



## NOTICE OF RESET HEARING

April 24, 2023

Patrick Cook  
25431 SE Rugg Rd  
Damascus, OR 97089

**RE::** County of Clackamas v. Patrick Cook  
**File:** V0068116

**Hearing Date:** June 27, 2023

**Time:** This item will not begin before 10:00 am however it may begin later depending on the length of preceding items.

**Location:** Hearing will be held by virtual Zoom meeting. Please see attached information regarding the process for the Zoom meeting.

You **must** appear at the time set forth in this Notice of Hearing or the relief requested in the **Complaint** may be **granted against you by default**.

**You can access the complete hearing packet at <https://www.clackamas.us/codeenforcement/hearings>**

You may contact Andrea Hall, Code Compliance Specialist for Clackamas County at (503) 742-4467, should you have any questions about the violation(s) in the **Complaint**. Do not call the Compliance Hearings Officer.

Enclosures

CC: Carl Cox -Compliance Hearings Officer



## NOTICE OF HEARING

March 29, 2023

Patrick Cook  
25431 SE Rugg Rd  
Damascus, OR 97089

**RE::** County of Clackamas v. Patrick Cook  
**File:** V0068116

**Hearing Date:** April 25, 2023

**Time:** This item will not begin before 10:30 am however it may begin later depending on the length of preceding items.

**Location:** Hearing will be held by virtual Zoom meeting. Please see attached information regarding the process for the Zoom meeting.

Enclosed you will find the following:

1. Notice of Rights;
2. Copy of Exhibits which have been submitted by the County

You **must** appear at the time set forth in this Notice of Hearing or the relief requested in the **Complaint** may be **granted against you by default**.

**You can access the complete hearing packet at <https://www.clackamas.us/codeenforcement/hearings>**

You may contact Andrea Hall, Code Compliance Specialist for Clackamas County at (503) 742-4467, should you have any questions about the violation(s) in the **Complaint**. Do not call the Compliance Hearings Officer.

Enclosures

CC: Carl Cox -Compliance Hearings Officer

## STATEMENT OF RIGHTS

1. **Prior to the Hearing.** You have the right to make the following requests:
  - (A) You can request the opportunity to review public records and to talk to County staff about the violations or request a subpoena for that purpose if the County does not allow you to do so.
  - (B) You can request that the Hearings Officer postpone the hearing for good cause by writing the Hearings Officer at least 7 calendar days prior to the scheduled hearing date.
  - (C) You can request that the Hearings Officer decide the matter based exclusively on written materials from the parties or conduct the hearing by phone.
2. **Procedure.** The hearing will be governed by general rules of procedure designed to allow you to hear and confront the evidence against you, and for you to present evidence favorable to you. You are not required to present any evidence, the burden is on the County to establish by a preponderance of the evidence that a violation exists, or existed. Either party may, at their own expense, obtain an attorney to represent them at the hearing. If you wish to be represented by an attorney they need only notify the County and the Hearings Officer in writing of their intent to appear on your behalf. The County will present evidence first, and then you may question that evidence. You may then present your own evidence, if you wish, and the County may question your evidence. Testimony by witnesses is evidence. The Hearings Officer may inquire into any facts that are relevant to the hearing and may question the parties or witnesses about the case. Evidence of a type commonly relied upon by reasonably prudent persons in the conduct of their serious affairs shall be admissible.
3. **Record of Proceedings.** An audio record will be made of the proceedings when a hearing is conducted. The audio record is available through the Clackamas County Code Enforcement Section and is available to you upon request.
4. **Hearings Officer.** The Hearings Officer is an independent contractor paid by the County to conduct hearings and render decisions. He/she is not a County employee. His/her function is to preside over the hearing, make a record of proceedings, consider admissible evidence, and interpret and apply the law. After the hearing is closed the Hearings Officer will enter written findings of fact, conclusions of law, and any Order deemed proper. If a violation is proven, then the Order may include civil penalties, fines, administrative fees, or may require the respondent to take certain actions, or refrain from certain actions. An Order issued by the Hearings Officer may be a Final Order or Continuing Order. The Hearings Officers Order is the final decision of the County, and may be appealed pursuant to Oregon law. The Hearings Officer for Clackamas County is:

**Carl Cox**  
**Attorney at Law**  
**14725 NE 20<sup>th</sup> Street, #D-5**  
**Bellevue, WA 98007**
5. **Right to Recess.** If, during the course of the hearing, Respondent or the County requests a recess or postponement, or additional time to present crucial evidence, the Hearings Officer may allow a continuance of the hearing for good cause. The Respondent may also request that the proceeding be continued after the end of the hearing if the Respondent determines that additional evidence should be brought to the attention of the Hearings Officer.
6. **Right to Appeal.** The Final Order of the Hearings Officer shall set forth the right of the respondent to appeal any adverse Order. Appeal may be taken pursuant to Section 2.07.130 of the Clackamas County Hearings Officer Code, and Oregon Revised Statute 34.010-34.100. If appeal is taken, appellant is responsible for all costs of appeal including preparation of transcript.



**DEPARTMENT OF TRANSPORTATION AND DEVELOPMENT**

**DEVELOPMENT SERVICES BUILDING**

150 BEAVERCREEK ROAD | OREGON CITY, OR 97045

You must have access to the internet or to a telephone line to use the Zoom platform. We have sent you the Zoom invite to patwcook@comcast.net. Please contact Andrea Hall if you are unable to find the email.

If you would like to present evidence at the Hearing please email or mail your evidence to Andreahal@clackamas.us or 150 Beaver Creek Rd, Oregon City, Oregon 97045, no later than 4 work days prior to the hearing. Staff will number your evidence for the hearing and provide the numbered documents to the Hearings Officer and send them back to you for reference.

If you are unable to participate in a hearing through the Zoom platform please contact Andrea Hall at 503-742-4467 **within 3 calendar days of receipt of the notice of hearing packet.**

If you do not know how to use Zoom, please Google "how to use Zoom" and there are many interactive guides on the internet.

**If you experience difficulties connecting to the Zoom hearing before your scheduled start time, please call 503-348-4692 for assistance.**

*\*Clackamas County encourages voluntary compliance with code violations to support a safe and healthy community for all. Please note that a \$75.00 monthly Administrative Compliance Fee will be assessed if a violation has been determined and has not been abated. When a property owner works cooperatively with the County to resolve a confirmed code violation, the County may waive all or part of that fee.*

## Department of Transportation and Development

### **Nondiscrimination Policy:**

The Department of Transportation and Development is committed to non-discrimination. For more information go to: [www.clackamas.us/transportation/nondiscrimination](http://www.clackamas.us/transportation/nondiscrimination), email [JKauppi@clackamas.us](mailto:JKauppi@clackamas.us) or call (503) 742-4452.

**¡LE DAMOS LA BIENVENIDA!** Spanish

El Departamento de Transporte y Desarrollo está comprometido con la no discriminación. Para obtener más información, visite: [www.clackamas.us/transportation/nondiscrimination](http://www.clackamas.us/transportation/nondiscrimination), envíe un correo electrónico a [JKauppi@clackamas.us](mailto:JKauppi@clackamas.us) o llame al 503-742-4452.

**ДОБРО ПОЖАЛОВАТЬ!** Russian

Департамент транспорта и развития инфраструктуры стремится к соблюдению политики недопущения дискриминации. Для получения дополнительной информации посетите веб-сайт: [www.clackamas.us/transportation/nondiscrimination](http://www.clackamas.us/transportation/nondiscrimination), отправьте письмо на адрес эл. почты [JKauppi@clackamas.us](mailto:JKauppi@clackamas.us) или позвоните по телефону 503-742-4452.

**欢迎!** Chinese (Mandarin)

交通和发展部致力于实现非歧视。如需了解更多信息，请访问 [www.clackamas.us/transportation/nondiscrimination](http://www.clackamas.us/transportation/nondiscrimination)，发送电子邮件至 [JKauppi@clackamas.us](mailto:JKauppi@clackamas.us) 或致电 503-742-4452。

**CHÀO MỪNG!** Vietnamese

Bộ Vận Tải và Phát Triển cam kết thực thi chính sách không phân biệt đối xử. Để biết thêm thông tin, vui lòng truy cập trang mạng: [www.clackamas.us/transportation/nondiscrimination](http://www.clackamas.us/transportation/nondiscrimination), gửi email đến [JKauppi@clackamas.us](mailto:JKauppi@clackamas.us) hoặc gọi điện thoại theo số 503-742-4452.

**환영합니다.** Korean

운송개발부는 차별 금지를 위해 모든 노력을 기울이고 있습니다. 자세한 내용은 홈페이지 [www.clackamas.us/transportation/nondiscrimination](http://www.clackamas.us/transportation/nondiscrimination)을 참조하거나 이메일 [JKauppi@clackamas.us](mailto:JKauppi@clackamas.us), 또는 전화 503-742-4452번으로 연락 주십시오.

BEFORE THE COMPLIANCE HEARINGS OFFICER  
for the  
CLACKAMAS COUNTY BOARD OF COMMISSIONERS

COUNTY OF CLACKAMAS,

Petitioner,

v.

PAT COOK,

Respondent(s).

File No: V0068116

COMPLAINT AND REQUEST FOR HEARING

I, Andrea Hall, Senior Code Enforcement Specialist for Clackamas County, allege the following:

1.

Respondent Pat Cook mailing address is: 25431 SE Rugg Rd., Damascus, OR  
97089.

2.

The address or location of the violation(s) of law alleged in this Complaint is:  
25431 SE Rugg Rd., Damascus, OR 97089, also known as T1S, R3, Section 26A , Tax Lot 602, and  
is located in Clackamas County, Oregon.

3.

On or about the 28th day of April 2017 the Respondent violated the following laws, in the  
following ways:

- a. Chapter 9.02 of the Clackamas County Code Building Code for failing to obtain permits  
and approved final inspections for the conversion of storage space to habitable space.

This violation is a Priority 1 violation pursuant to the Clackamas County Violation Priorities.

On or about the 28th day of June 2017 the Respondent violated the following laws, in the following ways:

a. Chapter 9.02 of the Clackamas County Code Building Code for failing to obtain permits and approved final inspections for the conversion of storage space to habitable space. This violation is a Priority 1 violation pursuant to the Clackamas County Violation Priorities.

On or about the 13th day of September 2021 the Respondent violated the following laws, in the following ways:

a. Chapter 9.02 of the Clackamas County Code Building Code for failing to obtain permits and approved final inspections for an accessory building on the property.. This violation is a Priority 1 violation pursuant to the Clackamas County Violation Priorities.

b. Section 316.03 of the Clackamas County Zoning and Development Ordinance for the operation of a commercial business without land use approval. This violation is a Priority 2 violation pursuant to the Clackamas County Violation Priorities.

On or about the 7th day of February 2022 the Respondent violated the following laws, in the following ways:

a. Chapter 9.02 of the Clackamas County Code Building Code for failing to obtain permits and approved final inspections for an accessory building on the property. This violation is a Priority 1 violation pursuant to the Clackamas County Violation Priorities.

4.

The Department initiating this procedure is the Code Enforcement Section of the Department of Transportation and Development.

5.

Notice of the violation was given to Respondent in the following manner: Citation and Complaint 1600681, 1600681-2, 1600681-3 and 1600681-4. A copy of the notice document is attached to this Complaint as Exhibits C, D I, K, and incorporated by this reference.

6.

Based on these allegations, petitioner requests that a hearing be set in this matter.

Petitioner seeks an Order from the Hearings Officer granting the following relief:

1. Pursuant to Clackamas County Code Section 2.07.090, ordering Respondent to immediately abate the violations and bring the property at issue into compliance with all laws, and permanently enjoining Respondent from violating these laws in the future;

2. Pursuant to Clackamas County Code Section 2.07.090, imposing a civil penalty against Respondent for each violation, within the range established by the Board of County Commissioners. Said range for the Priority 1 violation being \$750.00 to \$1000.00 per occurrence as provided by Appendix B to the Clackamas County Code;

3. Pursuant to Clackamas County Code Section 2.07.090, ordering Respondent to pay an administrative compliance fee as provided by Appendix A to the Clackamas County Code; and

4. Pursuant to Clackamas County Code Section 2.07.090, ordering Respondent to reimburse the County for any expense the County may incur in collection of any penalties, fines or fees that may be imposed:



5. Ordering any other relief deemed reasonably necessary to correct the violations.

DATED THIS 27<sup>th</sup> day of March, 2023.



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Andrea Hall  
Code Enforcement Specialist  
FOR CLACKAMAS COUNTY

COUNTY OF CLACKAMAS,

Petitioner,

v.

PAT COOK,

Respondent.

File No.: V0068116

STATEMENT OF PROOF

History of Events and Exhibits:

November 8, 2016 Exhibit A	In response to a complaint an alleged letter was sent to the Respondent regarding the alleged conversion of a garage to habitable space on the subject property.
November 16, 2016	As per a telephone conversation with the Respondent, he confirmed there is living space above the garage but indicated that the living space was there when he purchased the property. He uses the space for storage and a work space.
February 28, 2017 Exhibit B	A violation notice was mailed to the Respondent with a deadline to submit a building permit application to convert the area to accessory habitable space and a guesthouse.
April 28, 2017 Exhibit C	After a review of County records revealed that permits had not been issued to abate the violation, citation number 1600681 was issued to the Respondent in the amount of \$100.00. The citation was sent first class and certified mail and was not returned to the County. This citation was paid on May 11, 2017.
June 28, 2017 Exhibit D	After a review of County records revealed that permits had not been issued to abate the violation, citation number 1600681-2 was issued to the Respondent in the amount of \$500.00. The citation was sent first class and certified mail, the certified mail was returned to the County but the first class mail was not. This citation was paid on July 19, 2017.
September 27, 2017	The County received an additional complaint alleging that there was an unpermitted accessory building on the property. Google Earth photos showed that the building appeared between 2011-2002.

April 5, 2018 Exhibit E	An email was sent to the Respondent to let him know that the building permits to convert the illegal living space back to storage had approved final inspections that that portion of the code enforcement case would be closed. What remained to be addressed was the unpermitted accessory building. The Respondent replied that he would find a designer to help him with plans and electrician to assist him.
October 10, 2018 Exhibit F	An email was sent to the Respondent to let him know an additional complaint had been received regarding an alleged auto repair business on the property without land use approval.
February 16, 2021 Exhibit G	A violation notice was sent to the Respondent with a deadline of March 19, 2021 to abate the violations.
March 31, 2021 Exhibit H	Respondent spoke to Code Enforcement Specialist Shane Potter and advised he had not received the February 16, 2021 violation notice and provided a PO Box for correspondence. An amended violation notice was sent to the PO Box with a deadline of May 3, 2021 to abate the violations.
September 15, 2021 Exhibit I	After a review of County and State records revealed that permits had not been issued for the accessory building and the business remained registered to the subject property, citation number 1600681-3 was issued to the Respondent in the amount of \$175.00. The citation was mailed first class mail and was not returned to the County, the citation remains unpaid.
September 21, 2021	In a telephone call with the Respondent, he indicated that he has ceased operating the auto repair business on the property but has kept his business name current because he does some contract work for dealerships, the work does not take place on his property. The County agreed to waive the \$75.00 violation fine. The Respondent further stated that he will contact the County to find out what he need to do to permit the accessory building.
February 9, 2022 Exhibit J	After a review of County records revealed that permits had not been issued for the accessory building on the property, citation number 1600681-3 was issued to the Respondent in the amount of \$500.00. The citation was sent first class mail and was not returned to the County. This citation remains unpaid.
March 23, 2023 Exhibit K	An amended citation was issued correcting the February 9, 2022 citation number from 1600681-3 to 1600681-4.
March 27, 2023	After a review of County records revealed that permits had not been issued for the accessory building, the matter was referred to the Clackamas County Code Enforcement Hearings Officer.

If the Hearings Officer affirms the County's position that a violation of the Clackamas County Building Code exists on the subject property, the County would request a Continuing Order be issued requiring the Respondent to submit a permit application for the accessory building, technically complete plans and appropriate fees to the Clackamas County Building Codes Division within 45 days of the date of the Order. The Respondent must reply to all requests for additional information within ten days. An electrical permit for the structure should be obtained within ten days of the date the building permit is issued. An approved final inspection for both permits should be obtained within 30 days of the date the permits are issued.

Or, obtain an agricultural exemption for the structure within 30 days of the date of the Order and the electrical permit within ten days of the date the exemption is completed. An approved final inspection for the electrical permit should be obtained within 30 days of the date the permit is issued.

The County will submit a timely Post Hearing Status Report. The report will be sent to the Compliance Hearings Officer and to the Respondent. The report may include the following recommendations:

- Payment of citation number 1600681-3 \$100.00
  - Payment of citation number 1600681-4 \$500.00
  - The imposition of civil penalties of up to \$1000.00 for each day cited September 13, 2021 and February 7, 2022.
  - The administrative compliance fee to be imposed from February 16, 2021 which is currently \$1875.00
- 
- If the violations are not abated the County may request authorization for further enforcement action including to proceed to Circuit Court.
  - The County requests the Hearing's Officer to permanently enjoin the Respondent from violating these laws in the future.



November 8, 2016

Patrick Cook  
25431 SE Rugg Road  
Damascus, OR 97089

**Subject: Alleged Violations of the Zoning and Development Ordinance,  
Title 12, Section 316 and the Building Code, Chapter 9.02.040  
of the Clackamas County Code**

Site Address: 25431 SE Rugg Rd., Damascus, OR 97089  
Legal Description: T1S, R3E, Section 26A, Tax Lot 00602

It has come to the attention of Clackamas County Code Enforcement that a garage may have been converted to a rental apartment without the benefits of permits and there may be multiple dwellings on the above referenced property without land use approval.

This may constitute a violation of the Zoning and Development Ordinance, Title 12, Section 316 and the Building Code, Chapter 9.02.040 of the Clackamas County Code.

Please contact me within ten (10) days of the date of this letter in order to discuss this matter. My e-mail address is [andreaahal@clackamas.us](mailto:andreaahal@clackamas.us) and my telephone number is 503-742-4467.

ANDREA HALL  
Clackamas County Code Enforcement

*\*Clackamas County encourages voluntary compliance with code violations to support a safe and healthy community for all. Please note that when a property owner works cooperatively with the County to resolve a confirmed code enforcement violation, the County in its discretion may waive all or part of the \$75 per month administrative fee.*



February 28, 2017

Patrick Cook  
25431 SE Rugg Rd.  
Damascus, OR 97089

**Subject: Violation of the Clackamas County Code**

Site Address: 25431 SE Rugg Rd., Damascus, OR 97089  
Legal Description: T1S, R3E, Section 26A, Tax Lot 602

As you know, it has come to the attention of the Clackamas County Code Enforcement Section that living space has been created above the garage on the above referenced property without land use approval or building permits. This constitutes a violation of Section 316 of the Clackamas County Zoning and Development Ordinance and Chapter 9.02.040 of the Clackamas County Code as it pertains to the Application and Enforcement of the Clackamas County Building Code.

On January 24, 2017, a notice was mailed to you outlining a schedule for compliance. The deadline for permitting the habitable space or converting the area back to its permitted use was February 27, 2017.

On February 22, 2017, you met with Code Enforcement Specialist Dean Brown at the County. You indicated to Dean that you intend to contact a design professional to assist you with plans to convert the area to accessory habitable space and a quest house.

In order to abate the violations, please submit the building permit applications, technically complete plans and appropriate fees no later than April 3, 2017. The permit must be picked up within ten days of being notified. Please schedule all inspections so that final inspections may be obtained not later than 45 days of the date of the permit being issued.

If you have any questions concerning these permit requirements, please contact the Building Codes Division at 503-742-4739. Or, you may stop by our offices at 150 Beaver Creek Rd., Oregon City, OR 97045, Monday through Thursday between the hours of 8:00 a.m. and 4:00 p.m. and Fridays 8:00 a.m. and 3 p.m.

Please feel free to contact me if you have any questions. My direct telephone number is 503-742-4467 or email [andreahal@clackamas.us](mailto:andreahal@clackamas.us) .

Thank you for your prompt attention to this matter.

A handwritten signature in black ink, appearing to read 'Andrea Hall', is centered on the page. The signature is fluid and cursive, with a large initial 'A' and 'H'.

Andrea Hall  
Clackamas County  
Code Enforcement Coordinator

## Required Notice of Fines and Penalties

It is important that you contact the Code Enforcement Section to resolve the violations described in the enclosed letter. Failure to resolve those violations may result in one or more of the following: (1) a citation and fine, (2) assessment of a \$75 per month administrative compliance fee, and (3) referral of this matter to the County Code Enforcement Hearings Officer.

The Clackamas County Code provides for fine amounts of up to \$500 and additional civil penalties of up to \$3,500 for each day the County verifies the noncompliance. Fine amounts and civil penalties may be assessed for each cited violation and may be assessed separately against each named party. In addition, the Code Enforcement Hearings Officer may order the violation to be abated by the County at the expense of the property owner(s) and responsible parties.

Clackamas County encourages voluntary compliance with code violations to support a safe and healthy community for all. Please note that when a property owner works cooperatively with the County to resolve a confirmed code enforcement violation, the County may in its discretion waive all or part of the \$75 per month administrative fee.

Fines and costs are payable upon the effective date of the final order declaring the fine and costs. Fines and costs under this Chapter are a debt owing to the County, pursuant to ORS 30.460, and may be collected in the same manner as any other debt allowed by law. If fines or costs are not paid within 60 days after payment is ordered, the County may file and record the order for payment in the County Clerk Lien Record.

Also, be advised that non-compliance with a Hearings Officer's Order may result in the matter being referred to County Counsel for legal action in Circuit Court which may result in additional penalties or other sanctions.

Finally, recurrences of abated violations may result in the issuance of a citation without prior notice.





Citation No. 1600681

Case No. V0068116

# ADMINISTRATIVE CITATION

Date Issued: April 28, 2017

**Name and Address of Person(s) Cited:**

Name: Patrick Cook  
Name:  
Mailing Address: 25431 SE Rugg Rd.  
City, State, Zip: Damascus, OR 97089

Date Violation(s) Confirmed: On the 28th day of April, 2017, the person(s) cited committed or allowed to be committed, the violation(s) of law described below, at the following address:

Address of Violation(s): 25431 SE Rugg Rd., Damascus, OR 97089

Legal Description: T1S, R2E Section 26A, Tax Lot(s) 602

**Law(s) Violated:**

Chapter 9.02 of CCC Application and Enforcement of the Clackamas County Building Code, Section 9.02.040, (

**Description of the violation(s):**

- 1) Person cited failed to obtain permits and required inspection for illegal habitable space over the garage.

Maximum Civil Penalty \$1000.00                      Fine \$100.00

- 2)

Maximum Civil Penalty \$ .00                      Fine \$ .00

You may avoid paying the civil penalty by abating the violation(s) and paying a total fine of \$100.00. If you have questions regarding how to abate the violation(s) contact Clackamas County Code Enforcement at the number listed below. Please be advised a \$75 monthly administrative fee is being assessed.

I hereby certify under penalties provided by ORS 153.990 that I have reasonable grounds to and do believe that the above person(s) committed or allowed to be committed the violation(s) described on this form.

Citation issued by: Andrea Hall      Date: April 28, 2017  
Telephone No.: 503-742-4467      Department Initiating Enforcement Action: Code Enforcement

# PLEASE READ CAREFULLY!

You have been cited for the violation(s) of law stated on the front of this form. You MUST exercise ONE of the following options within fifteen calendar days of the date of this citation.

If you fail to exercise one of these options within fifteen calendar days of the citation date, the County may request a hearing before the Code Enforcement Hearings Officer following which you may be ordered to pay the maximum civil penalty and abate the violation.

## Options:

1. Abate the violation and pay the fine. Sign the statement of Understanding below and deliver or mail this form, together with a check or money order payable to Clackamas County in the amount of the fine to:  
Clackamas County Code Enforcement Section  
150 Beaver Creek Rd.  
Oregon City, OR 97045
2. Request a hearing in writing. You may request a hearing to contest the violation(s) alleged. A written request for a hearing must be mailed to Clackamas County at the address listed above.

A request for hearing must contain all of the following information:

- a. Your name and address
- b. A copy of the citation
- c. The description of the relief you are requesting

At the hearing, an administrative fee may be assessed by the Hearings Officer in addition to civil penalty(ies) if the Hearings Officer concludes you are responsible for the violation. If a civil penalty is imposed the amount will likely exceed the fine amount on this citation.

## STATEMENT OF UNDERSTANDING

I, the undersigned, do hereby acknowledge that I understand the following:

1. By paying the fine I admit the existence of the violation(s) alleged on this citation and my responsibility for it.
2. Paying the fine does not relieve me of my responsibility to correct the violation and to comply with all applicable laws.
3. Additional citations may be issued to me if I fail to correct the violation or violate other applicable laws.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip

Contact Number: \_\_\_\_\_ Email: \_\_\_\_\_

**U.S. Postal Service™**  
**CERTIFIED MAIL™ RECEIPT**  
*(Domestic Mail Only; No Insurance Coverage Provided)*

For delivery information visit our website at [www.usps.com](http://www.usps.com)®

**OFFICIAL USE**

7013 1710 0000 9914 4241

Postage	\$
Certified Fee	
Return Receipt Fee (Endorsement Required)	
Restricted Delivery Fee (Endorsement Required)	

Postmark  
Here

Patrick Cook  
25431 SE Rugg Road  
Damascus, OR 97089

PS Form 3800, August 2006

See Reverse for Instructions

**SENDER: COMPLETE THIS SECTION**

- Complete items 1, 2, and 3.
- Print your name and address on the reverse so that we can return the card to you.
- Attach this card to the back of the mailpiece, or on the front if space permits.

1. Article Addressed to:

Patrick Cook  
2531 SE Rugg Road  
Damascus, OR 97089



9590 9403 0882 5223 3357 96

2. Article Number (Transfer from service label)

7013 1710 0000 9914 4241

PS Form 3811, July 2015 PSN 7530-02-000-9053

**COMPLETE THIS SECTION ON DELIVERY**

A. Signature

Adult Signature  
*P. Cook*

Agent  
 Addressee

B. Received by (Printed Name)

*P. Cook*

C. Date of Delivery

*6-3-17*

D. Is delivery address different from item 1?  Yes  
If YES, enter delivery address below:  No

3. Service Type

- Adult Signature Restricted Delivery
- Certified Mail®
- Collect on Delivery
- Insured Mail
- Registered Mail
- Registered Mail Restricted Delivery
- Return Receipt for Merchandise
- Signature Confirmation™
- Signature Confirmation Restricted Delivery

- Priority Mail Express®
- Registered Mail™ Delivery
- Return Receipt for Merchandise
- Signature Confirmation™
- Signature Confirmation Restricted Delivery

Domestic Return Receipt

**RECEIPT**

Clackamas County  
DEVELOPMENT SERVICES BUILDING  
150 BEAVERCREEK RD.  
OREGON CITY, OR 97045

**Application:** V0068116  
**Application Type:** CodeEnforcement/Violation/NA/NA  
**Address:** 25431 SE RUGG RD  
DAMASCUS, OR 97089

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**Receipt No.** 1240872

<b>Payment Method</b>	<b>Ref Number</b>	<b>Amount Paid</b>	<b>Payment Date</b>	<b>Cashier ID</b>	<b>Comments</b>	<b>Payor</b>
Check	1541	\$100.00	5/11/2017	DIANEB	Payment of Citation #1600681	PATRICK COOK
		<b>\$100.00</b>				

**Owner Info.:** COOK PATRICK W  
25431 SE RUGG RD  
DAMASCUS, OR 97089

**Work Description:** DETACHED GARAGE CONVERTED TO RENTAL APARTMENT



Citation No. 1600681-2

Case No. V0068116

# ADMINISTRATIVE CITATION

Date Issued: June 28, 2017

**Name and Address of Person(s) Cited:**

Name: Patrick Cook  
Name:  
Mailing Address: 25431 SE Rugg Rd.  
City, State, Zip: Damascus, OR 97089

Date Violation(s) Confirmed: On the 28th day of April, 2017 and continues to exist on the 28th day of June 2017, the person(s) cited committed or allowed to be committed, the violation(s) of law described below, at the following address:

Address of Violation(s): 25431 SE Rugg Rd., Damascus, OR 97089

Legal Description: T1S, R2E Section26A, Tax Lot(s) 602

**Law(s) Violated:**

Chapter 9.02 of CCC Application and Enforcement of the Clackamas County Building Code, Section 9.02.040,

**Description of the violation(s):**

- 1) Person cited failed to obtain permits and required inspections for illegal habitable space of the garage.

Maximum Civil Penalty \$1000.00                      Fine \$500.00

- 2)

Maximum Civil Penalty \$ .00                      Fine \$ .00

You may avoid paying the civil penalty by abating the violation(s) and paying a total fine of \$500.00. If you have questions regarding how to abate the violation(s) contact Clackamas County Code Enforcement at the number listed below. Please be advised a \$75 monthly administrative fee is being assessed.

I hereby certify under penalties provided by ORS 153.990 that I have reasonable grounds to and do believe that the above person(s) committed or allowed to be committed the violation(s) described on this form.

Citation issued by: Andrea Hall      Date: June 28, 2017  
Telephone No.: 503-742-4467      Department Initiating Enforcement Action: Code Enforcement

# PLEASE READ CAREFULLY!

You have been cited for the violation(s) of law stated on the front of this form. You MUST exercise ONE of the following options within fifteen calendar days of the date of this citation.

If you fail to exercise one of these options within fifteen calendar days of the citation date, the County may request a hearing before the Code Enforcement Hearings Officer following which you may be ordered to pay the maximum civil penalty and abate the violation.

## Options:

1. Abate the violation and pay the fine. Sign the statement of Understanding below and deliver or mail this form, together with a check or money order payable to Clackamas County in the amount of the fine to:  
Clackamas County Code Enforcement Section  
150 Beaver Creek Rd.  
Oregon City, OR 97045
2. Request a hearing in writing. You may request a hearing to contest the violation(s) alleged. A written request for a hearing must be mailed to Clackamas County at the address listed above.

A request for hearing must contain all of the following information:

- a. Your name and address
- b. A copy of the citation
- c. The description of the relief you are requesting

At the hearing, an administrative fee may be assessed by the Hearings Officer in addition to civil penalty(ies) if the Hearings Officer concludes you are responsible for the violation. If a civil penalty is imposed the amount will likely exceed the fine amount on this citation.

## STATEMENT OF UNDERSTANDING

I, the undersigned, do hereby acknowledge that I understand the following:

1. By paying the fine I admit the existence of the violation(s) alleged on this citation and my responsibility for it.
2. Paying the fine does not relieve me of my responsibility to correct the violation and to comply with all applicable laws.
3. Additional citations may be issued to me if I fail to correct the violation or violate other applicable laws.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_  
City, State, Zip

Contact Number: \_\_\_\_\_ Email: \_\_\_\_\_

V0068116

7015 1520 0001 7856 8040

**U.S. Postal Service™**  
**CERTIFIED MAIL® RECEIPT**  
*Domestic Mail Only*

For delivery information, visit our website at [www.usps.com](http://www.usps.com)®.

**OFFICIAL USE**

Certified Mail Fee	
\$	
Extra Services & Fees (check box, add fee as appropriate)	
<input type="checkbox"/> Return Receipt (hardcopy)	\$ _____
<input type="checkbox"/> Return Receipt (electronic)	\$ _____
<input type="checkbox"/> Certified Mail Restricted Delivery	\$ _____
<input type="checkbox"/> Adult Signature Required	\$ _____
<input type="checkbox"/> Adult Signature Restricted Delivery	\$ _____

Postmark  
Here

Postage

Patrick Cook  
 25431 SE Rugg Road  
 Damascus, OR 97089





**CLACKAMAS**  
COUNTY

**DEVELOPMENT SERVICES BUILDING**  
DTD - CODE ENFORCEMENT  
150 BEAVERCREEK ROAD | OREGON CITY, OR 97045

**CERTIFIED MAIL®**



7015 1520 0001 7856 8040

7/1TB  
GATE  
6/11/10

Patrick Cook  
25431 SE Rugg Road

NIXIE 970 DE 1 0007/28/17

RETURN TO SENDER  
UNCLAIMED  
UNABLE TO FORWARD

UNC BC: 97045430250 \*2929-02430-29-43

97045430250

PLACE STICKER AT TOP OF ENVELOPE TO THE RIGHT OF THE RETURN ADDRESS. PAID AT ADDRESSEE'S RISK.

**SENDER: COMPLETE THIS SECTION**

- Complete items 1, 2, and 3.
- Print your name and address on the reverse so that we can return the card to you.
- Attach this card to the back of the mailpiece, or on the front if space permits.

1 Article Addressed to:

Patrick Cook  
25431 SE Rugg Road  
Damascus, OR 97089



9590 9402 2035 6123 8187 35

2 Article Number (Transfer from service label)

7015 1520 0001 7856 8040

PS Form 3811, July 2015 PSN 7530-02-000-9053

**COMPLETE THIS SECTION ON DELIVERY**

- A. Signature  
 Signature  
 Agent
- B. Received by (Printed Name)  Addressee
- C. Date of Delivery
- D. Is delivery address different from item 1?  Yes  
If YES, enter delivery address below:  No

3. Service Type

- Adult Signature
- Adult Signature Restricted Delivery
- Certified Mail®
- Certified Mail Restricted Delivery
- Collect on Delivery
- Collect on Delivery Restricted Delivery
- Insured Mail
- Registered Mail™
- Registered Mail Restricted Delivery
- Return Receipt for Merchandise
- Signature Confirmation™
- Signature Confirmation Restricted Delivery
- Priority Mail Express®
- Registered Mail™
- Registered Mail Restricted Delivery
- Return Receipt for Merchandise
- Signature Confirmation™
- Signature Confirmation Restricted Delivery
- All Restricted Delivery

Domestic Return Receipt



Recycled Paper  
30% Post-Consumer Waste



Citation No. 1600681-2

Case No. V0068116

# ADMINISTRATIVE CITATION

Date Issued: June 28, 2017

**Name and Address of Person(s) Cited:**

Name: Patrick Cook  
Name:  
Mailing Address: 25431 SE Rugg Rd.  
City, State, Zip: Damascus, OR 97089

Date Violation(s) Confirmed: On the 28th day of April, 2017 and continues to exist on the 28th day of June 2017, the person(s) cited committed or allowed to be committed, the violation(s) of law described below, at the following address:

Address of Violation(s): 25431 SE Rugg Rd., Damascus, OR 97089

Legal Description: T1S, R2E Section26A, Tax Lot(s) 602

**Law(s) Violated:**

Chapter 9.02 of CCC Application and Enforcement of the Clackamas County Building Code, Section 9.02.040,

**Description of the violation(s):**

- 1) Person cited failed to obtain permits and required inspections for illegal habitable space of the garage.

Maximum Civil Penalty \$1000.00                      Fine \$500.00

- 2)

Maximum Civil Penalty \$ .00                      Fine \$ .00

You may avoid paying the civil penalty by abating the violation(s) and paying a total fine of \$500.00. If you have questions regarding how to abate the violation(s) contact Clackamas County Code Enforcement at the number listed below. Please be advised a \$75 monthly administrative fee is being assessed.

I hereby certify under penalties provided by ORS 153.990 that I have reasonable grounds to and do believe that the above person(s) committed or allowed to be committed the violation(s) described on this form.

Citation issued by: Andrea Hall      Date: June 28, 2017  
Telephone No.: 503-742-4467      Department Initiating Enforcement Action: Code Enforcement

# PLEASE READ CAREFULLY!

You have been cited for the violation(s) of law stated on the front of this form. You MUST exercise ONE of the following options within fifteen calendar days of the date of this citation.

If you fail to exercise one of these options within fifteen calendar days of the citation date, the County may request a hearing before the Code Enforcement Hearings Officer following which you may be ordered to pay the maximum civil penalty and abate the violation.

**Options:**

1. Abate the violation and pay the fine. Sign the statement of Understanding below and deliver or mail this form, together with a check or money order payable to Clackamas County in the amount of the fine to:  
Clackamas County Code Enforcement Section  
150 Beaver Creek Rd.  
Oregon City, OR 97045
2. Request a hearing in writing. You may request a hearing to contest the violation(s) alleged. A written request for a hearing must be mailed to Clackamas County at the address listed above.

A request for hearing must contain all of the following information:

- a. Your name and address
- b. A copy of the citation
- c. The description of the relief you are requesting

At the hearing, an administrative fee may be assessed by the Hearings Officer in addition to civil penalty(ies) if the Hearings Officer concludes you are responsible for the violation. If a civil penalty is imposed the amount will likely exceed the fine amount on this citation.

## STATEMENT OF UNDERSTANDING

I, the undersigned, do hereby acknowledge that I understand the following:

1. By paying the fine I admit the existence of the violation(s) alleged on this citation and my responsibility for it.
2. Paying the fine does not relieve me of my responsibility to correct the violation and to comply with all applicable laws.
3. Additional citations may be issued to me if I fail to correct the violation or violate other applicable laws.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_  
City, State, Zip

Contact Number: \_\_\_\_\_ Email: \_\_\_\_\_

**RECEIPT**

Clackamas County  
DEVELOPMENT SERVICES BUILDING  
150 BEAVERCREEK RD.  
OREGON CITY, OR 97045

**Application:** V0068116  
**Application Type:** CodeEnforcement/Violation/NA/NA  
**Address:** 25431 SE RUGG RD  
DAMASCUS, OR 97089

---

<b>Receipt No.</b>	1245325					
<b>Payment Method</b>	<b>Ref Number</b>	<b>Amount Paid</b>	<b>Payment Date</b>	<b>Cashier ID</b>	<b>Comments</b>	<b>Payor</b>
Check	1510	\$500.00	7/19/2017	DIANEB	Payment of Citation #1600681-2	PATRICK COOK

**Owner Info.:** COOK PATRICK W  
25431 SE RUGG RD  
DAMASCUS, OR 97089

**Work Description:** DETACHED GARAGE CONVERTED TO RENTAL APARTMENT

**From:** [Pat Cook](#)  
**To:** [Hall, Andrea](#)  
**Subject:** Re: Rugg Rd.  
**Date:** Thursday, April 5, 2018 11:45:04 AM

---

Hi Andrea,

I did talk with the building dept and have the to do list. I will start shopping for a designer soon. I will also get an electrician over to see what I have. Possibly have it inspected as disabled. I really dont need power there.

I will keep you informed.

Thanks for making things easy for me, Its been a real nightmare.

Thank you, Pat

Hi Pat,

It looks like you have obtained approved final inspections to converted the living space in the shop back to storage so I will be closing that part of the file.

The other matter that needs to be resolved is the shop building and electrical that is unpermitted. I believe this is the building where you occasionally work on cars.

The last time we talked, you were going to check with the building department to see what needed to be done to permit the structure. Have you had an opportunity to talk with anyone?

Thank you,

Andrea Hall

Clackamas County

**From:** [Hall, Andrea](#)  
**To:** ["patwcook@comcast.net"](mailto:patwcook@comcast.net)  
**Subject:** Code Violation  
**Date:** Wednesday, October 10, 2018 9:21:00 AM

---

Hi Pat,

I check the County's permit system and don't see a permit for the shop building on your property at 25431 SE Rugg Rd.

When do you think you will be submitting an application? I do see that the electrical permit is ready.

Also, I received another complaint alleging that you are repairing vehicles on your property again. I just want to remind you that you are limited to the occasional repair of vehicles for family or friends.

Thank you,

Andrea Hall  
Clackamas County  
Code Enforcement Coordinator



February 16, 2021

Patrick Cook  
25431 SE Rugg Rd.  
Damascus, OR 97089

**Subject: Violation of the Clackamas County Code V0068116**

Site Address: 25431 SE Rugg Rd., Damascus, OR 97089  
Legal Description: T1S, R3E, Section 26A, Tax Lot 602

As you know, it has come to the attention of the Clackamas County Code Enforcement Section that an accessory building has been constructed on the subject property without benefit of permits or inspections. Additionally, there is a commercial business registered to this property without land use approval.

This constitutes a violation of Section 316.03 of the Clackamas County Zoning and Development Ordinance and Chapter 9.02.040(D)(E) of the Clackamas County Code as it pertains to the Application and Enforcement of the Clackamas County Building Code.

In order to abate the Building Code violation, please submit the building and electrical permit applications, technically complete plans and appropriate fees to the Clackamas County Building Codes Division no later than **March 19, 2021**. Permits are accepted online only, for more information on this process please refer to the County's website at <https://www.clackamas.us/building>. The permit must be picked up within ten days of being notified. Please schedule all inspections so that final inspections may be obtained not later than 45 days of the date of the permit being issued.



If you have any questions concerning these permit requirements or the online submittal process, please contact the Building Codes Division at 503-742-4240, via email at [bldservice@clackamas.us](mailto:bldservice@clackamas.us) or, you may stop by our offices at 150 Beaver Creek Rd., Oregon City, OR 97045, Monday through Thursday between the hours of 9:00 a.m. and 3:00 p.m.

In order to abate the Zoning violation, either cease operating the business or submit a Home Occupation permit application to the Clackamas County Planning Department no later than **March 19, 2021**.

If you have any questions concerning the Home Occupation permit requirements, please contact the Planning Division at 503-742-4500, via email at [zoninginfo@clackamas.us](mailto:zoninginfo@clackamas.us) or, you may stop by our offices at 150 Beaver Creek Rd., Oregon City, OR 97045, Monday through Thursday between the hours of 9:00 a.m. and 3:00 p.m.

Please feel free to contact me if you have any questions. My direct telephone number is 503-742-4467 or email [andreahal@clackamas.us](mailto:andreahal@clackamas.us) .

Thank you for your prompt attention to this matter.

A handwritten signature in blue ink, consisting of several fluid, overlapping strokes that form a cursive name.

Andrea Hall  
Clackamas County  
Code Enforcement Section

## Required Notice of Fines and Penalties

It is important that you contact the Code Enforcement Section to resolve the violations described in the enclosed letter. Failure to resolve those violations may result in one or more of the following: (1) a citation and fine, (2) assessment of a \$75 per month administrative compliance fee, and (3) referral of this matter to the County Code Enforcement Hearings Officer.

The Clackamas County Code provides for fine amounts of up to \$500 and additional civil penalties of up to \$3,500 for each day the County verifies the noncompliance. Fine amounts and civil penalties may be assessed for each cited violation and may be assessed separately against each named party. In addition, the Code Enforcement Hearings Officer may order the violation to be abated by the County at the expense of the property owner(s) and responsible parties.

Clackamas County encourages voluntary compliance with code violations to support a safe and healthy community for all. Please note that when a property owner works cooperatively with the County to resolve a confirmed code enforcement violation, the County may in its discretion waive all or part of the \$75 per month administrative fee.

Fines and costs are payable upon the effective date of the final order declaring the fine and costs. Fines and costs under this Chapter are a debt owing to the County, pursuant to ORS 30.460, and may be collected in the same manner as any other debt allowed by law. If fines or costs are not paid within 60 days after payment is ordered, the County may file and record the order for payment in the County Clerk Lien Record.

Also, be advised that non-compliance with a Hearings Officer's Order may result in the matter being referred to County Counsel for legal action in Circuit Court which may result in additional penalties or other sanctions.

Finally, recurrences of abated violations may result in the issuance of a citation without prior notice.

Business Name Search



### Business Name Search

<a href="#">New Search</a>		<a href="#">Printer Friendly</a>		Business Entity Data			02-12-2021 14:31
Registry Nbr	<a href="#">Entity Type</a>	<a href="#">Entity Status</a>	<a href="#">Jurisdiction</a>	Registry Date	Next Renewal Date	Renewal Due?	
1591825-92	ABN	ACT		09-03-2019	09-03-2021		
Entity Name	EASTSIDE AUTOWORKS						
Foreign Name							
Affidavit?	N						

<a href="#">New Search</a>		<a href="#">Printer Friendly</a>		Associated Names			
Type	PPB	PRINCIPAL PLACE OF BUSINESS					
Addr 1	25431 SE RUGG RD						
Addr 2							
CSZ	DAMASCUS	OR	97089		Country	UNITED STATES OF AMERICA	

The Authorized Representative address is the mailing address for this business.

Type	REP	AUTHORIZED REPRESENTATIVE		Start Date	09-03-2019	Resign Date	
Name	PATRICK	W	COOK				
Addr 1	25431 SE RUGG RD						
Addr 2							
CSZ	DAMASCUS	OR	97089		Country	UNITED STATES OF AMERICA	

Type	REG	REGISTRANT					
Name	PATRICK	W	COOK				
Addr 1	25431 SE RUGG RD						
Addr 2							
CSZ	DAMASCUS	OR	97089		Country	UNITED STATES OF AMERICA	

<a href="#">New Search</a>		<a href="#">Printer Friendly</a>		Name History			
Business Entity Name				<a href="#">Name Type</a>	<a href="#">Name Status</a>	Start Date	End Date
EASTSIDE AUTOWORKS				EN	CUR	09-03-2019	

Please [read](#) before ordering [Copies](#).

<a href="#">New Search</a>	<a href="#">Printer Friendly</a>	Summary History				
Image Available	Action	Transaction Date	Effective Date	Status	Name/Agent Change	Dissolved By
	APPLICATION FOR REGISTRATION	09-03-2019		FI	Representative	

<a href="#">New Search</a>	<a href="#">Printer Friendly</a>	Counties
<b>Counties Filed</b>		
All Counties Filed.		

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For comments or suggestions regarding the operation of this site,  
please contact : [corporation.division@state.or.us](mailto:corporation.division@state.or.us)



March 31, 2021

Patrick Cook  
PO Box 554  
Boring, OR 97009

**Subject: Violation of the Clackamas County Code V0068116**

Site Address: 25431 SE Rugg Rd., Damascus, OR 97089  
Legal Description: T1S, R3E, Section 26A, Tax Lot 602

As you know, it has come to the attention of the Clackamas County Code Enforcement Section that an accessory building has been constructed on the subject property without benefit of permits or inspections. Additionally, there is a commercial business registered to this property without land use approval.

This constitutes a violation of Section 316.03 of the Clackamas County Zoning and Development Ordinance and Chapter 9.02.040(D)(E) of the Clackamas County Code as it pertains to the Application and Enforcement of the Clackamas County Building Code.

In order to abate the Building Code violation, please submit the building and electrical permit applications, technically complete plans and appropriate fees to the Clackamas County Building Codes Division no later than **May 3, 2021**. Permits are accepted online only, for more information on this process please refer to the County's website at <https://www.clackamas.us/building> . The permit must be picked up within ten days of being notified. Please schedule all inspections so that final inspections may be obtained not later than 45 days of the date of the permit being issued.

If you have any questions concerning these permit requirements or the online submittal process, please contact the Building Codes Division at 503-742-4240, via email at [bldservice@clackamas.us](mailto:bldservice@clackamas.us) or, you may stop by our offices at 150 Beaver Creek Rd., Oregon City, OR 97045, Monday through Thursday between the hours of 9:00 a.m. and 3:00 p.m.

In order to abate the Zoning violation, either cease operating the business or submit a Home Occupation permit application to the Clackamas County Planning Department no later than **May 3, 2021**.

If you have any questions concerning the Home Occupation permit requirements, please contact the Planning Division at 503-742-4500, via email at [zoninginfo@clackamas.us](mailto:zoninginfo@clackamas.us) or, you may stop by our offices at 150 Beaver Creek Rd., Oregon City, OR 97045, Monday through Thursday between the hours of 9:00 a.m. and 3:00 p.m.

Please feel free to contact me if you have any questions. My direct telephone number is 503-742-4467 or email [andreahal@clackamas.us](mailto:andreahal@clackamas.us) .

Thank you for your prompt attention to this matter.



Andrea Hall  
Clackamas County  
Code Enforcement Section

## Important Notices

1. **Administrative Compliance Fees.** It is important that you contact the Code Enforcement Section to resolve the violations described in the enclosed letter. **An administration compliance fee of \$75 will now be assessed monthly until the violations are abated.**
2. **Failure to resolve those violations may result in one or more of the following:** (1) a citation and fine, and (2) referral of this matter to the County Code Enforcement Compliance Hearings Officer.
3. **Request for a Hearing:** If you dispute the existence of the violations described in the enclosed letter you may request a hearing before the Hearings Officer by sending a written request for a hearing, including your name and address to: Code Enforcement Section, 150 Beaver Creek Rd., Oregon City, OR 97045, or at [codeenforcement@clackamas.us](mailto:codeenforcement@clackamas.us).
4. **Potential Fines and Penalties:** The Clackamas County Code provides for Citation fine amounts of up to \$500 and additional civil penalties imposed by the Hearings Officer of up to \$3,500 for each day the County verifies the noncompliance. Fine amounts and civil penalties may be assessed for each cited violation and may be assessed separately against each named party. In addition, the Hearings Officer may order the violation to be abated by the County at the expense of the property owner(s) and responsible parties.
5. **Voluntary Compliance:** Clackamas County encourages voluntary compliance with code violations to support a safe and healthy community for all. Please note that when a property owner works cooperatively with the County to resolve a confirmed code enforcement violation, the County may in its discretion waive all or part of the \$75 per month administrative fee.
6. **Non-Compliance may result in a lien upon your property:** Fines and costs are payable upon the effective date of the final order declaring the fine and costs. Fines and costs under this Chapter are a debt owing to the County, pursuant to ORS 30.460, and may be collected in the same manner as any other debt allowed by law. If fines or costs are not paid within 60 days after payment is ordered, the County may file and record the order for payment in the County Clerk Lien Record.
7. **Final Order may be enforced in Circuit Court:** Also, be advised that non-compliance with a Hearings Officer's Order may result in the matter being referred to County Counsel for legal action in Circuit Court which may result in additional penalties or other sanctions.
8. **Recurrences will result in additional Citations:** Finally, recurrences of abated violations may result in the issuance of a citation without prior notice.



Citation No. 1600681-3

Case No. V0068116

# ADMINISTRATIVE CITATION

Date Issued: September 15, 2021

**Name and Address of Person(s) Cited:**

Name: Patrick Cook  
Name:  
Mailing Address: 25431 SE Rugg Rd.  
City, State, Zip: Damascus, OR 97089

Date Violation(s) Confirmed: On the 13th day of September, 2021, the person(s) cited committed or allowed to be committed, the violation(s) of law described below, at the following address:

Address of Violation(s): 25431 SE Rugg Rd., Damascus, OR 97089

Legal Description: T1S, R2E Section 26A, Tax Lot(s) 602

**Law(s) Violated:**

- Chapter 9.02 of CCC Application and Enforcement of the Clackamas County Building Code, Section 9.02.040, (D)(E)
- Title 12 and 13 of CCC Zoning and Development Ordinance, Section 316.03

**Description of the violation(s):**

Person cited failed to obtain building and electrical permits and approved final inspections for an accessory building on the subject property.

Maximum Civil Penalty \$1000.00                      Fine \$100.00

Person cited failed to obtain land use approval for an auto repair business operating on the subject property.

Maximum Civil Penalty \$2500.00                      Fine \$75.00

You may avoid paying the civil penalty by abating the violation(s) and paying a total fine of \$175.00. If you have questions regarding how to abate the violation(s) contact Clackamas County Code Enforcement at the number listed below. Please be advised a \$75 monthly administrative fee is being assessed.

I hereby certify under penalties provided by ORS 153.990 that I have reasonable grounds to and do believe that the above person(s) committed or allowed to be committed the violation(s) described on this form.

Citation issued by: Andrea Hall                      Date: September 15, 2021  
Telephone No.: 503-742-4467                      Department Initiating Enforcement Action: Code Enforcement



**PLEASE READ CAREFULLY!**

You have been cited for the violation(s) of law stated on the front of this form. You MUST exercise ONE of the following options within fifteen calendar days of the date of this citation.

If you fail to exercise one of these options within fifteen calendar days of the citation date, the County may request a hearing before the Code Enforcement Hearings Officer following which you may be ordered to pay the maximum civil penalty and abate the violation.

Options:

- 1. Abate the violation and pay the fine. Sign the statement of Understanding below and deliver or mail this form, together with a check or money order payable to Clackamas County in the amount of the fine to:  
 Clackamas County Code Enforcement Section  
 150 Beaver Creek Rd.  
 Oregon City, OR 97045
- 2. Request a hearing in writing. You may request a hearing to contest the violation(s) alleged. A written request for a hearing must be mailed to Clackamas County at the address listed above or sent to [codeenforcement@clackamas.us](mailto:codeenforcement@clackamas.us).

A request for hearing must contain all of the following information:

- a. Your name and address;
- b. A copy of the citation or the Citation No. and Case No.; and,
- c. The description of the relief you are requesting.

At the hearing, an administrative fee may be assessed by the Hearings Officer in addition to civil penalty(ies) if the Hearings Officer concludes you are responsible for the violation. If a civil penalty is imposed the amount will likely exceed the fine amount on this citation.

STATEMENT OF UNDERSTANDING

I, the undersigned, do hereby acknowledge that I understand the following:

- 1. By paying the fine I admit the existence of the violation(s) alleged on this citation and my responsibility for it.
- 2. Paying the fine does not relieve me of my responsibility to correct the violation and to comply with all applicable laws.
- 3. Additional citations may be issued to me if I fail to correct the violation or violate other applicable laws.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_  
City, State, Zip

Contact Number: \_\_\_\_\_ Email: \_\_\_\_\_



Citation No. 1600681-3

Case No. V0068116

# ADMINISTRATIVE CITATION

Date Issued: February 9, 2022

**Name and Address of Person(s) Cited:**

Name: Patrick Cook  
Name:  
Mailing Address: 25431 SE Rugg Rd.  
City, State, Zip: Damascus, OR 97089

Date Violation(s) Confirmed: On the 13th day of September, 2021 and continues to exist on the 7th day of February 2022, the person(s) cited committed or allowed to be committed, the violation(s) of law described below, at the following address:

Address of Violation(s): 25431 SE Rugg Rd., Damascus, OR 97089

Legal Description: T1S, R2E Section 26A, Tax Lot(s) 602

**Law(s) Violated:**

Chapter 9.02 of CCC Application and Enforcement of the Clackamas County Building Code, Section 9.02.040, (D)(E)

**Description of the violation(s):**

- 1) Person cited failed to obtain building and electrical permits and approved final inspections for an accessory building on the subject property.

Maximum Civil Penalty \$1000.00                      Fine \$500.00

You may avoid paying the civil penalty by abating the violation(s) and paying a total fine of \$500.00. If you have questions regarding how to abate the violation(s) contact Clackamas County Code Enforcement at the number listed below. Please be advised a \$75 monthly administrative fee is being assessed.

I hereby certify under penalties provided by ORS 153.990 that I have reasonable grounds to and do believe that the above person(s) committed or allowed to be committed the violation(s) described on this form.

Citation issued by: Andrea Hall  
Telephone No.: 503-742-4467

Date: February 9, 2022  
Department Initiating Enforcement Action: Code Enforcement

**PLEASE READ CAREFULLY!**

You have been cited for the violation(s) of law stated on the front of this form. You MUST exercise ONE of the following options within fifteen calendar days of the date of this citation.

If you fail to exercise one of these options within fifteen calendar days of the citation date, the County may request a hearing before the Code Enforcement Hearings Officer following which you may be ordered to pay the maximum civil penalty and abate the violation.

Options:

- 1. Abate the violation and pay the fine. Sign the statement of Understanding below and deliver or mail this form, together with a check or money order payable to Clackamas County in the amount of the fine to:  
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 150 Beaver Creek Rd.  
 Oregon City, OR 97045
- 2. Request a hearing in writing. You may request a hearing to contest the violation(s) alleged. A written request for a hearing must be mailed to Clackamas County at the address listed above or sent to [codeenforcement@clackamas.us](mailto:codeenforcement@clackamas.us)

A request for hearing must contain all of the following information:

- a. Your name and address
- b. A copy of the citation or the Citation No. and Case No.; and
- c. The description of the relief you are requesting

At the hearing, an administrative fee may be assessed by the Hearings Officer in addition to civil penalty(ies) if the Hearings Officer concludes you are responsible for the violation. If a civil penalty is imposed the amount will likely exceed the fine amount on this citation.

STATEMENT OF UNDERSTANDING

I, the undersigned, do hereby acknowledge that I understand the following:

- 1. By paying the fine I admit the existence of the violation(s) alleged on this citation and my responsibility for it.
- 2. Paying the fine does not relieve me of my responsibility to correct the violation and to comply with all applicable laws.
- 3. Additional citations may be issued to me if I fail to correct the violation or violate other applicable laws.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_  
City, State, Zip

Contact Number: \_\_\_\_\_ Email: \_\_\_\_\_



Citation No. 1600681-4

Case No. V0068116

# AMENDED ADMINISTRATIVE CITATION

Date Issued: February 9, 2022

**Name and Address of Person(s) Cited:**

Name: Patrick Cook  
Name:  
Mailing Address: 25431 SE Rugg Rd.  
City, State, Zip: Damascus, OR 97089

Date Violation(s) Confirmed: On the 13th day of September, 2021 and continues to exist on the 7th day of February 2022, the person(s) cited committed or allowed to be committed, the violation(s) of law described below, at the following address:

Address of Violation(s): 25431 SE Rugg Rd., Damascus, OR 97089

Legal Description: T1S, R2E Section 26A, Tax Lot(s) 602

**Law(s) Violated:**

Chapter 9.02 of CCC Application and Enforcement of the Clackamas County Building Code, Section 9.02.040, (D)(E)

**Description of the violation(s):**

- 1) Person cited failed to obtain building and electrical permits and approved final inspections for an accessory building on the subject property.

Maximum Civil Penalty \$1000.00

Fine \$500.00

You may avoid paying the civil penalty by abating the violation(s) and paying a total fine of \$500.00. If you have questions regarding how to abate the violation(s) contact Clackamas County Code Enforcement at the number listed below. Please be advised a \$75 monthly administrative fee is being assessed.

I hereby certify under penalties provided by ORS 153.990 that I have reasonable grounds to and do believe that the above person(s) committed or allowed to be committed the violation(s) described on this form.

Citation issued by: Andrea Hall  
Telephone No.: 503-742-4467

Date: February 9, 2022  
Department Initiating Enforcement Action: Code Enforcement

**PLEASE READ CAREFULLY!**

You have been cited for the violation(s) of law stated on the front of this form. You MUST exercise ONE of the following options within fifteen calendar days of the date of this citation.

If you fail to exercise one of these options within fifteen calendar days of the citation date, the County may request a hearing before the Code Enforcement Hearings Officer following which you may be ordered to pay the maximum civil penalty and abate the violation.

Options:

- 1. Abate the violation and pay the fine. Sign the statement of Understanding below and deliver or mail this form, together with a check or money order payable to Clackamas County in the amount of the fine to:  
 Clackamas County Code Enforcement Section  
 150 Beaver Creek Rd.  
 Oregon City, OR 97045
- 2. Request a hearing in writing. You may request a hearing to contest the violation(s) alleged. A written request for a hearing must be mailed to Clackamas County at the address listed above or sent to [codeenforcement@clackamas.us](mailto:codeenforcement@clackamas.us)

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- 3. Additional citations may be issued to me if I fail to correct the violation or violate other applicable laws.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip

Contact Number: \_\_\_\_\_ Email: \_\_\_\_\_