



## NOTICE OF HEARING

March 24, 2025

Debra Crawford  
Aaron K. Randels  
3620 SW Borland Rd  
Tualatin, OR 97062

**RE::** County of Clackamas v. Debra Crawford and Aaron K. Randels  
**File:** V0047424

**Hearing Date:** April 22, 2025

**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.

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 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.



You must have access to the internet or to a telephone line to use the Zoom platform. 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 Jennifer Kauppi at 150 Beaver Creek 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

Join from PC, Mac, iPad, or Android:

<https://clackamascounty.zoom.us/j/81112181368?pwd=DKgHRN3WFyewFcSbxGCpNTGFGeCMNP.1>

Passcode:966643

Phone one-tap:

+17193594580,,81112181368#,,,,\*966643# US

+12532050468,,81112181368#,,,,\*966643# US

Join via audio:

+1 719 359 4580 US

+1 253 205 0468 US

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 408 638 0968 US (San Jose)

+1 669 444 9171 US

+1 669 900 6833 US (San Jose)

+1 309 205 3325 US



**DEPARTMENT OF TRANSPORTATION AND DEVELOPMENT**

**DEVELOPMENT SERVICES BUILDING**

150 BEAVERCREEK ROAD | OREGON CITY, OR 97045

+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: 811 1218 1368  
Passcode: 966643

## 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  
COUNTY OF CLACKAMAS

COUNTY OF CLACKAMAS,

Petitioner,

v.

DEBRA CRAWFORD AND  
AARON K. RANDELS,

Respondents.

File No: V0047424

COMPLAINT AND REQUEST FOR HEARING

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

1.

Respondent's mailing address is: 3620 SW Borland Rd., Tualatin, OR 97062.

2.

The Respondent(s) own/owns or occupies the address or location of the violation(s) of law alleged in this Complaint is 58998 E Chalet Place, Sandy, OR 97055 also known as T2S, R6E, Section 22BD, Tax Lot 01800, and is located in Clackamas County, Oregon. The property is zoned RRRF5 and is the location of violation(s) asserted by the County.

3.

On or about the 26<sup>TH</sup> day of November, 2024, the 22<sup>nd</sup> day of January, 2025, and on the 13<sup>th</sup> day of February, 2025 the Respondents violated the following law, in the following way:

- a. Respondents violated the Clackamas County Building Code, Chapter 9.02.040 by failing to obtain approved permits and approved final inspections for a patio cover and electrical for a hot tub connection. 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 Respondents in the following manner: Violation Notices dated November 26, 2024 and January 22, 2025 and Citation and Complaint 2400474-1 was mailed via first class mail on February 13, 2025. A copy of the notice document is attached to this Complaint as Exhibits C, E and F 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 Respondents to immediately abate the violation and bring the property at issue into compliance with all laws, and permanently enjoining Respondents from violating these laws in the future;
2. Pursuant to Clackamas County Code Section 2.07.090, imposing a civil penalty against Respondents 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 Respondents 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 Respondents 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 24<sup>TH</sup> day of March, 2025.



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**Jennifer Kauppi**  
Code Enforcement Specialist  
FOR CLACKAMAS COUNTY



COUNTY OF CLACKAMAS,

Petitioner,

DEBRA CRAWFORD AND  
AARON K. RANDELS,

Respondents.

File No.: V0047424

STATEMENT OF PROOF

History of Events and Exhibits:

- November 12, 2024  
Exhibit A
- I conducted a site inspection of the subject property in order to provide County Counsel with updated photos of the property for an unabated building code violation for an addition to the single-family residence without approved permits file number V0025816. During this inspection, I observed a new patio cover and hot tub that had not been present during a previous inspection of the property.
- November 18, 2024  
Exhibit B
- Correspondence was sent to Debra Crawford regarding the patio cover and electrical for the hot tub. I requested the Respondent contact me within ten days of the date of the letter. I did not receive communication from the Respondent.
- November 26, 2024  
Exhibit C
- Correspondence was sent to Debra Crawford providing her with a deadline date of December 30, 2024 to abate the violation. This correspondence was not returned to the County.
- December 31, 2024  
Exhibit D
- I reviewed the County records and found no building or electrical permits had been submitted to the County for the patio cover or electrical for the hot tub. Citation 2400474 was issued for the Priority 1 Building Code violation. There is no fine amount for this citation as the County is seeking civil penalties in this matter. The citation was not returned to the County and was not paid.
- January 22, 2025  
Exhibit E
- I was preparing this file for a hearing when I found that the ownership of the property had been updated with the tax assessor office on December 20, 2024. This update added Aaron Randels as an owner of the property. Citation 2400474 was voided, and an Update Notice of Violation was mailed to the Respondents providing a deadline date of February 6, 2025 to abate the violation.
- February 13, 2025  
Exhibit F
- I reviewed the County records and found no building or electrical permits had been submitted to the County. Citation 2400474-1 was issued for the Priority 1 Building Code violation. There is no fine amount for this citation as the County is seeking civil penalties in this matter.

March 24, 2025

After a review of County records revealed that permits for the building and electrical work had not been submitted to the Clackamas County Building Department, 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 Final Order in this matter recommending the following:

- The imposition of civil penalties for the Building Code violation of up to \$1,000.00 for date cited February 13, 2025.
- The administrative compliance fee to be imposed from November 2024 until the violation is abated. As of this report the total is \$225.00
- The County requests the Hearings Officer to permanently prohibit the Respondents from violating this law in the future.
- The County is requesting the Hearings Officer to authorize the County further enforcement action including to proceed to Circuit Court.



**From:** [Carlson, Richard](#)  
**To:** [Kauppi, Jennifer](#)  
**Subject:** RE: 58998 E Chalet Place - Permit required for the stand alone cover  
**Date:** Tuesday, November 12, 2024 3:17:20 PM

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**Looks like more than 200 square feet so yes.**

## **Richard Carlson, Plans Examiner Supervisor**

Department of Transportation and Development  
Clackamas County Building Codes Division  
150 Beaver Creek Rd, Suite 225  
Oregon City, OR. 97045  
Primary: 503-742-4769  
Cell: 971-346-1239  
Hours of Operation: Mon – Fri, 7:30 a.m. – 4 p.m.  
[www.clackamas.us](http://www.clackamas.us)

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**To:** Carlson, Richard <[richardcar@clackamas.us](mailto:richardcar@clackamas.us)>  
**Subject:** 58998 E Chalet Place - Permit required for the stand alone cover

Richard,

Hello. The property is less than 2.00 acres.

Would this cover have required a permit?

Thank you

Jennifer Kauppi – Code Enforcement Specialist  
Code Enforcement  
Department of Transportation and Development  
150 Beaver Creek Rd.  
Primary Phone: [503-742-4759](tel:503-742-4759)  
[www.clackamas.us](http://www.clackamas.us)  
Hours: M-F from 7:30 a.m. until 4:00 p.m.  
Lobby hours 8:00 a.m. until 4:00 p.m. Monday – Thursday. Offices are closed to the public on Fridays.



11/18/2024

Debra Crawford  
3620 SW Borland Rd.  
Tualatin, OR 97062

**Subject: Alleged Violation of the Building Code, Chapter 9.02.040 of the Clackamas County Code**

Site Address: 58998 E Chalet Pl. Sandy, OR 97055  
Legal Description: T2S, R6E, Section 22BD, Tax Lot 1800

It has come to the attention of Clackamas County Code Enforcement that a hot tub and patio cover may have been done without the benefit of permits and approved final inspection.

This may constitute a violation of the Building Code, Chapter 9.02.040 of the Clackamas County Code.

Please contact Jennifer Kauppi, Code Enforcement Specialist, within ten (10) days of the date of this letter in order to discuss this matter.

E-mail address is [jkauppi@clackamas.us](mailto:jkauppi@clackamas.us)

Telephone number is 503-742-4759.

Jennifer Kauppi  
Code Enforcement Specialist  
Clackamas County Code Enforcement

*\*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

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### **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)。

### **CHÀO MỪNG!** Vietnamese

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### **환영합니다.** Korean

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## NOTICE OF VIOLATION

November 26, 2024

Debra Crawford  
3620 SW Borland Rd  
Tualatin, OR 97062

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

**VIOLATION:** V0047424

**SITE ADDRESS:** 58998 E Chalet Pl, Sandy, OR 97055

**LEGAL DESCRIPTION:** T2S, R6E, Section 22BD, Tax Lot 01800

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

- Patio cover over 200 square feet without approved permits
- Electrical installed for hot tub connection
- 

### **VIOLATIONS & HOW TO RESOLVE**

On November 12, 2024, I conducted a follow up inspection for the above referenced property for the unabated Building Code violation from 2023. During that inspection I found that a new patio cover over 200 square feet in size and a hot tub at the front of the property.

I reviewed County records and found no approved permits for the patio cover or the electrical for the installation of the hot tub.

The construction of this patio cover and electrical without approved permits constitutes a violation of Clackamas County Code, Title 9.02.040 (D)(E). In order to abate the violation(s), you must complete the following **no later than December 30, 2024:**

## **Patio Cover**

- Please submit, or have your professional submit, the building permit application(s), technically complete plans and appropriate fee(s). 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 must be picked up within ten days of being
  - 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).

## **Hot tub electrical connection**

- Please submit or have your professional submit the electrical permit application for the hot tub connection.
  - All requests for additional information in order to process the application must be responded to within 10 days of being notified.
  - 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 receipt of your approved permit(s).

## **CONTACT INFORMATION**

**Building** – If you have questions concerning permitting requirements please contact the building department at 503-742-4240 or on-line at [blbservice@clackamas.us](mailto:blbservice@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](mailto:jkauppi@clackamas.us).

*Jennifer Kauppi*

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](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.

## Property Account Summary

<b>Account Number</b>	00709898	<b>Property Address</b>	58998 E CHALET PL , SANDY, OR 97055
<b>General Information</b>			
Alternate Property #	26E22BD01800		
Property Description	538 SLEEPY HOLLOW LTS 3 & 6 BLK 10		
Property Category	Land &/or Buildings		
Status	Active, Locally Assessed		
Tax Code Area	046-042		
Remarks			
<b>Tax Rate</b>			
<b>Description</b>	<b>Rate</b>		
Total Rate	14.0946		
<b>Property Characteristics</b>			
Neighborhood	16118: Alder Creek East to county line 800, 801		
Land Class Category	801: Recreational improved		
Building Class Category	13: Single family res, class 3		
Year Built	1935		
Fire patrol acres	0.11		
Change property ratio	8XX		
<b>Related Properties</b>			
No Related Properties Found			
<b>Parties</b>			
<b>Role</b>	<b>Percent</b>	<b>Name</b>	<b>Address</b>
Taxpayer	100	CRAWFORD DEBRA	3620 SW BORLAND RD, TUALATIN, OR 97062
Owner	100	CRAWFORD DEBRA	3620 SW BORLAND RD, TUALATIN, OR 97062



Citation No. 2400474

Case No. V0047424

# ADMINISTRATIVE CITATION

Date Issued: December 31, 2024

**VOIDED ON JANUARY 22, 2025**

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

Name: Debra Crawford  
Mailing Address: 3620 SW Borland Rd  
City, State, Zip: Tualatin, OR 97062

Date Violation(s) Confirmed: On the 31st day of December, 2024, 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): 58998 E Chalet Pl, Sandy, OR 97055

Legal Description: T2S, R6E Section 22bd, Tax Lot(s) 01800

**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) Patio cover built without approved permits or approved final inspections and electrical installed for hot tub without approved permits or approved final inspection.

Maximum Civil Penalty \$1,000.00

Fine: Not subject to fine 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: December 31, 2024  
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: \_\_\_\_\_



## UPDATED NOTICE OF VIOLATION

January 22, 2025

Debra Crawford and Aaron Randels  
3620 SW Borland Rd  
Tualatin, OR 97062

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

**VIOLATION:** V0047424

**SITE ADDRESS:** 58998 E Chalet Pl, Sandy, OR 97055  
**LEGAL DESCRIPTION:** T2S, R6E, Section 22BD, Tax Lot 01800

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

- Patio cover over 200 square feet without approved permits
- Electrical installed for hot tub connection
- 

### **VIOLATIONS & HOW TO RESOLVE**

On November 12, 2024, I conducted a follow up inspection for the above referenced property for the unabated Building Code violation from 2023. During that inspection I found that a new patio cover over 200 square feet in size and a hot tub at the front of the property.

I reviewed County records and found no approved permits for the patio cover or the electrical for the installation of the hot tub.

The construction of this patio cover and electrical without approved permits constitutes a violation of Clackamas County Code, Title 9.02.040 (D)(E). In order to abate the violation(s), you must complete the following **no later than February 6, 2025:**

## **Patio Cover**

- Please submit, or have your professional submit, the building permit application(s), technically complete plans and appropriate fee(s). 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 must be picked up within ten days of being
  - 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).

## **Hot tub electrical connection**

- Please submit or have your professional submit the electrical permit application for the hot tub connection.
  - All requests for additional information in order to process the application must be responded to within 10 days of being notified.
  - 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 receipt of your approved permit(s).

## **CONTACT INFORMATION**

***Building*** – If you have questions concerning permitting requirements please contact the building department at 503-742-4240 or on-line at [blbservice@clackamas.us](mailto:blbservice@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](mailto: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](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.

**RECORDING REQUESTED BY:**



12550 SE 93rd Ave, Ste 420  
Clackamas, OR 97015

Clackamas County Official Records  
Catherine McMullen, County Clerk

**2024-046840**

12/20/2024 01:00:05 PM

D-D                      Cnt=1 Stn=112 LISA  
\$10.00 \$16.00 \$10.00 \$62.00

**\$98.00**

**AFTER RECORDING RETURN TO:**

Debra Crawford and Aaron K. Randels  
3620 SW Borland Road  
Tualatin, OR 97062

**SEND TAX STATEMENTS TO:**

SAME AS ABOVE

Property: 58998 SE Chalet Pl Sandy, OR 97055  
Tax Account: 00709898

**SPACE ABOVE THIS LINE FOR RECORDER'S USE**

**BARGAIN AND SALE DEED - STATUTORY FORM**  
(INDIVIDUAL or CORPORATION)

**Debra Crawford**, Grantor, conveys to **Debra Crawford and Aaron K. Randels, as tenants by the entirety**, Grantee, the following described real property, situated in the County of Clackamas, State of Oregon, **26E22BD01800 00709898**

Lots 3 and 6, Block 10, Sleepy Hollow, in the County of Clackamas and State of Oregon.

The true consideration for this conveyance Zero And No/100 Dollars **(\$0.00)**.  
(See ORS 93.030).

**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,**

LAWYERS TITLE [TACC2412-1]



**BARGAIN AND SALE DEED - STATUTORY FORM**  
(continued)

**CHAPTER 855, OREGON LAWS 2009, AND SECTIONS 2 TO 7, CHAPTER 8, OREGON LAWS 2010.**

IN WITNESS WHEREOF, the undersigned have executed this document on the date(s) set forth below.

Dated: 12/17/2004

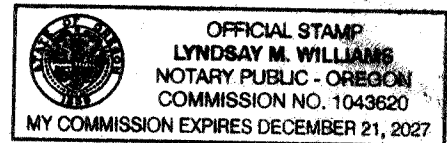
[Signature]  
Debra Crawford

State of Oregon  
County of Clatsop

This instrument was acknowledged before me on 12/17/2004 by Debra Crawford.

[Signature]  
Notary Public - State of Oregon

My Commission Expires: 12/21/2007





Citation No. 2400474 -1

Case No. V0047424

# ADMINISTRATIVE CITATION

Date Issued: February 13, 2025

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

Name: Debra Crawford  
Name: Aaron K. Randels  
Mailing Address: 3620 SW Borland Rd  
City, State, Zip: Tualatin, OR 97062

Date Violation(s) Confirmed: On the 13th day of February, 2025, 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): 58998 E Chalet Pl, Sandy, OR 97055

Legal Description: T2S, R6E Section 22bd, Tax Lot(s) 01800

**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) Patio cover built without approved permits or approved final inspections and electrical installed for hot tub without approved permits or approved final inspection.

Maximum Civil Penalty \$1,000.00

Fine: Not subject to fine 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 13, 2025  
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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- 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: \_\_\_\_\_