DATE: July 8, 2016

FROM: George Kolb, County Engineer  Road  541-322-7113

TITLE OF AGENDA ITEM:
Consideration of Signature of Document No. 2016-475, Gate Permit No. 16-002 for Sage Steppe Drive applied for by The Tree Farm, LLC

PUBLIC HEARING ON THIS DATE? NO

BACKGROUND AND POLICY IMPLICATIONS:
The Tree Farm, LLC is developing their property located off of Skyliners Road. As part of the land use process, they had proposed the installation of a gate on Stage Steppe Drive. This gate permit is for a gate that is located on Sage Steppe Drive south of the intersection with Ridgeline Drive (see attached Exhibit B). This portion of Sage Steppe Drive will be used as a temporary secondary access south to Crosby Drive. This temporary access will be in place until the adjoining Miller Tree Farm property is developed with paved streets to which Sage Steppe Drive can connect. Once this connection is made, the gate will be removed and the gate permit will be revoked by the County. The installation of this gate is a condition of approval for their land use action 247-14-000243-TP. Condition No. 6, Decision of the Board of County Commissioners states, "The applicant/owner shall obtain from the Deschutes County Road Department a gate permit for the gates on the new secondary emergency access road for The Tree Farm". Per DCC 10.04.020, Barriers and Gates-Installation Conditions, official traffic-control devices consisting of barriers and gates on and across roads and highways may be established by resolution of the Board of County Commissioners upon and across any road or highway under the jurisdiction of the County for the purpose of prohibiting motor vehicle traffic on the road or highway beyond the barrier or gate so established. This gate meets all the following criteria for a gate in the public right of way per Resolution No. 90-081.

FISCAL IMPLICATIONS:
None, The Tree Farm, LLC will be responsible for the maintenance of the gate.

RECOMMENDATION & ACTION REQUESTED:
The Road Department recommends signature of Document No.2016-475, Gate Permit No. 16-002 for Sage Steppe Drive applied for by The Tree Farm, LLC

ATTENDANCE: George Kolb, County Engineer

DISTRIBUTION OF DOCUMENTS:
Copy to Sheila Odle (ext. 7148) at the Road Department
DESCHUTES COUNTY DOCUMENT SUMMARY

(NOTE: This form is required to be submitted with ALL contracts and other agreements, regardless of whether the document is to be on a Board agenda or can be signed by the County Administrator or Department Director. If the document is to be on a Board agenda, the Agenda Request Form is also required. If this form is not included with the document, the document will be returned to the Department. Please submit documents to the Board Secretary for tracking purposes, and not directly to Legal Counsel, the County Administrator or the Commissioners. In addition to submitting this form with your documents, please submit this form electronically to the Board Secretary.)

Date: July 8, 2016
Department: Road

Contractor/Supplier/Consultant Name: The Tree Farm, LLC
Contractor Contact: Romy Mortensen
Contractor Phone #: 541-382-1662

Type of Document: Gate permit No. 16-002

Goods and/or Services: Allows for the installation of a gate on Stage Steppe Drive

Background & History: The Tree Farm, LLC is developing their property located off of Skyliners Road. As part of the land use process, they had proposed the installation of a gate on Stage Steppe Drive. This gate permit is for a gate that is located on Sage Steppe Drive south of the intersection with Ridgeline Drive (see attached Exhibit B). This portion of Sage Steppe Drive will be used as a temporary secondary access south to Crosby Drive. This temporary access will be in place until the adjoining Miller Tree Farm property is developed with paved streets to which Sage Steppe Drive can connect. Once this connection is made, the gate will be removed and the gate permit will be revoked by the County. The installation of this gate is a condition of approval for their land use action 247-14-000243-TP. Condition No. 6, Decision of the Board of County Commissioners states, "The applicant/owner shall obtain from the Deschutes County Road Department a gate permit for the gates on the new secondary emergency access road for The Tree Farm". Per DCC 10.04.020. Barriers and Gates-Installation Conditions, official traffic-control devices consisting of barriers and gates on and across roads and highways may be established by resolution of the Board of County Commissioners upon and across any road or highway under the jurisdiction of the County for the purpose of prohibiting motor vehicle traffic on the road or highway beyond the barrier or gate so established. This gate meets all the following criteria for a gate in the public right of way per Resolution No. 90-081.

Agreement Starting Date: Upon Signature
Ending Date: N/A

Annual Value or Total Payment: N/A

☐ Insurance Certificate Received (check box)
Insurance Expiration Date: 

Check all that apply:
☐ RFP, Solicitation or Bid Process
☐ Informal quotes (<$150K)
☐ Exempt from RFP, Solicitation or Bid Process (specify – see DCC §2.37)

7/8/2016
If No, has budget amendment been submitted?  □ Yes  □ No

Is this a Grant Agreement providing revenue to the County?  □ Yes  □ No

Special conditions attached to this grant:

Deadlines for reporting to the grantor:

If a new FTE will be hired with grant funds, confirm that Personnel has been notified that it is a grant-funded position so that this will be noted in the offer letter:  □ Yes  □ No

Contact information for the person responsible for grant compliance:
Name: 
Phone #: 

Departmental Contact and Title:  George Kolb, PE, County Engineer
Phone #: 541-322-7113

Department Director Approval:  
Signature  07/08/16

Distribution of Document: Copy to Sheila Odle (ext. 7148) at the Road Department after recording.

Official Review:

County Signature Required (check one):  □ BOCC  □ Department Director (if <$25K)

□ Administrator (if >$25K but <$150K; if >$150K, BOCC Order No. ____________)

Legal Review  ___________________________  Date  ___________________________

Document Number ______

7/8/2016
BEFORE THE BOARD OF COUNTY COMMISSIONERS OF DESCHUTES, COUNTY, OREGON

Gate Permit for Sage Steppe Drive  *
Located within Township 17 South,  *
Range 11 East, Section 35 W.M.,  *
Deschutes County, Oregon.  *

GATE PERMIT 16-002

Pursuant to ORS 368.056 the Board of County Commissioners of Deschutes County, Oregon authorizes The Tree Farm, LLC to install, operate and maintain a gate upon the public right of way described as:

Sage Steppe Drive located within Township 17 South, Range 11 East, Section 35 located in Deschutes County, Oregon.

in accordance with the conditions of approval (Exhibit "A") and in the location shown on the map (Exhibit "B") attached hereto and by this reference made a part hereof.

DATED this ______ day of __________________, 2016

BOARD OF COUNTY COMMISSIONERS OF DESCHUTES COUNTY, OREGON

ATTEST:

ALAN UNGER, CHAIR

ANTHONY DEBONE, VICE-CHAIR

TAMMY BANEY, COMMISSIONER

Recording Secretary
EXHIBIT "A"

GATE PERMIT 16-002
CONDITIONS FOR APPROVAL

1. This gate is located on Sage Steppe Drive south of the intersection with Ridgeline Drive. This portion of Sage Steppe Drive will be used as a temporary secondary access south to Crosby Drive. This temporary access will be in place until the adjoining Miller Tree Farm property is developed with paved streets to which Sage Steppe Drive can connect. Once this connection is made, the gate will be removed and the gate permit will be revoked by the County.

2. This gate permit may be reviewed by the County at any time and upon a finding that the gate does not meet the criteria of the Gate Permit Resolution 90-081, the permit may be revoked by the Board of County Commissioners.

3. The gate design shall per City of Bend Fire Gate std. dwg W-21 (attached).

4. The gate is to have a Fire Department Knox box approved by the City of Bend Fire Department.

5. The gate location shall be as shown on the attached Exhibit “B”.

6. Per Deschutes County Code 10.04.020, the gate is for the purpose of prohibiting motor vehicle traffic only. Pedestrian, bicycle and horse travel will still be permitted.
GENERAL NOTES

1. EMERGENCY ACCESS ROAD PLAN TO BE CONSTRUCTED PER THE GENERAL NOTES ON SHEET 1 OF 12. ALL DRAWINGS INCLUDED SHOULD BE CONFORMANT TO SHEET 1 AND FILL AS INDICATED. CONSTRUCTION DRAWINGS SHOULD BE COMPLETE AND ACCURATE. THE CONTRACTOR IS RESPONSIBLE FOR OBTAINING ANY ADDITIONAL INFORMATION REQUIRED TO COMPLETE THE WORK.

2. INITIAL EMERGENCY ACCESS ROAD PLOWED TO THE SIDE OF MILLING ON MAIN STERRE ROAD. PLOWED FROM THE 1/8' HORIZONTAL SUBGRADE WITHIN 12' OF CURB TO BE PERFORMED BY SUBGRADE CONSTRUCTION TO SIMULATE 1/8' CURB FOR CURB CONSTRUCTION. UNSTEADY AREA TO BE FINISHED WITH 1/8' CURB TO ATTACH TO CURB CONSTRUCTION. UNSTEADY AREA TO BE FINISHED WITH 1/8' CURB TO ATTACH TO CURB CONSTRUCTION.

3. EMERGENCY ACCESS ROAD PLAN TO BE CONSTRUCTED PER THE GENERAL NOTES ON SHEET 1 OF 12. ALL DRAWINGS INCLUDED SHOULD BE CONFORMANT TO SHEET 1 AND FILL AS INDICATED. CONSTRUCTION DRAWINGS SHOULD BE COMPLETE AND ACCURATE. THE CONTRACTOR IS RESPONSIBLE FOR OBTAINING ANY ADDITIONAL INFORMATION REQUIRED TO COMPLETE THE WORK.

4. CONTRACTOR TO INCLUDE CULARITY IN DEVELOPMENT ANDthy 1/8' CURB CONSTRUCTION TO SIMULATE 1/8' CURB FOR CURB CONSTRUCTION. UNSTEADY AREA TO BE FINISHED WITH 1/8' CURB TO ATTACH TO CURB CONSTRUCTION. UNSTEADY AREA TO BE FINISHED WITH 1/8' CURB TO ATTACH TO CURB CONSTRUCTION.

5. SITE BOUNDARY

---

EMERGENCY ACCESS ROAD PLAN

SCALE: 1"=100'

---

FINAL SUBMITTAL 4/11/2018

Exhibit "B"
Page 3 of 3
LOCKABLE HASP WITH KNOX LOCK OR AS APPROVED BY FIRE DEPT

4" DIA WELDED STEEL PAINTED RED

NO PARKING ANY TIME

TOW-AWAY ZONE

TOW-AWAY SIGN R7-201

6" DIA WELDED STEEL PAINTED RED

4" DIA WELDED STEEL PAINTED RED AND REFLECTIVE TAPE ON GATE

FIRE ACCESS GATE

CITY OF BEND
STANDARD DRAWING
710 NW WALL ST., BEND, OREGON 97701

FIRE GATE

Version: 07/01/2011
GATE PERMIT PROCESSING FORM

*$100.00 NON-REFUNDABLE PERMIT FEE*

This gate permit request form is to be used pursuant to Resolution No. 90-081. It is the function of the Department of Public Works to process all permit requests in compliance with five criteria established in the resolution, and to make a recommendation to the Board of County Commissioners.

APPLICANT NAME AND ADDRESS:
The Tree Farm, LLC
90 409 NW Franklin Ave.
Bend, OR 97703

DATE OF APPLICATION: June 24, 2016

SIGNATURE OF APPLICANT:
Kenda Edgley Project Manager

TELEPHONE NUMBER:
971-382-1166 ext. 105

CRITERIA EVALUATION

Name and Location of road proposed to be gated: Sage Steppe Drive.

1. Is this a dead-end road? [ ] Yes [ ] No [ ] Both
   Immediate configuration is dead end and
   Future configuration is to and through when
   neighboring property is developed

2. Is the road generally used by the public? [ ] Yes [ ] No
   Immediate use will be by residents.
   Future use will be by public and residents.

3. Will the gate restrict access to any parcels owned by others. [ ] Yes [ ] No
   * If yes, application must include affected parties signatures.

4. Will the gate restrict access to public land? [ ] Yes [ ] No

5. Does it appear to be in the public’s interest to allow the gating of the road? ( ) Yes ( ) No

6. Is the road in a recorded subdivision? [ ] Yes [ ] No
   It will be in Tree Farm 1 of the Tree Farm

7. Name of subdivision
   Tree Farm 1

8. Tax map of affected parcels must be included with application.

Evaluator Name: George Krons
Date: 7/8/16

Evaluator Comments: THIS PERMIT IS A REQUIREMENT OF COUNCIL #13, DECISION OF DESCHUTES COUNTY HEARING OFFICER FAR 2/7/14-000 247-7P, THE TREE FARM LLC
Public Works Director Recommendation: [ ] Approve [ ] Deny

Signature:______________________ Date: 07/08/16

Quality Services Performed with Pride