

Agenda
Shady Cove Regular City Council Meeting
Thursday, August 17, 2023
6 PM

<https://us02web.zoom.us/j/82977544181?pwd=Z0N2VktGTDd3Rk1kNG81OGVCWIFnUT09>

Meeting ID: 829 7754 4181

Passcode: 573468

One tap mobile

+12532158782,,82977544181#,,,,*573468# US (Tacoma)

+13462487799,,82977544181#,,,,*573468# US (Houston)

I. Call to Order

- A. Roll Call
- B. Pledge of Allegiance
- C. Announcements by Presiding Officer

1. This meeting is being digitally recorded.
2. The next regularly scheduled meeting of the City Council will be held on September 7, 2023 at 6 PM, both in Council Chambers and via Zoom.
3. The next regularly scheduled meeting and Public Hearing of the Planning Commission is August 24 at 6 PM, both in Council Chambers and via Zoom.
4. The next regular meeting of the Parks, Recreation, and Tourism Commission is scheduled for August 23, 2023 at City Hall
5. The next meeting of the Emergency Management Commission is not scheduled at this time.
6. These meeting dates and times are subject to change
7. Anyone wishing to address the City Council concerning items of interest may do so. The person addressing the Council must complete a Public Comment Card and submit it to the City Administrator prior to the meeting. All remarks will be addressed to the whole City Council and limited to 3 minutes per person. Public Comments may also be submitted by email to the City Administrator, at TCorrigan@shadycove.org, no later than 4:00 PM the day of the meeting. The Council reserves the right to delay any action, if required, until such time as they are fully informed on a matter.

II. Public Comment on Agenda Items

III. Consent Agenda (pgs.3-10)

- A. Minutes of 08/03/23
- B. Bills Paid 07/13/23 - 08/09/23 - \$167,670.84

IV. Items Removed from Consent Agenda

V. Staff Reports

- A. Jackson County Deputy
- B. Fire Chief Travis Crume, FD4
- C. Commission/Committee Reports
- D. City Administrator

VI. Old Business

- A. City Administrator Timetable
- B. Resolution 23-05 Updating Fee Schedule (pgs.11-15)
- C. Parks, Recreation, and Tourism Recommendations
- D. Visual Calendar Update
- E. Short Term Rental Ordinance

VII. New Business

- A. OLCC Permit – Stop and Go (pgs. 16-19)

VIII. Written Communication

IX. Public Comment on Non-Agenda Items

X. Council Comments on Non-Agenda Items

- A. Mayor Ball
- B. Councilor Nuckles
- C. Councilor Winfrey
- D. Councilor Hubbard
- E. Councilor Mitchell

Adjournment

City of Shady Cove
City Council Regular Meeting
Thursday, August 3, 2023, 6:00 PM
Meeting was held at City Hall and on Zoom

I. CALL TO ORDER

Mayor Ball called the Regular City Council Meeting to order at 6:00 PM.

The Pledge of Allegiance was recited.

I.C. ANNOUNCEMENTS

Roll Call

Council Present: Councilor Nuckles, Councilor Hubbard, and Councilor Mitchell, Councilor Winfrey absent

Staff Present: Thomas J. Corrigan, City Administrator

Mayor Ball made the announcements on the agenda.

II. PUBLIC COMMENT ON AGENDA ITEMS

Hank Hohenstein- Submitted a handout with information on how to deal with the process of hiring a new City Administrator.

III. CONSENT AGENDA

A. Minutes of 07/20/23

B. Bills Paid Report 07/13/23-07/26/23- \$19,981.98

Motion to Accept Consent Agenda

Motion: Councilor Nuckles

Second: Councilor Mitchell

Motion Carried: 4-0

IV. ITEMS REMOVED FROM CONSENT AGENDA

None

V. STAFF REPORTS

A. Jackson County Deputy Amaya- July was a busy month with 216 incidents in the City. Five DUI's, six theft calls, three calls for suicide attempts and five domestic violence calls.

B. Commission/Committee Reports:

Parks, Recreation, and Tourism- Commissioner Pulcini- Put together the Birthday Party for 9/24/23 from 3-11PM and looking for a budget price of \$1250. Music in the Park on 8/26/23 from 6-8PM and asking for a budget price of \$250. Made contact with Southern Oregon Business to see if he would come meet with them to help with Tourism events.

C. Planning- Commissioner Richardson- At the last meeting, at Council's request, they reviewed the City Ordinance and it will not need any changes, but as an addition would like to look at barbed wire, razor wire, concertina wire and electric fences. After some research on different fencing, a proposal was sent to Mayor Ball with a suggestion to prohibit electric fencing in Shady Cove.

Mayor Ball- He did receive the proposal and will need to put it on a future agenda.

D. City Administrator- Tom Corrigan- A red flag warning has been put out for this weekend for fires. Jackson County Sheriff's Office has a new app. Looked at some of the items with contract Planner, some of the suggestions on fence Ordinance. Still working with Planner on the outstanding conditional use permit items. Following up all items we can examine. Applicants should show proof on most items. Documents filed have been scanned into electronic system with Planning work still left. The new radio antenna will be installed Friday. Fire Wise landscaping is close to being done. The grant for the Small City Allotment has been submitted. An email has been sent to ODOT about some changes regarding the welcome signs. Met with Winters Electric about the reader board out front and coordinated with ODOT. The digging should start next week. A new grant is coming out from USDA Forest Service - Community Wild Fire Defensive Grant that is due in October so will need to be discussed with Council. PaintCare will be on September 16th at the shop and will take any kind of paint. Met with the Library regarding a request by them to put in a charging station then details will be worked out with an agreement. Still handling complaints neighbor verses neighbor. Jackson County Natural Hazard Mitigation Plan is still being worked and will need to be reviewed. Rogue Re-Imagined will have to be voted on when it is ready. Could not get internet service at Aunt Carolines park from Hunter so we are looking into other options for wifi. The grant for Transportation Growth Management has been submitted.

Mayor Ball- Councilor Nuckles and the Mayor do support the Charging station but will have to be with a lot of stipulations. City Administrator has the Council's consensus to put the letter together to the library.

VI. OLD BUSINESS

A. Jet Boat Letter- Councilor Mitchell- He has completed his draft for the letter and is ready for the Mayor to approve and sign so can get it mailed out.

Motion to Accept Draft Letter to be Sent to the Governor Regarding the Jet Boat on the Upper Rogue

Motion: Councilor Nuckles

Second: Councilor Hubbard

Motion Carried: 4-0

- B. Volunteer Group Applications- Mayor Ball- We have three new volunteer applications.
1. Paulette Kovac- Introduced herself.
 2. Jay Taylor- Introduced himself and stated he is honored to be a volunteer.
 3. Heather Erickson- Could not make it to meeting.

Motion to Accept Jay Taylor, Heather Erickson and Paulette Kovac as Three New Volunteers to the Volunteer Group

Motion: Councilor Hubbard

Second: Councilor Nuckles

Motion Carried: 4-0

- C. Parks, Recreation, and Tourism Recommendations- On September 24, the Birthday Celebration will be from 3-11 PM at Aunt Caroline's Park. There will be food, drinks, games, and music.

Motion to Approve \$1250.00 for the Birthday Celebration on September 24

Motion: Councilor Nuckles

Second: Councilor Hubbard

Motion Carried: 4-0

Commissioner Pulcini- The second event will be Music in the Park on August 26 from 6-8 PM. There will be two musicians.

Motion to Approve \$250.00 for Music in the Park On August 26

Motion: Councilor Hubbard

Second: Councilor Mitchell

Motion Carried: 4-0

- D. Hiland Water Letter:

Councilor Nuckles- Need to hold off the letter to Hiland and look into the new company.

Mayor Ball- Requests the letter to be tabled for now and will put back on agenda for a different Council meeting.

- E. Short Term Rental Ordinance:

City Administrator- Tom Corrigan- Having to go back through the entire Planning Ordinance before making a new Ordinance or changing it.

VII. NEW BUSINESS

- A. Update Fee Schedule:

City Administrator-Tom Corrigan- RVSS rates went up so he did a spreadsheet showing the Fee Schedule.

Mayor Ball- Going to table the Fee Schedule until next meeting so Council will have more time to review.

B. City Administrator Selection Committee:

Mayor Ball- Thinks it is very important that we have the City and Community input on the selection.

Councilor Mitchell- Would like the salary for the new City Administrator to be discussed and updated.

Councilor Nuckles- Would like to have a smaller Committee and agrees that the salary needs to be looked at and discussed.

Motion to Adopt the Selection Committee with 3 People and 2 Council Liaisons

Motion: Councilor Nuckles

Second: Councilor Hubbard

Motion Carried: 4-0

Mayor Ball- The Selection Committee Application will be posted and printed first of next week to start the process.

Motion to Extend Meeting to 8:15

Motion: Councilor Nuckles

Second: Councilor Mitchell

Motion Carried: 4-0

VIII. WRITTEN COMMUNICATION

None

IX. PUBLIC COMMENT ON NON-AGENDA ITEMS

None

X. COUNCIL COMMENTS ON NON-AGENDA ITEMS

- A. Councilor Hubbard-Thanked everyone for coming and states we all have our work cut out for us with everything coming up.
- B. Councilor Mitchell-Thanked everyone for coming. Feels this will all be a learning curve for everyone.
- C. Councilor Nuckles- Monday August 7th, Pacific Power is holding a mitigation conference at the Shady Cove Library at 10:30 AM. There is a Chamber lunch in Eagle Point next to the Police Station in the Ashpole Community Center the same day at 12 PM.
- D. Mayor Ball- To Councilors, it is time to get a Newsletter out again. Please get what you need to get done to City Administrator very soon. Attended an Access Mayor's breakfast and they do have a lot of features that would be beneficial to our City and would like to have a Workshop and invite Access to have them give a presentation of what they do and can do to help the City. Thanked everyone for coming.

ADJOURNMENT

There being no further business before the Council, Mayor Ball adjourned the meeting At 8:04 PM.

Approved:

Attest:

Mayor Ball

Thomas J. Corrigan
City Administrator

Council Vote:

Mayor Ball

Councilor Nuckles

Councilor Winfrey

Councilor Hubbard

Councilor Mitchell

Report Criteria:
Detail report type printed

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
13	Avista Corporation	4941620000-	Natural Gas 07/2023	1	07/24/2023	17.34	.00	17.34	50908	08/09/2023
Total 13:						17.34	.00	17.34		
24	Canon Financial Services, I	30867377	Contract 7/01/2023-7/31/20	1	07/12/2023	203.82	.00	203.82	50909	08/09/2023
Total 24:						203.82	.00	203.82		
25	Canon Solutions America, I	6004991946	Copier Maintenance	1	07/25/2023	62.27	.00	62.27	50910	08/09/2023
Total 25:						62.27	.00	62.27		
43	Christian, David	07102023	Radio 07/10/2023-07/14/20	1	07/13/2023	90.00	.00	90.00	50893	07/26/2023
		07102023	Radio 07/17/2023-07/21/20	2	07/13/2023	90.00	.00	90.00	50893	07/26/2023
		07282023	Radio 07/24/2023-07/28/20	1	07/24/2023	90.00	.00	90.00	50911	08/09/2023
		07312023	Radio 07/31/2023-08/01/20	1	08/03/2023	90.00	.00	90.00	50911	08/09/2023
Total 43:						360.00	.00	360.00		
49	Eagle Point Hardware	896164	wheelbarrow 8 cube poly	1	08/01/2023	179.99	.00	179.99	50915	08/09/2023
Total 49:						179.99	.00	179.99		
61	Hornecker Cowling, LLP	130366	General Advice File No: 32	1	07/17/2023	1,779.62	.00	1,779.62	50895	07/26/2023
		130366	General Advice File: 32076	2	07/17/2023	337.50	.00	337.50	50895	07/26/2023
Total 61:						2,117.12	.00	2,117.12		
74	Jackson County Sheriff	SCAPR-JUN	Law Enforcement April 202	1	07/31/2023	141,494.00	.00	141,494.00	50916	08/09/2023
Total 74:						141,494.00	.00	141,494.00		
83	KAS & Associates, Inc.	21768	Private Project review Clev	1	06/25/2023	420.00	.00	420.00	50899	07/26/2023
		21769	Private Project review, mis	1	06/25/2023	105.00	.00	105.00	50899	07/26/2023
		21770	Private Project review, S. P	1	06/25/2023	70.00	.00	70.00	50899	07/26/2023
Total 83:						595.00	.00	595.00		
114	Pacific Power	08112023	Aunt Carolines Park	1	07/26/2023	84.04	.00	84.04	50917	08/09/2023
		08112023	Nork Lane	2	07/26/2023	116.04	.00	116.04	50917	08/09/2023
Total 114:						200.08	.00	200.08		
119	Perfection Cleaning	292115	City Hall office cleaning 07/	1	07/31/2023	485.00	.00	485.00	50918	08/09/2023
Total 119:						485.00	.00	485.00		
126	Postmaster	1210	Yearly PO BOX fees	1	08/07/2023	152.00	.00	152.00	50919	08/09/2023
Total 126:						152.00	.00	152.00		
135	RVCOG	23-3843	Associate land use planner	1	05/22/2023	202.07	.00	202.07	50902	07/26/2023
		23-3843	Associate land use planner	2	05/22/2023	4,367.17	.00	4,367.17	50902	07/26/2023
		23-3843	Mileage March 2023	3	05/22/2023	172.92	.00	172.92	50902	07/26/2023

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
		23-3857	Associate land use planner	1	05/22/2023	3,529.19	.00	3,529.19	50902	07/26/2023
		23-3857	Mileage April 2023	2	05/22/2023	144.10	.00	144.10	50902	07/26/2023
	Total 135:					8,415.45	.00	8,415.45		
148	SORED	2022-27753	Annual membership	1	07/18/2023	1,163.63	.00	1,163.63	50903	07/26/2023
	Total 148:					1,163.63	.00	1,163.63		
151	Southern Oregon Sanitatio	0725202388	22451 Hwy 62	1	07/25/2023	45.93	.00	45.93	50922	08/09/2023
		0725202388	1008 Celtic Circle	2	07/25/2023	45.93	.00	45.93	50922	08/09/2023
		0725202388	2501 Indian Cr Rd	3	07/25/2023	66.80	.00	66.80	50922	08/09/2023
	Total 151:					158.66	.00	158.66		
160	Teamster Local 223	08012023	Monthly dues	1	08/02/2023	248.00	.00	248.00	50923	08/09/2023
	Total 160:					248.00	.00	248.00		
168	URCC	0007-082023	Rental of Comm. Center B	1	08/02/2023	20.00	.00	20.00	50925	08/09/2023
	Total 168:					20.00	.00	20.00		
189	Jackson County - Animal C	110349	Deer removal 120 Rene Dri	1	07/11/2023	69.50	.00	69.50	50897	07/26/2023
	Total 189:					69.50	.00	69.50		
221	Hunter Communications	398447	Phone/Internet	1	07/08/2023	705.17	.00	705.17	50896	07/26/2023
	Total 221:					705.17	.00	705.17		
255	TouchPoint Networks, LLC	INV-7204	WatchGuard T40 Firebox	1	08/01/2023	107.00	.00	107.00	50924	08/09/2023
	Total 255:					107.00	.00	107.00		
257	AT&T Mobility	2872860888	Cell phones	1	07/05/2023	277.57	.00	277.57	50892	07/26/2023
	Total 257:					277.57	.00	277.57		
260	Philadelphia Insurance Co	2005938976	Liability - 83452993	1	07/06/2023	300.00	.00	300.00	50900	07/26/2023
	Total 260:					300.00	.00	300.00		
262	US Bank St. Paul	6963953	04200 Trustee, Subtotal Ad	1	06/23/2023	800.00	.00	800.00	50905	07/26/2023
	Total 262:					800.00	.00	800.00		
264	Upper Rogue Independent	2311	Government Public Notice	1	06/28/2023	270.00	.00	270.00	50904	07/26/2023
	Total 264:					270.00	.00	270.00		
268	Project A, Inc.	23-891	Word Press Development a	1	07/15/2023	200.00	.00	200.00	50920	08/09/2023
	Total 268:					200.00	.00	200.00		
278	Nuckles, Kathryn P.	07042023	PVC Hardware for Banner,	1	07/12/2023	36.13	.00	36.13	50906	08/02/2023

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
Total 278:						36.13	.00	36.13		
286	City of Shady Cove - Utilitie	07312023	1008 Celtic Circle	1	07/31/2023	47.25	.00	47.25	50913	08/09/2023
		07312023	2501 Indian Creek Rd	2	07/31/2023	46.25	.00	46.25	50913	08/09/2023
		07312023	22451 Hwy 62	3	07/31/2023	47.25	.00	47.25	50913	08/09/2023
Total 286:						140.75	.00	140.75		
289	Rogue Shred, LLC	3312841	65 gal shredd totor	1	07/31/2023	5.00	.00	5.00	50921	08/09/2023
Total 289:						5.00	.00	5.00		
430020	Confident Staffing, Inc.	49619	P. Lybarger seasonal work	1	07/09/2023	482.00	.00	482.00	50894	07/26/2023
		49619	M. Smith accounting-bookk	2	07/09/2023	519.13	.00	519.13	50894	07/26/2023
		49619	P. Lybarger seasonal work	3	07/09/2023	469.95	.00	469.95	50894	07/26/2023
		49619	M. Smith accounting-bookk	4	07/09/2023	641.21	.00	641.21	50894	07/26/2023
		49654	P. Lybarger seasonal work	1	07/23/2023	482.00	.00	482.00	50914	08/09/2023
		49654	M. Smith accounting-bookk	2	07/23/2023	845.32	.00	845.32	50914	08/09/2023
		49666	P. Lybarger seasonal work	1	07/30/2023	482.00	.00	482.00	50914	08/09/2023
		49666	M. Smith accounting-bookk	2	07/30/2023	865.70	.00	865.70	50914	08/09/2023
Total 430020:						4,787.31	.00	4,787.31		
430032	JP Morgan Chase	08062023	City Hall landscaping, Rock	1	07/20/2023	67.91	.00	67.91	50898	07/26/2023
Total 430032:						67.91	.00	67.91		
430096	RF Specialties of California	CS-23-5450	SCALA FMVMP 88-98 MH	1	07/07/2023	2,908.34	.00	2,908.34	50901	07/26/2023
Total 430096:						2,908.34	.00	2,908.34		
430097	Pulcini, Mary	07042023	4th of July float items, Ban	1	07/12/2023	168.64	.00	168.64	50907	08/02/2023
Total 430097:						168.64	.00	168.64		
430098	Christiansen, Glen	07072023	Refund for Vacation Rental	1	08/03/2023	954.96	.00	954.96	50912	08/09/2023
Total 430098:						954.96	.00	954.96		
Grand Totals:						167,670.64	.00	167,670.64		

Report Criteria:

Detail report type printed

City of Shady Cove

Resolution 23-05

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SHADY COVE,
OREGON, ESTABLISHING FEES AND CHARGES**

Whereas, it is the policy of the City of Shady Cove to require the recovery of certain City costs from fees and charges levied therefore in providing City services products and regulations; and

THE CITY COUNCIL RESOLVES AS FOLLOWS:

SECTION 1: Fees Established

Fees and charges for certain City services, products and regulations are established and set as enumerated in the attached Exhibit "A" incorporated by reference as though fully set forth herein.

SECTION 2: Rates Note Enumerated

Rates for any category, not enumerated in this Resolution, may, from time to time, be set by the City Council.

SECTION 3: Resolutions Repealed

All previous Fee Resolutions are hereby repealed.

SECTION 4: Effective Date

This Resolution shall be effective July 1, 2023

Adopted by the Shady Cove City Council this 3rd day of August, 2023

Approved:

Attest:

Jon Ball
Mayor

Thomas J. Corrigan
City Administrator

Council Vote:

Mayor Ball _____
Councilor Nuckles _____
Councilor Winfrey _____
Councilor Hubbard _____
Councilor Mitchell _____

EXHIBIT "A"**Attachment to City of Shady Cove Fee Resolution No. 23-05**

ADMINISTRATIVE FEES		
ADMINISTRATIVE FEE	\$45.00	PER HOUR, PER PERSON, AFTER FIRST 15 MINUTES
COPIES	\$0.30	PER PAGE
COPIES	\$0.55	PER SIDE FOR 11X17
AUDIO RECORDING (CD)	\$5.00	ACTUAL COST OF CD AND STAFF TIME TO REPRODUCE CD
RETURNED CHECK FEE	\$30.00	RETURNED CHECK/ACH FEE
DEBIT/CRED CARD TRANSACTION FEES	TBD	
BUSINESS LICENSE		
BUSINESS LICENSE	\$85.00	ALL BUSINESS LICENSES: BUSINESSES LOCATED IN THE CITY, OUT OF CITY OR HOME OCCUPATIONS
DUPLICATE BUSINESS LICENSE	\$10.00	
1 TO 30 DAY LICENSE	\$10.00	ONE PER FISCAL YEAR
LICENSE LATE FEE	20%	IF PAID AFTER AUGUST 1, A 20% (\$17.00) LATE FEE WILL BE ASSESSED
LICENSE REINSTATEMENT FEE	\$25.00	
PRORATED BUSINESS LICENSE	\$7.00/MONTH + THE FOLLOWING FISCAL YR.	FOR A NEW BUSINESS BEGINNING AFTER DEC. 31 THROUGH THE END OF THE FISCAL YEAR + FULL RATE OF THE NEXT FISCAL YEAR
FLAG PROGRAM	\$50.00	PER CALENDER YEAR
LIQUOR LICENSE		
CHANGE OF OWNERSHIP	\$35.00	
RENEWAL	\$35.00	
TEMPORARY/ SPECIAL EVENT	\$35.00	
TAXES AND FEES		
RAFT RENTAL TAX	\$3.00	PER RAFT RENTAL (ORD. 199 & 232)
TRANSIENT OCCUPANCY TAX	6%	(ORDINANCE 140, 140-01 & 171)

PLANNING FEES *** All Planning Fees may be subject to actual cost of such as; engineer, arborist, county, attorney, surveyor, etc.		
ACCESS PERMIT	\$200.00	ROAD ACCESS
ANCILLARY - UP TO 100 SQ. FT.	\$75.00	APPLIES TO SMALL OUDOOR IMPROVEMENTS ANCILLARY TO EXISTING STRUCTURES SUCH AS DECKS AND STAIRS
APPEAL	\$300.00	
CONDITIONAL USE PERMIT	\$600.00	
CONSULTING, LEGAL AND PROFESSIONAL CHARGES	ADMIN. FEE	PLUS \$45.00 PER HOUR, PER PERSON AFTER FIRST 15 MINUTES
EXTENSIONS	\$50.00	
FENCE PERMITS (NON-FLOODPLAIN)	\$50.00	
FENCE PERMITS (FLOODPLAIN)	\$250.00	
FINAL PLAT	HALF ORIGINAL FEE	
FLOODPLAIN - ADDITIONAL INSPECTIONS	\$150.00	
FLOODPLAIN APPLICATIONS: MINOR	\$275.00	MINOR INCLUDES ONE INSPECTION
FLOODPLAIN APPLICATIONS: MAJOR	\$700.00	INCLUDES UP TO THREE INSPECTIONS
FLOODPLAIN MINOR FILE REVIEW	\$150.00	NO ON SITE INSPECTIONS
FLOODPLAIN MINOR FILE REVIEW	\$75.00	TREE REMOVAL
LOT LINE ADJUSTMENT	\$300.00	
LAND PARTITION MINOR	\$600.00	NO ROAD CREATION
LAND PARTITION MAJOR	\$1,200.00	EXTENSION OR CREATION OF A ROAD
OTHER INSPECTION SERVICES	ADMIN. FEE	PLUS \$45.00 PER HOUR, PER PERSON AFTER FIRST 15 MINUTES
PLANNED UNIT DEVELOPMENT	\$2,500.00	PLUS \$100.00 PER LOT, ENGINEER AND LEGAL COSTS
PRE-APPLICATION CONFERENCE	\$400.00	\$100.00 CREDIT ON LAND USE APPROVAL APPLICATION
REVISION TO PRIOR APPROVAL	HALF ORIGINAL FEE	
SIGN PERMIT	\$50.00	PER PROPERTY
LAND USE APPROVAL	\$175.00	PLUS ANY REQUIRED ENGINEERING COST
SITE DEVELOPMENT REVIEW	\$175.00	RESIDENT, NON FLOODPLAIN, PLUS ANY REQUIRED ENGINEERING COST
SITE DESIGN REVIEW	\$450.00	RESIDENT, FLOODPLAIN AND COMMERCIAL, PLUS ANY REQUIRED ENGINEERING COST
SUBDIVISION OR MOBILE HOME PARK	\$2,500.00	PLUS \$100.00 PER LOT, PLUS ANY REQUIRED ENGINEERING COST
VARIANCE	\$500.00	PLUS ANY REQUIRED ENGINEERING COST
ZONE CHANGE APPLICATION	\$1,500.00	PLUS ANY REQUIRED ENGINEERING COST
ZONE CHANGE AND COMP. PLAN AMENDMENT	\$2,500.00	PLUS ANY REQUIRED ENGINEERING COST
ZONE CHANGE AND ANNEXATION	\$3,000.00	PLUS ANY REQUIRED ENGINEERING COST
STREET IMPROVEMENTS		
28' WITH CURB AND GUTTER	\$120.00 PER LINEAR FOOT	ESTABLISHED BY RESOLUTION No. 99-12
36" WITH CURB AND GUTTER	\$136.00 PER LINEAR FOOT	ESTABLISHED BY RESOLUTION No. 99-12
STORM DRAINAGE		
EXCAVATION AND BACKFILL, 18 HOPE, PIPE CURB INLETS	\$60.00 PER LINEAR FOOT	ESTABLISHED BY RESOLUTION No. 99-12

WATER IMPROVEMENTS		
8" C-900 PVC WATER MAIN, 6" FIRE HYDRANT LINES, WATER SERVICE LINES, EXCAVATION AND BACKFILL AND VALVES, BENDS, APPURTENANCES	\$55.00 PER LINEAR FOOT	ESTABLISHED BY RESOLUTION No. 99-12
ENGINEERING/CONTRACT/ADMINISTRATION & SURVEY WORK		
ENGINEERING/CONTRACT/ADMINISTRATION & SURVEYING	\$40.00 PER LINEAR FOOT	ESTABLISHED BY RESOLUTION No. 99-12
5' CONCRETE SIDEWALK (OPTIONAL ON STREET IMPROVEMENT)	\$20.00 PER LINEAR FOOT OR \$4.00 PER SQUARE FOOT	ESTABLISHED BY RESOLUTION No. 99-12
SYSTEM DEVELOPMENT CHARGES (SDC'S) ORDINANCE No. 271 & RESOLUTION No. 15-18 - SINGLE FAMILY RESIDENTIAL/EDU		
PARKS: SINGLE FAMILY	\$1,500.00	ESTABLISHED BY RESOLUTION 19-04
STORM WATER: SINGLE FAMILY	\$1,500.00	ESTABLISHED BY RESOLUTION 19-04
TRANSPORTATION: SINGLE FAMILY	\$7,500.00	ESTABLISHED BY RESOLUTION 19-04
PUBLIC SAFETY		
DRIVER LICENSE REINSTATEMENT	\$20.00	
PUBLIC SAFETY SURCHARGE	\$18.00	PER MONTH PER UNIT. RESIDENTIAL AND NON-RESIDENTIAL
PUBLIC SAFETY FEE - CODE ENFORCEMENT	\$3.00	PER MONTH PER UNIT. RESIDENTIAL AND NON-RESIDENTIAL
PUBLIC SAFETY FEE	\$10.50	UNIMPROVED PROPERTIES
PUBLIC SAFETY LATE FEE	\$5.00/MONTH	PLUS 10% PER ANNUM
SEWER MONTHLY RATES		
Residential		
EQUIVALENT DWELLING UNIT (EDU)		
SINGLE FAMILY	\$46.25	
MULTIPLE FAMILY	\$46.25	PER UNIT
MOBILE HOME PARK	\$46.25	PER SPACE
LODGING		
MOTEL	\$48.25	PLUS \$10.00 PER UNIT (20.7% OF EDU)*
R.V. PARK	\$48.25	PLUS \$10.00 PER UNIT (20.7% OF EDU)* IF RENTED FOR MORE THAN 30 DAYS THE FULL EDU RATE (\$48.25) APPLIES
RESTAURANTS AND BARS		
RESTAURANTS AND BARS	\$48.25	PLUS \$1.75 PER SEAT (3.6% OF EDU)*
OTHER COMMERCIAL		
CAR WASH	\$48.25	PER STALL
LAUNDROMAT	\$48.25	PLUS \$23.00 PER WASHING MACHING (47.7% OF EDU)*
BUSINESS/BUILDING WITH 1-5 EMPLOYEES	\$48.25	
BUSINESS/BUILDING WITH 6+ EMPLOYEES	\$96.50	
FATS, OILS, GREASE SURCHARGE (FOG)	\$50.00	1 MONTH OUT OF COMPLIANCE
FATS, OILS, GREASE SURCHARGE (FOG)	\$100.00	EACH ADDITIONAL MONTH OUT OF COMPLIANCE (WITH MAXIMUM LIMIT OF \$1,000.00 PER MONTH, CUMMULATIVELY)

OTHER		
CHURCHES, OTHER NON-PROFITS	\$48.25	
RECREATION VEHICLE DUMPING STATION	\$96.50	
SERVICE OUTSIDE THE CITY	\$68.25	
SCHOOL	\$48.25	PLUS \$0.35 PER STUDENT AND EMPLOYEE (307) **
UTILITY BILLING LATE FEE	1.5% OR \$10.00	ASSESSED MONTHLY AT 1.5% OR \$10.00, WHICHEVER IS MORE.
UTILITY BILLING COLLECTION FEE	25%	25% ADMINISTRATIVE FEE ADDED TO ALL ACCOUNTS TURNED OVER TO COLLECTIONS.
VACATED BUILDINGS SEWER MAINTENANCE FEE	\$48.25	FULL MONTHS ONLY (COMMERCIAL)
VACATED BUILDINGS SEWER MAINTENANCE FEE	\$46.25	FULL MONTHS ONLY (RESIDENTIAL)
LIEN SEARCH	\$25.00	
*Percentage will be applied to any subsequent change in EDU rate		
** Number of students and employees will be validated each year.		
***All Planning Fees may be subject to actual cost of such as; engineer, arborist, county, attorney, surveyor, etc.		

LIQUOR LICENSE APPLICATION

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Check the appropriate license request option:

☐ New Outlet | ☒ Change of Ownership | ☐ Greater Privilege | ☐ Additional Privilege

Select the license type you are applying for.

More information about all license types is available [online](#).

Full On-Premises

- ☐ Commercial
- ☐ Caterer
- ☐ Public Passenger Carrier
- ☐ Other Public Location
- ☐ For Profit Private Club
- ☐ Nonprofit Private Club

Winery

- ☐ Primary location
- Additional locations: ☐ 2nd ☐ 3rd ☐ 4th ☐ 5th

Brewery

- ☐ Primary location
- Additional locations: ☐ 2nd ☐ 3rd

Brewery-Public House

- ☐ Primary location
- Additional locations: ☐ 2nd ☐ 3rd

Grower Sales Privilege

- ☐ Primary location
- Additional locations: ☐ 2nd ☐ 3rd

Distillery

- ☐ Primary location
- Additional tasting locations: ☐ 2nd ☐ 3rd ☐ 4th ☐ 5th ☐ 6th

☐ Limited On-Premises

☒ Off Premises

☐ Warehouse

☐ Wholesale Malt Beverage and Wine

LOCAL GOVERNMENT USE ONLY

LOCAL GOVERNMENT:

After providing your recommendation, return this application to the applicant WITH the recommendation marked below

City/County name:

Shady Cove
(Please specify city or county)
City

Date application received: 8/8/2023

Optional: Date Stamp Received Below



- ☐ Recommend this license be granted
- ☐ Recommend this license be denied

Printed Name

Date

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Trade Name

LIQUOR LICENSE APPLICATION

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APPLICANT INFORMATION

Identify the applicants applying for the license. This is the entity (example: corporation or LLC) or individual(s) applying for the license. Please add an additional page if more space is needed.

Name of entity or individual applicant #1: SS HEER LLC	Name of entity or individual applicant #2:
Name of entity or individual applicant #3:	Name of entity or individual applicant #4:

BUSINESS INFORMATION

Trade Name of the Business (name customers will see):

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Premises street address (The physical location of the business and where the liquor license will be posted):

21226 HIGHWAY 62

City: SHADY COVE	Zip Code: 97539	County: JACKSON
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Business phone number:	Business email: rra1market11@yahoo.com
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Business mailing address (where we will send any items by mail as described in OAR 845-004-0065[1]):

21226 HIGHWAY 62

City: SHADY COVE	State: OR	Zip Code: 97539
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Does the business address currently have an OLCC liquor license? ☒ Yes ☐ No

Does the business address currently have an OLCC marijuana license? ☐ Yes ☒ No

AUTHORIZED REPRESENTATIVE – A liquor applicant or licensee may give a representative authorization to make changes to the license or application on behalf of the licensee or to receive information about a license or application.

I give permission for the below named representative to:

- ☒ Make changes regarding this license/application on my behalf.
- ☒ Sign application forms regarding this license/application on my behalf.
- ☒ Receive information about the status of this application, including information about pending compliance action or communications between OLCC and the licensee/applicant.

Representative Name:

GAGANDEEP SINGH

Phone number: 714-813-5033	Email: GSINGH@XELCPA.COM
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Mailing address:

530 CENTER ST NE, SUITE 155

City: SALEM	State: OR	Zip Code: 97301
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LIQUOR LICENSE APPLICATION

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APPLICATION CONTACT INFORMATION – Provide the point of contact for this application. If this individual is not an applicant or licensee, the Authorized Representative section must be filled in and the appropriate permission(s) must be selected.

Application Contact Name:

GAGANDEEP SINGH

Phone number:

Email:

GSINGH@XELCPA.COM

TERMS

- “Real property” means the real estate (land) and generally whatever is erected or affixed to the land (for example, the building) at the business address.
- “Common area” is a privately owned area where two or more parties (property tenants) have permission to use the area in common. Examples include the walking areas between stores at a shopping center, lobbies, hallways, patios, parking lots, etc. An area’s designation as a “common area” is typically identified in the lease or rental agreement.

ATTESTATION – OWNERSHIP AND CONTROL OF THE BUSINESS AND PREMISES

- Each applicant listed in the “Application Information” section of this form has read and understands OAR 845-005-0311 and attests that:
 1. At least one applicant listed in the “Application Information” section of this form has the legal right to occupy and control the real property proposed to be licensed as shown by a property deed, lease, rental agreement, or similar document.
 2. No person not listed as an applicant in the “Application Information” section of this form has an ownership interest in the business proposed to be licensed, unless the person qualifies to have that ownership interest waived under OAR 845-005-0311.
 3. The licensed premises at the premises street address proposed to be licensed either:
 - a. Does not include any common areas; or
 - b. Does include one or more common areas; however, only the applicant(s) have the exclusive right to engage in alcohol sales and service in the area to be included as part of the licensed premises.
 - In this circumstance, the applicant(s) acknowledges responsibility for ensuring compliance with liquor laws within and in the immediate vicinity of the licensed premises, including in portions of the premises that are situated in “common areas” and that this requirement applies at all times, even when the business is closed.
 4. The licensed premises at the premises street address either:
 - a. Has no area on property controlled by a public entity (like a city, county, or state); or
 - b. Has one or more areas on property controlled by a public entity (like a city, county, or state) and the public entity has given at least one of the applicant(s) permission to exercise the privileges of the license in the area.

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LIQUOR LICENSE APPLICATION

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- Each applicant listed in the "Application Information" section of this form has read and understands OAR 845-006-0362 and attests that:

1. Upon licensure, each licensee is responsible for the conduct of others on the licensed premises, including in outdoor areas.
2. The licensed premises will be controlled to promote public safety and prevent problems and violations, with particular emphasis on preventing minors from obtaining or consuming alcoholic beverages, preventing over-service of alcoholic beverages, preventing open containers of alcoholic beverages from leaving the licensed premises unless allowed by OLCC rules, and preventing noisy, disorderly, and unlawful activity on the licensed premises.

I attest that all answers on all forms and documents, and all information provided to the OLCC as a part of this application, are true and complete.

PARMINDER KAUR

Parminder Kaur

08/01/2023

Print name	Signature	Date	Atty. Bar Info (if applicable)
Print name	Signature	Date	Atty. Bar Info (if applicable)
Print name	Signature	Date	Atty. Bar Info (if applicable)
Print name	Signature	Date	Atty. Bar Info (if applicable)