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10-1-2024

ROSEBURG CITY COUNCIL WORK STUDY AGENDA
October 2, 2024 at 6:00 p.m.
Council Chambers – City Hall
900 SE Douglas Avenue, Roseburg, Oregon 97470



Public Online Access:

City website at <https://www.cityofroseburg.org/your-government/mayor-council/council-videos>

Facebook Live at www.Facebook.com/CityofRoseburg

Please note, there is no audience participation scheduled for this work session.

6:00 p.m. Work Study

1. Call to Order – Mayor Larry Rich

2. Roll Call

Tom Michalek

David Mohr

Patrice Sipos

Andrea Zielinski

Ellen Porter

Shelley Briggs Loosley

Kylee Rummel

Ruth Smith

3. Council Matters

A. Urban Campground Criteria

4. Adjourn

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

Please contact the City Recorder's Office, Roseburg City Hall, 900 SE Douglas, Roseburg, OR 97470-3397 (Phone 541-492-6866) at least 48 hours prior to the scheduled meeting time if you need an accommodation. TDD users please call Oregon Telecommunications Relay Service at 1-800-735-2900.

AUDIENCE PARTICIPATION INFORMATION

The Roseburg City Council welcomes and encourages citizen participation at all of our regular meetings, with the exception of Executive Sessions, which, by state law, are closed to the public. To allow Council to deal with business on the agenda in a timely fashion, we ask that anyone wishing to address the Council follow these simple guidelines:

Comments may be provided in one of three ways:

- **IN PERSON during the meeting in the Council Chambers, Roseburg City Hall, 900 SE Douglas Ave.**
 - Each speaker must provide their name, address, phone number and topic on the Audience Participation Sign-In Sheet.
 - **VIA EMAIL by sending an email by 12:00 p.m. the day of the meeting to info@roseburgor.gov.**
 - These will be provided to the Council but will not be read out loud during the meeting. Please include your name, address and phone number within the email.
 - **VIRTUALLY during the meeting. Contact the City Recorder by phone (541) 492-6866 or email (info@roseburgor.gov) by 12:00 p.m. the day of the meeting to get a link to the meeting.**
 - Each speaker must provide their name, address, phone number and topic in the email. Speakers will need to log or call in prior to the start of the meeting using the link or phone number provided. When accessing the meeting through the ZOOM link, click “Join Webinar” to join the meeting as an attendee. All attendees will be held in a “waiting room” until called on to speak. It is helpful if the speaker can provide a summary of their comments via email to ensure technology/sound challenges do not limit Council's understanding.
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- Anyone wishing to speak regarding an item on the agenda may do so when Council addresses that item.
 - Anyone wishing to speak regarding an item on the Consent Agenda, or on a matter not on the evening's agenda, may do so under “Audience Participation.”
 1. Speakers will be called by the Mayor in the order in which they signed up. The Mayor will generally call in-person speakers prior to calling speakers participating via Zoom. Each virtual speaker will be transferred from the “waiting room” into the meeting to provide comments, then moved back to the “waiting room” upon completion of their comments.
 2. Persons addressing the Council in person or virtually must state their name and city of residence for the record.

TIME LIMITATIONS - A total of 30 minutes shall be allocated for the “Audience Participation” portion of the meeting. With the exception of public hearings, each speaker will be allotted a total of 6 minutes, unless the number of speakers will exceed the maximum time. In this case, the Mayor may choose to decrease the allotted time for each speaker in order to hear from a wider audience. All testimony given shall be new and not have been previously presented to Council.

Audience Participation is a time for the Mayor and Council to receive input from the public. The Council may respond to audience comments after “Audience Participation” has been closed or during “Items from Mayor, Councilors or City Manager” after completion of the Council’s business agenda. The Council reserves the right to delay any action requested until they are fully informed on the matter.

ORDER AND DECORUM

Councilors and citizens shall maintain order and decorum at Council meetings. Any audience member may be directed to leave the meeting if they use unreasonably loud, disruptive, or threatening language, make loud or disruptive noise, engage in violent or distracting action, willfully damage furnishings, refuse to obey the rules of conduct, or refuse to obey an order of the Mayor or majority of Council. No signs, posters or placards are allowed in the meeting room.

All speakers and audience members should treat everyone with respect and maintain a welcoming environment. Please avoid actions that could be distracting such as cheering, booing, or applause. Please turn cell phones to silent and enter and exit the Council Chambers quietly if the meeting is in progress and take any conversations outside the Chambers.

The City Council meetings are on Facebook Live and available to view on the City website the next day at:
<https://www.cityofroseburg.org/your-government/mayor-council/council-videos>

The full agenda packet is available on the City’s website at:
<https://www.cityofroseburg.org/your-government/mayor-council/council-agendas>

ROSEBURG CITY COUNCIL WORK STUDY SESSION AGENDA ITEM SUMMARY



URBAN CAMPGROUND CRITERIA

Meeting Date: October 2, 2024
Department: Administration
www.cityofroseburg.org

Agenda Section: Work Study
Staff Contact: Nikki Messenger, CM
Contact Telephone Number: 541-492-6866

ISSUE STATEMENT AND SUMMARY

Council will be holding a work-study session to determine criteria that may be used in searching for and selecting potential site(s) for consideration for an urban campground.

BACKGROUND

A. Council Action History.

On September 23, 2024, the Council discussed selecting and hiring a real estate agent to assist in identifying potential sites for a future urban campground.

B. Analysis.

There are several criteria, which Council may want to determine prior to contracting with a realtor to identify potential sites.

Land Use/Zoning

According to the Land Use Development Regulations found in the Chapter 12 of the Roseburg Municipal Code, Homeless Shelters are allowed *with a Conditional Use Permit* (CUP) in the PO (Professional Office) and C-3 (Heavy Commercial) zones. If a CUP were sought, staff would recommend running that process through the Planning Commission.

State statute (ORS 197.783) allows for an exemption from land use requirements for an emergency shelter, defined as “a building or cluster of buildings that provides shelter on a temporary basis for individuals and families who lack permanent housing.” The statute includes the following requirements for an emergency shelter that a City is required to approve:

- a. Includes sleeping and restroom facilities for clients;
- b. Will comply with applicable building codes;
- c. Is located inside an urban growth boundary or in an area zoned for rural residential use as defined in ORS 215.501;
- d. Will not result in the development of a new building that is sited within an area designated under a statewide planning goal relating to natural disasters and

- hazards, including flood plains or mapped environmental health hazards, unless the development complies with regulations directly related to the hazard;
- e. Has adequate transportation access to commercial and medical services; and
 - f. Will not pose any unreasonable risk to public health or safety.

Under ORS 197.783, a local government is required to approve an application for the development of an emergency shelter if it meets the requirements outlined above and is operated by:

1. A local government;
2. An organization with at least two years of experience operating an emergency shelter using best practices that is:
 - A. A local housing authority;
 - B. A religious corporation;
 - C. A public benefit corporation (as defined in ORS 65.001), whose charitable purpose includes the support of homeless individuals, that has been recognized as exempt from income tax under section 501(a) of the Internal Revenue Code for at least three years before the date of the application for a shelter;
3. A nonprofit corporation partnering with any other entity described in this subsection.

In addition to those basic principles, staff has been searching for a location that is not close to a school, daycare or park and with limited exposure to residences. Another challenge has been finding a location that is safely accessible by pedestrians and has utilities available, in order to ensure fire protection and the ability to provide additional buildings and/or facilities in the future if appropriate.

Other Criteria

- Property Size?
- Building(s) or no building(s)?
This will affect whether or not the land use exemption may apply.
- Utilities – water, power, sewer – in and/or available?
- Other improvements – parking, fencing, etc.?
- Distance to transit route/stop?
- Budget?
- Managed or unmanaged? Operator?
This will affect whether or not the land use exemption may apply.