Oregon
Theodore R. Kulongoski, Governor

Department of Land Conservation and Development
635 Capitol Street, Suite 150
Salem, OR 97301-2540
(503) 373-0050
Fax (503) 378-5518
www.lcd.state.or.us

NOTICE OF ADOPTED AMENDMENT

05/28/2013

TO: Subscribers to Notice of Adopted Plan or Land Use Regulation Amendments

FROM: Plan Amendment Program Specialist

SUBJECT: City of Hubbard Plan Amendment
DLCD File Number 001-13

The Department of Land Conservation and Development (DLCD) received the attached notice of adoption. Due to the size of amended material submitted, a complete copy has not been attached. A Copy of the adopted plan amendment is available for review at the DLCD office in Salem and the local government office.

Appeal Procedures*

DLCD ACKNOWLEDGMENT or DEADLINE TO APPEAL: Tuesday, June 11, 2013

This amendment was submitted to DLCD for review prior to adoption pursuant to ORS 197.830(2)(b) only persons who participated in the local government proceedings leading to adoption of the amendment are eligible to appeal this decision to the Land Use Board of Appeals (LUBA).

If you wish to appeal, you must file a notice of intent to appeal with the Land Use Board of Appeals (LUBA) no later than 21 days from the date the decision was mailed to you by the local government. If you have questions, check with the local government to determine the appeal deadline. Copies of the notice of intent to appeal must be served upon the local government and others who received written notice of the final decision from the local government. The notice of intent to appeal must be served and filed in the form and manner prescribed by LUBA, (OAR Chapter 661, Division 10). Please call LUBA at 503-373-1265, if you have questions about appeal procedures.

*NOTE: The Acknowledgment or Appeal Deadline is based upon the date the decision was mailed by local government. A decision may have been mailed to you on a different date than it was mailed to DLCD. As a result, your appeal deadline may be earlier than the above date specified. NO LUBA Notification to the jurisdiction of an appeal by the deadline, this Plan Amendment is acknowledged.

Cc: Suzanne Dufner, City of Hubbard
Gordon Howard, DLCD Urban Planning Specialist
Angela Lazarean, DLCD Regional Representative

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FORM 2

DLCD Notice of Adoption

This Form 2 must be mailed to DLCD within **20-Working Days after the Final Ordinance is signed** by the public Official Designated by the jurisdiction and all other requirements of ORS 197.615 and OAR 660-018-000

☐ In person ☐ electronic ☐ mailed

DATE STAMP: DEPT OF MAY 22 2013 LAND CONSERVATION AND DEVELOPMENT

For Office Use Only

Jurisdiction: **City of Hubbard**

Local file number: **LA 2013-01**

Date of Adoption: **5/14/2013**

Date Mailed: **5/21/2013**

Was a Notice of Proposed Amendment (Form 1) mailed to DLCD? ☒ Yes ☐ No Date: 2/12/2013

☒ Comprehensive Plan Text Amendment

☐ Comprehensive Plan Map Amendment

☒ Land Use Regulation Amendment

☐ Zoning Map Amendment

☐ New Land Use Regulation

☐ Other:

Summarize the adopted amendment. Do not use technical terms. Do not write "See Attached".

Adoption of a Public Facilities Finance Plan (PFFP) that assess the needed publci facilities to serve areas recently incorporated into the City's UGB. The amendments include updates to the Hubbard Comprehensive Plan Public Facilites Element and Hubbard Development Code public utilities definitions.

Does the Adoption differ from proposal? Yes, Please explain below:

The final adopted documents included minor editorial changes to clarify the water and wastewater components of the plan.

Plan Map Changed from: **n/a** to:

Zone Map Changed from: **n/a** to:

Location: **n/a** Acres Involved:

Specify Density: Previous: **n/a** New:

Applicable statewide planning goals:

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
☒	☒	☐	☐	☐	☐	☐	☐	☐	☐	☒	☐	☐	☐	☐	☐	☐	☐	☐

Was an Exception Adopted? ☐ YES ☒ NO

Did DLCD receive a Notice of Proposed Amendment...

35-days prior to first evidentiary hearing? ☒ **Yes** ☐ **No**

If no, do the statewide planning goals apply? ☐ **Yes** ☐ **No**

If no, did Emergency Circumstances require immediate adoption? ☐ **Yes** ☐ **No**

DLCD File No. 001-13 (19673) [17460]

DLCD file No. _____

Please list all affected State or Federal Agencies, Local Governments or Special Districts:

Local Contact: **Suzanne Dufner, MWVCOG Planner** Phone: **(503) 540-1616** Extension:

Address: **100 High St SE, Suite 200** Fax Number: **503-588-6094**

City: **Salem** Zip: **97301-** E-mail Address: **sdufner@mwvcog.org**

ADOPTION SUBMITTAL REQUIREMENTS

This Form 2 must be received by DLCD no later than 20 working days after the ordinance has been signed by the public official designated by the jurisdiction to sign the approved ordinance(s)

per ORS 197.615 and OAR Chapter 660, Division 18

1. This Form 2 must be submitted by local jurisdictions only (not by applicant).
2. When submitting the adopted amendment, please print a completed copy of Form 2 on light **green paper if available**.
3. Send this Form 2 and **one complete paper copy** (documents and maps) of the adopted amendment to the address below.
4. Submittal of this Notice of Adoption must include the final signed ordinance(s), all supporting finding(s), exhibit(s) and any other supplementary information (ORS 197.615).
5. Deadline to appeals to LUBA is calculated **twenty-one (21) days** from the receipt (postmark date) by DLCD of the adoption (ORS 197.830 to 197.845).
6. In addition to sending the Form 2 - Notice of Adoption to DLCD, please also remember to notify persons who participated in the local hearing and requested notice of the final decision. (ORS 197.615).
7. Submit **one complete paper copy** via United States Postal Service, Common Carrier or Hand Carried to the DLCD Salem Office and stamped with the incoming date stamp.
8. Please mail the adopted amendment packet to:

ATTENTION: PLAN AMENDMENT SPECIALIST
DEPARTMENT OF LAND CONSERVATION AND DEVELOPMENT
635 CAPITOL STREET NE, SUITE 150
SALEM, OREGON 97301-2540

9. **Need More Copies?** Please print forms on **8½ -1/2x11 green paper only if available**. If you have any questions or would like assistance, please contact your DLCD regional representative or contact the DLCD Salem Office at (503) 373-0050 x238 or e-mail **plan.amendments@state.or.us**.

Memorandum

MID-WILLAMETTE VALLEY COUNCIL OF GOVERNMENTS
105 HIGH STREET S. E. SALEM, OREGON 97301-3667
TELEPHONE: (503)588-6177 FAX: (503)588-6094

TO: Hubbard City Council

FROM: Suzanne Dufner, City Planner

RE: Legislative Amendment 2013-01 (Public Facilities Finance Plan)

DATE: April 9, 2013

In 2012, the City of Hubbard was awarded a Technical Assistance Grant by the Oregon Department of Land Conservation and Development (DLCD) to fund the City's preparation of a Hubbard Public Facilities Finance Plan (PFFP). The purpose of the plan is to assess needed public infrastructure within areas that were incorporated into the City's Urban Growth Boundary (UGB). Since the grant was awarded, City staff have been working with a local advisory committee made up of the Planning Commission, one (1) City Councilor, the Hubbard Fire District, and Marion County Public Works Department. The committee met in September 2012 and an Open House was held in November 2012 to obtain additional feedback on the draft PFFP.

In January 2013, the City Council and Planning Commission held a joint work session on the PFFP and related amendments to the Hubbard Comprehensive Plan and Development Code. Comments and suggested changes provided at the work session have been incorporated in the proposed amendments (see attached).

On March 19, 2013, the Planning Commission held a public hearing concerning adoption of the PFFP and related plan amendments. Upon close of the public hearing, the Planning Commission recommended the City Council adopt Legislative Amendment 2013-01.

Legislative Amendment 2013-01
In addition to the adoption of the PFFP, Legislative Amendment 2013-01 also includes updates to the Hubbard Comprehensive Plan and Development Code related to public utilities and infrastructure. A summary of the proposed amendments is provided as follows:

Hubbard Comprehensive Plan: Updates to the following sections:

- Water System - update in regards to facilities, planning documents, and status of system based upon available information;
- Sanitary Sewer (Wastewater) Service - update in regards to facilities, planning documents, and status of system based upon available information;
- Storm Water - update in regards to facilities, planning documents, and status of system based upon available information;

- Solid Waste Facilities and Services - update on the name of the franchised company and noting City ordinance requiring individuals to carry service;
- Fire Services - update in regards to apparatus and new mission statement;
- Police Services - update in regards to staffing and vehicles; and
- School System - corrections, new mission statement, update in regards to schools/classrooms/district owned property.

Hubbard Development Code: There is a need to clarify definitions as used in the text in comparison with distinguishing the different types in regards to the following:

- Government Structure (existing definition);
- Public Facility (existing definition); and
- Used or referenced but not defined: Public utilities and/or structure, private utility/facility/service/company, and attendant utility.

Section 1.200 Definitions
Government Structure: Any building, structure, facility, or complex used by the general public, whether constructed by any state, county, municipal government agency, or special district.

Public Facility/Utility/Service: See Government Structure.

Private Utility/Utility Facility/Utility Service: Any building, structure, facility, service or complex used by the general public that is constructed, owned, and operated by other than the state or county, a municipal government, or a special district

City Council Action

A. Move to approve Legislative Amendment 2013-01 and direct staff to prepare an ordinance to adopt Legislative Amendment 2013-01:
   1. As recommended by the Planning Commission, or
   2. As further amended by the Council (state revisions).

B. Continue the public hearing:
   1. To a time certain, or
   2. Indefinitely.

C. Close the public hearing and take no action on the proposed amendments.

Attachments: PFFP dated January 2, 2013,
Proposed Amendments to the Hubbard Comprehensive Plan Section V Public Facilities and Services

ORDINANCE 332-2013

AN ORDINANCE ADOPTING A PUBLIC FACILITIES FINANCE PLAN, AMENDING THE HUBBARD COMPREHENSIVE PLAN PUBLIC FACILITIES AND SERVICES ELEMENT AND THE HUBBARD DEVELOPMENT CODE, AND DECLARING AN EMERGENCY

WHEREAS, the City of Hubbard deemed it necessary to develop a Public Facilities Finance Plan to address public utility needs within areas recently included in the Hubbard Urban Growth Boundary in 2008 and 2010, and to update provisions within the Hubbard Comprehensive Plan and the Hubbard Development Code related to public utilities and services; and

WHEREAS, the Hubbard Planning Commission held a public hearing on the adoption of the Hubbard Public Facilities Finance Plan and related amendments to the Hubbard Comprehensive Plan and the Hubbard Development Code on March 19, 2013 at which time the public was given full opportunity to be present and heard on the matter;

WHEREAS, the Hubbard City Council held a public hearing on the adoption of the Hubbard Public Facilities Finance Plan and related amendments to the Hubbard Comprehensive Plan and the Hubbard Development Code on April 9, 2013, at which time the public was given full opportunity to be present and heard on the matter; and

WHEREAS, notice of the said public hearings was duly given to the public;

NOW THEREFORE THE CITY OF HUBBARD ORDAINS AS FOLLOWS:

Section 1. The City Council of the City of Hubbard does hereby adopt the Hubbard Public Facilities Finance Plan attached hereto as Exhibit "A" and related amendments to the Hubbard Comprehensive Plan and Development Code attached hereto as Exhibit "B" and Exhibit "C."

Section 2. The City Council for the City of Hubbard deems and desires it necessary for the preservation of the health, peace and safety of the City of Hubbard that this Ordinance take effect at once, and therefore, an emergency is hereby declared to exist and this Ordinance shall be in full force and effect from and after its passage and approval.

PASSED and adopted by the City Council of the City of Hubbard on this 14th day of May, 2013, by the following votes:

AYES: 5

NAYS: 0

Approved by the Mayor on this 14 day of May, 2013.

James Yonally

Mayor

Attest:

Vickie Nogle, MMC
Director of Administration/City Recorder

Approved by the City Attorney:

Robert L. Engle, City Attorney

January 2, 2013 DRAFT

CITY OF HUBBARD

Public Facilities Financing Plan

Hubbard, Oregon

Prepared For:
The City of Hubbard
3720 2nd Street
P.O. Box 380
Hubbard, OR 97302
503.981.9633

Prepared By:
Peterson Engineering Consultants, Inc
3400 Cherry Avenue, NE
Keizer, OR 97303
503.390.7402

This project was partially funded by a grant from the Oregon Department of Land Conservation and Development. The contents of this document do not necessarily reflect the views or policies of the State of Oregon.

Due
APRIL 30, 2013

Acknowledgments

The following people are acknowledged for their contributions to the development of the City of Hubbard Public Facilities Finance Plan (PFFP).

City of Hubbard Planning Commission and serving as the PFFP Local Advisory Committee
Dan Estes
Glenn Holum
Nathan Hurst
Melodie Rice
Brad Williams

City of Hubbard City Council
Tom McCain, Mayor
Chip Enbody
Matt Kennedy
Bruce Warner **(Member of Local Advisory Committee)**
Angie Wheatcroft

Contributors and Project Review Team
City of Hubbard
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Marion County Public Works Division
Karen Odenthal, Transportation Division
John Rasmussen, Engineering - Land Development and Permits

Mid-Willamette Council of Governments (MWVCOG)
Suzanne Dufner, Program Director, Community Development
Marjorie Mattson, Land Use Planner

Oregon Department of Land Conservation and Development
Angela Lazarean, Regional Representative, Community Services Division

Table of Contents

Attachments

Figures

Use of Acronyms

EFU ..... **Exclusive Farm Use (zoning district)**
OAR ..... **Oregon Administrative Rules**
ODOT ..... **Oregon Department of Transportation**
PFFP ..... **Public Facilities Plan**
TSP ..... **Transportation System Plan**
WWTP ..... **Waste Water Treatment Plan**
UGB ..... **Urban Growth Boundary**

EXECUTIVE SUMMARY:

On January 12, 2010, Ordinance 309-2010 was passed amending the City's Comprehensive Plan and Urban Growth Boundary (UGB) to include the four Plan Areas included in this Public Facilities Financing Plan (PFFP). Plan Area 1 is zoned Low Density Residential (R-1) and Plan Area 2 is zoned Industrial (I). Plan Area 3 is zoned Medium Density Residential (R-2) and High Density Residential R-3. Plan Area 4 is zoned Public Use (PU).

Existing public facilities (infrastructure) were examined to identify deficiencies. Plan Area 4 does not require public facilities therefore there are no deficiencies. Hubbard's Development Code requires that all public and private infrastructure costs within the developing areas be borne by the developer. For that reason, only off-site infrastructure costs are identified by infrastructure type, i.e., Sanitary Sewer, Storm Water, Water, Transportation, and Parks. Cost estimates are presented for each deficiency by Plan Area and by Facility Type.

Plan Area 1 has the greatest deficiency cost, due to the $1,115,762.00 estimate for the park (land and development). The total of all financing costs for all plan areas including the park in Plan Area 1 is $1,299,762.00. This total cost is broken out by Plan Area on Page 10 and by Facility Type on Page 11.

Financing options are identified and the most practical methods of financing are presented on page 15. Many of the minor, low cost, deficiencies are deemed eligible for developer extractions, i.e., as a condition of approval for a development, developers are required to construct offsite infrastructure improvements at their expense. Public financing is not required for developer extractions, so the costs thereof are not included in this PFFP.

BACKGROUND:

In 2007, the City of Hubbard, with the help of the Mid-Willamette Valley Council of Governments (MWVCOG), began planning for an expansion of its Urban Growth Boundary (UGB) and on August 12, 2008, Ordinance 300-2008 was passed amending the City's Comprehensive Plan and Urban Growth Boundary (UGB) to include Plan Area 2. On January 12, 2010, Ordinance 309-2010 was passed amending the City's Comprehensive Plan and Urban Growth Boundary (UGB) to include the Plan Areas 1, 3, and 4. All four (4) of these areas are included in this Public Facilities Financing Plan (PFFP).

As part of the Boundary Location Analysis, required by Oregon Administrative Rules (OAR) 660-024-0060 to amend an UGB, an evaluation and comparison of the relative costs, advantages and disadvantages of UGB expansion areas with respect to the provision of public facilities and services was conducted in coordination with public service providers consistent with OAR 660-024-0060(8). Public Facilities as referenced in OAR 660-024-0060(7) include water, sanitary sewer, storm water, transportation, and park facilities. Comments regarding public facilities and services were provided by the Hubbard Public Works and Marion County Public Works Departments and the Oregon Department of Transportation (ODOT). Out of seven (7) areas studied, four (4) areas were selected for inclusion into Hubbard's Urban Growth Boundary. See Attachment A – Public Facility Plan Areas.

These areas, clockwise from the southeast are listed below.

Plan Area 1:
Fifty-three point one (53.1) acres south of Whiskey Hill Road and east of the industrial area served by Industrial Avenue. The eastern boundary is Painter Loop. This area is zoned Low Density Residential (R-1). Plan Area 1 has not been annexed. See Attachment B - Plan Area 1.

Plan Area 2:
Sixteen point fifty-four (16.54) acres south of Little Bear Creek and west of the Pacific Highway (99 E). This area is zoned Industrial (I). This area contains tax lots 400, 500, 800, 900, 1000 and 1100 (tax lots 500 and 800 have been consolidated into 400) (Marion County Assessor's Map 41W33DC). Most of this area was recently annexed and developed. The remaining un-annexed area was developed years ago. See Attachment C - Plan Area 2.

Plan Area 3:
Fifty-six point three (56.3) acres west of the Union Pacific Railroad and south of Broadacres Road. Mill Creek forms its westerly boundary. The northerly half is zoned High Density Residential (R-3) and the southerly half is zoned Medium Density Residential (R-2). Plan Area 3 has not been annexed. See Attachment D - Plan Area 3.

Plan Area 4: (no public facilities required)
Three (3.0) acres along the east bank of Mill Creek, north of D Street, and west of the recent Mineral Springs Park Subdivision. This area is zoned Public Use (PU). Page 64 of Hubbard's Parks Master Plan, dated May 8, 2007, proposes that this area become part of a recreational trail system linking Broadacres Road at the south end of Hubbard to the North Marion School District Properties adjacent to Boones Ferry Road (several miles north of Hubbard).

Because of the City's requirements for riparian easements and the steep topography, there is no buildable land within in the boundaries of this area. Therefore, no facilities, as defined in OAR 660-024-0060(7) will be required. Plan Area 4 has not been annexed. See Attachment E - Plan Area 4.

PUBLIC FACILITY DEFICIENCIES BY PLAN AREA:

On September 28, 2012, a meeting between the City's Public Works Superintendent and William I. Peterson Engineering Consultants, Inc. (WIP) took place to determine each plan area's infrastructure deficiencies. As Hubbard's Development Code requires all onsite improvements to be constructed at the expense of the developer, it was determined only offsite Public Facilities Deficiencies need to be identified in this Plan document.

Onsite improvements are required when development of any area within the plan areas are proposed. As a condition of approval of annexation of any of the property within the study area Master Plan updates for water distribution mains and sanitary sewer trunk lines will be required. Actual routing of water mains and sanitary sewer trunk lines cannot be determined until roadway locations are known. Therefore, Master Plans are typically prepared in conjunction with development. All public and private infrastructure costs within developing areas of the city are the responsibility of developers. Exceptions have been made for over-sizing of water mains or sewer trunk lines designed to serve areas outside of the developer's property. Over-sizing reimbursements require City approval. Appropriate areas to be assessed are recorded for future reference and reimbursement is made when development occurs.

In general, on-site residential development costs are usually expressed in cost per lot. Single family developments of the small lot size are typically being developed at a cost in the range of $15,000.00 to $25,000.00 per lot. That cost does not include land costs or dwelling unit costs. Included in the costs are planning, engineering, surveying and plating costs, clearing for construction, street construction (excavation, base rock, pavement, curbs, sidewalks), storm drainage, sanitary sewer lines and laterals, water system mains and service connections for future homes. The range of costs for subdivision developments depends largely on the size of the project. Smaller projects usually incur larger costs per lot.

It was also determined that Hubbard's Wastewater Treatment Plant (WWTP), including all existing lift stations, have ample capacity to serve the anticipated requirements of the plan areas. Likewise, Hubbard's water supply (wells) and storage system have ample capacity to serve the anticipated requirements of the plan areas.

The offsite deficiencies were identified for each plan area and are discussed below.

Plan Area 1: (See Attachment F – Plan Area 1 - Potential Offsite Improvements)

Sanitary Sewer:
There is a 10-inch sanitary sewer trunk line which flows west from Industrial Avenue under Pacific Highway (99E) and the Union Pacific Railroad to the Third Street lift station. The City's Public Works Superintendent believes an extension of this 10-inch line across 2700 Industrial Avenue is preferred to the only alternate route: west along J Street (or G Street), then north along Pacific Highway (99E) to D Street and then west to the lift station at the WWTP. Therefore, a 10-inch sanitary sewer extension and easement is required across 2700 Industrial Avenue to the west boundary of the plan area.

Offsite Public Facility Deficiencies:
Extend the 10-inch sanitary sewer in an easement across 2700 Industrial Avenue.

Storm Water:
The natural drainage is southeasterly to Brandy Creek. Brandy Creek crosses under Painter Loop through a culvert near the southeastern corner of the plan area. Previous Storm Water Master Plans identified Brandy Creek as the approved point of discharge for storm water in the area. According to one of Marion County's Public Works Department engineers, "the existing 12–inch concrete culvert under Painter Loop is not known to have problems." However, minor flooding has occurred along Dunn Street. The County recommends that Dunn Street be drained by a storm water line flowing east from Dunn Street to Painter Loop. This extension would be an onsite rather than an offsite deficiency. The PFFP recommends that preparation of a Storm Water Master Plan for all of Plan Area 1 be made a condition of approval for any annexation. Storm water detention could be incorporated in the Park. See the discussion under the "Parks" heading below.

Offsite Public Facility Deficiencies:
None; provided preparation of a Storm Water Master Plan for Area 1 be made a condition of approval for annexation.

Water:
A 10-inch water main exists along the northern plan area in Whiskey Hill Road to Oak Street. A 6-inch water main extends from a 10-inch water main in Industrial Avenue to the southern property line of 2400 Industrial Drive. The 6-inch offsite main needs to be upgraded to a 10-inch line and extended to the west boundary of the plan area. The onsite water system will eventually loop from Whiskey Hill Road to Industrial Drive, but the onsite cost is the responsibility of the developers. The extent of the looping will be made on a case by case basis as the area develops by the City Engineer as it is dependent on the size and location of the development within the plan area.

Offsite Public Facility Deficiencies:
Extend the 10-inch water line in Industrial Drive 640-feet to the west boundary of the plan area.

Transportation:
Figure 6.2 of the City's Transportation Plan indicates that no offsite roads are required to serve the plan area however, new sidewalks are identified in the City's Transportation System Plan (TSP) along Whiskey Hill Road. The PFFP recommends that the sidewalk identified along the south side of Whiskey Hill Road, adjacent to Plan Area 1, be made a condition of approval for any adjacent development. However, the PFFP does not recommend installation of the sidewalks on the north side of Whiskey Hill Road.

Offsite Public Facility Deficiencies:
None; provided the installation of sidewalks on the south side of Whiskey Hill Road is made a condition of approval for any adjacent development.

Figure 6.3 of the City's Transportation Plan indicates a suggested onsite roadway layout for Plan Area 1. As stated under Public Facility Deficiencies on Page 4, "As Hubbard's Development Code requires all onsite improvements to be constructed at the expense of the developer, it was determined that only offsite Public Facilities Deficiencies need to be identified in this plan document." The actual feasibility of the street system in the TSP is dependent on many variables that may be unknown to the transportation planners. The suggested layout shown on Figure 6.3 is only one possible layout. Therefore onsite roads (and sidewalks) are not a part of the PFFP.

Parks:

A 5+ acre park is identified in the City's Park Master Plan on the east side of Pacific Highway (99E), but the exact location has not been determined. The City's Land Use Planner, recommends that the park be located in Plan Area 1 to avoid the potential zoning issues associated with developing a park on land zoned by Marion County as Exclusive Farm Use (EFU) that is also outside of the Urban Growth Boundary. If the planned park is located in Plan Area 1, a means to acquire the land must be determined. If a developer acquires sufficient acreage, a portion of the development can be set aside for the planned park. The Park Master Plan states, "Prior to the time land is annexed or developed, the City should work with property owners to acquire the 5+ acre site." The City could consider acquiring land for the park in stages. A storm water detention system could also be incorporated into the park.

Public Facility Deficiencies:

Acquire land and develop the planned east side park within Plan Area 1.

Plan Area 2: (See Attachment G – Plan Area 2 - Potential Offsite Improvements)

Sanitary Sewer:
An 8-inch sanitary sewer line was extended to the south across tax lots 400 and 900 (Marion County Assessor's Map 41W33DC) along Pacific Highway (99E) and is ready to serve tax lots 1000 and 1100 (Marion County Assessor's Map 41W33DC). Upon annexation the 8-inch sanitary sewer line needs to be extended south across tax lots 1000 and 1100 to serve any future UGB expansion to the south. There are no offsite sanitary sewer deficiencies.

Offsite Public Facility Deficiencies:
None; provided the extension of the 8-inch sanitary sewer line and easement (if required) across tax lots 1000 and 1100 is made a condition of approval of the annexation of either of these tax lots.

Storm Water:
As the area is mostly developed, storm water requirements are minor, provided Hubbard's Storm Water Detention Design and Construction Standards are followed. An existing 18-inch storm water line in Pacific Highway (99E) and should be extended southerly along tax lots 1000 and 1100 (Marion County Assessor's Map 41W33DC) to serve any future UGB expansion to the south. There are no offsite storm water system deficiencies.

Offsite Public Facility Deficiencies:
None; provided the extension of the 18-inch storm water line and easement (if required) across tax lots 1000 and 1100 is made a condition of approval of the annexation of either of these tax lots.

Water:
A 10-inch water main was extended south across tax lots 400 and 900 (Marion County Assessor's Map 41W33DC) along Pacific Highway (99E). It should be extended southerly across tax lots 1000 and 1100 to serve any future UGB expansion to the south.

Offsite Public Facility Deficiencies:
None; provided the extension of the 10-inch water main and easement (if required) across tax lots 1000 and 1100 is made a condition of approval of the annexation of either of these tax lots.

Transportation:
The area is accessed by Pacific Highway (99E). The Transportation System Plan (TSP) calls for a phased approach to widening the Highway, which includes providing for south bound through and right turn lanes and the preservation of right-of-way needed to construct a 5-lane cross section in the long term future. See page 115 of the TSP, Preferred Plan Roadway Improvements. (*The City of Hubbard City Council adopted Ordinance 324-2012 on June 12, 2012, adopting the Transportation Plan.*) The adopted plan recognizes that improvements to Highway 99E are necessary and provides an analysis as to how the improvements can be accomplished over a period of several years. Improvements to the Highway within Area 2 are likely to be development driven based upon the impacts of future development and redevelopment of businesses within the area. The Hubbard Development Code requires development to construct full street improvements to all existing streets adjacent to, within or necessary to serve the property, unless the applicant demonstrates to the satisfaction of the City Engineer and ODOT when the subject property abuts a state highway, that the condition of the existing streets meet the City standards and are in satisfactory condition to handle projected traffic loads (HDC

2.202.03.F). A portion of the Highway within Area 2 was recently improved to the Major Arterial Phase II (4 Lane) street width (See also land use approvals for ANX 2008-02/ZC 2008-01/DR 2008-02 and DR 2008-03). City staff anticipates the remaining highway frontage within Area 2 will be required to complete similar street improvements consistent with the Major Arterial Phase II (4-lane) street design standard found in Figure 6.4 of the Hubbard TSP. Adequate right-of-way exists for the highway widening; however, an easement will be required to extend the sidewalk.

Offsite Public Facility Deficiencies:
None; provided an easement for a 6-foot wide sidewalk beyond the existing 80-foot wide highway right-of-way is made a condition of approval of the annexation of either of these tax lots.

Parks:
There are no park requirements for industrial zones.

Offsite Public Facility Deficiencies:
None.

Plan Area 3: (See Attachment H – Plan Area 3 - Potential Offsite Improvements)

Sanitary Sewer:
The Third Street lift station is nearly adjacent Plan Area 3. The lift station has an existing 12-inch influent line whose invert elevation is 159.06-feet. The system alarm is also set at this elevation. Therefore, most of the buildable area of this plan area can be served by this lift station. See Attachment "Plan Area 3 - Potential Offsite Improvements. As the lift station is within 100-feet of the most easterly corner of this plan area, only a short extension of offsite sanitary sewer line needs to be constructed. The PFFP recommends that the construction of this extension be made a condition of approval for any development in the plan area to avoid the need for public facility financing. A Master Sanitary Sewer Plan for all of Plan Area 3 is required as a condition of approval for any development in any portion of this area.

The onsite sanitary sewer system is the responsibility of the developers.

Offsite Public Facility Deficiencies:
None; provided the offsite sewer line extension be made a condition of approval of future development.

Storm Water:
The natural drainage is to Little Bear Creek and Mill Creek, which flow through the plan area. An open ditch along the west side of Third Street needs to be filled in prior to extending the sidewalk system to this plan area. See discussion under Plan Area 3's "Transportation" heading below. A 10-inch storm water pipe needs to be extended 700-feet along the west side of Third Street, from "J" Street to Little Bear Creek, prior to filling the ditch. Catch basins and curbs will need to be extended along the west side of Third Street to convey storm water into the 10-inch storm drain pipe.

The onsite storm water system, including detention and treatment, is the responsibility of the developers. Riparian, flood plain, and drainage easements along the creeks will be required as a condition of annexation approval.

Offsite Public Facility Deficiencies:
Extend 700-feet of 10-inch storm drain, including catch basins, along the west side of Third Street

Water:
The City of Hubbard's main water storage and distribution center is located on the east side of the Union Pacific Railroad just east of Plan Area 3. Currently, a 10-inch water main delivers water to the area west of the railroad but the 10-inch main ends on J Street just west of Third Street. To supply adequate water during peak times, the 10-inch main should be extended further west 1000-feet to connect to the existing lines in Fourth through Seventh Streets and extend to the east side of the plan area. This extension will increase the water supply to existing users and Plan Area 3.

The 10-inch line also needs to be extended 690-feet south from J Street, along Third Street to the northern edge of the plan area. The water lines need to be looped within the plan area, but this is the responsibility of the developers. The extent of the looping will be made on a case by case basis as the area develops by the City Engineer as it is dependent on the size and location of the development within the plan area. A Master Water Plan for all of Plan Area 3 may be required as a Condition of Approval

for any development in any portion of this area. The requirement for a master plan should be made by the City Engineer upon submittal of a development plan.

Offsite Public Facility Deficiencies:
Extend 1000-feet of 10-inch water line along J Street, just west of Third Street to the eastern edge of the plan area connecting to the existing lines in Fourth through Seventh Streets.
Extend 690-feet of 10-inch water line south from J Street along Third Street to the northern edge of the plan area.

Transportation:
This plan area is served from the north by Broadacre Road and Third Street. Both are minor arterials per the TSP. The 2012 TSP identifies the installation of new sidewalks and curbs along the west side of Third Street and both sides of Broadacre Road.

Offsite Public Facility Deficiencies:
Extend 690-feet of sidewalk and curb along the west side of Third Street.
Extend 250-feet of sidewalk and curb along each side of Broadacre Road.

Figure 6.3 of the City's Transportation Plan indicates a suggested onsite street layout for this plan area. See attached Figure 6.3. Under Public Facility Deficiencies on Page 1, "Hubbard's Development Code requires all onsite improvements to be constructed at the expense of the developer. The actual feasibility of a street system is dependent on numerous variables that may be unknown to the transportation planners. Figure 6.3 indicates only one potential layout. Therefore, for these reasons, onsite roads (and sidewalks) are not a part of the PFFP.

Parks:
As of August 28, 2012, the City's Public Works Superintendent indicated that no parks are planned inside this plan area. As the plan area is zoned residential, residential SDCs provide financing for present and future park improvements throughout Hubbard.

Offsite Public Facility Deficiencies:
None.

Plan Area 4: (See Attachment E – Plan Area 4)

No public facilities are required within Plan Area 4 and, therefore, there are no deficiencies.

PUBLIC FACILITY COST ESTIMATES BY PLAN AREA			
Plan Area 1	**Item**	**Cost / Unit**	**Estimate ($)**
Sanitary Sewer	Extend 100'of 10" sanitary sewer in an easement across 2700 Industrial Avenue.	$45.00 per Foot	$45,000.00
Storm Water	None	-	-
Water	Extend 100' of 10" water main from Industrial Avenue to west boundary of Plan Area 1.	$35.00 per Foot	$35,000.00
Transportation	None	-	-
Parks	Acquire land and construct the east side park.	From Parks Master Plan[1]	$1,035,762.00
		Total Plan Area 1	**$1,115,762.00**
Plan Area 2	**Item**	**Cost / Unit**	**Estimate ($)**
Sanitary Sewer	None.	-	-
Storm Water	None.	-	-
Water	None.	-	-
Transportation	None.	-	-
Parks	None.	-	-
		Total Plan Area 2	**$ 0.00**
Plan Area 3	**Item**	**Cost / Unit**	**Estimate**
Sanitary Sewer	None	-	-
Storm Water	Extend 700-feet of 10-inch storm water pipe along the west side of Third Street.	$50.00 / LF	$35,000.00
Water	Extend 1000-feet of 10-inch water line along J Street, just west of Third Street to the eastern edge of the plan area.	$60.00 / LF	$60,000.00
	Extend 690-feet of 10-inch water line south from J Street along Third Street to the northern edge of the plan area	$60.00 / LF	$41,400.00
Transportation	Extend 690' of 6' wide sidewalk and curb along the west side of Third Street.	$40.00 / LF	$27,600.00
	Extend 250' of 6' wide sidewalk and curb along each side of Broadacre Road	$40.00 / LF	$20,000.00
Parks	None	-	-
		Total Plan Area 3	**$184,000.00**
Plan Area 4	**Item**	**Cost / Unit**	**Estimate**
Sanitary Sewer	None	-	-
Storm Water	None	-	-
Water	None	-	-
Transportation	None	-	-
Parks	None	-	-
		Total Plan Area 4	**$ 0.00**
		TOTAL	**$1,299,762.00**

1. $932,192.00 in 2007 adjusted for inflation.

PUBLIC FACILITY COST ESTIMATES BY FACILITY TYPE:

Sanitary Sewer:		
Plan Area 1	$	45,000.00
Plan Area 2	$	0.00
Plan Area 3	$	0.00
Plan Area 4	$	0.00
Total Sanitary Sewer:	**$**	**45,000.00**
Storm Water:		
Plan Area 1	$	0.00
Plan Area 2	$	0.00
Plan Area 3	$	35,000.00
Plan Area 4	$	0.00
Total Storm Water	**$**	**35,000.00**
Water:		
Plan Area 1	$	35,000.00
Plan Area 2	$	00.00
Plan Area 3	$	101,400.00
Plan Area 4	$	0.00
Total Water:	**$**	**136,400.00**
Transportation:		
Plan Area 1	$	0.00
Plan Area 2	$	0.00
Plan Area 3	$	47,600.00
Plan Area 4	$	0.00
Total Transportation		**$47,600.00**
Parks:		
Plan Area 1	$	1,035,762.00
Plan Area 2	$	0.00
Plan Area 3	$	0.00
Plan Area 4	$	0.00
Total Parks		**$ 1,035,762.00**
TOTAL		**$ 1,299,762.00**

PUBLIC FACILITY FINANCING OPTIONS:

Many financial options are available in Oregon for the construction of the needed offsite public facilities identified in this plan. The following is a brief description of these options:

System Development Charge (SDC) – An SDC is an impact fee charged on a new development. Fees collected are used to help pay a portion of the cost for needed expansion of offsite improvements. Currently, the City charges such fees for water, sewer, and transportation improvements and applies park SDCs only to new residential developments. SDCs are paid by the developer when building permits are issued.

Supplemental System Development Charge – As the name implies, this is an SDC in addition to the regular SDCs to pay for infrastructure improvements outside of what is considered normal. These charges would only be applied to new development within the plan areas as identified in the PFFP.

Advance Financing District – An Advance Financing District allows a developer to pay for the extension of infrastructure for a development outside of the normal development sequencing pattern. The developer is repaid for portions of the extension by other parties along the extension as development occurs. A District is used mostly by developers with access to significant capital.

Development Exactions – As a condition of approval for a development, developers are required to construct offsite infrastructure improvements at their expense.

Local Improvement District (LID) – An LID is created through an arrangement between property owners in a specified neighborhood and the City that provides for the funding of improvements needed in that district. Property owners benefiting from the improvements within the District pay for the improvements over time. Payments for the improvements are usually made annually over a 10-year period.

General Obligation Bond (GO Bond) – General Obligation Bonds are issued for the construction of public facility improvements. The bond is repaid over time through assessment of all properties within a jurisdiction where the improvements are constructed. For the City of Hubbard, the properties include the entire City. Exercising this option requires voter approval.

Revenue Bond ("backed" by a utility surcharge) – Revenue Bonds are issued for the construction of public facility improvements. The bonds are repaid based upon a revenue producing utility. For Hubbard, this could be applied to water and sewer improvements.

Local Gas Tax – A local gas tax increases gas taxes collected at fueling stations. Uses of the tax increase are limited to transportation facilities. A state-wide moratorium on local governments implementing this option is in effect until 2013.

Tax Increment Financing – Funding to pay for public facility improvements using tax increment financing is accomplished through the increase in property taxes from new development within the plan areas. Taxes collected for this purpose apply only to lands located within an urban renewal district.

The following page provides additional information regarding these finance mechanisms.

CITY OF HUBBARD Public Facility Financing Option Comparison					
Option	Who Pays	Timing	Pros	Cons	Comments
System Development Charge **(SDC)**	Developer	One-time fee collected when building permit is issued.	Fee is proportional to development impacts. Costs are spread across broad base. Easy to enact through Council approval.	Higher financing costs and uncertainty about revenue timing. May not fully fund needed improvements.	Most widely used financing option for public facilities financing in Oregon. Rates need to be maintained in order for revenue to cover costs. Council Approves project priorities through the budget process. Cash flow uncertainty is a problem.
Add-on SDC **(SSDC)**	Developer	One-time fee collected when building permit is issued.	Fee is proportional to impact. Addresses "equity" issues for improvements that only benefit a few properties.	Adds to development costs.	Funds are dedicated to a small batch of projects, but there is an accompanying loss of Council flexibility for managing the timing and sequence of funded improvements. Cash flow uncertainty becomes a larger problem.
Advance Financing District (Reimbursement District) **(AFD)**	Developer	At the time of development as a condition of approval.	Allows projects to proceed ahead of normal sequencing. Payback by other property owners monitored by the city.	Adds to capital and financing costs. Risk that other property owners may not develop and repay their fair share.	Often used in conjunction with SDC's to let large projects move forward on their own schedule. Districts typically sunset after 10 - years, but may be extended with Council approval. Works best with large developments or consortiums.
Developer Extractions (i.e. conditions of approval) **(DE)**	Developer	At the time of development.	Privatizes the cost of certain offsite improvements.	Adds capital costs. May reduce land values. Limited application based on fair share doctrine.	There is an added risk that reliance on exactions may result in scattered improvements and fragmented service delivery capabilities.
Local Improvement District **(LID)**	Developer	Annual property tax assessment.	Low interest rates, secure financing, public backing.	Adds to land holding costs; may reduce land value.	LID's require majority approval by property owners within the district. The process can be difficult, but also flexible regarding when the assessments are due. Takes time to initiate the district.
General Obligation Bond **(GOB)**	Generally property assessments, depending on revenue pledge.	Varies based on financing structure.	City's full faith and credit backs the bond issue. Lowest borrowing rate.	Requires voter approval. May affect city's debt capacity and rating. High cost to secure approval.	Requires voter approved bond measure. State approval of tax-free private activity bonds may be difficult to secure. Likely to increase land holding costs.

Revenue Bond with Utility Surcharge backing **(RB/US)**	Utility customers (i.e. the property owner or lessee).	Monthly fee added to utility bill. May be consumption based or flat rate.	Shifts capital burden to operations. May reduce borrowing costs if it lowers the interest rate on borrowed funds. Council may approve.	Shifts capital burden to operations. Utility must have sufficient reserves and debt ceiling. Puts general ratepayers at risk.	Without a current street utility, the city would have to form one to utilize this approach on transportation projects. Bond holders typically require general rate backing to ensure against default. Capital reserves and borrowing capacity present significant limitation.
Local Gas Tax **(LGT)**	City residents and pass-through drivers.	With every fuel purchase.	Limited to transportation projects. Could free up funding for other projects outside the plan area. Very efficient collection.	Requires voter approval. Historically an unpopular tax.	Local gas tax and street utility funding mechanisms are under examination across the state due to a growing street maintenance backlog and lack of revenue to finance the non-SDC portion of local capital improvement programs.
Tax Increment Financing District **(TIFD)**	Property owner	Annually through regular property tax payments.	Capital improvements in essence become self-financing. Ability to add "general public benefit" projects.	Defers general fund revenue to taxing districts from affected properties until district sunsets. Limited debt capacity early on.	TIFDs can be expensive to set up and voter approval would be necessary. Vacant industrial land generally provides the highest value-added use of this financing tool.

PUBLIC FACILITY FINANCING METHOD BY PLAN AREA			
Plan Area 1	**Estimate ($)**	**Best Financing Method**	**Alt. Financing Method**
Sanitary Sewer	$45,000.00	LID	DE
Storm Water	N/A[1]	N/A	N/A
Water	$35,000.00	LID	DE
Transportation	N/A[1]	N/A	N/A
Parks	$1,035,762.00	SDCs[2]	DE[2]
Total Plan Area 1	**$1,115,762.00**		
Plan Area 2	**Estimate ($)**	**Best Financing Method**	**Alt. Financing Method**
Sanitary Sewer	N/A[1]	N/A	N/A
Storm Water	N/A[1]	N/A	N/A
Water	N/A[1]	N/A	N/A
Transportation	N/A[1]	N/A	N/A
Parks	N/A	N/A	N/A
Total Plan Area 2	**0.00**		
Plan Area 3	**Estimate ($)**	**Best Financing Method**	**Alt. Financing Method**
Sanitary Sewer	N/A[1]	N/A	N/A
Storm Water	$ 35,000.00	AFD	DE
Water	$ 101,400.00	AFD	DE
Transportation	$ 47,600.00	AFD	DE
Parks	N/A	N/A	N/A
Total Plan Area 3	**$ 166,000.00**		
Plan Area 4	**Estimate ($)**	**Best Financing Method**	**Alt. Financing Method**
Sanitary Sewer	N/A	N/A	N/A
Storm Water	N/A	N/A	N/A
Water	N/A	N/A	N/A
Transportation	N/A	N/A	N/A
Parks	N/A	N/A	N/A
Total Plan Area 4	**$ 0.00**		
TOTAL	**$1,299,762.00**		

Notes:

1. See Public Facility Deficiencies by Plan Area starting on Page 3 for recommendations that often are a Developer Extraction or a requirement for developers to prepare Master Plans. These items are low in cost and commonly figured into the developer's budget. These do not normally require Public Financing and therefore no estimate is given.
2. Depending on the size of the development(s), the best financing method may be a combination of SDCs and DEs.

Acronyms that may be used on this page:

SDC ..... System Development Charge
SSDC..... Supplemental System Development Charge
AFD..... Advance Financing District
DE..... Developer Extractions
LIC..... Local Improvement District
GOB..... General Obligation Bond
RB / US..... Utility Bond with Utility Surcharge
LGT..... Local Gas Tax
TIFD..... Tax Increment Financing District

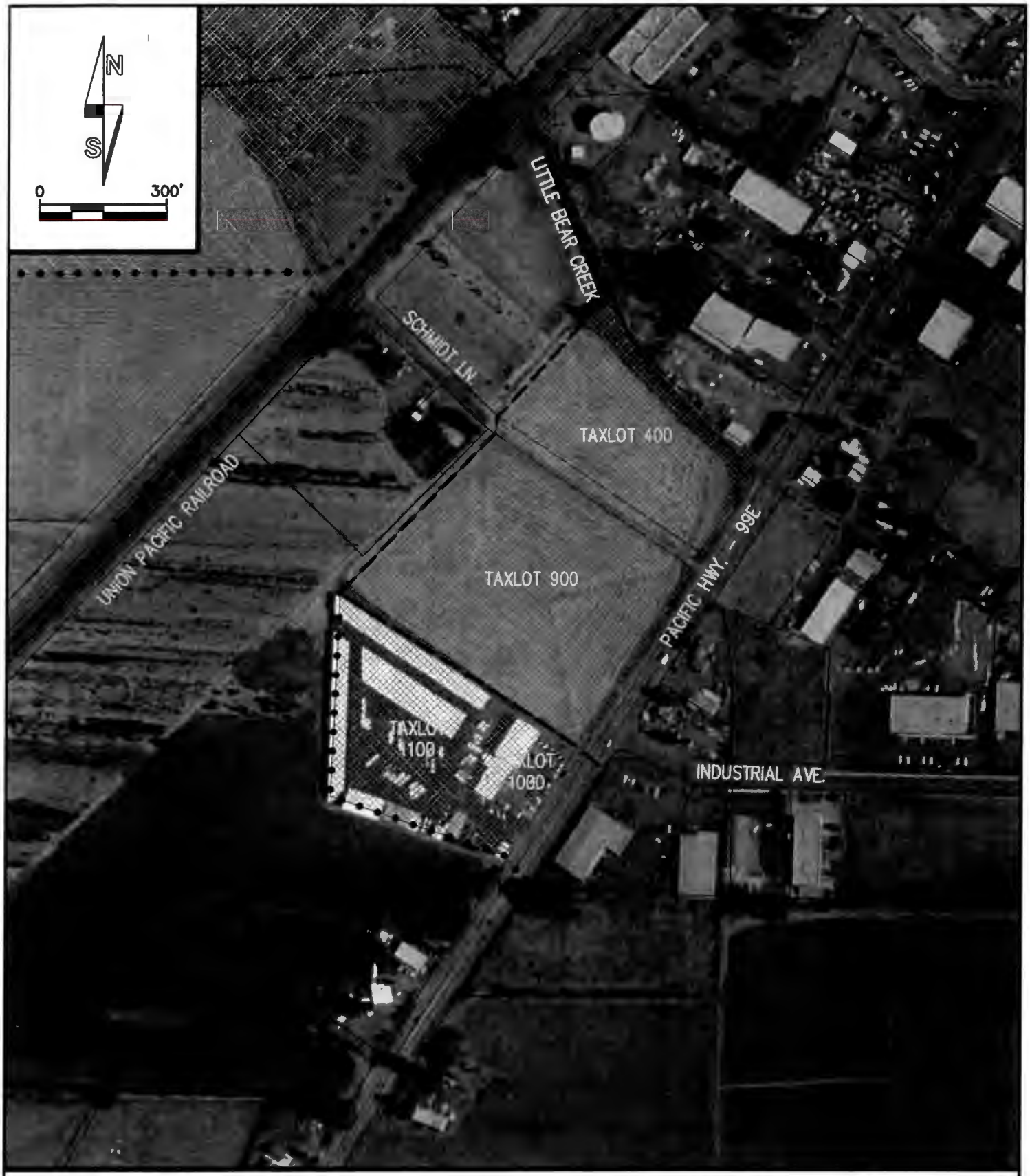
Public Facility Financing Plan Areas

Attachment "A"

City Limits
Urban Growth Bndy.
Property Lines
Plan Areas

Plan Area 1

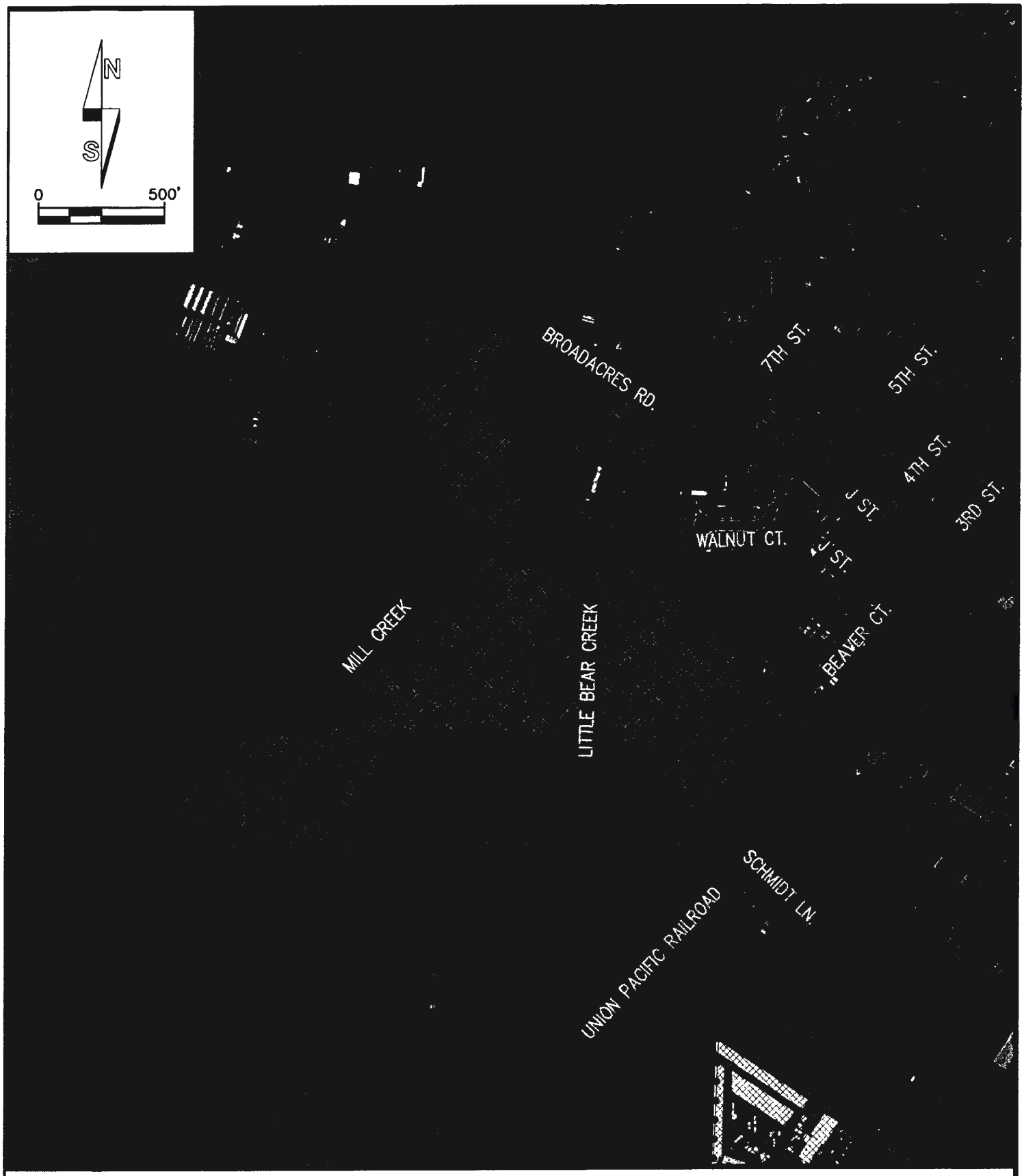
Attachment "B"



City Limits
Urban Growth Bndy.
Property Lines
Plan Areas

Plan Area 2

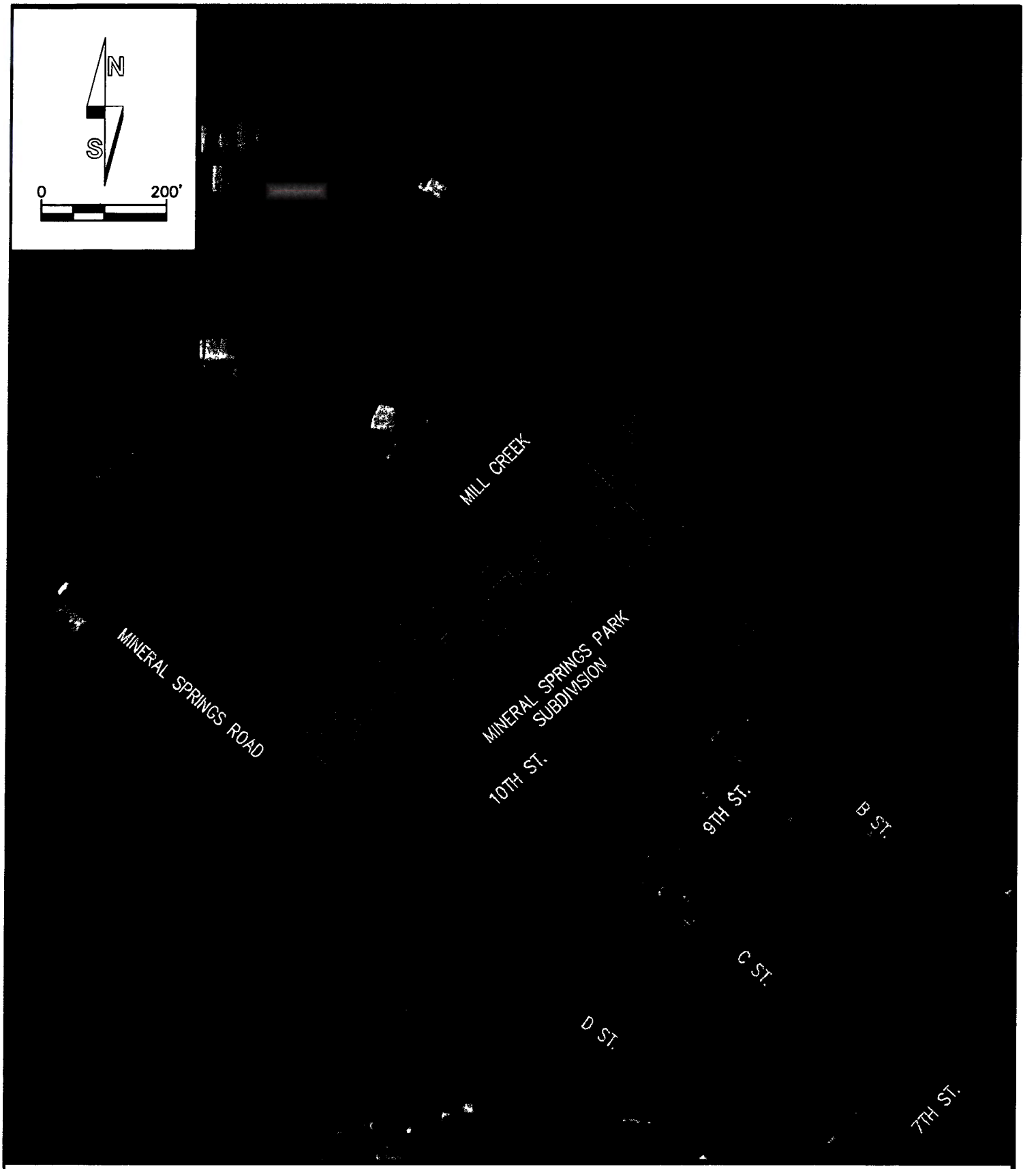
Attachment "C"



City Limits
Urban Growth Bndy.
Property Lines
Plan Areas

Plan Area 3

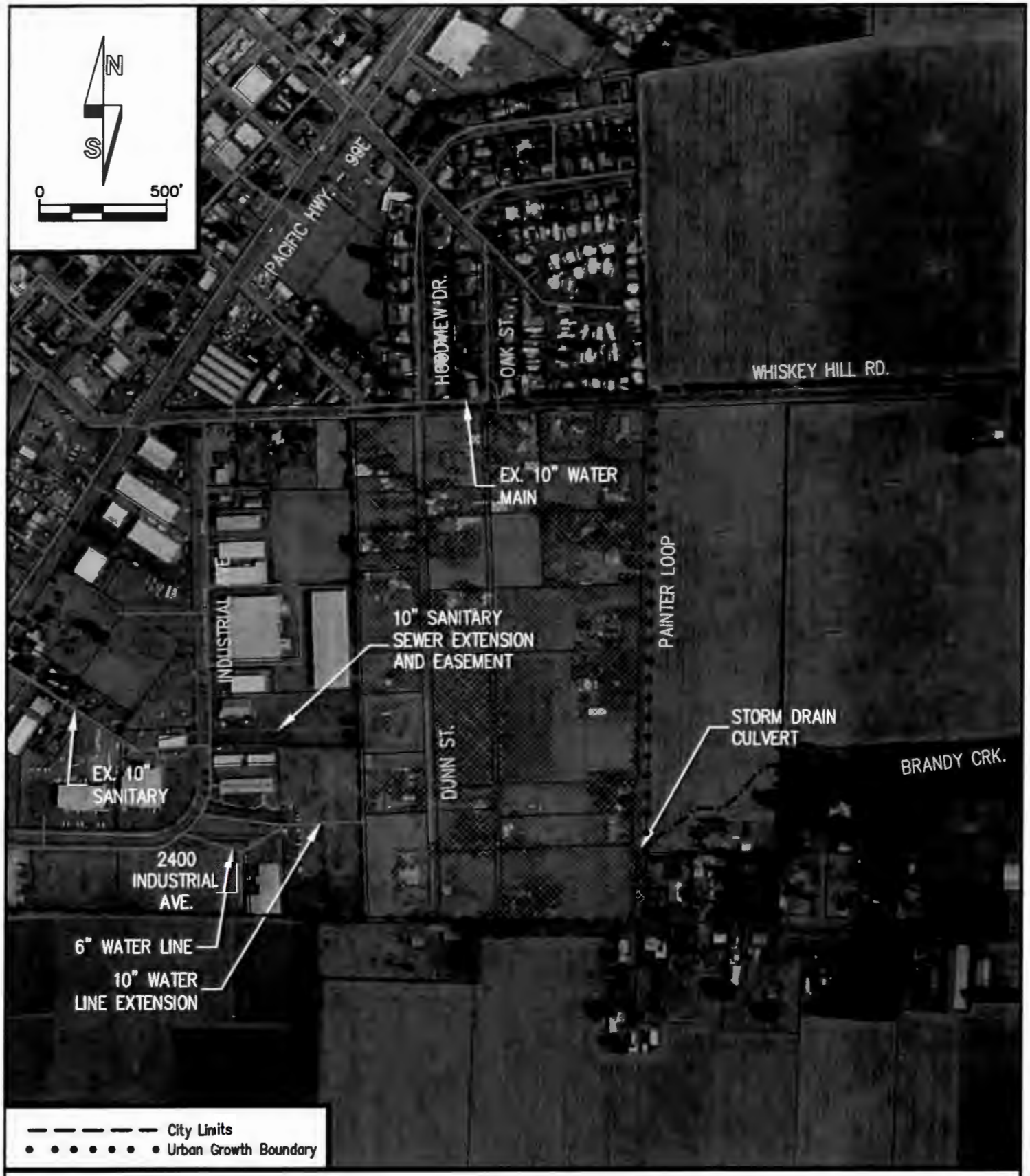
Attachment "D"



City Limits
Urban Growth Bndy.
Property Lines
Plan Areas

Plan Area 4

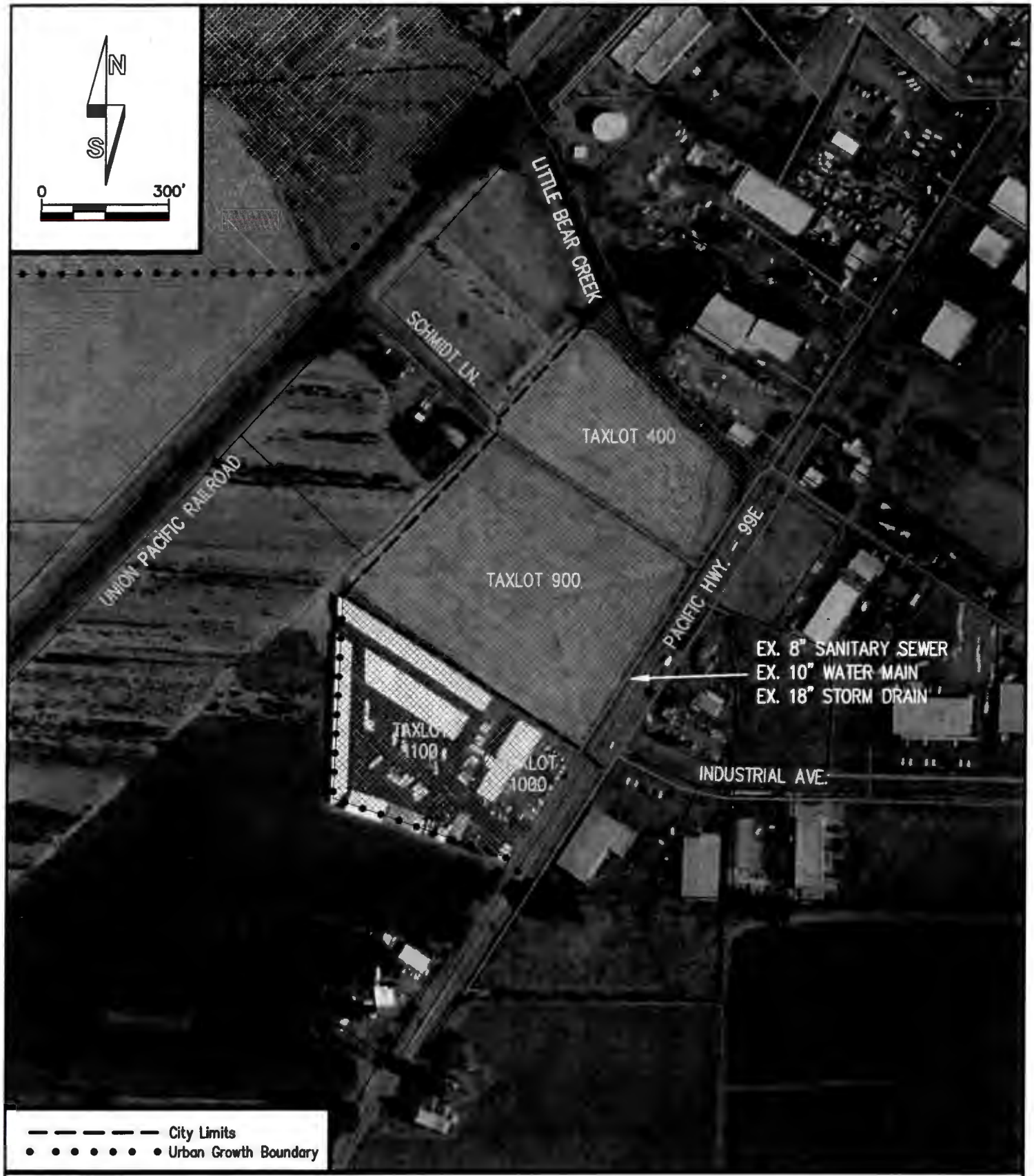
Attachment "E"



Plan Area 1

Potential Offsite Improvements

Attachment "F"



Plan Area 2

Potential Offsite Improvements

Attachment "G"

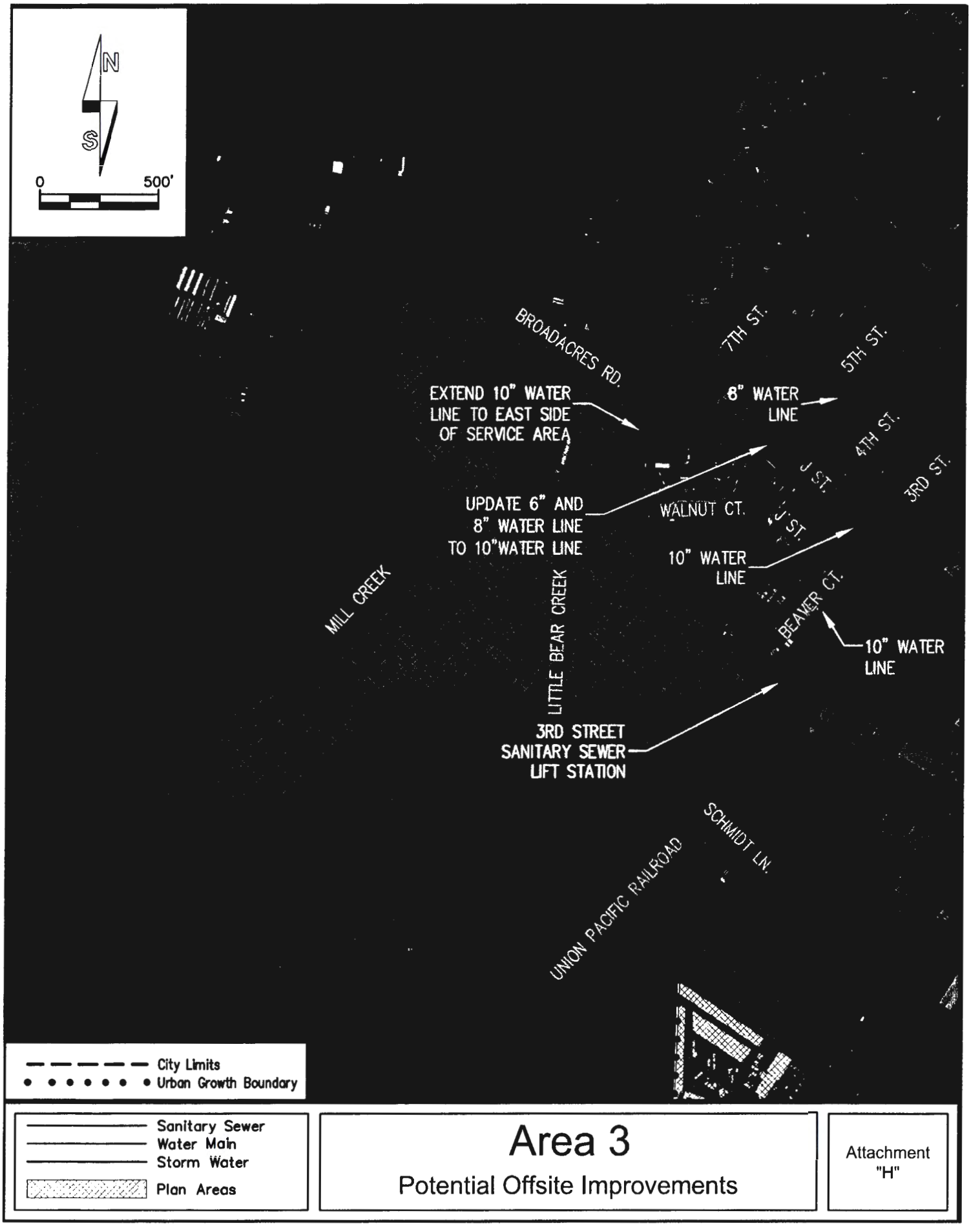

N
S
0
500'
BROADACRES RD.
7TH ST.
5TH ST.
EXTEND 10" WATER LINE TO EAST SIDE OF SERVICE AREA
8" WATER LINE
4TH ST.
3RD ST.
UPDATE 6" AND 8" WATER LINE TO 10"WATER LINE
WALNUT CT.
10" WATER LINE
MILL CREEK
LITTLE BEAR CREEK
BEAVER CT.
10" WATER LINE
3RD STREET SANITARY SEWER LIFT STATION
SCHMIDT LN.
UNION PACIFIC RAILROAD
City Limits
Urban Growth Boundary
Sanitary Sewer
Water Main
Storm Water
Plan Areas
Area 3
Potential Offsite Improvements
Attachment "H"

EXHIBIT B
AMENDMENTS TO THE HUBBARD COMPREHENSIVE PLAN

SECTION V
PUBLIC FACILITIES & SERVICES

INTRODUCTION

Public facilities and services are of great importance to the general welfare of a community. Various levels of government or nonprofit private institutions either own or operate these facilities for the benefit of the community. Some of the services provided are necessities of life, such as sewer, storm sewer, and water, whereas others substantially enhance the quality of life, such as schools, park and recreation facilities. Considering the continued population growth, rising living standards, increased leisure time, and educational expectations, the City anticipates an increased demand for various types of public services within the planning period. Advance and systematic planning of these public facilities is essential to assuring that the City meets future demands.

The City adopts the following general goals, objectives, and policies regarding the provision and development of public facilities and services:

Goal: To provide for an orderly, efficient and economical system of delivery of City services. To conserve and manage efficiently the available water resources, and to extend and secure long range water supplies to meet the needs of the people of Hubbard. To seek and maintain cooperation and coordination of public services with other governmental agencies.

Objectives:

1. Maintain and enhance the quality of public facilities and services and provide them in a timely cost-effective manner.
2. Direct new development to locations where facilities and services exist, or to buildable areas adjacent to the existing service area.
3. To maximize on existing investment, consider service line extension policies that encourage infix development within the existing city.

Policies:

1. The sizing and location of sewer, water and storm drainage lines is to reflect the requirements of desired land use arrangements and densities of the service area.
2. Utilize the provision of community facilities and services as a guide to urban development by phasing and directing growth based on facility and service capability and capacity.
3. Encourage development of vacant land within the city prior to urbanization of rural land within the urban growth boundary so as to achieve maximum utilization of public investment.
4. The installation, repair or resizing of municipal service lines should be done prior to, or concurrent with, street improvements.

WATER SYSTEM

BACKGROUND ON SOURCES, STORAGE, AND TREATMENT

The 1996 City of Hubbard Water Master Plan originally guided the governing body in the development of the water system. In April 2007, the City adopted a Water Management and Conservation Plan (WCMP) prepared by 4B Engineering and Consulting, LLC. Copies of the 2007 plan are available for review through City Hall or for purchase based upon the cost of reproduction.

Additional assessment of the system occurred during the process of adopting a Water and Wastewater Rate Study adopted in 2012. In 2013, the City prepared a Public Facilities Finance Plan (PFFP) to address facility improvements and requirements to serve properties added to the City following several Urban Growth Boundary amendments approved in 2008 (19 acres of commercial and industrial) and 2010 (112 acres of residential land).

The French Prairie area aquifer is Hubbard's groundwater resource. The geologic formation has approximately 50 to 100 feet of Willamette silts with the underlying 100 foot ± layer consisting of alternating clays, silts, sands, gravels, and large boulders. This underlying layer is called the Troutdale formation, and is cemented to form an impermeable layer.

The municipal water for the City of Hubbard comes from groundwater and underground rivers. Initially, four (4) deep wells provided access to these waters, drawing water from the French Prairie area aquifer. (See **Public Facilities Element – Water – Table 1.**) The City abandoned its first well in 1968 because of its low capacity of 80 gallons per minute (gpm). The second well, referred to as well Number #1, was developed in 1945, and is located at 3101 2nd Street. It was drilled to a depth of 225 feet and cased to the bottom. The first pump was driven by an electric motor and was rated at 260 gallons per minute. Well Number #1 was considered a stand-by source for peak demand periods. The City developed well Number # 2 in 1968 as another municipal water source for Hubbard. Well Number #2 is located at E Street. The well is 260 feet deep and is cased to 139 feet. Well Number #3 is located at 3632 1st Street and is 266 feet deep. Geological surveys indicate that the recharge rate of the underground river is more than ample to replace the annual discharge. A fourth well (Well #4) was drilled in the year 2000 and added to the City's municipal water supply. Well #4 is located at 2858 J Street. Well diameter, the year a well was drilled, its depth, it production, and type are indicated in Table 1. Permit numbers for the four (4) wells are noted in **Public Facilities Element – Water - Table 2.**

Public Facilities Element - Water - Table 1
Hubbard Municipal Wells

Well #	Diameter	Year Drilled	Depth	Current Approx. Yield	Aquifer Type
#0	Abandoned	1968 (abandoned)		80 GPM	
#1	12 inch	1975	271 feet	450 GPM	sand and gravel
#2	12 inch	1967	260 feet	250 GPM	sand and gravel
#3	12 inch	1983	250 feet	250 GPM	sand and gravel
#4	12 inch	2000	320 feet	380 GPM	sand and gravel
				Total: 1330 GPM	

Source: Water Management and Conservation Plan (April 2007), 4B Engineering & Consulting, LLC

Public Facilities Element – Water - Table 2
Hubbard Municipal Water Permits

POD ID	Well Number	Priority Date	Permit Number
21056	Well #1	12/13/89	G-10965
21057	Well #2	12/13/89	G-10965
21058	Well #3	12/13/89	G-10965
49721	Well #4	3/29/99	G-13857
49721	Well #4	7/1/05	G-16138

Source: Water Management and Conversation Plan, 4 B Engineering and Consulting, LLC (4/07)

In the 1960s, the combined maximum pumping capacity of the original four (4) wells in the City was 1,560 gallons per minute or over 1.5 million gallons per day. One well was later abandoned. Summer pumping capacity, at that time, was 1.09 million gallons per day.

During the 1970s, the City's storage capacity was 1,050,000 gallons stored in two (2) reservoirs. The site of the first reservoir, a one million gallon ground level steel structure, is adjacent the water treatment plant. The City later added another water tank (100 feet in height), with 50,000 gallon capacity, near the City shops on the southwest corner of 1st and "D" Streets. The latter is an elevated tank that "rides" on the pressure of the distribution system. Excess water from the booster pumps fills the tank. When the booster pumps are off or when they are not keeping up with system demand water flows out of the tank. A second one million capacity tank was added to Well #4 site in the year 2000 for a total of three storage reservoirs for the City.

Approximately 72,000 feet of water lines serve the customers of the system. The distribution system is interconnecting pipes laid out in a grid pattern. Pipes ranged in size from one and one-half (1.5) inches connections of galvanized steel to ten (10) inch cast iron or asbestos cement pipe. Valves spacing occurs at intervals of 600 to 800 feet and are strategically spaces throughout the system. The City bills bimonthly based upon metered service connections. Water meters are read bi-monthly; however, they are not always read on the same monthly date. The 2007 WMCP noted that the City completed over a four (4) year period of time a service meter replacement and all meters were converted to "touch-read" style. The City intends to

perform service meter audits on a 10-year cycle and testing of well and master meters on a 5-year rotation to insure accuracy. All City water use facilities, including filter backwash pipes, and fire station usages are metered.

According to the City's 1996 Water Master Plan (page 13), prepared by KPFF Consulting Engineers and adopted in 1997, the distribution pipe system is generally, well looped, predominately six (6) inches in diameter with some ten (10), eight (8), four (4) inch and smaller diameter pipes. The water system has a maximum of 42 pounds per square inch (psi) under present day demands, and fire flows of 450 to 2,000 gallons per minute at 20 psi. Out of 159 system-piping junctions listed in the master plan, 104 junctions fall below the goal for firefighting of 1,500 gpm at 20 psi minimum.

Information provided by the City Recorder in June 2012 indicates the number of connections to the public water system as 970. The City's Comprehensive Plan, Housing Element, presents an estimated population in 2020 of 3,105 persons and the need for 202 residential units. The number of water connections has the potential to increase to almost 1200 by the year 2020. **Public Facilities Element – Water System - Figure #1** shows the existing piping system.

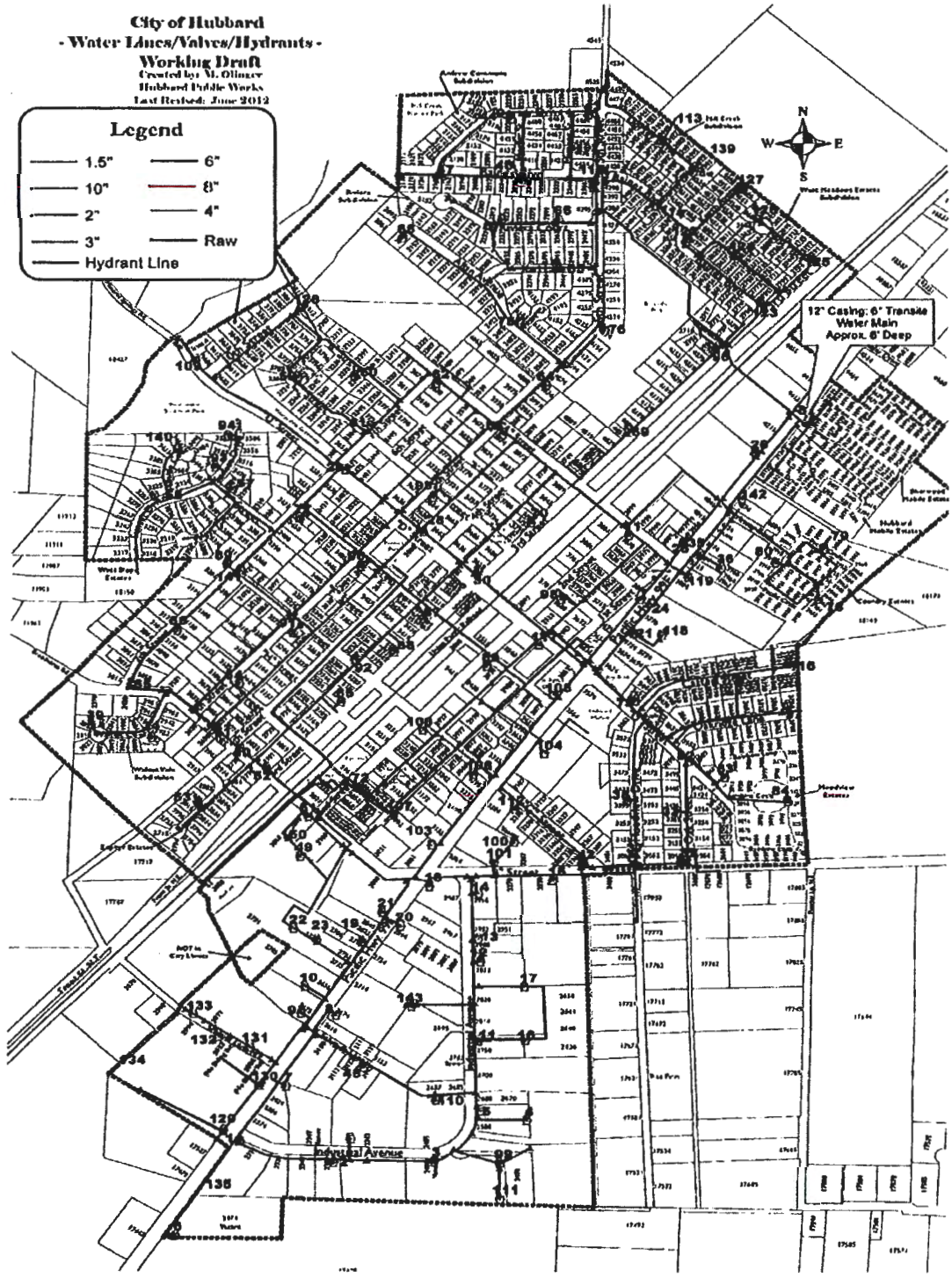
The City's water system has been in place since early in the 1940's. A treatment plant, installed in 1974 and housed in a prefabricated metal building, is a single direct pressure filter using green sand treatment plan for the removal of iron and manganese. Construction of a 500 gallons per minute (gpm) upgrade of the treatment facility was completed in by 2002. The water system is currently rated to operate at 1000 GPM through the use of two (2) filters at 500 GPM each (1,440,000 gallons per day). The water from the four (4) wells (one at a time) is piped directly to and through the water plant and the treated water is sent into two (2) reservoirs each with a capacity of one million gallons and then pumped out as needed into the distribution system.

The addition of Well #4 in 2001 increased the total reliable well yield and dramatically decreased the reliance on the older wells. In Hubbard there are two (2) distinct situations that are more likely to compromise well fields. The first condition is loss of yield or increased pumping head due to a prolonged or high rate of withdrawal from the local aquifer caused by a short-term draft on the aquifer by the City and/or competing wells. Although the local aquifer has been reliable, it is limited in ability to transmit water readily to wells due to the relative "tightness" of the formation. The second situation is caused by well plugging related to usage of the well and minerals in the water that over time may result in partial plugging. Continuous monitoring combined with occasional well rehabilitation is needed to lessen the potential impact.

The City of Hubbard at this time is currently exercising all water rights. There is no set schedule or season of when water rights will be exercised or put into use. There is no expansion or initial diversion of water in any of the existing permits. There is no interconnection with a neighboring City or other water system nor any intergovernmental agreement in place with any other local agency or entity.

The backwash solids from the filter and sand from the sand separator on well Number #1 are washed into an on-site concrete basin and decanted to the City sanitary sewer collection system. Solids (mostly sand and oxidized iron) are removed and hauled for land disposal by the City.

Public Facilities Element – Water System - Figure #1



Public Facilities Element – Water – Table 3 below indicates a tabulation of the data from the year 2006 through 2011 with an earlier comparison year of 1995.

Public Facilities – Water – Table 3
Water Treatment Plant Production Summary

Year	Population	Total Year (millions of gallons)	Average daily gallons per month	Average gallons per person per year
1995		68.91		
2006-07	2960	104.25	285,120	96
2007-08	3095	103.09	281,410	91
2008-09	3125	98.78	269,624	87
2009-10	3140	92.30	259,992	80
2010-11	3175	89.97	246,185	78

Source: City of Hubbard Public Work Department reports to Oregon State Water Resources (2006 through 2011)

Water distribution by type according to the 2007 WMCP indicates the following:

Residential – 73 percent
Commercial – 8 percent
Industrial – 3 percent
Public – .8 percent
Unaccounted – 10 percent
Special Use – 5 percent (includes water backwash, system flushing and fire department usage)

Using a population of 2,045, the per capital usage in 1995 was 87 gallons per capita per day (GPCD). The 2007 Water Management and Conservation Plan (WMCP) indicated that the per capita demand was 82 GPCD. The WMCP notes that water usage patterns are essentially stable and that City water users are frugal and conservation minded.

CURRENT AND FUTURE WATER SUPPLY AND WATER CONSERVATION

In 2008 the City approved an expansion of its UGB by approximately 16.5 acres south of Little Bear Creek and west of Pacific Highway (99E) as an area designated as industrial. In 2010, the City added two areas reserved for residential use under different densities totaling 109.4 acres on the east side of town south of Whiskey Hill Road and east of the Union Pacific Railroad (south of Broadacres Road) on the west side of Hubbard. That same year three (3) acres abutting Mill Creek (north of "D" Street) was added to the UGB as land reserved for public use. A Public Facilities Finance Plan adopted in the year 2013 determined water distribution facilities by area needed to serve the additional acreage.

Increases in the service area in combination with population increases (at 3 percent per year according to the 2007 WMCP) necessitates consideration of additional source capacity, or at the very least, maintaining current well production in future years. Assuming the trend continues to the years 2015 and 2025 and at the current per capita usage this equates in 2015 to an average of 240 gallons per minute (GPD) to a maximum demand of 719 GPM and a 2025 range of 319

GPM to 958 GPM. The Plan indicates that the current permitted flow from all sources will be adequate for the projected demands assuming well production does not decline. However, the pumping rate of each well needs to be reduced and the City needs to continue with promoting water conservation measures. See **Public Facilities Element – Water – Table 4.**

Public Facilities Element – Water – Table 4
Projected Future Well Capacities

Well #	2005 Flow	2015 Flow	2025 Flow
Well #1	450 GPM	400 GPM	340 GPM
Well #2	250 GPM	225 GPM	180 GPM
Well #3	250 GPM	225 GPM	180 GPM
Well #4	380 GPM	350 GPM	300 GPM
Total	1,330 GPM	1200 GPM	1000 GPM

Source: Water Management and Conversation Plan, 4 B Engineering and Consulting, LLC (4/07)

WATER TREATEMENT UPDATES

Hubbard's treated water is disinfected using chlorine. The chlorine is fed from small open tanks of liquid hypochlorate mixed on site at the water treatment plant. Using this form of chlorine eliminates any danger from a chlorine leak.

The City of Hubbard is not located within a designated critical groundwater area and does not have any endangered and dependent species of animals that are listed by State or Federal agencies. The last water inspection system survey was completed in July 2011 and the State rated the City's water system as an "Outstanding Performer." The Health Division recommended that the City establish a cross-connection control program, continue line flushing (that occurs one (1) to (2) times per year), and continue reservoir cleaning to remove accumulated iron and manganese (that the City periodically completes). The City passed an ordinance requiring the installation of cross-connection devices in the mid-1990s.

The Oregon Health Authority – Drinking Water Program (DWP) establishes the minimum water system standards which are set forth in administrative rules. The DWP and applicable Oregon Administrative Rules (OARs) use the following service standards to evaluate the Hubbard Water System:

- Maintaining water quality at the highest possible level.
- Meeting all Oregon and U.S. Environmental Protection Agency (EPA) standards at all times.
- Delivering the quantity of water required to meet peak day, hourly, and fire demands for the next 20 years.
- Maintaining pressures between 40 and 42 psi (with the latter number being the highest capability for the City at this time) under both normal and peak demand periods (except fire flows where minimum system pressures shall remain above 20 psi). (Note: According to the Oregon Association of Water User's (OAWU), there is a maximum understood pressure for residential facilities (such as toilets and washing machines) at approximately 80 to 90 psi. If

pressures exceed these higher pressures, damage may occur to household plumbing and devices. It is advisable for the City to reduce the system pressure, install psi reducers, or provide a letter of notice to customers recommending installation of a pressure device.)

- Storing treated water for the system equal to at least three average days usage plus a design fire. (Design fire should be 3,500 gpm for 3.5 hours at schools and 1,500 gpm everywhere else.)
- Requiring all new distribution piping be a minimum of six (6) inches in diameter.
- Installing valves at least as often as every mile in supply pipelines and every 500 to 800 feet or at every intersection in town, whichever is shorter.
- Installing fire hydrants a maximum of every 400 to 500 feet in the distribution system.

"Raw" well water quality is generally good, except for high levels of iron and manganese. No significant occurrences of waterborne diseases are reported in the distribution system. The City does not appear to be receiving contamination from leaking pipes, cross-connections, or backflow within the system due to pressure drops.

Lead and copper testing that occurs every three (3) years is required by the State on a regular basis to determine the condition of the distribution system. Many communities have multiple lead and copper lines. As corrosion occurs, these lines leach into the distribution system and are slowly consumed by the public. The City of Hubbard tests its water for lead and copper, and, most recently passed the regulatory requirement in 2012.

The City of Hubbard draws water from four (4) wells within the City limits. Since there are significant agricultural uses of the land within the groundwater recharge area, the groundwater should be checked as required by Oregon DWP at the recommended intervals for pesticides or other chemicals. If these are present, then a new treatment process should address their removal.

Hubbard's future source of water, at least for the next 20 years, is most likely to be from local area wells. In the 1990s, some private wells north of Hubbard in the Aurora area show some signs of pollution of industrial chemicals and the City installed a water treatment process to deal with that pollution. Ground water quality in some Woodburn area wells, a community only four (4) miles away was not good.

In March 1998, the City of Hubbard adopted a *Drinking Water Protection Plan.* The Plan includes a delineation of the protection area, management proposals for potential contamination sources by agricultural, commercial/industrial, and residential users, and contingency plans in the event that a groundwater contamination event should occur. A major component of the plan is educating individuals regarding the need and methods to protect the City's groundwater sources. The City's Drinking Water Protection Plan was revised and re-adopted by City Council in the year 2003. In 2012, City Public Works Department staff is preparing another update that is scheduled for completion in the year 2013

For a few summers in the 1990s, the City of Hubbard applied voluntary water rationing. In 2001, the City of Hubbard adopted and Inventory of Natural Resources, Scenic and Historic Areas, and Open Spaces, that identifies Hubbard's well-head protection area as a significant ground water resource. Also see Hubbard's Comprehensive Plan, Goal 5, Inventory 2001, Figure 4. Citizens,

however, should not confuse water rationing with water conservation. Water conservation is the practice of not wasting water. Water conservation must be practiced and emphasized not only within the City of Hubbard Water System, but throughout the region as the limited natural resources are drawn upon to supply even greater amounts of water. Major new projects may not receive governmental or public support without a water conservation program in place. The

State of Oregon may in the future require a water conservation program for all public water systems.

Hubbard Public Works Department has a section on its website that has several suggestions for ways water customers can conserve water. Some of the following examples are included. The City implemented a reduction rate for "senior" users to promote lower water usage. A Cross Connection Plan was also implemented and owners of residences and businesses are notified about the requirement to test backflow prevention devices every year.

Examples of conservation measures include the following:

1. Using good irrigation practices while watering lawns, flowers, and gardens, and planting grass or plants that require little or no water (xeriscape).

2. Taking fewer and shorter showers with water conserving shower heads or using less water for baths.

3. Waiting to run a dishwasher until the appliance is full.

4. Turning the water off while one brushes their teeth.

5. Using a bucket and brush and turning the water off when washing a car at home, taking the car to a car wash that recycles its water, or not washing the vehicle as often.

6. Using the waste basket for paper tissue versus flushing the toilet for disposal.

In all likelihood, these measures produce a long-term savings for each individual of approximately 20 to 30 gallons per day, or about 15 to 30 percent. It takes many people throughout the community practicing these conservation measures every day to make a difference. The savings, however, can reduce the size or number of wells required by the City, the size and cost of the water treatment plant, and the need for expanded or new storage reservoirs.

Timing of water use is also very important. If the City reduces its peak day or peak hourly demands, it reduces the amount of water pumped and treated. If most of the people in the community balance their water use by utilizing the following techniques, the City could reduce the size and cost of its water supply system.

1. Watering at different times of the day or on different days--morning versus evening or odd versus even dates.

2. Taking showers and doing laundry at different times and on different days.

3. Not washing the car at the same time as watering the yard, or just not washing the car.

4. Not using more than one garden hose at a time when watering the yard.

5. Using fixed low capacity automatic sprinklers set to come on during low water demand periods.

Conservation of water may also include preventing waste from larger users, such as industrial sites. An example of an industry that uses a lot of water is the food processing industry. As of the late 1990s, Hubbard did not have a food processing industry or any other large water users. In fact, Hubbard has one of the lowest per capita water consumption rates in the area.

The City may also include the following actions in their plans to reduce water use.

1. Prepare and distribute water conservation materials (bill inserts, etc.).
2. Prepare and distribute technical conservation information to specific customer types such as residential, commercial, industrial, etc.
3. Distribute conservation retrofit kits for all existing residential and commercial customers.
4. Continue a public information program including media, and presentations to schools and service organizations.
5. Reduce street and water main flushing.
6. Require pool covers to reduce evaporation.
7. Stop watering City parks and around City facilities.
8. Adopt an ordinance that all (new) residential, commercial and industrial facilities must use low water plumbing fixtures, landscaping and irrigation equipment. (Plumbing permits monitored by Marion County Public Works Department and the Oregon Plumbing Code requires all new facilities to use low-flow fixtures.
9. Ordinance Number 415-2000 allows the City to declare a water emergency with the City having the ability to fix consumption allotments or percentages (rationing), require all homes/business to retrofit low water volume showers and toilets, restrict car washing, etc.
10. Convert ornamental plants in parks and City-owned property to xeriscape style planting to conserve water. Encourage implementation of xeriscape and water conserving landscape for all new and existing residential and commercial property within the City.

The City adopted in July 2012 an increased fee for municipal water based upon a 2012 Water and Sewer Rate Study. The rate structure is favorable toward water conversation and is another factor toward encouraging citizens to practice water conservation.

The City also has a water curtailment program to address emergency situations with four (4) stages of severity.

Stage 1 is a water alert prompted by short-term limitation of water due to a temporary system failure or mechanical breakdown and generally for a duration of five (5) calendar days for less.

Stage 2 is promoted by a significant loss of available water storage or well production due to prolonged high system demands caused by extreme water consumption with a duration usually limited to seven (7) days or less.

Stage 3 is promoted by a shortage of source water due to well failure or well yield and can range in duration between a couple days to several months.

Stage 4 represents the greatest level of alert and is prompted by short or long term loss of one or more wells for any reason.

The City's notification process and accommodations due to the water supply changes are as listed in the 2007 WMCP (pages 5 through 7). During a drought or other source shortage, the Water Curtailment Plan becomes effective until the shortage or drought is no long considered a danger.

In addition to conservation, the reuse of "gray" water or even wastewater may become necessary someday. Gray water is domestic wastewater from sinks, washing machines or showers, etc. that does not contain sewage (urine, feces, vomit, blood, or other potentially infectious or hazardous material). Control becomes harder when the laundry contains baby's diapers, or the person taking the shower has an infectious skin disease. The City or a citizen would not reuse water for domestic consumption or in places where the general public comes in direct contact with the water. It could be used to irrigate large lawns, golf courses, or feed-crops not intended for human consumption. Currently, the City's Municipal Code, 13.20.070, indicates that public connection is required, as follows:

(1)Except as otherwise provided in HMC 13.20.060(2), the owner or owners of real property within corporate limits of the City of Hubbard, which is used by human beings for residential, educational, religious, commercial, industrial, or other purposes, will cause the property to be connected to said sewer at the expense of the owner or owners of said property and all raw sewage, wastes, and drainage matter shall be deposited into the City sewer.

The City's distribution system is generally well looped. The system provides approximately 3,000 gallons per minute for fire flow in many parts of the distribution system--about one third to one fourth the normally accepted fire flow in a residential area. Except for a few areas where four (4) and six (6) inch in diameter water mains dead-end, the Water Master Plan recommended a series of increases in the pipe sizes and the installation of additional pipes and looping as a way to remedy the fire flow situation. Most of these improvements have been completed as part of a citywide water improvement project completed in 2001.

There is no alternative water source, other than wells, available to the City of Hubbard. If an emergency occurred, the City could connect to Woodburn's water supply using fire hoses for a distance of approximately one-half mile or further. The City is not currently equipped to enable this option and would require the City to purchase water purifiers to generate potable water in an extreme event as a short-term remedy.

In 1999, the City completed final designs for a new one million gallon reservoir. Construction of the reservoir was completed by 2001. Between the City's two (2) tanks there is a reservoir capacity of two (2) million gallons. As noted in the Water Master Plan, this additional capacity is expected to ensure that the City will have adequate emergency water reserves for the next 20 years.

A preliminary discussion was held in the past with the City of Woodburn regarding development of a regionalization plan that would include sharing one or more features of a water system. The sharing of a joint intertie line with Woodburn, for emergency purposes would be a first step in creating a regionalized system. Currently the cities have water mains about 1.2 to 1.4 miles apart on opposite sides of Highway 99E. During the earlier discussions, both Cities expressed a desire to pursue development of a metered intertie on the same side of Highway 99E with shared expenses. Other aspects of regionalization could include sharing cross connection personnel and testing equipment, sharing additional equipment, and forming committees to address water conservation.

The water treatment plant expansion should include a second treatment unit plus space for a third unit, additional pumping capacity, and an additional pump to storage for filter backwash surge, better chemical unloading and storage facilities. In addition, it should include some office, laboratory, rest room, and/or locker room facilities for the water plant operator and City Public Works Department staff members.

A booster pump station will be required to maintain system pressure if the option not to construct additional elevated storage is made. This station would pump from a ground level reservoir filled with treated well water. It would maintain a relatively constant pressure on the distribution system. The pump stations location would likely be at the water treatment plant and would become an integral part of that facility. If not located at the water plant, the pumping station would be adjacent to a new ground level reservoir so that it may draw water from the reservoir and pump it into the distribution system. The basis for design would be that the station should be capable of supplying water under all conditions of water demand and pressure for the design period, with one of the largest pumping units out of service, and provide fire and system demands during an extended electrical power outage.

PUBLIC FACILITIES – CITY OF HUBBARD WATER SYSTEM GOALS AND POLICIES

The City adopts the following goals, objectives, and policies regarding the provision and development of water service:

Goals:

1. To maintain and enhance the quality of water service to all customers.

2. To conserve water and encourage its wise use.

Objectives:

1. Implement the Water Management and Conservation Plan completed by the City 2007 that is under review by the State of Oregon.

2. Increase monthly water rates commensurate with the need to conserve water, and increase overage beyond base rates for residential and commercial users, to pay for future needed improvements.

3. Secure additional well sites as needed to ensure adequate water supply.

Policies:

1. Require all land use developments to install distribution lines that will provide at least, minimum water pressure and flow for the proposed land use and future land uses.

2. To maintain adequate water flow and pressure, strive continually to loop the system and require a standard pipe size based upon the level of development

3. Discourage the development of land uses that require high water consumption.

4. Develop supply, storage and distribution facilities that are able to satisfy insurance fire flow requirements and provide a given reserve for maximum daily use and emergency needs.

5. Continue the policy of paying the cost of maintaining and improving the existing water system with funds derived from user fees.

6. Require installation and connection to City mains at developer's expense including waterlines and fire hydrants serving a subdivision or new development. The installation shall take into account provisions for extension beyond the subdivision or development to adequately grid the City system.

7. Support implementation of the Hubbard Drinking Water Protection Plan adopted by the City in 2003.

8. Encourage water conservation and the development of a water conservation education program.

9. Actively participate in efforts to develop regional or shared water system facilities.

SANITARY SEWER/WASTEWATER SYSTEM

BACKGROUND. The City's wastewater system has been in operation since the early 1940's. Prior to 1965 the City of Hubbard depended upon private septic systems for wastewater disposal. The first wastewater system consisted of an ACP (asbestos concrete pipe) collection system that delivered influent by gravity to a trickling filter and final clarifier prior to discharge to Mill Creek. The sewage treatment facility was constructed in 1967 with a projected population equivalency at that time of 2000 persons. In 1984 the City constructed an aeration system installed in concrete tankage outside the final clarifier. Improved bio-solids processing facilities were added in 1990 by converting the original plant tankage to primary and secondary aerobic digesters. A headworks was constructed to remove heavy solids and to screen influent. The City constructed in 2000 an ultraviolet (UV) disinfection system to replace the chlorination disinfection system.

WASTEWATER FACILITIES PLANS. The 1967 Treatment Plan was supplemented by a 1974 Sewage Collection and Treatment report. Documents from other calendar years include: *Facilities Plan for Wastewater Treatment and Disposal at the City of Hubbard (Boatwright Engineering, 1983); and *Preliminary Engineering Report for Wastewater Disinfection Improvements for the City of Hubbard (BST, Inc., August 1999).

The 2003 Waste Water Facilities Plan (WWFP) and the Hubbard Wastewater Treatment Plan Improvements Facilities Plan Amendment/ Preliminary Design Report (Treatment Improvements Amendment/Design Report) (2004) replaced the 1967, 1974, 1983, and 1999 documents.

The 2003 Facilities Plan (a plan for the City's wastewater needs based upon a 20-year planning period) was prepared in accordance with the Oregon Department of Environmental (DEQ) Quality Guidelines. Review and approval of this Plan by the DEQ (March 24, 2003) completed Step 1 of the three-step process leading to the construction of municipal wastewater improvements. Step 2 consisted of the detailed design engineering and the preparation of contract documents for construction. Actual construction of the planned improvements as designed constituted Step 3. For the purposes of the document, the service area was restricted to the area within the Urban Growth Boundary (UGB) as it existed at that time. In 2008 and 2010 the City expanded it UGB for a combined total of approximately 131acres on the south side of Hubbard both to the east and west of Pacific Highway 99E.

The following table indicates an improvement list excerpted from the March 2003 WWFP.

Public Facilities Element – Wastewater – Table 1

Improvement	Complete
Replace aeration basin headers	2005
Install new aeration blower (includes slab, underground piping modifications, and electrical conduit)	2005
Modify blower control system to accommodate additional blower. Add automatic transfer switch for standby generator	2005
Install raw influent screening system (capable of preliminary screening for rags and floatables)	2005
Installation of biosolids filter press with electrical and telemetry and storage area	2005

Source: City records, 2012.

Recommended improvements include: upgrading the influent screening, increasing blower capacity for the existing aeration basin and replacing the fine bubble diffusers, adding an automatic transfer switch (ATS), and installing solids dewatering facilities.

WASTEWATER FACILITIES

Background. The 2003 WWFP reviewed and analyzed the City population and for the purpose of the plan established a population of 3660 for the year 2022. (For comparison purposes, Portland State University (PSU) estimated population for the City in 2012 was 3,185.)

Major considerations in the design of a wastewater treatment plan are the required capacity and level of treatment. The level of treatment is based on meeting discharge requirements. All plant design must include enough capacity to handle peak hydraulic and peak organic loads. Other important considerations include flexibility of design, reliability, automation, human factors (ease of operation/maintenance and worker comfort/safety), and odor control.

In 2012, the City's permit for operating the wastewater treatment facility is based upon a renewal application filed in 2010. As DEQ continues to process and make a determination on the application, the City operates under the previous permit (Permit Number 101640).

The City of Hubbard wastewater treatment plant discharges into Mill Creek, a small tributary to the Pudding River that subsequently discharges into the Willamette River. Mill Creek is currently listed as water quality limited for temperature.

Based upon the City's discussions with DEQ representatives, it is unlikely that the State will grant the City a dry-weather mass discharge increase for NPDES renewals. In the future DEQ may also restrict summer discharge to Mill Creek due to low stream flows and impacts from increased temperatures.

The 2004 Kennedy/Jenks Consultant plant improvements and design plan prepared for the City indicated that the wastewater facilities include an influent pump station, headworks, aeration basin, secondary clarification, aerobic digestion, and UV disinfection. The wastewater treatment plant is Environmental Protection Agency (EPA) Reliability Class I facility.

Collection System and Flow. According to the 2003 WWFP, there are 51,716 feet of pipes within the collection system. As development occurs, the City requires extensions of the sewer lines according to maximum benefit to the community. The City currently requires piping constructed of PVC (poly-vinyl chloride). Approximately 58 percent of the sewer main system is composed of ACP (asbestos cement pipe)—similarly durable as concrete pipe but is susceptible to hydrogen sulfide decay and abrasive erosion. At that time of the 2003 WFFP, the ACP portion of the wastewater collection system was generally in good condition and there appeared no problems with the PVC piping.

The 2003 WWFP estimates that the collection system piping is capable of handling a total wastewater flow of approximately 430 gallons per minute (gpm). The interceptor along "D" Street between 5th and 6th Street conveys approximately 78 percent of the City's wastewater influent, based upon the total piping length. During existing average daily and maximum monthly wet-weather the noted section of the interceptor is capable of conveying design flow events. Some equalization is provided by the collection system piping and "manholes" during peak weekly, peak daily, and peak hourly influent flow. The estimated proportion of maximum monthly flows to the "D" Street interceptor will not reach its estimated capacity until the year 2019.

Overflow. The City's Wastewater Disinfection Preliminary Report prepared by BST and dated August 1999 evaluated various flow and storm events. Comparison between storms and plant records determined levels of wastewater overflows. Other studies developed recommendations for reducing inflow and infiltration based upon a grid system. Many of the recommended improvements were implemented. Following the construction of the improvements, there has not been sufficient storm and flow data to evaluate its effectiveness.

One emergency overflow exists at the "manhole" where the interceptor "turns" on "D" Street toward the influent pump station. From the "manhole," pipe continues on "D" street to where it is connected to the treatment plant's clarifier prior to disinfection by the UV system. Therefore, the system provides nominal treatment of the overflowed water before discharge into Mill Creek. Each of the two (2) pump stations contains overflows to prevent back-up of untreated raw wastewater into connected structures and dwellings. (A small pump station is located near the southern City limits between Third (3rd) Street and the railroad tracks. The Influent Pump Station is located on the east end of the wastewater treatment plant.)

Inflow and Infiltration. Inflow and infiltration (I/I) of rainwater increases waters within Hubbard wastewater collection system. Systems tend to develop minor leaks over time and infiltration occurs. Some inflow occurs where the collection system components reach the ground surface. Although some infiltration and inflow is generated by new development over time, future development will result in less per capita I/I than associated with the existing population.

Treatment Plant. The existing wastewater treatment plant consists of ~~a counter current~~ two aeration basins ~~with moving bridge/aeration~~ and secondary clarification. The secondary clarifier is central to and concentric with the circular aeration basin. With the construction of the UV disinfection system, the second clarifier currently serves as a polishing basin and clarifier to UV disinfection. Since the construction of the UV system, the wastewater system has not failed an effluent bacteria level. Preliminary treatment consists of a bar screen, screw pump, and sludge waste system for sludge control. Effluent discharge in 2003 was within the design loadings.

The main control building consists of offices and a small laboratory near the parking area for the plant, adjacent the headworks. The original chlorination and control building is located just north of the UV disinfection system.

Metering. The influent and effluent flow meters (ultrasonic) are calibrated annually through a parshall flume. Metering equipment with the aeration basin has functioned accurately since it was originally installed. (The existing headworks has a bypass channel with vertical slide gates that bypass both the bar screen and parshall flume. The channel is rarely used because it bypasses the plant metering device.)

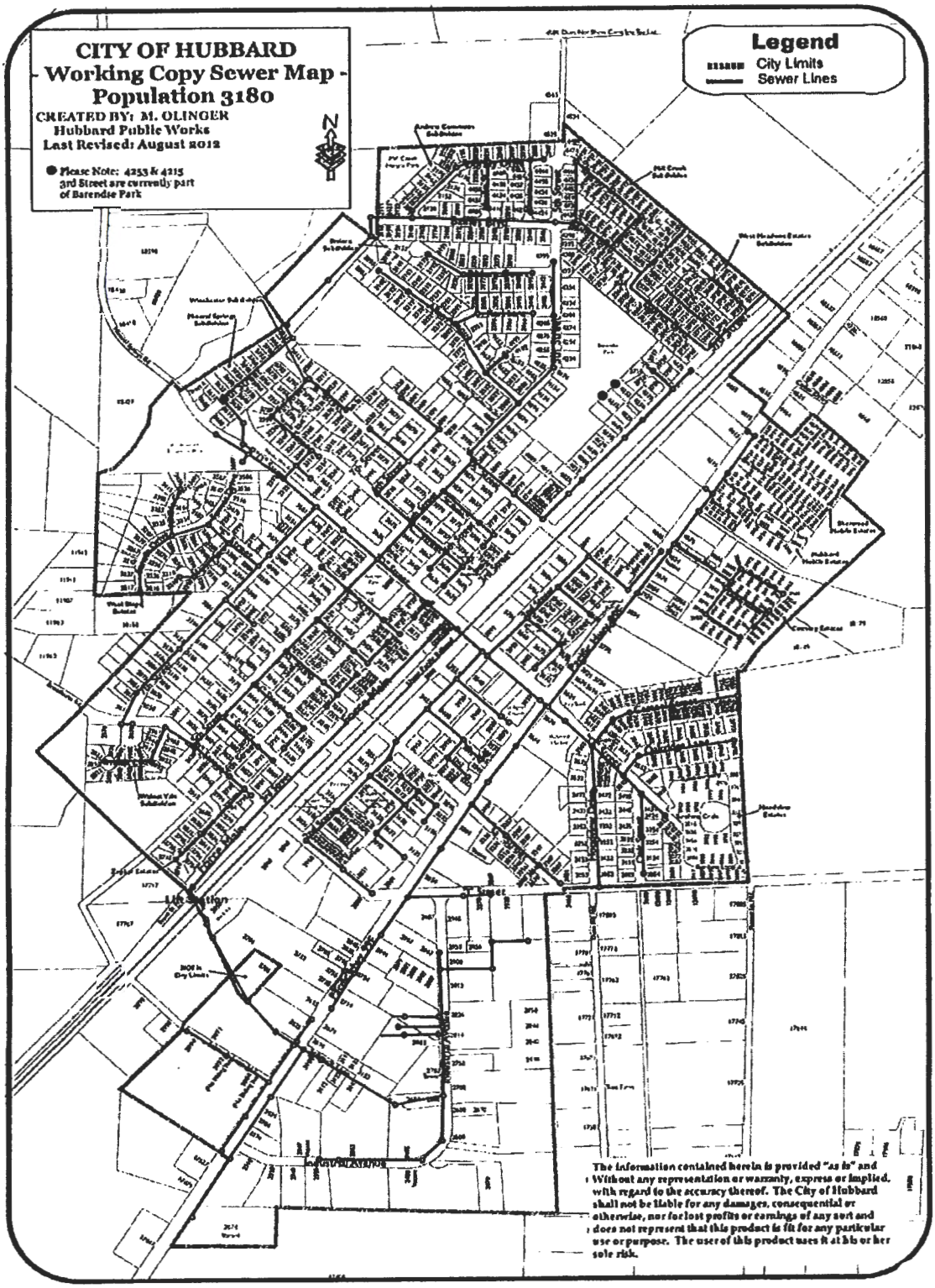
Auxillary Power. The City's auxiliary power consists of a 250 kilowatt diesel generator mounted on two-wheel trailer for mobility. As a standby generator it is operated by an automatic transfer switch and capable of operating the entire treatment facility/office.

See Figure 2 indicating the location of the City's wastewater facilities.

System Size and Required Regulations/Standards. Demands and the design capacity of the Hubbard wastewater system are dependent upon population, land use patterns, and economic growth. Effluent from wastewater treatment facilities must be disposed in a manner which minimizes the chances of contamination and that protects public health and the beneficial use of the waters of the State.

Wastewater discharges in the State of Oregon must meet the requirements of the DEQ and EPA. The DEQ is responsible for administering the application of Federal standards in Oregon, and implementing the policies established by the Environmental Quality Commission (EQC). More stringent treatment requirements can also be established by DEQ when appropriate, to protect public and beneficial uses of the waters of the State. The DEQ's requirements regarding wastewater treatment and disposal are set forth in Oregon Administrative Rules, Chapter 340.

Public Facilities Element – Wastewater – Figure 1



2010 Total Maximum Daily Load Implementation Plan. In 2010, the City of Hubbard Public Works Department developed a Total Maximum Daily Loads Implementation (TMDL) Plan. The TMDL process begins when a stream (or other bodies of water) does not meet water quality standards and is classified as water quality limited on the States 303(d) list. Categories of conditions or pollutants are identified. Any excess of the limit must be mitigated. The parameters identified for the City of Hubbard are temperature, bacteria, iron, mercury and pesticides. An Implementation Matrix included in the Plan indicates the City's strategy to address TMDLs. All of the strategies are consistent with the City's land use plans.

According to the 2012 Water and Wastewater Rate Study, the City is facing a regulatory mandate that will require significant investment in new wastewater infrastructure to achieve compliance with a regulatory mandate. The Oregon DEQ determined that the City is placing Excess Thermal Load (ETL) on Mill Creek. The City was notified by the State that new permitting will in essence preclude the City from discharging to the creek treated wastewater effluent during the months of May through October. City staff, therefore, interpreted the need to develop an effluent reuse system. Funding for the alternate system is planned through the future issuance of a new revenue bond.

Water and Wastewater Rate Study. In 2012, the City of Hubbard adopted a Water and Wastewater Rate Study to address the revenue required from rates needed to support future operations and maintenance costs for the two systems along with a funding plan for the water and wastewater capital needs identified in the City's water and wastewater master plans. The focus of the rate study was for fiscal year 2012 through 2022. With respect to wastewater rates, the Council directed City staff to dedicate the rate increase revenue to a reserve account for upcoming wastewater beneficial reuse/irrigation project defined in 2006 Alternate Discharge Alternative Study. The changes to the City's sewer rates were adopted by Resolution 523-2012.

System Development Charges. As noted in the 2003 WWFP, System Development Charges (SDCs) are charges assessed against new development in an attempt to recover some of the costs incurred by local government in providing the capital facilities required to serve the new development. The SDCs are applied to new development to generate revenue for expansion or construction of municipal facilities located outside the boundaries of new development. The implementation of such funding source for capital improvements shall comply with Oregon Revised Statutes (223.297 through 223.314 (or its most recent update)). Fee structures (based upon capital improvement or public facilities or comparable plans) are adopted and amended by the City in the form of either a resolution or ordinance.

PUBLIC FACILITIES – CITY OF HUBBARD WASTEWATER SYSTEM GOALS AND POLICIES

To better ensure meeting the City needs and remaining in compliance with the State regulations, the City provides the following goals, objectives, and policies regarding the provision and development of its wastewater facilities.

The City adopts the following goals, objectives, and policies regarding the provision and development of sanitary sewer/wastewater service:

Goal: To provide a continuing program for sanitary sewer/wastewater service that represents the most cost-effective approach for providing service to existing and future residents.

Objective: Strive for the most cost-effective approach to provide sewage treatment capacity that accommodates the projected sewerage flows, and that meets the objectives of DEQ's state water quality management plan.

Policies:

1. The City shall review any development proposal and balance any impact on the treatment system and other line operation and maintenance costs, and desired direction and type of growth.

2. The City shall determine sizing and location of wastewater line(s) to reflect the requirements of the desired land use arrangements and densities of the service area both inside City limits and the entire Urban Growth Boundary.

3. The City shall review new subdivisions and areas of development and require installation of the sanitary sewer/wastewater service to serve the subdivision, connection of the subdivision to existing mains, and implementation of system development charges.

4. The City will continue to investigate alternatives for funding sewer system improvements needed to accommodate planned future population growth. A Capital Improvements Program (CIP) is prepared to guide and schedule needed improvements.

5. The City shall continue the policy of paying the cost of maintaining and improving the existing collection system with funds derived from user fees and shall be based upon periodic review of the fee structure in comparison with the existing system and needed capital improvement.

6. The City shall evaluate and maintain consistency with local and statewide land use laws in any future actions related to TMDL implementation.

STORM DRAINAGE SYSTEM

The City of Hubbard hired KPFF Consulting Engineers to conduct a study of the City's storm drainage system. In 1996, the City adopted a Storm Drainage Master Plan. The study reviewed the existing system, noted problem areas within the community, and made recommendations on improvements. Although the City endorsed the study, it made modifications to the proposed improvements due to financial constraints.

The City of Hubbard, incorporated in 1891 with ten (10) acres of land, established a central storm/sanitary system in 1916. As the development occurred during the 1940s to 1960s, the City's system overloaded and the City separated the sanitary and storm sewers. From the 1960s to the present, the City, as well as private developers, installed additional pipe and connected to the storm system. In 2000, the City completed major upgrades to the public system with the installation of a pipe 36 inches in diameter in D Street from the outfall to 3rd Street.

The community's terrain is relatively flat land with residential and commercial development. The majority of the commercial and industrial activities are near Highway 99E—a State highway, that basically divides the City into easterly and westerly sections. Although there are residential developments throughout the community, there are more dwelling units on the west side of Highway 99E. Natural grasslands and agricultural parcels surround the community perimeter.

The three major drainage basins, underlying the community, are Mill Creek Urban Drainage Area, Brandy Creek Basin, and Hubbard North Basin. Either by natural flow or through the public system, the City conveys approximately 65 percent of generated storm water to Mill Creek. The remaining run-off drains to tributaries of the Pudding River, or become retained as "ponding" in localized depressions. Run-off that collects in these depressions dissipates primarily due to the effects of infiltration, transpiration and evaporation.

Major system improvements were made along "D" Street between the outfall and 3rd Street. A bond measure to fund additional storm drainage improvements was defeated by the voters. The City continues to pursue funding options for system improvements.

The State of Oregon adopted the civil law doctrine of drainage. This doctrine directs an adjoining landowner to accept the normal course of natural drainage, but is entitled to protection when the normal drainage changes or substantially increases. The lower landowner may not obstruct the run-off from the upper land, if the upper landowner is properly discharging the water.

In Oregon, for drain water to cross onto other lands, the landowner must initially satisfy the following.

1. The lands must contain a natural drainage course, and;

2. The landowner must have acquired the right of drainage supported by consideration.

In addition, because Oregon adopted the civil law doctrine of drainage, a property owner must follow three basic elements.

1. A landowner may not divert water onto adjoining land that would not otherwise flow there. "Divert water" includes, but is not necessarily limited to:
   * Water diverted from one drainage area to another, and
   * Water collected and discharged which normally would infiltrate into the ground, pond, and/or evaporate.

2. The upper landowner may not change the place where the water flows onto the lower owner's land. (Most of the diversions not in compliance with this element result from grading and paving work, and/or improvements to water collection systems.)

3. The upper landowner may not accumulate large quantities of water, then release it, greatly accelerating the flow onto the lower owner's land. This does not mean that the upper landowner cannot accelerate the flow of water at all.

As part of EPA rules, individuals, companies, or public agencies must obtain National Pollutant Discharge Elimination System (NPDES) permits. The purpose of the permit is regulating the discharge of storm water. In Oregon, these rules are being implemented by DEQ according to their agreement with EPA. These new rules come as a result of an increased understanding about the environmental impacts of storm water run-off and several years of litigation.

In May 2009, the City the City of Hubbard under the auspices of the Department of Public Works Department adopted the City's Design and Construction Standards. Detention is required for all developments, except where determined unnecessary by the City Engineer. Detention is the collection and temporary storage of surface water with the outflow rate restricted usually to the pre-developed flow rate. The City Engineer may also determine the need for point source water quality facilities.

The City supports the use of Best Management Practices. Best Management Practices (BMP's) are those physical, structural and managerial practices and prohibition of practices, that, when used singly or in combination, control storm water peak flow rates and volumes and prevent or reduce pollution of surface water or groundwater.

The City requires detention facilities to detain and treat storm water run-off. They provide temporary storage of storm water and reduce the rate of run-off during and following a storm event. Detention facilities are generally designed to control the rate of the discharge rather than store all storm water discharged from an area. Detention shall be supplied either by subsurface storage in conduits and structures.

Detention facilities can also be affective in removing soil particles and suspended solids as a result of sedimentation. Upon entering a detention facility, storm water velocity reduces and larger particles fall from solution due to the influence of gravity.

Above ground detention facilities, such as a storm water detention pond, have associated limitations and concerns, including the following:

* May be a safety hazard to children and others and require fencing.
* Are not effective in removing dissolved pollutants.
* May be constructed only in areas where land is available.
* Only prevent flooding in downstream properties.

The City's Public Works Department operates and maintains storm water facilities within the City limits. While the City does regularly maintain facilities or as the need arises, there is currently no formal maintenance schedule. For example, the City generally cleans catch basins twice per year, or as conditions warrant. Catch basins that become clogged do receive immediate cleaning to prevent flooding. Inspection of facilities occurs as part of performing general maintenance activities in the community.

Preventative maintenance consists of all measures taken to prevent conditions from developing which would reduce the storm water system's ability to function properly. As noted above, the City conducts many of these maintenance activities.

Maintenance tasks for a preventative program include the following:

* Street cleaning: The City should clean streets with the most traffic more frequently because they collect greater amounts of sediment, debris, and other problem materials and pollutants.
* Leaf removal: A City leaf removal program reduces the potential for storm sewer blockage and subsequent flooding caused by leaf debris.
* Garbage pick-up: Adequate garbage service ensures that individuals dispose of refuse, that the franchised company serving the City takes the refuse to a sanitary landfill, and that refuse is not left to wash down the storm drain.
* Hazardous waste removal: A municipally sponsored hazardous waste program would give citizens the opportunity to properly dispose of household wastes, such as motor oil, paint, pesticides, and herbicides.
* Sediment control: By requiring builder to implement proper erosion prevention methods, the City controls the amount of sediment associated with new development.

The City of Hubbard has an agreement with C-More Pipe Company to annually clean the main line in the collection system.

During storm events in 1996, the City incurred some serious flooding that trapped some residents in their homes. Because of these incidents and additional complaints from local businesses, the City undertook steps for corrective action.

According to the City's Storm Drainage Master Plan and the impacts of flood events, the City of Hubbard had problem areas in the late 1990's. Corrective measures were taken for several locations. The following storm water drainage issues still need to be addressed.

- The City identifies the first problem area along Highway 99E at "A" Street and along 3rd Street between "A" and "D" Streets. Storm drainage facilities in this area are limited. The highway ditch grades slope to a low point that contains no outlet. Along 3rd Street no storm drainage is available. Flows during peak storms collect in the ditch and flood the adjacent property owners.
- A second problem area involves local flooding in the vicinity of Oakridge Lane and Hoodview Drive. An adjacent field to the northeast draws some flow to the roadway, in addition to flows collected from the street and corresponding property frontage. No storm drainage piping exists for 300 feet at the north end of the road.
- The third problem area is located between Parkway Boulevard and Elm Street. An adjacent field to the east draws some flow to the area, in addition to flows collected from nearby streets and corresponding property frontage. Construction of a ditch connection to Highway 99E is intended to mitigate this problem.

The City's web site in 2012 indicated that for the Storm Drainage Master Plan adopted in 1996, the City has completed approximately 50 percent of Phase One and 25 percent of the Phase Two recommended improvements. Because the plan is significantly outdated, the City needs to explore funding options to amend its Master plan.

While the City does not currently collect system development charges to support its storm water management system, the City requires all properties, at the time of development, to direct storm water run-off to a public storm sewer or natural drainage channel. Receiving waters, including underground storm drainage systems, shall have adequate capacity to carry necessary flow without overflowing or causing damage to public property or welfare. The developer and/or property owner is responsible for the cost of the approved system, including any required improvements or additions to the off-site system.

As part of the development permit application, the City requires design calculations performed and stamped by a Civil Engineer registered in the State of Oregon with all plan submittals. Peak design flows may be calculated using the Rational Formula, $Q = CiA$ for basins under 10 acres. The King County Method, TR-20, or other approved methods may be used for basins larger than 10 acres. The Public Works Department Design and Construction Standards indicate the guidelines for selecting a design rainfall event. Design rainfall events shall be 5, 10, 15, 50 and 100-year events. The City requires providing analyses showing no increase in runoff for all storm events up to, and including, the design frequency event.

At development review or at the time of on-site upgrade, control orifices and structures are required to be sized using approved engineering methods. To prevent plugging, the minimum diameter of orifice is two (2) inches. The detention facility requires an overflow system with a capacity to past the 50-year storm event to an accessible drainage feature.

PUBLIC FACILITIES – CITY OF HUBBARD STORM WATER SYSTEM GOALS AND POLICIES

The City adopts the following goals, objectives, and policies regarding the provision and development of a storm drainage system:

Goal: That existing and future development areas be provided with an adequate storm drainage system.

Objectives:

1. Implement the storm drainage master plan adopted in 1996 while trying to secure funding to update the City's Stormwater Management Plan.

2. Eliminate flooding from stormwater runoff within the service area.

Policies:

1. All storm drainage is to be channeled into an effective storm drainage system.

2. All new developments shall install engineered and City-approved storm drainage facilities along with other improvements.

3. Drainage facilities shall be provided in subdivisions and developments and shall connect to drainage ways and storm sewers outside the subdivision at developers' expense. The design shall consider the capacity and grade necessary to maintain unrestricted flow from areas draining through the subdivision.

4. Storm drainage improvements through already improved lands will be accomplished as the need arises using resources of bond issues or other funds depending upon the scope and expense of the project.

SOLID WASTE FACILITIES AND SERVICES

Hubbard does not have a solid waste disposal facility. Local collection is handled by contract with Allied Waste. City ordinance requires individuals to carry service with the company. Curb-side recycling is available to citizens in the community. The company disposes waste at the Ogden-Martin burner in Brooks. If the need arises, Allied Waste also uses Coffin Butte landfill near Corvallis.

Citizens are able to participate in a curb-side recycling program similar to larger communities in the area. If the City chooses to expand the program additional opportunities are available but do require an increase in fees.

The City's regional contact is Marion County Solid Waste Management Advisory Council. Allied Waste currently has representation on that committee. The company also participates in the Mid-Valley Garbage and Recycling Association, a group for companies transporting solid waste.

It is important that the City participate in a regional solid waste management program. A regional solid waste management program strives to maximize the use of existing sites, endorse energy conservation and recycling of wastes, and coordinates solid waste activities of counties in the region. Hubbard supports a regional solid waste management program that includes recycling opportunities.

POLICE SERVICES

In 2012, police services for the City of Hubbard consisted of a police chief, an officer ranked as a sergeant, four police officers, one administrative assistant/records person, and allocations for ten (10) reserve officers. North Marion Communications Center (NORCOM) provides the emergency (911) communications services to the area. NORCOM receives all emergency calls and off-hours business calls. NORCOM also dispatches police officers and members of the Rural Fire District.

Police equipment consists of four (4) marked patrol cars, two (2) unmarked patrol cars, one (1) marked police pick-up truck, one (1) speed reader board trailer, and four (4) patrol bicycles. Police personnel have two-way radios and paging communication capabilities, and mobile data units (MDT) with Fire, EMS, Public Works, as well as other area law enforcement agencies.

The mission of the Hubbard Police Department is to maintain peace and enhance the safety and livability of people in the community through community education and enforcement of state and municipal laws. Accomplishing the mission includes the following:

* Continue to provide efficient and courteous service.
* Maintain the Police Reserve program to enhance police services.
* Provide crime prevention and education programs.
* Participate in problem solving partnerships with citizens, business, and other agencies to enhance livability and safety in the community.

* Respond to all citizen complaints.

Additionally, the Hubbard Police Department will continue participation in Marion County Homicide Assault Response Team (H.A.R.T) major crime team, the multi-disciplinary Child Abuse Investigation Team, Western States Information Network (W.S.I.N.), the Oregon Association of Chief's of Police, the Oregon Police Officers Association, and the Oregon Narcotics Enforcement Association.

FIRE SERVICES

The Hubbard Rural Fire Protection District provides fire protection for the City of Hubbard. Its service area is approximately seven (7) square miles and service population is approximately 4000 people. The rural district has a staff of 25 volunteers and one paid Office Manager.

The Insurance Service Office (ISO) reviews fire districts/departments and applies a fire suppression rating schedule. Before assigning the rate, the ISO evaluates fire protection services based upon the available water supply, ability to transport water, the number and type of trained personnel, type of available equipment, and handling emergency alarms. Rating ranges from one (1) to ten (10) with number one (1) being the best and number 10 being the worst. In 2012, the City's fire ISO rating was four (4).

The City has 2,050,000 gallons of water in storage, plus the capacity of the pumpers and tenders. The pumpers have the ability to draft from streams or ponds for additional water.

Apparatus available to the district in 2012 includes the following:

One 2006 Pierce Quantum Pumper. The pumper carries eight (8) firefighters. It holds 500 gallons of water ten (10) gallons of firefighting foam; pumps at the rate of 1,250 gallons of water per minute (GPM); and carries multiple lengths of hose, fire suppression equipment, vehicle extrication equipment, medical equipment, light rescue equipment, and an on-board generator with lighting. Hoses include the following:

-400 feet of supply hose three (3) inches in diameter,
-1000 feet of supply hose five (5) inches in diameter, and
-six (6) varied length attack lines one and three quarter (1 ¾) inches in diameter for a total of 800 feet in length.

One 2005 Chevrolet Squad Pickup. The Squad is equipped with Basic Life Support Medical Equipment and is used to respond to medical emergencies, as a duty officer vehicle, to transport personnel to an emergency scene, and/or to transport equipment back from an emergency scene.

One 1996 Chevrolet Blazer Command Vehicle. The Command Vehicle is used by a Command Officer to respond to emergency scenes and manage an incident. This vehicle is equipped with Intermediate Life Support Medical Equipment and a command board.

One 1996 Chevrolet Brush Engine. The brush engine carries four (4) firefighters. It holds 200 gallons of water; pumps at the rate of 125 gallons per minute (GPM); carries a ten (10) gallon capacity foam unit; and is equipped with 200 feet of hose (one (1) inch in diameter) on a reel and a variety of wildland firefighting equipment.

One 1993 Pierce Dash Pumper. The pumper carries six (6) firefighters. Its holds 1,000 gallons of water and 15 gallons of firefighting foam; pumps at the rate of 1,250 gallons of water per minute (GPM); and carries multiple lengths of hose, fire suppression equipment, vehicle extrication equipment, and medical supplies. Hoses include the following.

-400 feet of supply hose three (3) inches in diameter,
-1,000 feet of supply hose five (5) inches in diameter,
-six (6) varied length attack lines one and three-quarter (1 ¾) inches in diameter for a total of 900 feet, and
-one (1) reel with hose 200 feet in length and one (1) inch in diameter.

One 1979 White Freightliner Water Tender. The tanker carries two (2) firefighters. It holds 4,000 gallons of water, pumps at the rate of 500 gallons per minute (GPM), and is equipped with 200 feet of supply hose three (3) inches in diameter and minimal wild-land firefighting equipment.

The District's Mission Statement in 2012 is "to safely provide exceptional service to citizens of Hubbard and surrounding areas through community education, constant vigilance and progressive training while striving to be at the leading edge of our profession."

SCHOOL SYSTEM

School District. North Marion School District #15 provides the educational services for the City of Hubbard.

Formation of the District. North Marion School District #15 was formed in 1960 by a vote of the electors of six districts. These districts were centered at Aurora, Broadacres, Butteville, Donald, North Marion Union School and Hubbard. At that time, all of these elementary districts were operating in substandard buildings and sites.

2012-2013 Vision/Mission Statement. North Marion School District is a welcoming, respectful and safe community, where we hold ourselves accountable to global standards, where teaching and learning are challenging, dynamic and engaging, and where students are empowered to lead productive lives as stewards of their world."

History of School District Facilities. In 1962, the School District completed Phase I of the Elementary School. Fourteen classrooms were constructed at that time. In 1965, an eight (8) room addition to the Elementary School was completed. In 1997, more classroom space was remodeled/constructed increasing the size of this building to 27 classrooms, serving grades K-6 (grade 6 until 1980). The Elementary School was remodeled twice in the years 1965 and 1977.

In 1965 three classrooms were added to the high school building to accommodate a middle school office and classrooms for students in grades 7 and-8. The Hubbard building, formerly used to "house" grades 7 and 8, was then sold.

In 1979 construction started on North Marion Middle School. Classes began in 1981 serving students in grades 6, 7, and 8. In 1998, the Elementary School was overcrowded and the District temporarily moved 5th grade students to the Middle School. The following year 5th grade students moved back to the Elementary School with the District utilizing "portables" cited at the Elementary School building site.

North Marion High School was originally built in 1949 and was remodeled that included building additions in 1964, 1965, 1969, 1974 (wings and classrooms), and 2000 (new gym and commons area). The High School currently serves grades 9 through 12.

In 2000, due to voter approval of a bond measure, a new building was constructed and named North Marion Primary School for Pre-Kindergarten through 2nd grade. Following the opening of the Primary School, the existing Elementary School was renamed North Marion Intermediate School and serves 3rd, 4th, and 5th grade students.

Student Enrollment. Total enrollment in the school district at the end of the 1990-91 school year was 1,387 students. By the end of the 1998-99 school year, total enrollment had grown to 1,679 students, ending the 1999 school year with 1,708 students—an increase of about 20 percent. Pre-Kindergarten through Grade 12 enrollment grew to 1,984 for the 2011-12 school year.

School District Facilities (2012). Currently, the school district is divided between four (4) buildings, housing Pre-K and K-12. All buildings are located at one site of 57 acres located approximately three (3) miles northwest of the Hubbard.

The School District currently owns 17.65 acres within the Hubbard urban growth boundary. This site has 9.2 developable acres. The remaining 8.45 acres contain wetlands. The size of the property could accommodate an elementary school facility. The School District has no plans to construct a facility at this site. In 2007, the property was declared surplus and was placed "for sale or trade." The entire parcel remains available for purchase and was annexed to within city limits of the City of Hubbard.

PUBLIC FACILITIES – CITY OF HUBBARD SCHOOL SYSTEM GOALS AND POLICIES

The City adopts the following goals, objectives, and policies regarding the provision and development of a school system:

Goal: To ensure that the schools are developed, maintained and enhanced as the center for quality educational opportunities, and as a recreation and activity center.

Objective: Coordinate school facilities planning with land use planning so that the quality of educational opportunities and the schools as a recreation and activity center are not sacrificed due to the lack of land use and facilities planning.

Policies:

1. Support school revenue raising efforts to ensure the capacity to meet needs of the community.

2. Maintain communication with school district concerning development projects that could impact school operations and functions.

3. Plan and develop school facilities expansion according to City generated growth trends and the resulting projected school population growth.

SECTION X
PARKS AND RECREATION PLAN

CITY PARKS

The City of Hubbard owns and operates nine parks and open space comprising of approximately 13.21 acres of land inside the city limits.

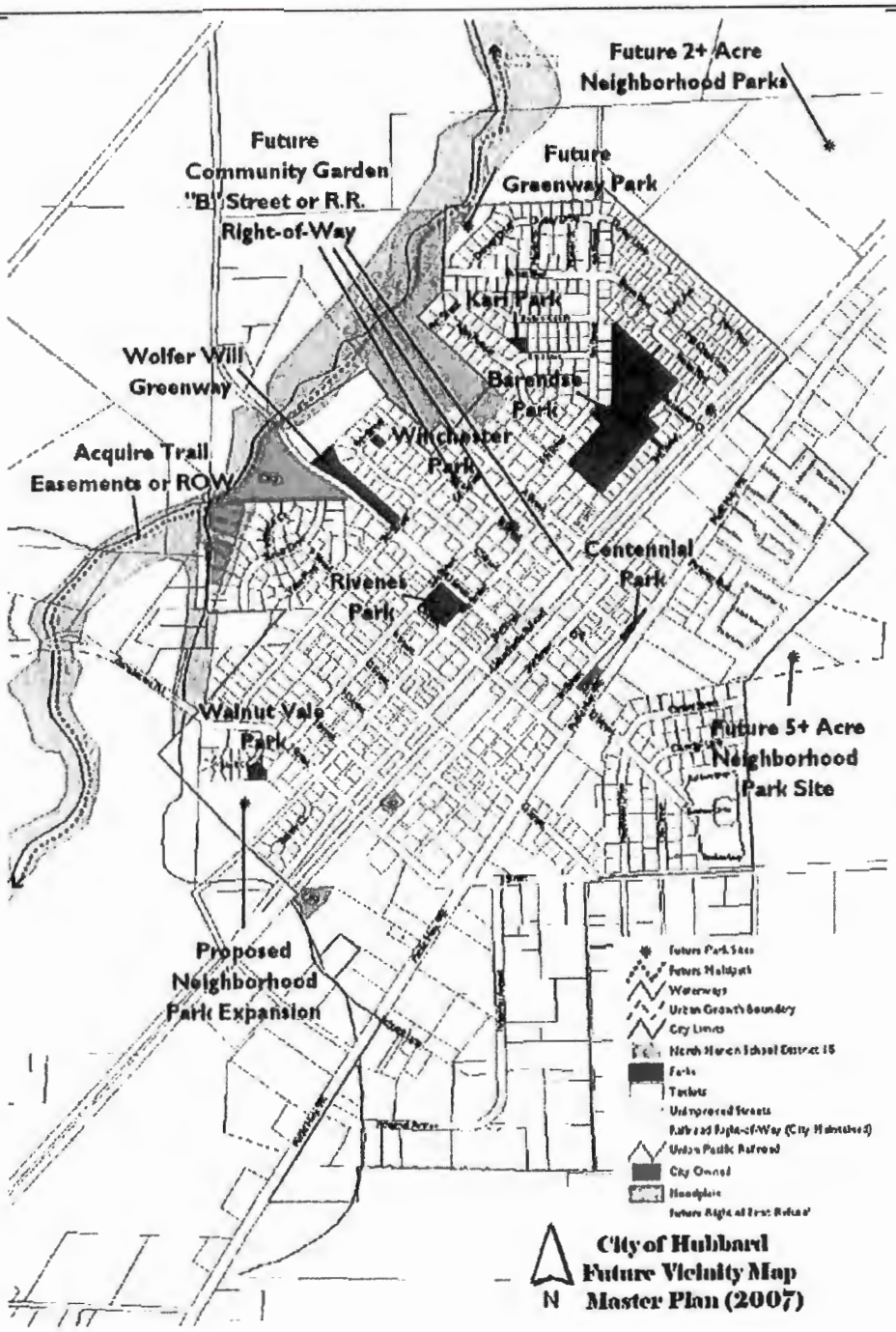
Community Parks		
Barendese Park	8.27 acres	
Rivenes	1.01 acres	
Community Parks Total		9.28 acres
Neighborhood Parks		
Kari Park	0.27 acre	
Walnut Vale Park	0.27 acre	
Winchester Park	0.12 acre	
Neighborhood Parks Total		0.66 acre
Open Space		
Wolfer-Will Greenway	1.39 acres	
Centennial park	0.07 acres	
Open Space adjacent Mill Creek	1.81 acres	
Open Space Total		3.27 acres
City of Hubbard Parks and Open Space		13.21 acres

In July 2006, the City initiated the development of a parks master plan to guide development and maintenance of the City's parks. The City completed a community survey, held community open houses and public hearings to obtain public input and comments on proposed park improvements and priorities. The *City of Hubbard Parks Master Plan* was adopted by the City Council in April 2007.

The *City of Hubbard Parks Master Plan* provides a framework for the development of a quality park system that will meet the recreational needs of existing and future residents of the community. In order to achieve that goal the plan:

1. Identifies current and future parks and recreation needs.
2. Establishes park development standards,
3. Creates a prioritized list of neighborhood and community park improvements, and
4. Provides a list of funding strategies for park improvements.

As the City of Hubbard grows, the City will need to invest in the development and maintenance of existing parks and add new parks, open space, and recreational facilities to serve a growing population.


Future 2+ Acre
Neighborhood Parks
Future
Community Garden
"B" Street or R.R.
Right-of-Way
Future
Greenway Park
Kari Park
Wolfer Will
Greenway
Barendse
Park
Acquire Trail
Easements or ROW
Winchester
Park
Centennial
Park
Rivenes
Park
Walnut Vale
Park
Future 5+ Acre
Neighborhood
Park Site
Proposed
Neighborhood
Park Expansion
N
City of Hubbard
Future Vicinity Map
Master Plan (2007)

The Parks Master Plan provides financial estimates required to determine if a Parks System Development Charge (Parks SDC) and also identifies other potential public and private funding sources available for park system improvements. The *2007 Hubbard Parks Master Plan* will guide investments in the City's parks by focusing public and private funds on the highest priority park improvement projects.

The bicycle path system is included in the Transportation Plan section. Pedestrian's walks are necessary in the central business section along the west side of Pacific Highway (99E). As business and industrial units develop in the central part of the City, sidewalks should be required to provide a safe means of pedestrian access. With an emphasis on the mix of commercial and residential uses in the central area, the need for sidewalks and open space will increase. Multi-family units and commercial developments should be encouraged to provide for passive as well as active leisure time activities. Off street parking areas could also be developed with the open space in mind.

Hubbard Minerals Springs Park is located along Mill Creek north of "D" Street. The City of Hubbard would like the County to establish a park on the Mineral Springs property.

The Elementary School Site is located adjacent and north of the Mineral Springs property. The school district acquired the property in anticipation of a need for an additional school site in the Hubbard area. The site would be ideal when used in conjunction with the Mineral Springs property for joint recreational facilities.

PARKS AND RECREATION GOAL:

To conserve and protect the community's natural and scenic resources and to provide for a variety of public parks and open space to meet the recreational needs of Hubbard's residents and visitors.

POLICIES:

1) The 2007 Hubbard Parks Plan shall be used as a guide for park land acquisition and improvement of existing parks in the City of Hubbard.

2) The City will enact standards in the Hubbard Development Code to require dedication to the City and/or City acquisition of park land and open spaces concurrently with new development.

3) Dedication of park land of less than one-half acre is discouraged unless it is positioned on the edge of a subdivision and can be combined with adjoining vacant land as it develops.

4) City development standards shall require the preservation of floodways, riparian, and wetland areas. The standards may include the use of conservation easements or dedication to the public.

5) The City will coordinate the City's parks and recreation facility planning with plans for Marion County and the State of Oregon Parks Department.

6) The City of Hubbard Parks Master Plan will identify prospective park sites to be acquired by the City. In order to acquire the site, the City is encouraged to work with existing property owners to obtain a right-of-first refusal or an agreement for future acquisitions.

Ordinance 295-2007 (May 2007)

EXHIBIT C

AMENDMENTS TO THE HUBBARD DEVELOPMENT CODE

Section 1.200 Definitions

Government Structure: Any building, structure, facility, or complex used by the general public, whether constructed by any state, county, municipal government agency, or special district.

Public Facility/Utility/Service: See Government Structure.

Private Utility/Utility Facility/Utility Service: Any building, structure, facility, service or complex used by the general public that is constructed, owned, and operated by other than the state or county, a municipal government, or a special district.

Mid-Willamette Valley
Council of Governments
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06

FIRST CLASS

Attn: Plan Amendment Specialist
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