

Quick Service Guide

City of Molalla

117 N. Molalla Avenue
P.O. Box 248
(503) 829-6855

Police Department Emergencies: 9-1-1

117 N. Molalla Avenue
P. O. Box 248
(503) 829-8817

Fire Department Emergencies: 9-1-1

320 N. Molalla Avenue
P. O. Box 655
(503) 829-2200

Planning Department

117 N. Molalla Avenue
P.O. Box 248
(503) 829-7526

Molalla Area Chamber of Commerce

101 N. Molalla Avenue
P.O. Box 578
(503) 829-6941

PGE

(800) 542-8818

Economic Development Team for Economic Action in Molalla

P. O. Box 1031
(503) 829-5003

Molalla Communications

211 Robbins Street
P.O. Box 360
(503) 829-1100

Molalla Public Library

201 E. 5th Street
P.O. Box 1289
(503) 829-2593

Molalla Sanitary Service

P.O. Box 1808
Oregon City, OR 97045
(503) 829-6183

South Clackamas Transportation

P.O. Box 517
(503) 632-7000

Northwest Natural Gas

(800) 523-7661

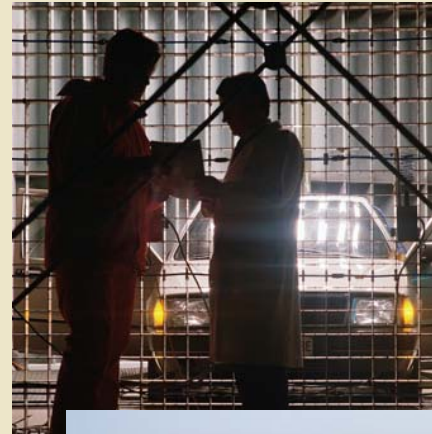
TEAM FOR ECONOMIC ACTION IN MOLALLA

P. O. Box 1031 • Molalla, OR 97038

Phone: (503) 829-5003

E-mail: temo@molalla.net

Molalla New Business Resource Guide



TEAM FOR ECONOMIC ACTION IN MOLALLA

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Phone: (503) 829-5003

E-mail: temo@molalla.net

City Of Molalla

The City of Molalla strives to promote citizen involvement and provide efficient and quality services within the guidelines of proper budgeting and management. In addition, the City provides a quality of life that supports recreation, family activities, education, and business development that insures proper growth and sustainability to meet the growing needs of the community.



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Molalla, OR 97038

(503) 829-6855
<http://www.molalla.net/~city/>

Planning Department

The Molalla Planning Department is responsible for guiding the City's growth by updating and enforcing all applicable land use regulations and development standards. The Department is responsible for all current and long range planning including the issuance of permits, maintaining and implementing the Molalla Comprehensive Plan.

The Molalla Planning Commission is responsible for making recommendations of certain land use applications, Comprehensive Plan Amendments, Municipal Code Amendments, Comprehensive Plan supporting documents, and other materials as the City Council deems necessary.

(503) 829-7526
<http://www.molallaplanning.com/>

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Police

Emergency Dial 911

The mission of the Molalla Police Department is to provide safety and security within the Molalla community.

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P.O. Box 248
Molalla, OR 97038

(503) 829-8817
<http://www.molallapolice.org>

Fire Department

Emergency Dial 911

The mission of the Molalla Fire Department is to provide fire and life safety services to the community we protect. The District will strive to accomplish its mission through the delivery of high quality prevention, suppression, and emergency medical services.

320 N. Molalla Avenue
P.O. Box 655
Molalla, OR 97038

(503) 829-2200
<http://www.molallafire.org>

State Resources

OREGON ECONOMIC & COMMUNITY DEVELOPMENT DEPARTMENT

The Oregon Economic & Community Development Department (OECD) provides economic and community development and cultural enhancement throughout the state, and administers programs that assist businesses, communities and people. Oregon's economic development system is designed to meet the state's changing economy, provide flexibility in funding statewide and regional needs, and focus on funding economic and community development services for rural and distressed communities.

(503) 986-0123
<http://econ.oregon.gov/ECDD/>

775 Summer St. NE, Suite 200
Salem OR 97301-1280

OREGON SECRETARY OF STATE—CORPORATION DIVISION

When starting a new business in Oregon, there are many important decisions to make and many rules and procedures that must be addressed. While there is no single source for all filing requirements, the Corporation Division has developed steps to assist you in starting your business. These steps can be found on their website @ <http://www.filinginoregon.com/index.htm>

(503) 986-2200

255 Capitol St. NE, Ste 151
Salem Oregon 97310-1327

WORKSOURCE OREGON

WorkSource Oregon is a statewide network that will stimulate job growth by connecting businesses and workers with the resources they need to succeed and provides a venue in which public and private partners working together for businesses and workers to:

- Ensure businesses have a ready supply of trained workers whose skills and talents are aligned with the expectations and needs of business and industry.
- Connect businesses with the resources they need to grow their workforce and their business.
- Provide the resources to help Oregon's unemployed and underemployed get connected with the employers that are right for them, find the jobs they're looking for and get trained for jobs they want.
- Allow employers and workers understand the workforce development system and know how to access its resources.

WorkSource Oregon's mission is to communicate effectively with key audiences so that information is easy to find and resources are readily available to all Oregon businesses and workers.

<http://www.worksourceoregon.org/>



Clackamas County

BUSINESS & ECONOMIC DEVELOPMENT

The Clackamas County Business and Economic Development Team actively works to attract new businesses as well as support existing business growth. Our purpose is to provide assistance to corporations, cottage industry, small businesses and manufacturers with industry growth and vitality.

Clackamas County has remained vital despite the past downturn in the economy and continues to grow both its business districts and its communities. Businesses are flourishing here. Industry leaders can be found in Metals, Machinery, Healthcare, High-tech, Forestry, Food & Beverage Processing, Renewable Energy, Nursery/Ag, and Software Development.

Our professional economic development staff can provide a wealth of information to assist your firm.

Clackamas County Advantages:

- A large pool of available and skilled workers.
- Customized training and employee screening programs to match the skills and talents of your future workers to your needs
- A wide variety of available industrial, office and commercial buildings at competitive rates
- A supportive government that starts with the [Clackamas County Commissioners](#)

Clackamas County Cost Advantages:

- No business tax
- No business license fee in unincorporated areas (most Clackamas County communities charge a modest fee)*
- Multiple interstate access (I-205, I-5 and proximity to I-84)
- Rail
- Quick access to Portland International Airport / I-205

State of Oregon Cost Advantage:

- No Sales tax
- No inventory tax
- No worldwide unitary tax
- No motor vehicle excise tax
- No business and occupations tax
- No direct levies on intangible properties (such as stocks, bonds and securities)

Business Incentives:

- [Milwaukie/North Clackamas County Enterprise Zone](#) Tax Abatement Program
- Urban Renewal Districts in County and Communities
- Clackamas County Rural Community Loan Program
- Mt. Hood Economic Alliance Grants & Revolving Loan Fund
- [Brownfield Technical Assistance](#)
- [Premiere Industrial Sites](#)
- Business Assistance Customer Service Program
- [Site Connection Services](#)
- [Knowledge Connection Services](#)

(503) 353-4329

<http://www.co.clackamas.or.us/business/>

9101 SE Sunnybrook Blvd
Clackamas, OR 97015

Team For Economic Action in Molalla

Team for Economic Action in Molalla (TEAM) serves as a clearinghouse for information on available properties, funding resources, and provides technical assistance to new, expanding or relocating businesses, commercial and industrial marketing, and downtown revitalization efforts.

TEAM's Board of Directors is comprised of business owners, property owners and community leaders whose main objective is to strengthen and develop Molalla's commercial and industrial business districts.

(503) 829-5003

Email: temo@molalla.net

P.O. Box 1031
Molalla, OR 97038

Molalla Area Chamber of Commerce

It is the purpose of this organization to support and promote economic growth and development of the business community, and to play a visible and vital role in the Molalla area.

The Molalla Area Chamber of Commerce is a non-profit organization uniting businesses, professional people, and other community organizations creating a unique agency dedicated to improving business, economic growth and the quality of life for the Molalla area residents. Small businesses interested in prospering and taking a proactive approach toward creating a healthy business environment comprise more than 71% of our membership.

The Chamber of Commerce acts as an informational clearing center for tourists and local residents seeking information about businesses, services, recreational opportunities, and community events.

(503) 829-6941

<http://www.molallachamber.com/>

101 N. Molalla Avenue
P.O. Box 578
Molalla, OR



The following are summaries of the Molalla Municipal Codes pertaining directly to doing businesses in the City of Molalla . Complete codes are available online at the City's website at <http://www.molalla.net/~city/>.

MOLALLA CITY BUSINESS LICENSE:

The City of Molalla requires that any business operating within the City limits have a current City Business License. The Business License fee \$70 per year. *If you have any questions regarding the Molalla City Business License requirement, please contact the Molalla Planning Department at (503) 829-7526.*

SIGNAGE: Section 18.50.080

The purpose of Molalla's sign regulations is to provide equitable signage rights, reduce signage conflicts, promote traffic and pedestrian safety, and increase the aesthetic value and economic availability of the City by classifying and regulating the location, size, type and number of signs and related matters.

ALL signs require a permit except the following:

- Temporary signs
- Signs carved into building
- Window signs
- Signs attached to, or carried by a person
- Signs required by law or legal action



ALLOWED Signs (with a permit) include:

- Wall signs no larger than two square feet for each lineal foot of wall
- Free standing signs - NOT on the same frontage where there is a projecting or roof sign
- Roof signs
- Projecting signs
- Incidental signs

PROHIBITED signs include:



- Billboard sign
- Sign that interferes with traffic control sign or prevents clear and unobstructed view
- Flashing or revolving, rotating, moving, or animated light (except electronic reader boards and time and temperature signs)
- Sign with unshielded lighting
- Sign located on a tree or painted or dawn on a natural feature
- Portable, A-framed sign, sandwich boards, tent signs, streamers, strings of lights, balloons, banners or pennants, (exceptions for traditional holiday decorations)
- Sign that obstruct ingress or egress from any door, window or fire escape, alley, drive or fire lane, or is attached to a fire escape
- Sign erected or maintained on public property or public right-of-way without Sign not able to withstand a wind pressure of twenty (20) pounds per square foot of exposed surface, or is Insecurely erected, or is constructed so as to constitute a fire hazard
- Sign not maintained in a safe condition and good repair
- Sign larger than 32 square feet on an undeveloped lot or parcel
- Signs larger than 3 feet square on a fence

PARKING: Section 18.52

In all zoning district, there shall be provided at the time of erecting new structures, or at the time of enlarging, moving, or increasing of capacity by creating or adding dwelling units, commercial or industrial floor space, or seating facilities, minimum off-street parking space, other than in required front set back, with adequate provision for ingress and egress to the street, in accordance with the requirements of Section 18.52 of the Molalla Municipal Code.

TYPE OF USE	Required Parking Spaces <i>MOTOR VEHICLES</i>	Required Parking Spaces <i>BICYCLES</i>
Hotel/Motel/Rooming/Lodging/ Bed & Breakfast	1 per sleeping room plus 1 per owner	1 per 10 guest rooms
Hospital/Nursing Home/ Sanitarium	1 per 2 beds	1 per 20 beds
Parking Lots/Structures	N/A	1 per 20 auto parking spaces
Theater	1 per 3 seats plus 1 per 6 seats in excess of 800 seats	1 per 20 auto parking spaces
Dance Hall/Skating Rink	1 per 75 s.f. gross floor area	1 per 15 auto parking spaces
Bowling Alley	5 per lane	1 per 15 auto parking spaces
Medical/Dental Clinic	1 per 300 s.f. gross floor area	1 per 20 auto parking spaces
Bank/Business Office/ Professional Office (providing service on-site)	1 per 400 s.f. gross floor area	1 per 15 auto parking spaces
Office (not providing service on-site)	1 per 800 s.f. gross floor area	1 per 30 auto parking spaces
Funeral Home	1 per 4 seats	N/A
Warehouse/Storage/ Wholesale	1 per 1,000 s.f. gross floor area	1 per 40 auto parking spaces
Food/Beverage Place w/ Consumption on Premises	1 per 150 s.f. gross floor area	1 per 20 auto parking spaces
Furniture/Appliance/ Hardware/Clothing / Shoe/ Personal Service / Motor Vehicle / Machinery/Plumbing/Heating/ Ventilating/Building Supplies/ Stores and Services	1 per 500 s.f. gross floor area	1 per 40 auto parking spaces
Retail Store Less than 5,000 s.f. Gross Floor Area	1 per 300 s.f. gross floor area	1 per 40 auto parking spaces
Retail Store More than 5,000 s.f. Gross Floor Area	20 plus 1 per 1,500 s.f. in excess of 5,000 s.f. of gross floor area	1 per 40 auto parking spaces
Manufacturing/Laboratories	1 per 500 s.f. gross floor area	1 per 40 auto parking spaces