



CITY OF MEDFORD

PLANNING DEPARTMENT

Date of Notice: March 11, 2015

Contact: Carla Paladino

Informational Meeting **Medford Local Wetland Inventory Project for Urban Reserve**

You are receiving this invitation because you own property within the City of Medford's Urban Reserve and preliminary data indicates the possible presence of wetlands on your property.

Wednesday, March 18, 2015
5:00 p.m. – 7:00 p.m.
(Short Presentation starts at 5:15 p.m.)

Carnegie Building
413 W. Main Street, Top Floor

Scope of Project: The City of Medford is about to conduct a Local Wetland Inventory (LWI) in the Urban Reserve. The City is required by Oregon law (Statewide Planning Goal 5) to identify and assess wetlands in order to update its Comprehensive Plan and meet requirements associated with expanding the City's Urban Growth Boundary. The City is requesting your participation in order to gather the most accurate information possible about the location and quality of wetlands within these areas. From preliminary data, part of your property may have wetland characteristics, contain part of a stream or drainage way, or may be located next to such a feature.

The City has hired SWCA Environmental Consultants, an environmental consulting firm to conduct the Local Wetland Inventory (LWI) and provide the technical expertise for the project. The LWI will provide useful planning information both for property owners and the City.

Why attend? The informational meeting will help explain the LWI project. Staff from the Oregon Department of State Lands (the state agency that sets wetland inventory standards), SWCA Environmental Consultants, and the City will be in attendance. After a brief presentation, staff will be available to answer questions and maps will be on display for the benefit of the audience.

We Need Your Help! The City is requesting your participation in order to gather the most accurate information possible about the location and quality of wetlands within the Medford Urban Reserve. While aerial photography, soil maps, and other information will also be used in this study to locate and map wetlands, for the best accuracy

we would like your permission for SWCA to walk on the property and briefly study the vegetation and soils. **The consultant will not come onto your property without your consent. Therefore, we request that you please sign the "Permission to Access" form and mail it back by March 25th.** Otherwise, please bring the signed sheet with you to the informational meeting.

If you consent, the site visit will occur between the end of March and the end of April of this year. It would take place on a weekday and in most cases would not last longer than 30 minutes. When the consultant visits your property, he/she may dig a few small test holes (1 ft. wide by 1.5 ft. deep) to help identify wetland soils. The consultant will fill these holes back in when finished. No gardens or lawns will be disturbed. Although your presence is not necessary, SWCA will be flexible in working with you on any special arrangements that you may require in order to accommodate schedules, pets/animals et cetera.

Who do I contact? Questions can be directed to the contact listed above at 541-774-2380, or by visiting the Planning Department in person. The Planning Department is on the second floor of the Lausmann Annex, 200 S. Ivy Street and is open from 8 a.m. to 5 p.m. weekdays.

Sincerely,


James E. Huber, AICP, Planning Director
City of Medford

Enclosure: Permission to Access form

Permission to Access

Property Owner Consent Form

I understand that SWCA Environmental Consultants, an environmental consulting firm, has been contracted by the City of Medford to conduct a Local Wetland Inventory (LWI). In order to accurately determine the presence or location of a wetland, staff from SWCA needs to enter onto my property. By signing this form, I grant the consultant permission to access my property for the purposes of this inventory.

Map and Tax Lot(s): _____

Street Address: _____

Print Name: _____

Signed: _____ Date: _____

Should the consultant call first to make any special arrangements for access?

No

Yes Phone: _____ Best time to call _____

Please return this form by March 25th or bring it with you to the informational meeting.

Thank you.

Please Return To:
Medford Planning Department
Lausmann Annex
Attn: Carla Paladino
200 S. Ivy Street
Medford, Oregon 97501

