

**Central Point
City Hall
541-664-3321**

City Council

Mayor
Hank Williams

Ward I
Bruce Dingler

Ward II
Kelly Geiger

Ward III
Ellie George

Ward IV
Allen Broderick

At Large
David Douglas
Rick Samuelson

Administration
Chris Clayton, City
Manager
Deanna Casey, City
Recorder

**Community
Development
Department**
Tom Humphrey, Director

Finance Department
Bev Adams, Director

Human Resources
Barb Robson, Director

**Parks and Public Works
Department**
Matt Samitore, Director
Jennifer Boardman,
Manager

Police Department
Kris Allison, Chief

**CITY OF CENTRAL POINT
City Council Agenda
March 14, 2013**

Next Res. 1351
Next Ord. 1969

- I. REGULAR MEETING CALLED TO ORDER – 7:00 P.M.**
- II. PLEDGE OF ALLEGIANCE**
- III. ROLL CALL**
- IV. SPECIAL PRESENTATIONS**
 - A. Food & Friends Donation
 - B. WISE Project Presentation
- V. PUBLIC APPEARANCES**
- VI. CONSENT AGENDA**
 - A. Approval of February 28, 2013 Council Minutes
- VII. ITEMS REMOVED FROM CONSENT AGENDA**
- VIII. PUBLIC HEARING, ORDINANCES, AND RESOLUTIONS**
 - Pgs 1-6 A. Resolution No. _____, A Resolution of the City of Central Point Setting Water Rates (Samitore)
 - 7-10 B. Second Reading – Ordinance No. _____, Amending Chapter 13.04.010 of the Central Point Municipal Code Regarding Water Rates (Samitore)
 - 11-12 C. Resolution No. _____, A Resolution of the City of Central Point Establishing a Miscellaneous Water Fees Resolution (Samitore)

Pgs. 13-60 D. First Reading – An Ordinance Amending the Comprehensive Plan Map, Zoning Map, and Section 17.08 Definitions and Sections 17.65 through 17.67 Transit Oriented Development District of the City of Central Point Municipal Code creating an Eastside Transit Oriented Development District (ETOD)

61-75 E. Resolution No. _____, A Resolution to Approve Supplemental Budget #2 for the 2012/13 Fiscal Year

IX. BUSINESS

Pg. 76 A. Planning Commission Report (Humphrey)

X. MAYOR'S REPORT

XI. CITY MANAGER'S REPORT

XII. COUNCIL REPORTS

XIII. DEPARTMENT REPORTS

XIV. EXECUTIVE SESSION

The City Council may adjourn to executive session under the provisions of ORS 192.660. Under the provisions of the Oregon Public Meetings law, the proceedings of an executive session are not for publication or broadcast.

XV. ADJOURNMENT

CONSENT AGENDA

**CITY OF CENTRAL POINT
City Council Meeting Minutes
February 28, 2013**

I. REGULAR MEETING CALLED TO ORDER

Mayor Williams called the meeting to order at 7:00 p.m.

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL: Mayor: Hank Williams
Council Members: Allen Broderick, Bruce Dingler, Kelly Geiger, Rick Samuelson, and David Douglas were present. Ellie George was absent.

Interim City Manager Chris Clayton; City Attorney Paul Nolte; Captain Brian Day; Community Development Director Tom Humphrey; Human Resource Director Barb Robson; Parks and Public Works Director Matt Samitore; and City Recorder Deanna Casey were also present.

IV. PUBLIC APPEARANCES

John Whiting, Hidden Grove/Green Valley HOA Representative

Mr. Whiting stated that he is concerned about the new proposed rate structure for their subdivision. The association feels that they pay enough for the water service they receive because it is not currently maintained by the City. He has talked with the Parks and Public Works Director Matt Samitore and the city could take over the system and read each meter providing a water bill for each property. Currently the association receives a bill and distributes the cost among the residents. The city is in favor of taking on the project but the current meters would need to be changed to City touch meters. Mr. Samitore stated that he would need to discuss this option with the Finance Director to see how long it would take to set it up in the system.

V. CONSENT AGENDA

- A. Approval of January 24, 2013, City Council Minutes
- B. Approval of OLCC Application for Crown Market and Deli
- C. Appointment of Cherie Reeves-Rutledge to the Multicultural Committee
- D. Approval of Surplus Vehicle List

Allen Broderick moved to approve the Consent Agenda as presented. Bruce Dingler seconded. Roll call: Mayor Williams, yes; Allen Broderick, yes; Bruce Dingler, yes; David Douglas, yes; Kelly Geiger, yes; and Rick Samuelson, yes. Motion approved.

VI. ITEMS REMOVED FROM CONSENT AGENDA - None

VII. PUBLIC HEARINGS, ORDINANCES AND RESOLUTIONS

A. Resolution No. _____, A Resolution of the City of Central Point Setting Water Rates

Parks and Public Works Director Matt Samitore explained the proposed change in the water rate structure is a \$2.00 increase in the base rate fee and an 8% increase in the tier structure. The base rate increase would provide for a solvent water fund without supplementing from the general fund. The increase in the tier structure would help to replenish the reserve fund which is necessary for the city to do capital projects in the future. There are no capital projects proposed but if there were to be a water line break the water fund could not support the repairs.

In 2009 when the current structure was adopted the consultants were not sure how to bill the Hidden Grove subdivision. There are two master meters that serve the entire subdivision. Staff has had discussion with representatives and there is a possibility that the city could take over the system, replacing the current meters on a schedule. Staff could take on the billing of the 198 units but it would take some time to get the administrative items in system. The cost to transfer the current structure would be approximately \$30,000 to the water fund. There was discussion of delaying a rate increase for this subdivision until a fix could be put in place.

Councilmen Douglas and Samuelson would prefer to wait until budget discussions before imposing a rate increase on the citizens. Mr. Samitore stated that without an increase in water rates he would need to cut approximately \$200,000 from his current budget. Several members are not in favor of cutting staff, they would like to review the water fund budget to see what types of cuts have been made and what could be made. Mr. Samitore stated that he would be able to set up times next week for each council member to come to his office and review the budget items. There are certain items that must be paid for from the water fund and cannot be cut. There are also training requirements for staff and experience requirements that must be met in order to work with a municipal water supply. The cuts that could be made would be in the administrative staff area.

There was discussion about the current amount the general fund supplementing the water fund. If we continue to supplement this fund the general fund will run out of reserves and that cause problems for other services within the city. The water fund is set up to pay a franchise fee to the City and that fee is currently not being paid because the water fund cannot afford the fee. Mr. Samitore recommended tabling this item until he has had a chance to review the water fund budget with council member and return with their recommendation.

Bruce Dingler made a motion to postpone voting on the Resolution Setting Water Rates until March 14, 2013 in order to allow Council members to work with the Public Works Director on the Water Fund Budget. Kelly Geiger seconded. Roll call: Mayor Williams, yes; Allen Broderick, yes; Bruce Dingler, yes; David Douglas, yes; Kelly Geiger, yes; and Rick Samuelson, yes. Motion approved.

B. First Reading – An Ordinance Amending Chapter 13.04.010 of the Central Point Municipal Code regarding Water Rates

Mr. Samitore stated that the proposed Ordinance is part of the administrative changes that were discussed at the January Study Session. As a beginning step to make changes to help cover the water fund it was recommended that a few administrative changes be instigated. Most of the changes to the ordinance are removing set fees from the Code and allowing them to be set by resolution. This is a practice staff has been doing as changes are made to sections in the Code.

Recommended changes from the January Study Session were to increase the water rate that is supplied to users outside the city limits and the cost of bulk rate water. This Ordinance is not associated with the previous resolution.

Kelly Geiger made a motion to move to second reading an Ordinance Amending Chapter 13.04.010 of the Central Point Municipal Code regarding Water Rates. Bruce Dingler seconded. Roll call: Mayor Williams, yes; Allen Broderick, yes; Bruce Dingler, yes; David Douglas, yes; Kelly Geiger, yes; and Rick Samuelson, yes. Motion approved.

C. Second Reading – Ordinance No. 1968, amending all Sections in the Central Point Municipal Code Using the Term “City Manager”

Interim City Manager Chris Clayton explained that this is the second reading of an ordinance updating the Central Point Municipal Code. In order to keep current with changes in the 2010 Charter, an Ordinance needs to be approved to change the references from City Administrator to City Manager. There were no recommended changes at the first reading.

Allen Broderick made a motion to approve Ordinance No. 1968, Amending all Sections in the Central Point Municipal Code Using the Term “City Manager”. Kelly Geiger seconded. Roll call: Mayor Williams, yes; Allen Broderick, yes; Bruce Dingler, yes; David Douglas, yes; Kelly Geiger, yes; and Rick Samuelson, yes. Motion approved.

VIII. BUSINESS

A. Planning Commission Report

Community Development Director Tom Humphrey presented the Planning Commission report from February 5:

- East Side Transit Oriented Development (TOD) District – The Planning Commission continued a Public Hearing discussing the TOD-related land use planning that staff is performing at the direction of the City Council. Staff responded to public input from previous meetings and made changes to various zoning code sections in an effort to safeguard land owners and residents of the area who may wish to continue farming in the Urban Growth Boundary. Staff

prepared findings to address these issues and those that have been brought up by the Oregon Department of Transportation. Staff presented findings from further traffic analysis that has been done and from conversations with RVCOG and ODOT staff. The Commission voted unanimously to approve the resolution and forward the recommendation to Council.

- Public Hearing to Amend Central Point Municipal Code R-2, Residential Two Family District, CPMC Section 17.24 – The Commission unanimously recommended approval of this code amendment regarding legislative land use regulation amendments to Section 17.24. The text amendment would allow an applicant a choice to develop using the Transit Oriented Development Low Mix Residential standards of Section 17.65 or the existing R-2 standards. The Commission was supportive of these changes in order to afford property owners more design and development options for R-2 zoned property throughout the City.
- the Commission was given an update on the status and success of the Rogue Valley Recovery Home on Alder Street.

B. Bid Award for North Front Water Line

Mr. Samitore stated that this is the last in projects to complete the installation of the Vilas Road Reservoir. The engineers estimate for the work was \$337,000. Unfortunately the apparent low bidder and one other bidder failed to include the second addenda which added another cost item. The specifications for the construction bidding required that all addenda be submitted at the time of the bid opening. This allows for fair bidding from all parties. The qualified low bid is from Pilot Rock Construction, Inc. they have done numerous projects in Central Point. Staff recommends awarding the bid to Pilot Rock Construction, Inc.

Bruce Dingler made a motion to award the North Front Street Waterline Project to Pilot Rock Construction, Inc., in the amount of \$329,721.00. David Douglas seconded. Roll call: Mayor Williams, yes; Allen Broderick, yes; Bruce Dingler, yes; David Douglas, yes; Kelly Geiger, yes; and Rick Samuelson, yes. Motion approved.

C. Approval of City Manager Agreement

Mayor Williams explained that at the January 24th Council meeting the decision was made to remove the Interim status from Chris Clayton's title. The Council is convinced that Mr. Clayton is the person they want as the Central Point City Manager. It was explained that the Council could advertise and pay to have applicants come to an interview process but we would not find a better qualified candidate that truly cares about the City of Central Point and its citizens. He presented the City Manager's Employment Contract and recommended the Council discuss an appropriate salary.

When the Council filled the City Manager vacancy internally, the resulting vacancy in the position of Assistant City Manager was not filled. Council has determined that position will not be filled. Contracting with the City Manager within the proposed range will not have an increased fiscal impact on the city.

Councilman Dingler stated that a survey of city managers of comparable cities was conducted by the Human Resource Manager. He explained his process for deciding that a range of \$100,000 to \$130,000 would be appropriate with the same benefit package as the management team. There was discussion of the cities that were surveyed and optional benefit packages.

Bruce Dingler made a motion authorizing the Mayor to sign an employment contract making Chris Clayton the Central Point City Manager with a beginning salary of \$120,000. David Douglas seconded. Roll call: Mayor Williams, yes; Allen Broderick, yes; Bruce Dingler, yes; David Douglas, yes; Kelly Geiger, yes; and Rick Samuelson, yes. Motion approved.

IX. MAYOR'S REPORT

Mayor Williams reported that he attended:

- 2 Medford Water Commission meetings.
- the February Study Session on Water Rates.
- a meeting where the Jackson County Assessor talked about the history of taxation and the assessed property values in our area.
- a TRADCO meeting where they talked about the Central Point TOD.

X. CITY MANAGER'S REPORT

City Manager Chris Clayton reported that:

- City Attorney Paul Nolte has decided to retire as of June 30, 2013. We will be doing an RFP to look for a new City Attorney.
- A court date has been set for Mr. and Mrs. Olson regarding the property on North 2nd Street. There has been no response in regard to the resolution that was passed by the council to continue with the Derelict Structure Ordinance.

Council would like to see staff contact Mr. and Mrs. Olson in person to verify that they have received the information and court date.

- There are many issues waiting on the outcome of the County budget process. There could be impacts to the City regarding the possible closure of the libraries, the Jackson County Expo, and the Sheriff's Department layoffs.
- The Rogue Valley Government Finance Officers had a presentation this week regarding Bond measures. Now is a good time to seek Bond measures because the cost of money is so low. Right now interest rates are in our favor.
- He will be attending a meeting with the Mayor tomorrow to discuss the Medford Water Commission and an SDC letter they have received regarding transparency issues.

XI. COUNCIL REPORTS

Council Member Kelly Geiger reported that he attended a SOREDI meeting. They are changing their approach with the community and will be more interactive.

Council Member Rick Samuelson reported that he attended an RVCOG Board meeting where they approved an IGA with the MPO.

Council Member Bruce Dingler reported that he attended the Study Session on Water rates.

Council Member David Douglas reported that he attended the Bear Creek Greenway meeting. The Chamber auction is March 23rd, the City has reserved a table if any Council Members wish to attend. He is working with Mr. Clayton and Mr. Samitore on the Central Point Little League fields that are in desperate need of help. The board will bring a request to the City Council at a later date.

XII. DEPARTMENT REPORTS

City Attorney Paul Nolte wanted to express his pleasure in regards to working for the City of Central Point. The Staff and the Council have been very easy to work with. He started working for government in 1969 and it has been a pleasure to work with Central Point.

Community Development Director Tom Humphrey stated that

- The County has asked the cities to send a letter to DLCD encouraging them to expedite the region plan.
- There was a meeting of the boot camp graduates this week. They will be meeting monthly to help each other with being a destination business.
- Building Official Todd Meador was a great help to the School District when they had flooding. He worked over a holiday weekend to make sure they were able to install the modulars so the students would have a place to hold classes.

Human Resource Director Barb Robson reported that she attended the CIS Annual Conference, the Finance Directors presentation, and Urban Renewal training. She has been working on the City Managers Agreement with the Mayor.

Police Captain Brian Day reported that he also attended the CIS Conference. The Department has been meeting with the Jackson County Sheriff's office to form a game plan in case they do have layoffs. He explained some of the options for the city if those layoffs effect our processes.

Parks and Public Works Director Matt Samitore reported that:

- There is a small group of citizens who would like to hang military hero banners in the downtown area. He does not feel that he has the authority to approve or deny this request. The Council asked if the group would be doing a presentation regarding this item, but Mr. Samitore did not think they plan to come before the council. At this time the Council is not interested.

- Representative Richardson has been in contact with him regarding the funding of a Community Center in Central Point. He would like to have the Council review some plans by appointing an AdHoc committee to make a recommendation for approval. He needs to know if the City is willing to financially support a Community Center if he is able to get the initial funding through grants.

Allen Broderick made a motion to appoint himself, Kelly Geiger, and David Douglas to a Community Center review AdHoc Committee. Kelly Geiger seconded. Roll call: Mayor Williams, yes; Allen Broderick, yes; Bruce Dinger, yes; David Douglas, yes; Kelly Geiger, yes; and Rick Samuelson, yes. Motion approved.

- Representative Richardson would also like to discuss options for funding the maintenance of the cemetery with funds other than City of Central Point.
- The School District has asked the City to gift two surplus vehicles and a lawn mower to them. Their current vehicles are very old and need to be replaced but they do not have the funds. These vehicles are surplus and been authorized for auction. There would be no financial impact to the city if we were to donate these to the School District. Council agreed this was a good option.

XIII. EXECUTIVE SESSION - None

XIV. ADJOURNMENT

Bruce Dinger moved to adjourn, all said "aye" and the Council Meeting was adjourned at 9:16 p.m.

The foregoing minutes of the February 28, 2013, Council meeting were approved by the City Council at its meeting of March 14, 2013.

Dated:

Mayor Hank Williams

ATTEST:

City Recorder

RESOLUTION SETTING WATER RATES



STAFF REPORT

March 6, 2013

AGENDA ITEM:

Water Rate Increases

STAFF SOURCE:

Matt Samitore, Director

SUMMARY:

In November of 2009, the FCS Group completed a water rate study which confirmed that a water rate increase was necessary to meet current and future needs and to maintain water distribution service levels currently provided by the City of Central Point. The principal project manager for FCS Group, John Ghilarducci, presented a comprehensive rate analysis and future rate recommendations to the City Council in early 2010. After careful deliberation, the City Council adopted a “cost of service” rate plan which included an inverted block rate structure to be implemented over a period of 10 years; a plan which included annual water rate adjustments and a gradual increase of the repair and replacement fees.

Following Council adoption of the new “cost of service” rate plan which was implemented in February 2010, a series of variables has proceeded to negatively impact the revenue projections contained in the 2009 water rate analysis. The City Council then made changes in January 2011 to increase the base fee to \$10.00 in an effort to match the projected fund needs.

However, several factors have played a significant role in the fund not meeting its revenue projections and needs.

Current Variables:

1. Unusually wet/cold winter & spring.
2. Unusually short summer weather period.
3. Debt Financing/Payment for Vilas Water Reservoir.
4. The new rate structure’s impact on conservation.
5. Water Rate Plan of 2009 not implemented.
6. Limited growth within the system – Recession.
7. 2005-2008 CIP Plan with limited return on investment.

The attached updated/revised “cost of service” plan (attachment “A”) is based upon two primary factors. 1) The need to stabilize the fund so it no longer has a negative fund balance and 2) Council’s goal of rebuilding a reserve over the next 10 years.

Possible Future Variables:

1. Water reservoir capital project – Tolo/Exit 35 Planning.
2. Medford Water Commission’s future policy decisions.

PROPOSAL:

1. Staff has prepared a resolution adopting a new rate schedule per the revised attachment (Attachment "B"). If adopted, the revised rate schedule will increase the average single family residential base rate from \$11.00/month to \$13.00/month, a net increase of \$2.00 per month. There is a proposed 8% change to consumption rates.
2. Hidden Grove system would be billed at the same as standard single family homes, with the City potentially taking over the system in the next 6 months based upon budget committee/City Council directive.
3. Staff has cut \$159,000 within the fund.
4. Residential irrigation meters would be billed the residential rate.
5. All residential meters will be billed on the number of units associated with the type of housing instead of the meter size.
6. FCS Group has updated the water rate plan which indicates annual increases to recover the fund. The final draft will be presented to Council at the March 14, 2013 meeting.

FISCAL IMPACTS

1. Adoption of the revised rates will strengthen the integrity of the water fund and start creating a fund reserve.
2. Keeping current rates will correspond with 3.5 positions eliminated and service level cuts to maintenance and customer service hours.

RECOMMENDATION:

Approve the attached resolution and "revised" rate plan as proposed.

A RESOLUTION OF THE CITY OF CENTRAL POINT SETTING WATER RATES

Recitals:

- A. In November 2009, the City of Central Point conducted a comprehensive water rate study. Based on the findings of that study it was determined that in the best interest of the City's water utility service business water rates will be amended annually.
- B. March 2011 revenue requirements were reviewed and an update was made to the water study and rates. This update to the water rate master plan includes Medford Water Commission's current rate increase and forecasting for the next two years of water purchases, and provided sufficient funding for debt service on the water reservoir project to be completed in 2013.
- C. Since 2011 the water fund has had a negative fund balance because of factors with low growth within the city, seasonal low in temperatures and construction of the Vilas water reservoir have all contributed to the negative fund effect.
- D. In January 2013 a study by Financial Consultant Services (FCS) Group, Inc. determined rates that are needed to stabilize the fund.
- E. The rate adjustment will affect the fixed monthly base charges for service as well as an increase in consumption rates.
- F. Multi-Family base rates will be based upon 50% of the residential 5/8" meter size.
- G. Senior Housing base rates will be based upon 25% of the residential 5/8" meter size.

The City of Central Point resolves as follows:

Section 1. Effective April, 2013, the City of Central Point Water Rates shall be as set forth on the attached schedule

Residential

Meter Size	Monthly Base Charge	Monthly R & R Charge	Total Monthly Fixed Charge	Volume Charge First 8 ccf	Volume Charge 8 - 22 ccf	Volume Charge Over 22 ccf
5/8"	12.00	1.00	13.00	0.86	1.67	2.75
1"	17.00	2.45	19.45	0.86	1.67	2.75
1.5"	22.00	8.15	30.15	0.86	1.67	2.75
2"	32.00	11.15	43.15	0.86	1.67	2.75
3"	52.00	25.25	77.25	0.86	1.67	2.75
4"	72.00	43.85	115.85	0.86	1.67	2.75
6"	137.00	86.00	223.00	0.86	1.67	2.75
8"	212.00	139.50	351.50	0.86	1.67	2.75

Commercial & Standby

Meter Size	Monthly Base Charge	Monthly R & R Charge	Total Monthly Fixed Charge	Volume Charge First 8 ccf
5/8"	10.50	1.00	11.50	1.51
1"	13.50	2.10	15.60	1.51
1.5"	18.50	4.00	22.50	1.51
2"	23.50	7.15	30.65	1.51
3"	38.50	14.10	52.60	1.51
4"	55.50	21.70	77.20	1.51
6"	102.00	44.00	146.00	1.51
8"	160.00	68.00	228.00	1.51

Irrigation

Meter Size	Monthly Base Charge	Monthly R & R Charge	Total Monthly Fixed Charge	Volume Charge First 8 ccf	Volume Charge 8 - 22 ccf	Volume Charge Over 22 ccf
5/8"	11.00	1.50	12.50	0.86	1.67	2.75
1"	17.00	4.15	21.15	0.86	1.67	2.75
1.5"	27.00	8.65	35.65	0.86	1.67	2.75
2"	39.00	14.00	53.00	0.86	1.67	2.75
3"	72.00	28.00	100.00	0.86	1.67	2.75
4"	108.00	44.00	152.00	0.86	1.67	2.75
6"	208.00	88.00	296.00	0.86	1.67	2.75
8"	330.00	139.00	469.00	0.86	1.67	2.75
Hydrant	27.00	20.00	47.00	3.02		
Hidden Grove	2,376.00	198.00	2,574.00	1.51		
Expo	0.00	0.00	0.00	1.46		
Hardship Discount			50%	50%		
Outside City Factor			200%	200%		

Multi-Family

Units	Monthly Base Charge	Monthly R & R Charge	Total Monthly Fixed Charge	Volume Charge
3	18.00	4.50	22.50	1.51
4	24.00	6.00	30.00	1.51
5	30.00	7.50	37.50	1.51
6	36.00	9.00	45.00	1.51
7	42.00	10.50	52.50	1.51
8	48.00	12.00	60.00	1.51
9	54.00	13.50	67.50	1.51
10	60.00	15.00	75.00	1.51

Senior-Housing

Units	Monthly Base Charge	Monthly R & R Charge	Total Monthly Fixed Charge	Volume Charge
5	15.00	1.25	16.25	1.51
10	30.00	2.50	32.50	1.51
15	45.00	3.75	48.75	1.51
20	60.00	5.00	65.00	1.51
25	75.00	6.25	81.25	1.51
30	90.00	7.50	97.50	1.51
35	105.00	8.75	113.75	1.51
40	120.00	10.00	130.00	1.51

Passed by the Council and signed by me in authentication of its passage this _____ day of March, 2013.

Mayor Hank Williams

ATTEST:

City Recorder

**ORDINANCE AMENDING CPMC
13.04.010 – WATER RATES**



STAFF REPORT

To: City Council
From: Matt Samitore, Director, Parks & Public Works
Subject: Water Rate Ordinance Revisions
Date: March 6, 2013

AGENDA ITEM:

Amendments to Chapter 13.04.010 regarding water rates

STAFF SOURCE:

Matt Samitore, Director

SUMMARY:

The current municipal code still has some language related to the cost of water fees. The ordinance revision would eliminate all the fee schedules from the ordinance and allow for council to approve changes via a resolution.

Staff has also added language defining that the number of units can also be a factor in determining the water rate.

Lastly, the amount charged to outside customers was changed to 200% per recommendations from council at the January study session.

SECOND READING CHANGES:

Staff has made changes to section A, L and M clarifying the language within those sections.

RECOMMENDATION:

Approve the second reading of the amendments to change CPMC Chapter 13.04.010.

AN ORDINANCE AMENDING CHAPTER 13.04.010 OF THE CENTRAL POINT MUNICIPAL CODE REGARDING WATER RATES

Recitals:

- A. The current ordinance allows for inequities in residential billing.
- B. Billings for residential meters shall be based upon the number of units and not the meter size.
- C. Rates and fees shall be adjusted by City Council via resolution.
- D. Words ~~lined through~~ are to be deleted and words in **bold** are added.

THE PEOPLE OF THE CITY OF CENTRAL POINT DO ORDAIN AS FOLLOWS:

Section 1. Chapter 13.04.010 of the Central Point Municipal Code is amended to read:

13.04.010 Water rates.

- A. Water rates, which are adopted by resolution, are based on a cost of service structure and are defined by the following categories: residential, commercial and standby, and irrigation. Special rate considerations are also established for Hidden Grove, Jackson County Expo, hardship discounts, and an outside city factor.

Water rates will generally include the following: a monthly fixed base charge, a fixed monthly repair and replacement fee, and usage rates based on consumption. Rates are also defined by meter size ~~or~~; **number of residential units** and water usage rates are based on an inclining scale.

- B. Any amount of water used shall be paid for at the rate specified in the schedule above per one hundred cubic feet or fraction thereof.
- C. The rate for use of water outside the city limits shall be ~~one and one-half~~ **two** times the rate charged to users within the city.
- D. Water rates and associated fees may be modified annually as deemed necessary by the city council.

- E. All water connections will be billed a nonrefundable account maintenance ~~fee~~ fee ~~of ten dollars set by resolution.~~
- F. Water connections or reconnections made on regular work days between the hours of four-thirty p.m. and eight a.m., weekends, or holidays are considered after hours and will be assessed an additional ~~seventy-five-dollar fee set by resolution.~~
- G. Water connection charges for bulk water drawn from fire hydrants will be charged according to the current rate schedule, ~~plus a one-hundred-fifty-dollar account set up fee adopted by resolution.~~
- H. Standby water service or fire protection water service charges will be according to the water rate schedule adopted by resolution.
- I. Accounts turned off for nonpayment will be assessed a ~~thirty-five-dollar fee, set by resolution,~~ upon reconnection.
- J. A ~~thirty-five-dollar fee set by resolution~~ will be charged for all dishonored payments.
- K. A water meter fee of ~~two-hundred-fifty-dollars set by resolution~~ will be charged for each meter.
- L. A water tap fee ~~of two thousand seven hundred dollars set by resolution~~ will be charged for each new connection from the meter to the city water line.
- M. ~~Compound-Fire Line~~ meters will be assessed a monthly fee based upon the current water rate resolution ~~base charge plus repair and replacement fees according to the largest-sized compound meter,~~ with the smaller ~~bypass-low-flow~~ meters charged for water consumption only. ~~The base charge and replacement fees will be set by resolution.~~ (Ord. 1932 §1(part), 2010).

Passed by the Council and signed by me in authentication of its passage this _____ day of _____, 2013.

Mayor Hank Williams

ATTEST:

City Recorder

**RESOLUTION ESTABLISHING
MISCELLANEOUS WATER FEES**



STAFF REPORT

Parks and Recreation Department
Matt Samitore, Director

To: City Council
From: Matt Samitore, Director, Parks & Public Works
Subject: Miscellaneous Water Fees Resolution
Date: March 6, 2013

AGENDA ITEM:

Establishing a Miscellaneous Water Fees Resolution, taking the established fees from Chapter 13.04.010 and putting them within a resolution.

STAFF SOURCE:

Matt Samitore, Director

SUMMARY:

Following the second reading of an ordinance amending Chapter 13.04.010 a rate resolution needs to be established by Council. The fees will be reviewed on an annual basis with the regular water rate schedule. The current rates will remain unchanged.

RECOMMENDATION:

Approve the Miscellaneous Fees Water Rate Resolution.

A RESOLUTION OF THE CITY OF CENTRAL POINT SETTING MISCELLANEOUS WATER FEES

Recitals:

- A. In March 2013, the City of Central Point amended chapter 13.04.010 establishing all miscellaneous water fees to be set via resolution.
- B. All fees within the Municipal Code have been put within resolutions so Council can update them when necessary.
- C. Fees are analyzed annually by the Council to review if they should be adjusted.

The City of Central Point resolves as follows:

Section 1. Effective March 14, 2013, the City of Central Point Water Rates shall be as set forth on the attached schedule

Miscellaneous Fees	
Description	Fee
Water Connections	10.00
After Hours Connections	75.00
Nonpayment Reconnection	35.00
Dishonored Payments	35.00
Water Meter Fee	250.00
Water Tap Fee	2,700.00

Passed by the Council and signed by me in authentication of its passage this _____ day of March, 2013.

Mayor Hank Williams

ATTEST:

City Recorder

**FIRST READING – ORDINANCE
CREATING EASTSIDE TOD**



STAFF REPORT

March 14, 2013

AGENDA ITEM: File No. 12003

Consideration of an ordinance amending the Comprehensive Plan Land Use Plan Map, Zoning Map, and Section 17.08 Definitions and Sections 17.65 through 17.67 Transit Oriented Development District of the City of Central Point Municipal Code creating an Eastside Transit Oriented Development District (ETOD); Applicant: City of Central Point.

STAFF SOURCE:

Tom Humphrey, Community Development Director

BACKGROUND:

In late 2011 the City Council directed staff to prepare a master land use plan for the area north of East Pine Street and west of Hamrick Road. The reasoning for pursuing a master land use plan for the area was based on:

1. The area accounts for 40% of the City’s buildable residential acreage and 30% of the commercial buildable acreage;
2. Meet the minimum density requirements in the Greater Bear Creek Valley Regional Plan (Regional Plan)¹; and
3. Address the Regional Transportation Plan & City Transportation Plan Alternative Measures² requirement for an increased percentage of new residential and employment development to occur in transit oriented development districts.

In lieu master planning the study area it was determined that it would be more practical to use the City’s existing transit oriented development (TOD) standards. The City’s TOD standards not only address the density requirements of the Regional Plan and the expanded use of TODs per the Alternative Measures, but also include requirements to master plan development of 5 acres or more³.

During preparation of the ETOD there were three neighborhood meetings to discuss land use opportunities and concerns, a Planning Commission open discussion session, two Planning Commission public hearings, and one meeting of the Citizens Advisory Committee. On February 5, 2013 the Planning Commission approved Resolution No. 789 forwarding a favorable recommendation to the City Council to approve the ETOD and associated Comprehensive Plan and Zoning amendments.

PROJECT DESCRIPTION:

The ETOD project involves:

¹ Minimum density of 6.9 Dwelling units per gross acre 2010 – 2035 and 7.9 dwelling units per gross acre 2036 - 2060

² Alternative Measures 5 and 6

³ Proposed to be reduced to 2 acres

1. Amendment to the General Land Use Plan Map designating the ETOD area as a TOD District. This action overlays the ETOD area with the TOD land use designation, including planned zoning.
2. Amendment to the Zoning Map applying TOD District zoning to the ETOD area. This action applies the planned zoning in the General Land Use Plan Map to the Zoning Map.
3. Amendments to the Transit Oriented Development Zoning Ordinance Sections 17.08 and 17.65 through 17.67.

The proposed ETOD will result in changes to the areas residential density from a min/max of 3.1/5.1 to a min/max of 7.7/16.9 dwelling units per gross acre. Based on prior TOD projects⁴ the probable maximum density as a TOD will be 11.8 dwelling units per gross acre. The Regional Plan requires a minimum density of 6.7 dwelling units per gross acre.

ISSUES:

During the preparation of the ETOD there were two basic issues:

1. Concerns regarding the protection of existing land uses against future development. In addressing these concerns numerous revisions were made to the City’s TOD ordinances (to be discussed at meeting). Subsequent to the Planning Commission recommendation a Special Condition was added to Section 17.65.25 requiring “Right-to-Farm” disclosure statement on all new development adjacent to agricultural uses (Attachment “F”).
2. The Oregon Department of Transportation (ODOT) does not concur with the City’s methodology for calculating whether or not the ETOD will cause a “significant affect” on transportation facilities. Rather than continue the debate on “significant affect” it has been agreed that the City will include a trip cap on development within the ETOD until such time as the Interchange 33 Access Management Plan (IAMP33) is approved and incorporated into the TSP. The trip cap would be equivalent to the current TSP’s traffic projections for the ETOD.

In response to the above, and subsequent to the Planning Commission’s recommendation, the ETOD proposal has been amended as follows:

1. General Land Use Plan Map, added note identifying ETOD area as being subject to a trip cap per Section 17.65.025(A).
2. Zoning Map, added note identifying ETOD area as being subject to a trip cap per Section 17.65.025(A).
3. Amend Section 17.65 by adding a Section 17.65.25 Special TOD District/Corridor Conditions (See Attachment “C” for specific language).

EXHIBITS/ATTACHMENTS:

-
- Attachment “A – Comprehensive Plan Land Use Map”
 - Attachment “B – Zoning Map”
 - Attachment “C – Language Changes to TOD Standards” (Changes to the Zoning Ordinance text are shown in **red**.)
 - Attachment “D – ETOD Findings of Fact (available on request)
 - Attachment “E” – Resolution No. 789
 - Attachment “F – Right-to-Farm Disclosure”
 - Attachment “G – ETOD Ordinance”

ACTION:

Open public hearing and take testimony, close public hearing and direct staff to prepare ordinance for second reading.

RECOMMENDATION:

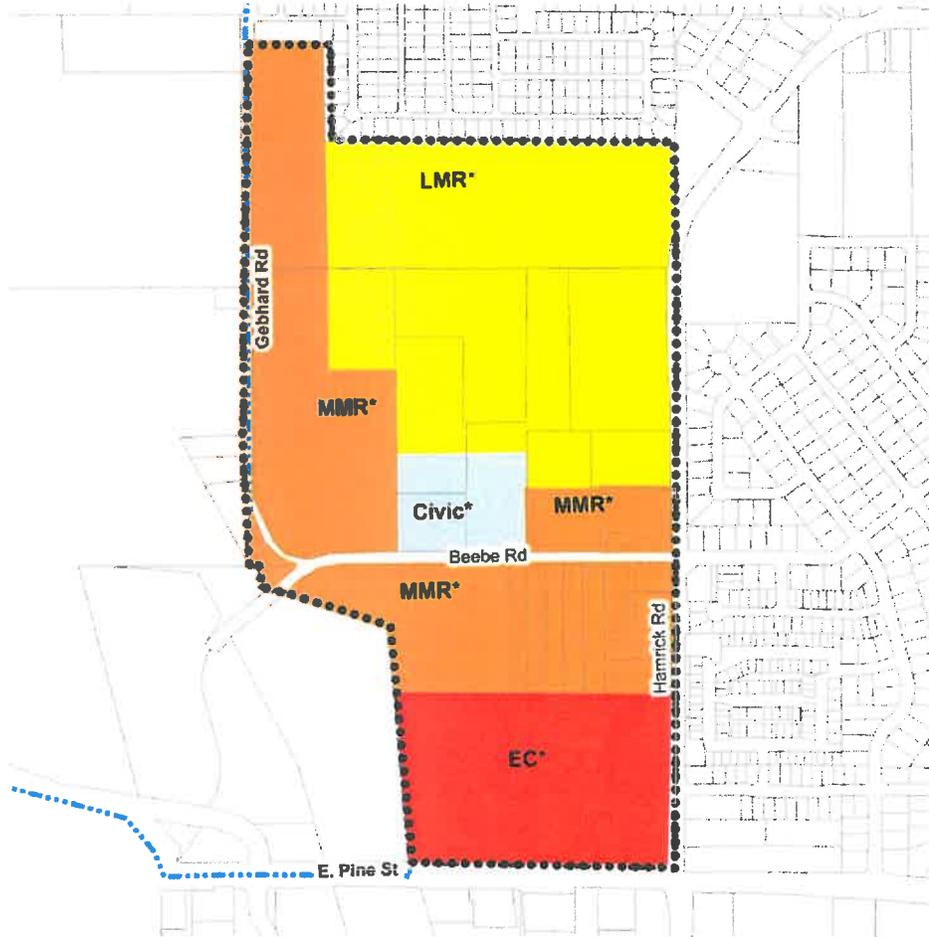
Direct staff to prepare an ordinance and schedule for a second reading on March 28, 2013

⁴ Twin Creeks TOD has an approved gross density of 11.09 units, but could have been designed to a maximum of 19.6 units.

ATTACHMENT “A - Comprehensive Plan Land Use Map”



ATTACHMENT "A" - PROPOSED ETOD COMPREHENSIVE PLAN



Legend

- Study Area
- Civic (C)
- Medium Mix Residential (MMR)
- Urban Growth Boundary
- Low Mix Residential (LMR)
- Employment Commercial (EC)

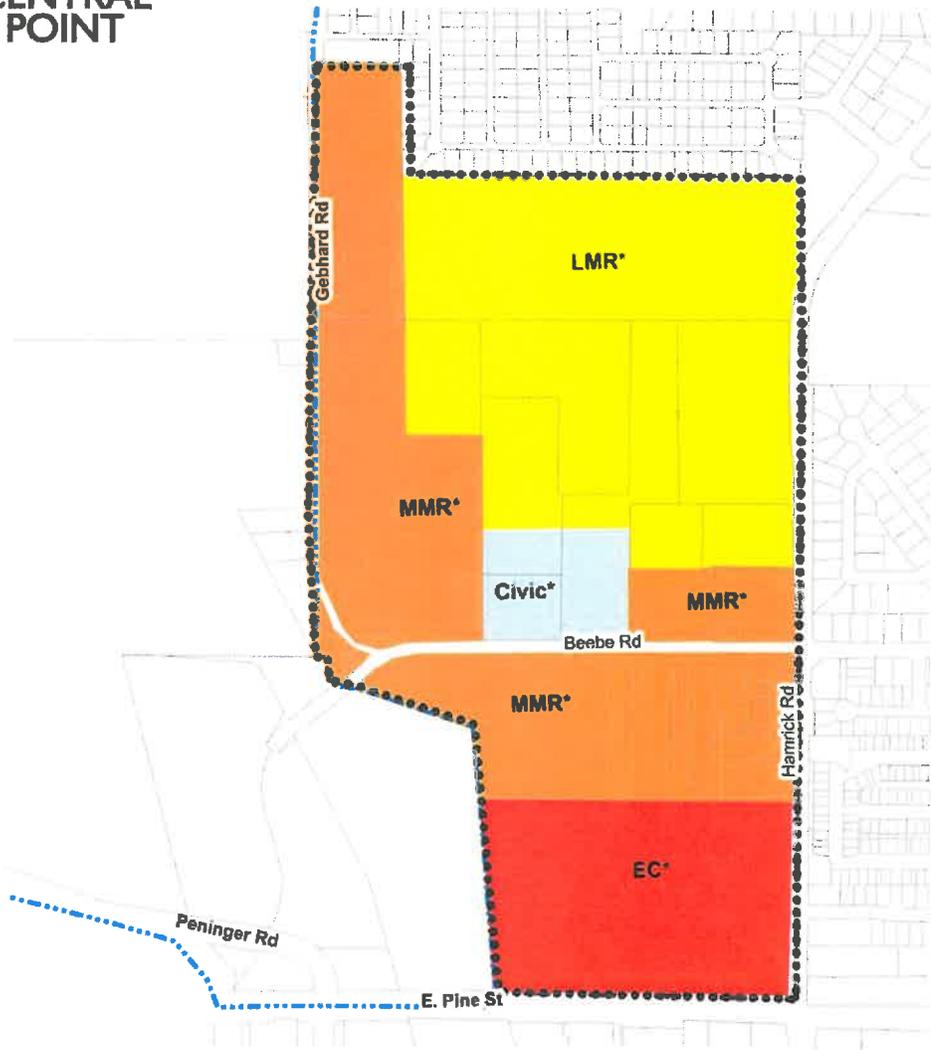
* All development within the ETOD subject to special conditions per CPMC Section 17.65.25(A), ETOD Trip Cap
 Note: Enlargement of Comprehensive Plan Map included by reference

Comprehensive Plan Proposed Eastside TOD District

ATTACHMENT "B – Zoning Map"



ATTACHMENT "B" - PROPOSED ETOD ZONING MAP



Legend

- Study Area
- Civic (C)
- Medium Mix Residential (MMR)
- Urban Growth Boundary
- Low Mix Residential (LMR)
- Employment Commercial (EC)

* All development within the ETOD subject to special conditions per CPMC Section 17.65.25(A), ETOD Trip Cap
 Note: Enlargement of Amended Zoning Map included by reference

Proposed Eastside TOD District Zoning Map

ATTACHMENT “C – Language Changes to TOD Standards”

Chapter 17.08

17.08.010 Definitions, specific

“Development” The physical development of land, including; but not limited to partitions, subdivisions, building construction, and infrastructure improvements.

“Master Plan” A long-term written and illustrated plan, prepared in accordance with Section 17.66.020 (A)(1), providing overall guidance and instruction for the use and development of a specific geographic areas within TOD Districts or Corridors.

Chapter 17.65 TOD DISTRICTS AND CORRIDORS

Sections:

- 17.65.010 Purpose.
- 17.65.020 Area of application.
- 17.65.25 Special Conditions
- 17.65.030 Conflict with other regulations.
- 17.65.040 Land use--TOD district.
- 17.65.050 Zoning regulations--TOD district.
- 17.65.060 Land use--TOD corridor.
- 17.65.070 Zoning regulations--TOD corridor.

17.65.010 Purpose.

The purpose of the Central Point transit oriented development (TOD) district is to promote efficient and sustainable land development and the increased use of transit as required by the Oregon Transportation Planning Rule. (Ord. 1815 §1(part), Exh. B(part), 2000).

17.65.020 Area of application.

These regulations apply to the Central Point TOD districtss and corridorss. The boundaries of ~~these two TOD districts and corridors areas~~ are shown on the official city comprehensive plan and zoning maps.

- A. A development application within ~~the a~~ TOD district shall comply with the requirements of this chapter.
- B. At the discretion of the applicant, a development application within ~~the a~~ TOD corridor shall be subject to:
 - 1. The normal base zone requirements as identified on the official zoning map and contained in this code; or
 - 2. The TOD corridor requirements contained in this chapter. (Ord. 1815 §1(part), Exh. B(part), 2000).

17.65.25 Special Conditions.

On occasion it may be necessary to impose interim development restrictions on certain TOD districts or corridors. Special conditions will be identified in this section for each TOD district or corridor.

A. Eastside Transit Oriented Development District (ETOD) Trip Caps. Development within the ETOD shall be subject to the following schedule:

1. Development within the ETOD shall not cause the aggregated daily trips to exceed 17,000 ADT for the entire ETOD area. This trip cap shall be removed at such time as the City amends the TSP to incorporate ODOT's IAMP 33; and

The Planning Director, or designee, shall maintain an accounting of all ADT for all proposed development applications within the ETOD. Projects that will exceed the trip cap shall not be approved.

B. Eastside Transit Oriented Development District (ETOD) Agricultural Mitigation. All development shall acknowledge the presence of active farm uses within the ETOD area by recording a Right-to-Farm disclosure statement as a condition of final plat, transfer of property, or site plan. Site Plan and Architectural Review approval. The ETOD Agricultural Mitigation shall be removed at such time as the Urban Growth Boundary is incorporated and completely builds out.

17.65.30 Conflict with other Regulations

When there is a conflict between the provisions of this chapter and other requirements of this title, the provisions of this chapter shall govern. (Ord. 1815 Subsection 1(part), Exhibit. B(part), 2000)

17.65.040 Land use--TOD district.

Four special zone district categories are applied in the Central Point TOD ~~districts~~corridor. The characteristics of these zoning districts are summarized in subsections A through D of this section.

A. Residential (TOD).

1. LMR--Low Mix Residential. This is the lowest density residential zone in the district. Single-family detached residences are intended to be the primary housing type, however attached single-family, and lower density multifamily housing types are also allowed and encouraged.

2. MMR--Medium Mix Residential. This medium density residential zone focuses on higher density forms of residential living. The range of housing types includes higher density single-family and a variety of multifamily residences. Low impact commercial activities may also be allowed.

3. HMR--High Mix Residential/Commercial. This is the highest density residential zone intended to be near the center of the TOD district. High density forms of multifamily housing are encouraged along with complementary ground floor commercial uses. Low impact commercial activities may also be allowed. Low density residential uses are not permitted.

B. Employment (TOD).

1. EC--Employment Commercial. Retail, service, and office uses are primarily intended for this district. Activities which are oriented and complementary to pedestrian travel and transit are encouraged. Development is expected to support pedestrian access and transit use. Automobile oriented activities are generally not included in the list of permitted uses. Residential uses above ground floor commercial uses are also consistent with the purpose of this zone.

2. GC--General Commercial. Commercial and industrial uses are primarily intended for this district. Activities which are oriented and complementary to pedestrian travel and transit are encouraged. Residential uses above ground floor commercial uses are also consistent with the purpose of this zone.

C. C--Civic (TOD). Civic uses such as government offices, schools, and community centers are the primary uses intended in this district. These uses can play an important role in the vitality of the TOD district.

D. OS--Open Space (TOD). Because the density of development will generally be higher than other areas in the region, providing open space and recreation opportunities for the residents and employees in the TOD district becomes very important. This zone is intended to provide a variety of outdoor and recreation amenities. (Ord. 1867 §4(part), 2006; Ord. 1815 §1(part), Exh. B(part), 2000).

17.65.050 Zoning regulations--TOD district.

A. Permitted Uses. Permitted uses in Table 1 are shown with a "P." These uses are allowed if they comply with the applicable provisions of this title. They are subject to the same application and review process as other permitted uses identified in this title.

B. Limited Uses. Limited uses in Table 1 are shown with an "L." These uses are allowed if they comply with the specific limitations described in this chapter and the applicable provisions of this title. They are subject to the same application and review process as other permitted uses identified in this title.

C. Conditional Uses. Conditional uses in Table 1 are shown with a "C." These uses are allowed if they comply with the applicable provisions of this title. They are subject to the same application and review process as other conditional uses identified in this title.

D. Density. The allowable residential density and employment building floor area are specified in Table 2.

E. Dimensional Standards. The dimensional standards for lot size, lot dimensions, building setbacks, and building height are specified in Table 2.

F. Development Standards.

1. Housing Mix. The required housing mix for the TOD district is shown in Table 2.

2. Accessory Units. Accessory units are allowed as indicated in Table 1. Accessory units shall meet the following standards:

- a. A maximum of one accessory unit is permitted per lot;
- b. The primary residence and/or the accessory unit on the lot must be owner-occupied;
- c. An accessory unit shall have a maximum floor area of eight hundred square feet;
- d. The applicable zoning standards in Table 2 shall be satisfied.

Table 1
TOD District Land Uses

Use Categories	Zoning Districts						
	LMR	MMR	HMR	EC	GC	C	OS
Residential							
Dwelling, Single-Family							
Large and standard lot	P	L5	N	N	N	N	N
Zero lot line, detached	P	P	N	N	N	N	N
Attached row houses	P	P	P	C	N	N	N
Dwelling, Multifamily							
Multiplex, apartment	P	P	P	L1	L1	N	N
Accessory Units	P1	P1	P1	C	N	N	N
Boarding/Rooming House	N	C	C	N	N	N	N
Family Care							
Family day care	P	P	P	N	N	N	N
Day care group home	C	C	P	N	N	N	N
Adult day care	C	C	C	N	N	N	N
Home Occupation	P	P	P	P	N	N	N
Residential Facility	P	P	P	N	N	N	N
Residential Home	P	P	P	N	N	N	N
Senior Housing	N	P	P	L1	N	C	N
Commercial							
Entertainment	N	N	C	P	P	N	N
Professional Office	C	L3	L3, L4	P	P	P	N
Retail Sales and Service							
Sales-oriented	C	L3	L3	P	P	N	N
Personal service-oriented	C	C	C	P	P	N	N
Repair-oriented	N	N	N	P	P	N	N
Drive-through facilities	N	N	N	P	P	N	N
Quick vehicle service	N	N	N	P	P	N	N
Vehicle sales, rental and repair	N	N	N	P	P	N	N
Tourist Accommodations							
Motel/hotel	N	N	C	P	P	N	N
Bed and breakfast inn	C	C	P	P	P	N	N

Industrial							
Manufacturing	N	N	N	N	P	N	N
Industrial Service							
Light	N	N	N	N	P	N	N
Heavy	N	N	N	N	C	N	N
Wholesale Sales	N	N	N	N	P	N	N
Civic							
Community Services	C	C	C	N	N	P	C
Hospital	C	C	C	C	N	C	N
Public facilities	C	C	C	C	C	C	N
Religious assembly	C	C	C	C	N	P	N
Schools	C	C	C	N	N	P	L2
Utilities	C	C	C	C	C	C	C
Open Space							
Parks and Open Space	P	P	P	P	P	P	P

N--Not permitted.

P--Permitted use.

P1--Permitted use, one unit per lot.

C--Conditional use.

L1--Only permitted as residential units above ground floor commercial uses.

L2--School athletic and play fields only. School building and parking lots are not permitted.

L3--Ground floor business within a multifamily building. Maximum floor area of ten thousand square feet per tenant.

L4--Second story offices may be permitted in areas adjacent to EC zones as a conditional use.

L5--Only permitted as a transition between lower density zones and/or when adjacent to an environmentally sensitive area.

3. Parking Standards. The off-street parking and loading requirements in Chapter 17.64 shall apply to the TOD district and TOD corridor, except as modified by the standards in [Table 3 of](#) this section.

a. Fifty percent of all residential off-street parking areas shall be covered. Accessory unit parking spaces are not required to be covered.

b. Parking standards may be reduced when transit service is provided in the TOD district and TOD corridor and meets the following conditions:

i. Parking standards may be reduced up to twenty-five percent when transit service is provided in the TOD district and TOD corridor.

ii. Parking standards may be reduced up to fifty percent when transit service is provided in the TOD district and TOD corridor and when bus service includes fifteen-minute headways during the hours of seven to nine a.m. and four to six p.m.

c. Bicycle parking standards in [Chapter 17.64](#) shall not be reduced at any time.

d. Shared parking easements or agreements with adjacent property owners are encouraged to satisfy a portion of the parking requirements for a particular use where compatibility is shown. Parking requirements may be reduced by the city when reciprocal agreements of shared parking are recorded by adjacent users.

Table 2 TOD District Zoning Standards							
Standard	Zoning Districts						
	LMR	MMR	HMR	EC	GC	C	OS
Density—Units Per Net Acre (f)							
Maximum	12	32	NA	NA	NA	NA	NA
Minimum	6	14	30	NA	NA	NA	NA
Dimensional Standards							
Minimum Lot or Land Area/Unit							
Large single-family	5,000 SF	NA	NA	NA	NA	NA	NA
Standard single-family	3,000 SF	NA	NA	NA	NA	NA	NA
Zero lot line detached	2,700 SF	2,700 SF	NA	NA	NA	NA	NA
Attached row houses	2,000 SF	1,500 SF	1,200 SF	NA	NA	NA	NA
Multifamily and senior housing	2,000 SF	1,500 SF	1,000 SF	1,000 SF	NA	NA	NA
Average Minimum Lot or Land Area/Unit							
Large single-family	7,500 SF	NA	NA	NA	NA	NA	NA
Standard single-family	4,500 SF	NA	NA	NA	NA	NA	NA
Zero lot line detached	3,000 SF	3,000 SF	NA	NA	NA	NA	NA
Attached row houses	2,500 SF	2,000 SF	1,500 SF	NA	NA	NA	NA
Multifamily and senior housing	2,500 SF	2,000 SF	1,500 SF	1,500 SF	NA	NA	NA
Minimum Lot Width							
Large single-family	50'	NA	NA	NA	NA	NA	NA

Standard single-family	50'	NA	NA	NA	NA	NA	NA
Zero lot line detached	30'	30'	NA	NA	NA	NA	NA
Attached row houses	24'	22'	18'	NA	NA	NA	NA
Multifamily and senior housing	NA	NA	NA	NA	NA	NA	NA
Minimum Lot Depth	50'	50'	50'	NA	NA	NA	NA
Building Setbacks							
Front (min./max.)	10'/15'	10'/15'	0'/15'	0'	15'	5'	15'
Side (between bldgs.) (detached/attached)	5' detached 0' attached (a)(c)	5' detached 0' attached (a)(c)	5' detached 0' attached (a)	0' 10' (b)	0' 15' (b)	0' 20' (b)	5'
Corner (min./max.)	5'/10'	5'/10'	0'/10'	5'/10'	15'/30'	5'/10'	15'/NA
Rear	15'	15'	10'	0' 10' (b)	15' (b) 0'	0' 20' (b)	5'
Garage Entrance	(d)	(d)	(d)	(e)	(e)	(e)	NA
Maximum Building Height	35'	45'	60'	60'	60'	45'	35'
Maximum Lot Coverage (g)	80%	80%	85%	100%	100%	85%	25%
Minimum Landscaped Area (i)	20% of site area	20% of site area	15% of site area (j)	0% of site area (h)	15% of site area	15% of site area	NA
Housing Mix							
Required housing types as listed under Residential in Table 1.	< 16 units in development: 1 housing type. 16–40 units in development: 2 housing types. > 40 units in development: 3 or more housing types (plus approved master plan)			NA	NA	NA	NA

Notes:

NA--Not applicable.

(a) The five-foot minimum also applies to the perimeter of the attached unit development.

(b) Setback required when adjacent to a residential zone.

(c) Setback required is ten feet minimum between units when using zero lot line configurations.

- (d) Ten feet behind front building facade facing street.
- (e) Garage entrance shall not protrude beyond the face of the building.
- (f) Net acre equals the area remaining after deducting environmental lands, exclusive employment areas, exclusive civic areas and right-of-way.
- (g) Lot coverage refers to all impervious surfaces including buildings and paved surfacing.
- (h) Parking lot landscaping and screening requirements still apply.
- (i) Landscaped area shall include living ground cover, shrubs, trees, and decorative landscaping material such as bark, mulch or gravel. No pavement or other impervious surfaces are permitted except for pedestrian pathways and seating areas.
- (j) Rooftop gardens can be used to help meet this requirement.

Table 3 TOD District and Corridor Parking Standards	
Use Categories	Minimum Required Parking
Residential	
Dwelling, Single-Family Large and standard lot Zero lot line, detached Attached row houses	2 spaces per unit.
Dwelling, Multifamily Plexes Apartments and condominiums	1.5 spaces per unit.
Dwelling, Accessory Unit	1 space per unit.
Boarding/Rooming House	1 space per accommodation, plus 1 space for every 2 employees.
Family Care Family day care Day care group home Adult day care	1 space for every 5 children or clients (minimum 1 space); plus 1 space for every 2 employees.
Home Occupation	Shall meet the parking requirement for the residence.
Residential Facility	1 space per unit.
Residential Home	1 space per unit.
Senior Housing	1 space per unit.
Commercial	
Entertainment	1 space per 250 square feet of floor area, except for theaters which shall provide 1 space per 4 seats.
Professional Office	1 space per 400 square feet of floor area.

Retail Sales and Service	
Sales-oriented	1 space per 500 square feet of floor area.
Personal service-oriented	1 space per 500 square feet of floor area.
Repair-oriented	1 space per 500 square feet of floor area.
Drive-through facilities	Parking as required by the primary use.
Quick vehicle service	1 space per 750 square feet of floor area.
Vehicle sales, rental and repair	1 space per 1,000 square feet of floor area.
Tourist Accommodations	1 space per guest unit, plus 1 space for every 2 employees.
Motel/hotel	
Bed and breakfast inn	
Industrial	
Manufacturing	1 space per employee of the largest shift.
Industrial Service	1 space per employee of the largest shift.
Light	
Heavy	
Wholesale Sales	1 space per employee of the largest shift.
Civic	
Community Services	Number to be determined as part of site plan or conditional use review.
Hospital	1 space per 500 square feet of floor area.
Public Facilities	Number to be determined as part of site plan or conditional use review.
Religious Assembly	1 space per 100 square feet of floor area for the main assembly area.
Schools	2 spaces per classroom.
Utilities	Number to be determined as part of site plan or conditional use review.
Open Space	
Parks and Open Space	Number to be determined as part of site plan or conditional use review.

(Ord. 1867 §4(part), 2006; Ord. 1815 §1(part), Exh. B(part), 2000).

17.65.070 Zoning regulations--TOD corridor.

A. Permitted Uses. Permitted uses in Table 4 are shown with a "P." These uses are allowed if they comply with the applicable provisions of this title. They are subject to the same application and review process as other permitted uses identified in this title.

B. Limited Uses. Limited uses in Table 4 are shown with an "L." These uses are allowed if they comply with the specific limitations described in this chapter and the applicable provisions of this title. They are subject to the same application and review process as other permitted uses identified in this title.

C. Conditional Uses. Conditional uses in Table 4 are shown with a "C." These uses are allowed if they comply with the applicable provisions of this title. They are subject to the same application and review process as other conditional uses identified in this title.

D. Density. The allowable residential density and employment building floor area are specified in Table 5.

E. Dimensional Standards. The dimensional standards for lot size, lot dimensions, building setbacks, and building height are specified in Table 5.

F. Development Standards.

1. Housing Mix. The required housing mix for the TOD zoning districts is shown in Table 5.

2. Accessory Units. Accessory units are allowed as indicated in Table 4. Accessory units shall meet the following standards:

- a. A maximum of one accessory unit is permitted per lot.
- b. The primary residence and/or the accessory unit on the lot must be owner-occupied.
- c. An accessory unit shall have a maximum floor area of eight hundred square feet.
- d. The applicable zoning standards in Table 5 shall be satisfied.

Use Categories	Zoning Districts			
	LMR	MMR	EC	GC
Residential				
Dwelling, Single-Family				
Large and standard lot	P	L4	N	N
Zero lot line, detached	P	P	N	N
Attached row houses	P	P	N	N
Dwelling, Multifamily				
Multiplex, apartment	P	P	L1	L1
Accessory Units	P1	P1	C	N
Boarding/Rooming House	N	C	N	N
Family Care				
Family day care	P	P	N	N
Day care group home	C	C	N	N
Adult day care	C	C	N	N
Home Occupation	P	P	P	N

Residential Facility	P	P	N	N
Residential Home	P	P	N	N
Senior Housing	N	P	L1	N
Commercial				
Entertainment	N	N	P	P
Professional Office	C	L3	P	P
Retail Sales and Service				
Sales-oriented	C	L3	P	P
Personal service-oriented	C	C	P	P
Repair-oriented	N	N	P	P
Drive-through facilities	N	N	P	P
Quick vehicle service	N	N	P	P
Vehicle sales, rental and repair	N	N	N	P
Tourist Accommodations				
Motel/hotel	N	N	P	P
Bed and breakfast inn	C	C	P	P
Industrial				
Manufacturing	N	N	N	P
Industrial Service				
Light	N	N	N	P
Heavy	N	N	N	C
Wholesale Sales	N	N	N	P
Civic				
Community Services	C	C	N	N
Hospital	C	C	C	N
Public Facilities	C	C	C	C
Religious Assembly	C	C	C	N
Schools	C	C	N	N
Utilities	C	C	C	C
Open Space				
Parks and Open Space	P	P	P	P

N--Not permitted.

P--Permitted use.

P1--Permitted use, one unit per lot.

C--Conditional use.

L1--Only permitted as residential units above ground floor commercial uses.

L2--School athletic and play fields only. School building and parking lots are not permitted.

L3--Ground floor business within a multifamily building. Maximum floor area of ten thousand square feet per tenant.

L4--Only permitted as a transition between adjacent lower density zones and/or when adjacent to an environmentally sensitive area.

Table 5				
TOD Corridor Zoning Standards				
Standard	Zone Districts			
	LMR	MMR	EC	GC
Density--Units Per Net Acre (f)				
Maximum	12	32	NA	NA
Minimum	6	14	NA	NA
Dimensional Standards				
Minimum Lot Area or Land Area/Unit				
Large single-family	5,000 SF	NA	NA	NA
Standard single-family	3,000 SF	NA	NA	NA
Zero lot line detached	2,700 SF	2,700 SF	NA	NA
Attached row houses	2,000 SF	1,500 SF	NA	NA
Multifamily and senior housing	2,000 SF	2,000 SF	1,000 SF	NA
Average Minimum Lot or Land Area/Unit				
Large single-family	7,500 SF	NA	NA	NA
Standard single-family	4,500 SF	NA	NA	NA
Zero lot line detached	3,000 SF	3,000 SF	NA	NA
Attached row houses	2,500 SF	2,000 SF	NA	NA
Multifamily and senior housing	2,000 SF	2,000 SF	1,000 SF	NA
Minimum Lot Width				
Large single-family	50'	NA	NA	NA
Standard single-family	50'	NA	NA	NA
Zero lot line detached	30'	30'	NA	NA

Attached row houses	24'	22'	NA	NA
Multifamily and senior housing	NA	NA	NA	NA
Minimum Lot Depth	50'	50'	NA	NA
Building Setbacks				
Front (min./max.)	10'/15'	10'/15'	0'	15'
Side (between bldgs.) (detached/attached)	5' detached 0' attached (a) (c)	5' detached 0' attached (a) (c)	0' 10' (b)	0' 15' (b)
Corner (min./max.)	5'/10'	5'/10'	5'/10'	15'/30'
Rear	15'	15'	0' 10' (b)	0' 15' (b)
Garage Entrance	(d)	(d)	(e)	(e)
Maximum Building Height	35'	45'	60'	60'
Maximum Lot Coverage (g)	80%	80%	100%	85%
Minimum Landscaped Area (i)	20% of site area	20% of site area	0% of site area	15% of site area
Housing Mix				
Required housing types as listed under Residential in Table 3.	< 16 units in development: 1 housing type 16–40 units in development: 2 housing types > 40 units in development: 3 or more housing types (plus approved master plan).		NA	NA

NA--Not applicable

Notes:

- (a) The five-foot minimum also applies to the perimeter of the attached unit development.
- (b) Setback required when adjacent to a residential zone.
- (c) Setback required is ten feet minimum between units when using zero lot line configurations.

- (d) Ten feet behind building facade facing street.
- (e) Garage entrance shall not protrude beyond the face of the building.
- (f) Net acre equals the area remaining after deducting environmental lands, exclusive employment areas, exclusive civic areas and right-of-way.
- (g) Lot coverage refers to all impervious surfaces, including buildings and paved surfacing.
- (h) Parking lot landscaping and screening requirements still apply.
- (i) Landscaped area shall include living ground cover, shrubs, trees, and decorative landscaping material such as bark, mulch or gravel. No pavement or other impervious surfaces are permitted except for pedestrian pathways and seating areas.

3. Parking Standards. Parking standards shall be as specified in Section 17.65.050(F)(3). (Ord. 1867 §5(part), 2006; Ord. 1815 §1(part), Exh. B(part), 2000).

Chapter 17.66 APPLICATION REVIEW PROCESS FOR THE TOD DISTRICT AND CORRIDOR

Sections:

- 17.66.010 Purpose.
- 17.66.020 Applicability.
- 17.66.030 Application and review.
- 17.66.040 Parks and open spaces.
- 17.66.050 Application approval criteria.
- 17.66.060 Conditions of approval.
- 17.66.070 Approval expiration.

17.66.010 Purpose.

The purpose of the Central Point TOD (transit oriented development) district and corridor is to promote efficient land development, pedestrian/bike travel, and the increased use of transit as required by the Oregon Transportation Planning Rule. This chapter describes the review procedures to be followed for development proposed within the TOD district and corridor which are identified on the official city zoning map. (Ord. 1815 §1(part), Exh. B(part), 2000).

17.66.020 Applicability.

These regulations apply to land within the Central Point TOD district. As provided in Section 17.65.020 of this code, these regulations may also apply to land within the Central Point TOD corridor. The boundaries of the district and corridor are shown on the official city zoning map. (Ord. 1815 §1(part), Exh. B(part), 2000).

17.66.030 Application and review.

A. Application Types. There are four types of applications which are subject to review within the Central Point TOD district and corridor.

1. TOD District or Corridor Master Plan. Master plan approval shall be required for:

a. Development or land division applications which involve more than ~~five~~ two or more acres of land ~~or forty dwelling units~~; or

b. Modifications to a valid master plan approval which involve one or more of the following:

i. An increase in dwelling unit density which exceeds five percent of approved density;

ii. An increase in commercial gross floor area of ten percent or two thousand square feet, whichever is greater;

~~iii. An increase in building height by more than twenty percent;~~

iv. A change in the type and location of streets, accessways, and parking areas where off-site traffic would be affected; or

v. A modification of a condition imposed as part of the master plan approval.

2. ~~Site Plan, Landscaping and Construction Plan and Architectural Review Approval.~~ The provisions of Chapter 17.72, ~~Site Plan, Landscaping and Construction Plan and Architectural Review Approval,~~ shall apply to permitted and limited uses within the TOD district and corridor. For ~~development Site Plan and Architectural Review or land division~~ applications involving ~~more than five~~two or more acres of land ~~or forty dwelling units,~~ a master plan approval, as provided in this chapter, shall be approved prior to, or concurrently with, a ~~site plan, landscaping and construction plan application~~Site Plan and Architectural Review application.

3. Land Division. Partitions and subdivisions shall be reviewed as provided in Title 16, Subdivisions. For a land division application involving two or more acres of land, a master plan approval, as provided in this chapter, shall be approved prior to, or concurrently with, a land division application.

4. Conditional Use. Conditional uses shall be reviewed as provided in Chapter 17.76, Conditional Use Permits.

B. Submittal Requirements. A master plan shall include the following elements:

i. Introduction. A written narrative describing:

a. Duration of the Master Plan

b. Site Location Map;

c. Land Use and minimum and maximum residential densities proposed;

d. Identification of other approved master plans within the project area (100 feet)

ii. Site Analysis Map. A map and written narrative of the project area addressing site amenities and challenges on the project site and adjacent lands within 100 feet of the project site.

a. Master Utility Plan. A plan and narrative addressing existing and proposed utilities and utility extensions for water, sanitary sewer, storm water, gas, electricity, agricultural irrigation

b. Adjacent Land Use Plan. A map identifying adjacent land uses and structures within 100 feet of the project perimeter and remedies for preservation of livability of adjacent land uses;

iii. Circulation Plan. A plan and written narrative addressing section 17.67.040 Circulation and Access Standards.

iv. Site Plan. A plan and narrative addressing section 17.67.050 Site Design Standards. The Site Plan

v. Recreation & Open Space Plan. A plan and narrative addressing section 17.67.060 Public Parks and Open Space Design Standards.

vi. Building Design Plan. A written narrative and illustrations addressing section 17.67.070 Building Design Standards.

vii. Transit Plan. A plan identifying proposed, or future, transit facilities (if any).

viii. Environmental Plan. A plan identifying environmental conditions such as wetlands, flood hazard areas, groundwater conditions, and hazardous sites on and adjacent to the project site.

Applications shall be submitted as required in Chapter 17.05 of this code. (Ord. 1815 §1(part), Exh. B(part), 2000).

17.66.040 Parks and open spaces.

Common park and open space shall be provided for all residential development within a TOD district or corridor as per Section 17.67.060. (Ord. 1815 §1(part), Exh. B(part), 2000).

17.66.050 Application approval criteria.

A. TOD District or Corridor Master Plan. A master plan shall be approved when the approval authority finds that the following criteria are satisfied or can be shown to be inapplicable:

1. Sections 17.65.040 and 17.65.050, relating to the TOD district;
2. Sections 17.65.060 and 17.65.070, relating to the TOD corridor;
3. Chapter 17.67, Design Standards--TOD District and TOD Corridor;
4. Chapter 17.60, General Regulations, unless superseded by Sections 17.65.040 through 17.65.070;
5. Section 17.65.050, Table 3 TOD District and Corridor Parking Standards and Chapter 17.64, Off-Street Parking and Loading;
6. Chapter 17.70, Historic Preservation Overlay Zone; and
7. Chapter 17.76, Conditional Use Permits, for any conditional uses proposed as part of the master plan.

B. Site Plan, ~~Landscaping and Construction Plan and Architectural Review Approval~~. A ~~site plan, landscaping and construction plan~~ Site Plan and Architectural Review application shall be approved when the approval authority finds that the following criteria are satisfied or can be shown to be inapplicable:

1. The provisions of Chapter 17.72, Site Plan, ~~Landscaping and Construction Plan and Architectural Review Approval~~, shall be satisfied; and
2. The proposed improvements comply with the approved TOD district or corridor master plan for the property, if required; and
3. Chapter 17.67, Design Standards--TOD district and TOD corridor.

C. Land Division. A land division application shall be approved when the approval authority finds that the following criteria are satisfied or can be shown to be inapplicable:

1. The provisions of Title 16--Subdivisions; and
2. The proposed land division complies with the approved TOD district or corridor master plan for the property, if required; and
3. Chapter 17.67, Design Standards--TOD district and TOD corridor.

D. Conditional Use.

1. A conditional use application shall be approved when the approval authority finds that the following criteria are satisfied or can be shown to be inapplicable:
 - a. The provisions of Chapter 17.76, Conditional Use Permits; and
 - b. The proposed conditional use complies with the approved TOD district or corridor master plan for the property, if required; and
 - c. Chapter 17.67, Design Standards--TOD District and TOD Corridor.

2. A conditional use application shall not be required for a conditional use which was approved as part of a valid master plan approval as provided in Section 17.66.050(A). (Ord. 1815 §1(part), Exh. B(part), 2000).

17.66.060 Conditions of approval.

The approval authority may apply reasonable conditions of approval to ensure that the applicable standards of this code are satisfied. (Ord. 1815 §1(part), Exh. B(part), 2000).

17.66.070 Approval expiration.

A. Application approvals granted according to the provisions of this chapter shall expire and become void one year from the date on which they were issued unless:

1. An application for extension is filed and approved subject to the requirements of Chapter 17.05; or
2. Building permits for the development have been issued and construction diligently pursued to initiate construction.

B. If the time limit for development expired and no extension has been granted, the application shall be void. (Ord. 1941 §5, 2010; Ord. 1815 §1(part), Exh. B(part), 2000).

Chapter 17.67 DESIGN STANDARDS--TOD DISTRICT AND TOD CORRIDOR

Sections:

- 17.67.010 Purpose.
- 17.67.020 Area of application.
- 17.67.030 Conflict with other regulations.
- 17.67.040 Circulation and access standards.
- 17.67.050 Site design standards.
- 17.67.060 Public parks and open space design standards.
- 17.67.070 Building design standards.

17.67.040 Circulation and access standards.

A. Public Street Standards.

1. Except for specific transportation facilities identified in a TOD district or corridor master plan, the street dimensional standards set forth in the City of Central Point Department of Public Works Standard Specifications and Uniform Standard Details for Public Works Construction, Section 300, Street Construction, shown in Table 4 and Figure 4 shall apply for all development located within the TOD district and for development within the TOD corridor which is approved according to the provisions in Section 17.65.020 and Chapter 17.66.
2. Block perimeters shall not exceed ~~one two~~ thousand ~~six hundred~~ feet measured along the public street right-of-way.
3. Block lengths for public streets shall not exceed ~~five six~~ hundred feet between through streets, measured along street right-of-way.
4. Public alleys or major off-street bike/pedestrian pathways, designed as provided in this chapter, may be used to meet the block length or perimeter standards of this section.
5. The standards for block perimeters and lengths shall be modified to the minimum extent necessary based on findings that strict compliance with the standards is not reasonably practicable or appropriate due to:
 - a. Topographic constraints;
 - b. Existing development patterns on abutting property which preclude the logical connection of streets or accessways;
 - c. Railroads;
 - d. Traffic safety concerns;
 - e. Functional and operational needs to create a large building; or
 - f. Protection of significant natural resources.
6. All utility lines shall be underground but utility vault access lids may be located in the sidewalk area.

7. Connections shall be provided between new streets in a TOD district or corridor and existing local and minor collector streets.

8. Pedestrian/Bike Accessways Within Public Street Right-of-Way.

a. Except for specific accessway facilities identified in a TOD district or corridor master plan, the following accessway dimensional standards set forth in the City of Central Point Department of Public Works Standard Specifications and Uniform Standard Details for Public Works Construction, Section 300, Street Construction in Table 1 and Figure 1 shall apply for any development located within the TOD district and for development within the TOD corridor which is approved according to the provisions in Section 17.65.020 and Chapter 17.66.

b. In transit station areas, one or more pedestrian-scaled amenities shall be required with every one hundred square feet of the sidewalk area, including but not limited to:

- i. Street furniture;
- ii. Plantings;
- iii. Distinctive paving;
- iv. Drinking fountains; and
- v. Sculpture.

c. Sidewalks adjacent to undeveloped parcels may be temporary.

d. Public street, driveway, loading area, and surface parking lot crossings shall be clearly marked and with textured accent paving or painted stripes.

e. The different zones of a sidewalk should be articulated using special paving or concrete scoring.

9. Public Off-Street Accessways.

a. Pedestrian accessways and greenways should be provided as needed to supplement pedestrian routes along public streets.

b. Off-street pedestrian accessways shall incorporate all of the following design criteria:

- i. The applicable standards in the City of Central Point Department of Public Works Standard Specifications and Uniform Standard Details for Public Works Construction, Section 300, Street Construction Table 1 and Figure 4:
- ii. Minimum ten-foot vertical clearance;
- iii. Minimum twenty-foot horizontal barrier clearance for pathway;
- iv. Asphalt, concrete, gravel, or wood chip surface as approved by the City, with a compacted subgrade;

v. Nonskid boardwalks if wetland construction is necessary; and

vi. Minimum one hundred square feet of trailhead area at intersections with other pedestrian improvements. A trail map sign shall be provided at this location.

c. Minor off-street trails shall be a minimum of five feet wide, have a minimum vertical clearance of eight feet, a minimum two-foot horizontal clearance from edge of pathway and be constructed of gravel or wood chips, with a compacted subgrade.

B. Parking Lot Driveways.

1. Parking lot driveways that link public streets and/or private streets with parking stalls shall be designed as private streets, unless one of the following is met.

a. The parking lot driveway is less than one hundred feet long;

b. The parking lot driveway serves one or two residential units; or

c. The parking lot driveway provides direct access to angled parking stalls.

2. The number and width of driveways and curb cuts should be minimized and consolidated when possible.

3. Where possible, parking lots for new development shall be designed to provide vehicular and pedestrian connections to adjacent sites.

4. Large driveways should use distinctive paving patterns.

C. On-Site Pedestrian and Bicycle Circulation. Attractive access routes for pedestrian travel should be provided by:

1. Reducing distances between destinations or activity areas such as public sidewalks and building entrances. Where appropriate, develop pedestrian routes through sites and buildings to supplement the public right-of-way;

2. Providing an attractive, convenient pedestrian accessway to building entrances;

3. Bridging across barriers and obstacles such as fragmented pathway systems, wide streets, heavy vehicular traffic, and changes in level by connecting pedestrian pathways with clearly marked crossings and inviting sidewalk design;

4. Integrating signage and lighting system which offers interest and safety for pedestrians;

5. Connecting parking areas and destinations with pedestrian paths identified through use of distinctive paving materials, pavement stripings, grade separations, or landscaping. (Ord. 1815 §1(part), Exh. C(part), 2000).

* ~~Editor's Note: Table 1, Design Standards, and Figure 1, Street Cross Sections, are on file in the planning department.~~

17.67.050 Site design standards. The following standards and criteria shall be addressed in the master plan, land division, and/or site plan review process:

~~A. Respect for Existing Facilities and On-Site Features. Adjacent Off-Site Structures and Uses. 1.1. Adjustments should be made during land division and site design. All off-site structures, including septic systems, drain fields, and domestic wells (within 100 feet) shall be identified and addressed in the master plan, land division, or site plan process in a manner that preserves and enhances the livability and future development needs of off-site structures and uses consistent with the purpose of the TOD district and as necessary~~ to improve the overall relationship of a development or an individual building to the surrounding context.

~~2. Buildings should be clustered to preserve natural areas.~~

~~2. Except for ~~s~~Specific infrastructure facilities identified on site in the master plan, land division, and/or site plan shall comply with in a TOD district or corridor master plan,~~ the underground utility standards set forth in the City of Central Point Department of Public Works Standard Specifications and Uniform Standard Details for Public Works Construction, Section 400, Storm Water Sewer System and more specifically, Section 420.10.02 Ground Water Control Plan, in order to safeguard the water resources of adjacent uses.

B. Natural Features.

1. Buildings should be sited to preserve significant trees.
2. Buildings should be sited to avoid or lessen the impact of development on environmentally critical areas such as steep slopes, wetlands, and stream corridors.
3. Whenever possible, wetlands, groves, and natural areas should be maintained as public preserves and as open space opportunities in neighborhoods.

C. Topography.

1. Buildings and other site improvements should reflect, rather than obscure, natural topography.
2. Buildings and parking lots should be designed to fit into hillsides, for instance, reducing the need for grading and filling.
3. Where neighboring buildings have responded to similar topographic conditions on their sites in a consistent and positive way, similar treatment for the new structure should be considered.

D. Solar Orientation.

1. The building design, massing and orientation should enhance solar exposure for the project, taking advantage of the climate of Central Point for sun-tempered design.
2. Where possible, the main elevation should be facing within twenty-five degrees of due south.
3. In residential developments, the location of rooms should be considered in view of solar exposure, e.g., primary living spaces should be oriented south, but a west facing kitchen should be avoided as it may result in summer overheating.

4. Outdoor spaces should be strategically sited for solar access and the cooling summer winds.

5. Shadow impacts, particularly in winter, on adjacent buildings and outdoor spaces should be avoided.

E. Existing Buildings on the Site.

1. Where a new building shares the site with an admirable existing building or is a major addition to such a building, the design of the new building should be compatible with the original.

2. New buildings proposed for existing neighborhoods with a well-defined and desirable character should be compatible with or complement the architectural character and siting pattern of neighboring buildings.

F. New Prominent Structures.

1. Key public or civic buildings, such as community centers, churches, schools, libraries, post offices, and museums, should be placed in prominent locations, such as fronting on public squares or where pedestrian street vistas terminate, in order to serve as landmarks and to symbolically reinforce their importance.

G. Views. The massing of individual buildings should be adjusted to preserve important views while benefiting new and existing occupants and surrounding neighborhoods.

H. Adjoining Uses and Adjacent Services.

1. When more intensive uses, such as neighborhood commercial or multifamily dwellings, are within or adjacent to existing single-family neighborhoods, care should be taken to minimize the impact of noise, lighting, and traffic on adjacent dwellings.

2. Activity or equipment areas should be strategically located to avoid disturbing adjacent residents.

3. All on-site service areas, loading zones and outdoor storage areas, waste storage, disposal facilities, transformer and utility vaults, and similar activities shall be located in an area not visible from a street or urban space.

4. Screening shall be provided for activities areas and equipment that will create noise, such as loading and vehicle areas, air conditioning units, heat pumps, exhaust fans, and garbage compactors, to avoid disturbing adjacent residents.

5. Group mailboxes are limited to the number of houses on any given block of development. Only those boxes serving the units may be located on the block. Multiple units of mailboxes may be combined within a centrally located building of four walls that meets the design guidelines for materials, entrance, roof form, windows, etc. The structure must have lighting both inside and out.

I. Transitions in Density.

1. Higher density, attached dwelling developments shall minimize impact on adjacent existing lower density, single-family dwelling neighborhoods by adjusting height, massing and materials and/or by providing adequate buffer strips with vegetative screens.

2. Adequate buffer strips with vegetative screens shall be placed to mitigate the impact of higher density development on adjacent lower density development.
3. New residential buildings within fifty feet of existing low density residential development shall be no higher than thirty-five feet and shall be limited to single-family detached or attached units, duplexes, triplexes or four-plexes.
4. New commercial buildings within fifty feet of existing low density residential development shall be no higher than forty-five feet.
5. Dwellings types in a TOD district or corridor shall be mixed to encourage interaction among people of varying backgrounds and income levels.
6. Zoning changes should occur mid-block, not at the street centerline to ensure that compatible building types face along streets and within neighborhoods. When dissimilar building types face each other across the street because the zoning change is at the street centerline or more infill housing is desired (for instance, duplexes across the street from single dwellings), design shall ensure similarity in massing, setback, and character.
7. Density should be increased incrementally, to buffer existing neighborhoods from incompatible building types or densities. Sequence density, generally, as follows: large lot single dwelling, small lot single dwelling, duplex, townhomes, courtyard multifamily apartments, large multifamily apartments, and mixed use buildings.

J. Parking.

1. Parking Lot Location.

- a. Off-street surface parking lots shall be located to the side or rear of buildings. Parking at midblock or behind buildings is preferred.
- b. Off-street surface parking lots shall not be located between a front facade of a building and a public street.
- c. If a building adjoins streets or accessways on two or more sides, off-street parking shall be allowed between the building and the pedestrian route in the following order of priority:
 - 1st. Accessways;
 - 2nd. Streets that are nontransit streets;
 - 3rd. Streets that are transit streets.
- d. Parking lots and garages should not be located within twenty feet of a street corner.

2. Design.

- a. All perimeter and interior landscaped areas must have protective curbs along the edges. Trees must have adequate protection from car doors and bumpers.
- b. A portion of the standard parking space may be landscaped instead of paved. The landscaped area may be up to two feet in front of the space as measured from a line parallel to the direction of the bumper of a

vehicle using the space. Landscaping must be groundcover plants. The landscaping does not apply towards any perimeter or interior parking lot landscaping requirements, but does count towards any overall site landscaping requirement.

c. In order to control dust and mud, all vehicle areas must be paved.

d. All parking areas must be striped in conformance with the city of Central Point parking dimension standards.

e. Thoughtful siting of parking and vehicle access should be used to minimize the impact of automobiles on the pedestrian environment, adjacent properties, and pedestrian safety.

f. Large parking lots should be divided into smaller areas, using, for example, landscaping or special parking patterns.

g. Parking should be located in lower or upper building levels or in less visible portions of site.

3. Additional Standards for LMR, MMR, and HMR Zones.

a. When parking must be located to the side of buildings, parking frontage should be limited to approximately fifty percent of total site frontage.

b. Where possible, alleys should be used to bring the vehicle access to the back of the site.

4. For parking structures, see Section 17.67.070(H).

K. Landscaping.

1. Perimeter Screening and Planting.

a. Landscaped buffers should be used to achieve sufficient screening while still preserving views to allow areas to be watched and guarded by neighbors.

b. Landscaping should be used to screen and buffer unsightly uses and to separate such incompatible uses as parking areas and waste storage and pickup areas.

2. Parking Lot Landscaping and Screening.

a. Parking areas shall be screened with landscaping, fences, walls or a combination thereof.

i. Trees shall be planted on the parking area perimeter and shall be spaced at thirty feet on center.

ii. Live shrubs and ground cover plants shall be planted in the landscaped area.

iii. Each tree shall be located in a four foot by four foot minimum planting area.

iv. Shrub and groundcover beds shall be three-feet wide minimum.

v. Trees and shrubs must be fully protected from potential damage by vehicles.

b. Surface parking areas shall provide perimeter parking lot landscaping adjacent to a street that meets one of the following standards:

i. A five-foot-wide planting strip between the right-of-way and the parking area. The planting strip may be interrupted by pedestrian-accessible and vehicular accessways. Planting strips shall be planted with an evergreen hedge. Hedges shall be no less than thirty-six inches and no more than forty-eight inches in height at maturity. Hedges and other landscaping shall be planted and maintained to afford adequate sight distance for vehicles entering and exiting the parking lot;

ii. A solid decorative wall or fence a minimum of thirty-six inches and a maximum of forty-eight inches in height parallel to and not closer than two feet from the edge of right-of-way. The area between the wall or fence and the pedestrian accessway shall be landscaped. The required wall or screening shall be designed to allow for access to the site and sidewalk by pedestrians and shall be constructed and maintained to afford adequate sight distance as described above for vehicles entering and exiting the parking lot;

iii. A transparent screen or grille forty-eight inches in height parallel to the edge of right-of-way. A two-foot minimum planting strip shall be located either inside the screen, or between the screen and the edge of right-of-way. The planting strip shall be planted with a hedge or other landscaping. Hedges shall be a minimum thirty-six inches and a maximum of forty inches in height at maturity.

c. Gaps in a building's frontage on a pedestrian street that are adjacent to off-street parking areas and which exceed sixty-five feet in length shall be reduced to no more than sixty-five feet in length through use of a minimum eight-foot-high screen wall. The screen wall shall be solid, grill, mesh or lattice that obscure at least thirty percent of the interior view (e.g., at least thirty percent solid material to seventy percent transparency).

d. Parking Area Interior Landscaping.

i. Amount of Landscaping. All surface parking areas with more than ten spaces must provide interior landscaping complying with one or both of the standards stated below.

(A) Standard 1. Interior landscaping must be provided at the rate of twenty square feet per stall. At least one tree must be planted for every two hundred square feet of landscaped area. Groundcover plants must completely cover the remainder of the landscaped area.

(B) Standard 2. One tree must be provided for every four parking spaces. If surrounded by cement, the tree planting area must have a minimum dimension of four feet. If surrounded by asphalt, the tree planting area must have a minimum dimension of three feet.

ii. Development Standards for Parking Area Interior Landscaping.

(A) All landscaping must comply with applicable standards. Trees and shrubs must be fully protected from potential damage by vehicles.

(B) Interior parking area landscaping must be dispersed throughout the parking area. Some trees may be grouped, but the groups must be dispersed.

(C) Perimeter landscaping may not substitute for interior landscaping. However, interior landscaping may join perimeter landscaping as long as it extends four feet or more into the parking area from the perimeter landscape line.

(D) Parking areas that are thirty feet or less in width may locate their interior landscaping around the edges of the parking area. Interior landscaping placed along an edge is in addition to any required perimeter landscaping.

3. Landscaping Near Buildings. Landscaping shall serve as a screen or buffer to soften the appearance of structures or uses such as parking lots or large blank walls, or to increase the attractiveness of common open spaces.

4. Service Areas. Service areas, loading zones, waste disposal or storage areas must be fully screened from public view.

Prohibited screening includes chainlink fencing with or without slats.

a. Acceptable screening includes:

i. A six-foot masonry enclosure, decorative metal fence enclosure, a wood enclosure; or other approved materials complementary to adjacent buildings; or

ii. A six-foot solid hedge or other plant material screening as approved.

5. Street Trees. Street trees shall be required along both sides of all public streets with a spacing of twenty feet to forty feet on center depending on the mature width of the tree crown, and planted a minimum of two feet from the back of curb. Trees in the right-of-way or sidewalk easements shall be approved according to size, quality, tree well design, if applicable, and irrigation shall be required. Tree species shall be chosen from the city of Central Point approved street tree list.

L. Lighting.

1. Minimum Lighting Levels. Minimum lighting levels shall be provided for public safety in all urban spaces open to public circulation.

a. A minimum average light level of one and two-tenths footcandles is required for urban spaces and sidewalks.

b. Metal-halide or lamps with similar color, temperature and efficiency ratings shall be used for general lighting at building exteriors, parking areas, and urban spaces. Sodium-based lamp elements are not allowed.

c. Maximum lighting levels should not exceed six footcandles at intersections or one and one-half footcandles in parking areas.

2. Fixture Design in Public Rights-of-Way.

a. Pedestrian scale street lighting shall be provided including all pedestrian streets along arterials, major collectors, minor collectors and local streets.

b. Pedestrian street lights shall be no taller than twenty feet along arterials and collectors, and sixteen feet along local streets.

3. On-Site Lighting. Lighting shall be incorporated into the design of a project so that it reinforces the pedestrian environment, provides continuity to an area, and enhances the drama and presence of architectural features. Street lighting should be provided along sidewalks and in medians. Selected street light standards should be appropriately scaled to the pedestrian environment. Adequate illumination should be provided for building entries, corners of buildings, courtyards, plazas and walkways.

a. Accessways through surface parking lots shall be well lighted with fixtures no taller than twenty feet.

b. Locate and design exterior lighting of buildings, signs, walkways, parking lots, and other areas to avoid casting light on nearby properties.

c. Fixture height and lighting levels shall be commensurate with their intended use and function and shall assure compatibility with neighboring land uses. Baffles shall be incorporated to minimize glare and to focus lighting on its intended area.

d. Additional pedestrian-oriented site lighting including step lights, well lights and bollards shall be provided along all courtyard lanes, alleys and off-street bike and pedestrian pathways.

e. In addition to lighting streets, sidewalks, and public spaces, additional project lighting is encouraged to highlight and illuminate building entrances, landscaping, parks, and special features.

M. Signs.

1. The provisions of this section are to be used in conjunction with the city sign regulations in the Central Point Sign Code, Chapter 15.24. The sign requirements in Chapter 15.24 shall govern in the TOD district and corridor with the exception of the following:

a. The types of signs permitted shall be limited only to those signs described in this chapter.

b. All signs in the TOD district and corridor shall comply with the design standards described in this chapter.

c. Decorative exterior murals are allowed and are subject to review and criteria by planning commission or architectural review committee appointed by city council.

d. Signs that use images and icons to identify store uses and products are encouraged.

e. Projecting signs located to address the pedestrian are encouraged.

2. Sign Requirements.

Sign Type	LMR, MMR, HMR (a), C, and OS Zones	EC and GC Zones
Freestanding		

Maximum Number	1	1
Height	4 feet.	20 feet.
Sign area per building face	16 square feet.	50 square feet.
Total sign area—all building faces	32 square feet.	100 square feet.
Location	At entry point(s) to housing complex or subdivision.	Outside of the public right-of-way.
Wall and Projecting		
Maximum Number	1	No limit.
Height	Lowest part at least 8 feet above underlying grade for projecting signs.	Lowest part at least 8 feet above underlying grade for projecting signs.
Sign area per building face	8 square feet.	1-1/2 square feet with a maximum of 50 square feet per sign.
Total sign area—all building faces	16 square feet.	.25 square feet per lineal foot of building perimeter.
Location	Signs shall not project more than 4 feet from a building wall unless attached to a canopy.	Signs shall not project more than 4 feet from a building unless attached to a canopy.
Temporary		
Maximum Number	A maximum of 2 lawn signs are permitted. All other temporary signs are not permitted.	4
Height	3 feet maximum.	4 feet for freestanding signs and up to parapet or roof eaves for wall signs.
Sign area per face	6 square feet.	32 square feet.
Total sign area—all faces	24 square feet.	64 square feet.
Location	Outside of the street right-of-way.	Outside of the street right-of-way.
Time limit	120 days.	120 days.
Directional		
Maximum Number	1 sign per driveway.	2 signs per driveway.
Height	3 feet.	3 feet.
Sign area per	6 square feet.	6 square feet.

building face		
Total sign area--all building faces	24 square feet.	32 square feet.
Location	Adjacent to private driveway or sidewalk.	Adjacent to private driveway or sidewalk.
Total Sign Area Per Lot All sign faces	8 square feet in LMR 32 square feet in MMR, HMR, C, and OS.	.25 square feet per lineal foot of building perimeter.

Note:

* For ground floor commercial uses in HMR.

** For residential uses in HMR.

3. Sign materials.

- a. The base materials for a freestanding sign shall be natural materials including stone, brick, or aggregate.
- b. Signs and supporting structural elements shall be constructed of metal or stone with wood or metal informational lettering. No plastics or synthetic material shall be allowed, except for projecting awning signs, which may be canvas or similar fabric.
- c. Sign lettering shall be limited to sixteen inches maximum in height.
- d. Sign illumination shall be limited to external illumination to include conventional lighting and neon, if neon is applied to the sign plane area. Internally illuminated signs are prohibited.

4. Prohibited Signs.

- a. Internally-illuminated signs;
- b. Roof signs;
- c. Reader boards;
- d. Sidewalk A-board signs;
- e. Flashing signs;
- f. Electronic message/image signs;
- g. Bench signs;
- h. Balloons or streamers;
- i. Temporary commercial banners. (Ord. 1815 §1(part), Exh. C(part), 2000).

17.67.060 Public parks and open space design standards.

A. General. Parks and open spaces shall be provided in the TOD districts and TOD corridors and shall be designed to accommodate a variety of activities ranging from active play to passive contemplation for all ages and accessibility.

B. Parks and Open Space Location.

1. Parks and open spaces shall be located within walking distance of all those living, working, and shopping in TOD districts.
2. Parks and open spaces shall be easily and safely accessed by pedestrians and bicyclists.
3. For security purposes, parks and open spaces shall be visible from nearby residences, stores or offices.
4. Parks and open space shall be available for both passive and active use by people of all ages.
5. Parks and open space in predominantly residential neighborhoods shall be located so that windows from the living areas (kitchens, family rooms, living rooms but not bedrooms or bathrooms) of a minimum of four residences face onto it.

C. Parks and Open Space Amount and Size.

1. Common open spaces will vary in size depending on their function and location.
2. The total amount of common open space provided in a TOD district or corridor shall be adequate to meet the needs of those projected (at the time of build out) to live, work, shop, and recreate there.
3. All TOD projects requiring master plans shall be required to reserve, improve and/or establish parks and open space which, excluding schools and civic plazas, meet or exceed the following requirements:
 - a. For single-family detached and attached residences, including duplex units, townhouses and row houses: four hundred square feet for each dwelling.
 - b. For multifamily residences, including multistory apartments, garden apartments, and senior housing: six hundred square feet for each dwelling.
 - c. Nonresidential development: at least ten percent of the development's site area.

D. Parks and Open Space Design.

1. Parks and open spaces shall include a combination garbage/recycling bin and a drinking fountain at a frequency of one combination garbage/recycling bin and one drinking fountain per site or one combination garbage/recycling bin and one drinking fountain per two acres, whichever is less, and at least two of the following improvements:
 - a. Benches or a seating wall;
 - b. Public art such as a statue;
 - c. Water feature or decorative fountain;

- d. Children's play structure including swing and slide;
- e. Gazebo or picnic shelter;
- f. Picnic tables with barbecue;
- g. Open or covered outdoor sports court for one or more of the following: tennis, skateboard, basketball, volleyball, badminton, racquetball, handball/paddleball; or
- h. Open or covered outdoor swimming and/or wading pool or play fountain suitable for children to use; or
- i. Outdoor athletic fields for one or more of the following: baseball, softball, Little League, soccer.

2. All multifamily buildings that exceed twenty-five units and may house children shall provide at least one children's play structure on site.

3. For safety and security purposes, parks and open spaces shall be adequately illuminated. (Ord. 1815 §1(part), Exh. C(part), 2000).

17.67.070 Building design standards.

A. General Design Requirements.

1. In recognition of the need to use natural resources carefully and with maximum benefit, the use of "sustainable design" practices is strongly encouraged. In consideration of the climate and ecology of the Central Point area, a variety of strategies can be used to effectively conserve energy and resources:

- a. Natural ventilation;
- b. Passive heating and cooling;
- c. Daylighting;
- d. Sun-shading devices for solar control;
- e. Water conservation;
- f. Appropriate use of building mass and materials; and
- g. Careful integration of landscape and buildings. It is recommended that an accepted industry standard such as the U.S., Green Building Council's LEED™ program be used to identify the most effective strategies. (Information on the LEED™ program can be obtained from the U.S. Green Building Council's website www.usgbc.org.)

2. All development along pedestrian routes shall be designed to encourage use by pedestrians by providing a safe, comfortable, and interesting walking environment.

3. Convenient, direct and identifiable building access shall be provided to guide pedestrians between pedestrian streets, accessways, transit facilities and adjacent buildings.

4. Adequate operable windows or roof-lights should be provided for ventilation and summer heat dissipation.

B. Architectural Character.

1. General.

a. The architectural characteristics of surrounding buildings, including historic buildings, should be considered, especially if a consistent pattern is already established by similar or complementary building articulation, building scale and proportions, setbacks, architectural style, roof forms, building details and fenestration patterns, or materials. In some cases, the existing context is not well defined, or may be undesirable. In such cases, a well-designed new project can establish a pattern or identity from which future development can take its cues.

b. Certain buildings, because of their size, purpose or location, should be given prominence and distinct architectural character, reflective of their special function or position. Examples of these special buildings include theaters, hotels, cultural centers, and civic buildings.

c. Attention should be paid to the following architectural elements:

i. Building forms and massing;

ii. Building height;

iii. Rooflines and parapet features;

iv. Special building features (e.g., towers, arcades, entries, canopies, signs, and artwork);

v. Window size, orientation and detailing;

vi. Materials and color; and

vii. The building's relationship to the site, climate, topography and surrounding buildings.

2. Commercial and High Mix Residential.

a. Buildings shall be built to the sidewalk edge for a minimum of seventy-five percent of their site's primary street frontage along collector and arterial streets in C, EC, GC, and HMR zones unless the use is primarily residential or the activity that constitutes the request for increased setback is intended to increase pedestrian activity, i.e., pedestrian plaza or outdoor seating area.

b. Commercial structures and multi-dwellings should be sited and designed to provide a sensitive transition to adjacent lower density residential structures, with consideration for the scale, bulk, height, setback, and architectural character of adjacent single-family dwellings.

c. In multi-dwelling structures, the plan layout, orientation and window treatment of the building design should not infringe upon the privacy of other adjacent dwellings.

C. Building Entries.

1. General.

a. The orientation of building entries shall:

- i. Orient the primary entrance toward the street rather than the parking lot;
- ii. Connect the building's main entrance to the sidewalk with a well-defined pedestrian walkway.

b. Building facades over two hundred feet in length facing a street shall provide two or more public building entrances off the street.

c. All entries fronting a pedestrian accessway shall be sheltered with a minimum four-foot overhang or shelter.

d. An exception to any part of the requirements of this section shall be allowed upon finding that:

- i. The slope of the land between the building and the pedestrian street is greater than 1:12 for more than twenty feet and that a more accessible pedestrian route to the building is available from a different side of the building; or
- ii. The access is to a courtyard or clustered development and identified pedestrian accessways are provided through a parking lot to directly connect the building complex to the most appropriate major pedestrian route(s).

2. Commercial and High Mix Residential.

a. For nonresidential buildings, or nonresidential portions of mixed-use buildings, main building entrances fronting on pedestrian streets shall remain open during normal business hours for that building.

b. Nonresidential and mixed-use buildings fronting a pedestrian street shall have at least one main building entrance oriented to the pedestrian street.

i. Such an entrance shall not require a pedestrian to first pass through a garage, parking lot, or loading area to gain access to the entrance off or along the pedestrian street, but the entrance may be through a porch, breezeway, arcade, antechamber, portico, outdoor plaza, or similar architectural feature.

ii. If a building has frontage on more than one street, the building shall provide a main building entrance oriented to at least one of the streets, or a single entrance at the street intersection.

iii. A building may have more than one main building entrance oriented to a street, and may have other entrances facing off-street parking and loading areas.

3. Residential.

a. The main entrance of each primary structure should face the street the site fronts on, except on corner lots, where the main entrance may face either of the streets or be oriented to the corner. For attached

dwelling, duplexes, and multi-dwellings that have more than one main entrance, only one main entrance needs to meet this guideline. Entrances that face a shared landscaped courtyard are exempt.

b. Residential buildings fronting on a street shall have an entrance to the building opening on to the street.

i. Single-family detached, attached and row house/townhouse residential units fronting on a pedestrian street shall have separate entries to each dwelling unit directly from the street.

ii. Ground floor and upper story dwelling units in a multifamily building fronting a street may share one or more building entries accessible directly from the street, and shall not be accessed through a side yard except for an accessory unit to a single-family detached dwelling.

c. The main entrances to houses and buildings should be prominent, interesting, and pedestrian-accessible. A porch should be provided to shelter the main entrance and create a transition from outdoor to indoor space.

d. Generally, single-dwelling porches should be at least eight feet wide and five feet deep and covered by a roof supported by columns or brackets. If the main entrance is to more than one dwelling unit, the covered area provided by the porch should be at least twelve feet wide and five feet deep.

e. If the front porch projects out from the building, it should have a roof pitch which matches the roof pitch of the house. If the porch roof is a deck or balcony, it may be flat.

f. Building elevation changes are encouraged to make a more prominent entrance. The maximum elevation for the entrance should not be more than half-a-story in height, or six feet from grade, whichever is less.

g. The front entrance of a multi-dwelling complex should get architectural emphasis, to create both interest and ease for visual identification.

D. Building Facades.

1. General.

a. All building frontages greater than forty feet in length shall break any flat, monolithic facade by including discernible architectural elements such as, but not limited to: bay windows, recessed entrances and windows, display windows, cornices, bases, pilasters, columns or other architectural details or articulation combined with changes in materials, so as to provide visual interest and a sense of division, in addition to creating community character and pedestrian scale. The overall design shall recognize that the simple relief provided by window cutouts or sills on an otherwise flat facade, in and of itself, does not meet the requirements of this subsection.

b. Building designs that result in a street frontage with a uniform and monotonous design style, roofline or facade treatment should be avoided.

c. Architectural detailing, such as but not limited to: trellis, long overhangs, deep inset windows; should be incorporated to provide sun-shading from the summer sun.

d. To balance horizontal features on longer facades, vertical building elements shall be emphasized.

e. The dominant feature of any building frontage that is visible from a pedestrian street or public open space shall be the habitable area with its accompanying windows and doors. Parking lots, garages, and solid wall facades (e.g., warehouses) shall not dominate a pedestrian street frontage.

f. Developments shall be designed to encourage informal surveillance of streets and other public spaces by maximizing sight lines between the buildings and the street.

g. All buildings, of any type, constructed within any TOD district or corridor, shall be constructed with exterior building materials and finishes that are of high quality to convey permanence and durability.

h. The exterior walls of all building facades along pedestrian routes, including side or return facades, shall be of suitable durable building materials including the following: stucco, stone, brick, terracotta, tile, cedar shakes and shingles, beveled or ship-lap or other narrow-course horizontal boards or siding, vertical board-and-batten siding, articulated architectural concrete or concrete masonry units (CMU), or similar materials which are low maintenance, weather-resistant, abrasion-resistant, and easy to clean. Prohibited building materials include the following: plain concrete, plain concrete block, corrugated metal, unarticulated board siding (e.g., T1-11 siding, plain plywood, sheet pressboard), Exterior Insulated Finish Systems (EIFS), and similar quality, nondurable materials.

i. All visible building facades along or off a pedestrian route, including side or return facades, are to be treated as part of the main building elevation and articulated in the same manner. Continuity of use of the selected approved materials must be used on these facades.

j. Ground-floor openings in parking structures, except at points of access, must be covered with grills, mesh or lattice that obscure at least thirty percent of the interior view (e.g., at least thirty percent solid material to seventy percent transparency).

k. Appropriately scaled architectural detailing, such as but not limited to moldings or cornices, is encouraged at the roofline of commercial building facades, and where such detailing is present, should be a minimum of at least eight inches wide.

l. Compatible building designs along a street should be provided through similar massing (building facade, height and width as well as the space between buildings) and frontage setbacks.

2. Commercial and High Mix Residential/Commercial.

a. In areas adjacent to the transit station, sidewalks in front of buildings shall be covered to at least eight feet from building face to provide protection from sun and rain by use of elements such as: canopies, arcades, or pergolas. Supports for these features shall not impede pedestrian traffic.

b. Canopies, overhangs or awnings shall be provided over entrances. Awnings at the ground level of buildings are encouraged.

c. Awnings within the window bays (either above the main glass or the transom light) should not obscure or distract from the appearance of significant architectural features. The color of the awning shall be compatible with its attached building.

d. Ground floor windows shall meet the following criteria:

- i. Darkly-tinted windows and mirrored windows that block two-way visibility are prohibited as ground floor windows.
- ii. On the ground floor, buildings shall incorporate large windows, with multi-pane windows and transom lights above encouraged.
- iii. Ground floor building facades must contain unobscured windows for at least fifty percent of the wall area and seventy-five percent of the wall length within the first ten to twelve feet of wall height.
- iv. Lower windowsills shall not be more than three feet above grade except where interior floor levels prohibit such placement, in which case the lower windowsill shall not be more than a maximum of four feet above the finished exterior grade.
- v. Windows shall have vertical emphasis in proportion. Horizontal windows may be created when a combination of vertical windows is grouped together or when a horizontal window is divided by mullions.

3. Residential.

a. The facades of single-family attached and detached residences (including duplexes, triplexes, fourplexes, townhouses, and row houses) shall comply with the following standards:

- i. No more than forty percent of the horizontal length of the ground floor front elevation of a single-family detached or attached dwelling shall be an attached garage.
- ii. When parking is provided in a garage attached to the primary structure and garage doors face the street the front of the garage should not take up more than 40 percent of the front facade in plan, and the garage should be set back at least ten feet from the front facade. If a porch is provided, the garage may be set back 10 feet from the front of the porch. In addition, garage doors that are part of the street-facing facade of a primary structure should not be more than square feet in area, and there should not be more than one garage door for 16 feet of building frontage.
- iii. Residential building elevations facing a pedestrian route shall not consist of undifferentiated blank walls, but shall be articulated with architectural details such as windows, dormers, porch details, balconies or bays.
- iv. For any exterior wall which is within twenty feet of and facing onto a street or public open space and which has an unobstructed view of that pedestrian street or public open space, at least twenty percent of the ground floor wall area shall be comprised of either display area, windows, or doorways.
- v. Architectural detailing is encouraged to provide variation among attached units. Architectural detailing includes but is not limited to the following: the use of different exterior siding materials or trim, shutters, different window types or sizes, varying roof lines, balconies or porches, and dormers. The overall design shall recognize that color variation, in and of itself, does not meet the requirements of this subsection.
- vi. Fences or hedges in a front yard shall not exceed three feet in height. Side yard fencing shall not exceed three feet in height between the front building facade and the street. Fences beyond the front

facade of the building in a sideyard or back yard and along a street, alley, property line, or bike/pedestrian pathway shall not exceed four feet in height. Fences over four feet in height are not permitted and hedges or vegetative screens in no case shall exceed six feet in height.

b. The facades of multifamily residences shall comply with the following standards:

i. Building elevations, including the upper stories, facing a pedestrian route shall not consist of undifferentiated blank walls, but shall be articulated with architectural detailing such as windows, balconies, and dormers.

ii. For any exterior wall which is within twenty feet of and facing onto a pedestrian street or public open space and which has an unobstructed view of that pedestrian street or public open space, at least twenty percent of the ground floor wall area shall be comprised of either display area, windows, or doorways.

iii. Arcades or awnings should be provided over sidewalks where ground floor retail or commercial exists, to shelter pedestrians from sun and rain.

E. Roofs.

1. Commercial and High Mix Residential/Commercial.

a. Roof shapes, surface materials, colors, mechanical equipment and other penthouse functions should be integrated into the total building design. Roof terraces and gardens are encouraged.

b. When the commercial structure has a flat parapet roof adjacent to pitched roof residential structures, stepped parapets are encouraged so the appearance is a gradual transition of rooflines.

2. Residential.

a. Flat roofs with a parapet and cornice are allowed for multifamily residences in all TOD, LMR, MMR and HMR districts, in which the minimum for sloped roofs is 5:12.

b. Flat roofs with a parapet and cornice are allowed for single-family attached and detached residences (including duplexes, triplexes, fourplexes, townhouses, and row houses) in all TOD residential districts, except the LMR zone.

c. For all residences with sloped roofs, the roof slope shall be at least 5:12, and no more than 12:12. Eaves shall overhang building walls at a minimum twelve inches deep on all sides (front, back, sides) of a residential structure.

d. Roof shapes, surface materials, colors, mechanical equipment and other penthouse functions should be integrated into the total building design. Roof terraces and gardens are encouraged.

F. Exterior Building Lighting.

1. Commercial and High Mix Residential/Commercial.

a. Lighting of a building facade shall be designed to complement the architectural design. Lighting shall not draw inordinate attention to the building.

i. Primary lights shall address public sidewalks and/or pedestrian plazas adjacent to the building.

b. No exterior lighting shall be permitted above the second floor of buildings for the purpose of highlighting the presence of the building if doing so would impact adjacent residential uses.

2. Residential.

a. Lighting shall not draw inordinate attention to the building facade.

b. Porch and entry lights are encouraged on all dwellings to create a safe and inviting pedestrian environment at night.

c. No exterior lighting exceeding one hundred watts per fixture is permitted in any residential area.

G. Service Zones.

1. Buildings and sites shall be organized to group the utilitarian functions away from the public view.

2. Delivery and loading operations, mechanical equipment (HVAC), trash compacting/collection, and other utility and service functions shall be incorporated into the overall design of the building(s) and the landscaping.

3. The visual and acoustic impacts of these functions, along with all wall- or ground-mounted mechanical, electrical and communications equipment shall be out of view from adjacent properties and public pedestrian streets.

4. Screening materials and landscape screens shall be architecturally compatible with and not inferior to the principal materials of the building.

a. The visual impact of chimneys and equipment shall be minimized by the use of parapets, architectural screening, rooftop landscaping, or by using other aesthetically pleasing methods of screening and reducing the sound of such equipment.

H. Parking Structures.

1. Parking garage exteriors should be designed to visually respect and integrate with adjacent buildings.

2. Garage doors and entrances to parking areas should be located in a sensitive manner using single curb cuts when possible.

3. Residential parking structures must comply with the facade requirements for residential developments. (Ord. 1815 §1(part), Exh. C (part), 2000).

ATTACHMENT “D – ETOD FINDINGS OF FACT”

Available on Request

ATTACHMENT “E - RESOLUTION”

PLANNING COMMISSION RESOLUTION NO. 789

A RESOLUTION FORWARDING A FAVORABLE RECOMMENDATION TO THE CITY COUNCIL TO APPROVE THE EASTSIDE TRANSIT ORIENTED DEVELOPMENT DISTRICT FILE NO. 12003

Applicant: City of Central Point;

WHEREAS, the City’s Regional Plan Element establishes new minimum residential density standard and the increased use of mixed-use/pedestrian-friendly development; and

WHEREAS, the City’s Transportation System Plan establishes as a benchmark the increased use of mixed-use/pedestrian-friendly development as a mitigation measure to decrease vehicle miles traveled as stated in the 2009-2034 Regional Transportation Plan Alternative Measures; and

WHEREAS, the City’s current Transit Oriented Development (TOD) District standards as set forth in Chapters 17.65 through 17.67 offer standards that meet the new minimum residential density requirement while providing a mixed-use/pedestrian-friendly environment; and

WHEREAS, the Eastside Transit Oriented Development District contains a large percentage of the City’s buildable residential and commercial land inventory thus providing a meaningful opportunity to apply the new residential density and mixed-use development requirements set forth in the Regional Plan Element.

NOW, THEREFORE, BE IT RESOLVED, that the City of Central Point Planning Commission, by this Resolution No. 789, does hereby forward a favorable recommendation to the City Council to approve the Eastside Transit Oriented Development District proposal. This recommendation is based on the findings as set forth in Exhibit “A”, attached hereto by reference and incorporated herein.

BE IT FURTHER RESOLVED, that the Planning Commission recommends, subsequent to approval of the Eastside Transit Oriented Development District, that the City proceeds with the following additional actions:

1. Continue participation in development of the Interchange Access Management Plan 33 (IAMP33);
2. Upon adoption of IAMP33 by the City proceed with amendment of the City’s 2008 Transportation System Plan as necessary to appropriately incorporate the City approved IAMP33; and
3. Upon adoption of IAMP33 by the City collaborate with the Oregon Department of Transportation (ODOT) in the preparation and adoption of an Intergovernmental Agreement implementing the amended TSP and IAMP33.

PASSED by the Planning Commission and signed by me in authentication of its passage this 5th day of February, 2013.

Planning Commission Chair

ATTEST:

City Representative

Approved by me this 5th day of February, 2013.

ATTACHMENT "F – RIGHT-TO-FARM DISCLOSURE"

RECORDING REQUESTED BY
AND WHEN RECORDED MAIL TO

SPACE ABOVE THIS LINE FOR RECORDER'S USE

**NOTICE, DISCLOSURE, AND ACKNOWLEDGEMENT
OF AGRICULTURAL LAND USE PROTECTION AND RIGHT TO FARM
POLICIES OF THE CITY OF CENTRAL POINT**

NOTICE IS HEREBY GIVEN pursuant to Central Pont Municipal Code Chapter 17.65.25.B, Special Conditions, adopted on _____, that the City of Central Point has adopted policies which establish agriculture and agricultural facilities and operations as priority uses on productive agricultural lands with the Urban Growth Boundary (UGB), and residents and other occupants of property in the UGB should be prepared to accept inconveniences or discomfort from normal, usual, and customary agricultural operations, facilities, and practices.

MAP AND TAX LOT _____

LEGAL DESCRIPTION OF PROPERTY:

is recognized to be in the vicinity of, or adjacent to, land designated and utilized for agricultural uses, facilities, and operations, and may be subject to inconveniences or discomforts arising from the pursuit of those agricultural operations, including but not limited to land preparation, cultivation, growing and harvesting of crops, raising of livestock, dairy production, processing of agricultural commodities, viticulture, apiculture, horticulture, aquaculture, poultry and other agricultural operations. Said inconvenience or discomforts may include, but shall not be limited to: equipment and animal noises; farming activities conducted on a 24-hour, 7-day a week basis; odors from manure, fertilizers, pesticides, chemicals, or other sources; the aerial and ground application of chemicals and seeds; dust; flies and other insects; and smoke from such agricultural operations.

I/WE HEREBY ACKNOWLEDGE AND UNDERSTAND the agricultural land use protection and right to farm policies of the City of Central Point and declare that non-agricultural uses of the subject land, including any residential uses, are secondary and subservient to normal, usual, and customary agricultural activities and operations in the vicinity of this property, and **HEREBY NOTIFY AND PASS ON** said acknowledgment to all subsequent owners and occupants of the above described property.

Owner's Signature _____
Print or Type Owner's Name _____ Date _____

Owner's Signature _____
Print or Type Owner's Name _____ Date _____

(Attach Notary acknowledgment)

ATTACHMENT “G – ETOD ORDINANCE”

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE CENTRAL POINT COMPREHENSIVE PLAN LAND USE MAP AND ZONING MAP REPLACING APPROXIMATELY 122 ACRES OF LAND IN THE VICINITY OF EAST PINE STREET AND BEEBE ROAD ZONED R-1-6, R-1-8, R-2, and C-4, TO TRANSIT ORIENTED DEVELOPMENT (TOD) LOW MIX RESIDENTIAL (LMR), MEDIUM MIX RESIDENTIAL (MMR), CIVIC (C), AND EMPLOYMENT COMMERCIAL (EC) AND AMENDING SECTIONS 17.08, DEFINITIONS AND SECTIONS 17.65 THROUGH 17.67, TRANSIT ORIENTED DEVELOPMENT DISTRICT OF THE CITY OF CENTRAL POINT MUNICIPAL CODE

Recitals:

- A. The City of Central Point (City) is authorized under Oregon Revised Statute (ORS) Chapter 197 to prepare, adopt and revise comprehensive plans and implementing ordinances consistent with the Statewide Land Use Planning Goals.
- B. The City has coordinated its planning efforts with the State in accordance with ORS 197.040(2)(e) and OAR 660-030-0060 to assure compliance with goals and compatibility with City and County Comprehensive Plans.
- C. Pursuant to authority granted by the City Charter and the ORS, the City has determined to amend the Central Point Zoning Map which was originally adopted on August 29, 1980 and has been amended at various times since.
- D. Pursuant to the requirements set forth in CPMC Chapter 17.10.100 Amendments – Purpose and Chapter 17.96.010, Procedure, the City has initiated the amendments and conducted the following duly advertised public hearings to consider the proposed amendments:
 - a) Planning Commission hearing on December 5, 2012 and January 8, 2013
 - b) City Council hearings on March 14, 2013.

THE PEOPLE OF THE CITY OF CENTRAL POINT DO ORDAIN AS FOLLOWS:

Section 1. Based upon all the information received, the City Council adopts the findings of fact and conclusions of law set forth in the City staff report; determines that changing community conditions, needs and desires justify the amendments and hereby adopts the changes entirely.

Section 2. The City Comprehensive Plan map is hereby amended as set forth in Exhibit A which is attached hereto and by this reference incorporated herein.

Section 3. The City zoning map is hereby amended as set forth in Exhibit B which is attached hereto and by this reference incorporated herein.

Section 4. The Central Point Municipal Code is hereby amended as set forth in Exhibit C which is attached hereto and by this reference incorporated herein.

Section 5. The City Manager is directed to conduct post acknowledgement procedures defined in ORS 197.610 et seq. upon adoption of the changes to the zoning and Comprehensive Plan maps.

Passed by the Council and signed by me in authentication of its passage this _____ day of _____, 2013.

Mayor Hank Williams

ATTEST:

City Recorder

**RESOLUTION APPROVING
SUPPLEMENTAL BUDGET #2 FOR
FISCAL YEAR 2012/2013**



Staff Report

To: Mayor & Council
From: Bev Adams, Finance Director *BA*
Date: March 14, 2013
Subject: Supplemental budget 2012/13 (#2)

Background:

Housing Fund donation:

The State of Oregon recently changed the rules on the use of Community Block Grants. Remaining grant funds may no longer be used as miscellaneous income, but may be distributed as a donation to a bona fide food bank/warehouse or as a sub-grant to an eligible non-profit for housing rehabilitation. Total CDBG remaining funds in the Housing Fund at June 30, 2012 were \$40,925.

Per your direction, a donation of food in the amount of \$40,925 is being made to the local Food & Friends program. Note: Because the entire fund balance is being appropriated, it requires a public hearing prior to adoption of the supplemental budget.

Federal Grant:

The City has recently been approved for a federal grant through the Oregon Transportation Safety Division. The purpose of the grant is to implement an "eCrash/eCitation" statewide software system. Total cost of the software is \$51,993; the federal grant will reimburse the City for \$41,993, with the remaining \$10,000 paid from the Police and Technical Services budgets.

Water Reservoir:

Due to unforeseen complications, the water reservoir project did not progress according to the anticipated schedule. It was estimated at this time last year (during budget preparations) that less than \$1.5 million would be remaining on the project, and therefore only \$1.5 million was budgeted for completion in the 2012/13 fiscal year.

However, there was \$1.87 million of the project overlapping this fiscal year, leaving a shortfall of \$370,000 in this budget.

Recommendation:

1. To hold a public hearing to allow input from interested persons on the use of the Housing Fund appropriation.
2. That Mayor and Council approve the attached resolution appropriating a supplemental budget for fiscal year 2011/12 as presented.



1. Housing Fund Donation
 PURCHASE ORDER
 Supplemental Budget 3.14.13
 No. 0010003785

VENDOR:
 Shaver Foods LLC
 1419 South Beechwood
 Fayetteville, AK 72701

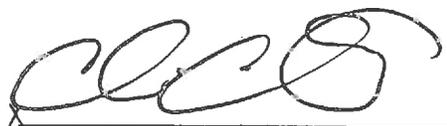
SHIP TO:
 City of Central Point
 140 South Third Street
 Central Point, OR 97502

BILL TO:
 City of Central Point
 140 South Third Street
 Central Point, OR 97502

VENDOR NO.	VENDOR PHONE NUMBER	TERMS	DATE	REQUIRED DELIVERY DATE			
SHA007		0	02/01/2013				
SHIPPING INSTRUCTIONS							
Return completed check to Bev Adams							
ITEM	QTY	U/M	DESCRIPTION/TASK	PRD CODE	ACCOUNT	UNIT PRICE	AMOUNT
1	1.00		Housing fund donation of food to local Food & Friends pantry. Shaver Foods inv.#0202929		25-90-37-6650	40,925.00	40,925.00

SUBTOTAL: 40,925.00
 TAX: 0.00
 SHIPPING: 0.00
 TOTAL: 40,925.00

TAXABLE: No
 CONFIRMING:


 City Manager
 authorization

x 2/1/13
 Date signed


 AUTHORIZED SIGNATURE

IMPORTANT: OUR ORDER NUMBER MUST APPEAR ON EVERY INVOICE AND PACKAGE

This order is given upon the representation and guaranty of the manufacturer or seller that no breach of any State or Federal Law or Regulation has occurred in connection with the manufacturing, processing, branding, labeling or transportation of the merchandise herein mentioned. If such breach occurs or is charged by any legally constituted State or Federal authority, the buyer shall be entitled to rescind the order and return the unused merchandise and shall also be held harmless by the manufacturer or seller against any penalty incurred and/or the cost of defense of any proceeding designed to penalize the buyer therefor.

November 20, 2012

**Infrastructure
Finance
Authority**

Bev Adams, Finance Director
City of Central Point
140 South Third Street
Central Point, Oregon 97502

RE: Revised Program Income Requirements and FY2011/2012 Program Income Report for Community Development Block Grant (CDBG) project(s) #H95021.

Dear Ms. Adams:

On May 23, 2012 revisions to 24CFR Part 570, the State Community Development Block Grant (CDBG) program administrative rules become effective. These revisions include numerous changes to the federal program income (PI) requirements. One significant change to the requirements affects all the older housing rehabilitation (HR) grants that the state continues to track program income on an annual basis. The change is:

24 CFR 570.489 (e)(2)(i) The total amount of funds, which does not exceed \$35,000 received in single year from activities, other than revolving loan funds that is retained by a unit of general local government and its sub-grantees (All funds received from revolving loan funds are considered program income, regardless of amount);

Impact of the new regulation:

The prior miscellaneous income rule that allowed up to \$25,000 of program income to be used for any purpose no longer applies. Effective May 23, 2012, all income is now program income and the City of Central Point can no longer keep miscellaneous income and there will be increased annual reporting to HUD.

What this means is:

- 1) **All income** received from any closed HR grant that is still being tracked for PI by OBDD-IFA is considered PI effective May 23, 2012.
- 2) This rule change affects the City's project #H95021.
- 3) New annual reporting to HUD on program income is required.

Updated PI Report for FY2011/2012:

It is imperative that we have a current FY2011/2012 program income report. The attached reporting form reflects the change to the CDBG program administrative rule and miscellaneous income requirements. Return the completed report form to OBDD-IFA by no later than **December 31, 2012**.

Expenditure of FY2011/2012 PI on-hand:

OBDD-IFA has developed a list of options that allows the PI to provide benefit at the local level and avoid additional annual reporting to HUD. To avoid the reporting obligation all cities and counties MUST spend their accumulated program income report for FY2011/2012 immediately on one of the following options, and document that the funds were expended to OBDD-IFA by no later than **February 28, 2013**:

- 1) **Expend PI on an eligible CDBG project** –
 - a. **Project cost can be paid for entirely with PI** - Any applicant with PI on hand will need to use that PI for their next CDBG eligible project rather than applying for additional CDBG funds. Documentation must be provided to OBDD-IFA's Regional Coordinator (RC) showing that it has been expended on an eligible CDBG project.
 - b. **Project cost exceeds the amount of PI on-hand** - Any applicant with PI on-hand will need to use the PI as match for a CDBG eligible project, within their application to OBDD-IFA.
- 2) **Donate PI to a bona fide food bank/warehouse** – Either donate the PI to a bona fide food bank that receives USDA funding or purchase food for a bona fide smaller food pantry. The city/county must verify CDBG eligibility of the food bank/warehouse with the Department's RC and provide documentation i.e. cancelled check to the approved food bank/warehouse, receipts of food purchased and provided to a food pantry, to the state to document that it has been expended.
- 3) **Sub-grant the PI to an eligible 105(a)(15) non-profit for housing rehabilitation** - The city/county can enter into a sub-grant agreement with an eligible 105(a)(15) non-profit organization transferring the PI and all the loan portfolio's to the non-profit to defederalize the funds. The city/county must provide a copy of the executed sub-grant agreement between the city/county and the eligible non-profit to OBDD-IFA to document the transfer of the funds.

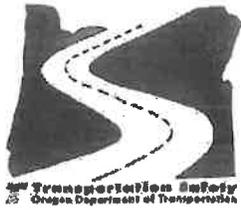
We appreciate your prompt attention to this matter. We would like to see the PI used at the local level.

If you should have any questions, please do not hesitate to contact me at 503-986-0132 or by e-mail at gloria.zacharias@biz.state.or.us or Mary Baker at 541-882-1340 or by e-mail at mary.a.baker@biz.state.or.us

Sincerely,



Gloria Zacharias, Program and Policy Coordinator
Infrastructure Finance Authority



OREGON DEPARTMENT OF TRANSPORTATION
Transportation Safety Division

GRANT PROJECT APPLICATION

Project No: K9-13-54-03 CEP

Project Name: Central Point Police eCitation and eCrash Project

Answer each question in the boxes provided. Answer each question completely and according to the instructions in *Italics*. All fields are required.

I. Project Description

This project will provide eCrash and eCitation software and hardware to the Central Point Police Department to outfit 6 patrol cars with this technology.

II. Problem Statement

A. Describe the problem(s) this project will try to impact:
(Describe the problem(s) you intend to impact with this grant.)

The Central Point Police Department is seeking to secure a grant to help them achieve the purchase and installation of eCrash and eCitation equipment in 100% of their patrol vehicles. This will greatly help them increase crash reporting to the state, achieve efficiencies and reduce redundancies in citation processing at the officer level as well as the records division and the courts. Additionally, they will be joining several other agencies in Jackson County that have previously invested and installed this technology to enhance their overall traffic safety goals.

B. Provide summary data about the problem(s):
(Give summary data regarding the problem as it exists in your jurisdiction.)

Currently the Central Point Police Department hand writes all uniform traffic citations and state crash reports on multi part NCR forms. The forms are then hand entered by records staff, court staff, DMV staff and Crash Data staff. This software will save both time and money on unnecessary data entry redundancies where electronic transfer is possible.

- C. List current activities and associated agencies already involved in solving the problem(s):
(Include all related activities and agencies involved. If you have a current project, list the objectives of that project and progress in achieving them.)

The following police agencies in Jackson County currently use the same software system: Jackson County Sheriff's Office, the Oregon State Police (Statewide) and the Medford Police Department.

III. Objectives

(Describe quantifiable products or outcomes that address those problems identified in Section II that should result from the proposed activities. Normally at least three very specific objectives should be given and each should include beginning and ending date.

The following are examples:

"To increase safety belt usage in (funded jurisdiction) from 85% to 90% by September 30, 2004, with the use rate determined by conducting observed use surveys."

"To reduce nighttime fatal and injury crashes occurring in (funded jurisdiction) by 20% from 60, the average for the 1998-2001 period, to 48 during the 12-month period starting October 1, 2003, and ending September 30, 2004."

"To provide intensive probation supervision to a minimum of 30 additional persons convicted of DUII in (funded jurisdiction) by making at least three face-to-face contacts with each person weekly from October 1, 2003, through September 30, 2004."

"To complete an evaluation by July 1, 2004, to determine if using photo radar will lead to a significant reduction in fatal and injury traffic crashes in that location."

	Start Date	End Date	Objective
1.	2/15/2013	9/30/2013	Finalize Purchase of software and hardware needed to complete project. Software must integrate with and upload to Report Beam server. Send claim for reimbursement after all equipment and software is received and agency has submitted payment to the vendor.

2.	2/15/2013	9/30/2013	Ensure hardware is installed and officers are trained. GPS information is critical to problem identification for crash locations and supports many important initiatives. Develop best method to get GPS data for each crash into the latitude and longitude fields on the form. Additionally, transfer GPS coordinates to the hidden fields contained in the uniform traffic citation. This data will interface with Geo-Coding and mapping software which will provide the agency with real time interactive mapped data.
3.	2/15/2013	9/30/2013	Ensure officers use the provided Uniform Traffic Citation and Oregon Police Traffic Crash Report for all issued citations and crash reports (where possible).
4.	2/15/2013	9/30/2013	Provide project status updates regularly to ODOT -TSD during installation and finalization of project (Email is sufficient).
5.	2/15/2013	9/30/2013	Agency must utilize the approved Oregon Master Build for Citation and Crash Reports. Changes are limited to agency specific drop down values and court information. All statute and fine information is considered a drop down and is independently editable by the agency via the web utilizing list manager.
6.	2/15/2013	9/30/2013	This grant pays for the first three years of software maintenance. It is up to the agency to work with the selected vendor directly to continue the project in the fourth and subsequent years.

IV. Proposed Activities

A. Major Activities

(List major activities to be carried out to achieve objectives stated in Section III above. List the start and end date for each activity, and include in your description what will be done, who will do it, and who will be affected.)

	Start Date	End Date	Activity
1.	2/15/2013	9/30/2013	Finalize Purchase of software and hardware needed to complete project. Software must integrate with and upload to Report Beam server. Send claim for reimbursement after all equipment and software is received and agency has submitted payment to vendor.

2.	2/15/2013	9/30/2013	Ensure hardware is installed and officers are trained. GPS information is critical to problem id. for crash locations and supports many important initiatives. Develop best method to get GPS data for each crash and citation into lat/long fields.
3.	2/15/2013	9/30/2013	Ensure officers use the provided Uniform Traffic Citation and Oregon Police Traffic Crash Report for all issued citations and crash reports (where possible).
4.	2/15/2013	9/30/2013	Provide project status updates regularly to ODOT -TSD during installation and finalization of project (Email is sufficient).
5.	2/15/2013	9/30/2013	Agency must utilize the approved Oregon Master Build for Citation and Crash Reports. Changes are limited to agency specific drop down values and court information. All statute and fine information is considered a drop down and is independently editable.
6.	2/15/2013	9/30/2013	This grant pays for the first three years of software maintenance. It is up to the agency to work with the selected vendor directly to continue the project in the fourth and subsequent years.

Plans for sharing the project activities with others:

B. Coordination

(List the groups and agencies with which you will be cooperating to complete the activities of the project. Explain how you will be working together. In those projects not requiring the involvement of other agencies, a statement justifying the ability of the applicant to carry out the project independently should be included.)

Is coordination with outside agencies or groups required? If **yes**, check here:

1) If you checked the box above, please fill in the following. Otherwise skip to item 2) below:

Name/role of groups and agencies involved:

2) Fill this if you did not check the box above:

Ability to complete the project independently:

Agency will complete project internally.

C. Continuation

Plans to continue the project activities after funding ceases:

V. Evaluation Plan

A. Evaluation Questions

(You will be reporting on your objectives in your Project Evaluation. At a minimum each objective should be rephrased as an evaluation question. For example, what percentage of the public in (funded jurisdiction) wears a safety belt? What percentage increase is this? Add questions that demonstrate expected or potential impact of the project on the state or jurisdiction's traffic safety environment. Avoid yes/no evaluation questions.)

	Evaluation Question
1.	Did you purchase and install software and hardware components? What was purchased and when was the project finalized?
2.	Did you develop a procedure / method to capture GPS data and ensure population of Lat / Long data into fields on crash and citation electronic forms (where possible)? Please articulate?
3.	Are 100% of your officers using this software for issuance of citations and completion of crash reports (where possible)? Describe any issues or reasons for not achieving 100% use (Patrol/Traffic).
4.	Did you maintain regular communications with ODOT-TSD during the project?
5.	Did agency utilize the approved Oregon Master Build for Citation and Crash Reports? Were any customizations required?
6.	Please provide summary information of the overall benefits and list any issues or challenges with implementation.

B. Data Requirements

1. Data to be collected: The Data Table presented as Exhibit A will be submitted with required quarterly reports.

2. Data System

Describe how the data will be collected, stored, and tabulated:

Data will be collected from system based queries and summary information will be submitted at year end.

C. Evaluation Design

Describe how the data will be analyzed:

Data will be analyzed based on agency reports.

D. Project Evaluation Preparation

A Project Evaluation Report will be submitted to TSD following the requirements given in the Agreements and Assurances.

VI. Grant Project Budget Summary

A. List of major budget items:

\$41,993 for Software and Hardware. Cash Match: \$10,000

B. Budget Allotment

The agency named in this document hereby applies for \$41,993.00 in Transportation Safety funds to be matched with \$10,000.00 in funds from source Central Point Police Department direct contribution to carry out a traffic safety project described in this document.

VII. Budget and Cost Sharing

(Complete Form 737-1003 Budget and Cost Sharing. You may attach one page to explain specific requests. If you are applying for a multiple-year grant, you must include a separate budget for each year for which you are requesting funding.)

VIII. Exhibits

A. Exhibit A: Data Table

(To be developed at a later date.)

B. Exhibit B: Job Descriptions

(Provide copy of job descriptions of all positions assigned to the project 500 hours or more paid with grant funds.)

- C. **Exhibit C: Contracts or Service Agreements**
(Provide signed copies of any contracts or other service agreements that are entered into by the grantee as part of this project. These shall be reviewed by TSD to determine whether the work to be accomplished is consistent with the objectives of the project. All contracts awarded by the grantee shall include the provision that any subcontracts include all provisions stated in the Agreements and Assurances.)

IX. Agreements and Assurances
(READ, sign and attach to the grant project application.)

X. Approval Signatures

I have read and understand the Agreements and Assurances stipulating the conditions under which the funds for which are being applied will be available and can be utilized. **The agency named in this document is prepared to become a recipient of the funds should the grant funds be awarded.**

A. Agency Information

Agency Name*: Central Point Police Department
Street Address: 155 S. Second Street
City: Central Point
State: OR
Zip: 97502

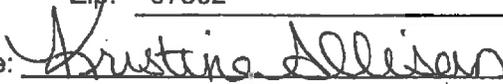
B. Project Director

First Name: Jason Last Name: Richmond
Title: Technology Director Email: jason.richmond@cent
ralpointoregon.gov
Phone: (541) 423-1985 Fax: _____
Street Address: 155 S. Second Street
City: Central Point
State: OR
Zip: 97502

Signature:  Date: 2/5/2013

C. Authorizing Official of Agency Completing Application

First Name: Kristine Last Name: Allison
Title: Chief Email: kris.allison@centralp
ointoregon.gov
Phone: (541) 664-5578 x615 Fax: _____
Street Address: 155 S. Second Street
City: Central Point
State: OR
Zip: 97502

Signature:  Date: 2/5/13

*Non-profit agencies must submit proof of exempt status under Code Sec. 501(c)(3)

Mail signed copies to: Oregon Dept. of Transportation
Transportation Safety Division, MS 3
4040 Fairview Industrial Drive SE
Salem, OR 97302-1142

Email completed electronic copy to your TSD Program Manager.

3. Water Fund – Reservoir
Supplemental Budget 3.14.13

City Of Central Point		Water Operations Expense Report		For period ending February 28, 2013		Staff Report	
Account Number	Description	Budgeted Amount	YTD Amount	% of Year to Date	Available Balance	Notes:	
Water Fund - Water Operations							
Personal Services							
55-70-43-5010	Salaries & Wages	\$368,365	\$221,594	60.16%	\$146,771		
55-70-43-5020	Overtime Wages	21,450	2,475	11.54%	18,975		
55-70-43-5560	City Paid Benefits	232,000	134,520	57.98%	97,480		
	Total Personal Services	621,815	358,589	57.67%	263,226		
Materials and Services							
55-70-43-6110	City Facilities Rental	40,000	26,667	66.67%	13,333		
55-70-43-6120	City Equipment Rental	85,000	56,667	66.67%	28,333		
55-70-43-6130	City Overhead Fees	354,000	236,000	66.67%	118,000		
55-70-43-6140	Public Works Overhead Fees	227,000	151,333	66.67%	75,667		
55-70-43-6210	Advertising/Legal Notices	1,000	0	0.00%	1,000		
55-70-43-6220	Bad Debt	2,500	0	0.00%	2,500		
55-70-43-6230	Bank/VISA Fees	5,000	1,812	0.00%	3,188		
55-70-43-6280	Travel/Training	10,000	9,191	91.91%	809		
55-70-43-6350	Professional Services	18,500	8,146	44.03%	10,354		
55-70-43-6360	Contract/Other Services	55,000	21,038	38.25%	33,962		
55-70-43-6422	Utility Discount	15,000	0	0.00%	15,000		
55-70-43-6520	Equipment Repair/Maintenance	10,000	60	0.60%	9,940		
55-70-43-6540	Infrastructure Maintenance	155,000	41,479	26.76%	113,521		
55-70-43-6560	Water Rights Maintenance	23,000	17,661	76.79%	5,339		
55-70-43-6610	Books/Publications	500	508	101.80%	(9)		
55-70-43-6620	Clothing Allowance	3,000	1,430	47.65%	1,571		
55-70-43-6640	Dues/Licenses	1,500	2,327	155.14%	-827		
55-70-43-6680	Office/Shop Supplies	4,000	4,331	108.27%	-331		
55-70-43-6690	Postage	750	132	17.57%	618		
55-70-43-6695	Sm Equip/Tools/Furniture	7,500	7,409	98.79%	91		
55-70-43-6720	Electric	3,000	4,766	158.86%	(1,766)		
55-70-43-6740	Phone/Internet	8,500	5,662	66.61%	2,838		
55-70-43-6760	Water/Stormwater	650,000	360,282	55.43%	289,718		
55-70-43-6762	Water Franchise Fee	95,000	51,627	54.34%	43,373		
	Total Materials and Services	1,774,750	1,008,529	56.83%	766,221		
Capital Outlay							
55-70-43-7150	Equipment	18,000	12,940	71.89%	5,060		
55-70-43-7203	Beebe Rd Waterline	420,000	370,703	88.26%	49,297		
55-70-43-7211	Highway 99 Waterline	300,000	5,805	1.94%	294,195		
55-70-43-7222	Water Reservoir	1,500,000	1,500,070	100.00%	(70)	Project incomplete -	
55-70-43-7229	SCADA	30,000	0	0.00%	30,000	\$231,711 (5% retainage)	
	Total Capital Outlay	2,268,000	1,889,518	83.31%	378,482	\$362,711	
Debt Service							
55-70-43-7531	Note Payable Int - 10th/Scenic	7,350	7,350	100.00%	0		
55-70-43-7550	Loan Interest - Water Reservoir	120,000	0	0.00%	120,000		
	Total Debt Service	127,350	7,350	5.77%	120,000		
	Total Water Operations	\$4,791,915	\$3,263,986	68.11%	\$1,527,929		

**A RESOLUTION TO APPROVE SUPPLEMENTAL BUDGET #2
FOR THE 2012/13 FISCAL YEAR**

RECITALS:

- A. **Housing Fund; CDBG Grant donation:** State of Oregon revisions to 24CFR, Part 570, states that Community Block Grant program remaining funds may no longer be used as miscellaneous income, but may be used at the local level as a donation to a bona fide food bank/warehouse or as a sub-grant to an eligible non-profit for housing rehabilitation. City Council directed staff to make a donation of the June 30, 2012 total fund balance in the Housing Fund of \$40,925 to the local Food & Friends food bank.
- B. **General Fund; Federal Grant:** The City has been approved a federal grant through the Oregon Transportation Safety Division. The purpose of the grant is to implement an "eCrash/eCitation" statewide software system. Total cost of the software is \$51,993; the federal grant will reimburse the City for \$41,993, with the remaining \$10,000 paid from the Police and Technical Services budgets.
- C. **Water Fund; Water Reservoir:** Due to unforeseen complications, \$1.87 million of the City's water reservoir project was extended into the 2012/2013 fiscal year. Of the total \$5.6 million project, only \$1.5 million was budgeted, leaving a shortfall of \$370,000 in this budget year.

The City of Central Point resolves as follows:

To amend the 2012/13 budget in accordance with ORS. 294.480.

As such, the budget changes will be as follows:

Section 1.

	<i>Budget Appropriation</i>	<i>Revenue</i>	<i>Expense</i>	<i>Adj. Appropriation</i>
Housing Fund:				
Carryover Balance	\$40,925	\$40,925		\$0
Food Donation			\$40,925	\$40,925
Total Revised		\$40,925	\$40,295	
General Fund:				
Federal Grant	\$0	\$41,993		\$41,993
Police-Sm.Equip/Tools	\$40,000		(\$5,000)	\$35,000
Tech Services-Software	\$100,000		\$46,993	\$146,993
Total Revised		\$41,993	\$41,993	
Water Fund:				
Loan Financing Proceeds	\$1,500,000	\$370,000		\$1,870,000
Water Reservoir	\$1,500,000		\$370,000	\$1,870,000
Total Revised		\$370,000	\$370,000	

Passed by the Council and signed by me in authentication of its passage this 14th day of March, 2013.

Mayor Hank Williams

ATTEST:

City Recorder

PLANNING COMMISSION REPORT



PLANNING DEPARTMENT MEMORANDUM

Date: March 14, 2013
To: Honorable Mayor & Central Point City Council
From: Tom Humphrey AICP, Community Development Director
Subject: Planning Commission Report

The following item was discussed by staff and the Planning Commission in the context of a study session at a regularly scheduled meeting on March 5, 2013.

- A. 2013 Economic Element Update** – Anticipating approval of the Regional Plan and the inclusion of the Tolo Area as an urban reserve, the Community Development Department was approached by Combined Transport about expanding the UGB to include additional industrial lands for truck-transport operations. A pre-requisite to expanding the UGB is demonstrating a need for additional industrial lands. The City's basis for determining industrial land needs is found in the Economic Element, which was originally approved in 1984 and is now outdated.

Consequently, the City began collaborating with the applicant and Craig Stone and Associates (CSA) to prepare an update to the Economic Element. This Element must be updated prior to any formal consideration of a UGB expansion. A draft of both the element and the goals and policies was taken to the Commission and presented by both CSA and planning staff. The Commission then directed staff to send the draft and their recommended revisions to DLCD in order to consider the formal application at the Planning Commission meeting in May.