



106 A Ave., PO Box 208
Seneca, OR 97873
(541) 542-2161
www.SenecaOregon.com



Contact: Amanda Born, City Manager
E-mail: admin@SenecaOregon.com

**Request for Proposal
Sale of Lots in the Shirttail Creek Subdivision
of City of Seneca, OR**

City of Seneca
106 A Ave.
Seneca, OR 97873



Introduction

This is a Request for Proposals (RFP) for the purchase of lots that are part of the Shirttail Creek Subdivision, located in the City of Seneca, Oregon. The intent of the City of Seneca in creating the subdivision is to expand and grow the population by increasing available housing, increase the existing property values nearby, and helping to promote the future of the City of Seneca by increasing involvement in local organizations (Bear Valley Meadows Golf Course, Seneca PTA, etc.) and the Seneca School.

These lots are in a prime location, overlooking the City of Seneca, located in the south end of Bear Valley, and with front row views of the beautiful Strawberry and Aldrich Mountains. There are 2 available lots to choose from. Lot 5 is 1.48 acres and Lot 6 is 1.72 acres and both lots will have frontage access via city roads. (Exhibit A) The lots available for bid are Lots 5 & 6. Lot 3 will remain under City ownership. Proposers are encouraged to bid on multiple lots with the caveat that only a single lot will be awarded per proposer. All lots will also be attached to city water and city sewer, which will be available pending estimated completion by fall of 2020.

These lots are zoned as residential lots only and must adhere to R-1 Residential Zoning rules of the Seneca City Code. Due to expenses in providing this new buildable area, the City of Seneca has estimated the base cost per acre and set the minimum base price per lot as follows:

Lots in acres:	Lot 5: 1.48ac	Lot 6: 1.72ac
Base Price:	\$22,000	\$26,000

Feel free to contact the City prior to submission of your proposal if you have any questions.

Evaluation Criteria

The following criteria will be utilized to evaluate proposals (Exhibit B):

- **Community Benefits:** Proposer demonstrates how their proposal best benefits the City by way of: property taxes, full-time and year-round residency and utility usage, volunteer contributions to local organizations, localized vocations (working nearby), commitment to community standards, welfare and advancement, etc. (50 points possible)
- **Site Plan:** Concept drawings, floor plans and architectural design(s) of potential building(s) to be built and completed on site and in adherence to city residential zoning codes. Minimum requirements for the dwelling are: 1500 square foot, with two (2) bedrooms and two (2) bathrooms. We encourage plans for accessory buildings (garage if not attached, work shop, greenhouse, etc.) to be submitted along with the proposal. Include landscape design and benefits to area; for example, using native plants/trees, sprinkler system installation, etc. (30 points possible)
- **Estimated Timeline:** proposer demonstrates ability to complete dwelling unit on the property within 3-year time limit or less. (10 points possible)



- **Purchase Price:** Each lot will have a minimum purchase price. Proposals will be evaluated on proposed purchase amount compared to minimum purchase price. (10 points possible)

The Evaluation Procedure

- At the close of the submittal period, the Seneca City Council will review and rank all proposals for each lot at a City Council meeting. Each proposal will be graded separately by each Council member with the results being combined and averaged to produce a final, overall score for that proposal. The grading criteria that will be used for a referential guideline is included in this packet. (Exhibit B) If a proposer should submit proposals for multiple lots, then they will be considered equally, with the caveat that multiple lots will not be awarded to the same entity submitting proposals.
- If a particular lot receives no proposals, then non-awarded proposers may be contacted for interest in that lot and be asked to resubmit a proposal packet.
- The Seneca City Council, at its discretion, may conduct interviews with the proposers.
- Submitting parties will be notified after the next regular City Council meeting as to the Council's decisions.

Response Submission and Timeline

Packets will be no more than 4 pages long (not including copies of site plans and architectural drawings) and will include 5 copies and one original. These will be submitted as a sealed proposal packet to the City of Seneca to be opened and graded during Executive Session of the regular Council Meeting on October 13th, 2020.

All site plans must demonstrate adherence to Title 10: Zoning Regulations of the Seneca City Charter. (Exhibit C) Also, all documents relating to City Charter and City Code are available on the City website at: www.SenecaOregon.com. Title 10 pertains to the City Zoning that defines buildings, setbacks, easements, etc. within the City limits. There will be a 10' utility easement along the frontage roads that will need to be taken into consideration when developing your site plan.

All proposals must be received by the City of Seneca by 2:00pm on October 13th, 2020. If mailing we recommend sending it via certified mail and with a "signature requested". Proposals may be either hand delivered or mailed to:

The City of Seneca
Attn: Shirttail Creek Proposals
PO Box 208
106 A Ave
Seneca, Oregon 97873



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Seneca, OR 97873
(541) 542-2161
www.SenecaOregon.com



The City of Seneca reserves the right to reject any and all proposals. Should a proposer misrepresent themselves or their intent for the property as understood by comprehension of this RFP and the Grading Criteria Guidelines, then all rights and ownership are immediately forfeited back to the City of Seneca. If a proposer is unwilling to adhere to the requirements set forth in this RFP and by City, County, and State building and zoning codes, then all rights and ownership are immediately forfeited back to the City of Seneca.

Time Line for The Evaluation Process

Responses Due: By 2:00pm on October 13th, 2020

City Council Review & Award: October 13th, 2020 at the regular City Council Meeting

Please direct requests for more information to:

**City of Seneca
PO Box 208, 106 A Ave.
Seneca, Oregon 97873
Amanda Born, City Manager
Telephone #: (541) 542-2161
Email: admin@SenecaOregon.com**

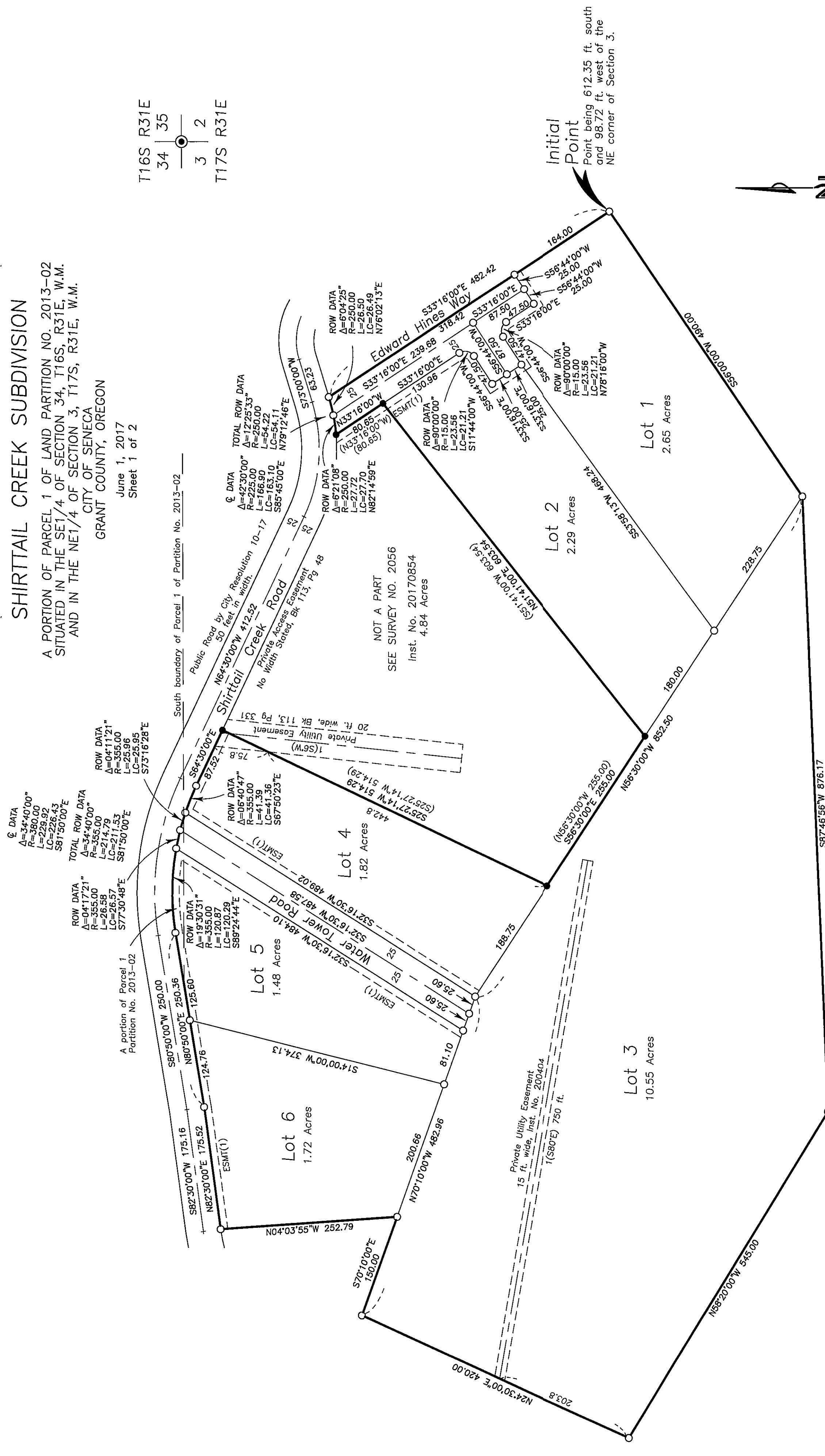
Protest Procedures

1. Solicitation. Written protests or requests for the change of a particular solicitation provision, specification or contract term shall be submitted to the City of Seneca seven (7) calendar days prior to the close of this solicitation period.
2. Selection Protest. Everyone who submits a RFP will be notified in writing of his or her selection status. Anyone claiming to be adversely affected or aggrieved by the selection process shall have seven (7) calendar days after the receipt of selection notification to submit a written protest.
3. The Mayor of the City of Seneca shall have the sole authority to settle or resolve all written protests. Late protests will not receive any consideration.

A PORTION OF PARCEL 1 OF LAND PARTITION NO. 2013-02
SITUATED IN THE SE1/4 OF SECTION 34, T16S, R31E, W.M.
AND IN THE NE1/4 OF SECTION 3, T17S, R31E, W.M.

CITY OF SENECA
GRANT COUNTY, OREGON

June 1, 2017
Sheet 1 of 2



NARRATIVE
This subdivision was surveyed at the request of the Seneca City Council. The purpose of this survey was to subdivide this area into lots and streets as shown hereon.

A search was made of the available records pertaining to this survey. Field measurements were made to locate the existing monuments and to establish the lot corners and street center line monuments as shown. I accepted the found monuments from Survey No. 2056 for a portion of the subdivision boundary. The City of Seneca desired a portion of their land to establish the new boundaries shown on Survey No. 2056 recorded in Instrument No. 20170854, deeds of Grant County. The City of Seneca owns the remainder the surrounding property as described in Book 132, Page 811, and in Book 109, Page 5, deeds of Grant County. A portion of this subdivision also lies with in Parcel 1 of Land Partition No. 2013-02, which also belongs to the City of Seneca. The lot and street configuration has been approved by the City Council.

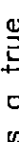
REGISTERED
PROFESSIONAL
LAND SURVEYOR

Jack L. Watson

OREGON
SEPT 19, 1988
JACK L. WATSON
2734

Renewal Date 6/30/2018

I do hereby certify that this is a true and exact copy of the original plat of Shirttail Creek Subdivision.



Jack L. Watson, PLS

LEGEND

- Found 1½" iron pin with attached Grant County Surveyor brass cap.
 - Found 5/8" iron pin with attached red plastic cap, see Survey No. 2056.
 - Set 5/8"x30" iron pin with attached red plastic cap marked CORNERSTONE SURVEYING, INC.
- () Survey No. 2056 record bearing and distance.
- 1() Deed record bearing and distance.
- ESMT(1) 10' wide public utility easement

Scale 1"=100'

BASIS OF BEARINGS

Survey No. 1517
S89°39'43"E – Between the NW corner of Section 2
and the N1/4 corner of Section 2.
T17S, R31E, W.M.



Exhibit B

Criteria Grading Scale Guidelines

Community Benefits:

Residency/Utility Usage

10 points available

- | | |
|--------------------|----|
| • Year-round | 10 |
| • Half-year | 5 |
| • Seasonal/Hunting | 1 |

Local Jobs:

10 points available

- | | |
|---|----|
| • Seneca/Work from Home | 10 |
| • Silvies Ranch, John Day, Canyon City,
Bear Valley Area | 7 |
| • Outlying Grant or Harney Counties | 4 |
| • No Job/Retired | 1 |

Volunteer Contributions:

10 points available

- | | |
|---|----|
| • Oyster Feed, Golf Course, Seneca School,
Community Garden, City Park, etc. | 10 |
| • Interest in contributing, want/ask for more info | 5 |
| • No mention/not interested | 1 |

Community Standards/Welfare/Advancement:

20 points available

- | | |
|--|----|
| • Promoting usage of local business, kids in Seneca
School, younger family base, etc. | 20 |
| • Older family, kids in high school/college,
Grandkids, etc. | 15 |
| • No kids; extended family, grandkids visiting | 8 |
| • No kids; retired couples or singles | 4 |
| • Seasonal/hunting, vacation (rental) | 1 |

Site Plan:

Dwelling Size/Square footage:

10 points available

- | | |
|-------------------------|----|
| • 2400 Sq. Ft and above | 10 |
| • 2200 Sq. Ft | 8 |
| • 2000 Sq. Ft | 6 |
| • 1800 Sq. Ft | 4 |
| • Minimum 1500 Sq. Ft | 2 |



Concept drawings, floorplans, architectural designs:

10 points available

- | | |
|--|----|
| • Detailed & Favorable | 10 |
| • Moderately Detailed & Satisfactory | 8 |
| • Minimal Detail & barely Satisfactory | 4 |
| • No Detail & Unfavorable | 1 |

Landscaping plans/outbuildings

10 points available

- | | |
|--|----|
| • Detailed landscape design (usage of native plants/local vendors, includes outbuildings: greenhouse, garage, shop) | 10 |
| • Some info about landscaping/outbuildings | 5 |
| • No mention, will plan later | 1 |

Estimated Timeline:

10 points available

- | | |
|----------------------------|----|
| • Estimated within 1 year | 10 |
| • Estimated within 2 years | 5 |
| • Estimated within 3 years | 1 |

Purchase Price:

10 points available

- | | |
|--|---------------------|
| • 1 point available per \$1,000 over minimum asking price with up to 10 points available | 1/\$1,000 above min |
|--|---------------------|

All packets must include elements of all the criteria. If elements are missed entirely then that bid receives a zero (0) for that section.

CHAPTER 4

USE ZONES, REGULATIONS

ARTICLE A. R-1 GENERAL RESIDENTIAL ZONE

SECTION:

- 10-4A-1: Scope
- 10-4A-2: Uses Permitted Outright
- 10-4A-3: Conditional Uses Permitted
- 10-4A-4: Limitations On Uses; Animal Control
- 10-4A-5: Lot Size
- 10-4A-6: Dimensional Standards And Setbacks
- 10-4A-7: Off Street Parking And Loading
- 10-4A-8: Redivision Standards

10-4A-1: **SCOPE:** In an R-1 zone, the regulations in this article shall apply. (Ord. 34, 10-7-1980 as amd. 6-1999)

10-4A-2: **USES PERMITTED OUTRIGHT:** In an R-1 zone, the following uses and their accessory uses are permitted outright:

Farm use subject to the limitations on livestock set forth in section 10-4A-4 of this article, and excluding livestock feedlots and sales yards, hog and mink farms, and stud horses.

Multi-family dwelling complexes of ten (10) or less units.

Planned unit development, subdivision and land partitioning, including mobile home subdivision and PUDs.

Single-family dwellings, including a mobile home on an individual lot subject to the requirements set forth in subsection 10-5-7A of this title.

Two-family dwellings. (Ord. 34, 10-7-1980 as amd. 6-1999)

10-4A-3: **CONDITIONAL USES PERMITTED:** In an R-1 zone, the following uses and their accessory uses are permitted when authorized in accordance with the requirements set forth in chapter 9 of this title:

Church.

Golf course and other open land recreational use, but excluding intensive commercial amusement uses such as "pitch and putt" golf course, driving range, automobile or motorcycle race track, or amusement park.

Governmental structure, or use including park, playground, recreation building, fire station, library or museum and limited thereto.

Home occupations conducted in a structure accessory to the dwelling; provided, that all other limitations of home occupations are observed¹.

Hospital, sanitarium, rest home, home for the aged, nursing home or convalescent home, and medical or dental clinic.

Mobile home park.

Multi-family dwelling complex of more than ten (10) units.

Privately operated kindergarten or day nursery, provided the residential character of the building is maintained.

School or college.

Utility facility necessary for public service.

Water supply and sewage treatment facility. (Ord. 34, 10-7-1980 as amd. 6-1999)

10-4A-4: **LIMITATIONS ON USES; ANIMAL CONTROL²:** The following limitations of uses permitted by subsection 10-3A-3 of this article shall apply:

1. See subsection 10-9-5D of this title.

2. See also section 5-1-1 of this code.

- A. Cows, sheep or goats cannot be kept on lots having an area of less than twenty thousand (20,000) square feet, and under no circumstances shall they be kept for commercial purposes. The total number of all such animals (other than their young under the age of 6 months) allowed on a lot shall be limited to the square footage of the lot divided by the total minimum area required for each animal which is twenty thousand (20,000) square feet.
- B. Chickens, fowl, and/or rabbits may be kept but shall not create a nuisance.
- C. Animals, chickens, and/or fowl shall be properly caged or housed, and proper sanitation shall be maintained at all times. All animal or poultry food shall be stored in metal or other rodentproof receptacles.
- D. No other livestock except for domestic dogs and cats are permitted, except as approved by the city. (Ord. 34, 10-7-1980 as amd. 6-1999)

10-4A-5: **LOT SIZE:** In an R-1 zone, the following lot sizes shall apply:

- A. For a single-family dwelling served by both an approved municipal water system and an approved municipal sewerage system, the minimum lot area shall be seven thousand (7,000) square feet.
- B. For a two-family dwelling served by an approved municipal water system and an approved municipal sewerage system, the minimum lot area shall be ten thousand (10,000) square feet.
- C. For a multi-family dwelling unit having one story and served by both an approved community or municipal water system and an approved community or municipal sewerage system, the minimum lot area shall be ten thousand (10,000) square feet, plus two thousand five hundred (2,500) square feet for each dwelling unit over two (2).
- D. For a multi-family dwelling unit having more than one story and served by both an approved community or municipal water system and an approved community or municipal sewerage system, the minimum lot area shall be ten thousand (10,000) square feet, plus one thousand five hundred (1,500) square feet for each dwelling unit over two (2). (Ord. 34, 10-7-1980 as amd. 6-1999)

10-4A-6: DIMENSIONAL STANDARDS AND SETBACKS: In an R-1 zone, the following requirements shall apply:

- A. Percent Of Coverage: The main building and accessory building on any building site or lot shall not cover in excess of thirty percent (30%) of the lot area.
- B. Yards:
 - 1. Front Yard: Front yards shall not be less than twenty feet (20') deep.
 - 2. Side Yards: The sum of the width of side yards shall be a minimum of twelve feet (12'), and each side yard shall be a minimum of three feet (3'), except that on corner lots the side yard on the street side shall be a minimum of ten feet (10').
 - 3. Rear Yards: A rear yard shall be a minimum of ten feet (10'), except as set forth in subsection 10-5-5A of this title.
- C. Building Height: No building or structure nor the enlargement of any building or structure shall be hereafter erected to exceed two and one-half (2 $\frac{1}{2}$) stories or more than thirty five feet (35') in height, except hospitals, public schools or churches, which may be increased in height to three (3) stories or forty five feet (45').
- D. Vision Clearance¹:
 - 1. On corner lots there shall be a minimum of twenty feet (20'), except as otherwise set forth in subsection 10-5-2B of this title.
 - 2. Vision clearance on alley-street intersections shall be a minimum of seven and one-half feet (7 $\frac{1}{2}$ '). (Ord. 34, 10-7-1980 as amd. 6-1999)

10-4A-7: OFF STREET PARKING AND LOADING: In an R-1 zone, off street parking and loading shall be provided in accordance with the provisions of chapter 6 of this title. (Ord. 34, 10-7-1980 as amd. 6-1999)

1. See definition of "vision clearance" in section 10-1-4 of this title.

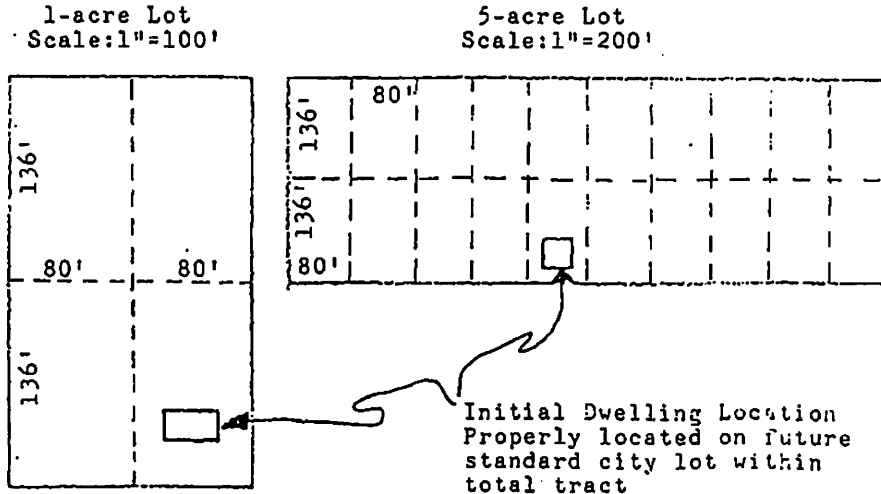
10-4A-8: REDIVISION STANDARDS:

A. Generally: All lots created in the R-1 zone shall be either at acceptable urban densities with full urban services, or shall be so designed and of such area and configuration as to permit future redivision. No lot shall be permitted which is not feasible for redivision into at least four (4) standard sized residential lots and the initial structure(s) are so located as to facilitate such future redivision.

B. Example: The example below shows how a plan therefor shall be prepared and submitted to and approved by the city:

1. Exception To Redivision Requirements: The city may grant a special variance to the redivision standards only in the case of a proposed multi-family dwelling complex or mobile home park which requires the full parcel area for full development, and only in the case where the necessary land area is not reasonably available within the areas of the city zoned R-1 or C-1 and respectively designated.

2. Figure: The following figure applies to the redivision standards:



(Ord. 34, 10-7-1980 as amd. 6-1999)