person of normal sensitivities, but does not include sounds arising from and consistent with any activity approved by City sponsorship or for which a permit has been issued by the Public Works Director.

1.91.11 Car washes and garage/yard sales are prohibited on public park property.

1.101.12 No person shall interfere with or disrupt any activity in a public park which has been authorized by City permit.

1.111.13 Except for First Responders, park maintenance, public utility and other vehicles judged necessary by the Public Works Director for the construction and maintenance of City parks and utilities therein, no ~~motorized vehicles, of any type,~~ shall be operated, stopped, parked or left standing in a public park, other than on public roads and parking lots specifically designated and designed for vehicle use, designated trails and parking areas, specified for that type of vehicle use. Any vehicle(s) in unauthorized areas, such as inside a park system meant for recreational use, riparian zones, mitigated wetlands, multiuse paths, trails, and any other areas that are not designated parking lots and public roads, may be immediately impounded by the Police Chief or their designee. The Public Works Director may impose reasonable conditions on park use when exempt vehicles are required authorized within a park. Electric assist bicycles are considered bicycles and are permitted on multi-use pathways in City parks if the electrically driven bicycle has a motor that does not exceed 750 watts and has functional pedals.

1.121.14 No person shall operate a motorized vehicle, or a bicycle, skateboard, roller-skates, roller blades, or any other type of vehicle, in any public park in a manner that endangers, or would be likely to endanger any person or damage any property. The speed limit on all multi-use paths is 15 miles per hour.

1.131.15 Persons desiring to use park property to picket or protest activities authorized by City permit shall be allowed to occupy the sidewalks and bicycle / pedestrian pathway abutting Stewart Parkway only. If the number of people using the designated area is ten (10) or more, the activity must also comply with City parade regulations.

1.141.16 The playing or practicing of golf is prohibited in any City park other than Stewart Park Golf Course, unless authorized by the Public Works Director.

1.17 Any activity that is not authorized by a City permit which is incompatible with or disrupts the general public use of park property is prohibited.

1.151.18 No vehicle shall remain in a parks parking lot for more than 12 hours within any 24-hour period.

2. RULES SPECIFIC TO SPECIAL EVENTS (NOT SPONSORED BY THE CITY)

In addition to the General Park Rules & Regulations, Persons issued a Parks & Recreation Special Event Permit are responsible for seeing that the following rules and/or regulations are followed, met and adhered to:

- 2.1** A special event is defined as gatherings/events that involve a large group of people (compared to the usual occupancy of the site), and
- Are advertised to the public and do not occur regularly on the site, or
 - Impact or use city streets (including curb or parking lane) sidewalks, and public right-of-way, or
 - Use of City facilities or property such as city buildings, parks, parking lots, etc.

Examples of special events include: concerts, festivals, parades, markets, carnivals, street fairs, runs/walks, bike races, church services, volunteer work group events, etc.

- 2.2** All special events in parks require a permit. Permit applications must be submitted to the Public Works Department at least two weeks prior to the date of the event. Payment of all fees/deposits is due at the time of application.
- 2.3** Permittee must submit a list of all vendors (those taking part in the solicitation of, or engagement in, the sale of any merchandise or service, or in the operation of any concessions) to be approved by the Public Works Director. All vendors who wish to sell food or products in conjunction with a special event must also enter into a separate agreement with the City per Section 1.3.2.
- 2.4** Mobile vendors/food trucks to be utilized in conjunction with special events shall comply with all rules specific to those businesses as outlined in Section 5.
- 2.5** At least one week prior to the event, Permittee shall provide the City with proof of General Liability Insurance as outlined in Section 6.
- 2.6** The sales, dispensing and/or consumption of alcoholic beverages during special events is prohibited without a special occasion liquor license obtained from the Oregon Liquor Control Commission **and** approved by the City Manager. The license shall be presented to the City *thirty* days prior to the event to allow sufficient processing time.
- 2.7** Permittee must pay a permit deposit at least two weeks prior to the date of the event to cover the cost of City services such as police, parks and public works crews if these services are required. The amount of the deposit will be determined on an event by event basis. A final accounting for these

services will be done by the City within 10 days following the event, at which time the Permittee will be reimbursed for any over payment or billed for costs in excess of the amount deposited.

- 2.8** Permittee must provide, at its own expense, all traffic control and security needed throughout the duration of the event. The minimum traffic control and security will be determined by the City on an event by event basis. Vehicles parked in/around the Legion Field area must keep out of the fire lanes and not be double parked.
- 2.9** For crowds over 1,000 Permittee must:
 - Provide additional trash containers at a general rate of one (1) trash can per every 50 people (over 1,000).
 - Utilize recycling stations.
 - Provide an adequate number of portable toilets to meet crowd demands.
- 2.10** The decibel level of any sound produced as part of or as a result of the event shall be limited to 95 decibels.
- 2.11** Permittee shall be held liable and responsible for any damage beyond normal wear and tear upon the facilities used during the event. Climbing on the band shell structure for any reason is strictly prohibited.
- 2.12** Due to limited availability of parking space, if Permittee anticipates an extra-large crowd, Permittee is encouraged to provide shuttle bus service to the park.
- 2.13** All events must conclude no later than 9:30 PM unless approved by the Public Works Director.

3. RULES SPECIFIC TO CITY SKATEBOARD PARK FACILITY. In addition to the Park Rules & Regulations, the following rules apply to the City Skateboard Park:

- 3.1** No motorized vehicles shall be operated in the skateboard park.
- 3.2** No pets shall be allowed in the skateboard park.
- 3.3** Bicycles are allowed from dawn until noon on Sunday, Tuesday, and Thursday only. This time is for bicycles exclusively. Skateboards shall not be used in the park during the bicycle time.

4. RULES SPECIFIC TO INFLATABLE STRUCTURES IN CITY PARKS.

- 4.1** Persons planning to have an inflatable must first obtain a Park Permit for the use of the park.

- 4.2 Permittee shall provide the City with proof of General Liability Insurance as outlined in Section 6.
- 4.3 Inflatables must be freestanding and weighted. Stakes are prohibited.
- 4.4 Inflatables may not be tied to trees, tables or other park amenities.
- 4.5 Inflatables must be under adult supervision at all times.
- 4.6 Between June 1st and August 31st, inflatables are limited to a maximum of 2 hours. For the remainder of the year, inflatables are limited to a maximum of 4 hours.
- ~~4.7 Permittee shall pay a permit deposit and shall be held liable and responsible for any damage beyond normal wear and tear upon the facility used.~~

5. RULES SPECIFIC TO MOBILE VENDORS/FOOD TRUCKS IN CITY PARKS

- 5.1 Mobile vendors/Food trucks may be allowed in conjunction with permitted special events only. Mobile Vendors/Food Trucks must be approved by the Public Works Director. If denied, a written appeal must be filed within five (5) days after the date of the notice of the action. The written appeal filed with the City Manager must state the basis for the appeal. The decision of the City Manager shall be final.
- 5.2 Mobile vendors/food trucks must have a valid City Business Registration/License.
- 5.3 Mobile vendors/food trucks must comply with the General Liability Insurance requirements as outlined in Section 6.
- 5.4 Vendor shall park in designated area only. Obstructing or parking in a public travel lane, fire lane, bike lane, or blocking access to any driveway access, walkway, fire hydrants, parking facilities, or loading zone is prohibited.
- 5.5 Drive-up windows are prohibited.
- 5.6 All tables, chairs, trash bins, wash stations, etc. shall be removed from the site when the vendor vacates the site.
- 5.7 The vendor shall not place any signage in the park or adjacent right-of-way except which is directly affixed to the vending unit.

5.8 No vendor permitted under this section shall sell, consume, or distribute alcoholic beverages.

6. INSURANCE REQUIREMENTS General Liability Insurance. Permittee shall maintain a broad form general liability insurance policy with coverage of not less than \$2,000,000 combined single limit per occurrence, with aggregate of \$4,000,000, for bodily injury, personal injury, or property damage with an insurance carrier licensed to do business in the State of Oregon. Such policy shall contain a contractual liability endorsement to cover indemnification obligations under any agreement or permit subject to this rule and shall entitle the City to not less than thirty (30) days written notice of any material change, non-renewal, or cancellation.

The policy shall also contain an endorsement naming the City as an additional insured, in a form satisfactory to the City, and expressly provide that the interest of the City shall not be affected by the Permittee's breach of policy provision. Such policy must be maintained in full force and effect for the duration of this permit. Failure to do so shall be cause for immediate termination of this permit by the City. Claims made policies will not be accepted. Evidence of this coverage may be requested by the City, however, not requesting the proof does not eliminate the requirement that the coverage be in force.

7. PENALTY FOR VIOLATION A violation of these rules and regulations constitutes a violation under Roseburg Municipal Code Chapter 1.06 and may also constitute an offense under Roseburg Municipal Code Chapter 7.02. Penalties for such violations are set forth in Roseburg Municipal Code Chapter 1.06. The City reserves the right to exclude and/or ban, from any and all park facilities, any person who has been found guilty of violating any of these rules and regulations or who has vandalized, damaged or taken park property or facilities, or attempted to do so.

Roseburg, Oregon Municipal Code

Title 7 OFFENSES

Chapter 7.02 OFFENSES

7.02.100 Prohibited camping.

A. As used in this Section:

1. "Camp/Camping." means to pitch, erect, create, use, or occupy camp facilities for the purpose of habitation, as evidenced by the use of camp materials or paraphernalia.
2. "Campsite." means any place where any camp materials are placed, established or maintained.
3. "Camp materials" includes, but is not limited to, tarpaulins, cots, beds, sleeping bags, blankets, mattresses, hammocks, or outdoor cooking devices or utensils and similar equipment.
4. "Public Property" means any real property or structures owned, leased (either to the City or by the City), or managed by the City, including public rights-of-way.

B. Sleeping and resting are permitted within the City Limits of Roseburg on public property, open to the public. People who do not have any other permanent residence or domicile and/or are involuntarily homeless are not prohibited from camping on public property, provided camping is occurring in compliance with the following time, place and manner regulations. Camping on private property within the City limits is prohibited unless a permit is obtained through the Community Development department.

1. Time.
 - a. Unless otherwise specified, any camping or camp, where not prohibited, may only occur between the following hours:
 - i. Between November 1 and February 28 – 5 PM to 8 AM
 - ii. During the months of March and October - 6 PM to 8 AM
 - iii. Between April 1 and September 30 – 8 PM to 8 AM
 - b. Enforcement of time restrictions may be suspended by City Manager, Police Chief, or designee, when an individual is engaged in case management or behavioral health services, or when necessary or appropriate to respond to an individual's disability or unique circumstances.
2. Place.
 - a. Camping is prohibited at all times in the following locations:

- i. In or adjacent to any area zoned Residential on the City of Roseburg Zoning Map in effect at the time or any properties legally residentially used regardless of zoning.
- ii. Anywhere between the Umpqua River Path and the South Umpqua River in that portion of the path east of Interstate 5 to the confluence of Deer Creek and the South Umpqua River.
- iii. Anywhere between the multi-use path and the South Umpqua River between Douglas Avenue and Flint Street.
- iv. Within 100 feet of the top of the stream bank of any waterway excluding those portions of the South Umpqua River discussed above.
- v. Within 10 feet of either edge of any multi-use path or natural trails established by the City of Roseburg.
- vi. Anywhere on Airport Property.
- vii. Any place where camping, a camp, or camp materials create a physical impediment to emergency or nonemergency ingress, egress or access to property, whether private or public, or on public sidewalks or other public rights-of-way, including but not limited to driveways providing access to vehicles, and entrances or exits from buildings and/or other real property.
- viii. Any vehicle lane, bicycle lane, or roundabout within any public right-of-way.
- ix. Within 1000 feet of a school or daycare facility.
- x. Immediately adjacent to any city owned buildings.
- xi. The Stewart Park natural area, encompassing that area of Stewart Park south of Garden Valley Boulevard south to the south end of the storm drainage detention ponds and wetland mitigation areas.
- xii. Sport complexes and adjacent structures associated with those sports, including parking lots.
- xiii. Any City owned properties leased to others, unless camping is the intended purpose of the lease, including but not limited to the Roseburg Area Chamber of Commerce building, Umpqua Valley Arts Center, Betty Long Unruh Theater, Umpqua United building, Stewart Park Golf Course and the adjacent grounds including parking lots.
- xiv. Areas or sites within City parks for which park use permits have been issued for a particular day and time.

xv. The Downtown Parking Structure, the area between the parking structure and the adjacent buildings to the east and the walkway area between the parking structure and Jackson Street.

xvi. Anywhere within or adjacent to City water reservoir sites.

xvii. Any location that has been determined by the Fire Chief, Fire Marshal, or designee to constitute an elevated threat of fire at a particular time of the year.

xviii. Within 20 feet of any play structure or playground equipment located on public property.

3. Manner.

a. Camping, when and where not prohibited, is subject to all of the following:

i. Individuals, camp materials, camps, or personal property may not obstruct sidewalk accessibility or passage, clear vision areas, fire hydrants, City or other public utility infrastructure, or otherwise interfere with the use of the right-of-way for vehicular, pedestrian, bicycle, or other passage.

ii. A camp or camping must be limited within a spatial footprint of 10 feet by 10 feet, or 100 square feet. The intent of this section is to allow a person to sleep protected from the elements and maintain the essentials for living, while still allowing the use of public spaces as designed and intended.

iii. Individuals may not build or erect structures, whether by using plywood, wood materials, pallets, or other materials. Items such as free standing tents and similar items used for shelter that are readily portable are not structures for purposes of this section.

iv. Obstruction or attachment of camp materials or personal property to fire hydrants, utility poles or other utility or public infrastructure, fences, trees, vegetation, vehicles, buildings, or pavilions is prohibited.

v. All camp materials and personal property must be contained within the tent or tent like structure except for one mobility device (bike, wheelchair, and etc.) per person may be stored outside. For the purpose of this section, a functioning bike with an attached bike trailer is considered one mobility device.

vi. Individuals may not accumulate, discard, or leave behind garbage, debris, unsanitary or hazardous materials, or other items of no apparent utility in public rights-of-way, on City property, or on any adjacent public or private property.

vii. Open flames, recreational fires, burning of garbage, bonfires, or other fires, flames, or heating deemed unsafe by the Roseburg Fire Department are prohibited.

viii. Dumping of gray water (i.e., wastewater from baths, sinks, and the like) or black water (i.e., sewage) into any facilities or places not intended for gray water or black water disposal is prohibited. This includes but is not limited to storm drains, directly into waterways or onto the ground, which are not intended for disposal of gray water or black water.

ix. Unauthorized connections or taps to electrical or other utilities, or violations of building, fire, or other relevant codes or standards, are prohibited.

x. Digging, excavation, terracing of soil, alteration of ground or infrastructure, or damage to vegetation or trees is prohibited.

xi. All animals must be leashed or crated at all times.

xii. All noise ordinances must be abided by at all times.

xiii. Storage of personal property such as vehicle tires, bicycles or associated components (except as needed for an individual's personal use), gasoline, generators, lumber, household furniture, extra propane tanks, combustible material, lumber, or other items or materials is prohibited, other than what is related to camping, sleeping, or keeping warm and dry.

C. No RV or vehicle shall be used or occupied on any tract of ground within the corporate limits of the City except as provided in this Section. People who do not have any other permanent residence or domicile and/or are involuntarily homeless are not prohibited from using an RV or vehicle for camping provided that they comply with the time, place and manner restrictions outlined in this section. This excludes the 100 square foot requirement; however, all camp materials and personal property must still be contained within the RV or vehicle. RVs and vehicles used by people experiencing involuntary homelessness are not permitted in any grass or natural areas and are limited to those areas generally designated for motor vehicles. RVs and vehicles used for camping must be in working order or capable of being moved.

D. No person shall use or occupy any RV or campsite for more than forty-eight hours on the premises of any occupied dwelling or on any lot which is not part of the premises of any occupied dwelling, unless a permit therefor shall have been first obtained as prescribed in the Land Use and Development Regulations, nor shall any person permit such use or occupancy unless the occupant of the RV or camp has obtained a permit therefor.

E. Exception. Overnight use of a camping vehicle or recreational vehicle (RV) as defined in ORS 446.310 (2) shall be allowed outside of a permitted or authorized campground, without a permit, provided the following conditions exist and are complied with:

1. The subject location is within a General Commercial (C-3) zoning district and contains a developed permitted use pursuant to Roseburg Municipal Code Subsection 12.04 010.
2. The property owner or lessee registers the subject location with the community development department and no fee is charged to the users;

RESOLUTION NO. 2023-__

**A RESOLUTION REPEALING AND REPLACING RESOLUTION NO. 2022-05
REGARDING THE CITY OF ROSEBURG PARKS RULES AND REGULATIONS.**

WHEREAS, general rules and regulations for the City of Roseburg's parks system were approved by the Roseburg City Council through the adoption of Resolution 2022-05 on March 14, 2022; and

WHEREAS, the current park rules and regulations pre-date the proposed City's adoption Ordinance 3586 regarding time, place and manner; and

WHEREAS, the City of Roseburg Parks & Recreation Commission determined that the Park Rules and Regulations should be updated to align with the proposed amendment to RMC 7.02.100; and

WHEREAS, these changes are intended to help address areas of Park Rules and Regulations that may conflict with RMC 7.02.100; and

WHEREAS, it has been determined to be most advantageous to have all rules and regulations relating to the general use of all City parks incorporated into one document.

NOW, THEREFORE, IT IS HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF ROSEBURG that:

Section 1. Resolution No. 2022-05 as adopted on March 14, 2022 is hereby repealed.

Section 2. The City of Roseburg Parks Rules and Regulations, attached hereto as Exhibit "A" are hereby adopted and enforceable under Roseburg Municipal Code Chapter 1.06.

Section 3. This resolution shall become effective immediately upon adoption by the Roseburg City Council.

**ADOPTED BY THE ROSEBURG CITY COUNCIL AT ITS REGULAR MEETING
ON THE ____ DAY OF _____, 2023.**

Patty Hitt, City Recorder