



## MEMORANDUM

**To:** Interested Parties  
**From:** Christy Martinez, Director of Administrative Services  
**Subject:** Notification of Intended modification of Wastewater System Development Charge (SDC) Methodology, Fees and Credits  
**Date:** February 28, 2020

This letter is to inform you of the proposed adoption of a new wastewater methodology by the City of Carlton and serves to fulfill the 90-day notice to interested parties as required by ORS 223.304(6). If adopted, the proposed local wastewater SDC methodology will go into effect for all applicable permits applied for on or after June 3, 2020.

Adoption of the proposed methodology consists of two separate components:

1. The proposed wastewater SDC methodology will be available for public review on April 2, 2020 (60 days prior to public hearing).
2. The Carlton City Council will hold a public hearing on June 2, 2020 regarding the proposed Resolution adopting a wastewater SDC methodology and charges.

The proposed wastewater SDC methodology will be available for public review on April 2, 2020 at the following location: Carlton City Hall, 191 East Main Street, Carlton, OR 97111. Carlton City Hall office hours are 8:00 a.m. to 4:00 p.m. Monday through Friday.

If you have any questions please contact Christy Martinez, Director of Administrative Services by email, [cmartinez@ci.carlton.or.us](mailto:cmartinez@ci.carlton.or.us) or phone at 503.852.7575.

Sincerely,

Christy Martinez  
Director of Administrative Services