



NOTICE OF HEARING

May 1, 2025

Jean Motley
18190 SE Youngs Ln
Damascus, OR 97089

RE:: County of Clackamas v. Jean Motley
File: V0005124

Hearing Date: May 27, 2025

Time: This hearing is scheduled for 11:30 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 Complaint and Request for Hearing

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 Jennifer Kauppi, Code Compliance Specialist for Clackamas County at (503) 742-4759, 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 20th 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. A Zoom invite has been sent to jmotley112@aim.com. A copy of the link is provided below. Once you have joined the meeting, please allow the moderator to promote you to a panelist. **Closed captioning is available for the zoom platform upon request.**

If you would like to present evidence at the Hearing please email or mail your evidence to Code Enforcement at 150 Beavercreek Rd, Oregon City, Oregon 97045, **no later than 4 working 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 Jennifer Kauppi at 503-742-4759 **within 3 calendar days of receipt of the Notice of Hearing.**

If you do not know how to use Zoom, please Google “how to use Zoom” and there are many interactive guides on the internet. **When joining the webinar please accept the request to join as a panelist.**

If you experience difficulties connecting to the Zoom hearing before your scheduled start time, please call 503-830-9960 for assistance.

Zoom invite

Topic: Code Enforcement Hearing - Jean Motley - V0005124 - May 27 - 11:30 am

Join from PC, Mac, iPad, or Android:

<https://clackamascounty.zoom.us/j/82074181616?pwd=94AAN46aBPiuNcWstb12lv7EJHBYQb.1>

Passcode:957929

Phone one-tap:

+12532050468,,82074181616#,,,,*957929# US

+12532158782,,82074181616#,,,,*957929# US (Tacoma)

Join via audio:

+1 253 205 0468 US

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 408 638 0968 US (San Jose)



DEPARTMENT OF TRANSPORTATION AND DEVELOPMENT

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+1 669 444 9171 US
+1 669 900 6833 US (San Jose)
+1 719 359 4580 US
+1 309 205 3325 US
+1 312 626 6799 US (Chicago)
+1 360 209 5623 US
+1 386 347 5053 US
+1 507 473 4847 US
+1 564 217 2000 US
+1 646 876 9923 US (New York)
+1 646 931 3860 US
+1 689 278 1000 US
+1 301 715 8592 US (Washington DC)
+1 305 224 1968 US

Webinar ID: 820 7418 1616

Passcode: 957929

International numbers available: <https://clackamascounty.zoom.us/j/kx08qFpIO>

Join from an H.323/SIP room system:

H.323:

144.195.19.161 (US West)
206.247.11.121 (US East)
115.114.131.7 (India Mumbai)
115.114.115.7 (India Hyderabad)
159.124.15.191 (Amsterdam Netherlands)
159.124.47.249 (Germany)
159.124.104.213 (Australia Sydney)
159.124.74.212 (Australia Melbourne)
170.114.180.219 (Singapore)
64.211.144.160 (Brazil)
159.124.132.243 (Mexico)
159.124.168.213 (Canada Toronto)
159.124.196.25 (Canada Vancouver)
170.114.194.163 (Japan Tokyo)
147.124.100.25 (Japan Osaka)

Meeting ID: 820 7418 1616

Passcode: 957929

SIP: [82074181616@zoomcrc.com](https://clackamascounty.zoom.us/j/kx08qFpIO)

Passcode: 957929

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, email 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, envíe un correo electrónico a 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, отправьте письмо на адрес эл. почты 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，发送电子邮件至 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, gửi email đến 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/nondiscrimination을 참조하거나 이메일 JKauppi@clackamas.us, 또는 전화 503-742-4452번으로 연락 주십시오.

BEFORE THE COMPLIANCE HEARINGS OFFICER
for
COUNTY OF CLACKAMAS

COUNTY OF CLACKAMAS,

Petitioner,

v.

JEAN V. MOTLEY,

Respondent.

File No: V0005124

COMPLAINT AND REQUEST FOR HEARING

I, Jennifer Kauppi, Code Enforcement Specialist for Clackamas County, allege the following:

1.

Respondent's mailing address is: 18190 SE Youngs Ln., Damascus, OR 97089.

2.

The Respondent(s) own/owns or occupies the address or location of the violation(s) of law alleged in this Complaint is 18190 SE Youngs Ln, Damascus, OR 97089 also known as T2S, R3E, Section 06DA, Tax Lot 00500, and is located in Clackamas County, Oregon. The property is zoned RREF5 and is the location of violation(s) asserted by the County.

3.

On or about the 7TH day of March, 2024 and on the 27th day of February, 2025 the Respondent violated the following law, in the following way:

- a. Respondent violated the Clackamas County Building Code, Chapter 9.02.040 by failing to obtain approved permits and approved final inspections for the conversion of an accessory structure to habitable space. 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: Violation Notice mailed March 7, 2024 and Citation and Complaint 2400051 was mailed via first class mail on February 27, 2025. A copy of the notice document is attached to this Complaint as Exhibits B and C, 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 violation 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 a Building Code Priority 1 violation being \$750.00 to \$1,000.00 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;

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:

and

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

DATED THIS 1st day of May, 2025.



Jennifer Kauppi
Code Enforcement Specialist
FOR CLACKAMAS COUNTY

COUNTY OF CLACKAMAS,

Petitioner,

JEAN V. MOTLEY,

Respondent.

File No.: V0005124

STATEMENT OF PROOF

History of Events and Exhibits:

February 29, 2024	Clackamas County received a complaint regarding an accessory structure that was converted to an accessory dwelling unit (ADU) without permits.
February 29, 2024 Exhibit A	I reviewed the County permitting system and determined the structure in question was the original single-family dwelling on the property. In 1999 permit B0104199 was issued and completed for the conversion of the dwelling into storage with an attached garage. In September of 2022, Jean purchased the property. The RMLS listing advertised that the property had two dwellings. A current street view of the structure also indicates that a small sunroom that is attached to the house was also constructed. I found no approved permits for the conversion of the storage structure back to a dwelling or the sunroom.
March 7, 2024 Exhibit B	A Notice of Violation was mailed to the Respondent with a deadline of April 6, 2024 to abate the violation.
June 6, 2024	Permit B0727624 was submitted to the County to permit the ADU.
February 27, 2025 Exhibit C	I reviewed the County records and found permit B0727624 was in plan review status. Citation 2400051 was issued for the Priority 1 Building Code violation. The citation was sent by first class mail and was not returned to the County. The citation was not subject to a fine amount as the County is seeking civil penalties.
May 1, 2025 Exhibit D	I reviewed County records and found permit B0727624 remains in plan review status.
May 1, 2025	This matter was referred to the Hearings Officer.

If the Compliance Hearings Officer affirms the County's position that a violation of the Building Code, Title 9.02.040 exists, the County is requesting a Continuing Order in this matter recommending the following:

- The Respondent be ordered to bring the property into compliance with the Building Code within 30 days of the date of the Order by obtaining approved permits for the ADU or another allowed use. All required inspections for the building and trade permits must be obtained within 60 days of permits being issued.
- Code Enforcement to confirm compliance of the above item and the County will submit a 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:
- The imposition of civil penalties for the Building Code violation of up to \$1,000.00 for date cited February 27, 2025.
- The administrative compliance fee to be imposed from March, 2024 until the violation is abated. As of this report the total is \$975.00
- The County requests the Hearings Officer to permanently prohibit the Respondent from violating this law in the future.
- If the Respondent fails to comply with the Hearings Officer's Continuing Order the County will request the Hearings Officer to issue a Final Order and will also request the Hearings Officer to authorize the County further enforcement action including to proceed to Circuit Court.



CLACKAMAS COUNTY, OREGON

Department of Transportation & Development
Building Services Division
902 Abernethy Road, Oregon City, Oregon 97045
Office Phone: (503) 655-8521
Fax Line: (503) 650-3019
Inspection Line: (503) 557-6330

Permit No: B0104199
Type: Commercial
Status: APPROVED
Situs Addr: 18190 SE YOUNGS LN
Description: CHANGE OCC/SFR TO STORAGE
Location: REMOVAL OF KITCHEN
Parcel No: 23E06DA 00500
Printed: Mar 19, 1999 11:58
Valuation: .00

Applied: Mar 19, 1999
Approved: Mar 19, 1999
Final:
To Expire: Sep 15, 1999
Class:

Occupancy:
Entered By:
Insp Area:
Units: 000 # Bldgs: 000

APPLICANT SMATHERS MARK W
&JEAN M HANSEN, PO BOX 1526, BORING OR 97009
OWNER SMATHERS MARK W
&JEAN M HANSEN, PO BOX 1526, BORING OR 97009

Water Supply.....:	Req Erosion Plan.....:		
Sewage Disposal.....:	Flex Lot.....:		
Sep Tank Cap...(gls):	Plot Plan Setbacks (ft)	N:	S:
		E:	W:
Drainfield Dist.....:	Proposed Solar Ht.(ft):		
Lines Total Lth.(ft):	Avg Building Ht...(ft):		
Distance Between.....:	Zone/File #.....:		

Soil Comments:
Plan Comments:

Building Fees.....:	\$.00
Mechanical Fees.....:	\$.00
Plan Check Fees.....:	\$62.00
State Surcharge.....:	\$.00
* Total Building Fees.....:	\$62.00

Planning Fees.....:	\$.00
Seismic Fee.....:	\$.00
N Clack Park SDC Fees.....:	\$.00
Transportation SDC Fees.....:	\$.00
Sunnyside Village Fees.....:	\$.00

** Total Fees.....:	\$62.00
** Total Payments.....:	\$62.00
** Balance Due.....:	\$.00



CLACKAMAS COUNTY

Department of Transportation & Development
Building Codes Division
902 Abernethy Road, Oregon City, OR 97045
Phone: (503) 655-8521
Inspection Requests (24 Hrs.): (503) 557-6330

REPT131

SIERRA COMPUTER SYSTEMS

6/18/99 07:01 REQUESTS FOR INSPECTION WORK SHEETS FOR: 6/18/99 AREA:

Activity: B0104199 6/18/99 Type: C Status: APPROVED Constr: OTH
Address: 18190 SE YOUNGS LN
Parcel: 23E06DA 00500 Occ: Use:
Description: CHANGE OCC/SFR TO STORAGE
Applicant: SMATHERS MARK W Phone:
Contractor: Phone:

Inspection Request Information.....

Requestor: Phone:
Req Time: Comments:
Items requested to be Inspected... Action Comments Time Exp
0299 Building Final

Inspection History.....

Kitchen HAS been Removed

☒ APPROVED

☐ APPROVED
WITH
CORRECTIONS
(REINSPECTIONS
NOT REQ'D)

☐ PARTIAL
APPROVAL

☐ DENIED

☐ TEMPORARY
OCCUPANCY

☐ ADDITIONAL
FEES
ASSESSED

Inspected By:

m

Beck

Date:

6-18-99

Change of Occupancy-SFR To Storage/Personal Use

Occupancy _____
 Type of Building _____
 Single Family _____
 Multi Family (No. _____)
 Commercial _____
 Industrial _____
 Mech. _____
 Other C of Occ.

CLACKAMAS COUNTY
 DEPARTMENT OF TRANSPORTATION AND DEVELOPMENT
 902 ABERNETHY ROAD, OREGON CITY, OR 97045
BUILDING PERMIT APPLICATION

Permit No. 101499
109129
 Planning SFR Fee _____
 Less Prepaid _____
 Amount Due _____

Plans Accepted by REC Date 3/19/99

Project Location (Address) 18190 SE Youngs Ln Boring OR 97009

Nearest Cross Street Sunnyside Rd

Subdivision Name Rockcreek 3 Lot _____ Block _____

Township 2S Range 3E Section 6DA Tax Lot 500

Lot Size _____ (Sq. Ft.) Building Area _____ (Sq. Ft.) Basement Area _____ (Sq. Ft.) Garage Area _____ (Sq. Ft.)

Stories _____ Bedrooms _____ Water Source: ☐ Well _____ (Name) _____ Water District _____

Estimated Cost of Labor and Material _____ Sewage Disposal: ☐ Septic _____ (Name) _____ Sewer District _____

Plans and Specifications made by _____ accompany this application.

Owner's Name Mark Smathers / Jean Hansen

Address 18190 SE Youngs Ln

City, State Boring OR

Phone 6583276 Zip 97009

I certify that I am exempt from the provisions of ORS Chapter 701.

The basis for my exemption is: Chg. Occupancy
SFR To Storage/Personal Use

I agree to build according to the above description, accompanying plans and specifications, the State of Oregon Building Code, and to the conditions set forth below.

Jean Hansen
 Owner's Signature
3-19-99
 Date

Contractor's Name _____

Address _____

City, State _____

Phone _____ Zip _____

I certify that I am registered under the provisions of ORS Chapter 701 and my registration is in full force and effect. I also agree to build according to the above description, accompanying plans and specifications, the State of Oregon Building Code, and to the conditions set forth below.

Construction Contractors Board # _____

 Contractor's Signature

 Date

SEWAGE DISPOSAL REQUIREMENTS: — SEPARATE SEPTIC TANK PERMIT REQUIRED.

Septic Tank Capacity _____ Gallons. Drainfield (Equal _____ or Serial _____) Distribution.

Total Length of Lines _____ Feet. Number of Lines _____ Distance Between Lines _____ Feet.

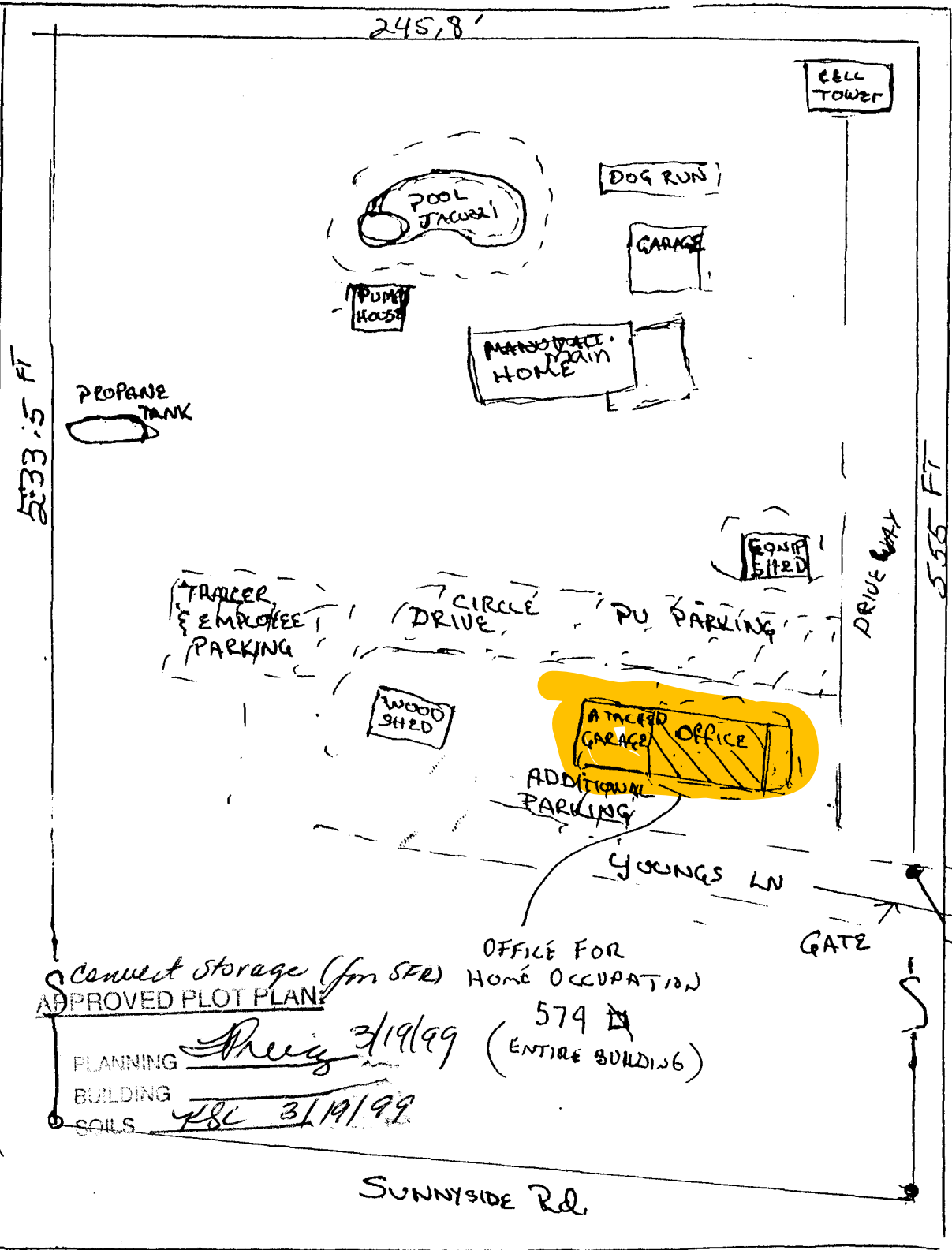
Comments: OK to keep septic system in use for personal use but must be properly abandoned when no longer needed

PLANNING DEPARTMENT REQUIREMENTS:

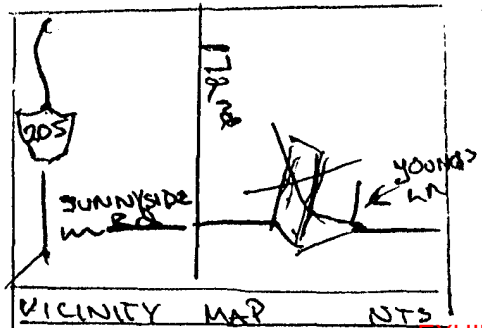
ZONE: RREF-5

Development Construction <input type="checkbox"/> Approved <input type="checkbox"/> Denied By _____ Date _____	Sewage Disposal <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied By <u>REC</u> Date <u>3/19/99</u>	Erosion Control <input type="checkbox"/> Approved <input type="checkbox"/> Denied By _____ Date _____	Systems Development <input type="checkbox"/> Approved <input type="checkbox"/> Denied By _____ Date _____	Planning Department <input checked="" type="checkbox"/> Approved By <u>Cheryl Taylor</u> Date <u>3/19/99</u>
---	---	--	--	---

25 3K 6DA 500
 Mark Smathers & Jean Hansen
 18190 SE Youngs Ln
 Boring 97009



- ① OVER ALL SITE PLAN N.T.S.
- ② PARKING AREAS AND ACCESSORY SPACE OUTLINED IN RED.



SCALE

[Handwritten signature]

STATEMENT OF USE

It is important that you describe in detail the use to which you or the future occupant will use this structure. This information will be used to insure compliance with land use laws and to determine appropriate building code occupancy classification. It is essential that your description be as complete as possible.

Kitchen to be removed - no stove, dishwasher
microwave or standard refrigerator
Structure to be used for storage
& personal.

3/19/99, Sean Hansen
DATE PLEASE PRINT NAME

Sean Hansen
SIGNATURE OF OWNER/AGENT

FOR OFFICIAL USE ONLY

TAX LOT 500 SECTION 6DA TOWNSHIP 2S RANGE 3E ZONE RF5

ADDRESS: 18190 SE Youngs Ln
Boring OR 97009

OCCUPANCY/CLASSIFICATION

DATE INITIALS

COMMENTS:



 Street View



 18 photos

● LAST SOLD ON SEP 8, 2022 FOR \$900,000

18190 SE Youngs Ln, Damascus, OR 97089

\$919,401

Redfin Estimate

3

Beds

2

Baths

1,648

Sq Ft



Is this your home?

Track this home's value and nearby sales activity

I own 18190 SE Youngs Ln

About this home

This home is currently off market

Signed contract for \$375,000 for potential? future buyout of additional 1000 sq feet of land for cellular equipment. Two homes. Beautiful Pool and Hot Tub. Gorgeous landscaped 3 acres in the heart of Happy Valley. Platted and prepped area for massive 100X50 shop with RV dump station. Future 12 lot subdivision potential when annexed into Happy Valley. TONS of upside for the future, spa like master bathroom, custom alder cabinets. Basketball court pad too.. Bring offers.


Show less ^

 Single-family

 1 garage space, RV parking

 Built in 1989

 Has A/C


 3 acres

 Damascus

Thinking of selling?

Estimated sale price

\$874,000 – \$1.04M

Reach more buyers when you sell with Redfin. Plus, you'll save **\$9,194** in fees. 

[Schedule a selling consultation](#)

Get an in-depth report about your home value and the Damascus market.

[Request a free analysis](#)

© 2022



© 2022



© 2022





© 2024 Google

Imagery Date: 10/2023 45°25'16.61"





DEPARTMENT OF TRANSPORTATION AND DEVELOPMENT

DEVELOPMENT SERVICES BUILDING

150 BEAVERCREEK ROAD | OREGON CITY, OR 97045

NOTICE OF VIOLATION

March 7, 2024

Jean Motley
18190 SE Youngs Ln
Damascus, OR 97089

**SUBJECT: Violation of the Clackamas County Building Code, Title 9.02.040
(B)(C)(D)(E)**

VIOLATION: V0005124

SITE ADDRESS: 18190 SE Youngs Ln., Damascus, OR 97089

LEGAL DESCRIPTION: T2S, R3E, Section 06DA, Tax Lot 00500

This letter serves as notice of a violation of the Clackamas County Code. The violations include:

Office/Storage with attached garage converted to single family residence without permits
Sun room addition without permits

VIOLATIONS & HOW TO RESOLVE

On February 29, 2024, County staff reviewed the plan submittal for permit B0067824. It was during that review that County staff discovered that there was a 2nd dwelling on the subject property based on the site plan that was submitted as part of that review. The structure in question was converted to office with storage and an attached garage in 1999. No permits were obtained to change the use back to a 2nd dwelling. Based on listing photos of the property, the attached garage area of the home has been converted into habitable space with ceiling beams installed that will require an architect or engineer to certify the installation is code compliant. It appears that between 2022 and 2024 there was a small sun room area that has been built from the 2nd dwelling. Unless the structure is entirely self-supporting and detached from the house it would not meet the criteria for any of the permit exemptions provided in R105.2. The conversion of the office/storage into a 2nd dwelling and garage conversion in addition to the sun room both built without the benefit of permits constitutes a violation of the Clackamas County Code, Title 9.02.040 (B)(C)(D)(E). In order to abate the violation(s), you must complete the following **no later than April 6th, 2024:**

- Please submit, or have your professional submit, the building permit application(s), technically complete plans and appropriate fee(s) and all construction documents of sufficient clarity to indicate the location, nature and extent of the work proposed and show in detail that it will conform to the provisions of the Building Code and relevant laws. The plans need to address the conversion of the office/storage into a 2nd dwelling, addition of the sunroom and any other structural components that have been added or changed that are not listed in this letter. Permits are accepted online only, for more information on this process please refer to the County's website at <https://www.clackamas.us/building>
 - All requests for additional information in order to complete plan review must be responded to within 10 days of being notified.
 - The permit(s) must have the fee(s) paid in full within ten days of your being notified by Building Codes.
 - Please schedule all inspections so that final inspections may be obtained not later than 45 days of the date of receipt of your approved permit(s).

Please note – An ADU (Accessory Dwelling Unit) can be no more than 900 square feet in size. A Guest House can be no more 600 square feet. Please contact the Planning Department if you have any questions about allowed size for either structure

CONTACT INFORMATION

Building – If you have questions concerning permitting requirements please contact the building department at 503-742-4240 or on-line at bldservice@clackamas.us.

Planning – If you have questions concerning land use requirements please contact the planning department at 503-742-4500 or on-line at zoninginfo@clackamas.us.

Septic– If you have questions concerning septic requirements please contact the septic department at 503-742-4740 or on-line at soilsconcern@clackamas.us.

You may also stop by the Planning, Permitting and Code Enforcement Offices at the Development Services Building, 150 Beaver Creek Road, Oregon City. The lobby is open between the hours of 8:00 a.m. to 4:00 p.m. Monday through Thursday. Our office is closed to the public on Fridays.

If you have any questions my direct telephone number is 503-742-4759 and my email is jkauppi@clackamas.us.



Code Enforcement Permit Specialist
Clackamas County Code Enforcement

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.
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.



After recording return to:
Jean V. Motley
18345 SE Youngs Lane
Damascus, OR 97089

Until a change is requested all tax
statements shall be sent to the
following address:
Jean V. Motley
18190 SE Youngs Lane
Damascus, OR 97089

File No.: 7012-3984687 (sb)
Date: August 11, 2022

THIS SPACE RESERVED FOR RECORDER'S USE

Clackamas County Official Records
Sherry Hall, County Clerk

2022-049209

09/08/2022 10:43:02 AM

D-D Cnt=1 Stn=73 LESLIE
\$15.00 \$16.00 \$10.00 \$62.00

\$103.00

STATUTORY WARRANTY DEED

Nickolas Holland who acquired title as Nick Holland and Celina M. Holland, as tenants by the entirety., Grantor, conveys and warrants to **Jean V. Motley**, Grantee, the following described real property free of liens and encumbrances, except as specifically set forth herein:

See Legal Description attached hereto as Exhibit A and by this reference incorporated herein.

Subject to:

1. Covenants, conditions, restrictions and/or easements, if any, affecting title, which may appear in the public record, including those shown on any recorded plat or survey.
2. The **2022-2023** Taxes, a lien not yet payable.

The true consideration for this conveyance is **\$900,000.00**. (Here comply with requirements of ORS 93.030)

FIRST AMERICAN 3481687-GR

BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON TRANSFERRING FEE TITLE SHOULD INQUIRE ABOUT THE PERSON'S RIGHTS, IF ANY, UNDER ORS 195.300, 195.301 AND 195.305 TO 195.336 AND SECTIONS 5 TO 11, CHAPTER 424, OREGON LAWS 2007, SECTIONS 2 TO 9 AND 17, CHAPTER 855, OREGON LAWS 2009, AND SECTIONS 2 TO 7, CHAPTER 8, OREGON LAWS 2010. THIS INSTRUMENT DOES NOT ALLOW USE OF THE PROPERTY DESCRIBED IN THIS INSTRUMENT IN VIOLATION OF APPLICABLE LAND USE LAWS AND REGULATIONS. BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON ACQUIRING FEE TITLE TO THE PROPERTY SHOULD CHECK WITH THE APPROPRIATE CITY OR COUNTY PLANNING DEPARTMENT TO VERIFY THAT THE UNIT OF LAND BEING TRANSFERRED IS A LAWFULLY ESTABLISHED LOT OR PARCEL, AS DEFINED IN ORS 92.010 OR 215.010, TO VERIFY THE APPROVED USES OF THE LOT OR PARCEL, TO DETERMINE ANY LIMITS ON LAWSUITS AGAINST FARMING OR FOREST PRACTICES, AS DEFINED IN ORS 30.930, AND TO INQUIRE ABOUT THE RIGHTS OF NEIGHBORING PROPERTY OWNERS, IF ANY, UNDER ORS 195.300, 195.301 AND 195.305 TO 195.336 AND SECTIONS 5 TO 11, CHAPTER 424, OREGON LAWS 2007, SECTIONS 2 TO 9 AND 17, CHAPTER 855, OREGON LAWS 2009, AND SECTIONS 2 TO 7, CHAPTER 8, OREGON LAWS 2010.

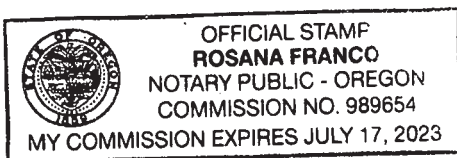
Dated this 6 day of September, 2022.

Nickolas Holland Celina M. Holland
Nickolas Holland, who acquired title as Nick Celina M. Holland
Holland

STATE OF Oregon)
 County of multnomah)ss.
Gleekamas)

This instrument was acknowledged before me on this 6 day of September, 2022
 by **Nickolas Holland and Celina M. Holland.**

Rosana Franco



Notary Public for Oregon
 My commission expires: 7/17/2023

EXHIBIT A

LEGAL DESCRIPTION: Real property in the County of Clackamas, State of Oregon, described as follows:

PART OF THE SOUTHEAST ONE-QUARTER OF SECTION 6, TOWNSHIP 2 SOUTH, RANGE 3 EAST OF THE WILLAMETTE MERIDIAN, IN THE CITY OF DAMASCUS, COUNTY OF CLACKAMAS AND STATE OF OREGON, DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHEAST CORNER OF THE SOUTHEAST ONE-QUARTER OF SAID SECTION 6; THENCE SOUTH ALONG THE EAST LINE OF SAID SECTION 6, A DISTANCE OF 1000 FEET TO THE SOUTHEAST CORNER OF THE PLAT OF SUNNYSIDE VIEW TERRACE AND THE TRUE POINT OF BEGINNING; THENCE SOUTH 89°39'30" WEST ALONG THE SOUTH LINE OF SAID PLAT, 245.80 FEET TO THE NORTHEAST CORNER OF A TRACT DESCRIBED IN DEED TO GEORGE C. BEAL AND WIFE, RECORDED DECEMBER 11, 1974, AS RECORDER'S FEE NO. 74-34423; THENCE SOUTH ALONG THE EAST LINE OF SAID BEAL TRACT AND THE EAST LINE OF THE PARCELS DESCRIBED IN DEED TO DONALD D. BROADSWORD AND WIFE, RECORDED NOVEMBER 1, 1978, AS RECORDER'S FEE NO. 78-47009, TO THE NORTH LINE OF A STRIP OF LAND DESCRIBED IN DEED TO CLACKAMAS COUNTY, RECORDED AUGUST 18, 1975, AS RECORDER'S FEE NO. 75-23048, DEED RECORDS; THENCE EAST ALONG THE NORTH LINE OF SAID CLACKAMAS COUNTY TRACT, TO THE EAST LINE OF SAID SECTION 6; THENCE NORTH ALONG SAID EAST LINE TO THE POINT OF BEGINNING. EXCEPTING THEREFROM THAT PORTION OF THE PROPERTY LYING WITHIN THE ROADS, STREETS OR HIGHWAYS.

NOTE: THIS LEGAL DESCRIPTION WAS CREATED PRIOR TO JANUARY 1, 2008.

23E06DA00500

00612947



Citation No. 2400051

Case No. V0005124

ADMINISTRATIVE CITATION

Date Issued: February 27, 2025

Name and Address of Person(s) Cited:

Name: Jean Motley
Mailing Address: 18190 SE Youngs Ln
City, State, Zip: Damascus, OR 97089

Date Violation(s) Confirmed: On the 27th day of February, 2025, the person(s) cited committed or allowed to be committed, the violations(s) of law described below, at the following address:

Address of Violation(s): 18190 SE Youngs Ln, Damascus, OR 97089

Legal Description: T2S, R3E Section 06DA, Tax Lot(s) 00500

Law(s) Violated:

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

Description of the violation(s):

- 1) Conversion of an accessory structure to habitable space which also included an addition done without approved permits and approved final inspections.

Maximum Civil Penalty \$1,000.00

Fine Not subject to a find amount

You may avoid paying the civil penalty by abating the violation(s). 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: Jennifer Kauppi
Telephone No.: 503-742-4759

Date: February 27, 2025
Department Initiating Enforcement Action: Code Enforcement



Permit #: B0727624
Type: New / Residential
Status: In Review
Valuation: \$101,820.88
Address: 18190 SE YOUNGS LN DAMASCUS, OR 97089

Applied: 05/23/2024
Approved:
Final:
Expiration:

Applicant: Mitch Gilbert 5032234994
Owner: MOTLEY JEAN V
Contractor:

Certificate of Occupancy Required:

Taxlot: 23E06DA00500
Entered By:
Insp Area:
Printed: 05/01/2025
Description: V0005124 - Convert existing attached garage into more living space for an ADU. (B0101499- Decommissioned prior 1954 residence to Storage/Personal Use- NOT a dwelling anymore since 1999. This permit to return previous Storage/Personal Use to SFR as approved by Planning/Septic limitations. 480 (E) Garage to Living Space/ 452 of 576 Storage-Personal Use to Living Space. *124 sq.ft. Storage Room accessible from exterior only remains as previously permitted.) To stay under the 900 s.f. maximum floor area, we are closing off a room for storage with exterior access only. There are a new covered porch and greenhouse.

Class:
Occupancy:
Units: Bldgs:
Violation:

Conditions:

NOTICE: In accordance with ORS 455.355, the disposal of thermostats that contain mercury shall be in accordance with programs established by thermostat manufacturers, their representative or distributor, or by delivery to sites that will ensure that the mercury does not become part of the solid waste stream or wastewater.

NOTICE: The County in its review and approval of this application is not authorizing any activity that may result in a violation of the federal Endangered Species Act (ESA). You are specifically put on notice that it is your responsibility to determine whether activities undertaken pursuant to an approval result in conflict with the provisions of the ESA. It is further your responsibility to ensure that all activities taken pursuant to an approval are designed, constructed and maintained in a manner that does not violate the ESA or any other applicable federal, state or local law.

Any Transportation or Park System Development Charge decision made by the Department may be appealed to the County TSDC Hearings Officer by filing a written request with the Department within 14 days of the final decision. The fee is \$500.00.