

ANNOTATED MINUTES

Tuesday, April 28, 1992 - 9:30 AM
Multnomah County Courthouse, Room 602

PLANNING ITEMS

Vice-Chair Sharron Kelley convened the meeting at 9:35 a.m., with Commissioners Pauline Anderson and Gary Hansen present, Chair Gladys McCoy excused, and Commissioner Rick Bauman arriving at 9:38 a.m.

P-1 CS 4-92 PLEASE NOTE: THE PUBLIC HEARING PREVIOUSLY SCHEDULED FOR THIS TIME IS HEREBY CANCELLED in the Matter of the March 2, 1992 Planning Commission Decision to Approve, Subject to Conditions, a Requested Community Service Use Expansion for the American Hellenic Education Center Site, Located on Property at 32149 SE STEVENS ROAD, Due to Appellants Withdrawal of Their Notice of Review.

The Following April 6, 1992 Decisions of the Planning Commission are Reported to the Board of County Commissioners for Review and Acknowledgement by the Presiding Officer:

P-2 CS 5-92 DENIAL, BASED ON CERTAIN FINDINGS AND CONCLUSIONS, of a Requested Community Service Use Designation for a Proposed Recreation Vehicle Campground and its Proposed Accessory Uses, for Property Located at 20505 NW MORGAN ROAD

P-3 CU 6-92 APPROVAL, SUBJECT TO CONDITIONS, of a Conditional Use Request for Development of a 3.34 Acre Lot of Record with a Non-Resource Related Single Family Dwelling, for Property Located at 225 SE LUCAS ROAD

SCOTT PEMBLE EXPLANATION AND RESPONSE TO BOARD QUESTIONS FOR ITEMS P-1 THROUGH P-3. UPON MOTION OF COMMISSIONER ANDERSON, SECONDED BY COMMISSIONER HANSEN, IT WAS UNANIMOUSLY APPROVED THAT P-1 BE MOVED TO THE ACKNOWLEDGEMENT AGENDA. VICE-CHAIR KELLEY ACKNOWLEDGED MARCH 2, 1992 PLANNING COMMISSION DECISION, P-1 AND THE APRIL 6, 1992 PLANNING COMMISSION DECISIONS, P-2 AND P-3.

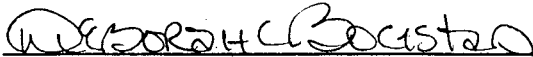
Commissioner Rick Bauman arrived at 9:38 a.m.

MR. PEMBLE ADVISED THE MSD GREENSPACES MASTERPLAN BRIEFING WILL BE SCHEDULED FOR TUESDAY, MAY 26, 1992.

VICE-CHAIR KELLEY ANNOUNCED THE MENTAL AND EMOTIONAL DISABILITIES SYSTEM REVIEW TASK FORCE REPORT BRIEFING IS RESCHEDULED FOR THURSDAY, APRIL 30, 1992, FOLLOWING THE REGULAR AGENDA.

There being no further business, the planning meeting was adjourned at 9:40 a.m.

OFFICE OF THE BOARD CLERK
for MULTNOMAH COUNTY, OREGON


Deborah L. Bogstad

Tuesday, April 28, 1992 - 9:40 AM
Multnomah County Courthouse, Room 602

AGENDA REVIEW

B-1 Review of Agenda for Regular Meeting of April 30, 1992.

R-8 STAFF REQUESTED THAT A SECOND READING BE SCHEDULED FOR THURSDAY, MAY 14, 1992. DISCUSSION REGARDING USE OF EMERGENCY CLAUSE.

R-9 ADDITIONAL STAFF RESEARCH REQUESTED BY COMMISSIONER HANSEN.

R-10 STAFF REQUESTED REMOVAL FROM AGENDA PENDING FURTHER STUDY.

R-11 STAFF EXPLAINED THE BOARD MUST CONVENE AS THE BUDGET COMMITTEE ON THURSDAY FOR CONSIDERATION OF THIS ITEM.

R-12 BUDGET STAFF PRESENTATIONS REGARDING CURRENT AND NEXT FISCAL YEAR GENERAL FUND OUTLOOK AND CRITERIA OF CONTINGENCY REQUESTS R-12 THROUGH R-15. FOR R-12, DES STAFF REQUESTED TRANSFER FROM FACILITIES AND PROPERTY MANAGEMENT UTILITIES BUDGET INSTEAD OF CONTINGENCY.

R-15 STAFF DIRECTED TO LOOK FOR FUNDS WITHIN CHAIR'S BUDGET.

Tuesday, April 28, 1992 - 11:00 AM
Multnomah County Courthouse, Room 602

BOARD BRIEFING

B-3 Status Report of New Juvenile Detention Home Site and Floor Plans Based on Current Juvenile Justice Division Staffing Levels and Current Interworking Relations of Division Staff and Public Access. Presented by Bob Nilsen and Hal Ogburn.

HAL OGBURN, BOB NILSEN AND DAVE BOYER

PRESENTATION AND RESPONSE TO BOARD QUESTIONS AND DISCUSSION. MR. BOYER TO PREPARE FINANCING DATA. MR. OGBURN TO PREPARE RESOLUTION REQUESTING APPROVAL OF ADDITIONAL BEDS FOR BOARD CONSIDERATION. MEETINGS TO BE SCHEDULED BETWEEN STAFF AND INDIVIDUAL COMMISSIONERS PRIOR TO NEXT BRIEFING.

*Thursday, April 30, 1992 - 9:30 AM
Multnomah County Courthouse, Room 602*

REGULAR MEETING

Vice-Chair Sharron Kelley convened the meeting at 9:38 a.m., with Commissioners Pauline Anderson, Rick Bauman and Gary Hansen present, and Chair Gladys McCoy excused.

REGULAR AGENDA

JUSTICE SERVICES

SHERIFF'S OFFICE

R-1 PROCLAMATION in the Matter of Proclaiming the Week of May 3-9, 1992 as "NATIONAL CORRECTIONS OFFICERS WEEK" in Multnomah County, Oregon

MAJOR TOM SLYTER INTRODUCED CORRECTIONS OFFICERS JACQUELINE JAMIESON AND CATHRYN LAMB AND READ PROCLAMATION. UPON MOTION OF COMMISSIONER BAUMAN, SECONDED BY COMMISSIONER ANDERSON, PROCLAMATION 92-62 WAS UNANIMOUSLY APPROVED.

DEPARTMENT OF HEALTH

R-3 PROCLAMATION in the Matter of Proclaiming the Week of May 4, 1992 as "NATIONAL NURSES WEEK" in Multnomah County, Oregon

COMMISSIONER BAUMAN MOVED AND COMMISSIONER HANSEN SECONDED, APPROVAL OF R-3. JAN SINCLAIR INTRODUCED ONA REPRESENTATIVES JOANNE MALLEY AND DIANE WITMARSH AND READ PROCLAMATION. MS. MALLEY COMMENTS. PROCLAMATION 92-63 UNANIMOUSLY APPROVED.

DEPARTMENT OF ENVIRONMENTAL SERVICES

R-4 PROCLAMATION in the Matter of Proclaiming the Week of May 3-9, 1992 as "BE KIND TO ANIMALS WEEK" in Multnomah County, Oregon

COMMISSIONER BAUMAN MOVED AND COMMISSIONER ANDERSON SECONDED, APPROVAL OF R-4. MIKE

OSWALD PRESENTATION. MR. OSWALD INTRODUCED MISS KELLY AND FRAN MANOS AND READ PROCLAMATION. PROCLAMATION 92-64 UNANIMOUSLY APPROVED.

NON-DEPARTMENTAL

R-7 *PROCLAMATION in the Matter of Proclaiming the Period of May 1 through May 9, 1992, as "COMMUNITY LAW WEEK" in Multnomah County, Oregon*

RANDY DUNCAN READ PROCLAMATION AND REPORTED ON ACTIVITIES PLANNED FOR COMMUNITY LAW WEEK. COMMISSIONER BAUMAN MOVED AND COMMISSIONER ANDERSON SECONDED, APPROVAL OF R-7. BOARD COMMENTS. PROCLAMATION 92-65 UNANIMOUSLY APPROVED.

DEPARTMENT OF SOCIAL SERVICES

R-2 *PROCLAMATION in the Matter of "FAMILY WEEK" for the Week of May 3, 1992*

PROCLAMATION READ. COMMISSIONER BAUMAN MOVED AND COMMISSIONER HANSEN SECONDED, APPROVAL OF R-2. COMMISSIONER ANDERSON COMMENTS. PROCLAMATION 92-66 UNANIMOUSLY APPROVED.

DEPARTMENT OF ENVIRONMENTAL SERVICES

R-5 *ORDER in the Matter of the Conveyance to the City of Portland Four Parcels of Road Fund Related Property Owned by the County, Adjacent to Former County Roads Previously Surrendered to the City of Portland and Authorizing the Chair of the Board to Execute the Deed for Road Purposes*

UPON MOTION OF COMMISSIONER HANSEN, SECONDED BY COMMISSIONER BAUMAN, ORDER 92-67 WAS UNANIMOUSLY APPROVED.

R-6 *Budget Modification DES #22 Requesting Authorization to Transfer \$2,931 from Recreation Fund Contingency to Park Services Division, Marine Facilities, Personal Services Line Items, to Allow for Accelerated Creation of a New Park Ranger Position in the Marine Facilities Section*

UPON MOTION OF COMMISSIONER HANSEN, SECONDED BY COMMISSIONER BAUMAN, R-6 WAS UNANIMOUSLY APPROVED.

NON-DEPARTMENTAL

R-8 *First Reading and Possible Adoption of an ORDINANCE Approving an Intergovernmental Agreement with the City of Portland for the Establishment and*

*Operation of New Metropolitan Human Rights Commission and Declaring an
Emergency*

PROPOSED ORDINANCE READ BY TITLE ONLY. COPIES AVAILABLE. COMMISSIONER HANSEN MOVED AND COMMISSIONER BAUMAN SECONDED, APPROVAL OF THE FIRST READING AND ADOPTION. BOARD DISCUSSION CONCERNING NEED FOR EMERGENCY CLAUSE. CAROLYN MARKS BAX RESPONSE TO BOARD QUESTIONS. COMMISSIONER BAUMAN MOVED AND COMMISSIONER ANDERSON SECONDED, TO DELETE THE EMERGENCY CLAUSE PROVISION. BOARD COMMENTS. MOTION TO DELETE EMERGENCY CLAUSE FAILED, WITH COMMISSIONERS ANDERSON AND BAUMAN VOTING AYE, AND COMMISSIONERS HANSEN AND KELLEY VOTING NO. JOHN DuBAY AND MS. MARKS BAX RESPONSE TO BOARD QUESTIONS AND DISCUSSION. COMMISSIONER HANSEN'S MOTION TO SCHEDULE SECOND READING IN THREE WEEKS DIED FOR LACK OF SECOND. COMMISSIONER BAUMAN MOVED AND COMMISSIONER ANDERSON SECONDED, TO DELETE EMERGENCY CLAUSE PROVISION AND SCHEDULE SECOND READING IN THREE WEEKS. MOTION FAILED, WITH COMMISSIONERS ANDERSON AND BAUMAN VOTING AYE, AND COMMISSIONERS HANSEN AND KELLEY VOTING NO. BOARD COMMENTS. ORDINANCE 720 UNANIMOUSLY APPROVED.

NON-DEPARTMENTAL

MANAGEMENT SUPPORT

- R-9 *Second Reading and Possible Adoption of an ORDINANCE Relating to Benefits for Employees Not Covered by Collective Bargaining Agreement, and Amending Ordinance No. 534*

PROPOSED ORDINANCE READ BY TITLE ONLY. COPIES AVAILABLE. NO ONE WISHED TO TESTIFY. UPON MOTION OF COMMISSIONER HANSEN, SECONDED BY COMMISSIONER BAUMAN, ORDINANCE 721 WAS UNANIMOUSLY APPROVED.

- R-10 *Ratification of an Amendment to the Collective Bargaining Agreement Between Multnomah County, Oregon and the International Brotherhood of Electrical Workers Local 48, Authorizing Payment of a 3% Differential to Employees Assigned as Supervising Electricians*

UPON MOTION OF COMMISSIONER BAUMAN, SECONDED BY COMMISSIONER HANSEN, R-10 WAS UNANIMOUSLY TABLED.

(Recess as the Board of County Commissioners and convene as the Multnomah

County Budget Committee)

- R-11 *RESOLUTION in the Matter of Accepting the Supplemental 1991-92 Budget and Preparing the Approved Supplemental Budget for Submittal to the Tax Supervising and Conservation Commission*

DAVE WARREN EXPLANATION. UPON MOTION OF COMMISSIONER ANDERSON, SECONDED BY COMMISSIONER BAUMAN, RESOLUTION 92-68 WAS UNANIMOUSLY APPROVED.

(Recess as the Multnomah County Budget Committee and reconvene as the Board of County Commissioners)

CONTINGENCY REQUESTS

- R-12 *Budget Modification DES #21 Requesting Authorization to Transfer \$25,000 from General Fund Contingency to Facilities and Property Management, to Upgrade the Courthouse Board Room Sound System*

COMMISSIONER HANSEN MOVED AND COMMISSIONER ANDERSON SECONDED, APPROVAL OF R-12. COMMISSIONER BAUMAN MOVED AND COMMISSIONER HANSEN SECONDED, APPROVAL OF SUBSTITUTE BUDGET MODIFICATION. MR. WARREN AND WAYNE GEORGE EXPLANATION. SUBSTITUTION UNANIMOUSLY APPROVED. DES #21 REVISED AUTHORIZING TRANSFER OF \$25,000 FROM THE FACILITIES UTILITIES BUDGET TO UPGRADE THE COURTHOUSE BOARD ROOM SOUND SYSTEM UNANIMOUSLY APPROVED.

- R-13 *Budget Modification MCHD #5 Requesting Authorization to Transfer \$4,683 from General Fund Contingency to Health Department, Corrections Health Budget, to Pay for the Addition of 1 FTE Health Assistant Beginning May 1, 1992*

COMMISSIONER HANSEN MOVED AND COMMISSIONER BAUMAN SECONDED, APPROVAL OF R-13. BOARD COMMENTS. BUDGET MODIFICATION UNANIMOUSLY APPROVED.

- R-14 *Budget Modification MCSO #17 Requesting Authorization to Transfer \$71,694 from General Fund Contingency to the Narcotics Forfeiture Budget, to Pay for a Lieutenant Position Beginning July 1, 1991, to be Paid for out of Forfeiture Revenue*

COMMISSIONER HANSEN MOVED, AND PASSING THE GAVEL, COMMISSIONER KELLEY SECONDED, TO SET R-14 OVER ONE WEEK. MOTION FAILED WITH COMMISSIONERS HANSEN AND KELLEY VOTING AYE, AND COMMISSIONERS BAUMAN AND ANDERSON VOTING NO. LARRY AAB RESPONSE TO BOARD QUESTIONS. COMMISSIONER BAUMAN'S MOTION TO REDUCE THE

AMOUNT REQUESTED DIED FOR LACK OF SECOND. BOARD COMMENTS AND DISCUSSION. BUDGET MODIFICATION APPROVED, WITH COMMISSIONERS ANDERSON, HANSEN AND KELLEY VOTING AYE, AND COMMISSIONER BAUMAN VOTING NO.

- R-15 *Budget Modification NOND #29 Requesting Authorization to Transfer \$1,867 from General Fund Contingency to the Chair's Office Budget, for Continued Funding of Intensified Association of Oregon Counties Land Use Efforts During 1992*

COMMISSIONER HANSEN MOVED AND COMMISSIONER ANDERSON SECONDED, APPROVAL OF R-15. MR. WARREN EXPLANATION. COMMISSIONER ANDERSON MOVED AND COMMISSIONER HANSEN SECONDED, APPROVAL OF SUBSTITUTE BUDGET MODIFICATION. BOARD COMMENTS. BUDGET MODIFICATION NOND #29a REVISED AUTHORIZING TRANSFER OF \$1,867 FROM PURCHASING PROFESSIONAL SERVICES UNANIMOUSLY APPROVED.

DEPARTMENT OF ENVIRONMENTAL SERVICES

- R-16 *PUBLIC HEARING and Request for Approval of an ORDER in the Matter of the Transfer of Tax Foreclosed Property to the CITY OF PORTLAND, OREGON for Public Park Purposes [Blythswood, Lot 49]*
- R-17 *PUBLIC HEARING and Request for Approval of an ORDER in the Matter of the Transfer of Tax Foreclosed Property to the CITY OF GRESHAM, OREGON for Public Park Purposes [Sec 16, 1S 3E, TL #102]*
- R-18 *PUBLIC HEARING and Request for Approval of an ORDER in the Matter of the Transfer of Tax Foreclosed Property to the CITY OF GRESHAM, OREGON for Public Park Purposes [Sec 17, 1S 3E, TL #156]*

NO ONE WISHED TO TESTIFY ON ITEMS R-16 THROUGH R-18. LARRY BAXTER EXPLANATION. UPON MOTION OF COMMISSIONER BAUMAN, SECONDED BY COMMISSIONER HANSEN, ORDERS 92-69, 92-70 AND 92-71 WERE UNANIMOUSLY APPROVED.

NON-DEPARTMENTAL

- R-19 *Request for Approval of The Private Industry Council Job Training Plan for the Service Delivery Area Comprised of Multnomah and Washington Counties and the City of Portland for the Period July 1, 1992 through June 30, 1994*

VICE-CHAIR KELLEY EXPLANATION. UPON MOTION OF COMMISSIONER HANSEN, SECONDED BY COMMISSIONER ANDERSON, R-19 WAS UNANIMOUSLY APPROVED.

There being no further business, the meeting was adjourned at 10:39 a.m.

OFFICE OF THE BOARD CLERK
for MULTNOMAH COUNTY, OREGON

Deborah L. Bogstad
Deborah L. Bogstad

Thursday, April 30, 1992 - 11:00 AM
Multnomah County Courthouse, Room 602

BOARD BRIEFING

B-1 *Mental and Emotional Disabilities System Review Task Force Report and Recommendations. Presented by Dr. Joseph Gallegos, Task Force Chair.*

CHAIR McCOY INTRODUCED KATHY MILLARD, KAREN BELSEY AND JOE GALLEGOS. MR. GALLEGOS, MS. BELSEY, LINDA REILLY, JERRY FRYE AND REX SURFACE PRESENTATION AND RESPONSE TO BOARD QUESTIONS. BOARD SOLICITED COMMENTS FROM INTERESTED PARTICIPANTS AS FOLLOWS: GARLINGTON CENTER DIRECTOR LIAM CALLAN; MOUNT HOOD MENTAL HEALTH PROGRAM SUPERVISOR DEB YOUNG; MENTAL HEALTH SERVICES WEST DIRECTOR JUNE DUNN; THE MIND EMPOWERED DIRECTOR GARRETT SMITH; AND CITIZEN ADVOCATE DOUG MONTGOMERY. MR. SURFACE REQUESTED BOARD ACCEPTANCE OF REPORT, TO BE PLACED ON MAY 7, 1992 AGENDA.



MULTNOMAH COUNTY OREGON

BOARD OF COUNTY COMMISSIONERS
ROOM 606, COUNTY COURTHOUSE
1021 S.W. FOURTH AVENUE
PORTLAND, OREGON 97204

GLADYS McCOY • CHAIR • 248-3308
PAULINE ANDERSON • DISTRICT 1 • 248-5220
GARY HANSEN • DISTRICT 2 • 248-5219
RICK BAUMAN • DISTRICT 3 • 248-5217
SHARRON KELLEY • DISTRICT 4 • 248-5213
CLERK'S OFFICE • 248-3277

AGENDA

MEETINGS OF THE MULTNOMAH COUNTY BOARD OF COMMISSIONERS

FOR THE WEEK OF

APRIL 27 - MAY 1, 1992

Tuesday, April 28, 1992 - 9:30 AM - Planning Items.Page 2
Tuesday, April 28, 1992 - 9:40 AM - Agenda ReviewPage 2
Tuesday, April 28, 1992 - 10:30 AM - Board Briefings.Page 2
Thursday, April 30, 1992 - 9:30 AM - Regular Meeting.Page 3

Thursday Meetings of the Multnomah County Board of Commissioners are recorded and can be seen at the following times:

Thursday, 10:00 PM, Channel 11 for East and West side subscribers
Friday, 6:00 PM, Channel 22 for Paragon Cable (Multnomah East) subscribers
Saturday 12:00 PM, Channel 21 for East Portland and East County subscribers

Tuesday, April 28, 1992 - 9:30 AM

Multnomah County Courthouse, Room 602

PLANNING ITEMS

- P-1 CS 4-92 PLEASE NOTE: THE PUBLIC HEARING PREVIOUSLY SCHEDULED FOR THIS TIME IS HEREBY CANCELLED in the Matter of the March 2, 1992 Planning Commission Decision to Approve, Subject to Conditions, a Requested Community Service Use Expansion for the American Hellenic Education Center Site, Located on Property at 32149 SE STEVENS ROAD, Due to Appellants Withdrawal of Their Notice of Review.

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Tuesday, April 28, 1992 - 9:40 AM

Multnomah County Courthouse, Room 602

AGENDA REVIEW

- B-1 Review of Agenda for Regular Meeting of April 30, 1992.

Tuesday, April 28, 1992 - 10:30 AM

Multnomah County Courthouse, Room 602

BOARD BRIEFINGS

- B-2 Mental and Emotional Disabilities System Review Task Force Report and Recommendations. Presented by Dr. Joseph Gallegos, Task Force Chair. 30 MINUTES REQUESTED.
- B-3 Status Report of New Juvenile Detention Home Site and Floor Plans Based on Current Juvenile Justice Division Staffing Levels and Current Interworking Relations of Division Staff and Public Access. Presented by Bob Nilsen and Hal Ogburn. 30 MINUTES REQUESTED.

Thursday, April 30, 1992 - 9:30 AM

Multnomah County Courthouse, Room 602

REGULAR MEETING

REGULAR AGENDA

JUSTICE SERVICES

SHERIFF'S OFFICE

- R-1 PROCLAMATION in the Matter of Proclaiming the Week of May 3-9, 1992 as "NATIONAL CORRECTIONS OFFICERS WEEK" in Multnomah County, Oregon

DEPARTMENT OF SOCIAL SERVICES

- R-2 PROCLAMATION in the Matter of "FAMILY WEEK" for the Week of May 3, 1992

DEPARTMENT OF HEALTH

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DEPARTMENT OF ENVIRONMENTAL SERVICES

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NON-DEPARTMENTAL

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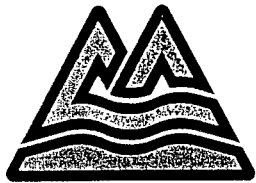
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MANAGEMENT SUPPORT

- R-9 Second Reading and Possible Adoption of an ORDINANCE Relating to Benefits for Employees Not Covered by Collective Bargaining Agreement, and Amending Ordinance No. 534
- R-10 Ratification of an Amendment to the Collective Bargaining Agreement Between Multnomah County, Oregon and the International Brotherhood of Electrical Workers Local 48, Authorizing Payment of a 3% Differential to Employees Assigned as Supervising Electricians
- R-11 RESOLUTION in the Matter of Accepting the Supplemental 1991-92 Budget and Preparing the Approved Supplemental Budget for Submittal to the Tax Supervising and Conservation Commission

CONTINGENCY REQUESTS

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CLERK'S OFFICE • 248-3277

SUPPLEMENTAL AGENDA

Thursday, April 30, 1992 - 9:30 AM

Multnomah County Courthouse, Room 602

REGULAR MEETING

REGULAR AGENDA

DEPARTMENT OF ENVIRONMENTAL SERVICES

- R-16 PUBLIC HEARING and Request for Approval of an ORDER in the Matter of the Transfer of Tax Foreclosed Property to the CITY OF PORTLAND, OREGON for Public Park Purposes [Blythswood, Lot 49]
- R-17 PUBLIC HEARING and Request for Approval of an ORDER in the Matter of the Transfer of Tax Foreclosed Property to the CITY OF GRESHAM, OREGON for Public Park Purposes [Sec 16, 1S 3E, TL #102]
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NON-DEPARTMENTAL

- R-19 Request for Approval of The Private Industry Council Job Training Plan for the Service Delivery Area Comprised of Multnomah and Washington Counties and the City of Portland for the Period July 1, 1992 through June 30, 1994

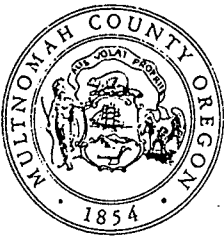
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BOARD BRIEFING

- B-1 Mental and Emotional Disabilities System Review Task Force Report and Recommendations. Presented by Dr. Joseph Gallegos, Task Force Chair. 30 MINUTES REQUESTED.

0201C/27/db
4/27/92



GLADYS McCOY, Multnomah County Chair

Room 1410, Portland Building
1120 S.W. Fifth Avenue
Portland, Oregon 97204
(503) 248-3308

M E M O R A N D U M

TO: Commissioner Pauline Anderson
Commissioner Rick Bauman
Commissioner Gary Hansen
~~Commissioner Sharron Kelley, Vice-Chair~~
~~Office of the Board Clerk~~

FROM: Gladys McCoy *G. McCoy*
Multnomah County Chair

DATE: April 20, 1992

RE: Absence from Board Meeting

I will not be at the Board meeting on Tuesday April 28. I will attend the Formal meeting on Thursday April 30.

BOARD OF
COUNTY COMMISSIONERS
1992 APR 22 AM 10:23
MULTNOMAH COUNTY
OREGON

GM:ddf
8796G

Meeting Date: April 28, 1992

Agenda No.: D-1

(Above space for Clerk's Office Use)

AGENDA PLACEMENT FORM
(For Non-Budgetary Items)

SUBJECT: Decision

BCC Informal _____ (date) BCC Formal April 28, 1992 (date)

DEPARTMENT DES DIVISION Planning

CONTACT Myrna Blanchard TELEPHONE 2610

PERSON(S) MAKING PRESENTATION Planning Staff

ACTION REQUESTED:

☐ INFORMATIONAL ONLY ☐ POLICY DIRECTION ☒ APPROVAL

ESTIMATED TIME NEEDED ON BOARD AGENDA: 30 Minutes

CHECK IF YOU REQUIRE OFFICIAL WRITTEN NOTICE OF ACTION TAKEN: xxx

BRIEF SUMMARY (include statement of rationale for action requested, as well as personnel and fiscal/budgetary impacts, if applicable):

CS 4-92: Review the decision of the Planning Commission of March 2, 1992 approving an expanded Community Service use of the "American Hellenic Education Center" youth camp facilities, located at 32149 SE Stevens Road. A "Notice of Review" was filed on March 23, 1992 and the Board scheduled a hearing on the matter for April 28, 1992. However, appellants withdrew the Notice of Review on April 8, 1992; therefore the appeal hearing has been canceled.

(If space is inadequate, please use other side)

SIGNATURES:

ELECTED OFFICIAL _____

Or

DEPARTMENT MANAGER 

(All accompanying documents must have required signatures)

1992 APR 16 PM 2:12
MULTI-JURISDICTIONAL
CLERK OF DISTRICT COURT
OREGON



DEPARTMENT OF ENVIRONMENTAL SERVICES
DIVISION OF PLANNING AND DEVELOPMENT
2115 SE MORRISON STREET
PORTLAND, OREGON 97214
(503) 248-3043

Decision

This Decision consists of Conditions, Findings of Fact and Conclusions

March 2, 1992

**CS 4-92, #574 / #583-B Community Service Expansion
(Youth Camp, and Occassional Group Retreats, Picnics, or Social Gatherings)**

Applicant requests approval to expand the Community Service (CS) uses authorized at the American Hellenic Education Center. The 96-acre site is located on the easterly bank of the Sandy River, about a mile south of Springdale. The proposed CS expansion would allow group retreats, picnics, camping, nature study, fishing, education, health, recreational and social gatherings. A 1986 CS decision authorized retreats and summer camps for up to 60 children. The requested expansion would increase overnight facilities to accommodate 196 persons. Applicant indicates day-use facilities and cabins would continue to serve children. However, the CS expansion would permit occasional scheduling of adult groups for day-use events or overnight retreats.

Location: 32149 SE Stevens Road

Legal: Tax Lots '15', '51', '58' and '61', Section 8, 1S-4E
1991 Assessor's Map

Site Size: 96 Acres

Property Owners: American Hellenic Education Center, Inc.
3131 NE Glisan Street, 97232

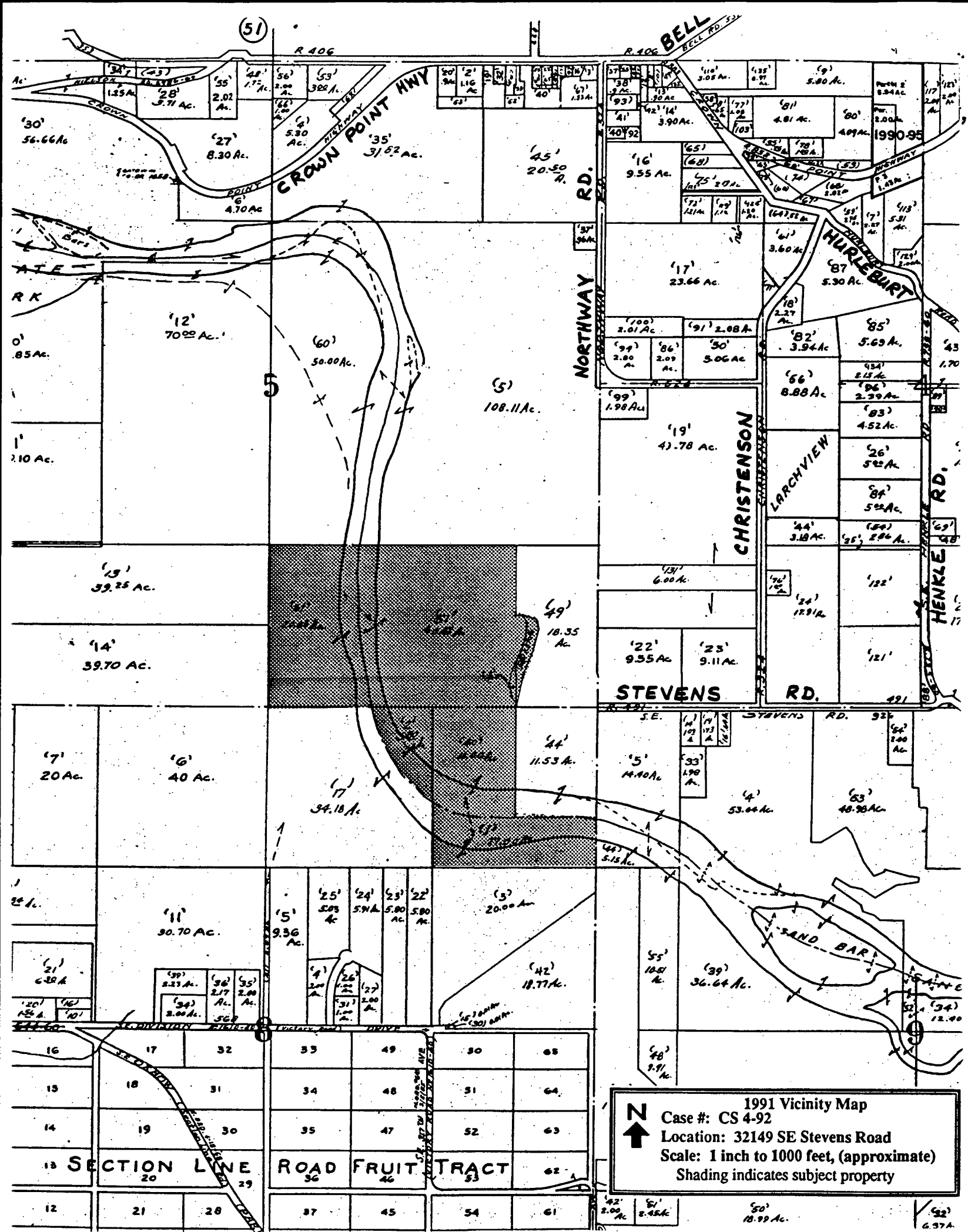
Applicant: Same

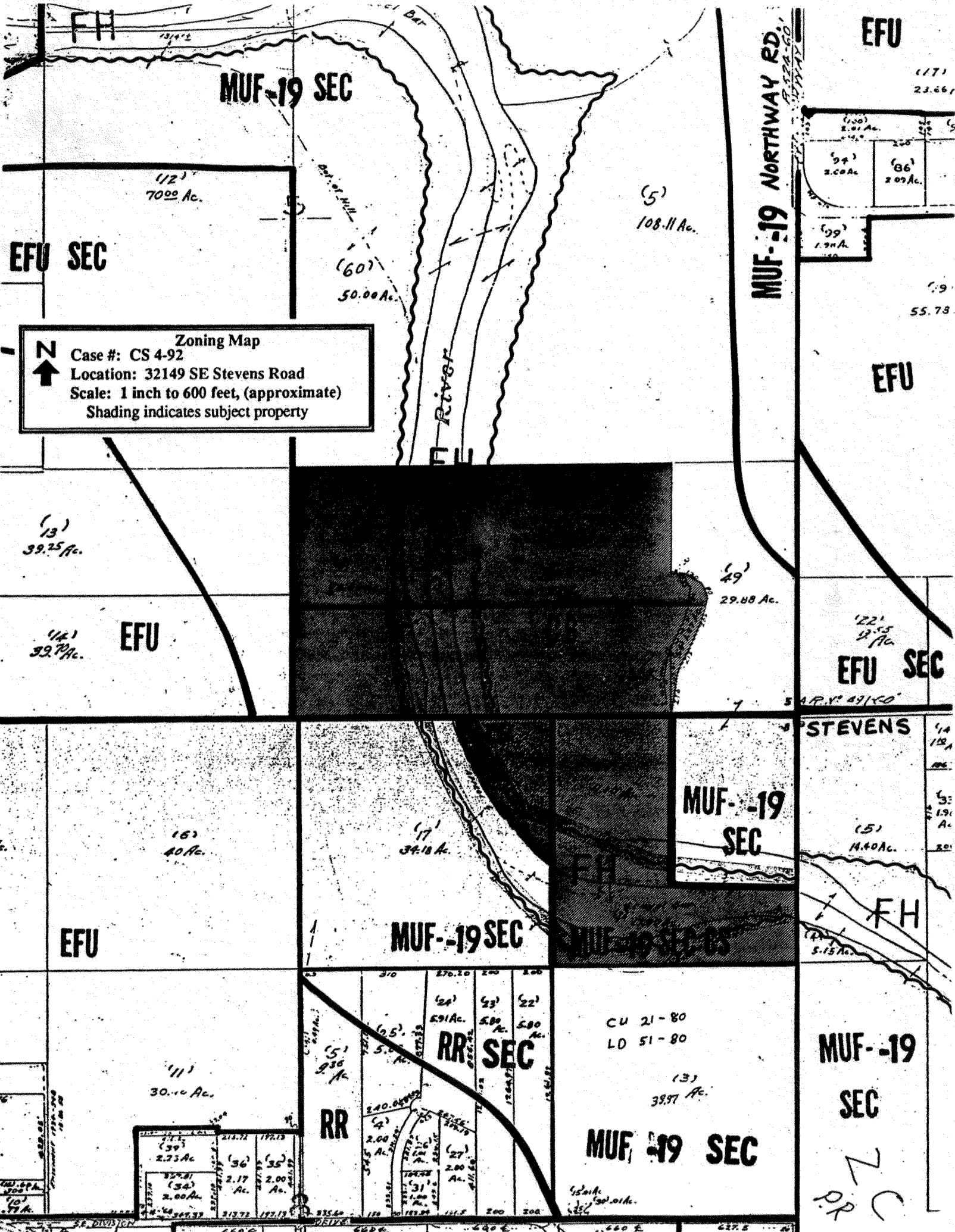
Comprehensive Plan: Multiple Use Forest

Present Zoning: MUF-19, C-S, Multiple Use Forest, Community Service District
SEC, Area of Significant Environmental Concern
FH, Flood Hazard District

PLANNING COMMISSION

DECISION: Approve, subject to conditions, the requested CS use expansion for the American Hellenic Education Center site, based on the following Findings and Conclusions.



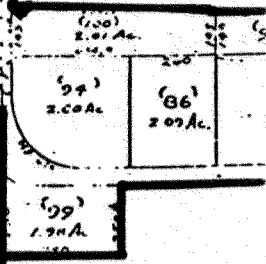


Zoning Map
 Case #: CS 4-92
 Location: 32149 SE Stevens Road
 Scale: 1 inch to 600 feet, (approximate)
 Shading indicates subject property

MUF-19 NORTHWAY RD.

EFU

(17)
23.66



(19)
55.78

EFU

EFU SEC

STEVENS

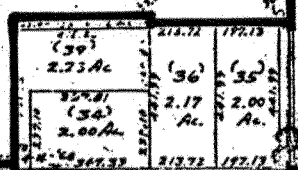
MUF-19 SEC

MUF-19 SEC

RR SEC

MUF-19 SEC

MUF-19 SEC



N
PC

CHRISTENSEN RD

STEVENS RD

GATE

PAVED
ACCESS
ROAD

OPEN PLAY
FIELD AND
DRAINAGE
FIELD AREA

LODGE

PARKING

NEW
CABINS

CABINS

CABINS

BATH HOUSE
(REPLACEMENT)

HOUSE

GARAGE

CHAPEL
+

PICNIC
AREA

PRAYER
STATION

PRAYER
STATION

CABIN

REST
ROOMS

STAIRS

BEACH

SANDY RIVER

PRAYER
STATIONS

KEY

PAVED ROAD

TRAILS

PLANNED

ANDY RIVER YOUTH CAMP

CS 4-92

EXHIBIT

Page

of

7

Conditions of Approval:

1. Obtain Design Review approval of all proposed site improvements including, but not limited to, grading, clearing, landscaping, fencing and exterior building designs. The expanded use of the site shall not proceed until required Design Review approvals are obtained. Specific site improvements represented in the CS application may be developed in separate phases; however, at a minimum, improve the access road and parking area to address minimum requirements in 11.15.6128(A) [i.e., 20-foot wide access drive]. Fill placement and associated work necessary to widen the access drive shall avoid or minimize adverse effects to existing walnut trees on Tax Lot '44', immediately abutting the south boundary of the 30-foot easement to Stevens Road. The Final Design Review decision may require slope easements, replanting, retaining walls, or other means to protect or mitigate for impacts to trees on adjoining properties.
2. Obtain a *Grading and Erosion Control Permit* as specified in MCC .6710(B) for any cut or fill work or drainage alterations on the site.
3. The land use approval shall be for the specific uses and scale specified in this decision. Overnight stays on the site shall not exceed 150 youth camp participants (includes counselors and/or chaperones).

4. Notwithstanding the number of youth camp participants authorized for overnight stays under #3 above, any event, picnic, retreat, or other function planned on the site for groups of more than 60 adults shall only be allowed if a **Temporary Permit** is first obtained from the Planning Division pursuant to MCC .8705. Requests shall be filed in time to allow public notification. Before rendering a decision on a Temporary Permit application, written notice of the request shall be mailed to all owners of property within 1000-feet of the AHEC site and to the Sheriff's Office and local Fire District at least 30-days before the scheduled event.

The Planning Director, in approving a Temporary Permit, may require temporary traffic controls, bus shuttles, car-pool or van-pool programs, limited hours, and other measures to mitigate impacts to surrounding properties and road systems, and protect public safety. Each season's bookings (of groups or events with more than 60 adults) may be included in one Temporary Permit application.

5. Prior to occupancy or final approvals for any new buildings or the expanded use of the site, complete Transportation Division requirements (if any) for improvements to SE Stevens Road.
6. Prior to occupancy or final approvals for any new buildings or the expanded use of the site, complete State Fire Marshall requirements for minimum fire flow capability on the site [ref. ORS 479.200].
7. The AHEC operator shall implement a "Good Neighbor Plan" program consisting of the following items:

- a. **Provide a Complaint Process:** The applicant must agree in writing to correspond on a long-term informal basis with local recognized associations and other concerned individuals regarding problems or issues associated with operations or events at the AHEC. The applicant shall maintain a record of written complaints received, together with any responses from AHEC operators, caretaker, or representative. This record must be available to the public upon request.
- b. **Restrict Alcohol Use:** The consumption or sale of Alcoholic beverages is not allowed on the site. This restriction applies to uses authorized by this CS decision, and to uses which may be temporarily authorized under Condition #4. The prohibition does not apply to consumption as part of religious sacraments.
- c. **Control Litter:** The applicant shall address litter control through: provision of adequate trash receptacles on-site for user groups, requiring on and off-site "litter pick-up" in any lease or rental agreements with user groups; and maintaining garbage collection service to the property.

Findings of Fact:

1. Background and Project Description:

The County approved development of a youth camp and retreat center on the site in 1986. The CS 13-86 decision approved overnight facilities for 60 children. The 1986 case authorized a phased development of the site consisting of: 1) twelve new cabins; 2) an outdoor sanctuary; 3) a new restroom/bathhouse; 4) an open air pavilion; and, 5) a lodge.

The proposed CS expansion would allow scheduling of adult groups for day-use events or overnight retreats, picnics, and social gatherings. The request would increase overnight facilities to accommodate up to 196 persons. Day-use facilities and cabins would continue to serve children. Excerpts from applicant's proposal description are presented below:

"Applicant wishes to extend the use of the campground originally limited to retreats and summer camps for children.

"The applicant had originally requested...facilities for...120 children. This is reflected in the decision dated September 8, 1986, found on page 5 under category 4(C),... Notwithstanding the reference to 120 children, the facesheet indicates authorization for 60 children. The applicant wishes to correct the authorized number to the original 120. In addition, applicant wishes to add authorization for approximately 76 or ...up to 196 overnight campers ... Although it would be rare that the overnight campers would be adults, the applicant would wish to have the opportunity to allow camping for persons over

the age of 18 as well. Obviously, chaperones and camp staff are adults.

"In addition, as a result of the demand being made upon the applicant the facilities are desired to be used by not only the applicant's members and their children but also by other organizations as well as nonprofit entities.

"The Job Corp, the Boys and Girls Scouts of America, the Oregon Museum of Science and Industry (OMSI), the local Corbett Fire Department, Corbett High School, the American Camping Association, Campfire groups, the Multnomah Education Service District Outdoor School, as well as other entities have sought the use of the premises for day and/or night use. The applicant wishes to have the flexibility to allow access and use of the facilities to such entities since there is a lack of similar proximate facilities in the Portland Metropolitan area...

"The applicant has constructed a lodge which has a meeting hall, a chapel, nurses quarters, a kitchen and other facilities conducive for modern living in a natural setting. AHEC has built cabins for overnight accommodations, an open air pavilion, improved and expanded paths, constructed prayer stations as well as a chapel, and maintained beach and picnic areas for those who want to communicate with nature. Adequate bath and restroom facilities exist to now accommodate more than 120 overnight campers...

"The applicant wishes to continue using the facility for prayer, retreats, picnics, camping, nature studies, fishing, education, health and recreation, but now wish to obtain formal approval for adult use. It has looked into the issue of fire safety, water usage, sanitation standards as well as the need to maintain the premises in its natural state...

"With the grounds totaling approximately 95.92 acres, it does not desire to have any more than approximately two individuals per acre on the average on an overnight basis...

"Applicant is sensitive to the rights of neighbors, as well as others relative to such issues as traffic, environmental concerns and the need to dissuade the use of the premises for any inappropriate purpose. Thus, the applicant has set into motion not only the adoption of rules and regulations but a monitoring/policing system to make sure that local laws and ordinances as well as the applicant's rules and regulations are full effected..."

2. Site and Vicinity Information:

The site is located at the west end of SE Stevens Road, approximately 1 1/2 miles south of the community of Springdale. The site is approximately 96-acres in size and is bounded by the Sandy River on the west and south. Agricultural and forestry uses characterize adjacent and nearby lands to the east and north, and across the river to the west and south. Rural residences are more common further north and east, near the Springdale rural center and the Historic Columbia River

Highway. Nearby land uses include Camp Collins (YMCA) and Oxbow Park (County), both located about 2-miles to the southeast on the opposite bank of the Sandy River. Dabney State Park is located about 1 1/2 miles downstream, northwest of the site.

The site is located within the Sandy River Scenic Waterway Area. The State Parks and Recreation Department responded favorably to the proposed expansion in a letter dated January 17, 1992.

3. Ordinance Considerations:

Conditional uses allowed in the Multiple Use Forest District are specified in MCC 11.15.2172. Subsection (A) specifies "***Community Service Uses pursuant to the provisions of MCC .7005 through .7041.***" MCC .7020(A)(2) identifies a camp or campground as a CS Use; MCC .7020(A)(11) identifies a philanthropic institutions as a CS Use; and MCC .7020(A)(20) identifies a school as a CS Use. Approval criteria are specified in MCC .7015.

The following section presents findings regarding the proposed expansion of the Community Service Use. The applicable criteria is in ***bold italics***; applicant's responses are presented first in ***italics***, followed by staff comments.

3. A. Community Service Use Criteria (MCC .7015)

A(1) Is consistent with the character of the area;

"As stated in the original evaluation pertaining to the use of the premises, there should be no substantial change in utilization of this property whether as a camp ground, retreat, picnic area or for educational or social purposes; and, therefore, there should be no foreseeable adverse impact on the character of the surrounding area.

"The use of the facilities will, notwithstanding any expansion, be less intense than other park uses which occur along the Sandy river. The facility is no different than the YMCA camp upstream. This was recognized by the original decision of the Multnomah County Planning Commission. The moderate increase in use still falls within the guidelines, and is less than what would be found in such areas as the YMCA camp.

"The traffic that would be generated would be well controlled and allowed to park in only specific parking areas so as not to create an environmental problem with regard to the natural surroundings. Applicant intends to use mass transportation techniques to reduce personal vehicular traffic if any inordinate amount of traffic is foreseen. Thus, if it is anticipated that traffic will be excessive in the area, then a busing system could be instituted. It is not anticipated, however, that the small relative increase in users would create an impact of significance."

Comment: The camp and retreat center which has operated on the site for several years primarily serves youth groups. Expanding this component should have negligible effects to the area character, since the youth are typically transported by bus and only minor additions will be made to the camp facilities. Physical changes indicated on the site plans include a new bath house (replacing two existing ones), and two new "cabins". These changes will not be visible from surrounding properties or from the Sandy River.

However, the proposed addition of large adult groups and activities could significantly increase traffic to and from the site on occasion since these users will more likely use individual vehicles for access. The discussion below under the *Hazardous Conditions* criteria addresses this issue in more detail.

A(2) Will not adversely affect natural resources;

"A major lodge development has already been completed. It was approved as the major facility. There is housing to accommodate 120 individuals. It is completed, and met county standards.

A relatively small number of structures need to be completed which includes replacement of the two existing bathhouses. Construction options have been reviewed and available sites with minimal removal of vegetation can be effected. A review has been made under the SR regulations and the applicant can assure that there will be minimal impact on the integrity of the surroundings and qualities of the Sandy River. In fact, the structures would be quite minimal as an impact, being constructed far from the Sandy River itself."

Comment: Condition #1 requires Design Review of the site development. Design Review criteria stipulate that the design shall preserve natural landscape features and existing grades to the maximum practical degree [11.15.7850(A)(4)]. The site is generally forested. Condition # 2 requires a grading and Erosion Control Permit if significant grading or alteration of the site is required for the proposed development. The application adequately demonstrates that the expanded use of the site will not adversely effect natural resources.

A(3) Will not conflict with farm or forest uses in the area;

"There would be absolutely no impact on surrounding farm or forest uses. The lodge, cabins and bathhouses needed to accommodate up to 120 overnight campers has been completed. The additional construction needs would be somewhat nominal in order to house another 70 campers. No expansion of the lodge is needed. The improvements would be in the center of the 95.92 acres, in heavily wooded areas. The site is surrounded by higher ground on one side and by the river circling around the grounds at a significantly lower elevation. Thus, it is virtually an impossibility that any construction would affect any adjacent or contiguous lands."

Comment: The new development proposed on the site is separated from nearby agricultural uses by several hundred feet. This, along with the topography and forested character of most of the site, adequately buffers the proposed use from farm and forest uses in the area. The one potential impact to nearby farm areas relates to occasional increases in non-local traffic when outside organizations hold events or gatherings at the site. Condition #4 addresses this issue by requiring temporary permits for larger events and specifying traffic controls, shuttles, hour limitations, and other means to mitigate for potential off-site effects on these occasions.

A(4) Will not require public services other than those existing or programmed for the area;

"All public services necessary for the proposed development already exist at SE Stephens Road frontage. With the construction of a 4" main, more than adequate water is available. Thus, all the needs of the camp grounds, and all the needs of the neighbors in the area should be satisfied. All other public services including health, fire and safety concerns are satisfied based upon the adequacy of the ingress road that is made available."

Comments: Staff concurs; however, the Transportation Division has not commented on the adequacy or improvement requirements (if any) for SE Stevens Road as of this writing. Condition # 5 requires that Transportation Division requirements for SE Stevens Road be completed prior to occupancy or final approvals of the proposed new buildings (i.e., bath house or cabins).

A(5) Will be located outside a big game winter habitat area as defined by the Oregon Department of Fish and Wildlife or that agency has certified that the impacts will be acceptable;

"This property is not within any big game winter habitat areas defined by the Oregon Fish and Wildlife. Thus, there is no concern in this regard."

Comment: The site is not identified as a big game habitat area in the Comprehensive Plan or by the Oregon Department of Fish and Wildlife.

A(6) Will not create hazardous conditions;

"There are no hazardous conditions foreseen that would result from the proposed development. The development has all necessary fire hydrants for fire safety installed. Road conditions have been improved and are adequate for fire and other safety purposes."

"Stevens Road is wide enough to handle two-way traffic. It is paved with a narrow shoulder in most areas. Although a portion of the access road is currently one

lane, an engineer has been retained and a preliminary study is being undertaken. This study includes a realignment and widening of the entrance roadway to two lanes. (See engineer's letter, Exhibit 1 attached). Plans call for a road widening; however, until then the current road has four (4) areas where two vehicles can pass one another. Until the road is widened, road monitors are contemplated in the event of high two-way traffic use.

"The exact location of the widened road will be determined after a site survey is completed, which includes an analysis of lateral and vertical land support controls.

"The easement rights guaranteeing access to the applicant's premises over tax Lots 49 and 44 from Stevens Road are set forth in documents contained in County file "CS 13-86", which contains the original approval. Attached is Exhibit 2 which summarizes the existing easement rights as received from the Pioneer Title Insurance Company which confirmed the subject easement rights.

"The Multnomah County Traffic Engineer's office was contacted to determine whether there are any statistics on traffic on SE Stevens Road. Mr. Bob Johnson, Traffic Engineer for the county advised there was no existing classification for roads east of Troutdale Road which is west of the Sandy River. The rural nature of the area did not necessitate such classifications in the past. Thus, there is no "level of service" standard for Stevens Road. He pointed out that although an I.T.E. Trip Generation Manual may be of some help, it would be rather general and pointed out that the cited standards are based on communities located principally outside of Oregon.

"The number of residences having access to and from Stevens Road total seven (7) only. It is estimated that each household has two vehicles, and that each vehicle makes an average of four one-way trips per day to and from the residence. An added two trips per residence is estimated for access for friends, guest and for other traffic for a total of ten trips per family for the seven families — a total of 70 trips on the road per day not including trips taken for ingress and egress to the applicant's camp, which averages a minimum of two trips by the caretaker when the camp is not being used.

"The county originally approved the use of the premises for at least 60 persons not including camp staff. Theoretically, for such a number, assuming each drove his or her own vehicle, there could be up to 120 single trips in a day to transport said persons to and from the facility plus another 10 trips for camp staff. Adding those trips to the aforementioned 72 trips, the county has already implicitly if not explicitly approved a minimum of 202 trips per day on Stevens Road.

"In reality the applicant does not use the aforesaid allocated 122 times per day:

a. The largest single event on the applicant's property was a picnic held for the

benefit of its membership. In that case, there were 54 cars. (This is a known figure since each car entering the property was asked for a donation of \$5 and a total of ~270 was received.) Thus, a total of 108 one-way trips were taken to and from the property on a single Sunday during the summer of 1991, which is 12 trips less than the 120 trips the county implicitly approved. The 54 vehicles arrived at the facility between 10:00 AM and 7:00 PM over a nine hour period — which is an average of six vehicles arriving per hour. The 54 vehicles began leaving between 3:00 PM and 9:00 PM a six hour period. This averaged approximately nine vehicles per hour. This again, was an event that included the largest influx of people, and the largest use of vehicles.

b. The major use of the facility is by non-profit community oriented organizations which seek to educate on environmental and related matters. This includes organizations such as:

(i) The Multnomah Education Service District Outdoor School, which provides classes for schools of the Corbett, Gresham, David Douglas, Reynolds, Centennial, Parkrose and Portland School Districts. (See Exhibits 3 and 4).

(ii) The Oregon Museum of Science and Industry

(iii) Miscellaneous schools and youth groups.

"In most all cases, 80% of the time the facility is being used, mass transportation is employed. Generally, no more than two schoolsized buses enter or leave the premises at a given time. Further the buses generally arrive in the afternoon of a Sunday and return the youth the following Friday afternoon. Thus, these buses do not operate during hours normally used by traffic going and coming from work.

"It should be noted that of the 365 days of the year, the camp has been used only 130 days, which is 36% of the time. 80% of that usage involves the use of buses. 8% (a maximum of 11 days per year) the usage is by groups of less than 25. Only 12% of the total usage (16 days) involves groups larger than 50 in number.

"If the application is approved, it would allow the facility to be used by an added 136 persons. This would normally necessitate between two or three added school buses entering and exiting the premise no more than twice in a week.

"Since there has been an implicit if not explicit approval of 60 vehicles coming onto the property on a given day (which is in addition to the camp caretakers), the applicant would agree to control vehicular traffic to and from the camp grounds by use of vehicle monitors if traffic movement exceeds 60 vehicles over a short period of time. For example, if vehicles are arriving or leaving at a less than one minute intervals, monitors would be employed, which monitors would assist in avoiding any impeding of traffic from private residences on Stevens Road.

"It should be noted that the property's picnic use is primarily during the warmer summer months and then generally it is only on a weekend. Otherwise, one will see only a few school buses twice a week along with a few camp staff vehicles."

Comment: The prior CS approval was for a youth camp for up to 60-children (ref. CS 13-86). This prior decision did not authorize — implicitly or explicitly — 202 trips per day on Stevens Road. The CS 13-86 Decision (pg.6) states only that *"...[The site is close to major County roads and is easily accessible by automobile. It is desirable from the closeness to the major roadways and its remoteness to any noise and other populous areas. The only effect would be increased traffic during camp time. This would primarily be people bringing their children to camp during summer months.]"*

One potential hazardous condition which could result from the proposed CS expansion is the occasional increases in traffic on SE Stevens and Christensen roads when outside organizations hold events or gatherings at the site. Condition #4 addresses this issue by requiring temporary permits for larger events and specifying traffic controls, shuttles, hour limitations, and other means to mitigate for potential off-site effects on these occasions. Condition #5 also requires completion of improvements to SE Stevens Road as determined by the Transportation Division. There is currently no defined public turn-around or cul-de-sac as the terminus of SE Stevens Road right-of-way. Design Review and Transportation Division requirements may include on or off-site improvements to address this potential traffic hazard.

Another potential hazardous condition could result from the increased use by adult groups, since these users are more likely to rely on private vehicles to access the camp and retreat facilities. As the applicant notes above, a portion of the private access drive into the site cannot accommodate two-way traffic. The applicant indicates that *"...[P]lans call for a road widening; however, until then the current road has four (4) areas where two vehicles can pass one another. Until the road is widened, road monitors are contemplated in the event of high twoway traffic use."* Condition #4 also addresses this issue by requiring temporary permits for larger events and specifying traffic controls, shuttles, hour limitations, and other means to mitigate for potential on-site effects on these occasions. Future road widening designs would be addressed under conditions #1 and #2 (i.e., Design Review and Hillside Development permits).

A(7) Will satisfy the applicable policies of the Comprehensive Plan.

The following policies of the County's Comprehensive Plan are found applicable to this request: Policy 2 (Off-site Effects); Policy 12 (Multiple Use Forest Lands); Policy 13 (Air, Water and Noise Quality), Policy 14 (Development Limitations); Policy 16 (Natural Resources); Policy 31 (Community Facilities and Uses); Policy 37 (Utilities); Policy 38 (Facilities).

a. Policy 2 – Off-site Effects.

Comment: When approving new or expanded CS uses, the County may apply conditions if necessary to minimize negative off-site effects to surrounding properties. Recommended conditions of approval address a variety of potential off-site effects from the proposed use.

b. Policy 12 – Multiple Use Forest Lands

Comments: It is County policy to allow for community services within Multiple Use Forest areas provided that such uses are compatible with adjacent forest lands. Based upon findings above under 3(A)1-3, the proposal, as conditioned, is therefore consistent with this policy.

c. Policy 13 – Air, Water, and Noise Quality.

"Previous improvements have been placed on the site in an area having minimal noise level disruptions. Any additional bathhouse and sleeping accommodations would be similarly sited. Landscaping or other techniques to lessen noise generation will not be necessary, because of the extensive vegetation. All structures include the use of insulation and various construction techniques to minimize interior noise level notwithstanding the fact that this is not a noise impacted area."

Comment: The expanded camp and retreat center facilities should not significantly effect air, water or noise quality in the area. Potential water quality effects would be addressed through application of Grading and Erosion Control provisions under Condition #2, and the sub-surface disposal review required as part of the Building Permit process. Noise associated with the youth camp and retreats are in part mitigated by the wooded character of the site, as well as the size and topography which screens and buffers the use from surrounding properties.

d. Policy 14 – Development Limitations.

"There are no development limitations in the area in question. Any slopes exceeding 20% are those that are contiguous to the Sandy River which are and will be left natural. With the extensive vegetation in other areas, there is minimal soil erosion potential. Although the land is in part within the 120 year flood plane, the construction of the buildings themselves are near the highest point of the 95.92 acres. Thus, the probability of an impact is minimal. The anticipated new cabin sites are located on ground higher than what has been previously approved by the county."

"This is an area which does not normally have a high seasonal water table within a 0 to 24" of the surface for three or more weeks of the year. Further, the fragipan

is not less than 30" from the surface. The land is not known to be subject to slumping, earth slides or movement except for the areas immediate contiguous to the Sandy River.

Comment: Condition #1 requires Design Review of all proposed grading, clearing, or fill associated with the project. This review incorporates and implements the County's development limitations policy. Any site development proposed on steep slopes would be addressed through application of Grading and Erosion Control provisions under Condition #2.

e. Policy 16 – Natural Resources.

"This is an area which has a recreational value, being contiguous to the Sandy River. It has a historic value from the standpoint of it being a location where two tribes settled all their tribal disputes. The area has educational research value from an ecology and a science standpoint which is one of the reasons why OMSI and others have sought to come to this locale. This area has unique value having minimal improvements, with rugged lands and varying topography which includes thick forested areas, open fields, and a waterway, all of which houses fish and small game.

"The use of the property as contemplated by the applicant would tend to protect the area's natural resources which includes it being a fish habitat, a wildlife habitat and an ecological and scientifically significant area for study and research."

Staff Comment: Condition #1 requires Design Review of the site development. Design Review criteria stipulate that the design shall preserve natural landscape features and existing grades to the maximum practical degree [11.15.7850(A)(4)]. Condition # 2 requires a grading and Erosion Control Permit if significant grading or alteration of the stream is required for the proposed development. The site is located within the Sandy River Scenic Waterway Area. The State Parks and Recreation Department responded favorably to the proposed expansion in a letter dated January 17, 1992. The proposal, together with the above noted conditions, adequately addresses the County's Natural Resources policies.

f. Policy 31 – Community Facilities and Uses

"The subject facility is a facility that would be available to public as well as private organizations. As evidenced by the high demand for use of such a facility, there are a limited number of comparable facilities in the community. Yet, intensity of use and density of development is extremely small as compared to the approximate 97 acres of property. The neighborhood characteristics would not be affected virtually at all by the application now being made. The present availability of services would be sufficient for the applicant's purposes to service the needs of the applicant for the foreseeable future. The Oregon Parks and

Recreation Department which administers the Sandy River Scenic Waterway has concluded that the contemplated changes would not have an adverse effect on the Sandy River Scenic Waterway. (See Exhibit 5).

Comment: The proposal, together with the above conditions, adequately addresses the Community Service Use Policies.

g. Policy 37 - Utilities

"The site is currently serviced by the Corbett Water District; and the main to the property has ample capacity. An additional main has been constructed to make sure that the needs of the local populous outside of the applicant's property are adequately serviced. This would allow for more than the needs of the applicant. The applicant's service pipe is currently 4" in diameter. There will not be any need for an increase in size, notwithstanding approval of applicant's request.

"Any sewage will be handled through a septic system which has been proven to be more than adequate for not only the existing facility but also for the anticipated increase in use.

"There is adequate electrical service available to the site as well."

Comment: The County Sanitarian (Phil Crawford) indicates the current disposal method is adequate for the proposed additions. Staff concurs that the proposal adequately addresses the Utilities policy.

h. Policy 38 Facilities -

"The school district would not be affected except that it will have the capacity to use the facility. The facility could be used by the school district for augmenting any environmental courses as well as any other activities. This has already occurred in the past; and, it is anticipated that similar programs could be further put into effect in the future.

"There is a full time caretaker at the facility who acts as a watchman for safety purposes, to keep intruders away, and to otherwise report any improprieties to law enforcement.

"There is more than adequate water pressure.

"The fire department has reviewed the facilities' needs in the past. It is understood that there should not be any problem in the future.

"Police protection should also not be a problem. When the facility is in use, the applicant would have supervision no matter if the users are adults or youths."

Comment: The Corbett Fire District and State Fire Marshall Staff indicate the existing water service to the site does not meet water flow minimums required for Fire protection. Applicant testified that a 2-inch valve in the Stevens Road Right-of-Way restricts flow capacity in the 4-inch line already serving the site. Condition #6 addresses this issue.

Conclusions:

1. Based on the findings above, the proposal – as conditioned – satisfies approval criteria for an expanded Community Service Use.
2. Conditions of approval are necessary to minimize potential adverse impacts from the use and assure compatibility with surrounding land uses.

Signed March 2, 1992


By Peter Fry, Acting Chairman

Filed With the Clerk of the Board on March 12, 1992

Appeal to the Board of County Commissioners

Any person who appears and testifies at the Planning Commission hearing, or who submits written testimony in accord with the requirements on the prior Notice, and objects to their recommended decision, may file a Notice of Review with the Planning Director on or before 4:30 PM. on Monday, March 23, 1992 on the required Notice of Review Form which is available at the Planning and Development Office at 2115 SE Morrison Street.

The Decision on this item will be reported to the Board of County Commissioners for review at 9:30 a.m. on Tuesday, March 24, 1992 in Room 602 of the Multnomah County Courthouse. For further information call the Multnomah County Planning and Development Division at 248-3043.

10 minutes each (Above space for Clerk's Office Use)

Agenda No.: P-1



DEPARTMENT OF ENVIRONMENTAL SERVICES
DIVISION OF PLANNING AND DEVELOPMENT
2115 SE MORRISON STREET
PORTLAND, OREGON 97214
(503) 248-3043

Decision

This Decision consists of Conditions, Findings of Fact and Conclusions

March 2, 1992

**CS 4-92, #574 / #583-B Community Service Expansion
(Youth Camp, and Occassional Group Retreats, Picnics, or Social Gatherings)**

Applicant requests approval to expand the Community Service (CS) uses authorized at the American Hellenic Education Center. The 96-acre site is located on the easterly bank of the Sandy River, about a mile south of Springdale. The proposed CS expansion would allow group retreats, picnics, camping, nature study, fishing, education, health, recreational and social gatherings. A 1986 CS decision authorized retreats and summer camps for up to 60 children. The requested expansion would increase overnight facilities to accommodate 196 persons. Applicant indicates day-use facilities and cabins would continue to serve children. However, the CS expansion would permit occasional scheduling of adult groups for day-use events or overnight retreats.

Location: 32149 SE Stevens Road

Legal: Tax Lots '15', '51', '58' and '61', Section 8, 1S-4E
1991 Assessor's Map

Site Size: 96 Acres

Property Owners: American Hellenic Education Center, Inc.
3131 NE Glisan Street, 97232

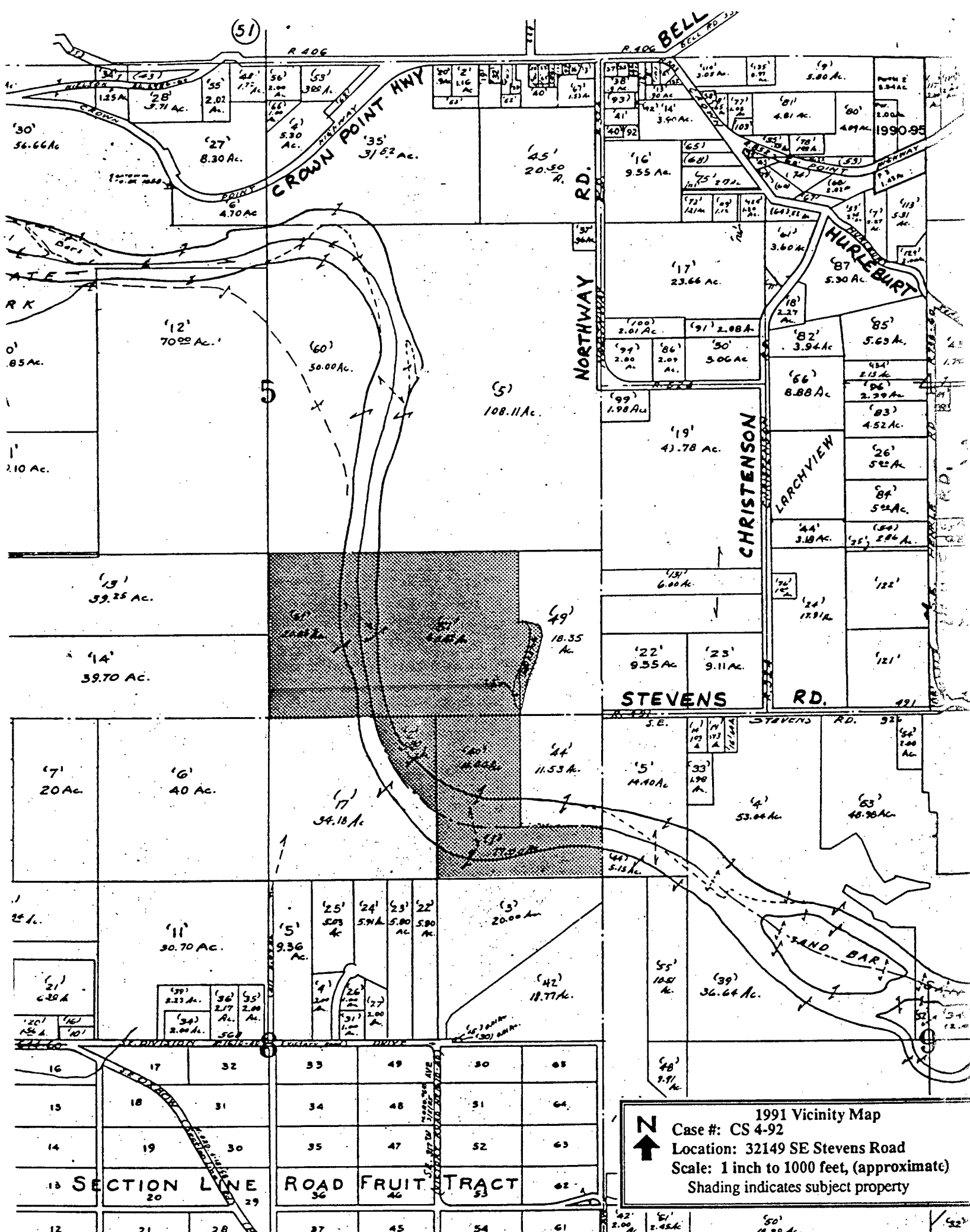
Applicant: Same

Comprehensive Plan: Multiple Use Forest

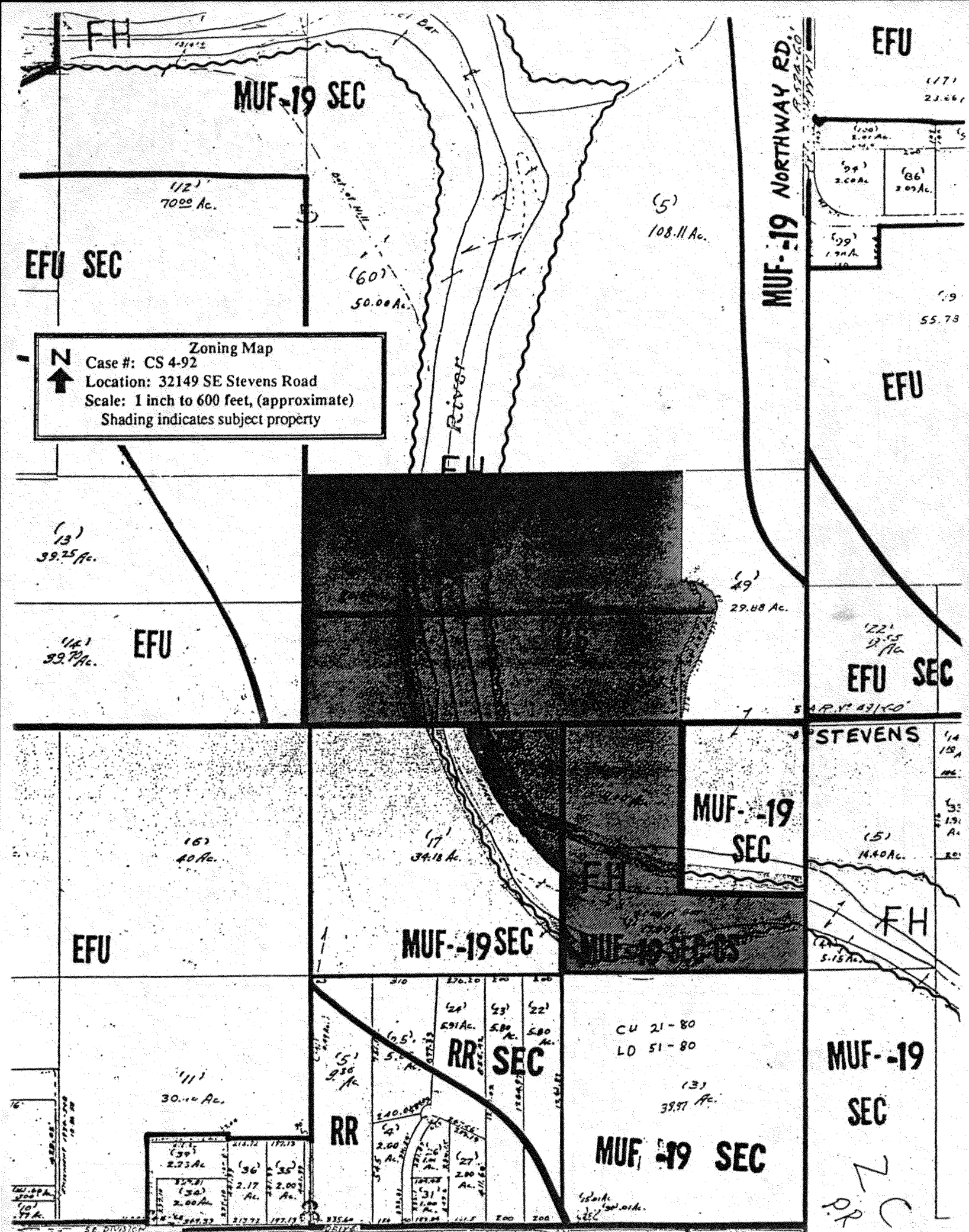
Present Zoning: MUF-19, C-S, Multiple Use Forest, Community Service District
SEC, Area of Significant Environmental Concern
FH, Flood Hazard District

PLANNING COMMISSION

DECISION: Approve, subject to conditions, the requested CS use expansion for the American Hellenic Education Center site, based on the following Findings and Conclusions.

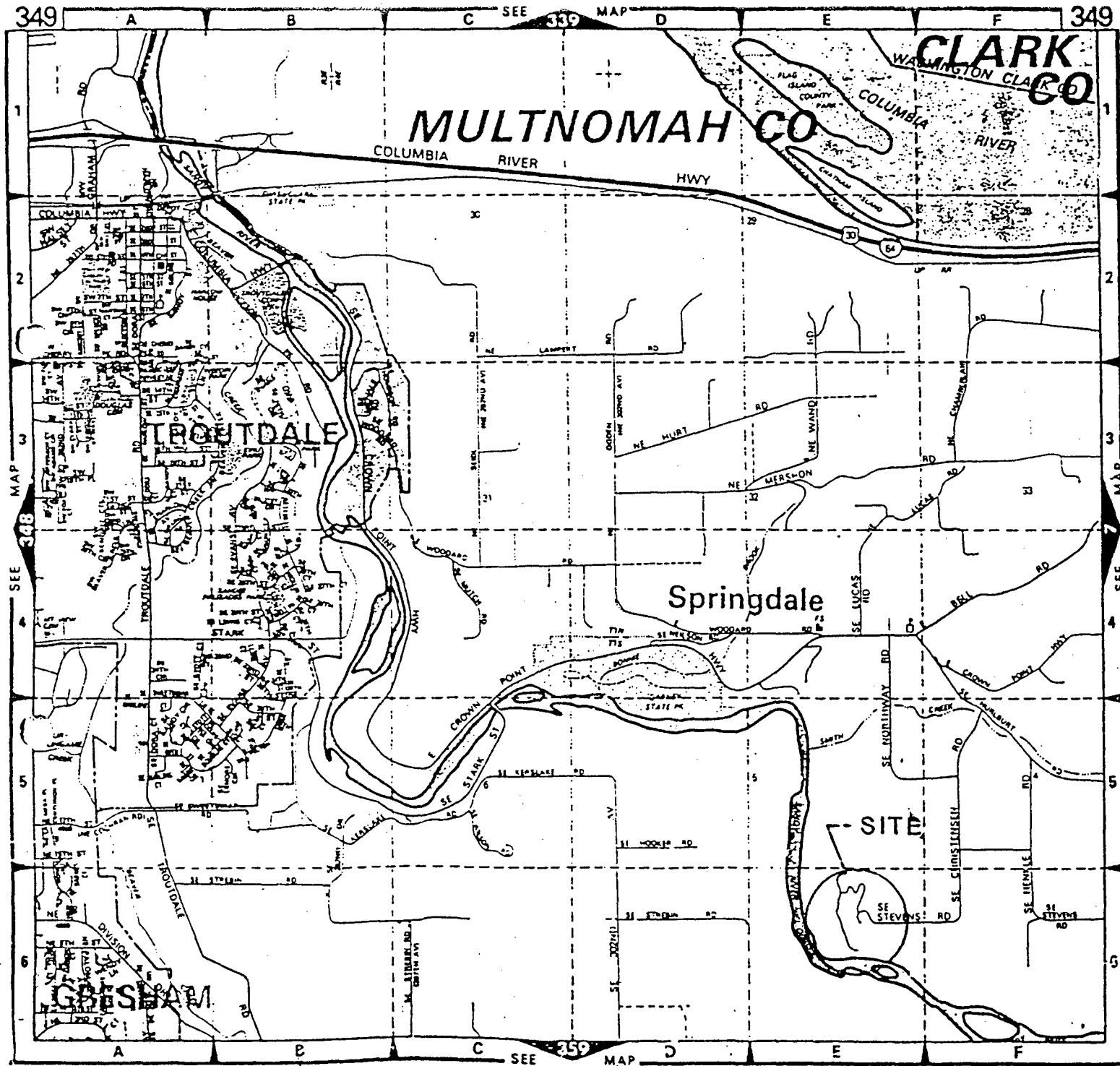


N
Case #: CS 4-92
Location: 32149 SE Stevens Road
Scale: 1 inch to 1000 feet, (approximate)
Shading indicates subject property



349

349



CS 4-92

8

1 of 1

REVISIONS

EXHIBIT

Page

7-9-90

DATE 4.20.90

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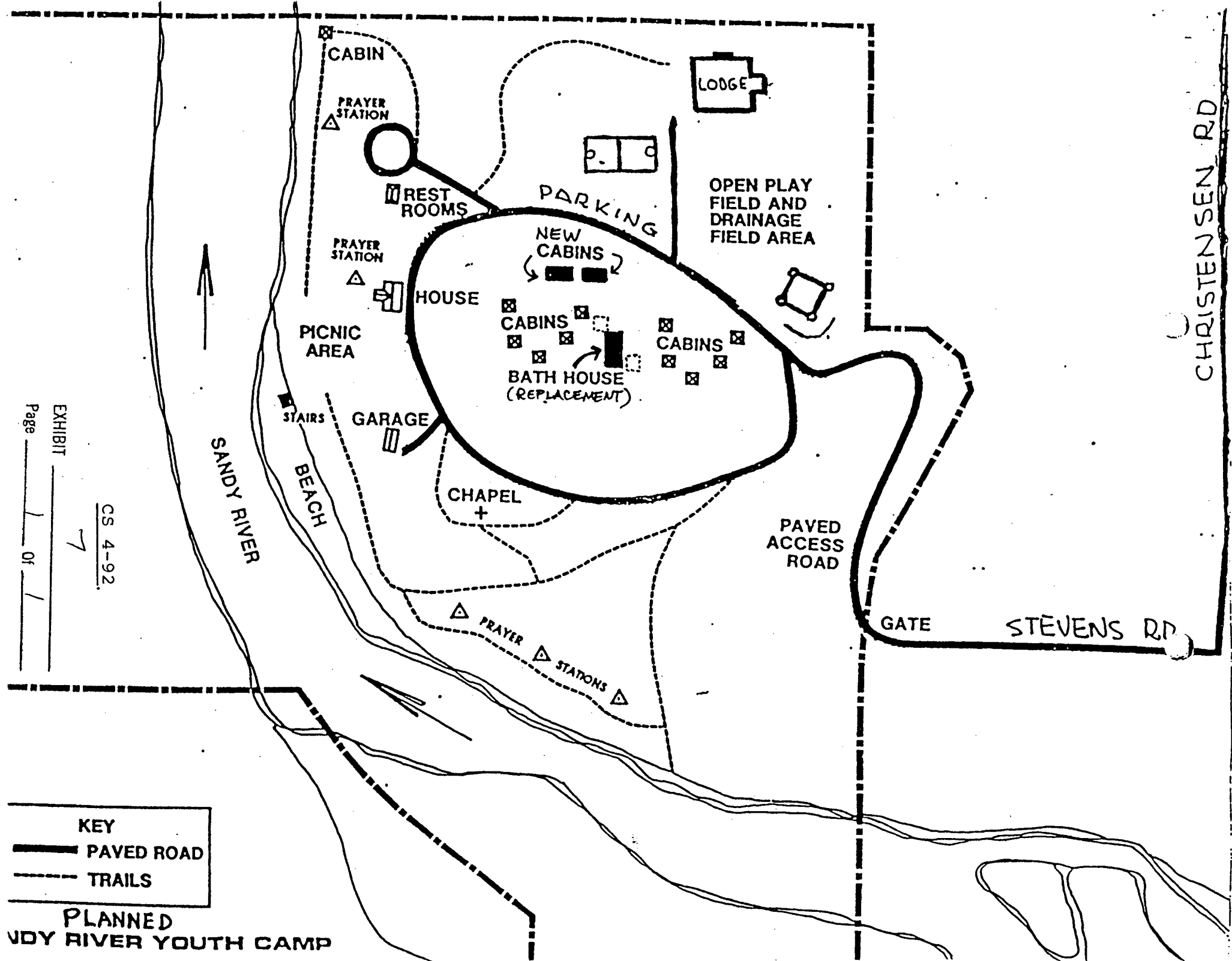


EXHIBIT _____
Page _____ of _____

CS 4-92
7

KEY
— PAVED ROAD
- - - TRAILS

**PLANNED
VDY RIVER YOUTH CAMP**

Conditions of Approval:

1. Obtain Design Review approval of all proposed site improvements including, but not limited to, grading, clearing, landscaping, fencing and exterior building designs. The expanded use of the site shall not proceed until required Design Review approvals are obtained. Specific site improvements represented in the CS application may be developed in separate phases; however, at a minimum, improve the access road and parking area to address minimum requirements in 11.15.6128(A) [i.e., 20-foot wide access drive]. Fill placement and associated work necessary to widen the access drive shall avoid or minimize adverse effects to existing walnut trees on Tax Lot '44', immediately abutting the south boundary of the 30-foot easement to Stevens Road. The Final Design Review decision may require slope easements, replanting, retaining walls, or other means to protect or mitigate for impacts to trees on adjoining properties.
2. Obtain a *Grading and Erosion Control Permit* as specified in MCC .6710(B) for any cut or fill work or drainage alterations on the site.
3. The land use approval shall be for the specific uses and scale specified in this decision. Overnight stays on the site shall not exceed 150 youth camp participants (includes counselors and/or chaperones).
4. Notwithstanding the number of youth camp participants authorized for overnight stays under #3 above, any event, picnic, retreat, or other function planned on the site for groups of more than 60 adults shall only be allowed if a **Temporary Permit** is first obtained from the Planning Division pursuant to MCC .8705. Requests shall be filed in time to allow public notification. Before rendering a decision on a Temporary Permit application, written notice of the request shall be mailed to all owners of property within 1000-feet of the AHEC site and to the Sheriff's Office and local Fire District at least 30-days before the scheduled event.

The Planning Director, in approving a Temporary Permit, may require temporary traffic controls, bus shuttles, car-pool or van-pool programs, limited hours, and other measures to mitigate impacts to surrounding properties and road systems, and protect public safety. Each season's bookings (of groups or events with more than 60 adults) may be included in one Temporary Permit application.

5. Prior to occupancy or final approvals for any new buildings or the expanded use of the site, complete Transportation Division requirements (if any) for improvements to SE Stevens Road.
6. Prior to occupancy or final approvals for any new buildings or the expanded use of the site, complete State Fire Marshall requirements for minimum fire flow capability on the site [ref. ORS 479.200].
7. The AHEC operator shall implement a "Good Neighbor Plan" program consisting of the following items:

- a. **Provide a Complaint Process:** The applicant must agree in writing to correspond on a long-term informal basis with local recognized associations and other concerned individuals regarding problems or issues associated with operations or events at the AHEC. The applicant shall maintain a record of written complaints received, together with any responses from AHEC operators, caretaker, or representative. This record must be available to the public upon request.
- b. **Restrict Alcohol Use:** The consumption or sale of Alcoholic beverages is not allowed on the site. This restriction applies to uses authorized by this CS decision, and to uses which may be temporarily authorized under Condition #4. The prohibition does not apply to consumption as part of religious sacraments.
- c. **Control Litter:** The applicant shall address litter control through: provision of adequate trash receptacles on-site for user groups, requiring on and off-site "litter pick-up" in any lease or rental agreements with user groups; and maintaining garbage collection service to the property.

Findings of Fact:

1. Background and Project Description:

The County approved development of a youth camp and retreat center on the site in 1986. The CS 13-86 decision approved overnight facilities for 60 children. The 1986 case authorized a phased development of the site consisting of: 1) twelve new cabins; 2) an outdoor sanctuary; 3) a new restroom/bathhouse; 4) an open air pavilion; and, 5) a lodge.

The proposed CS expansion would allow scheduling of adult groups for day-use events or overnight retreats, picnics, and social gatherings. The request would increase overnight facilities to accommodate up to 196 persons. Day-use facilities and cabins would continue to serve children. Excerpts from applicant's proposal description are presented below:

"Applicant wishes to extend the use of the campground originally limited to retreats and summer camps for children.

"The applicant had originally requested...facilities for...120 children. This is reflected in the decision dated September 8, 1986, found on page 5 under category 4(C),... Notwithstanding the reference to 120 children, the facesheet indicates authorization for 60 children. The applicant wishes to correct the authorized number to the original 120. In addition, applicant wishes to add authorization for approximately 76 or ...up to 196 overnight campers ... Although it would be rare that the overnight campers would be adults, the applicant would wish to have the opportunity to allow camping for persons over

the age of 18 as well. Obviously, chaperones and camp staff are adults.

"In addition, as a result of the demand being made upon the applicant the facilities are desired to be used by not only the applicant's members and their children but also by other organizations as well as nonprofit entities.

"The Job Corp, the Boys and Girls Scouts of America, the Oregon Museum of Science and Industry (OMSI), the local Corbett Fire Department, Corbett High School, the American Camping Association, Campfire groups, the Multnomah Education Service District Outdoor School, as well as other entities have sought the use of the premises for day and/or night use. The applicant wishes to have the flexibility to allow access and use of the facilities to such entities since there is a lack of similar proximate facilities in the Portland Metropolitan area...

"The applicant has constructed a lodge which has a meeting hall, a chapel, nurses quarters, a kitchen and other facilities conducive for modern living in a natural setting. AHEC has built cabins for overnight accommodations, an open air pavilion, improved and expanded paths, constructed prayer stations as well as a chapel, and maintained beach and picnic areas for those who want to communicate with nature. Adequate bath and restroom facilities exist to now accommodate more than 120 overnight campers...

"The applicant wishes to continue using the facility for prayer, retreats, picnics, camping, nature studies, fishing, education, health and recreation, but now wish to obtain formal approval for adult use. It has looked into the issue of fire safety, water usage, sanitation standards as well as the need to maintain the premises in its natural state...

"With the grounds totaling approximately 95.92 acres, it does not desire to have any more than approximately two individuals per acre on the average on an overnight basis...

"Applicant is sensitive to the rights of neighbors, as well as others relative to such issues as traffic, environmental concerns and the need to dissuade the use of the premises for any inappropriate purpose. Thus, the applicant has set into motion not only the adoption of rules and regulations but a monitoring/policing system to make sure that local laws and ordinances as well as the applicant's rules and regulations are full effected..."

2. Site and Vicinity Information:

The site is located at the west end of SE Stevens Road, approximately 1 1/2 miles south of the community of Springdale. The site is approximately 96-acres in size and is bounded by the Sandy River on the west and south. Agricultural and forestry uses characterize adjacent and nearby lands to the east and north, and across the river to the west and south. Rural residences are more common further north and east, near the Springdale rural center and the Historic Columbia River

Highway. Nearby land uses include Camp Collins (YMCA) and Oxbow Park (County), both located about 2-miles to the southeast on the opposite bank of the Sandy River. Dabney State Park is located about 1 1/2 miles downstream, northwest of the site.

The site is located within the Sandy River Scenic Waterway Area. The State Parks and Recreation Department responded favorably to the proposed expansion in a letter dated January 17, 1992.

3. Ordinance Considerations:

Conditional uses allowed in the Multiple Use Forest District are specified in MCC 11.15.2172. Subsection (A) specifies "*Community Service Uses pursuant to the provisions of MCC .7005 through .7041.*" MCC .7020(A)(2) identifies a camp or campground as a CS Use; MCC .7020(A)(11) identifies a philanthropic institutions as a CS Use; and MCC .7020(A)(20) identifies a school as a CS Use. Approval criteria are specified in MCC .7015.

The following section presents findings regarding the proposed expansion of the Community Service Use. The applicable criteria is in *bold italics*; applicant's responses are presented first in *italics*, followed by staff comments.

3. A. Community Service Use Criteria (MCC .7015)

A(1) Is consistent with the character of the area;

"As stated in the original evaluation pertaining to the use of the premises, there should be no substantial change in utilization of this property whether as a camp ground, retreat, picnic area or for educational or social purposes; and, therefore, there should be no foreseeable adverse impact on the character of the surrounding area.

"The use of the facilities will, notwithstanding any expansion, be less intense than other park uses which occur along the Sandy river. The facility is no different than the YMCA camp upstream. This was recognized by the original decision of the Multnomah County Planning Commission. The moderate increase in use still falls within the guidelines, and is less than what would be found in such areas as the YMCA camp.

"The traffic that would be generated would be well controlled and allowed to park in only specific parking areas so as not to create an environmental problem with regard to the natural surroundings. Applicant intends to use mass transportation techniques to reduce personal vehicular traffic if any inordinate amount of traffic is foreseen. Thus, if it is anticipated that traffic will be excessive in the area, then a busing system could be instituted. It is not anticipated, however, that the small relative increase in users would create an impact of significance."

Comment: The camp and retreat center which has operated on the site for several years primarily serves youth groups. Expanding this component should have negligible effects to the area character, since the youth are typically transported by bus and only minor additions will be made to the camp facilities. Physical changes indicated on the site plans include a new bath house (replacing two existing ones), and two new "cabins". These changes will not be visible from surrounding properties or from the Sandy River.

However, the proposed addition of large adult groups and activities could significantly increase traffic to and from the site on occasion since these users will more likely use individual vehicles for access. The discussion below under the *Hazardous Conditions* criteria addresses this issue in more detail.

A(2) Will not adversely affect natural resources;

"A major lodge development has already been completed. It was approved as the major facility. There is housing to accommodate 120 individuals. It is completed, and met county standards.

A relatively small number of structures need to be completed which includes replacement of the two existing bathhouses. Construction options have been reviewed and available sites with minimal removal of vegetation can be effected. A review has been made under the SR regulations and the applicant can assure that there will be minimal impact on the integrity of the surroundings and qualities of the Sandy River. In fact, the structures would be quite minimal as an impact, being constructed far from the Sandy River itself."

Comment: Condition #1 requires Design Review of the site development.

Design Review criteria stipulate that the design shall preserve natural landscape features and existing grades to the maximum practical degree [11.15.7850(A)(4)]. The site is generally forested. Condition # 2 requires a grading and Erosion Control Permit if significant grading or alteration of the site is required for the proposed development. The application adequately demonstrates that the expanded use of the site will not adversely effect natural resources.

A(3) Will not conflict with farm or forest uses in the area;

"There would be absolutely no impact on surrounding farm or forest uses. The lodge, cabins and bathhouses needed to accommodate up to 120 overnight campers has been completed. The additional construction needs would be somewhat nominal in order to house another 70 campers. No expansion of the lodge is needed. The improvements would be in the center of the 95.92 acres, in heavily wooded areas. The site is surrounded by higher ground on one side and by the river circling around the grounds at a significantly lower elevation. Thus, it is virtually an impossibility that any construction would affect any adjacent or contiguous lands."

Comment: The new development proposed on the site is separated from nearby agricultural uses by several hundred feet. This, along with the topography and forested character of most of the site, adequately buffers the proposed use from farm and forest uses in the area. The one potential impact to nearby farm areas relates to occasional increases in non-local traffic when outside organizations hold events or gatherings at the site. Condition #4 addresses this issue by requiring temporary permits for larger events and specifying traffic controls, shuttles, hour limitations, and other means to mitigate for potential off-site effects on these occasions.

A(4) Will not require public services other than those existing or programmed for the area;

"All public services necessary for the proposed development already exist at SE Stephens Road frontage. With the construction of a 4" main, more than adequate water is available. Thus, all the needs of the camp grounds, and all the needs of the neighbors in the area should be satisfied. All other public services including health, fire and safety concerns are satisfied based upon the adequacy of the ingress road that is made available."

Comments: Staff concurs; however, the Transportation Division has not commented on the adequacy or improvement requirements (if any) for SE Stevens Road as of this writing. Condition # 5 requires that Transportation Division requirements for SE Stevens Road be completed prior to occupancy or final approvals of the proposed new buildings (i.e., bath house or cabins).

A(5) Will be located outside a big game winter habitat area as defined by the Oregon Department of Fish and Wildlife or that agency has certified that the impacts will be acceptable;

"This property is not within any big game winter habitat areas defined by the Oregon Fish and Wildlife. Thus, there is no concern in this regard."

Comment: The site is not identified as a big game habitat area in the Comprehensive Plan or by the Oregon Department of Fish and Wildlife.

A(6) Will not create hazardous conditions;

"There are no hazardous conditions foreseen that would result from the proposed development. The development has all necessary fire hydrants for fire safety installed. Road conditions have been improved and are adequate for fire and other safety purposes."

"Stevens Road is wide enough to handle two-way traffic. It is paved with a narrow shoulder in most areas. Although a portion of the access road is currently one

lane, an engineer has been retained and a preliminary study is being undertaken. This study includes a realignment and widening of the entrance roadway to two lanes. (See engineer's letter, Exhibit 1 attached). Plans call for a road widening; however, until then the current road has four (4) areas where two vehicles can pass one another. Until the road is widened, road monitors are contemplated in the event of high twoway traffic use.

"The exact location of the widened road will be determined after a site survey is completed, which includes an analysis of lateral and vertical land support controls.

"The easement rights guaranteeing access to the applicant's premises over tax Lots 49 and 44 from Stevens Road are set forth in documents contained in County file "CS 13-86", which contains the original approval. Attached is Exhibit 2 which summarizes the existing easement rights as received from the Pioneer Title Insurance Company which confirmed the subject easement rights.

"The Multnomah County Traffic Engineer's office was contacted to determine whether there are any statistics on traffic on SE Stevens Road. Mr. Bob Johnson, Traffic Engineer for the county advised there was no exiting classification for roads east of Troutdale Road which is west of the Sandy River. The rural nature of the area did not necessitate such classifications in the past. Thus, there is no "level of service" standard for Stevens Road. He pointed out that although an I.T.E. Trip Generation Manual may be of some help, it would be rather general and pointed out that the cited standards are based on communities located principally outside of Oregon.

"The number of residences having access to and from Stevens Road total seven (7) only. It is estimated that each household has two vehicles, and that each vehicle makes an average of four one-way trips per day to and from the residence. An added two trips per residence is estimated for access for friends, guest and for other traffic for a total of ten trips per family for the seven families — a total of 70 trips on the road per day not including trips taken for ingress and egress to the applicant's camp, which averages a minimum of two trips by the caretaker when the camp is not being used.

"The county originally approved the use of the premises for at least 60 persons not including camp staff. Theoretically, for such a number, assuming each drove his or her own vehicle, there could be up to 120 single trips in a day to transport said persons to and from the facility plus another 10 trips for camp staff. Adding those trips to the aforementioned 72 trips, the county has already implicitly if not explicitly approved a minimum of 202 trips per day on Stevens Road.

"In reality the applicant does not use the aforesaid allocated 122 times per day:

a. The largest single event on the applicant's property was a picnic held for the

benefit of its membership. In that case, there were 54 cars. (This is a known figure since each car entering the property was asked for a donation of \$5 and a total of ~270 was received.) Thus, a total of 108 one-way trips were taken to and from the property on a single Sunday during the summer of 1991, which is 12 trips less than the 120 trips the county implicitly approved. The 54 vehicles arrived at the facility between 10:00 AM and 7:00 PM over a nine hour period — which is an average of six vehicles arriving per hour. The 54 vehicles began leaving between 3:00 PM and 9:00 PM a six hour period. This averaged approximately nine vehicles per hour. This again, was an event that included the largest influx of people, and the largest use of vehicles.

b. The major use of the facility is by non-profit community oriented organizations which seek to educate on environmental and related matters. This includes organizations such as:

(i) The Multnomah Education Service District Outdoor School, which provides classes for schools of the Corbett, Gresham, David Douglas, Reynolds, Centennial, Parkrose and Portland School Districts. (See Exhibits 3 and 4).

(ii) The Oregon Museum of Science and Industry

(iii) Miscellaneous schools and youth groups.

"In most all cases, 80% of the time the facility is being used, mass transportation is employed. Generally, no more than two schoolsized buses enter or leave the premises at a given time. Further the buses generally arrive in the afternoon of a Sunday and return the youth the following Friday afternoon. Thus, these buses do not operate during hours normally used by traffic going and coming from work.

"It should be noted that of the 365 days of the year, the camp has been used only 130 days, which is 36% of the time. 80% of that usage involves the use of buses. 8% (a maximum of 11 days per year) the usage is by groups of less than 25. Only 12% of the total usage (16 days) involves groups larger than 50 in number.

"If the application is approved, it would allow the facility to be used by an added 136 persons. This would normally necessitate between two or three added school buses entering and exiting the premise no more than twice in a week.

"Since there has been an implicit if not explicit approval of 60 vehicles coming onto the property on a given day (which is in addition to the camp caretakers), the applicant would agree to control vehicular traffic to and from the camp grounds by use of vehicle monitors if traffic movement exceeds 60 vehicles over a short period of time. For example, if vehicles are arriving or leaving at a less than one minute intervals, monitors would be employed, which monitors would assist in avoiding any impeding of traffic from private residences on Stevens Road.

"It should be noted that the property's picnic use is primarily during the warmer summer months and then generally it is only on a weekend. Otherwise, one will see only a few school buses twice a week along with a few camp staff vehicles."

Comment: The prior CS approval was for a youth camp for up to 60-children (ref. CS 13-86). This prior decision did not authorize — implicitly or explicitly — 202 trips per day on Stevens Road. The CS 13-86 Decision (pg.6) states only that *"...[The site is close to major County roads and is easily accessible by automobile. It is desirable from the closeness to the major roadways and its remoteness to any noise and other populous areas. The only effect would be increased traffic during camp time. This would primarily be people bringing their children to camp during summer months.]"*

One potential hazardous condition which could result from the proposed CS expansion is the occasional increases in traffic on SE Stevens and Christensen roads when outside organizations hold events or gatherings at the site. Condition #4 addresses this issue by requiring temporary permits for larger events and specifying traffic controls, shuttles, hour limitations, and other means to mitigate for potential off-site effects on these occasions. Condition #5 also requires completion of improvements to SE Stevens Road as determined by the Transportation Division. There is currently no defined public turn-around or cul-de-sac as the terminus of SE Stevens Road right-of-way. Design Review and Transportation Division requirements may include on or off-site improvements to address this potential traffic hazard.

Another potential hazardous condition could result from the increased use by adult groups, since these users are more likely to rely on private vehicles to access the camp and retreat facilities. As the applicant notes above, a portion of the private access drive into the site cannot accommodate two-way traffic. The applicant indicates that *"...[P]lans call for a road widening; however, until then the current road has four (4) areas where two vehicles can pass one another. Until the road is widened, road monitors are contemplated in the event of high twoway traffic use."* Condition #4 also addresses this issue by requiring temporary permits for larger events and specifying traffic controls, shuttles, hour limitations, and other means to mitigate for potential on-site effects on these occasions. Future road widening designs would be addressed under conditions #1 and #2 (i.e., Design Review and Hillside Development permits).

A(7) Will satisfy the applicable policies of the Comprehensive Plan.

The following policies of the County's Comprehensive Plan are found applicable to this request: Policy 2 (Off-site Effects); Policy 12 (Multiple Use Forest Lands); Policy 13 (Air, Water and Noise Quality), Policy 14 (Development Limitations); Policy 16 (Natural Resources); Policy 31 (Community Facilities and Uses); Policy 37 (Utilities); Policy 38 (Facilities).

a. Policy 2 – Off-site Effects.

Comment: When approving new or expanded CS uses, the County may apply conditions if necessary to minimize negative off-site effects to surrounding properties. Recommended conditions of approval address a variety of potential off-site effects from the proposed use.

b. Policy 12 – Multiple Use Forest Lands

Comments: It is County policy to allow for community services within Multiple Use Forest areas provided that such uses are compatible with adjacent forest lands. Based upon findings above under 3(A)1–3, the proposal, as conditioned, is therefore consistent with this policy.

c. Policy 13 – Air, Water, and Noise Quality.

"Previous improvements have been placed on the site in an area having minimal noise level disruptions. Any additional bathhouse and sleeping accommodations would be similarly sited. Landscaping or other techniques to lessen noise generation will not be necessary, because of the extensive vegetation. All structures include the use of insulation and various construction techniques to minimize interior noise level notwithstanding the fact that this is not a noise impacted area."

Comment: The expanded camp and retreat center facilities should not significantly effect air, water or noise quality in the area. Potential water quality effects would be addressed through application of Grading and Erosion Control provisions under Condition #2, and the sub-surface disposal review required as part of the Building Permit process. Noise associated with the youth camp and retreats are in part mitigated by the wooded character of the site, as well as the size and topography which screens and buffers the use from surrounding properties.

d. Policy 14 – Development Limitations.

"There are no development limitations in the area in question. Any slopes exceeding 20% are those that are contiguous to the Sandy River which are and will be left natural. With the extensive vegetation in other areas, there is minimal soil erosion potential. Although the land is in part within the 120 year flood plane, the construction of the buildings themselves are near the highest point of the 95.92 acres. Thus, the probability of an impact is minimal. The anticipated new cabin sites are located on ground higher than what has been previously approved by the county."

"This is an area which does not normally have a high seasonal water table within a 0 to 24" of the surface for three or more weeks of the year. Further, the fragipan

is not less than 30" from the surface. The land is not known to be subject to slumping, earth slides or movement except for the areas immediate contiguous to the Sandy River.

Comment: Condition #1 requires Design Review of all proposed grading, clearing, or fill associated with the project. This review incorporates and implements the County's development limitations policy. Any site development proposed on steep slopes would be addressed through application of Grading and Erosion Control provisions under Condition #2.

e. Policy 16 – Natural Resources.

"This is an area which has a recreational value, being contiguous to the Sandy River. It has a historic value from the standpoint of it being a location where two tribes settled all their tribal disputes. The area has educational research value from an ecology and a science standpoint which is one of the reasons why OMSI and others have sought to come to this locale. This area has unique value having minimal improvements, with rugged lands and varying topography which includes thick forested areas, open fields, and a waterway, all of which houses fish and small game.

"The use of the property as contemplated by the applicant would tend to protect the area's natural resources which includes it being a fish habitat, a wildlife habitat and an ecological and scientifically significant area for study and research."

Staff Comment: Condition #1 requires Design Review of the site development. Design Review criteria stipulate that the design shall preserve natural landscape features and existing grades to the maximum practical degree [11.15.7850(A)(4)]. Condition # 2 requires a grading and Erosion Control Permit if significant grading or alteration of the stream is required for the proposed development. The site is located within the Sandy River Scenic Waterway Area. The State Parks and Recreation Department responded favorably to the proposed expansion in a letter dated January 17, 1992. The proposal, together with the above noted conditions, adequately addresses the County's Natural Resources policies.

f. Policy 31 – Community Facilities and Uses

"The subject facility is a facility that would be available to public as well as private organizations. As evidenced by the high demand for use of such a facility, there are a limited number of comparable facilities in the community. Yet, intensity of use and density of development is extremely small as compared to the approximate 97 acres of property. The neighborhood characteristics would not be affected virtually at all by the application now being made. The present availability of services would be sufficient for the applicant's purposes to service the needs of the applicant for the foreseeable future. The Oregon Parks and

Recreation Department which administers the Sandy River Scenic Waterway has concluded that the contemplated changes would not have an adverse effect on the Sandy River Scenic Waterway. (See Exhibit 5).

Comment: The proposal, together with the above conditions, adequately addresses the Community Service Use Policies.

g. Policy 37 - Utilities

"The site is currently serviced by the Corbett Water District; and the main to the property has ample capacity. An additional main has been constructed to make sure that the needs of the local populous outside of the applicant's property are adequately serviced. This would allow for more than the needs of the applicant. The applicant's service pipe is currently 4" in diameter. There will not be any need for an increase in size, notwithstanding approval of applicant's request.

"Any sewage will be handled through a septic system which has been proven to be more than adequate for not only the existing facility but also for the anticipated increase in use.

"There is adequate electrical service available to the site as well."

Comment: The County Sanitarian (Phil Crawford) indicates the current disposal method is adequate for the proposed additions. Staff concurs that the proposal adequately addresses the Utilities policy.

h. Policy 38 Facilities -

"The school district would not be affected except that it will have the capacity to use the facility. The facility could be used by the school district for augmenting any environmental courses as well as any other activities. This has already occurred in the past; and, it is anticipated that similar programs could be further put into effect in the future.

"There is a full time caretaker at the facility who acts as a watchman for safety purposes, to keep intruders away, and to otherwise report any improprieties to law enforcement.

"There is more than adequate water pressure.

"The fire department has reviewed the facilities' needs in the past. It is understood that there should not be any problem in the future.

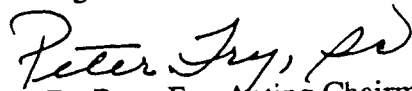
"Police protection should also not be a problem. When the facility is in use, the applicant would have supervision no matter if the users are adults or youths."

Comment: The Corbett Fire District and State Fire Marshall Staff indicate the existing water service to the site does not meet water flow minimums required for Fire protection. Applicant testified that a 2-inch valve in the Stevens Road Right-of-Way restricts flow capacity in the 4-inch line already serving the site. Condition #6 addresses this issue.

Conclusions:

1. Based on the findings above, the proposal – as conditioned – satisfies approval criteria for an expanded Community Service Use.
2. Conditions of approval are necessary to minimize potential adverse impacts from the use and assure compatibility with surrounding land uses.

Signed March 2, 1992



By Peter Fry, Acting Chairman

Filed With the Clerk of the Board on March 12, 1992

Appeal to the Board of County Commissioners

Any person who appears and testifies at the Planning Commission hearing, or who submits written testimony in accord with the requirements on the prior Notice, and objects to their recommended decision, may file a Notice of Review with the Planning Director on or before 4:30 PM. on Monday, March 23, 1992 on the required Notice of Review Form which is available at the Planning and Development Office at 2115 SE Morrison Street.

The Decision on this item will be reported to the Board of County Commissioners for review at 9:30 a.m. on Tuesday, March 24, 1992 in Room 602 of the Multnomah County Courthouse. For further information call the Multnomah County Planning and Development Division at 248-3043.

Meeting Date: April 28, 1992

Agenda No.: P-2

(Above space for Clerk's Office Use)

AGENDA PLACEMENT FORM
(For Non-Budgetary Items)

SUBJECT: Decision

BCC Informal (date)

BCC Formal April 28, 1992 (date)

DEPARTMENT DES

DIVISION Planning

CONTACT Myrna Blanchard

TELEPHONE 2610

PERSON(S) MAKING PRESENTATION Planning Staff

ACTION REQUESTED:

☐ INFORMATIONAL ONLY

☐ POLICY DIRECTION

☒ APPROVAL

ESTIMATED TIME NEEDED ON BOARD AGENDA: 2 Minutes

CHECK IF YOU REQUIRE OFFICIAL WRITTEN NOTICE OF ACTION TAKEN: xxx

BRIEF SUMMARY (include statement of rationale for action requested, as well as personnel and fiscal/budgetary impacts, if applicable):

CS 5-92 Review the decision of the Planning Commission DENYING the requested CS use for the proposed recreation vehicle campground, and its proposed accessory uses, for property located at 20505 NW Morgan Road, based on Findings and Conslusions as outlined in the Decision.

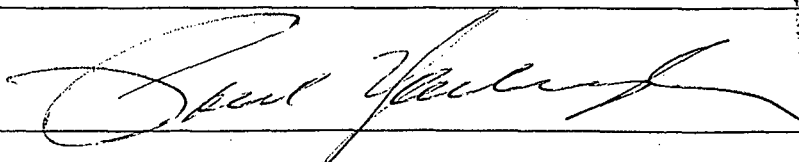
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SIGNATURES:

ELECTED OFFICIAL

Or

DEPARTMENT MANAGER



(All accompanying documents must have required signatures)

1992 APR 16 PM 2:12
MULTNOMAH COUNTY
OREGON



DEPARTMENT OF ENVIRONMENTAL SERVICES
DIVISION OF PLANNING AND DEVELOPMENT
2115 SE MORRISON STREET
PORTLAND, OREGON 97214
(503) 248-3043

Decision

This Decision consists of Conditions, Findings of Fact and Conclusions

April 6, 1992

CS 5-92, #26 /#27

Community Service Designation (Recreational Vehicle Park)

Applicant requests approval of a Community Service (CS) designation for a recreational vehicle (RV) campground. The 44-acre site is located at the end of NW Morgan Road, about a mile west of Highway 30 (St. Helens Road). The proposed CS designation would authorize 26 RV spaces. Proposed accessory uses include a gatehouse (caretaker), a small convenience store, a swimming pool, a group fire circle, viewing decks, showers, restrooms, laundry, and small concession stand adjacent to the pool.

Location: 20505 NW Morgan Road

Legal: Tax Lot '11', Section 11, 2N-2W & Tax Lot '10', Section 12, 2N-2W
1991 Assessor's Map

Site Size: 44.55 Acres **Size Requested:** Same

Property Owners: Merle and Kay Hanson
20505 NW Morgan Road,
Portland, OR 97231

Applicant: McKeever/ Morris, Inc. (representing Merle and Kaye Hansen)
722 SW Second Avenue, Suite 400
Portland, OR 97204

Comprehensive Plan Designation: Rural Residential (Tax Lot '11') & Multiple Use Forest (T.L.'10')

Present Zoning: RR, Rural Residential (Tax Lot '11'); and,
MUF-19, Multiple Use Forest District (Tax Lot '10')

PLANNING COMMISSION

DECISION: Deny, the requested CS Use for the proposed Recreation Vehicle Campground, and its proposed accessory uses, based on the following Findings and Conclusions.



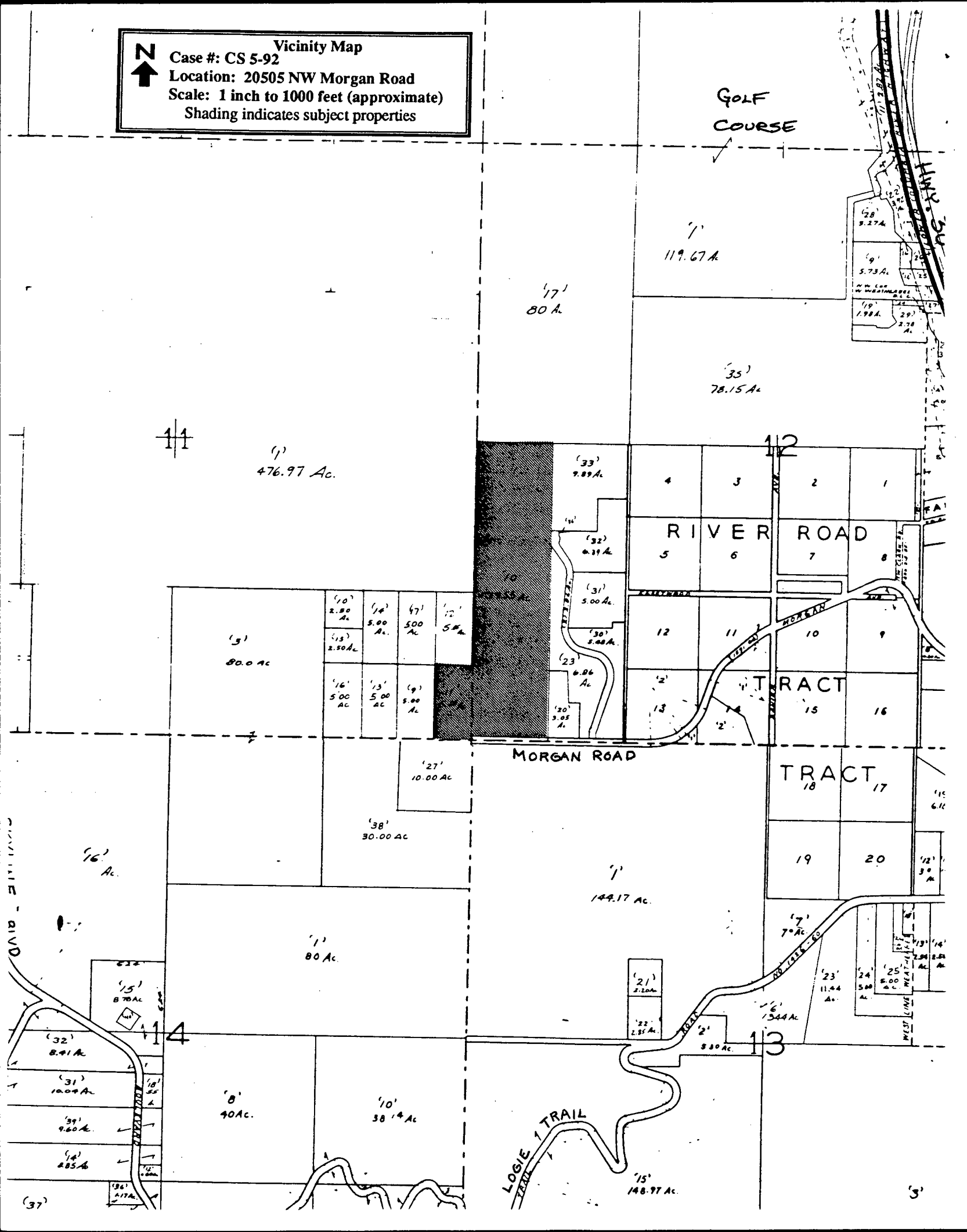
Vicinity Map

Case #: CS 5-92

Location: 20505 NW Morgan Road

Scale: 1 inch to 1000 feet (approximate)

Shading indicates subject properties



Zoning Map
Case #: CS 5-92
Location: 20505 NW Morgan Road
Scale: 1 inch to 400 feet (approximate)
 Shading indicates subject property

CFU -80

CFU -80

CFU -80

MUF -19

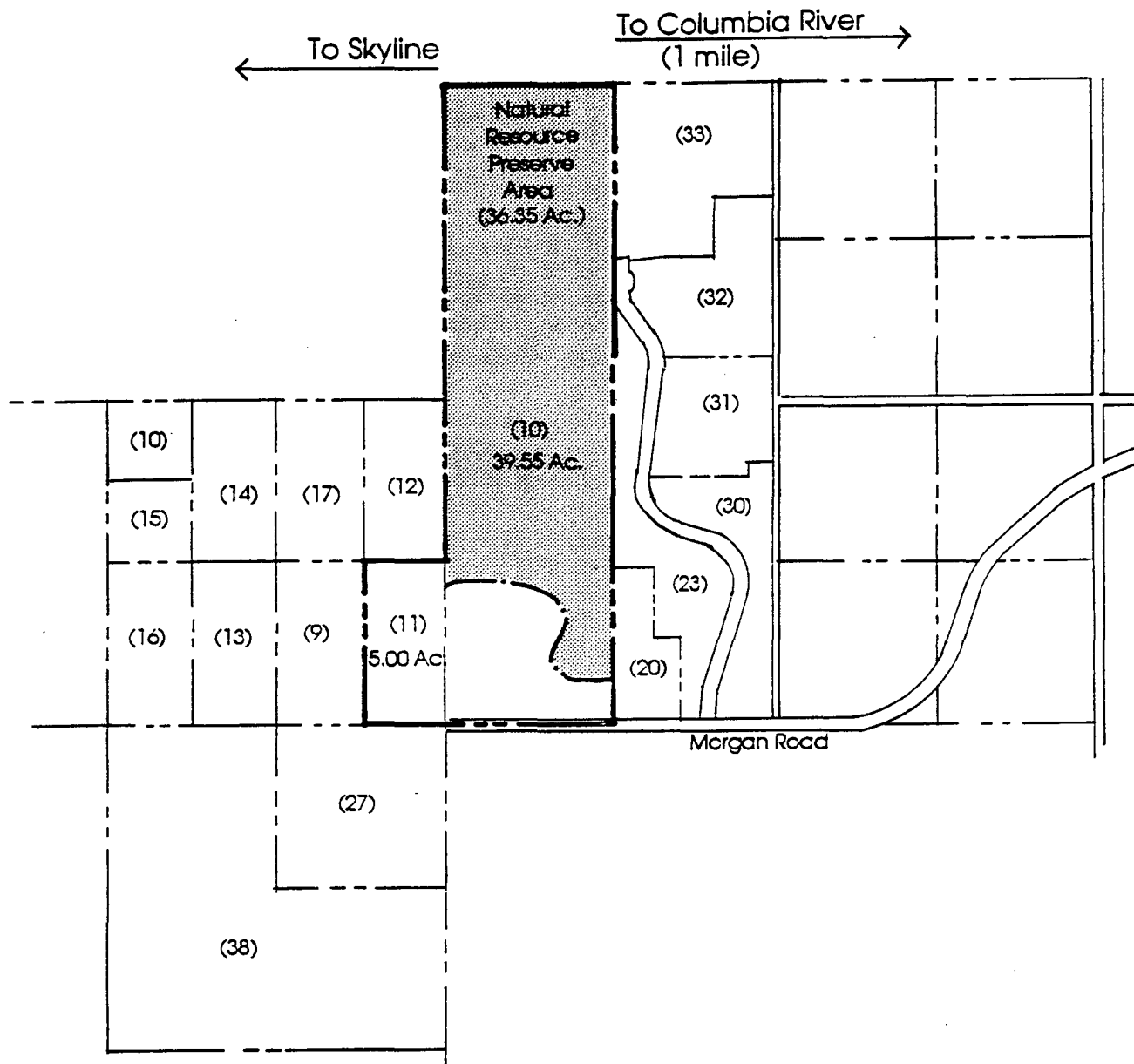
MUF -19

RIVE

RR

MUF -38]

MUF -38



LEGEND

As Shown on Drawing

M'KEEVER/MORRIS, INC.

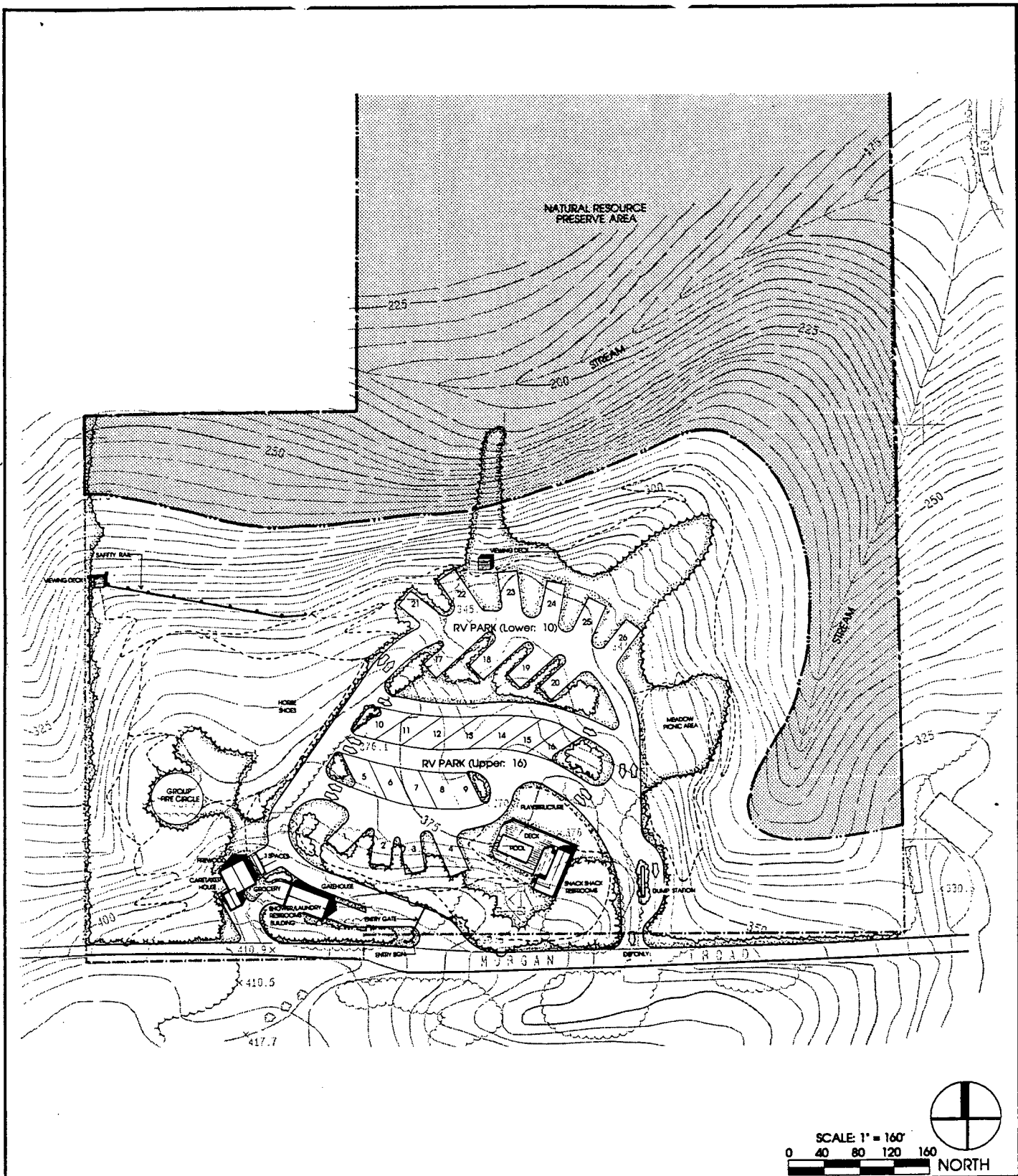
722 S. W. Second Avenue, Suite 400 • Portland, Oregon 97204 • (503) 228-7352 fax (503) 228-7365

Exhibit F

Natural Resource Preserve

WILDWOOD HILLS RV PARK

Application for a
Community Service Use



LEGEND

	EXISTING CONTOUR		POOL/DECK
	EXISTING STREAM		TRAIL/LOOK-OUT
	PROPERTY LINE		NATURAL RESOURCE PRESERVE
	TRAIL		PROPOSED TREE LINE
	SAFETY FENCE		

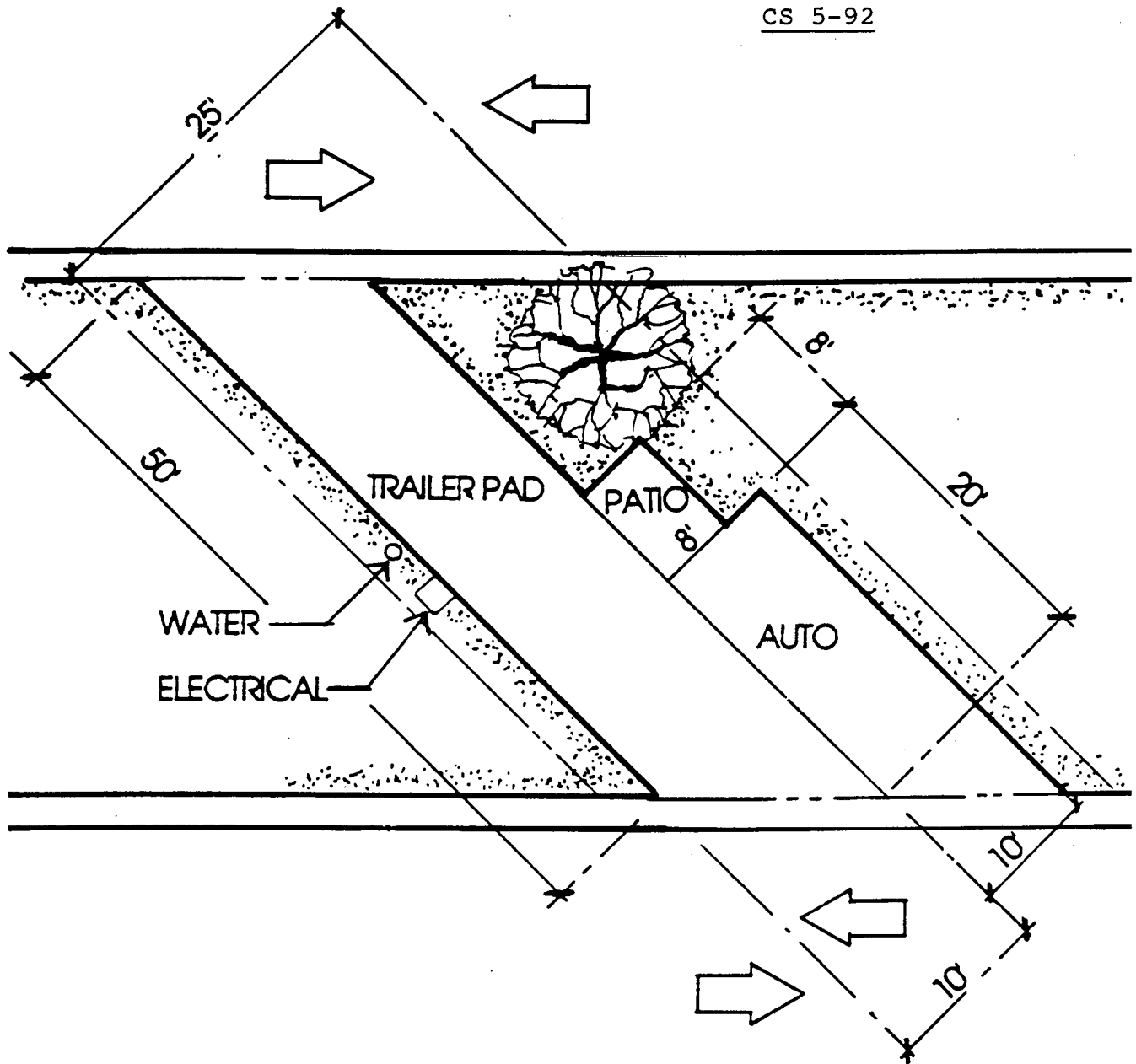
M'KEEVER/MORRIS, INC.

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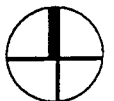
Exhibit D Site Plan

WILDWOOD HILLS RV PARK
Application for a
Community Service Use

CS 5-92



NOT TO SCALE



NORTH

LEGEND

As Shown on Drawing

M'KEEVER/MORRIS, INC.

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Exhibit E Typical RV Site

WILDWOOD HILLS RV PARK

Application for a
Community Service Use

FINDINGS

1. Project Description:

The proposed CS designation would allow a recreational vehicle (R.V.) and tent campground. The proposed CS designation would authorize a 26 space R.V. campground, with accessory uses to include: a gatehouse (caretaker), a convenience store, a swimming pool, a group fire circle, viewing decks, showers, restrooms, laundry, and small concession stand adjacent to the pool. The application describes the project as follows:

"...develop a rural recreational vehicle campground on the southern portion of the property. The project is intended to serve over night travelers and not permanent residents. Twenty-six recreational vehicle (RV) campsites are proposed directly northeast of the existing residence. Fourteen of the proposed RV campsites will include shared water and electrical service and provide a picnic table and a barbecue/ fire pit. The other 12 RV campsites will provide "full hook-up" facilities including electricity, sewer, and water.

"Common facilities to serve the development will include paved access driveways and parking spaces, a small store for the use by guests, gate house, swimming pool, picnic area, group fire circle, viewing decks, showers, restrooms, laundry, and a small concession stand near the pool (Exhibit 'D', Site Plan)."

2. Site and Vicinity Information:

The 44-acre site is located at the end of NW Morgan Road, about a mile west of Highway 30 (St. Helens Road). The land slopes generally to the east. It is largely forested with a mix of conifer and deciduous trees. An electrical powerline crosses the site. Most tall vegetation is cleared beneath the powerline, forming an open swath between the north and south boundaries. A large ravine separates much of the northern portion of the site from the approximately 12-acres proposed for the RV campground development. About 2 – 3 acres are cleared on gentler sloped land south of the large ravine, near the Morgan Road boundary. A house and barn are located near the southwest corner of the site, at the end of NW Morgan Road.

Forestry uses characterize adjacent and nearby lands to the north, and south. Rural residences are more common further east, near Highway 30 and within a small RR-enclave immediately west of the site. Nearby land uses include the "Wildwood Golf Course" located northeast of the property, with access off of Highway 30. The application provides additional details of the site and vicinity; excerpts are presented below:

"The property is developed with a single family residence, accessory building, and swimming pool located in the southern portion of the property near Morgan

Road. A BPA power line crosses the eastern half of the property. Two streams are located on the property. The larger of which originates near Skyline Road to the west and flows east through a large ravine that physically separates the property into north and south sections. The second stream originates in the southeastern corner of the property and flows in a northeasterly direction toward the ravine.

The characteristics of land ownership surrounding property are listed below (Exhibit 'C', Aerial Photo):

<u>Direction</u>	<u>Zoning</u>	<u>Parcel Size</u>	<u>Land Use</u>
North	CFU-80	Over 80 acres	Woodland
East	MUF-19	3 to 10 acres	Woodland/homesites
South	MUF-38	10 to 80 acres	Woodland/homesites
West	RR	5 to 80 acres	Woodland/homesites

Comment: The table indicates "Woodland/homesites" for the land use on MUF zoned properties to the east and south. Staff assumes this indicates that houses exist on some properties to the east and south, and that these lands are generally wooded. The "Woodland/homesites" label does not imply or suggest that future "homesites" are allowed on these MUF zoned properties.

"The property is served by Morgan Road on the south. This is a paved County road that provides access for properties in the area with U. S. 30 to the east. Although Morgan Road serves predominantly residential and resource parcels, a church and automotive repair business also have access to the road. The road ends near the subject property and private driveways extend to the west and southwest from the end of the road."

3. Ordinance Considerations and Evaluation of the Request:

Conditional uses allowed in the Rural Residential and Multiple Use Forest districts are specified in MCC § 11.15.2212 &.2172 respectively. Each specifies ***"Community Service Uses pursuant to the provisions of MCC .7005 through .7041."*** MCC § .7020(A)(2) identifies a camp or campground as a CS Use. Approval criteria are specified in MCC § .7015.

The Planning Commission held a public hearing on April 6, 1992. After the oral Staff Report, Paul Morris presented the applicant's proposal, followed by testimony from several area residents opposed to the project. In addition, several letters in opposition were submitted at the hearing. Applicant's representative rebutted opposition testimony, before the Commission closed the hearing and deliberated the request.

The following section presents findings adopted regarding the proposed

Community Service Use. The applicable criteria is in ***bold italics***. Excerpts from the application are presented in "*italics*". Commission comments follow applicant's responses.

3. A. Community Service Use Criteria (MCC § .7015): The approval authority shall find that the proposal meets the following approval criteria:

A(1) Is consistent with the character of the area;

"The RV campground will be compatible with the acreage homesite development near Morgan Road as well as the forestry use of the larger parcels to the north and northwest. The scale of the development allows for and relies on the maximum retention of vegetation and other natural amenities on the site. Substantial visual screening shall be retained between this development and Morgan Road and the residences in the area. The forested buffers will be a minimum of 250 feet east and west of the campground. The northern 30+ acres will be set aside as a natural resource habitat preserve. The insignificant increase in traffic during the summer months will not pose any safety or congestion problems on Morgan Road."

Comment: Commercial forest lands dominate the area, especially to the north, west and south. There are approximately 40 rural residences along or near NW Morgan Road; most of these are east of the subject site. The Morgan Road Right-of-Way ends at the southwest corner of Tax Lot '10'. Public recreation uses are generally not common to the Morgan Road area. Recreation facilities common to the northwest rural County are generally concentrated within the valley floor. Many orient to a natural feature or attraction, such as Multnomah Channel or the Columbia River. Boating, fishing, wildlife viewing, sight-seeing, and bicycling are recreation pursuits common in rural areas along Highway 30 and on Sauvie Island. In 1991, the Wildwood Golf Course added to the mix of recreation facilities in the vicinity.

The Tualatin Mountains or West Hills area of the County generally has a more dispersed and lower intensity of recreation use and development. Facilities common to the West Hills include nature trails, forest preserves, and other more "passive" types of recreation. While this general pattern of recreation use and development can be observed; it does not imply that a County policy restricts more intense or "active" recreation uses from the West Hills, nor does County policy encourage siting such facilities on the valley floor. Rather, the character and intensity of recreation facilities in the West Hills context offers insight into the character of the Morgan Road area.

The proposed 26-space RV Park, with a swimming pool, grocery, laundry, snack shop, and full utility hook-ups appears thoughtfully laid-out, with

abundant natural areas to buffer and screen the facilities, and protect sloped areas and streams. The proposal would provide camping facilities with natural and developed amenities uncommon to many campgrounds in the region. However, the proposed uses appear somewhat out of character with the Morgan Road area. This type of recreation facility is not characteristic in the West Hills. The accessory uses (*i.e.*, grocery, laundry, pool, snack shop) and "urban" type facilities (*i.e.*, hook-ups to electricity, water, and sewer) appears out of character with the rural forest setting on a dead-end road in the West Hills.

A(2) Will not adversely affect natural resources;

"This issue is addressed in the sections regarding Policies 12, 13, 14, and 16..."

Comment: There are several natural resource values present on the subject site; refer to the discussion below for Policy 16 [ref. A(7)(e)]. The application lacks sufficient information to conclude that the proposed uses will not adversely effect natural resources. If approved, conditions should be imposed to insure identified resource values are protected and adverse effects are within acceptable limits.

A(3) Will not conflict with farm or forest uses in the area;

"This consideration is addressed in the Sections regarding Policy 12..."

Comment: The development proposed appears generally consistent with this criteria; refer to Policy 12 discussion below [ref. A(7)(b)]. If approved, conditions should be imposed to mitigate for potential conflicts. The Transportation Division indicates the anticipated RV traffic on NW Morgan Road from this facility would not significantly impact access to other uses (*i.e.*, commercial forest users and rural residences).

A(4) Will not require public services other than those existing or programmed for the area;

"The property is presently served by PGE and on-site water sources. Service capacity is available to serve the development."

"Domestic sewerage will be provided as noted in the Policy 13 section (p. 5)."

"Adequate fire protection is provided by the Scappoose Rural Fire District."

"Police protection is provided by the Multnomah County Sheriff. The RV campground patronage will be of a modest size as not to place any further demands upon this office. A full time owner/resident caretaker will minimize the"

need for any additional law enforcement demands.

"The campsites will not affect school services."

Comments: We generally concur; however the RR-zoned parcel (Tax Lot '11') is not included in a fire district. Most of the Morgan Road area (including the MUF-zoned parcel; Tax Lot '10') will be added to the Scappoose R.F.P.D on July 1, 1992 [ref. Annexation Proposal No. 3024; approved by the Portland Metropolitan Area Boundary Commission on January 16, 1992]. If this application is approved, the entire campground site should be annexed into the Scappoose R.F.P.D.

There is conflicting and incomplete information regarding the spring which supplies water to the site. A letter from petitioners opposed to the project cautions that "...should... water be taken from the spring reservoir, it would certainly reduce the stream flow below the spring reservoir..." (ref. March 23, 1992 cover letter to petition). The quality and quantity of water available to the site is not indicated in the application. The proposed accessory uses include a swimming pool, a laundry, and showers for the 26 RV spaces. The amount or flows of water necessary to serve these facilities could be substantial, and it is not indicated in the application. At the hearing, applicant testified that the RV facilities would be served entirely from an on-site well, with a holding tank. The existing house would remain on the spring water source. There is insufficient information to determine if this criteria can be met.

A(5) *Will be located outside a big game winter habitat area as defined by the Oregon Department of Fish and Wildlife or that agency has certified that the impacts will be acceptable;*

"The project will be clustered near Morgan Road and the majority of the property will be preserved in its present natural condition. Habitat and possible migration routes will remain unaffected by this proposal."

Comment: The Framework Plan, Volume I; 1989 Supplemental Findings includes a map indicating sensitive big game wintering areas (Figure 3, pg.25). The subject property is situated at the south edge of the West Hills "sensitive big game wintering area" as identified by the Oregon Department of Fish and Wildlife (ODFW). The application lacks certification from ODFW, and there is insufficient evidence to determine whether the impacts of the proposed uses will be acceptable. Before any decision to approve the CS Use, the applicant should provide ODFW certification or other assurance that the proposed site development can meet this criteria.

A(6) Will not create hazardous conditions;

"This issue is addressed under Plan Policies 14 and 31 which pertain to slopes/ground stability and traffic..."

Comment: Transportation Division Staff indicate the anticipated increase in traffic on NW Morgan Road from the campground would not significantly impact other users and would not exceed the capacity of the road.

One potential hazardous condition could develop at the west end of Morgan Road. There is currently no defined public turn-around or cul-de-sac as the terminus of NW Morgan Road right-of-way. If approved, conditions should require dedication and/or improvement of a suitable terminus for the road, as determined by the Transportation Division.

A(7) Will satisfy the applicable policies of the Comprehensive Plan.

The following policies of the County's Comprehensive Plan are found applicable to this request: Policy 2 (Off-site Effects); Policy 12 (Multiple Use Forest Lands); Policy 13 (Air, Water and Noise Quality), Policy 14 (Development Limitations); Policy 16 (Natural Resources); Policy 31 (Community Facilities and Uses); Policy 37 (Utilities); Policy 38 (Facilities); Policy 39 (Parks and Recreation Planning).

a. Policy 2 – Off-site Effects.

"This policy shall be satisfied by the Planning Commission decision which may include conditions of approval as allowed by the Plan and the Code to protect the public from potentially adverse impacts caused by development or to ensure that adequate public services are provided."

Comment: The Commission concurs.

b. Policy 12 – Multiple Use Forest Lands

"The majority of the property is zoned MUF-19 and is intended to conserve and encourage timber harvesting and small wood lot management. The zone also allows for "...local and tourist commercial services which are compatible with forest and agricultural uses..." and also to "...assure public and private recreation opportunities...". The RR zone also allows for non-residential development including community service uses.

"The subject property is 44.55 acres in size. The proposed RV campground, clustered in the southern portion of the property, will occupy approximately five

acres. The area to be developed has been cleared of all tree cover for many years. The remainder of the property's forestry potential will be unaffected by this proposal because the existing forested area will remain intact and will be of a size that can be designated as a scenic natural resource and wildlife preserve. In addition~ the proposed camping facilities will be located over 400 feet from adjacent woodland parcels. This separation will minimize any potential for conflict between the campground and forestry uses in the area."

Comments: It is County policy to allow for community services within Multiple Use Forest areas provided that such uses are compatible with adjacent forest lands. Based upon findings above under 3(A)1-3, the application lacks sufficient information to conclude that the proposed uses will be consistent with this policy.

c. Policy 13 – Air, Water, and Noise Quality.

"Additional vehicular traffic will be attracted due to the RV campground, but the impact upon air quality is negligible. Due to the small size of the project and the anticipated use by travelers who will already be passing through on U. S. 30.

"Water quality will not be affected by the expansion because sewerage will be properly treated by an on-site system approved by DEQ. Also, buffer areas with a minimum width of 200 feet shall be retained for the two streams. The RVs will not require any on-site sewerage treatment because of the holding tanks in the RVs and the disposal tank facility that will be provided as part of the campground. This tank will be emptied by pump truck as necessary.

"Other than construction, the proposed RV campground will not increase ambient noise levels."

Comment: The RV campground facilities should not significantly effect air, water or noise quality in the area if applicable permits and reviews are incorporated into the design and development. If approved, potential effects to water quality should be addressed by requiring a Grading and Erosion Control Permit, and that the sub-surface disposal design be reviewed as part of the Building Permit process.

Noise associated with the campground are in part mitigated by the wooded character of the site, as well as the size and topography which screens and buffers the uses from surrounding properties.

d. Policy 14 – Development Limitations.

"The RV campground will be located on slopes of 0 to 5 % that are not subject to earth slides or similar instability. In addition, the majority of the project will be

devoted to parking spaces rather than permanent buildings and will not be as vulnerable to damage caused by earth movement. Other forms of development limitations listed in this policy do not apply to this site."

Comment: The proposed RV spaces and associated site improvements are planned on the lesser sloped cleared land near the south boundary. The plan avoids the steep ravine areas, and appears consistent with this policy. If approved, Hillside Development and Grading and Erosion Control provisions in MCC § .6710 should be met prior to site development.

e. Policy 16 – Natural Resources.

The relevant sub-policies to this area are addressed below:

Policy 16-A - Open Space

"This portion of the policy indicates that the County will protect the open character of agricultural and forest lands. The proposed campground is consistent with this policy because all of the development will be clustered near Morgan Road on the portion of the property which is partially developed. The forested remainder of the property (over 30 acres), including the stream corridors, will be designated as a protected natural resource zone to serve as a permanent open space area."

Comment: The Commission concurs that the proposal, if approved, offers protection of open space resources for a significant portion of the site. The request appears consistent with this sub-policy.

Policy 16-D - Fish and Wildlife Habitat

"The larger stream which separates the northern and southern sections of the property is designated as a Class I stream by the County. This designation requires that development retain a minimum setback of 100 feet from the stream. All development will be over 200 feet from any stream on the property."

"The County planning staff has indicated that a study was being prepared regarding big game habitat in this area. One of the purposes of the study will be to determine whether the needs for game movement and migration should be accommodated by new development in the area. The proposed campground will preserve this freedom of movement by clustering the improvements near Morgan Road. Stream corridors, which are often used by wildlife, will remain in their present natural condition and therefore, movement will not be inhibited by the proposed campground."

Comment: The site is located within the Tualatin Mountain range in northwest Multnomah County. The wildlife populations and habitat values of this area are currently being studied to determine if existing Plan and Zoning provisions adequately identify and protect significant resources.

The Framework Plan, Volume I; 1989 Supplemental Findings includes a map indicating sensitive big game wintering areas (Figure 3, pg.25). It appears that part or all of the subject property lies within a "sensitive big game wintering area" as identified by the Oregon Department of Fish and Wildlife (ODFW). There is insufficient information to determine if the proposed use adequately addresses County policy to limit conflicting uses within big game wintering areas. The application lacks certification from ODFW, and there is insufficient evidence to determine whether the impacts of the proposed uses will be acceptable. Before any decision to approve the CS Use, the applicant should provide ODFW certification or other assurance that the proposed site development meets policy.

Policy 16-F - Scenic Views and Sites

The response for Policy 16-A is also appropriate here.

Policy 16-G - Water Resources and Wetlands

"As mentioned earlier, all development activity will be a minimum of 200 feet from the two streams on the property. Although there may be wetland areas on the property near the stream corridors, wetlands are not present anywhere near the proposed RV campground."

Comment: There is conflicting and incomplete information regarding the spring which supplies water to the site. A letter from petitioners opposed to the project cautions that "...should... water be taken from the spring reservoir, it would certainly reduce the stream flow below the spring reservoir. This would cause a negative impact on ... the fish and wildlife that depend on the downstream flows..." (ref. March 23, 1992 cover letter to petition). At the hearing, applicant testified that the RV facilities would be served entirely from an on-site well, with a holding tank. Based on this information, the proposal appears consistent with Policies to protect water areas and wetlands.

f. Policy 31 – Community Facilities and Uses

"Section 11.15.7020 of the County Code lists 'camp, campground or recreational vehicle park' as a community service use. However, campgrounds, etc., are not

listed in Plan Policy 31. The Policy groups community service uses as major regional, minor regional, major community, minor community, and community service foundations. Based on the uses listed in each of these categories, it appears that a RV campground would be defined as a minor regional community facility.

"The applicable portions of this policy stress the importance of meeting community needs, expansion at locations reinforcing orderly and timely development, average site grades of 6% or less, direct access to a collector street, public transit within 1/4 mile, siting facilities where adverse traffic impacts will not occur, compatibility between land uses, and compliance with other Plan policies.

"Community needs are met by providing outdoor recreational opportunities near the Portland metropolitan area. The proposed RV campground will have easy access to residents in the northwest Oregon/southwest Washington area as well as visitors from outside of the region.

"Orderly and timely development is possible at this site because the necessary support facilities are presently in place or can be provided to accommodate the campground. These facilities include parking, safe vehicular and pedestrian access, adequate street improvements, water service, sanitation, and other utility services.

"Average site grades are less than 6% in the area to be developed. Significant portions of the property are over the 6% grade standard for minor regional facilities, but the location, nature, and scale of the development is designed on the flattest portions of the site and is extremely modest by comparison with the majority of the community service facilities listed in the Comprehensive Plan.

"Direct access to a collector street is not available to the site. Morgan Road is a rural road that is not classified by the County. This Policy is somewhat difficult to apply to this rural activity because it is primarily written with urban situations in mind. For example, the County has not classified its rural road system with arterial, collector, and local road designations. The road classification information available in the Framework Plan and at the County Planning Office pertains only to roads and streets within the Urban Growth Boundary. Although the specific requirements of the Policy are somewhat undefined, it is clearly the intent of the Policy to have adequate street facilities for the use proposed and to avoid the creation of significant traffic disruptions or hazards.

"The proposed campground is consistent with the intent of the Policy because of its close proximity to U. S. 30 (less than one mile) and traffic will use a rural road that does not function as a "local neighborhood" street because of the existing variety of large timber parcels, acreage homesites, business and

community service activity, and the generally large setbacks of residences and buildings from the road. Also, the amount of additional traffic generated by the proposed use will not be significant or inappropriate given the good condition of Morgan Road and the nature of the development it serves.

"Public transit is not provided within 1/4 mile because Tri-Met buses do not provide service to this section of U. S. 30 or Morgan Road. The closest bus service is available at the Sauvie Island Bridge, which is approximately five miles to the south. This criteria cannot be satisfied by any of the properties in this general area, including the recently approved Wildwood Golf Course that is located approximately one-half mile north of Morgan Road.

"It is important to recognize that this criteria is intended to apply to urban community service uses such as libraries, educational facilities, parks, neighborhood recreational centers, clinics, and hospitals which serve people who are often dependent on public transportation services. The RV campground will only be used by people who arrive by camper or recreational vehicle during off-peak hours, particularly weekends. Bus service will not be necessary or desirable to serve this development.

"Adverse traffic impacts will not occur for the following reasons:

- There are a total of 26 RV camping spaces proposed. Assuming 100% occupancy on a summer weekend with all campers arriving on Friday evening (3 to 8 p. m.), the campground traffic would only result in approximately 6 vehicles per hour. In reality, this theoretical "worst case" scenario would not occur because of more staggered arrival and departure times and occupancy of RV campgrounds typically being 50% to 80%.*
- Approximately 80 parcels with 30+ residences, a church, and automotive repair business are served by Morgan Road. Applying a commonly used estimate (for this type of residential development) of 10 vehicle trips (incoming and outgoing) per residence and factoring in a modest level of traffic for the automotive repair business, Morgan Road has a total daily traffic volume of approximately 300 to 400 vehicle trips. Based on this estimate, the weekday evening peak hour traffic is on the order of 3040 vehicle trips. The additional maximum of six vehicles per hour during the summer months will not be a noticeable or detrimental traffic increase for Morgan Road.*
- Incidental trips for guests during their stay will be kept to a minimum because the campground will provide facilities for laundry, food, and supplies, thus reducing the need for additional vehicle trips to and from the property. Also, many RV users do not bring other vehicles and once parked, typically do not move until prepared to leave for their next destination.*

- *The additional traffic on Morgan Road will occur primarily in the summer months during the early evening hours and weekends when traffic is the lightest. Average occupancy rates for the off-season (fall-spring) averages between 0 and 30% with the highest range being reached in early fall and late spring. State-wide surveys indicate 0 to 10% occupancy during the winter and many sites will even close during the most inclement weather periods.*
- *The proposed driveway entrance and departure locations along Morgan Road do not have any site distance limitations.*

"Compatibility between lands uses will be maintained by the proposed development. The residences in the vicinity are a minimum of 300 feet away from any of the proposed camping sites or campground facilities. A substantial visual buffer will also be provided because virtually all of the heavily forested lands between the developed area and adjoining properties will be retained. This issue shall be reviewed in detail during the Design Review process."

"Other Plan policies are satisfied as discussed in the remainder of this application."

Comment: Applicant correctly notes that campgrounds are not a listed facility in Policy 31, subsection E. The Commission concurs that the proposed 26-space RV campground appears similar in scale to facilities listed as "MINOR COMMUNITY" scale (*i.e.*, parks, churches, neighborhood recreation center). However, larger campground/recreation facilities could conceivably fall within the "MAJOR COMMUNITY" or "MINOR REGIONAL" scales.

Subsection G prescribes different access standards for CS uses, depending upon the scale of the facility. "MINOR COMMUNITY" scaled uses shall have "...DIRECT ACCESS TO A COLLECTOR STREET AND NO ROUTING THROUGH LOCAL NEIGHBORHOOD STREETS..."

As noted above, NW Morgan Road is a "dead-end" rural road, approximately one mile in length. It extends uphill, and generally to the west, from its intersection with St. Helens Road (Highway 30). The road is not designated a collector or arterial on the FUNCTIONAL CLASSIFICATION OF TRAFFICWAYS map (ref. Policy 34; adopted 1983).

Existing functional classifications of roads in rural areas of the County are the subject of a recently initiated re-classification study by Transportation Division Staff. The analysis and recommended updates to the functional classifications map are expected for Planning Commission and Board review in the Summer of 1992. Staff projects that NW Morgan Road will remain classified a "local service street".

Based on the above, the proposed CS Use does not satisfy the vehicular access requirements embodied in Policy 31. The location is not appropriate for the proposed RV campground.

g. Policy 36 - Transportation System Development Requirements

"This Policy is intended to apply to urban situations. However, dedication of additional right-of-way is anticipated and the campground will comply with the County standard width of 50 feet or 25 feet from roadway centerline along the property road frontage."

Comment: The Commission recommends the project be denied, primarily due to the inconsistency with locational and access standards in Policy 31. However, if approved, conditions should be imposed to require Right-of-Way dedication and/or improvements if recommended by the Transportation Division. As noted above, this could include development of a turn-around at the end of Morgan Road.

h. Policy 37 - Utilities

"This policy calls for the provision of adequate sewerage disposal, water, storm water, energy, and communication facilities to accommodate the proposed development."

"Sewerage disposal will be provided by an on-site facility which will be approved by DEQ."

"Water service is provided by a well and spring which have adequate capacity to serve the proposed development."

"Storm water runoff will increase somewhat because of the additional 69,000 square feet of all-weather surfacing. This additional runoff will be managed by on-site detention and filtration facilities prior to being directed to the streams on the property. This issue will be reviewed in more detail during Design Review."

"Energy and communication facilities are available and have adequate capacity to serve the site."

Comment: If approved, conditions should require installation of necessary and adequate utilities for proposed facilities. There is insufficient information to conclude that all services can be provided. For example, the Sanitarian (Phillip Crawford) indicates a Land Feasibility Study is needed to determine if sewage disposal can be provided on-site with a septic tank & drainfield type

system. At the hearing, applicant testified that on-site sewage would be collected in a holding tank and then transported by truck to an off-site treatment facility.

There is conflicting and incomplete information regarding the adequacy of the water supply. A letter from petitioners opposed to the project indicates "...the spring now serves four homes..." and may become the domestic water source for several more houses (ref. March 23, 1992 cover letter to petition). The RV campground and its accessory uses (i.e., pool, laundry, showers, and irrigation in landscaped areas) could conceivably require significant quantities of water. At the hearing, applicant testified that the RV facilities would be served entirely from an on-site well, with a holding tank. The existing house would remain on the spring source. However, the record lacks sufficient evidence regarding the volume of water needed to serve proposed facilities and whether on-site sources can provide that volume.

i. Policy 38 Facilities -

"Because additional residences are not proposed, there will not be an impact on the school district. Fire and police services should also be unaffected by this modest development. Comments from these agencies will be provided during the review of this application."

Comment: The Commission concurs.

j. Policy 39 Parks and Recreation Planning -

"This Policy primarily emphasizes the role of the County in the provision of open space and outdoor recreation opportunities. A subsection of the Policy encourages private entities to develop recreation opportunities in the County. The opportunities for this type of camping close to the metropolitan area are extremely limited. This campground will provide outdoor recreation experience for Portland area residents and visitors."

Comment: The Commission concurs.

CONCLUSIONS

1. Based on the findings above, the application does not satisfy all criteria necessary for approval of the proposed Community Service Use.
2. The imposition of conditions cannot readily resolve or address all identified inconsistencies with Plan policies and approval criteria. The proposed use is not consistent with access requirements of Policy 31, and an adequate water supply for proposed facilities has not been documented.
3. The application should be denied.

Signed April 6, 1992

A handwritten signature in cursive script that reads "Richard Leonard /mb".

By Richard Leonard, Chairman

Filed With the Clerk of the Board on April 16, 1992

Appeal to the Board of County Commissioners

Any person who appears and testifies at the Planning Commission hearing, or who submits written testimony in accord with the requirements on the prior Notice, and objects to their recommended decision, may file a Notice of Review with the Planning Director on or before **4:30 PM. on Monday, April 27, 1992** on the required Notice of Review Form which is available at the Planning and Development Office at 2115 SE Morrison Street.

The Decision on this item will be reported to the Board of County Commissioners for review at 9:30 a.m. on Tuesday, April 28, 1992 in Room 602 of the Multnomah County Courthouse. For further information call the Multnomah County Planning and Development Division at 248-3043.



MULTNOMAH COUNTY, OREGON

GENERAL FUND OUTLOOK

April 27, 1992

CURRENT FISCAL YEAR 1991-92

Revenues The 1992-93 Proposed Budget has an estimate for 1991-92 revenues of \$137.4 million, (within \$0.2 million of our January 14th forecast). As of this date we have revised that slightly. Our current estimate, taking into consideration receipts through March, is for 1991-92 revenues to total \$137.7 million.

Expenditures With three-quarters of the year past, we expect the County to spend \$130.5 million from the General Fund in 1991-92, nearly 95% of revenues.

The difference between 1991-92 revenues and expenditures, \$7.2 million, will be carried over to the 1992-93 budget as Beginning Working Capital (BWC).

NEXT FISCAL YEAR 1992-93

The 1992-93 Proposed and Approved Budgets used \$147.5 million as a 1992-93 General Fund target. With third quarter data 1991-92 revenue and expenditure data now available and further clarification of some revenue sources (reduced BWC from increased Q3 spending estimates, adjustments to INS & Federal Marshal jail-bed revenues), the Budget office current estimate for General Fund revenues is ~~\$145.7~~ 146.6 million. The change is almost entirely due to a change in Beginning Working Capital (BWC) projection due to an increased spending estimate for 1991-92, leaving less to carry over for next year. Revenue estimate and third-quarter spending projections are attached.

The Budget office will continue to monitor revenue projections and current-year expenditures prior to budget adoption in late June. BIT-receipt data is beginning to come from Salem. We expect an updated property value change estimate from A & T

in early May. We will make one more 1991-92 expenditure estimate to apply to the 1992-93 BWC calculation. Anticipated changes in insurance and PERS rate data will modify 1992-93 expenditure levels.

BEYOND 1992-93

It is very likely Multnomah County's General Fund will lose, by action of the State government, some or all of its share of the State-collected Cigarette Tax (\$1.1 million) and Liquor Revenue Sharing (\$1.2 million) funding. Video-poker receipts (\$1.0 million) are also subject to cuts as the State struggles to find replacement revenues for school funding.

Other cuts in State (and matching Federal) revenues received in other Funds will be apparent. About \$43 million in direct State funding and \$30 million in State funding with Federal matching revenues will be reviewed by the Legislature beginning in January. A 20% loss has been suggested, about \$15 million.

Property taxes from the current Library Serial Levy (\$9.0 million) and Jail Serial Levy (\$11.7 million) will not be available beyond the 1992-93 fiscal year.

Planning and Budget

a

GENERAL FUND REVENUES

REVENUE TITLE	ADOPTED 1991-92	REVISED 1991-92	FORECAST 1991-92	LOWEST PROJ 1992-93	RECOMMENDED 1992-93	HIGHEST PROJ 1992-93
05 BWC	9,592,871	6,856,305	6,856,305	7,171,101	7,171,101	9,452,272
10 TAXES						
Property Tax	64,357,257	69,903,865	69,961,246	74,355,496	75,010,737	78,002,054
Non L Tax	0	49,500	235,751	235,751	1,022,891	1,022,891
Excise Tax	5,925,000	5,925,000	5,569,021	5,780,644	5,808,489	5,903,162
Income Tax	25,616,397	19,737,506	19,556,397	18,223,540	18,311,322	19,312,037
SUBTOTAL:	95,898,654	95,615,871	95,322,415	98,595,431	100,153,439	104,240,144
20 I/G REVENUE						
Federal Sources	6,698,783	7,202,410	6,546,495	6,452,693	7,207,728	7,188,242
State Sources	5,630,254	5,676,634	5,676,634	4,655,001	4,655,001	4,830,810
Federal & State	0	0	0	0	0	0
Local Sources	488,791	488,791	531,631	542,264	542,264	542,264
SUBTOTAL:	12,817,828	13,367,835	12,754,760	11,649,958	12,404,993	12,561,316
30 LICENSES & PERMITS						
Licenses	1,141,003	1,152,878	1,210,511	1,325,253	1,340,330	1,340,330
Permits	101,707	101,707	75,000	77,535	92,475	92,535
SUBTOTAL:	1,242,710	1,254,585	1,285,511	1,402,788	1,432,805	1,432,865
40 SERVICE CHARGES						
Health	274,732	274,732	280,131	579,573	579,581	579,581
Public Safety	1,272,993	1,378,493	1,529,111	1,491,187	1,491,187	1,491,187
Parks	0	0	0	0	0	0
Planning	60,500	60,500	75,500	63,520	75,500	81,238
Environmental	0	0	750	0	0	0
Purchasing	40,407	40,407	20,162	21,365	21,365	21,365
Facility Management	1,586,194	1,586,194	1,439,525	1,342,625	1,604,343	1,604,343
Assessment & Taxation	1,389,300	1,809,300	1,737,800	1,221,300	1,221,300	1,221,300
Elections	971,763	971,763	458,320	350,000	949,913	949,913
Court Fees	361,269	361,269	303,576	364,235	364,235	364,235
Miscellaneous	135,330	135,330	168,000	168,000	168,000	168,000
SUBTOTAL:	6,092,488	6,617,988	6,012,875	5,601,805	6,475,424	6,481,162
50 INTEREST	1,477,740	1,477,740	1,140,500	1,000,000	1,053,360	1,200,000
60 OTHER SOURCES						
Sales	55,193	55,193	63,922	39,659	39,659	39,659
Fines/Forfeitures	1,063,000	1,163,000	1,573,735	970,200	1,023,900	1,023,900
Dividends/Ref	0	0	0	0	0	0
Service Reimbursements	9,848,971	10,204,521	10,204,521	13,608,950	15,875,956	15,875,956
Other Miscellaneous	26,500	26,500	26,971	0	11,500	0
Nongovernmental Grants	7,576	62,987	62,987	8,000	3,100	8,000
SUBTOTAL:	11,001,240	11,512,201	11,932,136	14,626,809	16,954,115	16,947,515
70 FINANCE SOURCES						
Cash Transfers	2,288,120	2,380,296	2,380,296	945,162	945,162	945,162
SUBTOTAL:	2,288,120	2,380,296	2,380,296	945,162	945,162	945,162
GENERAL FUND TOTAL:	140,411,651	139,082,821	137,684,799	140,993,053	146,590,398	153,260,436

FY 1991-92 GENERAL FUND EXPENDITURE FORECASTS

	Personal Services	Materials & Services	Cash Transfers	Capital Outlay	TOTAL
HUMAN SERVICES					
YTD 3/31/92					0
Adopted	10,165,968	1,854,305	26,720,016	140,115	38,880,404
Current Appropriation	10,410,427	1,837,268	25,500,303	144,875	37,892,873
Forecast Spending	10,131,800	1,789,000	25,022,094	144,875	37,087,769
Forecast %	97.32%	97.82%	98.12%	100.00%	97.80%
COMMUNITY CORRECTIONS					
YTD 3/31/92					0
Adopted	3,265,163	439,250	1,181,051	8,588	4,894,052
Current Appropriation	2,629,996	371,556	1,172,184	8,588	4,182,334
Forecast Spending	2,499,130	385,529	1,172,184	8,588	4,065,441
Forecast %	95.02%	103.76%	100.00%	100.00%	97.21%
DISTRICT ATTORNEY					
YTD 3/31/92	4,703,343	438,272	153,482	25,277	5,320,374
Adopted	6,864,967	655,190	302,988	17,500	7,840,645
Current Appropriation	6,826,932	727,096	302,988	53,375	7,910,391
Forecast Spending	6,701,998	669,473	302,988	53,375	7,727,834
Forecast %	98.17%	92.07%	100.00%	100.00%	97.69%
SHERIFF					
YTD 3/31/92	21,014,563	3,744,448	70,213	88,632	24,917,856
Adopted	29,463,637	5,617,898	1,696,449	107,247	36,885,231
Current Appropriation	28,730,288	5,752,445	150,733	111,247	34,744,713
Forecast Spending	27,974,054	5,630,131	138,448	118,897	33,861,530
Forecast %	97.37%	97.87%	91.85%	106.88%	97.46%
ENVIRONMENTAL SVCS					
YTD 3/31/92	8,998,757	8,171,573	1,039,761	881,420	19,091,511
Adopted	6,061,508	9,190,662	137,145	1,855,956	17,245,271
Current Appropriation	13,146,070	13,136,596	1,053,261	2,088,267	29,424,194
Forecast Spending	12,434,181	12,103,789	1,039,761	2,088,267	27,666,008
Forecast %	94.58%	92.14%	98.72%	100.00%	94.02%
LIBRARY					
YTD 3/31/92			0		0
Adopted			5,102,028		5,102,028
Current Appropriation			4,202,028		4,202,028
Forecast Spending			4,202,028		4,202,028
Forecast %	0.00%	0.00%	100.00%	0.00%	100.00%
GENERAL SERVICES					
YTD 3/31/92	0	0	0	0	0
Adopted	10,644,305	5,499,010	0	244,042	16,387,357
Current Appropriation	0	0	0	0	0
Forecast Spending	0	0	0	0	0
Forecast %	0.00%	0.00%	0.00%	0.00%	0.00%
NONDEPARTMENTAL					
YTD 3/31/92	4,243,156	4,716,484	1,246,691	50,927	10,257,258
Adopted	3,153,268	8,108,916	1,278,880	81,714	12,622,778
Current Appropriation	5,910,481	8,095,164	1,402,525	111,465	15,519,635
Forecast Spending	5,760,294	8,418,804	1,402,525	111,465	15,693,088
Forecast %	97.46%	104.00%	100.00%	100.00%	101.12%
CONTINGENCY/BALANCE					
YTD 3/31/92			0		0
Adopted			799,751		799,751
Current Appropriation			4,053,157		4,053,157
Forecast Spending			200,000		200,000
Forecast %			4.93%		4.93%
TOTAL GENERAL FUND					
YTD 3/31/92	38,959,819	17,070,777	2,510,147	1,046,256	59,586,999
Adopted	69,618,816	31,365,231	37,218,308	2,455,162	140,657,517
Current Appropriation	67,654,194	29,920,125	37,837,189	2,517,817	137,929,325
Forecast Spending	65,501,457	29,006,736	33,480,038	2,525,467	130,513,698
Forecast %	96.82%	96.95%	88.48%	100.30%	94.62%

MULTNOMAH COUNTY, OREGON

BOARD OF COUNTY COMMISSIONERS
GLADYS McCOY
PAULINE ANDERSON
GARY HANSEN
RICK BAUMAN
SHARRON KELLEY

PLANNING & BUDGET
PORTLAND BUILDING
1120 S.W. FIFTH - ROOM 1400
P. O. BOX 14700
PORTLAND, OR 97214
PHONE (503)248-3883

TO: Board of County Commissioners
FROM: David Warren, Budget Manager *DCW*
DATE: April 27, 1992
SUBJECT: April 30 Contingency Requests

On April 30, 1992 you will have four requests for transfer from General Fund Contingency. They total \$103,244. A list is attached. One of the requests (HD 5) appears to meet the new criteria established by the Board for Contingency use. It appears that the remainder could be absorbed within existing legal appropriations or fail to meet other criteria.

During this fiscal year, the following program budget modifications have changed the size of Contingency:

DHS 40	(419,922)	Staffing JDH unit 3.
DES 12	64,502	Savings from DGS reorganization
DES 13	(26,967)	Parking for elected officials
NOND 3	(2,500)	Support for AOC/LOC - State revenue process
NOND 8	193,420	Savings from DGS reorganization
NOND 17	(26,967)	Hispanic coordinator position
DCC 6	(53,347)	Probation Officers
NOND 18	(4,769)	CIC employee benefits and hours
NOND 22	(16,139)	Facilitation for Youth Task Force
NOND 24	(1,520)	Hearing equip. for public meetings
MCSO 12	(13,190)	Cost of Multnomah Falls fire
MCSO 14	(6,563)	Child abuse investigation training
MCSO 15	(25,000)	Burglary forfeitures account
MCSO 16	(28,900)	D.A.R.E. supplies
MCSO 18	(13,856)	DNA identification clerical FTE
DES 15	(267,226)	Renovate Donald E. Long Home
DES 17	(71,500)	Tualatin Basin water quality
DHS 47	(32,700)	Central City Concern sobering project
NOND 27	(21,838)	Elected officials' salaries

The April 24 Contingency amount is \$3,373,438.

c Ginnie Cooper
Ardys Craghead
Hank Miggins
Billi Odegaard

Merlin Reynolds
Mike Schrunk
Bob Skipper
Paul Yarborough

attachment

APRIL 30, 1992 CONTINGENCY REQUESTS

Health Dept 5 Corrections Health - DNA Identification Staffing \$ 4,683

The State has required that all persons brought into custody on sex-crime charges be processed to identify their DNA. Contingency Bud Mod MCSO 18, in December, transferred \$13,856 to the Sheriff's Office to process the additional paperwork required by the law. This request will add a Health Assistant to perform blood draws.

As an unanticipated expenditure necessary to fulfill a legislative mandate, this request meets Board criteria for Contingency use.

MCSO 17 Sheriff - Lieutenant Position in Narcotics Forfeitures Unit \$71,694

This request is for the addition of a Lieutenant position in the Forfeitures Unit. Unbudgeted forfeitures revenue is anticipated to cover this cost. A similar request (for \$35,907) was presented in December. The Sheriff's Office was directed by the Board to find some way other than a Contingency transfer to deal with the position.

The Sheriff's Office requested the Board not to include revenues from prior years unspent forfeiture receipts in the 1991-92 Budget. Amendment MCSO 12 removed these revenues from the Budget. The revenue is not unanticipated and therefore fails to meet the Board's criteria for Contingency use.

This request does not appear to meet the Board's criteria for Contingency use.

DES 21 Facilities Management - Upgrade Board Room Sound System \$25,000

This request would allow upgrading the Board Room sound system including ADA requirements, new microphones and press feeds.

The costs of the request appear to be within the capacity of Facilities Management to absorb. The Board might approve the project and transfer appropriations within Facilities Management to cover the cost.

This request does not appear to meet the Board's criteria for Contingency use.

NOND 29 Chair - AOC Land Use Assessment \$1,867

This request funds Multnomah County's proportionate share of the "voluntary assessment" from AOC for intensified monitoring of land use legislation and rule making. This is intended by AOC to be a continuing program.

The Chair's Office Materials & Services budget is not sufficient to absorb this additional cost. The Board might choose to require other Nondepartmental organizations to absorb the cost rather than use Contingency.

Because other Nondepartmental appropriations may exist, this request does not appear to meet the Board's criteria for Contingency use.

Meeting Date: April 28, 1992

Agenda No.: P-3

(Above space for Clerk's Office Use)

AGENDA PLACEMENT FORM
(For Non-Budgetary Items)

SUBJECT: Decision

BCC Informal _____ BCC Formal April 28, 1992
(date) (date)
DEPARTMENT DES DIVISION Planning
CONTACT Myrna Blanchard TELEPHONE 2610
PERSON(S) MAKING PRESENTATION Planning Staff

ACTION REQUESTED:

☐ INFORMATIONAL ONLY ☐ POLICY DIRECTION ☒ APPROVAL

ESTIMATED TIME NEEDED ON BOARD AGENDA: 2 Minutes

CHECK IF YOU REQUIRE OFFICIAL WRITTEN NOTICE OF ACTION TAKEN: xxx

BRIEF SUMMARY (include statement of rationale for action requested, as well as personnel and fiscal/budgetary impacts, if applicable):


CU 6-92: Review the Decision of the Planning Commission of April 6, 1992 approving, subject to conditions, development of a 3.34-acre Lot of Record, located at 225 NE Lucas Road, with a non-resource related single family dwelling, based on Findings and Conclusions listed in the Decision.

(If space is inadequate, please use other side)

SIGNATURES:

ELECTED OFFICIAL _____

Or

DEPARTMENT MANAGER 

(All accompanying documents must have required signatures)

1992 APR 16 PM 2:18
CLERK OF
COUNTY COMMISSION
MILLHOLM COUNTY
OREGON



**Department of Environmental Services
Division of Planning and Development
2115 S.E. Morrison Street
Portland, Oregon 97214 (503) 248-3043**

Decision

This Decision consists of Conditions, Findings of Fact and Conclusions

April 6, 1992

CU 6-92, #653-656

Conditional Use Request (Non-Resource Related Single Family Dwelling)

Applicant requests Conditional Use approval for a non-resource related single family dwelling on this 3.34 acre Lot of Record in the EFU zoning district..

Location: 225 SE Lucas Road

Legal: North 783.55' of Tax Lot'12', Section 32, 1N, 4E, 1991 Assessor's Map

Site Size: 3.34 acres'

Size Requested: Same

Property Owner: Bob & Nevalin Scott
31700 E Crown Point Highway Troutdale 97060

Applicant: Same

Comprehensive Plan: Exclusive Farm Use

Present Zoning: EFU-38

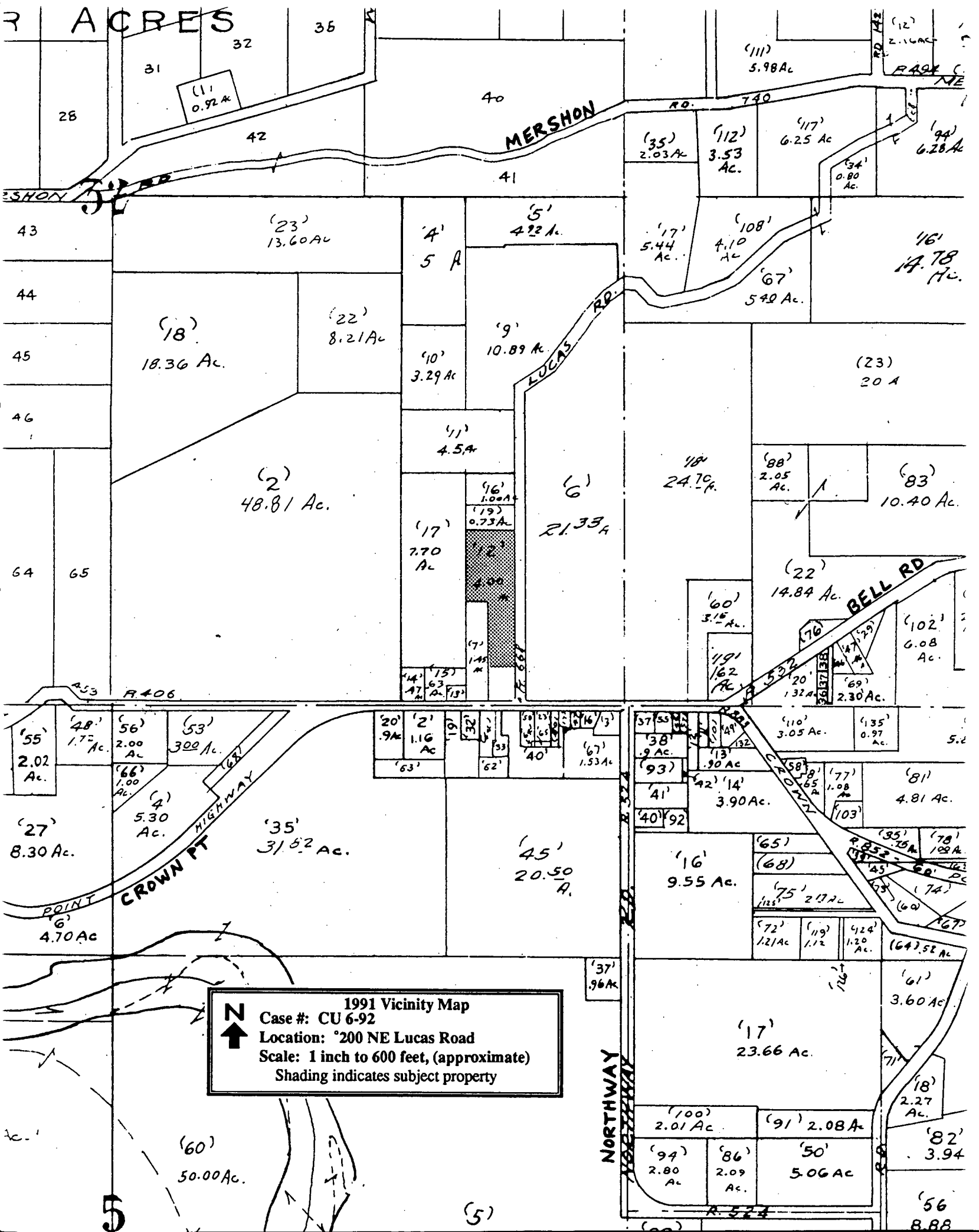
Planning Commission

Decision: APPROVE, subject to conditions, development of this 3.34-acre Lot of Record with a non-resource related single family dwelling, based on the following Findings and Conclusion.

Staff Contact:
Bob Hall

CU 6-92

R ACRES





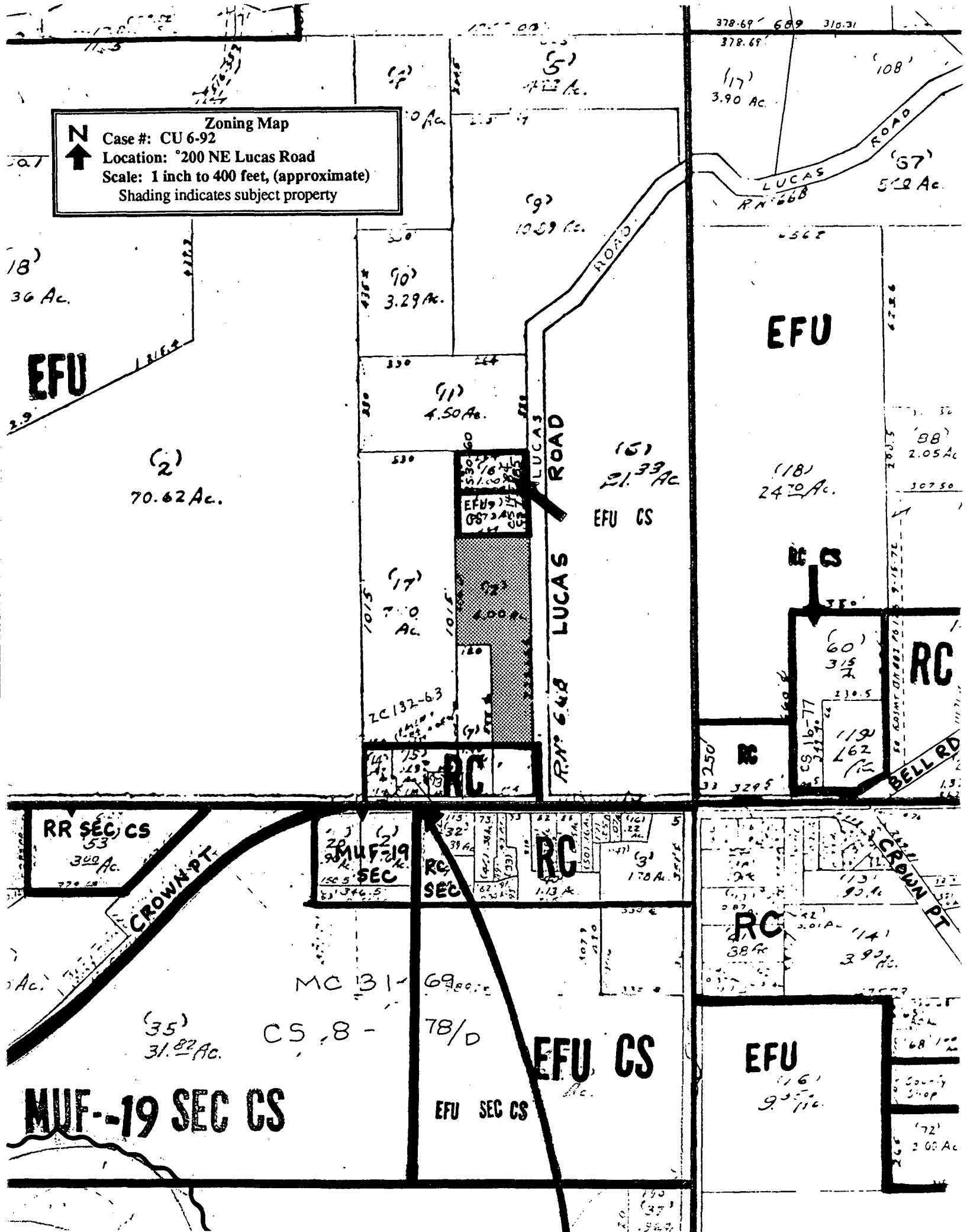
Zoning Map

Case #: CU 6-92

Location: °200 NE Lucas Road

Scale: 1 inch to 400 feet, (approximate)

Shading indicates subject property



CONDITIONS OF APPROVAL:

1. Prior to the issuance of building permits, the property owner shall provide the Land Development Section with a copy of the recorded restrictions required under MCC 11.15.2012(B)(3)(j). A prepared blank copy of this deed restriction is available at the Land Development Offices.
2. Satisfy the requirements of Engineering Services regarding any further improvements of SW Lucas Road.
3. Prior to any site clearing or grading, obtain a *Hillside Development and Erosion Control Permit* pursuant to MCC .6700-6730 if applicable. Contact Mark Hess at 248-3043 for application materials.

FINDINGS OF FACT:

1. Applicant's Proposal:

The applicant requests Planning Commission approval to develop the above described 3.34 acre Lot of Record with a non-resource related single family dwelling.

2. Ordinance Considerations:

A. A non-resource related single family dwelling is permitted in the EFU zoning district as a Conditional Use where it is demonstrated that the dwelling on the lot:

- (a) Is compatible with farm uses described in paragraph (A) of subsection (2) of ORS 215.203 and is consistent with the intent and purposes set forth in ORS 215.243;
- (b) Does not interfere seriously with accepted farming practices, as defined in paragraph (c) of subsection (2) of ORS 215.203, on adjacent lands devoted to farm use;
- (c) Does not materially alter the stability of the overall land use pattern of the area;
- (d) Is situated upon generally unsuitable land for the production of farm crops and livestock, considering the terrain, adverse soil or land conditions, drainage and flooding, vegetation, location and size of the tract;
- (e) Complies with subparts (1), (2) and (3) of MCC .2010(A)(3) if constructed off-site;
- (f) Complies with such other conditions as the Hearings Officer considers necessary to satisfy the purposes of MCC .2002;
- (g) Construction shall comply with the standards to the Building Code or as prescribed under ORS 446.002 through 446.200, relating to mobile homes;
- (h) The dwelling shall be attached to a foundation for which a building permit has been obtained; and

- (i) The dwelling shall have a minimum floor area of 600 square feet.
- (j) The owner shall record with the Division of Records and Elections a statement that the owner and successors in interest acknowledge the rights of nearby property owners to conduct accepted farming and forestry practices.
- (k) The applicant shall provide evidence that all additional taxes and penalties, if any, have been paid if the property has been receiving special assessment as described in ORS 215.236(2). In the alternative, the Approval Authority may attach conditions to any approval to insure compliance with this provision.

3. Site and Vicinity Characteristics:

The subject property is a Lot of Record of 3.34 acres located on the west side of Lucas Road, 200 feet north of its intersection with E Crown Point Highway. The property is ????????

Properties in the surrounding area range in size from less than one acre to nearly 50 acres in size. Many of the lots are developed with rural residences, and the larger parcels are used for commercial resource uses consisting mainly of grazing. Springdale Community Church is located immediately north of this site, a towing ?????????? is immediately south of the property.

Water will be provided by Corbett Water District, and the property will have to be tested for subsurface sewage disposal. Telephone and power facilities are available along the Lucas Road road frontage.

4. Compliance With Ordinance Considerations:

The applicant provides the following responses (in *italic*) to the applicable approval criteria:

This application requests conditional use approval to construct a single family residence not in conjunction with farm use on this 3.34 acre parcel. The dwelling will consist of a 28 x 70 foot modular home containing three (3) bedrooms, two (2) baths and a double garage.

The property owners of Tax Lot '12' do not hold any possessory interests on contiguous parcels.

The proposed building site abuts Lucas Road and offers safe and convenient access for passenger and emergency vehicles and would offer no undue hazards for pedestrians. There are no curbs or sidewalks on Lucas Road. The driveway will meet county requirements for emergency vehicles.

Public Utilities consisting of electrical, telephone and water services are available along Lucas Road. Multnomah County Fire District #14 provides fire and medical services. Corbett School District #39 provides education services and Corbett Water District provides water service.

- **Compatability with Farm Uses & Lack of Interference With Farm Uses on Surrounding Lands**

As evidenced by the attached land use map most of the surrounding area has been divided for residential use with the majority of the lots ranging between $1/2$ and 5 acres with five (5) parcels ranging from 8 to 18 acres, one (1) parcel of 21 acres and one (1) of 49 acres.

Tax Lot '16' to the east (21 acres) is about evenly divided between pasture or grass hay and cropland. Tax Lot '17' (7.70 acres) appears to have been planted with deciduous trees. The remaining larger parcels are either pasture or timber.

This proposal will follow development patterns within the area related to the mix of residential and farm use currently existing and therefore should be considered compatible with farm uses described in ORS 215.203. Set back requirements will further insure a minimal impact on adjacent farm uses.

Owing to the overall land use pattern described above this proposal will not alter the overall land use pattern in this area.

- **Land Unsited for Agricultural Production**

Tax Lot '12' is not suited to agriculture for the following reasons:

- 1. The unused portion of the lot (approx. 3.34 acres) is too small for an economically viable farm operation.*
- 2. Approximately 150 feet from the north lot line are two springs forming a small creek which drains to the south through Tax Lots '7', '17' and '15' then under Crown Point Highway and into the Sandy River. This creates a swampy area much of the year. Subject property has traditionally been used for pasture, about the only use possible considering the conditions, and will continue to be used for pasture.*

- **Construction Codes**

This proposal will comply with subparts (1), (2) and (3) of MCC.2010(A)(3).

Construction will comply with all current building codes.

The dwelling will be attached to a foundation and permits will be obtained.

The dwelling will consist of a minimum of 600 square feet.

Staff Comment: The Zoning Code contains a redundancy. Subparts (1), (2) and (3) of MCC.2010(A)(3) require compliance with building codes, attachment to a foundation, and a minimum floor area of 600 sq. ft., as does also MCC .2012(B)(3)(g),(h), and(i). These will all be required at the time of permit application.

- **Deed Restrictions**

The owner will record a deed restriction protecting the rights of nearby property owners to conduct accepted farming practices.

- **Taxes**

Staff Comment: This property has not been under tax deferral, and all taxes are current.

Staff Comment: The staff concurs with the applicant's analysis of compliance with the applicable approval criteria.

CONCLUSIONS:

1. The property is a Lot of Record of less than ten acres in size; thereby, incapable of sustaining a farm or forest use.
2. Conditions are necessary to insure compliance with all Code provisions.
3. The applicant has carried the burden necessary for the approval of a non-resource related single family dwelling in the EFU-38 zoning District.

IN THE MATTER OF CU 6-92:

April 6, 1992

Richard Leonard /mb.

Richard Leonard, Chairperson

Filed with Clerk of the Board on April 16, 1992

Appeal to the Board of County Commissioners

Any person who appears and testifies at the Planning Commission hearing, or who submits written testimony in accord with the requirements on the prior Notice, and objects to their recommended decision, may file a Notice of Review with the Planning Director on or before 4:30 p.m. Monday, April 27, 1992 on the required Notice of Review Form which is available at the Planning and Development Office at 2115 SE Morrison Street.

The Decision in this item will be reported to the Board of County Commissioners for review at 9:30 a.m. on Tuesday, April 28, 1992 in Room 602 of the Multnomah County Courthouse. For further information call the Multnomah County Planning and Development at 248-3043.

DATE SUBMITTED April 21, 1992

(For Clerk's Use)

Meeting Date APR 28 1992

Agenda No. 03

REQUEST FOR PLACEMENT ON THE AGENDA

Subject: JDH/New Building - Status Report

Informal Only* April 28, 1992

(Date)

Formal Only _____

(Date)

DEPARTMENT Environmental Services

DIVISION Facilities & Property Management

CONTACT Bob Nilsen

TELEPHONE 248-3322

*NAME(s) OF PERSON MAKING PRESENTATION TO BOARD Bob Nilsen/Hal Ogburn

BRIEF SUMMARY Should include other alternatives explored, if applicable, and clear statement of rationale for the action requested.

Brief Board on status of new JDH site and floor plans based on current JDH staffing levels and current interworking relationships of JDH staff and public access.

(IF ADDITIONAL SPACE IS NEEDED, PLEASE USE REVERSE SIDE)

ACTION REQUESTED:

☒ INFORMATION ONLY ☐ PRELIMINARY APPROVAL ☐ POLICY DIRECTION ☐ APPROVAL

INDICATE THE ESTIMATED TIME NEEDED ON AGENDA 30 minutes

IMPACT:

PERSONNEL

☐ FISCAL/BUDGETARY

☐ General Fund

Other _____

SIGNATURES:

DEPARTMENT HEAD, ELECTED OFFICIAL, or COUNTY COMMISSIONER: *Paul Jacobson*

BUDGET / PERSONNEL /

COUNTY COUNSEL (Ordinances, Resolutions, Agreements, Contracts) _____

OTHER _____

(Purchasing, Facilities Management, etc.)

NOTE: If requesting unanimous consent, state situation requiring emergency action on back.

JUVENILE JUSTICE COMPLEX
Juvenile Court, Juvenile Justice Division
& the Donald E. Long Home
Portland • Oregon

April 1992
PROGRAM VERIFICATION
SUMMARY REPORT UPDATE

KMD No. 812-101

DRAFT

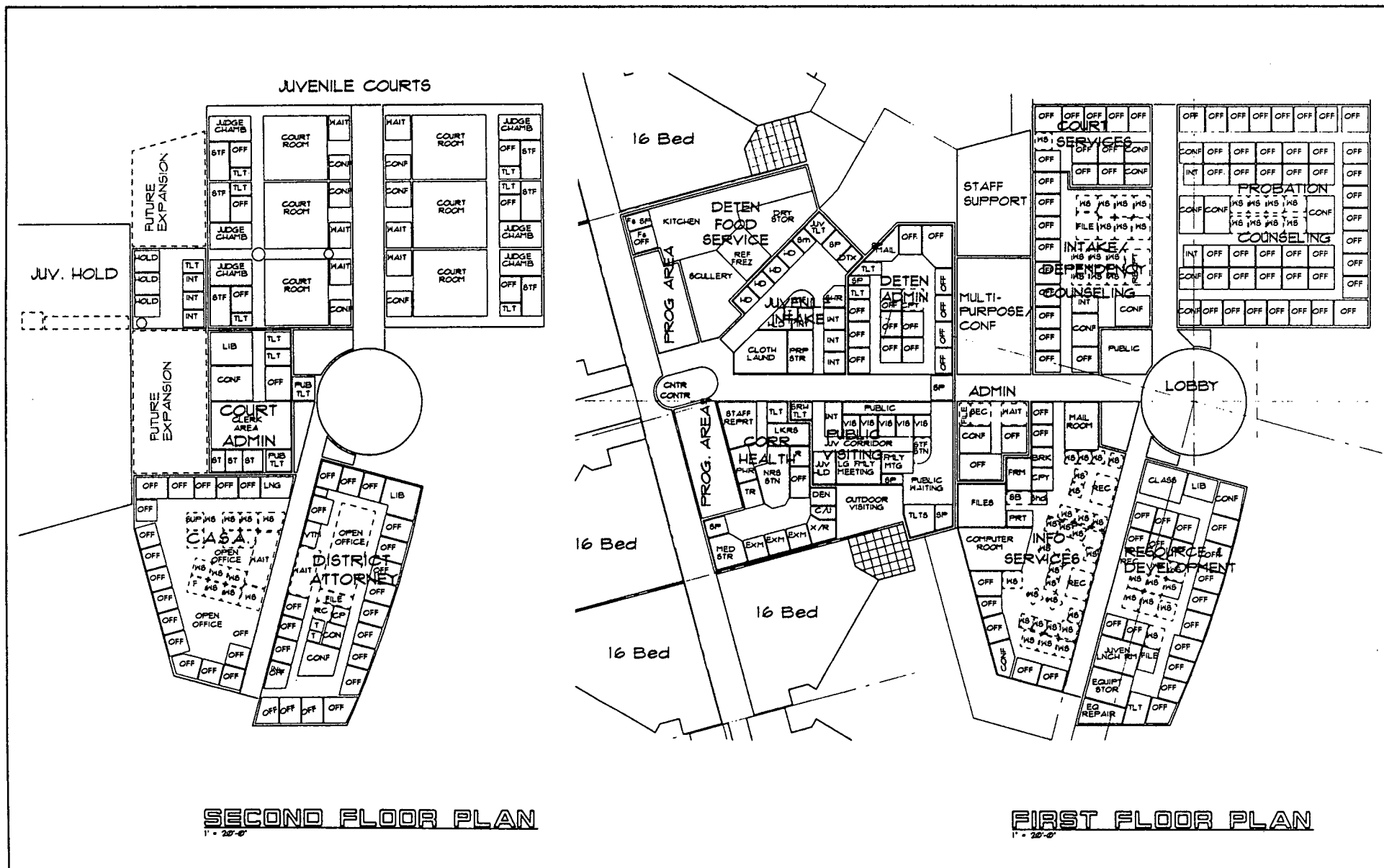
KMD ARCHITECTS &
PLANNERS, PC
P O R T L A N D • O R

STAFF AND SPACE SUMMARY

22 Apr 92

FACILITY SPACE SUMMARY

DEPARTMENT	CURRENT [JULY 1992]			3 YEARS [1995]			BUILDING DESIGN		10 YEARS [2002]		
	No.OF SPACES	TOTAL NET AREA	TOTAL GROSS AREA	No.OF SPACES	TOTAL NET AREA	TOTAL GROSS AREA	GROWTH FACTOR	TOTAL AREA	No.OF SPACES	TOTAL NET AREA	TOTAL GROSS AREA
JJD ADMINISTRATION	6	815	1223	6	815	1223		1223	6	815	1223
INFORMATION SYSTEMS	40	4385	6578	49	5690	8535	8.4%	9248	52	6165	9248
RESOURCE & DEVELOPMENT	32	3940	5910	35	4205	6308	2.4%	6458	36	4305	6458
INTAKE COUNSELING	22	2185	3278	26	2510	3765	2.2%	3847	26	2555	3833
PROBATION SERVICES I	18	2071	3107	18	2071	3107	7.5%	3339	20	2266	3399
PROBATION SERVICES II	14	1643	2465	14	1643	2465	7.5%	2649	17	1966	2949
PROBATION SERVICES III	14	1643	2465	15	1781	2672	7.5%	2872	17	1966	2949
COURT SERVICES	16	1802	2703	16	1862	2793	7.5%	3002	17	2042	3063
DETENTION HOUSING	88	18775	30040	88	19600	31360		31360	136	30340	48544
* Number of detention beds as determined by Multnomah County Commissioners											
ADMISSIONS / INTAKE	62	7915	13060	62	7915	13060		13060	62	7915	13060
SCHOOL / EDUCATION											
CORRECTIONS HEALTH	18	1590	2385	20	1790	2685		2685	20	1790	2685
* Included in Detention Housing & Admissions											
JUVENILE COURTS	63	11770	19421	77	14100	23265		23265	93	17980	29667
CASA (CRT APP. SPEC. ADV.)	18	1686	2529	29	2608	3911	15%	4498	37	3445	5168
DISTRICT ATTORNEY	28	3225	4838	34	3870	5805	10%	6386	39	4360	6540
GENERAL / SHARED SPACES	30	13780	21359	32	15280	23684	8.0%	25586	36	16765	25986
CITIZEN'S REVIEW BOARD	1	210	315	1	210	315		315	1	210	315
CENTRAL PLANT - MECH/ELECT	5.5%	4259	6692	5.5%	4727	7422	12%	8299	5.0%	5274	8300
TOTALS	468	81694	128364	521	90677	142373	4.0%	148091	614	110159	173384

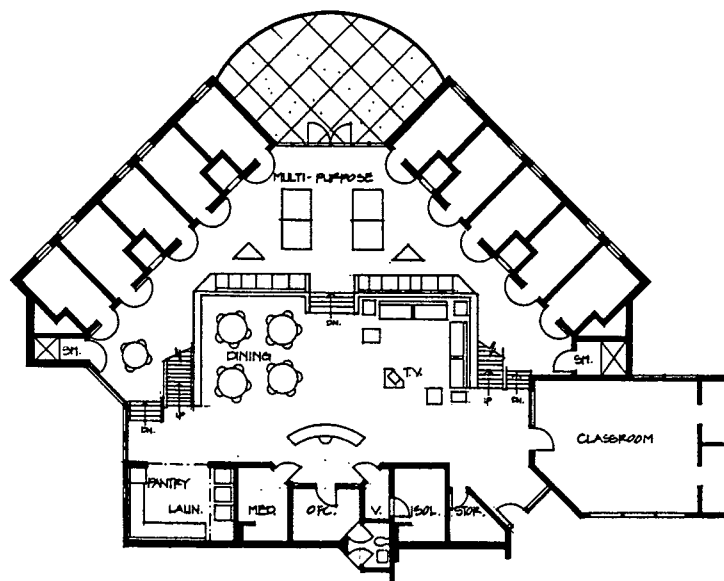


KMD ARCHITECTS AND PLANNERS
A PROFESSIONAL CORPORATION

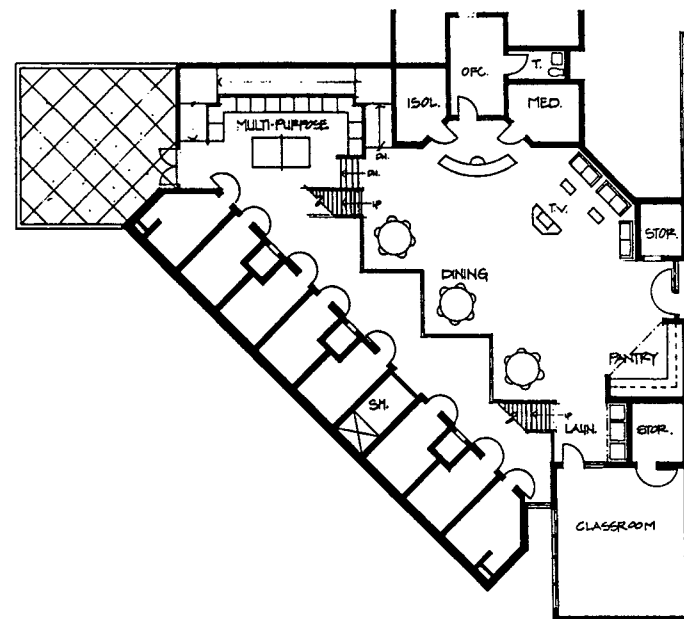
421 SW Sixth Avenue, Suite 1300 Portland, OR 97204
(503) 221-1474 FAX: (503) 227-0782

JUVENILE JUSTICE COMPLEX
Juvenile Court, Juvenile Justice Division
& the Donald E. Long Home
Portland - Oregon

17 APRIL 1992



TYPICAL 20 BED UNIT
1/8" = 1'-0"



TYPICAL 16 BED UNIT
1/8" = 1'-0"

KMD ARCHITECTS AND PLANNERS
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421 SW Sixth Avenue, Suite 1300 Portland, OR 97204
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JUVENILE JUSTICE COMPLEX
Juvenile Court, Juvenile Justice Division
& the Donald E. Long Home
Portland • Oregon

17 APRIL 1992

PROGRAM VERIFICATION

March 1992

DEPARTMENT

JUVENILE JUSTICE DIVISION
(JJD) ADMINISTRATION

DATE

18 February 1992

ATTENDING

Juvenile Justice Division
Hal Ogburn
Dwayne McNannay
Jim Anderson

Facilities Management
Bob Nilsen

KMD Architects and Planners
Vern Almon
Charles Kidwell

DEPARTMENT MISSION
AND GOALS

The Multnomah County Juvenile Justice Division is committed to:

- Protect the community.
- Hold youths accountable for their actions.
- Impose sanctions in a fair and just manner.
- Assist youth in developing skills to become contributing members of the community.
- Protection of children who are abused, neglected or abandoned.
- To demonstrate bold and innovative leadership in the community and provide staff with a work environment conducive to personal growth and development.
- A balanced approach in the juvenile justice system.

JDH administration functions as the management umbrella for the entire facility, linking together the various juvenile justice departments and sections and coordinating overall utilization of the facility. No direct services are provided to the state courts or district attorney operations.

GENERAL REQUIREMENTS

1. Staff Positions: Division Director, Assistant Director, Administrative Secretary.
2. Office spaces for the director and assistant director need to accommodate four to six people in a small conference setting.
3. The administrative secretary functions as the receptionist for this department and should be located adjacent to the waiting area.
4. A secure storage space for confidential staff files, policy and procedure documents and manuals. A mobil file storage system would be desirable to reduce space requirements.
5. JDH administration waiting area needs to be accessible to the public, although not directly adjacent. Interaction with support staff occurs on a daily basis, but not with the general public.

JUVENILE JUSTICE COMPLEX

Juvenile Court, Juvenile Justice Division & the Donald E. Long Home

KMD

STAFF AND SPACE SUMMARY

9 Apr 92

DEPARTMENT USE SUMMARY

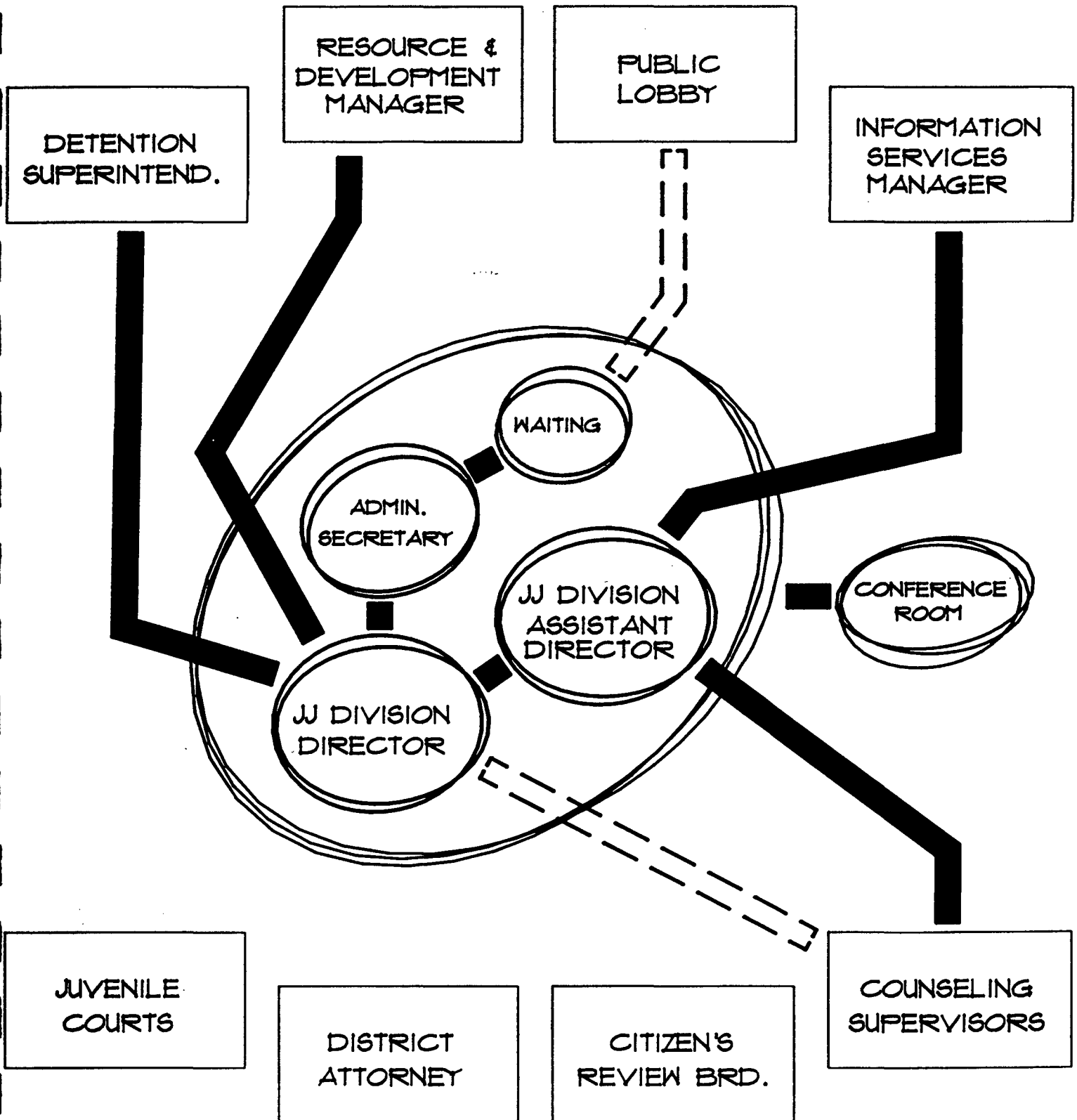
DEPARTMENT NAME: Juvenile Justice Division ADMINISTRATION

ROOM/SPACE	ROOM TYPE	No. OF PEOPLE	CURRENT NEED [JULY 1992]				NEED - 3 YEARS [1995]				NEED - 10 YEARS [2002]			
			NET	TOTAL	GRSS	TOTAL	NET	TOTAL	GRSS	TOTAL	NET	TOTAL	GRSS	TOTAL
			No.OF SPACES	ROOM AREA	NET AREA	EFFIC 1.50 AREA	No.OF SPACES	ROOM AREA	NET AREA	EFFIC 1.50 AREA	No.OF SPACES	ROOM AREA	NET AREA	EFFIC 1.50 AREA
DIRECTOR'S OFFICE	A		1	240	240		1	240	240		1	240	240	
ASSISTANT DIRECTOR	B		1	150	150		1	150	150		1	150	150	
ADMINISTRATIVE SECRETARY	F		1	75	75		1	75	75		1	75	75	
ADMIN PUBLIC WAITING		8	1	120	120		1	120	120		1	120	120	
CONFERENCE ROOM		12	1	180	180		1	180	180		1	180	180	
RECORDS STORAGE			1	50	50		1	50	50		1	50	50	
TOTALS			6	815	1223		6	815	1223		6	815	1223	

ADJACENCY DIAGRAMS

12 March 1992

JJD ADMINISTRATION



PROGRAM VERIFICATION

March 1992

DEPARTMENT

INFORMATION SYSTEMS

DATE

7 February 1992

ATTENDING

Information Systems

Jann Brown, Manager

Teresa Jones, Document Services Supervisor

Cyndi Freiermuth, Data Services Supervisor

JJD Administration

Dwayne McNanny

Multnomah County Facilities Management

Bob Nilsen

KMD Architects and Planners

Vern Almon

Charles Kidwell

DEPARTMENT MISSION
& GOALS

Performs word processing, data processing, computer services and medicaid eligibility coordination for most departments in the facility except for some record keeping that is maintained by the state court system and the district attorney's office. Central records files, office supply and photocopy services are also provided by this department.

GENERAL

1. An open office plan is acceptable if acoustic treatment is provided.
2. Effectiveness and reliability of the Support Services' staff are essential. Therefore, comfort and quality of the work environment are major priorities. Working in front of computer screens all day is tiring and stressful. Natural light would be an asset for operators.
3. There is no need to be close to public access. In terms of security it would be better to be buffered from the public.
4. An accessible flooring system throughout this department is recommended for maximum flexibility in the future for growth and to accommodate changing technology.
5. The mail room should be centrally located to improve operational efficiency for all departments. The central copy room has much activity. Must be equipped to copy very large volumes. It should be semi-secure since confidential files are copied. The copy room and mail room could be combined or located adjacent to each other.
6. Good temperature control for reliable computer operation in this department is important.

PROGRAM VERIFICATION

March 1992

DATA SERVICES

1. Data services provides centralized word processing services to all JJD departments. They are responsible for producing all outgoing material (court summaries, correspondence, etc.) generated by numerous authors in various departments by means of dictation.
2. Dictation is given over the telephone. After dictation, the word processing operator logs and prioritizes the tape of the dictation according to an established priority list. Some documents like warrants, court summaries and inter-agency materials must be processed immediately. Lower priority material such as case closings can wait up to two to three weeks to be processed which creates a large backlog.
3. Many paper copies of documents are distributed which generates a high volume of photo copy demand and mail distribution. Some documents are transmitted via fax which can reduce the overall volume slightly.
4. A suggested plan layout of data services was provided and follows this narrative.

DOCUMENT SERVICES

1. Document services manages the input, filing, access to and distribution of juvenile records for the Juvenile Justice Division. Information is developed and stored in computer media and paper files. The hard copy files need to be centralized to facilitate good management and adequate access control.
2. Accessible to the LEDS computer system (Law Enforcement Data System and NCIC, warrants, etc.) is needed. LEDS searches for warrants, etc., then sends it to NCIC to check for national records.
3. Security and limited access of computers is important, especially regarding warrants and background checks due to potential liability to the County.
4. Closed files are stored at JJD for juveniles up to age 18. After age 18 they are sent to central archives elsewhere.
5. Document Services staff normally pulls files for other departments except at night. Night intake workers and counselors pull some files when admitting juveniles with a previous record. The jacket of the file is marked to indicate that the file has been taken out. Once a file is opened its location is recorded in the computer.
6. Closed files often have a large volume of paperwork requiring a great deal of filing and adequate file storage space. The records storage area needs to be secure enough to prevent unauthorized access. Mobile storage systems could be used for about 1/3 of the storage volume to reduce space requirements.

COMPUTER SERVICES

1. The computer room housing the main frame computer is the hub of Computer Services. In addition to space for the computer unit, space for a work area for computer maintenance (10'x12') having a work bench and storage cabinets is needed. Additionally, a classroom with an adjacent equipment storage room for eight personal computers on roll-around carts. There need to be two personal computer stations with UPS systems adjacent to the main frame unit for programming purposes.

PROGRAM VERIFICATION

March 1992

2. Power conditioning and uninterruptable power supply (UPS) is essential for this department. Anti-static carpet is recommended if carpet is provided.
3. Printers need to be isolated from workstations to minimize noise distractions.
4. The computer room shouldn't be sprinklered; a dry chemical system is preferred, or a dry chemical system such as haylon. Remote storage for backup copies of all data is required in case of fire.
5. It is possible the JJD will eventually be integrated into the County "Framework Project" interfacing with the Justice Information System. This is part of a long range effort to tie criminal justice, police, juvenile, etc., together.

STAFF AND SPACE SUMMARY

22 Apr 92

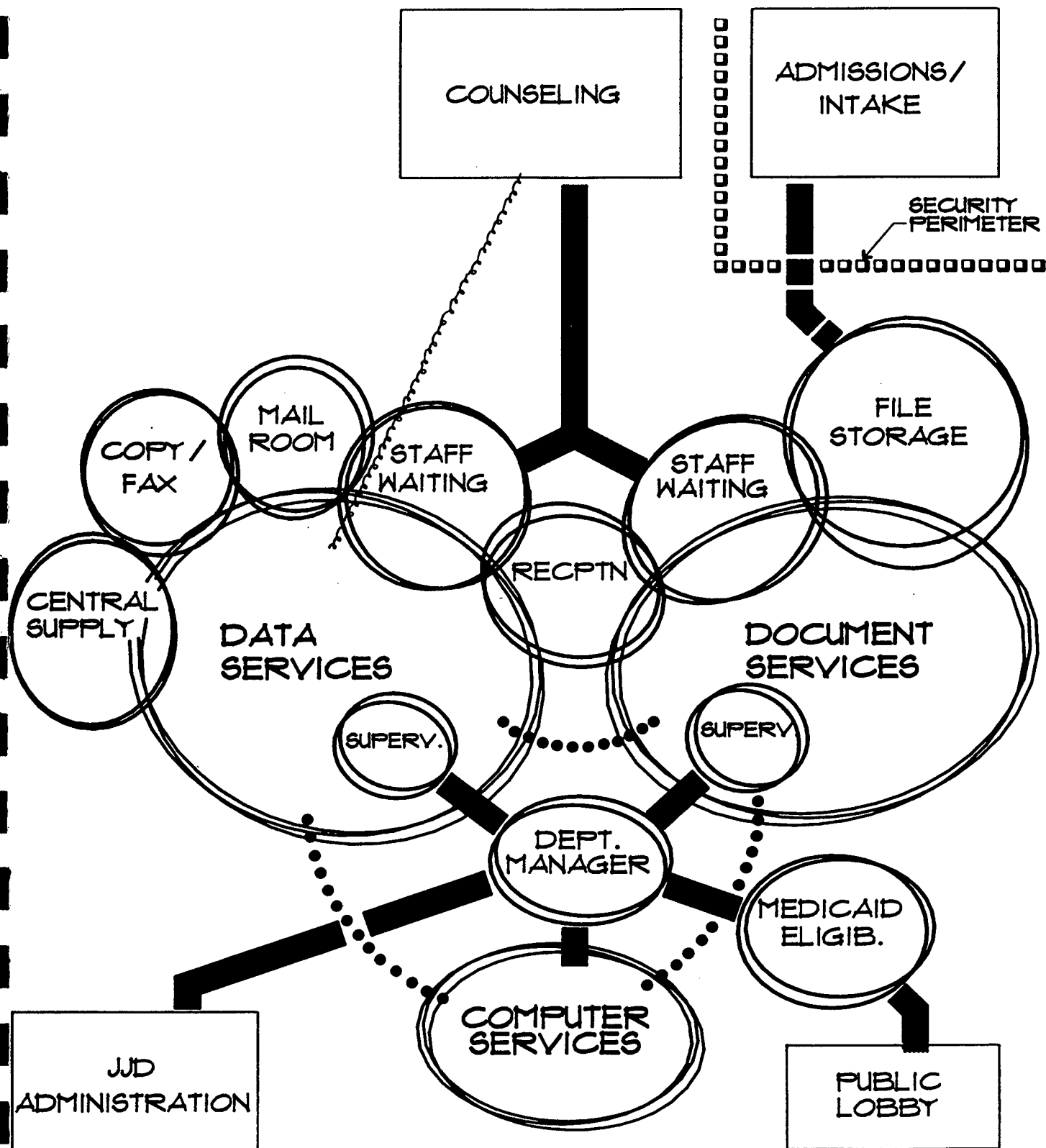
DEPARTMENT USE SUMMARY

DEPARTMENT NAME:		INFORMATION SERVICES														
ROOM/SPACE	ROOM No. OF TYPE PEOPLE	CURRENT NEED [JULY 1992]					NEED - 3 YEARS [1995]					NEED - 10 YEARS [2002]				
		NET		TOTAL	GRSS	TOTAL	NET		TOTAL	GRSS	TOTAL	NET		TOTAL	GRSS	TOTAL
		No.OF SPACES	ROOM AREA	NET AREA	EFFIC 1.50	GROSS AREA	No.OF SPACES	ROOM AREA	NET AREA	EFFIC 1.50	GROSS AREA	No.OF SPACES	ROOM AREA	NET AREA	EFFIC 1.50	GROSS AREA
MANAGER	B	1	150	150			1	150	150			1	150	150		
DOCUMENT SERV SUPERVISOR	C	1	120	120			1	120	120			1	120	120		
DOCUMENT SERVICES LEAD	E	1	85	85			1	85	85			1	85	85		
DOCUMENT SERV OPERATOR	G	4	65	260			6	65	390			7	65	455		
SUMMONS	G	1	65	65			1	65	65			1	65	65		
DATA SERVICES SUPERVISOR	C	1	120	120			1	120	120			1	120	120		
DATA ENTRY LEAD	E	1	85	85			1	85	85			1	85	85		
DATA ENTRY OPERATOR	F	6	75	450			9	75	675			10	75	750		
COMP SERV / DATA ANALIST	C	2	120	240			3	120	360			3	120	360		
COMP SERV / PROG EVAL SPEC	C		120				1	120	120			1	120	120		
COMP SERV / DATA TECH	G		65				2	65	130			2	65	130		
COMPUTER ROOM		1	400	400			1	600	600			1	600	600		
JUVENILE FILE STORAGE		1	400	400			1	700	700			1	900	900		
MEDICAID ELIGIBILITY	D	2	100	200			2	100	200			2	100	200		
RESEARCH WORKSTATION	G	2	65	130			2	65	130			2	65	130		
DICTIONATION WORKSTATION	G	1	65	65			1	65	65			1	65	65		
RECEPTIONIST	G	1	65	65			1	65	65			1	65	65		
SWITCHBOARD OPERATOR	G	1	65	65			1	65	65			1	65	65		
STAFF WAITING	5	2	150	300			2	150	300			2	150	300		
OPERATOR BREAK ROOM	3	2	75	150			2	75	150			2	75	150		
MAILROOM		1	300	300			1	350	350			1	400	400		
PHOTOCOPY CENTER		1	150	150			1	150	150			1	150	150		
FORMS ROOM (SUPPLY)		1	150	150			1	150	150			1	150	150		
OFFICE SUPPLY STORAGE		2	60	120			2	75	150			2	75	150		
COMPUTER PRINTER AREA		2	50	100			2	50	100			2	50	100		
SHREDDER ROOM		1	45	45			1	45	45			1	45	45		
SM CONFERENCE ROOM	6	0.5	90	45			0.5	90	45			0.75	90	67.5		
LG CONFERENCE / CLASSROOM	10	0.5	250	125			0.5	250	125			0.75	250	187.5		
TOTALS		40		4385		6578	49		5690		8535	52		6165		9248

ADJACENCY DIAGRAMS

12 March 1992

INFORMATION SYSTEMS



RESOURCE & DEVELOPMENT

March 1992

DEPARTMENT

RESOURCE & DEVELOPMENT

DATE

7 February 1992

ATTENDING

Resource & Development

Lorenzo Poe, Manager

Sue Larsen, Program Services, Supervisor

Marie Eighmey, Fiscal Services, Supervisor

Jody Darr, Restitution/Community Services

JJD Administration

Hal Ogburn

Dwayne McNanny

Multnomah County Facilities Management

Bob Nilsen

KMD Architects and Planners

Vern Almon

Charles Kidwell

DEPARTMENT MISSION
AND GOALS

Resource and Development is a multi-purpose section that manages and coordinates the Division's probation support programs and program planning activities. The Resource and Development Section gives the Division the capability of coordinating its probation support services effectively while also providing comprehensive planning and grant development efforts.

The goal of this section is to promote the Juvenile Justice Division's balanced approach to youth accountability, public safety, fair and just sanctions and juvenile rehabilitation. Programs are developed to interface with and support the efforts of other JJD sections, the state courts and other applicable agencies.

GENERAL

1. The Resource and Development Section manages the following programs:
 - Restitution, Including PayBACK
 - Employment and Training
 - Community Service
 - Street Law
 - Volunteers, Including Drug and Alcohol Screening
2. The Section staff also coordinates the Division's program development and grant development efforts and staff's Juvenile Court's Advisory Council and Division Training Committee.
3. The school-type classroom for use by up to 20-people is needed on a daily basis. It is used primarily for employment training classes which run four-hours per day. The classroom needs to accommodate traditional classroom seating, have individual instructional stations and be equipped for audio/visual presentations.

RESOURCE & DEVELOPMENT

March 1992

4. A conference room for 12 to 15 people seated at a large table is needed for staff meetings and training sessions one- to two-hours per day. The room needs writing, tack surfaces and A/V capabilities.
5. A multi-media library and storage area is needed for A/V equipment, books, periodicals, tapes and videos. This is a resource center for all of the programs managed by this section.
6. Offices are typically used for meetings with juveniles and their parents to discuss confidential issues, therefore they need to be private and have acoustic separation. Each office needs to be equipped with a desk, a computer terminal, a file cabinet and adequate space for a small conference with three to five people.

RESTITUTION PROGRAM

Restitution is a part of the juvenile justice code in Oregon. Restitution is the compensation paid the victim by the offender. JJD operates a restitution program called PayBACK in cooperation with the Portland Boys and Girls Club. The goal of PayBACK is to create an opportunity for young offenders to develop work skills under professional supervision by taking part in a variety of community services in order to repay victims for losses caused by their crimes.

Juvenile offenders who are placed on probation are eligible for PayBACK. They must first participate in free community service work which serves as a screening mechanism for the Boys and Girls Club. During the community service the Boys and Girls Club and Juvenile Division staff observe work habits and select those deemed appropriate for Project participation.

Those who participate in PayBACK take part in contracts for which they are paid the minimum wage out of a fund maintained by the Boys and Girls Club. Sixty percent of the youth's wages is paid to the victim. The fund maintained by the Portland Boys and Girls Club is created by tax deductible donations from private citizens and organizations.

This program needs a dedicated room with outside access (not through the public lobby), where up to 20 juveniles participating in the program will report, receive instruction and have lunch. There needs to be an equipment storage room and work shop adjacent to the report room for storage and repair of work equipment (i.e. Lawn mowers, rakes, shovels and tools). A toilet for each sex should be provided for use by these juveniles. Dedicated parking spaces for two work crew vans are required.

EMPLOYMENT & TRAINING

The Juvenile Justice Division's Employment and Training program uses a number of public and private resources to help give young people the job skills and training necessary to escape the poverty that often brings them into the juvenile justice system in the first place.

The Private Industry Council (PIC) provides training and employment services for at-risk juvenile offenders which is specifically designed to counteract further delinquent behavior. The PIC programs include year-round preemployment training and placement. Year-round which specifically targets out-of-school youth consists of three weeks of intensive skills development, that is, labor market information, resume and application preparation, job search, interviewing techniques and on-the-job communications.

RESOURCE & DEVELOPMENTMarch 1992

A summer program provides similar training for in-school, as well as out-of-school youths. The summer work experience is provided through the State Highway Division.

Youth enrollment in the Summer Program are required to complete an eight-hour preemployment training program in an approved curriculum. The participants are evaluated daily in their work experiences, and at the end of the summer, their Work Maturities Competencies are evaluated against their preemployment training scores to evaluate their growth on the job.

The Year-Round program has shown increased job retention for the youth involved. Participants are monitored at 30-, 60- and 90-day intervals once they've obtained employment and the results certainly warrant an increased effort on the program.

The at-risk juveniles in the work training program are also concurrently involved in education and social service programs, alternative schools, youth service centers, juvenile parole and youth alcohol and drug programs. This is an integral part of the Division's balanced approach designed to give young people the life skills necessary for productive adult lives.

COMMUNITY SERVICE

The community service program emphasizes the juvenile's individual, personal responsibility for his or her actions. The juvenile offender is assigned a community service site located in the general area of his or her residence, given a timeline for completing the service and ordered to report back to the Court when the service is completed.

Over 150 community organizations work with the Division to establish diverse work duties which might range from landscaping for a local church to assisting an elderly person with some special task.

The Division administers the Saturday work crew program internally. Every Saturday juveniles work with a crew supervisor county-wide assisting the Portland Park Bureau, a neighborhood association, or any other local organization in beautification projects which that organization has requested.

The Victim Offender Reconciliation Program (VORP) is active in cases where it is appropriate for the victim and offender to come together for mediation. VORP mediators are trained to guide the negotiation in a direction in which the victim's right to compensation and the offender's need for an appropriate goal can mesh.

The Juvenile Court Counselor may recommend to the Court as a condition of probation that the youth be referred to VORP. If both the victim and offender agree, the mediated settlement between the youth and victim become part of the conditions of probation.

STREET LAW

The Street Law program objectives are to provide juveniles with a positive experience regarding law and education, basic knowledge of their rights and responsibilities, critical thinking skills in relation to law and the legal system and create improved attitudes toward the legal and education systems.

RESOURCE & DEVELOPMENTMarch 1992

The program focus is to make juveniles more aware of the law in relation to society and its norms and values. It provides young people with a rationale for rules and law by showing the law's role in providing for public safety, equality and justice.

The program consists of 12 classes in which instructors use "bonding" and "opportunity" theories with the youth. Police officers, judges, prosecution and defense lawyers and others working in the field often co-teach classes, providing students the chance to see these law professionals in a positive light.

VOLUNTEERS

The Resource and Development Section coordinates a wide range of volunteer programs. It utilizes the services of diverse cross-sections of the community ranging from student to homemakers to professionals. Thousands of hours of volunteer time are coordinated by JJD staff toward various programs that benefit juveniles throughout the juvenile justice system. Volunteer programs that are on-going at this time are:

- Open Arms: Working with juveniles in detention
- Student Placements: Working in detention and support areas of JDH
- Christmas & Thanksgiving Holiday Project: Providing decorations and gifts to juveniles in detention or on probation
- Alcohol and Drug Prescreens
- Anger Management
- Courtwatch
- Field Trips

JUVENILE JUSTICE COMPLEX

Juvenile Court, Juvenile Justice Division & the Donald E. Long Home

KMD

STAFF AND SPACE SUMMARY

9 Apr 92

DEPARTMENT USE SUMMARY

DEPARTMENT NAME:		RESOURCE AND DEVELOPMENT														
ROOM/SPACE	ROOM No. OF TYPE PEOPLE	CURRENT NEED [JULY 1992]				NEED - 3 YEARS [1995]				NEED - 10 YEARS [2002]						
		NET	TOTAL	GRSS	TOTAL	NET	TOTAL	GRSS	TOTAL	NET	TOTAL	GRSS	TOTAL			
		No.OF SPACES	ROOM AREA	NET AREA	EFFIC 1.50	GROSS AREA	No.OF SPACES	ROOM AREA	NET AREA	EFFIC 1.50	GROSS AREA	No.OF SPACES	ROOM AREA	NET AREA	EFFIC 1.50	GROSS AREA
PROGRAM MANAGER	B	1	150	150			1	150	150			1	150	150		
PROGRAM SUPERVISOR	B	1	150	150			1	150	150			1	150	150		
EMPLOYMENT COORDINATOR	C	1	120	120			1	120	120			1	120	120		
TRAINER	C	2	120	240			2	120	240			2	120	240		
ASSISTANT TRAINER	D	1	100	100			1	100	100			1	100	100		
VOLUNTEER OFFICE	G	4	65	260			4	65	260			4	65	260		
STREET LAW COORDINATOR	C	1	120	120			1	120	120			1	120	120		
STREET LAW ASSISTANT	D	1	100	100			1	100	100			1	100	100		
GIRLS GANG PROG SPECIALIST	C	1	120	120			1	120	120			1	120	120		
COMMUNITY SERV COORD	C	1	120	120			1	120	120			1	120	120		
COMMUNITY SERV SPECIALIST	D	1	100	100			2	100	200			2	100	200		
FISCAL SERVICES SUPERVISOR	C	1	120	120			1	120	120			1	120	120		
FISCAL SERV PROG DEV SPEC	D	1	100	100			1	100	100			1	100	100		
FISCAL SERV PROG DEV LEAD	D	1	100	100			1	100	100			1	100	100		
FISCAL SERVICES SPECIALIST	D		100				1	100	100			2	100	200		
FISCAL SPECIALIST 2	E	1	85	85			1	85	85			1	85	85		
SENIOR OFFICE ASSIST (payroll)	F	1	75	75			1	75	75			1	75	75		
OFFICE ASSISTANT 2 (payroll)	G		65				1	65	65			1	65	65		
MEDIATION COORDINATOR	C	1	120	120			1	120	120			1	120	120		
CLERICAL ASSISTANT	G	1	65	65			1	65	65			1	65	65		
NURSE WORKSPACE	F	1	75	75			1	75	75			1	75	75		
CENTRAL FILE STORAGE		1	80	80			1	80	80			1	80	80		
MEDIA LIBRARY		1	150	150			1	150	150			1	150	150		
CLASSROOM	20	1	300	300			1	300	300			1	300	300		
LG CONFERENCE ROOM	12	1	180	180			1	180	180			1	180	180		
JUV REPORT / LUNCH ROOM	20	1	300	300			1	300	300			1	300	300		
EQUIPMENT REPAIR ROOM		1	200	200			1	200	200			1	200	200		
EQUIPMENT STORAGE ROOM		1	300	300			1	300	300			1	300	300		
JUVENILE TOILET		2	55	110			2	55	110			2	55	110		
TOTALS		32		3940		5910	35		4205		6308	36		4305		6458

PROGRAM VERIFICATION

March 1992

DEPARTMENT

JUVENILE JUSTICE DIVISION COUNSELING

DATE

11 February 1992

ATTENDING

JJD Counseling

Sharron Coulson, Intake/Dependence, Supervisor
Bill Fogarty, Probation Services I, Supervisor
Barry Friedman, Probation Services II, Supervisor
Jimmy Brown, Probation Services III, Supervisor
Bill Morris, Court Services, Supervisor

JJD Administration

Dwayne McNanny

Multnomah County Facilities Management

Bob Nilsen

KMD Architects and Planners

Vern Almon

Charles Kidwell

DEPARTMENT MISSION
AND GOALS

The Juvenile Justice Division goals are to protect the community from juveniles charged with delinquency and to hold juveniles accountable for their actions by means of fair and just sanctions, and to assist youths in developing skills to become contributing members of society. The Division also works with others to protect children who are abused, neglected or abandoned.

The Counseling sections endeavor to support the goals of the Division by working with juveniles charged with crimes or probation violations, the parents, the Courts, the District Attorney, and with other affected agencies or parties.

GENERAL

1. The Counseling Department needs to be easily accessible to the public. Access to counseling needs to be clearly distinct from the Courts and District Attorney so that confusion to the public is minimized. The internal environment should promote interaction within the Counseling Department without sacrificing privacy. Public waiting areas need to be inviting and appear non-institutional; mini-waiting areas are preferred to a single, large area.
2. Counselor offices should not be directly accessible to the public. Counselors escort juveniles and other visitors from the waiting area to their offices.
3. Each counselor needs a private office to allow for confidential conversations. Clients (juveniles) are not to be relaxed if they perceive that others may be listening. Relight windows in offices should be equipped with blinds or curtains. Often several family members are involved in conferences in addition to the juvenile client.
4. Case preparation requires a work area with a large table to lay out materials. The work area must be accessible for several people to review the materials.

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5. Both large and small conference rooms are needed throughout this Department for various purposes, including: client meetings, case preparation, staff meetings, training sessions, pre-trial conferences, skill development, training and meetings with other departments or agencies.
6. A central resource library is needed for professional and legal books, periodicals, documents and A/V materials related to case preparation and ongoing operations. This library could be shared with other JJD departments.
7. A central staff lounge/lunch room is essential to reduce job-related stress and to promote interaction among the staff from various departments.
8. Most counselors rely heavily on the telephone and the JJD computer records system. Each counselor should have a computer terminal in their office or easily accessible in an adjacent area.

**INTAKE/DEPENDENCY
COUNSELING**

1. Intake is the Division's main interface with public and private agencies. The unit consists of a supervisor, day counselors, after-hour counselors, and clerical support staff.
2. Whenever possible and appropriate, Intake diverts children from the Juvenile Justice system - using community service programs such as Youth Service Centers, Mainstream and Theft Talk. When a private citizen has a problem with a child or a child has a problem with a parent or other adult, it is often an Intake counselor who first interacts with them. The counselors handle phone queries and people who come directly to the Juvenile Justice Division with problems.
3. Intake counselors interview all children taken into custody to determine the least restrictive alternative for dealing with them, a requirement under Oregon law. Some are held for hearings; some are released to shelter care placement through agencies such as Harry's Mother, Boys and Girls Aid, or the Children's Services Division. Others are returned to their homes in accord with the Juvenile Code and local Court rules. Counselors endeavor to make certain that children with individualized education programs have their needs met. They also interact with special education advocates for children held in custody.
4. Intake is also responsible for setting up preliminary hearings, expunging records, reviewing guardianship cases, and reviewing cases where children are temporarily committed to the Children's Services Division as wards of the Court.
5. When juveniles are brought by police to Admissions Intake, an interview/screening is conducted by the Intake Counselor with the juvenile and police in an interview room. If the juvenile is to be admitted, an evaluation is made to determine which detention wing is appropriate and the juvenile is escorted there.
6. If a child is abused, neglected or in danger, or needs to be taken to the hospital (or remain in a hospital), Intake workers will, with court permission, secure an order giving the hospital the right to keep the child.

PROGRAM VERIFICATION

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7. Out of state runaways or offenders are interviewed and processed on a regular basis in an intake room equipped with a telephone for long distance calls. Juveniles are also brought out of detention to this room to make long distance phone calls.
8. Intake counselors also prepare cases for preliminary hearings, process adjudication of status offenders, and work with attorneys.
9. Dependency counselors function as consultants to the District Attorney, Children's Services Division, and other agencies in cases of abuse, neglect, and abandonment. Recognized for their experience and knowledge in this difficult area, the dependency counselors participate in child planning conferences with Children's Services Division caseworkers and deputy district attorneys where they jointly review reports and witnesses in order to draft petitions and case plans.
10. Dependency counselors attend pretrial conferences. If a difference of opinion about the disposition of a case exists, they may also attend subsequent formal hearings.
11. The dependency counselors carry high case loads but are assisted by dependency technicians and office assistants who arrange such processes as setting up child planning conferences and hearings. They also coordinate schedules to ensure that deputy district attorneys, Children's Services Division caseworkers, parents, and other interested parties are able to attend the appropriate Court functions.
12. Intake and dependency counselors have different responsibilities and do not require direct adjacency to each other. The primary connection is that they are supervised by the same person at this time. Dependency counselors have a greater need to interact with the parents of juveniles and outside agencies. Intake counselors need to have immediate access to Detention Admissions/Intake and tend to have less public interaction.

PROBATION SERVICES

1. Probation is a primary responsibility of the Juvenile Justice Division Counseling section. It is through probation that JJD intervenes in the lives of juveniles and their families in order to help protect the community while carrying out the Court's objective of placing the young offender in the least restrictive alternative available.
2. The primary task of Probation counselors is to provide necessary assistance to youth to enhance their performance in meeting the terms of probation. This is accomplished through the development of a case plan jointly created by the juvenile and counselor.
3. In addition to assisting youth, Probation counselors monitor the youth's performance and report to the Court regarding programs. Counselors are responsible for recommending changes in probation for those youth experiencing difficulty in accomplishing the goals of their probation. After a juvenile has been placed on probation or signed a contract, the Juvenile Justice Division assigns a counselor to work directly with the child. During the initial interview the counselor examines the pattern specific offense in detail.

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The counselor assesses various factors, including drug/alcohol abuse, family, peers, skills/strengths and goals.

4. After the evaluation process is completed, the counselor develops an individual probation plan which specifically outlines the probation goals and those skills development steps necessary for successful completion.
5. During the period of a juvenile's probation, the Juvenile Justice Division provides the youth with a skills training designed to help him/her escape the delinquent behavior which led to the current problems with the Juvenile Court system. This training is designed to make the child a contributing member of his/her community.
6. Skills development activities range from participation in skills groups, employment training, alcohol and drug treatment, Outward Bound, and so on. The training focuses the child's attention on clarifying values, improving self image, managing anger, developing listening skills, ways of making friends, and means of identifying with his/her culture.
7. The Sex Offense and Options Programs are managed by the Probation Services I section. The Sex Offense Program deals with male juveniles who are convicted of sex-related crimes and are placed on probation. "Options" is a rehabilitation program for females convicted of prostitution. Management of these programs is a team effort by the counselors in this Section. Juveniles in these programs are generally not being held in detention. They live at home or in a foster home and have frequent telephone or personal contact with the counselors. The program provides treatment that includes group counseling of 8-10 juveniles. These counseling sessions should occur in a space with a "living room" environment and good acoustic attenuation. Visual aids and audio/visual equipment are also used on a regular basis.

COURT SERVICES

1. The adjudication unit was created to isolate the Court process as much as possible from the social services aspect of probation counselors delinquency caseloads. Adjudication counselors are assigned cases initially deemed remands, commitments to the State Training School, new felonies and many misdemeanors. This involves interviewing juvenile offenders, contacting families and victims, schools and agencies which have an interest in the case; writing Court reports highlighting the findings of their investigations; and making disposition recommendations to the Court. In addition, adjudication counselors shepherd juvenile clients through the Court hearings.
2. After completing the hearing process, an adjudication counselor either transfers the case to a Juvenile Justice Division probation counselor for follow-up or refers the case to an agency designated by the Court.

FUTURE CONSIDERATIONS

The State is currently considering reorganization of some programs, requiring counties to manage them locally. Two departments that could be transferred to the County are Juvenile Parole and Children Services Division, Delinquency Services. A determination about this should occur by May 1992. The impact on the facility would be the addition of 30 to 40 staff positions and related support space. Adjacency requirements are currently unknown.

JUVENILE JUSTICE COMPLEX

Juvenile Court, Juvenile Justice Division & the Donald E. Long Home

KMD

STAFF AND SPACE SUMMARY

22 Apr 92

DEPARTMENT USE SUMMARY

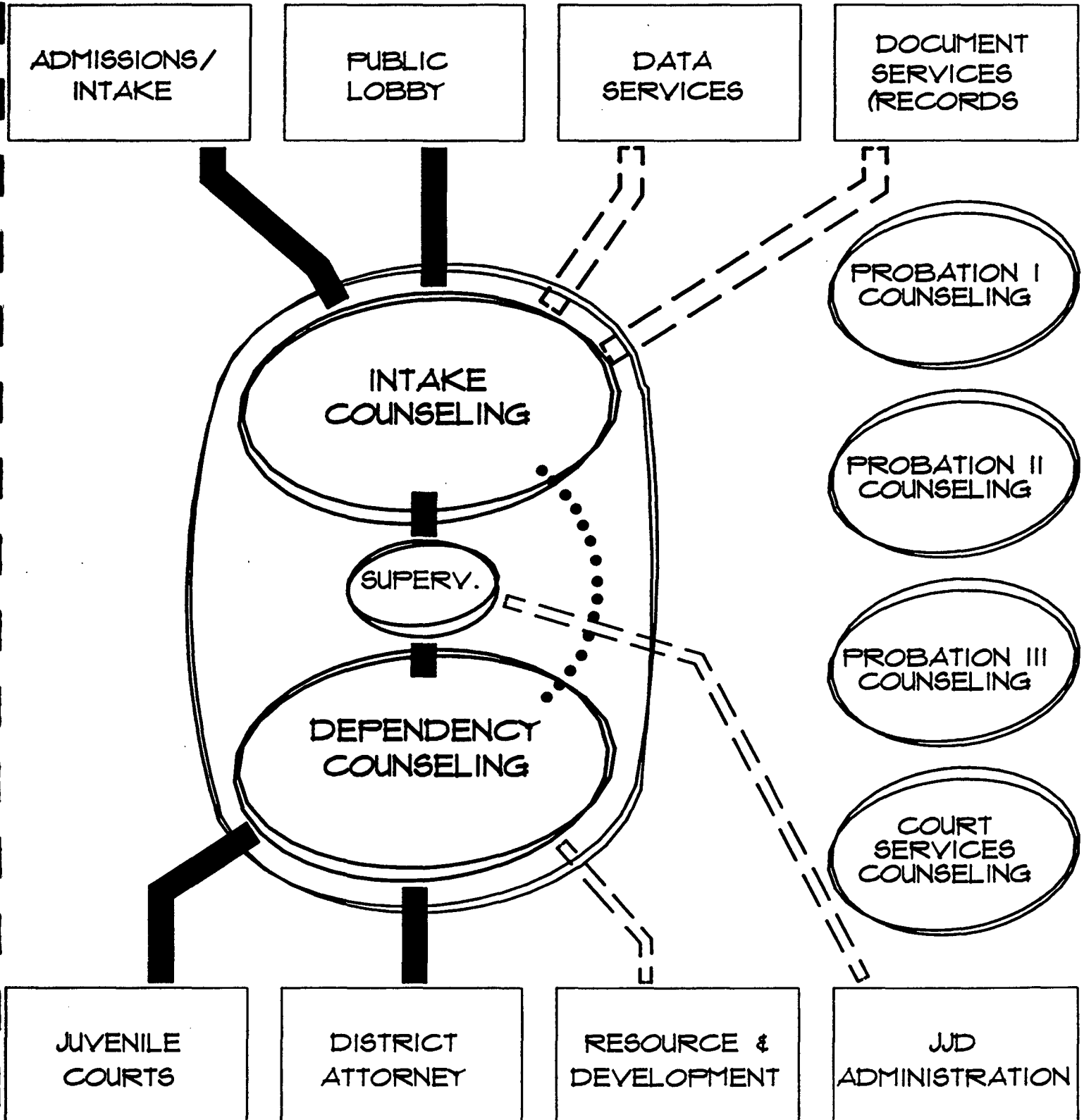
DEPARTMENT NAME: INTAKE / DEPENDENCY COUNSELING

ROOM/SPACE	ROOM TYPE	No. OF PEOPLE	CURRENT NEED [JULY 1992]				NEED - 3 YEARS [1995]				NEED - 10 YEARS [2002]			
			No. OF SPACES	NET ROOM AREA	TOTAL NET AREA	GRSS EFFIC 1.50 GROSS AREA	No. OF SPACES	NET ROOM AREA	TOTAL NET AREA	GRSS EFFIC 1.50 GROSS AREA	No. OF SPACES	NET ROOM AREA	TOTAL NET AREA	GRSS EFFIC 1.50 GROSS AREA
SUPERVISOR	B		1	150	150		1	150	150		1	150	150	
INTAKE COUNSELOR	C		6	120	720		6	120	720		6	120	720	
DEPENDENCY COUNSELOR	C		3	120	360		3	120	360		3	120	360	
DEPENDENCY TECHNICIAN	F		2	75	150		4	75	300		4	75	300	
CLERICAL SUPERVISOR	E		1	85	85		1	85	85		1	85	85	
SENIOR OFFICE TECHNICIAN	E		1	85	85		1	85	85		1	85	85	
OFFICE ASSISTANT II	G		4	65	260		6	65	390		6	65	390	
STUDENT OFFICE	F		1	75	75		1	75	75		1	75	75	
INTERVIEW ROOM		6	1	90	90		1	90	90		1	90	90	
CONFERENCE ROOM		15	0.5	180	90		0.75	180	135		1	180	180	
FILE SPACE			1	120	120		1	120	120		1	120	120	
TOTALS			22		2185	3278	26		2510	3765	26		2555	3833

ADJACENCY DIAGRAMS

12 March 1992

INTAKE / DEPENDENCY COUNSELING



JUVENILE JUSTICE COMPLEX

Juvenile Court, Juvenile Justice Division & the Donald E. Long Home

KMD

STAFF AND SPACE SUMMARY

22 Apr 92

DEPARTMENT USE SUMMARY

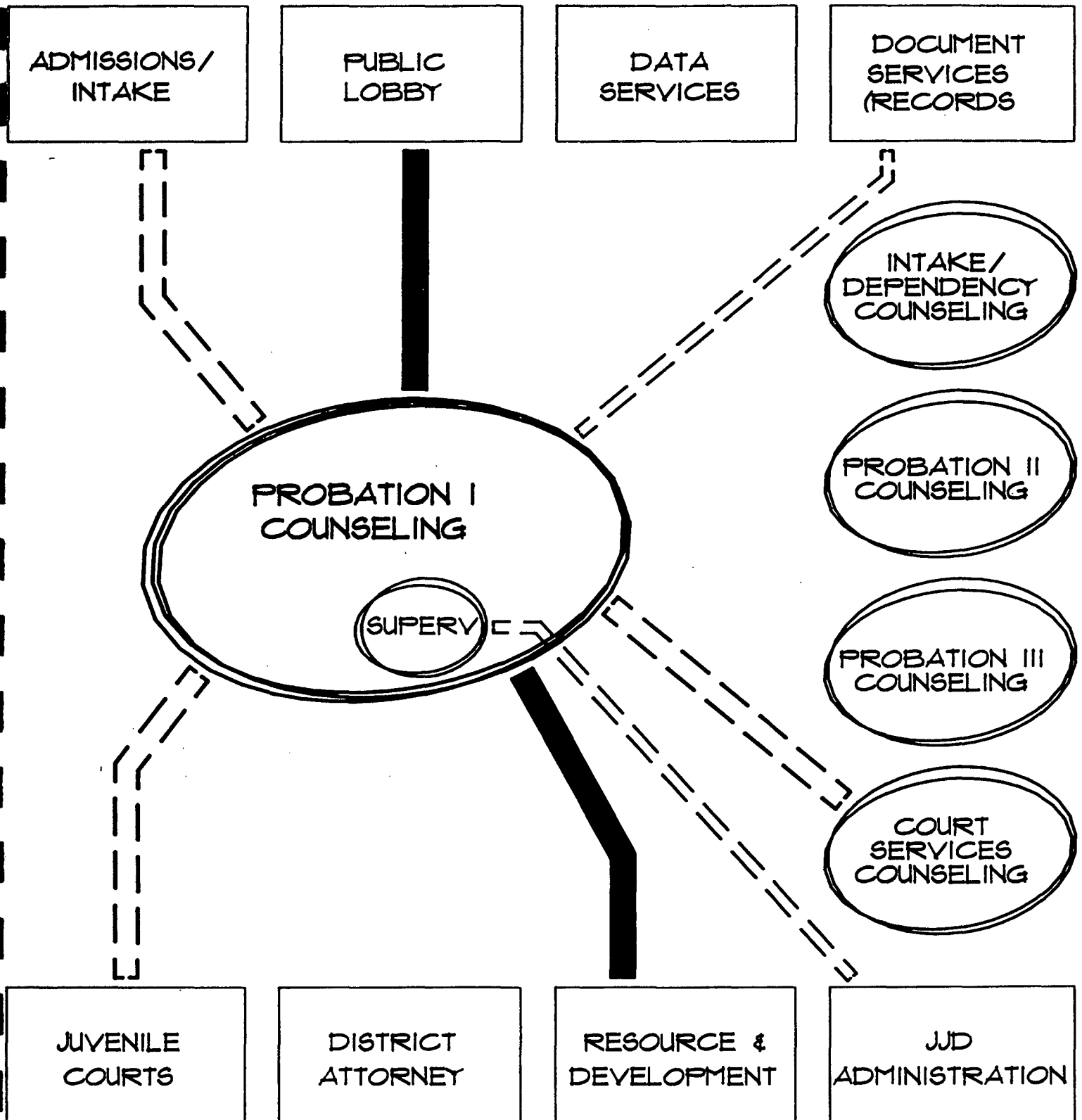
DEPARTMENT NAME: PROBATION SERVICES I COUNSELING (Incl. Sex Offence & Options)

ROOM/SPACE	ROOM No. OF TYPE PEOPLE	CURRENT NEED [JULY 1992]				NEED - 3 YEARS [1995]				NEED - 10 YEARS [2002]			
		NET	TOTAL	GRSS	TOTAL	NET	TOTAL	GRSS	TOTAL	NET	TOTAL	GRSS	TOTAL
		No. OF SPACES	ROOM AREA	NET AREA	EFFIC 1.50 AREA	No. OF SPACES	ROOM AREA	NET AREA	EFFIC 1.50 AREA	No. OF SPACES	ROOM AREA	NET AREA	EFFIC 1.50 AREA
SUPERVISOR	B	1	150	150		1	150	150		1	150	150	
COUNSELOR (In-house)	C	10	120	1200		10	120	1200		11	120	1320	
COUNSELOR (off-campus)	C	3	120	360		3	120	360		3	120	360	
STUDENT OFFICE	F	1	75	75		1	75	75		2	75	150	
THERAPY / SKILLS ROOM	6	1	90	90		1	90	90		1	90	90	
SMALL CONFERENCE ROOM	8	1	96	96		1	96	96		1	96	96	
LARGE CONFERENCE ROOM	20	0.5	200	100		0.5	200	100		0.5	200	100	
TOTALS		18		2071	3107	18		2071	3107	20		2266	3399

ADJACENCY DIAGRAMS

12 March 1992

PROBATION I COUNSELING



STAFF AND SPACE SUMMARY

22 Apr 92

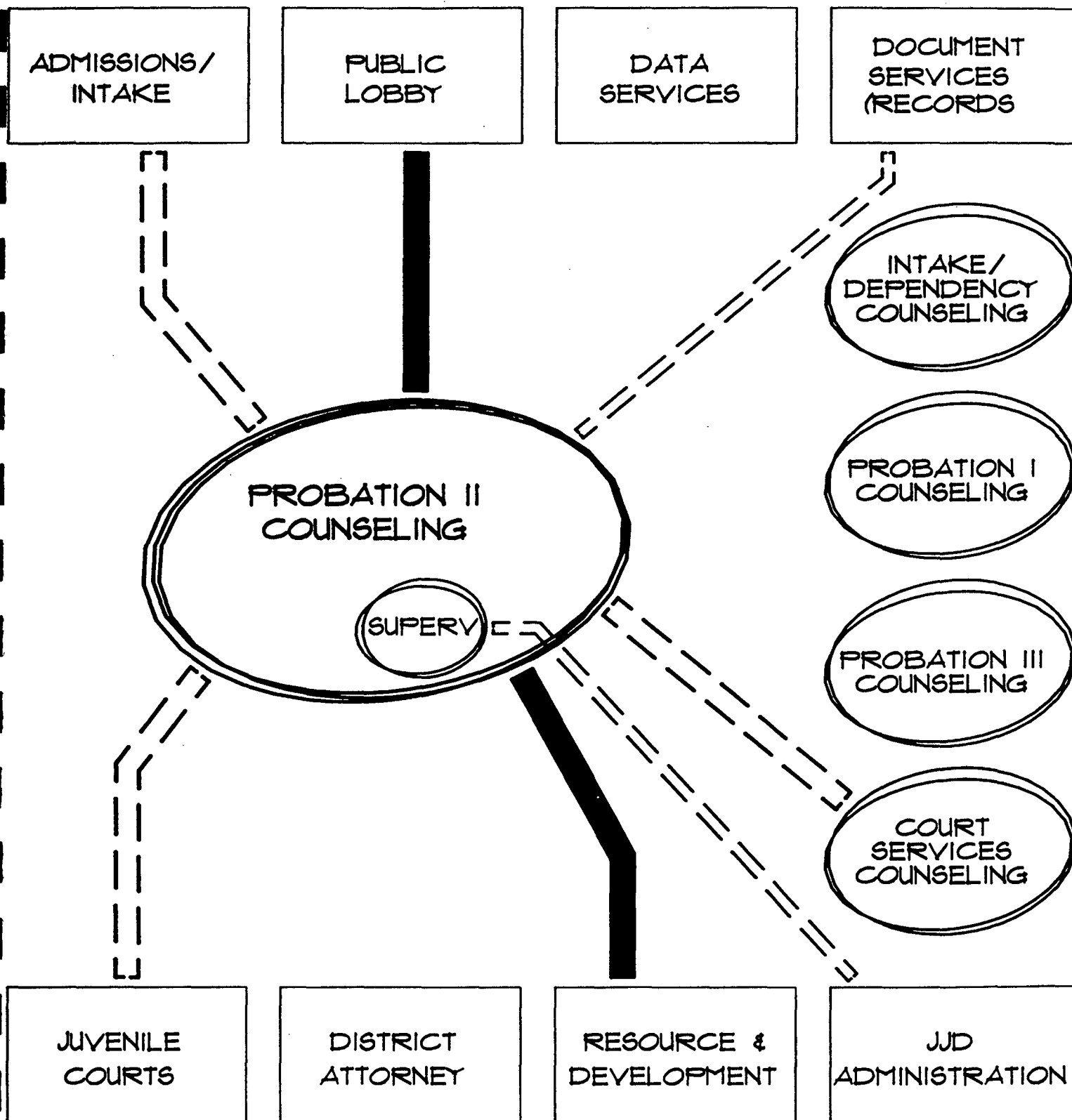
DEPARTMENT USE SUMMARY

DEPARTMENT NAME: PROBATION SERVICES II COUNSELING																
ROOM/SPACE	ROOM No. OF TYPE PEOPLE		CURRENT NEED [JULY 1992]				NEED - 3 YEARS [1995]				NEED - 10 YEARS [2002]					
			NET	TOTAL	GRSS	TOTAL	NET	TOTAL	GRSS	TOTAL	NET	TOTAL	GRSS	TOTAL		
			No.OF SPACES	ROOM AREA	NET AREA	EFFIC 1.50	GROSS AREA	No.OF SPACES	ROOM AREA	NET AREA	EFFIC 1.50	GROSS AREA	No.OF SPACES	ROOM AREA	NET AREA	EFFIC 1.50
SUPERVISOR	B	1	150	150			1	150	150			1	150	150		
COUNSELOR (off-campus)	C	8	120	960			8	120	960			9	120	1080		
INTERVENTION SPECIALIST	C	2	120	240			2	120	240			2	120	240		
OFFICE ASSISTANT II	G	1	65	65			1	65	65			2	65	130		
INTERVIEW ROOM	6	1	90	90			1	90	90			1	90	90		
SMALL CONFERENCE ROOM	8	0.5	96	48			0.5	96	48			1	96	96		
LARGE CONFERENCE ROOM	15	0.5	180	90			0.5	180	90			1	180	180		
TOTALS		14	1643	2465			14	1643	2465			17	1966	2949		

ADJACENCY DIAGRAMS

12 March 1992

PROBATION II COUNSELING



STAFF AND SPACE SUMMARY

22 Apr 92

DEPARTMENT USE SUMMARY

DEPARTMENT NAME: PROBATION SERVICES III COUNSELING																	
ROOM/SPACE	ROOM No. OF TYPE PEOPLE		CURRENT NEED [JULY 1992]					NEED - 3 YEARS [1995]					NEED - 10 YEARS [2002]				
			NET		TOTAL	GRSS	TOTAL	NET		TOTAL	GRSS	TOTAL	NET		TOTAL	GRSS	TOTAL
			No.OF SPACES	ROOM AREA	NET AREA	EFFIC 1.50	GROSS AREA	No.OF SPACES	ROOM AREA	NET AREA	EFFIC 1.50	GROSS AREA	No.OF SPACES	ROOM AREA	NET AREA	EFFIC 1.50	GROSS AREA
SUPERVISOR	B		1	150	150			1	150	150			1	150	150		
COUNSELOR (off-campus)	C		8	120	960			8	120	960			9	120	1080		
INTERVENTION SPECIALIST	C		2	120	240			2	120	240			2	120	240		
OFFICE ASSISTANT II	G		1	65	65			1	65	65			2	65	130		
INTERVIEW ROOM	6		1	90	90			1	90	90			1	90	90		
SMALL CONFERENCE ROOM	8		0.5	96	48			1	96	96			1	96	96		
LARGE CONFERENCE ROOM	15		0.5	180	90			1	180	180			1	180	180		
TOTALS			14		1643		2465	15		1781		2672	17		1966		2949

JUVENILE JUSTICE COMPLEX

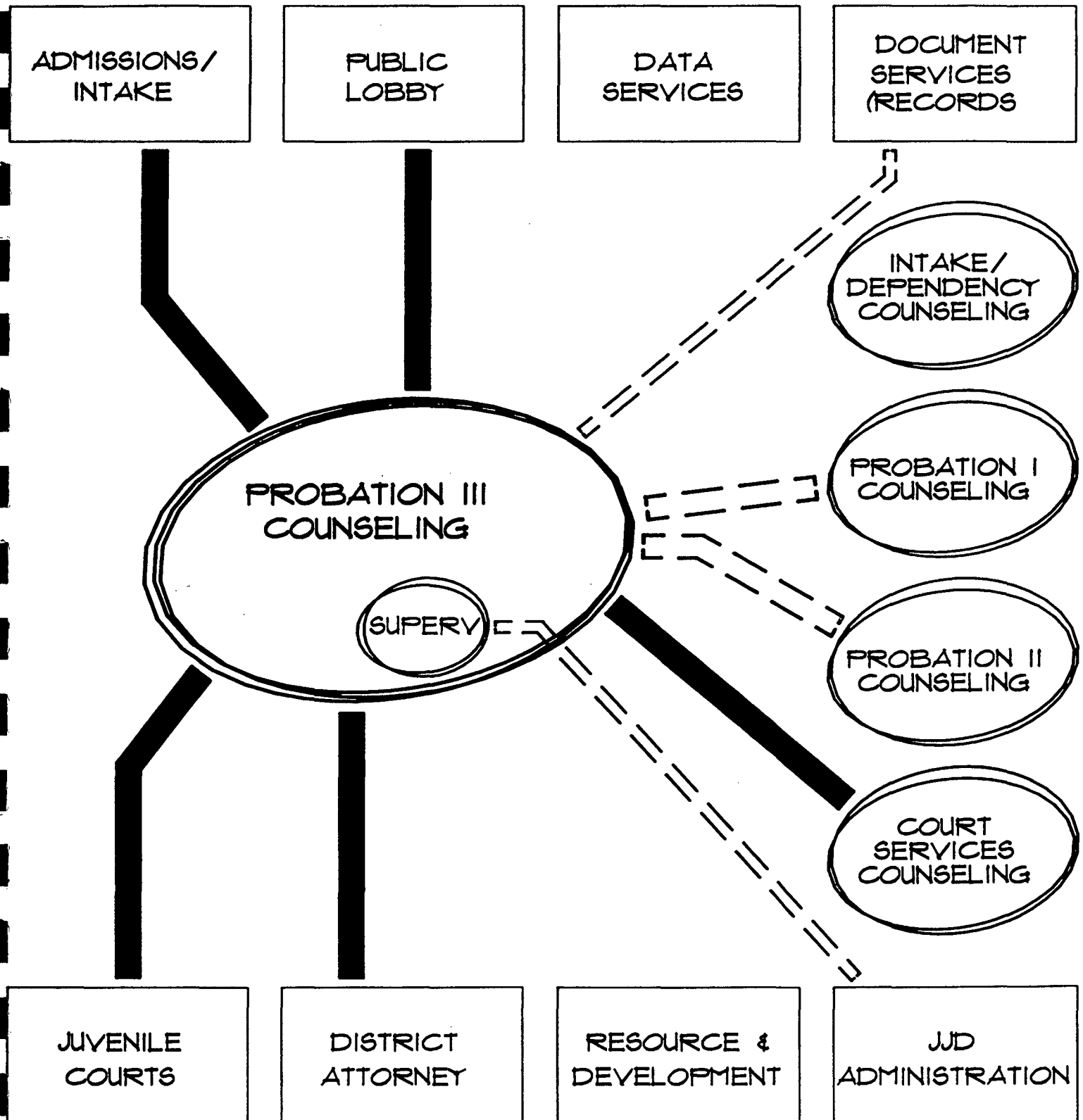
Juvenile Court, Juvenile Justice Division & The Donald E. Long Home

KMD

ADJACENCY DIAGRAMS

12 March 1992

PROBATION III COUNSELING



JUVENILE JUSTICE COMPLEX

Juvenile Court, Juvenile Justice Division & the Donald E. Long Home

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STAFF AND SPACE SUMMARY

22 Apr 92

DEPARTMENT USE SUMMARY

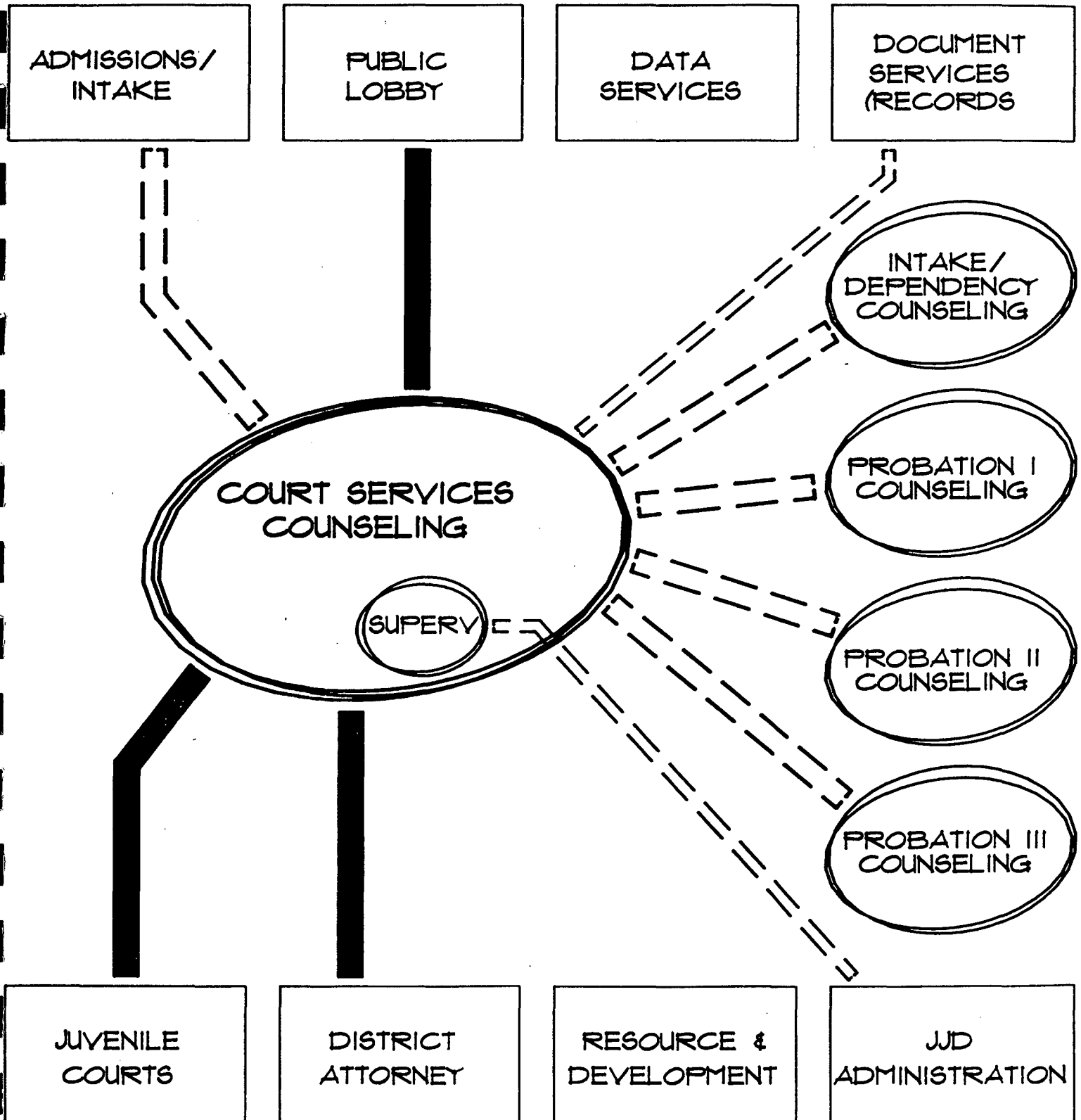
DEPARTMENT NAME: COURT SERVICES COUNSELING

ROOM/SPACE	ROOM TYPE	No. OF PEOPLE	CURRENT NEED [JULY 1992]				NEED - 3 YEARS [1995]				NEED - 10 YEARS [2002]			
			NET	TOTAL	GRSS	TOTAL	NET	TOTAL	GRSS	TOTAL	NET	TOTAL	GRSS	TOTAL
			No. OF SPACES	ROOM AREA	NET AREA	EFFIC 1.50 AREA	No. OF SPACES	ROOM AREA	NET AREA	EFFIC 1.50 AREA	No. OF SPACES	ROOM AREA	NET AREA	EFFIC 1.50 AREA
SUPERVISOR	B		1	150	150		1	150	150		1	150	150	
JUVEN. COURT COUNSELOR	C		10	120	1200		10	120	1200		11	120	1320	
STUDENT OFFICE	F		1	75	75		1	75	75		1	75	75	
OFFICE ASSISTANT II	G		1	65	65		1	65	65		1	65	65	
SMALL CONFERENCE ROOM		8	2	96	192		2	96	192		2	96	192	
LARGE CONFERENCE ROOM		20	0.5	240	120		0.75	240	180		1	240	240	
TOTALS			16		1802	2703	16		1862	2793	17		2042	3063

ADJACENCY DIAGRAMS

12 March 1992

COURT SERVICES COUNSELING



PROGRAM VERIFICATION

March 1992

DEPARTMENT

DETENTION HOUSING, ADMISSIONS/INTAKE

DATE

12 February 1992

ATTENDING

Donald E. Long Home
Jim Anderson, Superintendent
Gary Long
Thúy Vanderlinde
Rich Scott
Lon Cook (AITP)

Juvenile Rights Projects
Julie McFarlane
Lynn Travis

Multnomah Co. Facilities Management
Bob Nilsen

Donald E. Long School
Bill McFarlane, Principal
Rhonda Thompson
Blaine Dickson

KMD Architects and Planners
Vern Almon
Charles Kidwell

Clackamas County Juvenile Court
Don Welch

DEPARTMENT MISSION
AND GOALS

The Donald E. Long Home, or JDH as it is known to most young people in the community, provides secure custody detention services for Multnomah, Clackamas and Washington Counties. A primary goal is to provide a safe environment for both juveniles in custody and staff.

GENERAL REQUIREMENTS

1. Juveniles from the age of 12 to 17 who meet the detention criteria established by state law may be housed in detention from the time of their arrest to their adjudication. Children may also be housed in detention for up to eight days by Court disposition or as a Court ordered consequence of probation violation.
2. The detention program includes various activities designed to teach basic life and social skills and encourage acceptance of responsibility for one's actions. Young people are responsible for cleaning their own rooms and the shared living areas; they are graded on their efforts.
3. Juveniles are required to attend school while in detention and receive daily grades for their performance. The Multnomah Education Service District administers the school program and a separate crafts program. All students are level tested to determine appropriate teaching materials and can earn school credits transferable to their own schools. At least two exercise periods are available each day, supervised in the daytime by teachers and in the evening by group work staff.
4. Other available activities include various volunteer programs, a chaplaincy program, and a Multnomah County Health Department class on sexually transmitted diseases and other health concerns. Medical services are available through the Multnomah County Detention Center medical department.

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5. Space Availability:

- a. Program currently operates within capacity, according to room availability. Admissions have remained fairly constant – between 2,400 to 2,700 per year over the past four years. Some juveniles who could be held are released due to lack of staff or space. Peak demand occurs on weekends.
- b. Multnomah County provides space through contract to Clackamas and Washington Counties – a total of 12 beds, currently. The need for this contract space is expected to increase significantly in the next few years.

6. Sentences:

- a. The maximum juvenile sentence is eight days; 30 days for those assigned to the A.I.T.P. (Assessment Intervention Treatment Program); several eight day sentences for multiple offenses are usually served concurrently. The average length of stay for juveniles in detention is 4.86 days.
- b. Probation offenders can be detained up to eight days; some are detained two days (weekends) per week for four weeks, reducing the number of beds available for weekend offenders.
- c. Consecutive eight day sentences are rare. Typically, juveniles that return have committed another offense after the first sentence is served.

DETENTION HOUSING

1. There are currently five detention units in operation, with a total of 98-beds available for detention use, utilized as follows:
 - a. Boys I: Youngest/least risk (18-beds utilized)
 - b. Boys II: Medium age and risk (20-beds utilized)
 - c. Boys III: Oldest/highest risk (22-beds utilized)
 - d. Girls Unit: (18-beds available/average 12-14 beds utilized)
 - e. AITP Unit: (20-beds available/average 12-14 beds utilized.)
2. The Multnomah County Board has directed that the detention housing be designed for a total of 88-beds. Utilization will be as follows:
 - a. Boys I: 20-beds
 - b. Boys II: 20-beds
 - c. Boys III: 20-beds
 - d. Girls Unit: 14-beds
 - e. AITP Unit: 14-beds
3. The severity of crimes for which juveniles may be held in detention has increased in recent years due to changes in state law. Typically, most juveniles held in detention have been charged with a moderate to serious crime ranging from assault or burglary, to rape or murder. Many juveniles have been involved with gangs and/or drug related activities. Weapons such as guns and knives are often involved.

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4. All detention units need to be designed with individual detention cells rather than dormitory style housing in order to allow adequate monitoring and control. Detention units are to be designed for compliance with American Correctional Association (ACA) Standards for Juvenile Detention. The County intends to apply for certification. It is also intended that the new design address and resolve the issues pending in the current litigation related to this facility.
5. Juveniles in detention are generally managed in group-oriented activities. They have some individual chores within the unit such as serving meals, making their beds and housekeeping.
6. The maximum group size recommended for two counselors is 20 juveniles; more creates a security risk (one worker per eight or nine detainees is preferred). Two people can manage a group of 16-18 under normal circumstances. Ideally a detention unit should not function at maximum capacity on a regular basis. Parts of the program are stretched to the limit which make the facility and operation less effective. The staff is overloaded by the demands of the legal system.
7. Cells are mainly used for sleeping, although with permission detainees can use the cells at other times. They are unlocked during the day unless the juvenile needs to be locked in, and are locked at night. Cells must be safe, without sharp edges or projections. Each cell will be single occupancy with toilet and wash basin. A medical isolation room is needed to protect self-destructive youths. It should have soft restraints and be monitored directly from the unit Control Room. A disciplinary isolation cell with sound separation is needed for temporary isolation of extremely disruptive detainees.
8. The living room/dayroom is used for games, television, writing letters and group program activities.
9. The classroom is used by the school teacher for instruction. It should be equipped with a toilet so that juveniles don't need to leave during class.
10. A small laundry room is used for washing incidental items.
11. The unit kitchen is to be used primarily for snacks and warming food prepared outside of the housing unit. No food prep or storage occurs in the unit kitchen.
12. A multi-purpose room is used for crafts, recreation or group counseling.
13. A staff office (unit control) for two group workers is needed which should have adjacent secure storage and a staff toilet. Glassed offices appear authoritarian, creating an "us-and-them" atmosphere. Staff must be able to move into area securely, in the case of a juvenile becoming violent. Office must be lockable to prevent theft by detainees.
14. Provide storage room for janitorial supplies, equipment and miscellaneous items or specialties (i.e. Christmas tree decorations).

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ADMISSIONS/INTAKE

15. Regarding the original housing pod design, the classroom location should be switched with the dining room in 20-bed unit. In the 14-bed unit the dining room can be eliminated, with the classroom located in its place. (Meals will be eaten in the dayroom or multi-purpose room in the 14-bed units.)
1. Separate access (entrances) for visitors and law enforcement officers are needed. A sallyport is needed at each access point between the admission/intake area and all other interior or exterior zones.
2. Male and female juveniles are usually separated but sometimes brothers and sisters are kept together.
3. The central control room staff monitors the closed circuit TV, checks juveniles into the holding area, takes inquiries from police or sheriff officers, and deals with computers. Without additional staff, it would be difficult to manage any other responsibilities. A control room with visibility of the intake area, visiting area, holding rooms and police interview rooms is needed. Computer, copy machine, alarm systems and video monitors need to be included. Placement of equipment is important for maximum efficiency. The control room must be large enough to accommodate two staff and one volunteer at a time.
4. A large secure waiting area for admissions should be visible from the central control room. It needs to be accessible to the police and staff who have juveniles in custody, but should not have public access. The waiting area should be adjacent to the holding rooms.
5. One large visiting room and two small visiting rooms are needed where visitors of rival gangs could be separated and high security youths isolated. In addition, two rooms for attorney interviews (up to four people) are needed.
6. Separate male and female toilets are needed for visitors and detainees to ensure that contraband is not left in bathrooms by visitors.
7. Parents are not searched and can circulate freely with detained youths. All visiting is contact. It is preferable to have contact room with a high security entrance than non-contact rooms. A waiting area is needed where parents lock up bags or purses and go through a metal detector before visit. Area should appear to be high security. The image should reflect trust, not heavy-handedness. The high security image might be softened with a hidden metal detector located at the sallyport.
8. The admissions area needs to interface with police and sheriff. Three small police interview rooms are needed. Some juveniles become hostile toward the police and must be physically restrained and moved to a holding room. Police and holding rooms should not have view of each other.
9. The admissions area should include a search facility, shower and dressing area. Presently juveniles' clothing is stored in the detention unit and the group worker in unit conducts strip search for weapons, etc. This compromises monitoring of the rest of the detainees in the unit. The strip/shower/change procedure at admissions would require two additional

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admissions officers (male and female).

10. A conference area is needed for a maximum of two-hours per day after preliminary hearings, for juveniles to sign contracts and for staff to talk with parents. Usually a juvenile who was held overnight or weekend is currently being released into the close supervision program.
11. Two offices are needed for confidential interviews. These should have a quiet environment, without distraction and be located near admissions.
12. A central storage room for personal property is needed. Juveniles wear issued clothing, not their own. Personal clothes and items are stored in detention. A storage room for central supply (i.e. toiletries, clothing and mattresses) is needed.
13. Five holding rooms are needed; each room should hold four to five detainees. Disruptive youths need to be separated from others. Toilets are needed in or accessible to holding rooms, to eliminate the need for worker escort. An isolation/detox room which can be hosed down after use is needed.
14. A dedicated attorney-client meeting room is needed so that an office or other non-secure room does not have to be used. The police interview room or holding cells are not appropriate for this activity.
15. A computer lab room for juvenile training purposes should be located adjacent to the school crafts room. This is not part of the school department; a skill-building/training program is administered by JDH staff. Ten individual computer work station carrels and room for general seating is needed.

SECURITY ISSUES

1. JDH is now considered either medium or maximum security (because nobody escapes). A facility where juveniles are always locked down not needed, or permitted by Oregon statutes.
2. Needs are different for 30-day versus 8-day housing units. Medium security is needed for 30-day AITP unit; higher security for 8-day since juveniles that have just been arrested may be violent. Juveniles brought in on parole violation or for a minor infraction may be held in a less secure area.
3. The pre-adjudication boys unit is the highest security because the juveniles feel they have nothing to lose. Part of the girls unit could be high security. The least secure would be the 30-day unit. The future fifth unit is unknown.
4. Sallyports:
 - a. There needs to be a sallyport between the admissions/intake area and the intake counseling wing for staff to access the detention wing. Access from the outside of the building must also be monitored.
 - b. Police and sheriff's weapons should be left in the car (locked into trunk) or placed in gun lockers.

PROGRAM VERIFICATION

March 1992

- c. A fenced security parking area (vehicular sallyport) is needed to prevent escapes. Juveniles are accompanied from the police car from the vehicle sallyport into the pedestrian sallyport at the building.
 - d. Visitors should enter through a separate entrance and locked vestibule. The admissions control worker will check them, then allow them to have access to the visiting area.
5. Toilets: There should be a toilet in each room. China fixtures may be used in lower security area, but stainless steel should be used in high security areas. Staff should be able to shut plumbing off in all rooms.
6. Safety of the staff leaving late at night is a concern.

JUVENILE JUSTICE COMPLEX

Juvenile Court, Juvenile Justice Division & the Donald E. Long Home

KMD

STAFF AND SPACE SUMMARY

9 Apr 92

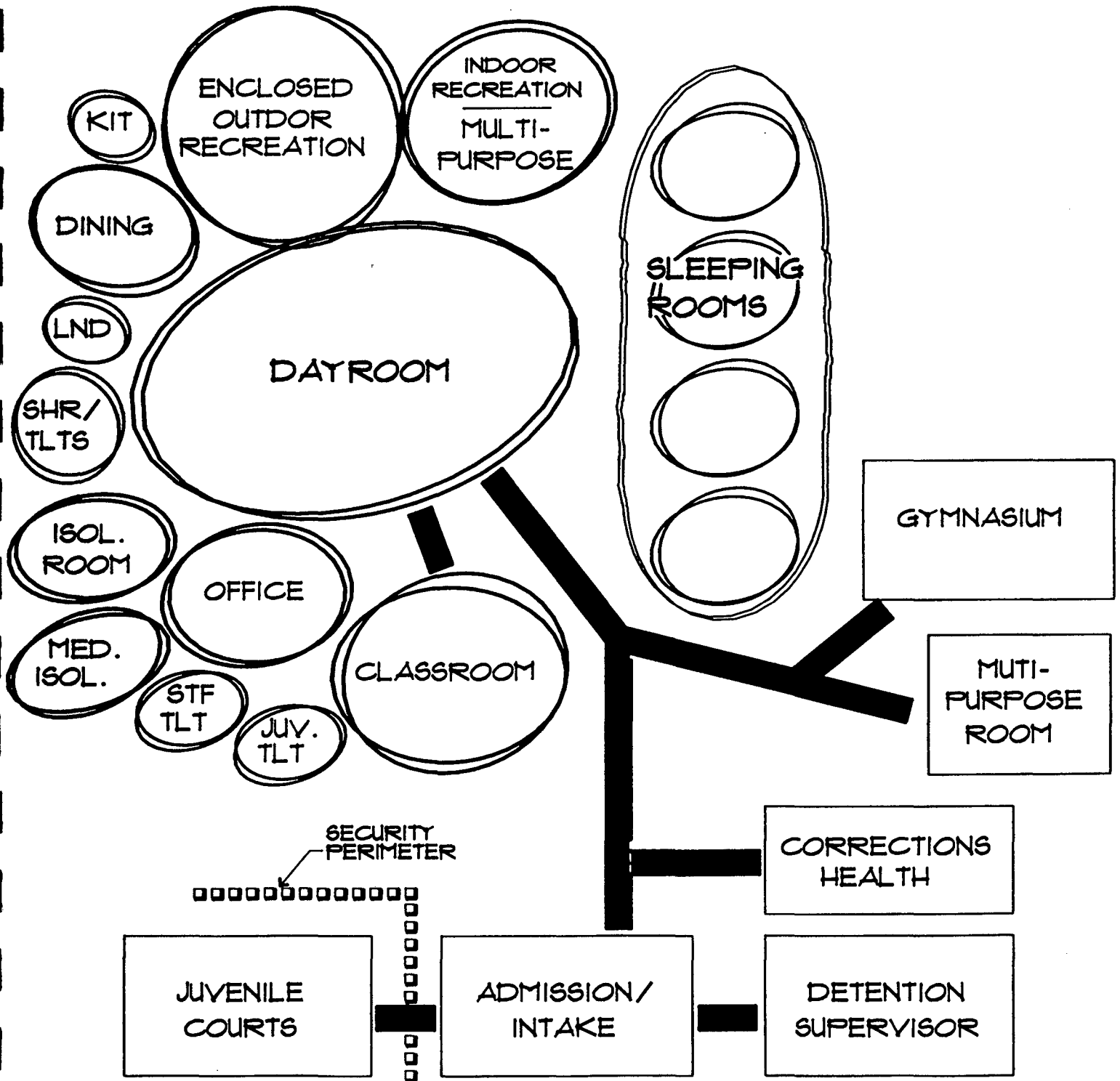
DEPARTMENT USE SUMMARY

DEPARTMENT NAME:		DETENTION HOUSING											
ROOM/SPACE	ROOM No. OF TYPE	CURRENT NEED [JULY 1992]				NEED - 3 YEARS [1995]				NEED - 10 YEARS [2002]			
		NET	TOTAL	GRSS	TOTAL	NET	TOTAL	GRSS	TOTAL	NET	TOTAL	GRSS	TOTAL
		No. OF ROOMS	AREA	NET AREA	EFFIC 1.60	No. OF ROOMS	AREA	NET AREA	EFFIC 1.60	No. OF ROOMS	AREA	NET AREA	EFFIC 1.60
20 BED Detention Unit													
UNIT CONTROL OFFICE	2	1	120	120		1	120	120		1	120	120	
STAFF TOILET	1	1	70	70		1	70	70		1	70	70	
SECURE STORAGE		1	60	60		1	60	60		1	60	60	
SINGLE SLEEPING ROOMS	1	20	70	1400		20	70	1400		20	70	1400	
MEDICAL HOLDING RM	1	1	70	70		1	70	70		1	70	70	
ISOLATION ROOM	1	1	70	70		1	70	70		1	70	70	
SHOWER / TOILET	1	3	70	210		3	70	210		3	70	210	
LIVING ROOM / DAY SPACE	20	1	700	700		1	700	700		1	700	700	
MULTI-PURPOSE ROOM	20	1	400	400		1	400	400		1	400	400	
OUTDOOR RECREATION	20	1	300	300		1	300	300		1	300	300	
DINING ROOM	20	1	300	300		1	300	300		1	300	300	
KITCHEN	6	1	100	100		1	100	100		1	100	100	
LAUNDRY ROOM	2	1	80	80		1	80	80		1	80	80	
CLASSROOM	15	1	450	450		1	450	450		1	450	450	
STORAGE ROOM		1	100	100		1	100	100		1	100	100	
Detention Unit Subtotal				4430	7088			4430	7088			4430	7088
TOTAL OF [20 BED TYPE] UNITS		2				2				2			
Total No. Beds		40		8860	14176	40		8860	14176	40		8860	14176
16 BED Detention Unit													
UNIT CONTROL OFFICE	2	1	140	140		1	140	140		1	140	140	
STAFF TOILET	1	1	70	70		1	70	70		1	70	70	
SECURE STORAGE		1	60	60		1	60	60		1	60	60	
SINGLE SLEEPING ROOMS	1	16	70	1120		16	70	1120		16	70	1120	
MEDICAL HOLDING RM	1	1	70	70		1	70	70		1	70	70	
ISOLATION ROOM	1	1	70	70		1	70	70		1	70	70	
SHOWER / TOILET	1	3	70	210		3	70	210		3	70	210	
LIVING ROOM / DAY SPACE	16	1	560	560		1	560	560		1	560	560	
MULTI-PURPOSE ROOM	16	1	320	320		1	320	320		1	320	320	
OUTDOOR RECREATION	16	1	240	240		1	240	240		1	240	240	
KITCHEN	6	1	100	100		1	100	100		1	100	100	
LAUNDRY ROOM	2	1	70	70		1	70	70		1	70	70	
CLASSROOM	15	0.5	450	225		1	450	450		1	450	450	
STORAGE ROOM		0.5	100	50		1	100	100		1	100	100	
Detention Unit Subtotal				3305	5286			3580	5728			3580	5728
TOTAL OF [14 BED TYPE] UNITS		3				3				6			
Total No. Beds		48		9915	15864	48		10740	17184	96		21480	34368
TOTAL No. OF UNITS		5				5				8			
TOTALS		88		18775	30040	88		19600	31360	136		30340	48544

ADJACENCY DIAGRAMS

12 March 1992

DETENTION HOUSING (Donald E. Long Home)



JUVENILE JUSTICE COMPLEX

Juvenile Court, Juvenile Justice Division & the Donald E. Long Home

KMD

STAFF AND SPACE SUMMARY

9 Apr 92

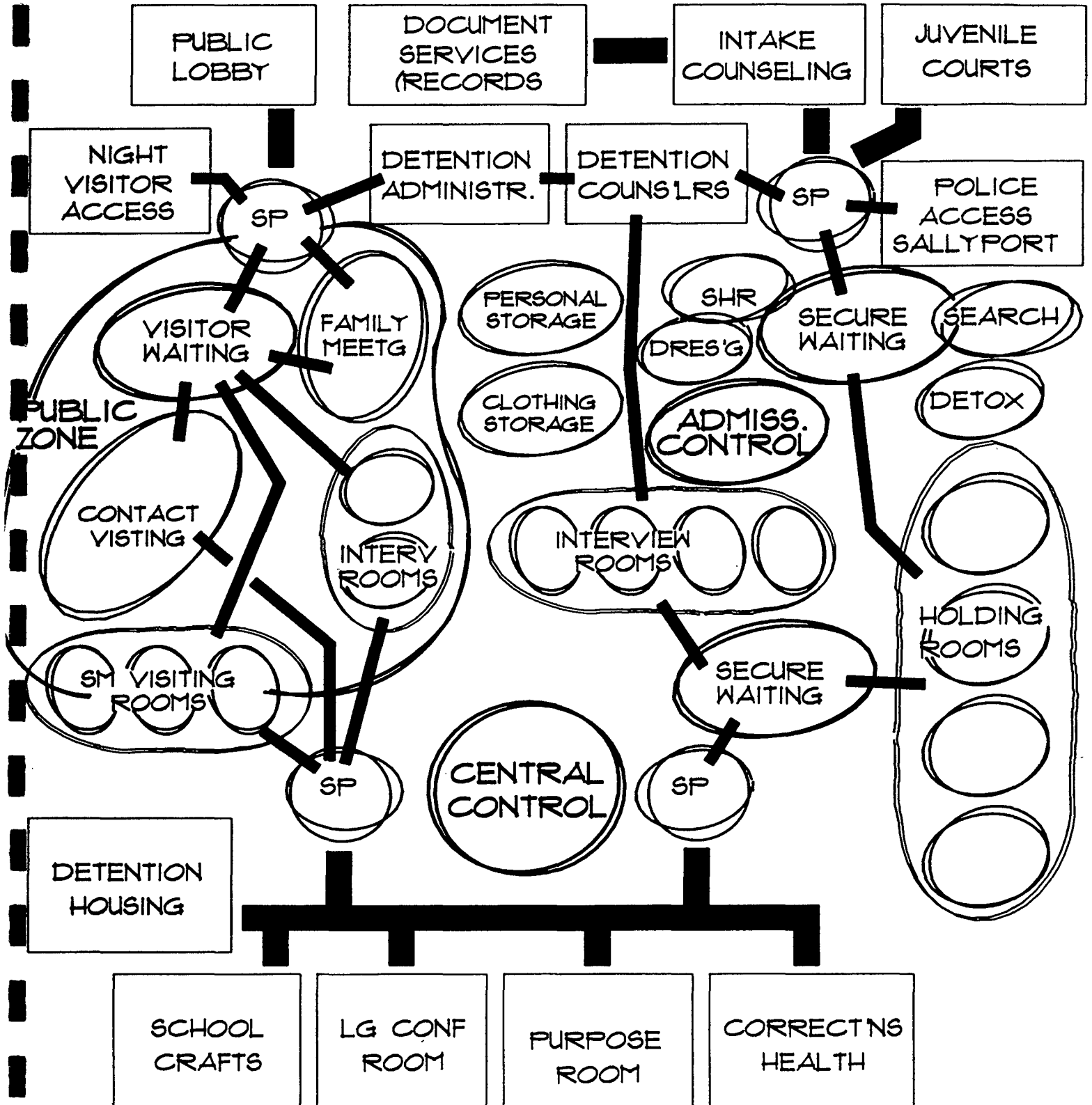
DEPARTMENT USE SUMMARY

DEPARTMENT NAME:		ADMISSIONS / INTAKE															
ROOM/SPACE	ROOM No. OF TYPE PEOPLE	CURRENT NEED [JULY 1992]				NEED - 3 YEARS [1995]				NEED - 10 YEARS [2002]							
		NET	TOTAL	GRSS	TOTAL	NET	TOTAL	GRSS	TOTAL	NET	TOTAL	GRSS	TOTAL				
		No. OF ROOMS	AREA	NET EFFIC 1.65	GROSS AREA	No. OF ROOMS	AREA	NET EFFIC 1.65	GROSS AREA	No. OF ROOMS	AREA	NET EFFIC 1.65	GROSS AREA				
CENTRAL CONTROL	3	1	140		140	1	140		140	1	140		140				
LG. SALLYPORT	6	2	80		160	2	80		160	2	80		160				
SM. SALLYPORT	4	2	60		120	2	60		120	2	60		120				
PUBLIC TOILET	1	1	65		65	1	65		65	1	65		65				
PUBLIC WAITING AREA	10	1	180		180	1	180		180	1	180		180				
(PUBLIC) INTERVIEW ROOM	6	2	100		200	2	100		200	2	100		200				
FAMILY MEETING ROOM	12	1	150		150	1	150		150	1	150		150				
LG. VISITING ROOM (CONTACT)	20	1	300		300	1	300		300	1	300		300				
SM. VISITING RM (NON-CONT)	8	3	100		300	3	100		300	3	100		300				
VISITING / ADMISS. CONTROL		1	120		120	1	120		120	1	120		120				
(SECURE) JUVENILE'S TOILET	2	2	75		150	2	75		150	2	75		150				
(SECURE) INTERVIEW ROOM	4	4	100		400	4	100		400	4	100		400				
(SECURE) WAITING AREA	15	1	300		300	1	300		300	1	300		300				
(SECURE) SEARCH ROOM (JUV.)	4	1	100		100	1	100		100	1	100		100				
DRESSING RM (w/ shower)	3	2	100		200	2	100		200	2	100		200				
DETOX ROOM	1	1	75		75	1	75		75	1	75		75				
SM. HOLDING ROOM	4	5	100		500	5	100		500	5	100		500				
PERSONAL PROP. STORAGE		1	150		150	1	150		150	1	150		150				
CLOTHING STOR. / LAUNDRY		1	300		300	1	300		300	1	300		300				
SUPERINTENDANT OFFICE	B	1	150		150	1	150		150	1	150		150				
CLOSE SUPERVISION OFFICE	C	4	120		480	4	120		480	4	120		480				
DETENTION PROG. ADMINISTR.	B	1	150		150	1	150		150	1	150		150				
A.I.T. PROGRAM MANAGER	C	1	120		120	1	120		120	1	120		120				
A.I.T. STAFF OFFICE	D	2	100		200	2	100		200	2	100		200				
GROUPWORK SUPERVISOR	C	2	120		240	2	120		240	2	120		240				
LEAD INTAKE/GRPWK COUNSEL	C	4	120		480	4	120		480	4	120		480				
INTAKE COUNSELOR	C	2	120		240	2	120		240	2	120		240				
DRUG & ALCOHOL COUNSELOR	C	1	120		120	1	120		120	1	120		120				
MENTAL HEALTH SPECIALIST	C	1	120		120	1	120		120	1	120		120				
P.A.W. COUNSELOR	D	1	100		100	1	100		100	1	100		100				
OFFICE ASSISTANT (OA II)	G	1	65		65	1	65		65	1	65		65				
MAIL ROOM / SUPPLY		1	80		80	1	80		80	1	80		80				
PHOTO COPY / WORKSPACE		1	60		60	1	60		60	1	60		60				
EQUIPMENT STORAGE (PROG.)		1	100		100	1	100		100	1	100		100				
SCHOOL CRAFT ROOM	12	1	400		400	1	400		400	1	400		400				
SCHOOL STORAGE / SUPPLY		1	200		200	1	200		200	1	200		200				
COMPUTER LAB (JUVENILE)	8	1	120		120	1	120		120	1	120		120				
CONFERENCE ROOM	12	1	180		180	1	180		180	1	180		180				
MULTI-PURPOSE ROOM		1	400		400	1	400		400	1	400		400				
TOTALS		62		7915	13060	62		7915	13060	62		7915	13060				

ADJACENCY DIAGRAMS

12 March 1992

ADMISSIONS/INTAKE



PROGRAM VERIFICATION

March 1992

DEPARTMENT

SCHOOL/EDUCATION
(Donald E. Long School)

DATE

12 February 1992

ATTENDING

Donald E. Long Home
Jim Anderson, Superintendent
Gary Long
Thúy Vanderlinde
Rich Scott
Lon Cook, AITPDonald E. Long School
Bill McFarline, Principal
Rhonda Thompson
Blaine DicksonMultnomah County Facilities Management
Bob NilsenKMD Architects and Planners
Vern Almon
Charles KidwellDEPARTMENT MISSION
AND GOAL

To provide a normal school environment in a detention setting.

OPERATIONS

1. This school program deals only with juveniles from Multnomah County.
2. The superintendent is based off-site, visiting the JDH office four days per week. Currently this office is shared with teachers.
3. The maximum number of students per teacher is 12; students are at different grade levels and require individual attention. The teacher's safety is also a concern.
4. Approximately 70% of detainees are eligible each day for class. Remaining detainees may be occupied with court activities, be in the process of transferring to other programs, or be detained in their room.
5. A classroom should be provided within or adjacent to each unit. A total of five classrooms are required for five housing units.
6. Gym class is supervised by a teacher and a unit worker.
7. The curriculum is not the standard public school format. Each day the class learns about a different topic into which basic subjects (math, english, history) are incorporated.

PROGRAM VERIFICATIONMarch 1992

GENERAL REQUIREMENTS

1. Each classroom resembles a standard school classroom in layout and requires classroom seating and standard school equipment (chalkboard, visual aids, etc.). Classrooms should have three to four independent study carrels. Each classroom requires a toilet room.
2. Classroom windows into a control area (unit workers) are desirable, however windows adjacent to or a the dayroom hallway creates distractions. Outside windows should be provided if possible.
3. An outdoor recreation area adjacent to the classroom is desirable.
4. The superintendent's office should accommodate a desk and a conference area sufficient for four people.
5. A school workroom for teachers needs to accommodate four staff and a large work table. A copy machine and storage room for supplies should be in or adjacent to the workroom.
6. The craft room should be located adjacent to the school office and supply storage room. This is to be located inside the security perimeter but outside of the housing unit. The location suggested was between admissions and the housing adjacent to the secure corridor.

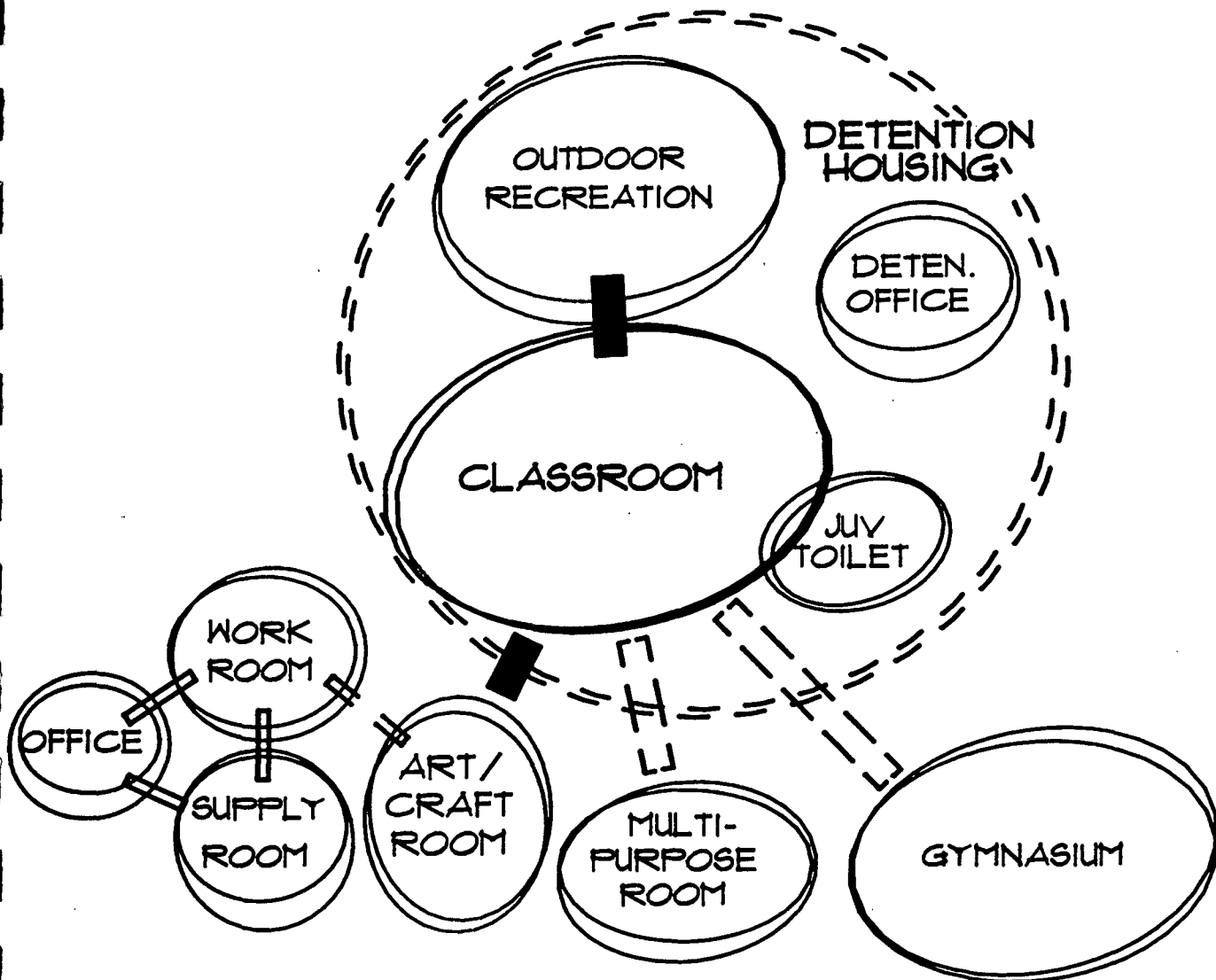
SECURITY ISSUES

1. Detainees are escorted when they leave the classroom (and detention unit) to attend crafts and gym classes. Currently, upon return to detention unit or classroom, detainees are strip searched in the hallway.
2. Unit workers are stationed near the classroom so that in the event of trouble, they can go into the classroom to assist.
3. A "panic button" is needed for the teacher in each classroom, the craft room and the gymnasium.

ADJACENCY DIAGRAMS

12 March 1992

Donald E. Long SCHOOL



PROGRAM VERIFICATION

March 1992

DEPARTMENT

CORRECTIONAL HEALTH

DATE

18 February 1992

ATTENDING

Corrections Health
Gayle BurrowMultnomah County Facilities Management
Bob NilsenKMD Architects and Planners
Vern Almon
Charles KidwellDEPARTMENT MISSION
AND GOALS

To provide medical, psychiatric, dental assessment/screening, treatments and/or referrals for juveniles detained in the County detention units.

OPERATIONS

1. Assessment/Screening:

- a. Juveniles are screened by an admissions intake staff person who completes a health form and forwards it to Correctional Health. If a nurse is on duty and there is a need, he or she can be summoned immediately. All juveniles are seen by a nurse within 24-hours of admission. Juveniles with serious health problems are not accepted into custody, instead the police take them elsewhere for medical treatment.
- b. After the initial screening, if a detainee wants to see a nurse about a non-emergency health condition, or if a group worker, counselor, parents, child's advocate or judge recommends it, the juvenile must fill out and sign a medical request form.
- c. Between the fifth and seventh days of detention, detainees are given a health appraisal which is a comprehensive assessment including a routine examination, lab work, TB testing, etc.

2. Correctional Health also prescribes and administers medication, conducts physicals and does lab work.

3. Dental work, x-rays and surgery are currently referred to outside providers.

4. The nurses are on duty at JDH 16-hours per day, seven days a week. Nurses prepare examination reports by hand. A secretary types the reports, maintains files and sends inactive files to archives. Pharmacy records are kept on file.

5. Correctional Health orders and maintains medical supplies.

6. Community counselors and physical therapists visit JDH to provide services as determined by Correctional Health nurses.

7. Juveniles are educated about basic health and hygiene maintenance from the correctional health staff.

PROGRAM VERIFICATIONMarch 1992

LOCATION

8. A nurse practitioner clinic is operated for eight hours, four or five days per week. Follow up and continuity of healthcare after a juvenile is released from detention is almost impossible. Most juveniles are reluctant to return to JDH voluntarily after being held in custody. Referral to other clinics or agencies is more likely to be successful.
1. JDH security and corrections staff must be able to view juveniles entering the clinic. The health area should be separated from detention housing by a sallyport.
2. Medical supply storage must be secure, not accessible from detainee exam rooms.
3. Communications capability with other departments, especially JJD counselors, is important.
4. Space for future program additions, such as x-ray and dental treatment should be included in the design program. Space for these functions should be provided near the exam rooms.

SPACE REQUIREMENTS

Juveniles with communicable diseases must be separated from the other youths. Separate sinks are needed for nurses to clean up after treating those with communicable diseases.

JUVENILE JUSTICE COMPLEX

Juvenile Court, Juvenile Justice Division & the Donald E. Long Home

KMD

STAFF AND SPACE SUMMARY

22 Apr 92

DEPARTMENT USE SUMMARY

DEPARTMENT NAME:		CORRECTIONS HEALTH													
ROOM/SPACE	ROOM No. OF TYPE PEOPLE	CURRENT NEED [JULY 1992]				NEED - 3 YEARS [1995]				NEED - 10 YEARS [2002]					
		NET	TOTAL	GRSS	TOTAL	NET	TOTAL	GRSS	TOTAL	NET	TOTAL	GRSS	TOTAL		
		No.OF SPACES	ROOM AREA	NET AREA	EFFIC 1.50 GROSS AREA	No.OF SPACES	ROOM AREA	NET AREA	EFFIC 1.50 GROSS AREA	No.OF SPACES	ROOM AREA	NET AREA	EFFIC 1.50 GROSS AREA		
NURSE WORKSTATION	G	2	65	130		2	65	130		2	65	130			
SECRETARY WORKSTATION	G	1	65	65		1	65	65		1	65	65			
SUPPORT STAFF STATION	G	1	65	65		1	65	65		1	65	65			
LEAD NURSE OFFICE	C	1	120	120		1	120	120		1	120	120			
STAFF TOILET		1	70	70		1	70	70		1	70	70			
STAFF LOCKERS (10) & CLOSET		1	60	60		1	60	60		1	60	60			
RECORDS (@ secretary)		1	60	60		1	60	60		1	60	60			
PHARMACY / MEDICAL SUPPLY		1	120	120		1	120	120		1	120	120			
CLEAN UTILITY / LAB		1	100	100		1	100	100		1	100	100			
SOILED UTILITY		1	100	100		1	100	100		1	100	100			
MEDICAL EQUIPT STORAGE		1	100	100		1	100	100		1	100	100			
(SECURE) WAITING AREA	6	1	90	90		1	90	90		1	90	90			
EXAMINATION ROOM	3	2	100	200		2	100	200		2	100	200			
COUNSELING ROOM	3	1	100	100		1	100	100		1	100	100			
X-RAY ROOM	3		100			1	100	100		1	100	100			
DENTAL TREATMENT ROOM	3		100			1	100	100		1	100	100			
(SECURE) PATIENT TOILET		1	60	60		1	60	60		1	60	60			
STAFF REPORT / LOUNGE	10	1	150	150		1	150	150		1	150	150			
TOTALS		18		1590	2385	20		1790	2685	20		1790	2685		

PROGRAM VERIFICATION

March 1992

DEPARTMENT

JUVENILE COURTS

DATE

10 February 1992

ATTENDING

Juvenile Courts

Linda Bergman, Presiding Judge
Doug Bray, Court Administration
Cindy Bidneck

Multnomah County

Bob Nilsen

KMD Architects and Planners

Vern Almon
Charles Kidwell

DEPARTMENT MISSION
AND GOALS

To operate a juvenile court system which provides fair adjudication and protection to juveniles, convey a public image of a "fair" environment in a family-oriented design while providing safe working environment for judges and Court staff. The Court strives to maintain families and to maintain and distribute court records in a secure and confidential manner.

GENERAL

1. No counseling is done by this department.
2. There are two basic types of juveniles cases: Criminal Delinquency and Abused Dependency. Following is typical process:
 - a. **Delinquency:** Crime - Suspect - Case Counselor - Petition Filed - Pre-Trial Conferences - Case Scheduled - Hearing (no jury).
 - b. **Dependency:** Hearing is held immediately to determine whether an offender should be sent home or elsewhere (foster home, etc.) 90-Days petition adjudicated.
3. Dependency cases are dealt with throughout the day. Eight to ten people (relatives, etc.) may attend dependency hearings. Only 70% of all hearings are dependency, 30% are delinquency. About 10% of court activity involves juveniles being held in detention.
4. The courts operate daily, Monday through Friday, from 8:00 AM through 5:00 PM.
5. The court functions are State-operated, although Multnomah County manages the entire building.

LOCATION

1. All functions within the Courts administration need to have efficient access to each other.

PROGRAM VERIFICATION

March 1992

2. At least one courtroom for delinquency arraignment requires direct access to detention units. A second floor location for the courts is not a problem; often it is advantageous.
3. Circulation to other departments should not pass through the courts area. Judges/referees require a safe, secure circulation system within the building and access to the building separate from public areas.
4. The docket clerks interact with the public and other departments. A counter should separate the staff and public zones. The docket area is part of the clerk's office.
5. A file room must be located near the clerks (or within the clerks area) with no public access. It also needs to contain a copy machine, work surface and file cabinets.

SPACE REQUIREMENTS

1. All courtrooms should have similar design. The courtroom environment should convey authority/dignity through the use of formal, traditional design elements and materials. Each courtroom needs a judge's chamber, toilet and staff support area.
2. Views to outdoors or natural light sources are desirable in courtrooms. Doors from public corridors or waiting areas should not have vision panels.
3. Acoustic attenuation is important; presently it is difficult to hear proceedings. Placement of witness stand is important. Acoustic separation from outside (freeway noise) and inside circulation noise from public areas is a high priority.
4. An exhibit room not accessible to the public is required for storage of narcotics, firearms and other evidence. It must be secure with limited access and have a fire-resistant perimeter.
5. The law library for the courts can be shared with the District Attorney's office. It needs to have small tables or desks to facilitate legal research. The location should be convenient for both departments and prevent unauthorized public access.
6. Conference rooms are needed for staff meetings and pre-trial conferences. Public access is required to conference rooms that are used for pre-trial conferences and hearings.
7. Each court should have a separate waiting area. The existing waiting area at times accommodates as many as ten families, creating tension and occasional physical outbreaks. The public waiting area should be non-formal, calm and soothing. Waiting areas should be divisible into plaintiff and defendant areas to minimize rival gang conflicts. Separate areas are needed to accommodate attorney/client meetings. The court waiting area should include a playroom for small children (toddlers through age 10), separated from circulation but within view of a parents waiting area.

STAFF AND SPACE SUMMARY

9 Apr 92

DEPARTMENT USE SUMMARY

DEPARTMENT NAME:		JUVENILE COURTS																
ROOM/SPACE		ROOM No. OF TYPE PEOPLE		CURRENT NEED [JULY 1992]					NEED - 3 YEARS [1995]					NEED - 10 YEARS [2002]				
				No.OF SPACES	ROOM AREA	NET AREA	GRSS 1.65	TOTAL AREA	No.OF SPACES	ROOM AREA	NET AREA	GRSS 1.65	TOTAL AREA	No.OF SPACES	ROOM AREA	NET AREA	GRSS 1.65	TOTAL AREA
PUBLIC WAITING AREA		15	5	120	600			6	120	720			8	120	960			
RECEPTION		10	1	150	150			1	150	150			1	150	150			
CHILD'S PLAY AREA		12	1	180	180			1	180	180			1	180	180			
PUBLIC TOILETS		1	2	100	200			2	100	200			2	100	200			
SM. CONF. RM (Pre-Hearing)		8	5	120	600			6	120	720			8	120	960			
LG CONFERENCE ROOM		15	1	225	225			1	225	225			1	225	225			
JUDICIAL COURTROOM		A B D	5	900	4500			6	900	5400			8	900	7200			
JUDGE'S CHAMBERS			5	240	1200			6	240	1440			8	240	1920			
JUDGE'S SUPPORT STAFF			5	150	750			6	150	900			8	150	1200			
JUDICIAL ASSISTANT OFFICE			5	100	600			6	100	600			8	100	800			
JUDGE'S STAFF TOILET			5	60	300			6	60	360			8	60	480			
JUVENILE HOLDING (DETEN)			3	250	750			4	250	1000			6	250	1500			
EXHIBIT ROOM (SECURE)			1	120	120			1	120	120			1	120	120			
LAW LIBRARY			1	200	200			1	200	200			1	200	200			
FILE AREA			1	150	150			1	150	150			1	150	150			
SUPERVISOR OFFICE		B	1	150	150			1	150	150			1	150	150			
MANAGER OFFICE		C	1	120	120			1	120	120			1	120	120			
CLERK WORKSTATION		G	6	65	390			10	65	650			10	65	650			
DATA ENTRY WORKSTATION		G	2	65	130			4	65	260			4	65	260			
DOCKET DESK		G	1	65	65			1	65	65			1	65	65			
COMPUTER ROOM			1	150	150			1	150	150			1	150	150			
STAFF TOILETS			2	60	120			2	60	120			2	60	120			
STORAGE CLOSET			1	60	60			1	60	60			1	60	60			
EQUIPMENT STORAGE RM			1	100	100			1	100	100			1	100	100			
PHOTO COPIER & SUPPLIES			1	60	60			1	60	60			1	60	60			
TOTALS			63	11770	19421			77	14100	23265			93	17980	29667			

PROGRAM VERIFICATION

March 1992

DEPARTMENT

CASA (COURT APPOINTED SPECIAL ADVOCATES)

DATE

10 February 1992

ATTENDING

CASA

Jamie Tillman, Program Director

Multnomah County Facilities Management

Bob Nilsen

KMD Architects and Planners

Vern Almon

Charles Kidwell

DEPARTMENT MISSION
AND GOALS

CASA (Court Appointed Special Advocates) trains and supervises volunteers to act as special advocates, representing the juveniles' legal interests. This is a privately funded, non-profit program housed in the Juvenile Justice Complex due to their close working relationship with the court system and the judge.

GENERAL

A CASA volunteer is a trained layperson appointed by a judge to represent the best interests of a child who is in the court system because of parental abuse or neglect. The volunteer is an independent representative of the child and forms his or her opinions only after extensively researching a given situation.

The CASA concept is based on the concept that every child has a right to a safe, permanent home. The primary effort of a CASA volunteer is to ensure that the child's need for such a home is met in a reasonable amount of time. The volunteer does this through four main roles:

- a. **As Investigator:** To review all information and interview all parties connected with the situation in order to gain understanding of the needs of both the child and the family.
- b. **As Advocate:** To present recommendations to the judge regarding the best interests of the child; that is, those which can facilitate finding a safe, permanent home for the child as quickly as possible.
- c. **As Monitor:** To discover whether or not everyone is following the court's orders and to bring to the judge's attention any significant failures of compliance.
- d. **As Facilitator:** To ensure that the court, social service personnel and legal counsel fulfill their obligations to the child in a timely fashion.

Three fourths of all the children in the CASA program are victims of neglect; 30% have been physically abused and 20% have been sexually abused. (Many children have suffered more than one type of abuse).

OPERATIONS

1. Staff and volunteers receive telephone and mail through their office at the division. Reports are also processed in the office.
2. Interviews are conducted in the field (in homes or in Children's Services Division offices).

PROGRAM VERIFICATION

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3. Volunteer screening is conducted in the building. Staff interviews and consultations also occur on-site. Normal hours for one-to-one consultation are 8:00 AM to 5:00 PM. Training is conducted at night (6:00 PM to 9:00 PM).
4. CASA's program is expected to double in size in two years and will double again in two more years. Oregon Revised Statutes mandates that every abused or neglected child must be represented by an advocate. However, only 10% of children are currently represented. As funding increases, more staff and space will be required.

SPACE REQUIREMENTS

1. Two private offices are needed for the director and the program supervisor.
2. A large flexible space is needed for the other supervisors. This area should allow for quiet private consultation at times but private offices are not needed by all staff. Maximum internal space flexibility is preferred. The clerical area should be open or semi-open. A desk is needed for each volunteer workstation. This could be located within the area provided for the supervisors.
3. Staff or volunteers could share small conference room for interviews and private conversations. Conference rooms should have a table, phone and meeting chairs.
4. A training room that will accommodate 15 to 20 people would be used evenings and weekends. Quarterly department meetings are held during the day. This could be shared with other departments.
5. A waiting area (lounge) is needed with three to four chairs and a kitchenette for volunteers to use before and after court appearances. This should be separated from the general public waiting area.

LOCATION

1. There is a steady, heavy flow of people (public) to CASA offices. Access from the public lobby should be direct and convenient.

JUVENILE JUSTICE COMPLEX

Juvenile Court, Juvenile Justice Division & the Donald E. Long Home

KMD

STAFF AND SPACE SUMMARY

9 Apr 92

DEPARTMENT USE SUMMARY

DEPARTMENT NAME: C.A.S.A. (COURT APPOINTED SPECIAL ADVOCATE)													
ROOM/SPACE	ROOM No. OF TYPE PEOPLE	CURRENT NEED [JULY 1992]				NEED - 3 YEARS [1995]				NEED - 10 YEARS [2002]			
		NET	TOTAL	GRSS	TOTAL	NET	TOTAL	GRSS	TOTAL	NET	TOTAL	GRSS	TOTAL
		No.OF SPACES	ROOM AREA	NET AREA	EFFIC 1.50 AREA	No.OF SPACES	ROOM AREA	NET AREA	EFFIC 1.50 AREA	No.OF SPACES	ROOM AREA	NET AREA	EFFIC 1.50 AREA
DIRECTOR'S OFFICE	B	1	150	150		1	150	150		1	150	150	
PROGRAM SUPERVISOR	C	1	120	120		1	120	120		1	120	120	
OFFICE MANAGER	C	1	120	120		1	120	120		1	120	120	
ADVOCACY COORDINATOR	D	4	100	400		8	100	800		12	100	1200	
DEVELOPMENT SPECIALIST	D	1	100	100		2	100	200		3	100	300	
ADMINISTR. ASSISTANT	E	1	85	85		1	85	85		1	85	85	
PROGRAM ASSISTANT	E	1	85	85		1	85	85		1	85	85	
VOLUNTEER WORKSTATION	G	2	65	130		3	65	195		5	65	325	
CLERICAL WORKSTATION	G	1	65	65		4	65	260		5	65	325	
SM CONFERENCE ROOM	5	1	75	75		2	75	150		2	75	150	
LG CONFERENCE ROOM	15	0.25	225	56.25		0.5	225	112.5		1	225	225	
FILE STORAGE		1	60	60		1	60	60		1	60	60	
COPIER & SUPPLY		1	60	60		1	60	60		1	60	60	
STAFF LOUNGE	6	1	90	90		1	105	105		1	120	120	
PUBLIC WAITING	6	1	90	90		1	105	105		1	120	120	
TOTALS		18	1686	2529		29	2608	3911		37	3445	5168	

PROGRAM VERIFICATION

March 1992

DEPARTMENT

DISTRICT ATTORNEY'S OFFICE

DATE

10 February 1992

ATTENDING

District Attorney's Office

Helen Smith, Chief Deputy District Attorney, Family Justice
Dianna Chamberlain
Mark McDonnell

Multnomah County Facilities Management

Bob Nilsen

KMD Architects and Planners

Vern Almon
Charles Kidwell

DEPARTMENT MISSION
AND GOALS

The District Attorney's office is responsible for prosecuting juvenile criminal crimes, handling dependency cases and processing Terminal of Parental Rights (TPR) cases through a contract with Children's Services Division (CSD).

OPERATIONS

A. Criminal Cases

1. Criminal cases have two processes: Delinquent Custody cases and Delinquent Non-Custody cases.
2. Delinquent Custody Cases are brought from the Juvenile Justice Division by an Intake Counseling clerical person. After the D.A.'s office receives the case, it is assigned to a specific Deputy DA to be dealt with immediately.
 - a. If the Deputy DA decides to file charges, the Deputy dictates the charge over the phone to the JJD Data Services section.
 - b. The petition (the material that was dictated) goes to the Juvenile Intake Counselor, and a copy is later brought to the DA's office. The original worksheet, police record, etc., used by the DA to file charges are also sent to the Counselor.
 - c. Preliminary hearings are held every day but are only attended occasionally by the DA. Any available Deputy DA may go to court - not necessarily the Deputy who issued the case. Preliminary hearings determine whether to release the juvenile. This recommendation is made jointly by the Counselor and the Deputy DA.
 - d. The preliminary hearing is a formal court hearing. The court would prefer to use a courtroom for this activity or a designated pre-trial hearing conference room.
 - e. Following the preliminary hearing, a pre-trial conference is held. This can occur in a conference room that will comfortably accommodate 12 people.

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- f. Following the pre-trial conference, a courtroom trial takes place unless all parties agree to a particular resolution.
 - g. When a case is closed, a Victim Advocate reviews the file, but it is not the Victim Advocate's responsibility to provide restitution (there is a Juvenile Restitution person who handles this). The advocate is the liaison and explains the case to the victim and helps them understand the legal process. Oregon has a Victims' Right Law that allows the victim to be heard in court.
2. Delinquent Non-Custody Cases follow the same process as above from the pre-trial down. The case comes from County Juvenile Justice Division Intake Counseling clerical staff to the DA's clerks for processing. They give the packet to the Deputy DA who theoretically would be responsible for the case. The Deputy DA evaluates the case, fills out the paperwork and gives it to a clerk who sends a copy to the Intake Department. The Intake Department determines which counselor will dictate the petition; dictation probably done by Adjudication Counselor. The case then goes to pre-trial conference.
3. Records Storage:
 - a. The DA's office keeps records temporarily until the final order is issued by the court. When the case is closed, files are held 6-12 months, then sent to archives in another building.
 - b. The DA's office microfilms its records and have a microfilm viewer/printer to expedite retrieval. Microfilm and hard copies of original records should be kept in a secure environment. Departments are currently determining length of records storage. The Records Department would prefer to keep records until the juvenile reaches age 25; the DA's office would prefer to keep the records 20 years after the last contact with the juvenile.

B. Civil Dependency Cases

1. The case is hand carried by a clerk from JJD Counseling to the DA's clerical staff. A Deputy DA prepares the case for a preliminary hearing. The hearing is attended by a referee, CSD representative, parents, Deputy DA, and defense attorney, upon request only. Usually, the counselor and juvenile don't attend.
2. Hearings presently occur in a courtroom but a conference room could also be used. The room should accommodate 20 people – social workers, additional attorneys and as many as ten relatives may attend. This hearing is an opportunity for parents to attempt to have their children returned; therefore, hearings may be very emotional, volatile and chaotic, making security a very important issue.
3. After the preliminary hearing, the Deputy transfers the file to DA clerical. The case is then assigned to a permanent Deputy or general caseload. A Child Planning Conference may then be held. Child Planning Conferences are held off-site with a Multi-Disciplinary Team (MDT).

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4. After the Child Planning Conference, a pre-trial conference is held. It should be held in a conference room adjacent to the courts. Up to 18 people attend some dependency cases; the average being 10 to 12. The conference room should be available every day, all day. At least three pre-trial conference rooms are needed.
5. After pre-trial, a courtroom trial with a judge or referee is conducted.
6. The case file (thick) is returned to DA clerical; file is kept in office for up to five years. The file is updated if there is continued activity.

C. Civil Termination of Parental Rights (TPR)

1. Some DA attorneys are under contract with the Children's Services Division (CSD). An attorney often goes through the Dependency Process described above as many as three times before resolving an individual case. There are about 90 petitions filed annually. Some cases are worked on without petitions being filed. A case staffing meeting may be held at CSD's office (off-site).
2. The attorney reviews CSD material and dictates a petition by telephone to Data Services. The completed petition is then placed in the DA's mailbox in the central mail room. A CSD worker comes to the DA's office to sign the petition; then it is walked over to the Court Clerk.
3. The petition is forwarded to the assigned attorney. A Show-Case Hearing occurs in the courtroom before a judge, and the trial date is set.
4. The court trial is held before a judge. Parents and children each have their own court-appointed attorney. The trial can last five days or longer (average is about three days). Expert witnesses, such as doctors, attend. As many as 50-60 subpoenas may be issued.
5. The file is kept by the attorney until the case is resolved, because if the child is not adopted right away, the case is reviewed on a regular basis to expedite the adoption. After adoption, the file is returned to a DA clerk.

SPACE REQUIREMENTS

1. The public lobby should be readily accessible, but the DA's office should not be the first department the public contacts.

Reception/Public Waiting should have ten chairs. The flow of the public will be equally directed to attorneys and clerical. More people will visit the senior attorney than other lawyers. The DA Department should have as direct access to the courtroom area as is practical.
2. A computer/workroom is needed for the Criminal Records Computer (which will have an on-line connection to other agencies), FAX machine, copy machine, etc. The records computer will be used by investigators; PC's will be used by everyone else. Investigators work more closely with attorneys than with clerical staff.
3. The Records Storage Room must be secure. An Evidence Storage Room (guns, etc.) is not required.

JUVENILE JUSTICE COMPLEX

Juvenile Court, Juvenile Justice Division & The Donald E. Long Home. KMD

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4. The Victims' Lounge should accommodate five people.
5. Each Investigator requires a workstation (does not need to be private).

STAFF AND SPACE SUMMARY

9 Apr 92

DEPARTMENT USE SUMMARY

DEPARTMENT NAME: DISTRICT ATTORNEY'S OFFICE														
ROOM/SPACE	ROOM No. OF TYPE PEOPLE	CURRENT NEED [JULY 1992]				NEED - 3 YEARS [1995]				NEED - 10 YEARS [2002]				
		NET		TOTAL		NET		TOTAL		NET		TOTAL		
		No.OF SPACES	ROOM AREA	NET AREA	GRSS EFFIC 1.50 AREA	No.OF SPACES	ROOM AREA	NET AREA	GRSS EFFIC 1.50 AREA	No.OF SPACES	ROOM AREA	NET AREA	GRSS EFFIC 1.50 AREA	
SENIOR DEPUTY DA	B	1	150	150		1	150	150		1	150	150		
DEPUTY DA	C	9	120	1080		13	120	1560		16	120	1920		
INVESTIGATOR	C	2	120	240		2	120	240		2	120	240		
STUDENT WORKSPACE	E	1	85	85		1	85	85		1	85	85		
VICTIM ADVOCATE	D	1	100	100		2	100	200		2	100	200		
CLERICAL WORKSTATION	G	6	65	390		7	65	455		9	65	585		
COMPUTER ROOM		1	150	150		1	150	150		1	150	150		
LAW LIBRARY		1	120	120		1	120	120		1	120	120		
RECORDS STORAGE (FILES)		1	100	100		1	100	100		1	100	100		
SUPPLY STORAGE		1	120	120		1	120	120		1	120	120		
SM CONFERENCE ROOM	6	1	90	90		1	90	90		1	90	90		
LG CONFERENCE ROOM	15	1	225	225		1	225	225		1	225	225		
RECEPTION / WAITING	15	1	225	225		1	225	225		1	225	225		
VICTIM'S LOUNGE	10	1	150	150		1	150	150		1	150	150		
TOTALS		28		3225	4838	34		3870	5805	39		4360	6540	

PROGRAM VERIFICATION

March 1992

DEPARTMENT

GENERAL SERVICES - EMPLOYEE PROGRAMS

DATE

18 February 1992

ATTENDING

Multnomah County

Wendy Hausotter

Dwayne McNanny

Bob Nilsen

KMD Architects and Planners

Vern Almon

Charles Kidwell

GENERAL

1. Health promoting activities and seminars are offered to the JJD staff and to other County employees.
2. A large room, appropriate for aerobic exercises by a group of 20 to 30 people on a daily basis is needed. Loud music and physical activity (such as jumping), could be disturbing to people working in adjacent areas, therefore good acoustic treatment is mandatory. The gymnasium in detention is not considered appropriate because it is inside the secure perimeter and would create too much traffic through detention admissions; a multi-purpose room in the non-detention zone is preferred.
3. A weight room for daily staff use is needed. It should be located outside of the security perimeter.
4. Staff shower and locker rooms with toilet facilities for each sex need to be located adjacent to the weight room and aerobic exercise room. Access to the outside without going through the lobby or public circulation is desired for jogging and running activities.
5. A multi-purpose conference room is needed for community meetings for between 20 to 80 people. The room will be used two to three times a month for lunch time classes, usual attendance is 20 people. It will also be used by up to 80 people several times per year for parent/child lectures.
6. A conference room is needed for use as a community room available to service groups. It could also be used for occasional facility-wide meetings (about four times per year). A large flexible room that could be subdivided into three to four smaller rooms to hold unit meetings, etc., would be ideal. Smaller conference rooms for eight to ten people is also needed. Staff and public meeting needs vary from 12 to 80 people on a regular on-going basis. Audio/visual capability is important for training, education and public information purposes. Acoustic separation from adjacent spaces is needed.
7. A central staff lunch room and lounge for at least 30 to 40 employees is needed. This area should include a kitchenette and have convenient access to staff toilets.
8. Central storage space is needed for office supplies, etc., and should be semi-secure. Storage is presently spread throughout the building. Individual departments order supplies; purchase orders are signed by administration.

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9. The staff parking areas need to be secure and have restricted access. There should be direct access from staff parking to the building separated from the public access and circulation.
10. The motor pool has eight cars. There is no person responsible for checking out of keys and scheduling. A couple of cars are assigned to each unit and other departments. Cars need to be accessible and secure. Car maintenance is done off-site. Individuals fill gas tanks at County pumps at off-site locations.

JUVENILE JUSTICE COMPLEX

Juvenile Court, Juvenile Justice Division & the Donald E. Long Home

KMD

STAFF AND SPACE SUMMARY

9 Apr 92

DEPARTMENT USE SUMMARY

DEPARTMENT NAME: GENERAL / SHARED SPACES

ROOM/SPACE	ROOM No. OF TYPE PEOPLE	CURRENT NEED [JULY 1992]				NEED - 3 YEARS [1995]				NEED - 10 YEARS [2002]			
		NET	TOTAL	GRSS	TOTAL	NET	TOTAL	GRSS	TOTAL	NET	TOTAL	GRSS	TOTAL
		No.OF ROOM SPACES	AREA	NET EFFIC AREA 1.55	GROSS AREA	No.OF ROOM SPACES	AREA	NET EFFIC AREA 1.55	GROSS AREA	No.OF ROOM SPACES	AREA	NET EFFIC AREA 1.55	GROSS AREA
PUBLIC ENTRANCE / LOBBY		1	1000		1000	1	1250		1250	1	1450		1450
PUBLIC TOILETS	3	4	90		360	5	90		450	6	90		540
STAFF TOILETS	3	4	80		320	5	80		400	6	80		480
STAFF LOUNGE	12	1	180		180	1.25	180		225	1.5	180		270
MULTI-PURPOSE CONFERENCE	80	1	1200		1200	1	1200		1200	1	1200		1200
STAFF WEIGHT ROOM	8	1	200		200	1	200		200	1	200		200
STAFF LOCKER/SHOWER	10	2	150		300	2.2	150		330	2.5	150		375
EXCERSIZE ROOM	20	0.5	500		250	0.75	500		375	1	500		500
GYMNASIUM (SECURE/DETEN)		1	6250		6250	1	6500		6500	1	7000		7000
CENTRAL KITCHEN (DETEN)		1	1250		1250	1	1500		1500	1	1500		1500
FOOD SERVICE STORAGE		1	200		200	1	250		250	1	250		250
GENERAL STORAGE		1	250		250	1	350		350	1	350		350
CENTRAL SUPPLY (OFFICE)		1	300		300	1	350		350	1	400		400
SHIPPING & RECEIVING		1	300		300	1	300		300	1	350		350
JANITOR / HOUSEKEEPING		6	50		300	6	50		300	7	50		350
MAINTENANCE		1	120		120	1	125		125	1	150		150
PHONE & ELECTRICAL EQUIPT		1	150		150	1	175		175	1	200		200
MECHAN. CLOSETS / SPACES		1	850		850	1	1000		1000	1	1200		1200
TOTALS		30	13780		21359	32	15280		23684	36	16765		25986

PROGRAM VERIFICATION

March 1992

DEPARTMENT**CITIZEN'S REVIEW BOARD****DATE**

16 June 1989

**DEPARTMENT MISSION
AND GOALS**

Citizen Review Boards (CRB's) were created to assure that someone outside of government agencies was reviewing the placement of children to make certain they were moving toward appropriate permanent living situations, either in their parent's homes or elsewhere. In Multnomah County CRB members are appointed by the Chief Juvenile Judge.

Each CRB member serves on a board which is assigned the files of young persons who are living outside their parent's homes under the supervision of the Children's Services Division. These Children's Services Division placements may be in foster homes, state training schools, residential treatment centers, extended family living situations, any living situation outside the homes of their parents. In Multnomah County, thousands of juveniles' files are reviewed each year.

Along with Court-Appointed Special Advocates, the Citizen Review Board members are the backbone of volunteer services designed to protect the rights of juveniles in protective custody in Multnomah County. The Citizens Review Board (CRB) meets on the second Thursday of each month. This is a state program and is funded by the state. This is the only board that meets at the complex.

OPERATIONS

1. The Citizen's Review Board needs access to a conference room with good acoustic attenuation characteristics due to the confidential nature of review discussions.
2. The Citizen's Review Board office is not located at JDH.
3. Detainees are rarely taken from detention to participate in meetings.

SPACE REQUIREMENTS

1. The conference room should accommodate up to 20 people (12 to 15 participants is typical). Chairs should be comfortable since reviews are conducted for a full day at a time.
2. A CRB waiting room should be directly adjacent to the conference room and separated from the waiting area for courts. A small waiting room completely separate from main CRB waiting room is needed for juveniles who legally cannot have contact with their parents. The room should accommodate two people.

JUVENILE JUSTICE COMPLEX

Juvenile Court, Juvenile Justice Division & the Donald E. Long Home

KMD

STAFF AND SPACE SUMMARY

9 Apr 92

DEPARTMENT USE SUMMARY

DEPARTMENT NAME: CITIZEN'S REVIEW BOARD																	
ROOM/SPACE	ROOM No. OF TYPE PEOPLE		CURRENT NEED [JULY 1992]				NEED - 3 YEARS [1995]				NEED - 10 YEARS [2002]						
			NET	TOTAL	GRSS	TOTAL	NET	TOTAL	GRSS	TOTAL	NET	TOTAL	GRSS	TOTAL			
			No.OF SPACES	ROOM AREA	NET AREA	EFFIC 1.50 AREA	GROSS AREA	No.OF SPACES	ROOM AREA	NET AREA	EFFIC 1.50 AREA	GROSS AREA	No.OF SPACES	ROOM AREA	NET AREA	EFFIC 1.50 AREA	GROSS AREA
CONFERENCE ROOM	20	0.5	300	150			0.5	300	150			0.5	300	150			
WAITING AREA	8	0.5	120	60			0.5	120	60			0.5	120	60			
TOTALS			1		210		315	1		210		315	1		210		315