



CITY OF CENTRAL POINT

Oregon

City Council Meeting Agenda Thursday, September 13, 2018

Next Res(1549) Ord (2047)

- I. **REGULAR MEETING CALLED TO ORDER**
- II. **PLEDGE OF ALLEGIANCE**
- III. **ROLL CALL**
- IV. **PUBLIC COMMENTS**

Public comment is for non-agenda items. If you are here to make comments on a specific agenda item, you must speak at that time. Please limit your remarks to 3 minutes per individual, 5 minutes per group, with a maximum of 20 minutes per meeting being allotted for public comments. The council may ask questions but may take no action during the public comment section of the meeting, except to direct staff to prepare a report or place an item on a future agenda. Complaints against specific City employees should be resolved through the City's Personnel Complaint procedure. The right to address the Council does not exempt the speaker from any potential liability for defamation.

- V. **CONSENT AGENDA**
 - A. **Approval of August 23, 2018 City Council Minutes**
- VI. **ITEMS REMOVED FROM CONSENT AGENDA**
- VII. **ORDINANCES, AND RESOLUTIONS**

- A. Second Reading of Ordinance No. _____, to consider amendments to Section 17.65.050, Table 2 Zoning Regulations--TOD District; and CPMC 17.67.070(D)(3)(a)(i)--Residential Building Facades. Applicant: City of Central Point. (Humphrey)
- B. Second Reading of Ordinance No. _____, Approving a minor zone map amendment from Residential Multifamily (R-3) to Tourist and Office Professional (C-4) on 0.43 acres located at 45, 63, and 77 Bigham Drive (37S2W02CD Tax Lot 600,700, and 1000). Applicant: Nelson Investment Enterprises, LLC (Humphrey)
- C. Second Reading of Ordinance No. _____, to vacate 400 feet of undeveloped alley right-of-way located between Front Street and the Central Oregon and Pacific Railroad adjacent to tax lots 2900 and 3000 located on Jackson County Assessor's map page 372W03DC. Applicant: Jackson County School District 6 (Humphrey)
- D. Second Reading Ordinance No. _____, Approving a Minor Zone Map Change on 2.0 acres from R-1-8 (Residential Single Family) to R-3 (Residential Multifamily). The property is located at 1849 Scenic Avenue and is identified on

Mayor
Hank Williams

Ward I
Bruce Dingler

Ward II
Michael Quilty

Ward III
Brandon Thueson

Ward IV
Tanea Browning

At Large
Rob Hernandez

At Large
Michael Parsons

the Jackson County Assessor's Map as 37S 2W 03AB Tax Lot 4700.
(Humphrey)

- E. Resolution No. _____, A Resolution Regarding Policy for Recreation Classes and City Events in Regards to Air Quality (Samitore)
- F. Resolution No. _____, Identifying the City of Central Point as the Responsible Entity (RE) and maintaining the written record of the environmental review undertaken for the Willow Glen Apartments Project Based Vouchers.
(Humphrey)

VIII. BUSINESS

- A. Peninger Fire Restoration Project Letter of Support (Clayton)
- B. Planning Commission Report (Humphrey)

IX. MAYOR'S REPORT

X. CITY MANAGER'S REPORT

XI. COUNCIL REPORTS

XII. DEPARTMENT REPORTS

XIII. EXECUTIVE SESSION ORS 192.660(2)(h) Legal Counsel

The City Council will 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.

XIV. ADJOURNMENT

Individuals needing special accommodations such as sign language, foreign language interpreters or equipment for the hearing impaired must request such services at least 72 hours prior to the City Council meeting. To make your request, please contact the City Recorder at 541-423-1026 (voice), or by e-mail to Deanna.casey@centralpointoregon.gov.

Si necesita traductor en español o servicios de discapacidades (ADA) para asistir a una junta publica de la ciudad por favor llame con 72 horas de anticipación al 541-664-3321 ext. 201

CITY OF CENTRAL POINT

Oregon

City Council Meeting Minutes Thursday, August 23, 2018

I. REGULAR MEETING CALLED TO ORDER

The meeting was called to order at 7:00 PM by Mayor Hank Williams

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

Attendee Name	Title	Status	Arrived
Hank Williams	Mayor	Present	
Bruce Dingler	Ward I	Present	
Michael Quilty	Ward II	Present	
Brandon Thueson	Ward III	Present	
Taneeea Browning	Ward IV	Present	
Rob Hernandez	At Large	Excused	
Michael Parsons	At Large	Present	

Staff members present were City Manager Chris Clayton; City Attorney Sydnee Dreyer; City Recorder Deanna Casey; Information Technology Director Jason Richmond; Police Chief Kris Allison; and Community Development Director Tom Humphrey.

IV. PUBLIC COMMENTS

V. CONSENT AGENDA

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Michael Quilty, Ward II
SECONDER:	Michael Parsons, At Large
AYES:	Williams, Dingler, Quilty, Thueson, Browning, Parsons
EXCUSED:	Rob Hernandez

Approval of August 9, 2018 City Council Minutes

VI. ITEMS REMOVED FROM CONSENT AGENDA

VII. PUBLIC HEARING

- A. **Public Hearing and Resolution No. _____, to Consider an annexion for 4632 North Pacific Highway comprising 0.17 acres (File No. ANNEX-18002). The properties are identified on the Jackson County Assessors Map as 37S 2W 03BD, Tax Lot 400 (portion). Applicant: Shirley Malcolm. Agent: Neathamer Surveying, Inc.**

Community Development Director Tom Humphrey stated that the applicant has agreed to bring a portion of her property into the City in order for a public street

Minutes Acceptance: Minutes of Aug 23, 2018 7:00 PM (CONSENT AGENDA)

known as Cascade Drive to be completed as part of an adjacent residential subdivision. Completion of the street improves existing access to the Malcolm property and is a benefit to the city and adjoining property owners.

This annexation is a full consent annexation since the property owner has consented in writing. It also meets all annexation criteria, is contiguous to the city limits, within the Urban Growth Boundary, accessible to public facilities and has been noticed for the public hearing.

Staff recommends approval of the proposed annexation to meet the Managed Growth and Infrastructure Goal in the Central Point Strategic Plan.

Mayor Williams opened the public hearing. No one came forward and the public hearing was closed.

Motion to approve Resolution No. 1548, annexing 0.17 acres, located at 4632 North Pacific Highway (N. Front Street) and Identified on the Jackson County Assessor's Map as 37S 2W 03BD, Tax Lot 400.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Michael Quilty, Ward II
SECONDER:	Brandon Thueson, Ward III
AYES:	Williams, Dingler, Quilty, Thueson, Browning, Parsons
EXCUSED:	Rob Hernandez

B. Second Reading of an Ordinance to vacate 400 feet of undeveloped alley right-of-way located between Front Street and the Central Oregon and Pacific Railroad adjacent to tax lots 2900 and 3000 located on Jackson County Assessor's map page 372W03DC. Applicant: Jackson County School District 6

Community Development Director Tom Humphrey presented the map of the property to be vacated to the School District "Makers Space" property. The school district has asked for this vacation which is behind their property and adjacent to the train tracks. The area to be vacated is approximately 18' by 400' that was originally part of the Oak Park Addition. Since the alley right-of-way was part of the addition, it would be vacated in its entirety to tax lots 2900 and 3000.

This resolution has been noticed in the paper and mailed to adjoining property owners. They have not had any negative feedback. The California and Pacific Railroad was informed of the petition and has said there should be no issues from the railroad as long as nothing moves onto the railroad property.

He explained that historic maps of this area show that the majority of this alley right-of-way was vacated about the time that Highway 99 was constructed. Another segment of the alley right-of-way was vacated in 2010 when the Council concluded that the area south of the wine tasting building had no utility interest to the city. Staff has checked for utilities and easements that would need access. No one has come forward with a request to have an easement in this location.

Staff recommends approval and to move to second reading the proposed ordinance. This ordinance is in line with Strategic Plan Goal 4 Managed Growth and Infrastructure.

Mayor Williams opened the public hearing

Spencer Davenport, representative from School District 6
 Mr. Davenport stated that the School District is in support of the proposed vacation. There is no purpose for city use in this location.

Mayor Williams closed public hearing.

Motion to move to second reading An Ordinance Vacating Approximately 400 Feet of Undeveloped Alley Right-of-Way Located between Front Street and the Central Oregon and Pacific Railroad Adjacent to Tax Lots 2900 and 3000 located on Jackson County Assessor's Map Page 37 2W 03DC.

RESULT:	1ST READING [UNANIMOUS]
	Next: 9/13/2018 7:00 PM
MOVER:	Brandon Thueson, Ward III
SECONDER:	Michael Quilty, Ward II
AYES:	Williams, Dingler, Quilty, Thueson, Browning, Parsons
EXCUSED:	Rob Hernandez

C. Public Hearing and First Reading of an Ordinance approving a minor zone map amendment from Residential Multifamily (R-3) to Tourist and Office Professional (C-4) on 0.43 acres located at 45, 63, and 77 Bigham Drive (37S2W02CD Tax Lot 600,700, and 1000). Applicant: Nelson Investment Enterprises, LLC

City Attorney Sydnee Dreyer read the Quasi-judicial hearing statement. Mayor Williams asked if any of the council members had a conflict of interest or exparte communications. None were stated. This statement will cover items C, D, and E.

Community Development Director Tom Humphrey explained that the applicant Nelson Investment Enterprises, LLC has requested a zone map change from R-3 (Residential Multifamily) to C-4 (Tourist and Office Professional) with the intent of redeveloping the site as part of a professional office project. The proposed zone map amendment would affect three parcels on Bigham Drive. The properties currently have two single family homes that are legally non-conforming. The proposed change would accommodate redevelopment of the properties with commercial uses consistent with the applicant's objective and the employment commercial land use designation per the Comprehensive Plan Land Use Map. The tax lots are currently owned by the applicant.

The Planning Commission conducted a public hearing in August to consider the proposal and unanimously recommended City Council approval. He provided the

determining factors as recommended by the Planning Commission and explained that they are in compliance with CPMC 17.10, Zoning Map and Text Amendments. There are public facilities to support this change, and the Comprehensive Plan has designated this area as commercial.

A Traffic Impact Analysis was prepared to evaluate the impacts of the proposed zone map amendment on the functional classification and capacity of existing and planning infrastructure. The intersection of Bigham Drive and Freeman Road currently operates at a Level of Service (LOS) "E" without any construction on the site. It has been determined that this intersection will continue at this LOS regardless of the proposed changes. There are several options the city could implement to help the LOS for this intersection during the planning stages. He explained that as the area develops there are additional studies that will be done. Bigham Drive will act as a secondary access point for future commercial uses and that the TIA will likely be required to fully evaluate impacts and any needed mitigation.

Mayor Williams stated that he talked with the current property owner several years ago about the possibilities of this project.

Mayor Williams opened the public hearing. No one came forward and the public hearing was closed.

Motion to move to second reading an Ordinance Amending the Central Point Zoning Map on Tax Lots 600, 700, and 1000 of 37S 2W 02DC (0.43 Acres) from R-3 (Residential Multifamily) to C-4 (Tourist and Office Professional) Zoning

RESULT:	1ST READING [UNANIMOUS]
	Next: 9/13/2018 7:00 PM
MOVER:	Michael Quilty, Ward II
SECONDER:	Tanea Browning, Ward IV
AYES:	Williams, Dingler, Quilty, Thueson, Browning, Parsons
EXCUSED:	Rob Hernandez

D. Second Reading of an Ordinance Approving a Minor Zone Map Change on 2.0 acres from R-1-8 (Residential Single Family) to R-3 (Residential Multifamily). The property is located at 1849 Scenic Avenue and is identified on the Jackson County Assessor's Map as 37S 2W 03AB Tax Lot 4700.

Mr. Humphrey stated that the Planning Commission conducted a public hearing in August to consider a minor zone map amendment request from R-1-8 to R-3. The subject property consists of 2.0 acres on Scenic Avenue immediately west of the existing Scenic Heights multifamily housing development. It is the applicant's intent to develop the property as a second phase to the adjoining multifamily development. The Planning Commission addressed three approval criteria during their deliberations:

1. Comprehensive Plan Compatibility: The current land use plan designation for

the property was amended from low density residential to high density residential as part of the Land Use Element update in 2018. The updated Land Use Element is consistent with the proposed designation.

2. Compatibility with Surrounding Land Uses and Zoning: The abutting properties to the east are zoned R-3 and are developed with multi-family residential dwellings. The property to the South is zoned for civic uses and is developed with Scenic Middle School.
3. Traffic Impacts: A traffic impact analysis (TIA) is required to address compliance with the Comprehensive Plan, The Municipal Code and the Oregon State Transportation Planning Rule. The traffic generated by the increased land use intensity will not alter the functional classification of existing or planned infrastructure. The proposed zone change can be accommodated by the transportation network and is consistent with the Transportation Planning Rule.

It should be noted that there are utilities available for this designation, however RVSS would need to upgrade their lines in the future.

Planning Commission and Council Members have expressed their concerns about the intersection at Scenic/Upton/3rd/10th Streets. There are solutions that could be implemented but no change is recommended until plans have been submitted for the project.

Mayor Williams opened the public hearing.

Kim Parducci, Principle of Southern Oregon Transportation and Engineering. Ms. Parducci is here to answer any questions regarding traffic that the Council may have regarding this zone amendment. They concur with staff that no changes are necessary at this time. There are recommendations for 4 intersections in this area depending on future development. They have concluded that a simple mitigation to the entrance to the apartments would alleviate any current conditions. There are no recommended changes until we have more information about future development and where access points will be.

Ryan Hays - Director of Development for Housing Authority

Mr. Hays recommends moving this ordinance to second reading. The valley is in need of housing and the zone change would allow affordable units. They have been interested in the property next to Scenic Heights for several years. The proposed expansion for Scenic Heights would be about five years out. They do not have drawings or plans at this time.

Mayor Williams closed the public hearing.

Motion to move to second reading An Ordinance Amending the Central Point Zoning Map from R-1-8 (Residential Single Family) to R-3 (Residential Multifamily) Zoning on a 2.0 Acre Property Located at 1849 Scenic Avenue (37S 2W 03AB Tax Lot 4700).

RESULT:	1ST READING [UNANIMOUS]
	Next: 9/13/2018 7:00 PM
MOVER:	Brandon Thueson, Ward III
SECONDER:	Taneeea Browning, Ward IV
AYES:	Williams, Dingler, Quilty, Thueson, Browning, Parsons
EXCUSED:	Rob Hernandez

E. Public Hearing and second Reading of an Ordinance to consider amendments to Section 17.65.050, Table 2 Zoning Regulations--TOD District; and CPMC 17.67.070(D)(3)(a)(i)--Residential Building Facades. Applicant: City of Central Point.

Mr. Humphrey explained that that Planning Commission conducted a public hearing in August to consider miscellaneous zoning text amendments to the Transit Oriented Development (TOD) zoning and design standards. This is a Major zoning text amendment to CPMC 17.65.050 table 2 - Zoning Standards and will eliminate conflicts in LMR and MMR zones regarding utility easements. We are trying to promote less vehicles and more pedestrian traffic in the TOD area. Garages were moved to the back of the property in order to emphasize the front of the houses rather than garage doors.

CPMC 17.65,050 Table 2- Zoning Regulations

- To change the corner side yard setback minimum from 5 ft to 10 ft and eliminate the maximum setback to avoid conflicts between buildings and utility easements in the LMR and MMR zones.
- To amend the Front Yard Setback minimum from 15 Ft to 0 ft in the GC and C zones as necessary to comply with the building design standard in CPMC 17.67.070(B)(2)(a). This section requires 75% of nonresidential and mixed-use projects to be built to the sidewalk edge.

CPMC 17.67.070(D)(3)(a)(i), Building Facades, Residential

- Attached garages facing a public street are limited to no more than 40% of the horizontal width of the front building façade. The standard aims to promote pedestrian-oriented building design on public streets and does not apply to alley or side loaded garages. According to local developers and contractors, this standard makes it difficult to build garages for homes on narrow lots that can accommodate standard and full size vehicle parking and access. The proposed amendment increases the allowable width of attached garages to 45% to accommodate vehicle parking in situations where alley or side access is not available.
- The proposed change provides the flexibility needed to provide usable covered parking in street loaded garages within the LMR and MMR zones while maintaining the intent of the TOD design standards. It should be noted that attached housing in the HMR zone cannot accommodate a front-loaded attached garage.

The proposed amendments follow the statewide planning goals, the Central Point Strategic Plan and the recent Central Point Comp Plan amendments.

Mayor Williams opened public hearing - no one came forward and the public hearing was cancelled.

Motion to move to second reading an Ordinance Amending Central Point Municipal Code Chapter 17.65.050, Table 2 Zoning Regulations - TOD District; and 17.67.070(D)(3)(A)(i) - Single Family Attached and Detached Residential Buildings Façade to Address Utility Concerns, Eliminate Code Conflicts and Increase Attached Garage Width for Single Family Homes Facing a Public Street.

RESULT:	1ST READING [UNANIMOUS]
	Next: 9/13/2018 7:00 PM
MOVER:	Michael Quilty, Ward II
SECONDER:	Taneea Browning, Ward IV
AYES:	Williams, Dingler, Quilty, Thueson, Browning, Parsons
EXCUSED:	Rob Hernandez

VIII. MAYOR'S REPORT

Mayor Williams reported that:

- He attended the D.A.R.E. Cruise. He was happy to see less smoke that evening for the cruise.
- He attended a Medford Water Commission meeting. Things seem to be going well with the new Manager on board.
- He attended the Central Point Greeter's at Banner Bank.

IX. CITY MANAGER'S REPORT

City Manager Chris Clayton reported that:

- Staff has been working on a Personnel Policy Manual for the employees. This is currently being reviewed by management and will be provided to the employees early in September. After all the edits are done we will bring it before Council for approval.
- One of our 2018 maintenance projects is to paint the old section of city hall and a new Police Department sign will be posted on the corner.
- The forced annexation on Vilas Road is coming to its three year mark. We will begin the process of annexing this property into the city as soon as is appropriate.
- We are planning on being proactive in 2019 regarding weeds at the Central Point Cemetery. We will be spraying for weeds early in the spring.
- There will be some changes to the RVTD bus route in the coming months.
- End of year financial statements look good regarding revenue and expenditures.

X. COUNCIL REPORTS

Council Member Mike Quilty reported that he:

- Attended a meeting at RVCOG to discuss surface transportation funds. They discussed where the funds have been spent. They will be going forward with the levy for transportation.
- He attended the study session.
- He will not be attending the September 13th meeting. He will be out of town.

Council Member Brandon Thueson attended the Study Session.

Council Member Bruce Dinger stated that he attended the Study Session. He also asked about the 5 year window for the Housing Authority project. Mr. Humphrey explained the time line for this project and that they have been approved and received funds for a project on Haskell.

Council Member Tanea Browning reported that:

- She attended a Fire District No. 3 meeting where they presented two citizens recognition awards. There are three new fire wise communities in the District, and the application process for a firefighter position has opened. Nationally recruitment for first responders is becoming more necessary. The Scenic Fire Station bids are due September 5th. They are planning seismic work for the stations in the district.
- Her family attended the Friday night movies in the park.
- She attended a Crater Wine event.
- She attended the Adhoc Community Center meeting.
- She attended an RVCOG board meeting. The Josephine County food and friends program will be breaking ground shortly for their new facility.
- Jacksonville is proposing a \$20 utility fee to fund their Police Department.

Council Member Mike Parsons attended:

- The D.A.R.E. events on Saturday.
- The Study Session where our Police Department introduced us to the new drug dog Sage and did a demonstration of skills for Mattis.

XI. DEPARTMENT REPORTS

Community Development Director Tom Humphrey reported that the City has received a request from the school district to rezone the Asante property. We plan to hold a public meeting to get the input from surrounding properties.

Police Chief Kris Allison reported that:

- The D.A.R.E. event was a success again this year. The weather was nice and the smoke cleared for that afternoon. They are discussing ways to improve for next year.
- School will be starting soon and they have been preparing for that event.
- She attended a threat assessment conference in Anaheim last week and will be planning ways to implement it in the valley for the schools.

Parks and Public Works Director Matt Samitore reported that:

- There were issues this week with the signal at Hwy 99 and Pine. There were wires cut while preparing for the rail crossing. Knife River will be working on the Twin Creeks Crossing next week.

Information Technology Director Jason Richardson attended a shake alert meeting. SORC and their dispatch team along with other emergency services will be working together to get out advance notification to first responders.

XII. EXECUTIVE SESSION - ORS 192.660 (2)(e) Real Property Transactions

A. **Motion to:** Adjourn to Executive Session Under ORS 192.660(2)(e) Real Property Transactions.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Michael Quilty, Ward II
SECONDER:	Brandon Thueson, Ward III
AYES:	Williams, Dingler, Quilty, Thueson, Browning, Parsons
EXCUSED:	Rob Hernandez

XIII. ADJOURNMENT

The foregoing minutes of the August 23, 2018, Council meeting were approved by the City Council at its meeting of September 13, 2018.

Dated:

Mayor Hank Williams

ATTEST:

City Recorder

Minutes Acceptance: Minutes of Aug 23, 2018 7:00 PM (CONSENT AGENDA)



City of Central Point Staff Report to Council

ISSUE SUMMARY

TO: City Council **DEPARTMENT:** Community Development

FROM: Tom Humphrey, Community Development Director

MEETING DATE: September 13, 2018

SUBJECT: Second Reading of Ordinance No. _____, to consider amendments to Section 17.65.050, Table 2 Zoning Regulations--TOD District; and CPMC 17.67.070(D)(3)(a)(i)--Residential Building Facades. Applicant: City of Central Point.

ACTION REQUIRED: Ordinance 2nd Reading **RECOMMENDATION:** Approval

BACKGROUND INFORMATION:

The Planning Commission conducted a public hearing at its regular meeting in August to consider miscellaneous zoning text amendments to the Transit Oriented Development (TOD) zoning and design standards in CPMC 17.65, TOD Districts and Corridors and CPMC 17.67, Design and Development Standards—TOD District and Corridor (Attachment “A”). The City initiated the amendments in response to feedback from the local development community to address conflicts between planning, building and utility standards. During the hearing, one Planning Commissioner stepped down due to a conflict of interest and the amendments were unanimously approved by the remaining commissioners. A summary of the proposed amendments is provided below:

CPMC 17.65.050, Table 2 – Zoning Regulations

- Corner Side Yard Setback. Change the minimum corner setback from 5-ft to 10-ft and eliminate the maximum setback to avoid conflicts between buildings and utility easements in the LMR and MMR zones.
- Front Yard Setback. Amend the minimum setback from 15-ft to 0-ft in the GC and C zones as necessary to comply with the building design standard in CPMC 17.67.070(B)(2)(a). This section requires 75% of nonresidential and mixed-use projects to be built to the sidewalk edge.

CPMC 17.67.070(D)(3)(a)(i) – Building Facades, Residential

Attached garages facing a public street are limited to no more than 40% of the horizontal width of the front building façade. The standard aims to promote pedestrian-oriented building design on public streets and does not apply to alley or side loaded garages. According to local developers and contractors, this standard makes it difficult to build garages for homes on narrow lots that can accommodate standard and full-size vehicle parking and access. The proposed amendment

increases the allowable width of attached garages to 45% to accommodate viable vehicle parking in situations where alley or side access is not available.

As shown in Table 1, the proposed change provides the flexibility needed to provide usable covered parking in street loaded garages within the LMR and MMR zones while maintaining the intent of the TOD design standards. It should be noted that attached housing in the HMR zone cannot accommodate a front-loaded attached garage. Based on staff’s analysis, other housing types may be more appropriate in the HMR zone when alley access is not available.

Table 1. Analysis of Current, Proposed and Alternative Garage Width Scenarios

Standard	Percentage	Garage Width, Single Car	Total Façade Width Req'd	Garage Width, Two Car	Total Façade Width Req'd	Minimum Lot Width		
						LMR	MMR	HMR
Current	40%	12	30.0	24	60.0	50	22	18
Proposed	45%	12	26.7	24	53.3	50	22	18

Example 1: In the North Village at Twin Creeks, Phase V, there are fifteen (15) lots that would be affected by this standard. Each is within the LMR zone and is planned for single-family detached housing. The lot widths per the tentative plan range from 70.0 to 80.0 feet. Based on the table above and setback requirements in the LMR zone, the narrowest lot would have a building footprint that is 60-feet wide. This would accommodate both the single- and two-car garage options on the smallest lot.

Example 2: In the MMR zone single-family detached housing is not permitted. Attached row houses are permitted with a minimum 22-ft lot width. A recent preliminary development plan was received for a small lot in the MMR zone with two (2) 26-ft wide attached row houses. The current standard limits the garage width to 10-feet. If the standard is increased to 45%, the garage width can be increased to 12 feet which is the industry standard for most garages.

FINANCIAL ANALYSIS:

The financial impact to the City is limited to staff in-kind expenses which are recovered with planning- related service fees.

LEGAL ANALYSIS:

The primary issue to be considered and discussed at the meeting will be related to CPMC 17.10.400.

1. A zoning text amendment is a legislative amendment and shall be based on criteria including compliance with the Statewide Planning Goals, applicable Central Point Comprehensive Plan policies, and the State Transportation Planning Rule.
2. A decision may be for approval, approval with revisions, or denial.

COUNCIL GOALS/STRATEGIC PLAN ANALYSIS:

Managed Growth and Infrastructure, Goal 4; Continually ensure that planning and zoning review and regulations are consistent with comprehensive plans and vision.

STAFF RECOMMENDATION:

Consider the proposed amendments to the Zoning Text and adopt the ordinance, 2) make revisions and adopt the ordinance, or 3) deny the ordinance.

RECOMMENDED MOTION:

Adopt the ordinance approving the miscellaneous TOD Text Amendments.

ATTACHMENTS:

1. Attachment A - PC Resolution 857.pdf
2. Attachment B - City Council Ordinance.pdf

ATTACHMENT "A"

PLANNING COMMISSION RESOLUTION NO. 857

A RESOLUTION APPROVING MAJOR AMENDMENTS TO CPMC 17.65 AND CPMC 17.67

FILE NO. ZC-18005

Applicant: City of Central Point

WHEREAS, on August 7, 2018 the Planning Commission, at a duly scheduled public hearing, considered major amendments to Chapter 17 Zoning of the Central Point Municipal Code ("CPMC") as follows, and as specifically identified in Exhibit "1" – Staff Report dated August 7, 2018:

1. CPMC 17.65.050, Table 1
2. CPMC 17.67.070(D)(3)(a)(i)

WHEREAS, it is the finding of the Planning Commission that the above referenced code amendments comply with the approval criteria set forth in CPMC 17.10, including the Statewide Planning Goals, Comprehensive Plan and Transportation Planning Rule as evidenced by the Planning Department Findings identified as Attachment "B" in the Staff Report dated August 7, 2018 (Exhibit 1)

NOW, THEREFORE, BE IT RESOLVED, that the City of Central Point Planning Commission, by this Resolution No. 857, does hereby forward a favorable recommendation to the City Council to approve the amendments as set forth in the Staff Report dated August 7, 2018 attached hereto by reference as Exhibit "1" including Attachments "A" and "B" therein, which are herein incorporated by reference.

PASSED by the Planning Commission and signed by me in authentication of its passage this 7th day of August 2018.


 Planning Commission Chair

ATTEST:


 City Representative

Approved by me this 7th day of August 2018.

Planning Commission Resolution No. 857 (08-07-2018)

STAFF REPORT



Community Development
Tom Humphrey, AICP
Community Development Director

STAFF REPORT
August 7, 2018

AGENDA ITEM: File No. ZC-18005

Consideration of amendments to Chapter 17.65.050, Table 2 Zoning Regulations—TOD District; and 17.67.070(D)(3)(a)(i)—Single Family Attached and Detached Residential Building Façades. **Applicant:** City of Central Point; **File No.:** ZC-18005; **Approval Criteria:** CPMC 17.10, Zoning Map and Text Amendments.

STAFF SOURCE:

Stephanie Holtey, Principal Planner

BACKGROUND

Staff has identified minor changes to the zoning requirements in the Transit Oriented Development (TOD) District that address conflicting development standards, conflicts between utility easements and structural setbacks in residential zones, and building design standards for attached garages in the TOD. The proposed amendments do not affect current policy and are consistent with the purpose of the TOD. Proposed text amendments are provided in Attachment "A" and include the following:

Section 1. CPMC 17.65.050, Table 2.

- **Corner Side Yard Setback.** Change the minimum corner lot setback from 5-ft to 10-ft and eliminate the maximum setback to avoid conflicts with utilities in the following zones:
 - Low Mix Residential (LMR) zone
 - Medium Mix Residential (MMR) zone

- **Front Yard Setback** – Amend the minimum setback from 15-ft to 0-ft as necessary to comply with the building design standard in CPMC 17.67.070(B)(2)(a). This section requires 75% of nonresidential and mixed use projects in the following zones to be built to the sidewalk edge.
 - General Commercial (GC) zone
 - Civic (C) zone

Section 2. CPMC 17.67.070(D)(3)(a)(i) – Building Facades, Residential. Attached garages facing a public street are limited to no more than 40 percent of the horizontal width of the front façade. Staff has received feedback from developers that the existing standard reduces the ability to park and access standard and large size vehicles. Although the existing design requirement can be met with minimum accepted garage width (i.e. 10-ft per space), developers have reported that it is difficult to open doors of standard and full size vehicles when the width is less than 12-ft wide per space. In consideration of these challenges and the need to provide viable parking for residents, the proposed amendment increases the garage width to 45 percent of the front facade. The proposed change would allow greater flexibility to accommodate single- and two-car garages depending on lot dimensions, particularly in the LMR zone (Table 1). In the MMR and HMR zones, lots that are designed to the minimum lot width require alley loaded garages. However, it should be noted that there are several lots in the MMR zone, particularly in Old Town, that do not have alley access and are big enough to support front loaded garages in compliance with the proposed change (Example 2). However, attached homes in the HMR zone require alley loaded garages comply with minimum density.

Table 1. Analysis of Current, Proposed and Alternative Garage Width Scenarios

Standard	Horizontal Width (%)	Garage Width, Single Car	Req'd Façade Width (Single Car)	Garage Width, Two Car	Req'd Façade Width (Two Car)	Minimum Lot Width			Typical Building Envelope Width		
						LMR	MMR	HMR	LMR	MMR	HMR
Current	40%	12	30	24	60	50	22	18	40	17	13
Proposed	45%	12	27	24	53	50	22.0	18	40	17	13

Example 1. In the North Village at Twin Creeks, Phase V there are fifteen (15) lots that do not have alley access and would be affected by this standard. Each is within the LMR zone and is planned for single family detached housing. The lot width per the tentative plan range from 70.0 to 80.0 feet. Based on the table above and minimum setback requirements, the narrowest lot would have a building footprint that is 60-feet wide. This would accommodate both the single- and two-car garage options on the smallest lot.

Example 2. In the MMR zone single family detached housing is not permitted. Attached row houses (i.e. single family attached housing) are permitted with a minimum 22-ft lot width. A recent plan was received for a lot in the MMR zone with two (2) 26-ft wide attached row houses. The current standard limits the garage width to 10-ft. If the proposed amendment is approved to increase the horizontal width of the garage to 45% of the total front facade width, the garage width may be increased to 12-ft.

At this time, staff is requesting the Planning Commission forward a favorable recommendation to the City Council to approve the proposed text amendments.

ISSUES

None.

FINDINGS OF FACT AND CONCLUSIONS OF LAW

The proposed zoning text amendments have been reviewed for compliance with CPMC 17.10, Zoning Map and Text Amendments and found to comply per the Findings of Fact and Conclusions of Law in Attachment “B”.

ATTACHMENTS:

Attachment “A” – Ordinance No. ____ An Ordinance Amending Central Point Municipal Code Chapter 17.65.050, Table 2 Zoning Regulations—TOD District; and 17.67.070(D)(3)(a)(i)—Single Family Attached and Detached Residential Building Façades to eliminate code conflicts, address utility easement concerns and increase allowed garage width.

Attachment “B” – Planning Department Findings

Attachment “C” – Resolution No. 857

ACTION:

Consider proposed zoning amendments and 1) forward the ordinance to the Council for approval, 2) make revisions and forward the ordinance to the Council or 3) deny the ordinance.

RECOMMENDATION:

Adopt Resolution No. 857 forwarding a favorable recommendation to the City Council to approve the proposed zoning code amendments.

Attachment: Attachment A - PC Resolution 857.pdf (2018-1550 : Miscellaneous TOD Zoning Text Amendments (ZC-18005))

ATTACHMENT "A"

ORDINANCE NO. _____

AN ORDINANCE AMENDING CENTRAL POINT MUNICIPAL CODE CHAPTER 17.65.050, TABLE 2 ZONING REGULATIONS—TOD DISTRICT; AND 17.67.070(D)(3)(A)(I)—SINGLE FAMILY ATTACHED AND DETACHED RESIDENTIAL BUILDING FAÇADES. TO ADDRESS UTILITY CONCERNS, ELIMNATE CODE CONFLICTS AND INCREASE ATTACHED GARAGE WIDTH FOR SINGLE FAMILY HOMES FACING A PUBLIC STREET.

RECITALS:

- A. Words ~~lined through~~ are to be deleted and **words in bold** are added.
- B. Pursuant to CPMC, Chapter 1.01.040, the City Council, may from time to time make revisions to its municipal code which shall become part of the overall document and citation.
- C. On August 7, 2018 the Central Point Planning Commission recommended approval of code amendments to Chapter 17.65 TOD Districts and Corridors and Chapter 17.67 Design Standard—TOD Districts and Corridors making changes to clarify the administration of current policies and standards.
- D. On August 23, 2018, the City of Central Point City Council held a properly advertised public hearing; reviewed the Staff Report and findings; heard testimony and comments, and deliberated on approval of the Municipal Code Amendment.

THE PEOPLE OF CENTRAL POINT DO ORDAIN AS FOLLOWS:

SECTION 1. Amendments to Section 17.65.050, Table 2 TOD District Zoning Standards revise corner setback standards in the Low Mix Residential (LMR) and Medium Mix Residential (MMR) zones to avoid building conflicts with utility easements; and reduce the minimum front yard setback in the General Commercial (GC) and Civic (C) zones as needed to comply with the building design standard in CPMC 17.67.070(B)(2)(a).

Table 2 TOD District Zoning Standards							
Standard	Zoning Districts						
	LMR	MMR	HMR	EC	GC	C	OS
Building Setbacks (k)							
Front (min./max.)	10'/15'	10'/15'	0'/15'	0'	0'/15'	0'/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'/NA	5' 10'/NA	0'/10'	5'/10'	15'/30'	5'/10'	15'/NA
Rear	10'	10'	10'	0' 10' (b)	15' (b) 0'	0' 20' (b)	5'
Garage Entrance	(d)	(d)	(d)	(e)	(e)	(e)	NA

Notes:
NA--Not applicable.

Attachment: Attachment A - PC Resolution 857.pdf (2018-1550 : Miscellaneous TOD Zoning Text Amendments (ZC-18005))

- (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) Garage entrance shall be at least 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.
- (k) **Where a building setback abuts a Public Utility Easement (PUE), the building setback shall be measured from the furthest protrusion or overhang for the structure to avoid utility conflicts.**

SECTION 2. Amendments to Section 17.67.070(D)(3)(a)(i) increase the horizontal width of attached garages for single family attached and detached dwellings facing a street from 40% to 45% of the horizontal width of the front building elevation.

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-five percent of the horizontal length of the ground floor front elevation of a single-family detached or attached dwelling with frontage on a public street, except alleys, shall be an attached garage.

SECTION 3. Codification. Provisions of this Ordinance shall be incorporated in the City Code and the word Ordinance may be changed to "code", "article", "section", "chapter", or other word, and the sections of this Ordinance may be renumbered, or re-lettered, provided however that any Whereas clauses and boilerplate provisions need not be codified and the City Recorder is authorized to correct any cross references and any typographical errors.

SECTION 4. Effective Date. The Central Point City Charter states that an ordinance enacted by the council shall take effect on the thirtieth day after its enactment. The effective date of this ordinance will be the thirtieth day after the second reading.

Passed by the Council and signed by me in authentication of its passage this _____ day of _____, 2018.

Mayor Hank Williams

ATTEST:

City Recorder

Attachment: Attachment A - PC Resolution 857.pdf (2018-1550 : Miscellaneous TOD Zoning Text Amendments (ZC-18005))

ATTACHMENT "B"

FINDINGS OF FACT
AND CONCLUSIONS OF LAW
File No.: ZC-18005

Before the City of Central Point Planning Commission
Consideration of a Zone Text Amendments to Central Point Municipal Code Chapter 17.65.050,
Table 2 Zoning Regulations—TOD District; and 17.67.070(D)(3)(a)(i)—Single Family Attached and
Detached Residential Building Façades to eliminate code conflicts, address utility easement
concerns and increase allowed garage width.

Applicant:) Findings of Fact
City of Central Point) and
140 South 3rd Street) Conclusion of Law
Central Point, OR 97502

PART 1
INTRODUCTION

The proposed text amendment aims to increase the maximum allowed garage width to provide viable covered parking and clarify the following minimum/maximum setbacks:

- LMR and MMR zones to avoid conflicts with utility easements;
- GC and C zones to eliminate a conflict with a design standard in CPMC 17.67.070(B)(2).

The zone text amendment request is a legislative amendment, which is processed using Type IV application procedures. Type IV procedures set forth in Section 17.05.500 provides the basis for decisions upon standards and criteria in the development code and the comprehensive plan, when appropriate.

Applicable development code criteria for this Application include CPMC 17.10, which includes compliance with the statewide planning goals, comprehensive plan and Transportation Planning Rule. The amendment's compliance with applicable criteria are presented in Part 2 and summarized in Part 3.

PART 2 - ZONING CODE COMPLIANCE

17.10.200 Initiation of amendments.

A proposed amendment to the code or zoning map may be initiated by either:

- A. A resolution by the planning commission to the city council;
- B. A resolution of intent by the city council; or for zoning map amendments;
- C. An application by one or more property owners (zoning map amendments only), or their agents, of property affected by the proposed amendment. The amendment shall be accompanied by a legal description of the property or properties affected; proposed findings of facts supporting the proposed amendment, justifying the same and addressing the substantive standards for such an amendment as required by this chapter and by the Land Conservation and Development Commission of the state. (Ord. 1989 §1(part), 2014).

Finding CPMC 17.10.200: The Planning Commission is being asked to consider Resolution No. 857 to forward a favorable recommendation to the City Council regarding proposed changes to Central

Point Municipal Code (CPMC) Chapter 17.65, TOD Districts and Corridors; and Chapter 17.67, Design Standards—TOD Districts and Corridors.

Conclusion 17.10.200: *Consistent.*

17.10.300 Major and minor amendments.

There are two types of map and text amendments:

A. Major Amendments. Major amendments are legislative policy decisions that establish by law general policies and regulations for future land use decisions, such as revisions to the zoning and land division ordinance that have widespread and significant impact beyond the immediate area. Major amendments are reviewed using the Type IV procedure in Section 17.05.500.

B. Minor Amendments. Minor amendments are those that involve the application of adopted policy to a specific development application, and not the adoption of new policy (i.e., major amendments). Minor amendments shall follow the Type III procedure, as set forth in Section 17.05.400. The approval authority shall be the city council after review and recommendation by the planning commission. (Ord. 1989 §1(part), 2014; Ord. 1874 §3(part), 2006).

***Finding CPMC 17.10.300:** The proposed amendments are legislative changes to land use regulations in CPMC 17.65.050 and CPMC 17.67.070. Although the changes consist of corrections and minor adjustments to land use regulations, they qualify as a Major Amendment and have been processed in accordance with Type IV procedures in CPMC 17.05.500.*

Conclusion CPMC 17.10.300: *Consistent.*

17.10.400 Approval criteria.

A recommendation or a decision to approve, approve with conditions or to deny an application for a text or map amendment shall be based on written findings and conclusions that address the following criteria:

A. Approval of the request is consistent with the applicable statewide planning goals (major amendments only);

***Finding CPMC 17.10.400 (A):** The proposed amendments have been reviewed against the Statewide Planning Goals and found to comply as follows:*

Goal 1- Citizen Involvement. This goal requires that all citizens be given the opportunity to be involved in all phases of the planning process. As evidenced by the land use notifications in the newspaper on 7-24-2018, notice to DLCD on July 2, 2018 and advertisement on the City's website (www.centralpointoregon.gov/projects), the City has duly noticed the application as necessary to allow the opportunity for citizen participation in the public hearings scheduled with the Planning Commission (8-7-2018) and City Council (8-23-2018) for the proposed text changes consistent with Goal 1.

Goal 2 – Land Use Planning. Goal 2 addresses the land use planning procedures in Oregon, including the need to adopt comprehensive plans and implementing ordinances based on factual information. The proposed amendments are consistent with existing policy in the comprehensive plan and are aimed at correcting conflicts between standards in implementing ordinances, providing flexibility for structures to avoid conflicts with utility easements, and addressing parking needs in the city. The proposed changes are based on factual information from the

municipal code, industry standards for garage widths, and utility easement language that prohibits structures from being placed within a utility easement.

Goal 3 – Agricultural Lands. Goal 3 addresses agricultural land within rural areas. The proposed text amendments do not affect agricultural lands or agricultural buffers that would be required adjacent to agricultural lands outside the urban growth boundary. On this basis, Goal 3 does not apply to the proposed text amendments.

Goal 4 – Forest Lands. Goal 4 addresses forest lands within rural areas. The proposed text amendments do not affect forest lands or lands adjacent to forest lands; therefore, Goal 4 does not apply.

Goal 5 – Open Spaces, Scenic and Historic Areas, and Natural Resources. Goal 5 establishes a process for each natural and cultural resource to be inventoried and evaluated. If deemed to be significant, local governments may preserve, allow uses that conflict with the resource, or allow a combination of the two. In Central Point, floodplains and historic structures have been inventoried, and ordinances have been adopted to minimize impacts to each. The proposed text amendments would not affect any implementing ordinances that require or protect open spaces, natural resources, or scenic or historic areas associated with significant Goal 5 resources in the City.

Goal 6 – Air, Water and Land Resources Quality. Goal 6 requires local comprehensive plans and implementing ordinances to comply with state and federal regulations on air, water and land quality resource requirements. Because the proposed amendments are focused primarily on eliminating conflicts between setbacks and design standards and utility easements, the amendments will not impact the ability of development projects to comply with any applicable state or federal air, water or land quality requirements.

Goal 7 – Areas Subject to Natural Hazards. Goal 7 requires appropriate safeguards when planning for development in floodplains or other areas subject to natural hazards. In Central Point, floodplain development is regulated in accordance with CPMC 8.24, Flood Damage Prevention. Earthquake and fire safety is a function of building and fire codes. The proposed amendments would not impede or otherwise conflict with the standards set forth in CPMC 8.24, the building code or fire code as necessary to protect against flood, earthquake, or fire damages.

Goal 8 – Recreational Needs. This goal requires communities to inventory existing parks and recreational facilities, and to project the needed facilities to serve all populations within the community. Correcting setback conflicts with utility easements and design standards, and increasing the allowed garage width by 5% will not generate any additional need for parks and recreation services.

Goal 9 – Economy of the State. Goal 9 addresses diversification and improvement of the economy and specifically addresses commercial and industrial land. The proposed amendments would affect development on residential land, which is not the subject of Goal 9. It should be noted however that the proposed amendment to the garage width standard in CPMC 17.67.070(D)(3)(a)(i), according to the local development community, negatively impacts the construction sector in terms of its ability to market and sell homes without adequate parking. The proposed amendment corrects the deficiency to serve residential needs, which supports the viability of the construction and real estate industries in Central Point consistent with Goal 9.

Goal 10 – Housing. Goal 10 requires local communities to plan for and accommodate housing needs in the City. The proposed amendment supports housing with viable parking and eliminates conflicts between setbacks and utility easements to avoid potential damages and assure continued provision of public services placed in those easements.

Goal 11 – Public Facilities and Services. Goal 11 calls for efficient planning of public services such as sewer, water, law enforcement and fire protection to assure that public services are planned in accordance with a community's needs and capacities rather than to be forced to respond to development as it occurs. Public facilities and services are planned in accordance with the Comprehensive Plan Public Facilities Element and updated master plans for water, stormwater, etc. The proposed amendments will not affect the provision of services or generate additional need for services not already planned for.

Goal 12 – Transportation. Goal 12 aims to provide a safe, convenient and economic transportation system. To minimize parking congestion in TOD Districts, the proposed amendment affected garage width would address a standard that reduces functionality of garages for usable parking space. Other amendments correcting code conflicts and utility easement/structure conflicts have no impact on transportation facilities.

Goal 13 – Energy. Goal 13 has to do with conserving all forms of energy. The proposed amendments constitute minor adjustments and clarifications to avoid conflicts with easements and other sections of the code. As such, the proposed text amendments are not expected to increase energy utilization.

Goal 14 – Urbanization. Goal 14 has to do with managing the City's growth in conjunction with project need based on population and land use. The proposed amendments will not affect population growth or land need; therefore, Goal 14 does not apply.

Goals 15-19 - Applies to the Willamette Valley and does not apply to the City of Central Point.

Goals 16-19 - Applies to coastal areas and does not affect the City of Central Point.

Conclusion CPMC 17.10.400(A): Based on the nature of the proposed amendments and the findings above, the proposed changes to CPMC 17.65 and CPMC17.67 are consistent with all applicable Statewide Planning Goals.

B. Approval of the request is consistent with the Central Point comprehensive plan (major and minor amendments);

Finding CPMC 17.10.400 (B): A review of the Central Point Comprehensive Plan identified the following relevant policies:

Citizen Involvement:

Policy 3 – Citizen Influence. Whenever possible, citizens shall be given the opportunity to be involved in all phases of the planning process, including (1) data collection, (2) plan preparation, (3) adoption, (4) implementation, (5) evaluation, and (6) revision.

Finding Citizen Involvement Policy 3 – Citizen Influence: The proposed text amendments are being initiated by the City based on feedback and recommendations received by developers regarding code conflicts, design standard challenges, and issues with utility easements. To promote awareness of the proposed amendments, the City published notice of two (2) duly

public hearings that have been scheduled with the Planning Commission (8/7/2018) and City Council (8/23/2018) to receive testimony. In addition to publishing notice in the newspaper on July 24, 2018, notice was provided to DLCDC and information was posted on the City's website (www.centralpointoregon.gov/projects).

Conclusion Citizen Involvement Policy 3 – Citizen Influence: As evidenced by the City's collaboration with the development community and efforts to promote awareness of the proposed amendments and public involvement process, the proposed amendment was processed in accordance with Policy 3 for Citizen Involvement.

Policy 4 – Technical Information. The City will assure that all information used in the preparation of the Plan or related reports is made available in an easy to understand form and is available for review at the community library, City Hall, or other location.

Finding Citizen Involvement Policy 4 – Technical Information. The City has based the proposed text amendments on identified code conflicts and best practices for transit oriented design. For example, a report on Transit Oriented Development Best Practices Handbook (<http://www.reconnectingamerica.org/assets/Uploads/bestpractice031.pdf>) provides a summary of best practices including parking management. The report states that parking should be encouraged to the side or rear of buildings to promote pedestrian oriented development along street frontages.

By implementing current design standards that minimize the width of attached garages relative to front façade width, the City is encouraging such design while providing flexibility in instances where side or rear access is not possible. The proposed increase in garage width from 40 to 45 percent of the overall front façade width recognizes the need for viable parking based on accepted industry standard (i.e. 10- to 12-ft width per space). This assures that covered parking provided in situations that cannot feasibly accommodate side or rear loaded parking will be usable for a range of vehicle types and sizes. The remaining code amendments are corrections necessary to avoid conflicts with other code standards, including provision of utility easements and design.

Conclusion Citizen Involvement Policy 4 – Technical Information. The proposed amendment is based on technical information related to industry standards in construction and transit oriented design best practices.

Transportation Element:

Policy 3.1.2 The City shall continuously monitor and update the Land Development Code to maintain best practices in transient oriented design consistent with the overall land use objectives of the City.

Finding Transportation Policy 3.1.2: The proposed amendment is evidence that the City monitors its land use code to maintain best practices in transit oriented design consistent with the overall land use objectives of the City. Finding Citizen Involvement Policy 4 – Technical Information provides further evidence of the monitoring and updating based on factual information.

Conclusion Transportation Policy 3.1.2: Consistent.

Policy 6.2.1 The City shall prepare, adopt and maintain parking standards that reflect best parking practices that further the parking goals of the City.

Finding Transportation Policy 6.2.1: See Finding Citizen Involvement Policy 4.

Conclusion Transportation Policy 6.2.1.: Consistent.

Conclusion CPMC 17.10.400(B): Based on the evaluation of applicable Comprehensive Plan policies, the proposed zoning text amendment is consistent with the Central Point Comprehensive Plan.

C. If a zoning map amendment, findings demonstrating that adequate public services and transportation networks to serve the property are either available, or identified for construction in the city's public facilities master plans (major and minor amendments); and

Finding CPMC 17.10.400 (C): The proposed zoning text amendment does not include changes to the zoning map.

Conclusion CPMC 17.10.400(C): Not applicable.

D. The amendment complies with OAR 660-012-0060 of the Transportation Planning Rule. (Ord. 1989 §1(part), 2014; Ord. 1874 §3(part), 2006. Formerly 17.10.300(B)).

Finding CPMC 17.10.400 (D): The proposed text amendment does not involve any changes that would affect trip generation or public transportation facilities, such as an increase in density or parking standards. The proposed amendment provides corrections that correct code conflicts between setbacks and design standards and utility easements. The proposed increase to attached garage width is a minor adjustment to provide usable covered parking where rear or side loaded parking is not possible

Conclusion CPMC 17.10.400(D): Given the nature of the proposed amendments and lack of impact to traffic, existing or planned transportation facilities, the proposed amendment complies with the TPR.

PART 3 – CONCLUSION

As evidenced in findings and conclusions provided in Part 2, the proposed zone text amendment is consistent with applicable standards and criteria in the Central Point Municipal Code, including the Statewide Planning Goals (where applicable), Comprehensive Plan, and Statewide Transportation Planning Rule.

ATTACHMENT "C"

PLANNING COMMISSION RESOLUTION NO. 857

A RESOLUTION APPROVING MAJOR AMENDMENTS TO CPMC 17.65 AND CPMC 17.67

FILE NO. ZC-18005

Applicant: City of Central Point

WHEREAS, on August 7, 2018 the Planning Commission, at a duly scheduled public hearing, considered major amendments to Chapter 17 Zoning of the Central Point Municipal Code ("CPMC") as follows, and as specifically identified in Exhibit "1" – Staff Report dated August 7, 2018:

- 1. CPMC 17.65.050, Table 1
- 2. CPMC 17.67.070(D)(3)(a)(i)

WHEREAS, it is the finding of the Planning Commission that the above referenced code amendments comply with the approval criteria set forth in CPMC 17.10, including the Statewide Planning Goals, Comprehensive Plan and Transportation Planning Rule as evidenced by the Planning Department Findings identified as Attachment "B" in the Staff Report dated August 7, 2018 (Exhibit 1)

NOW, THEREFORE, BE IT RESOLVED, that the City of Central Point Planning Commission, by this Resolution No. 857, does hereby forward a favorable recommendation to the City Council to approve the amendments as set forth in the Staff Report dated August 7, 2018 attached hereto by reference as Exhibit "1" including Attachments "A" and "B" therein, which are herein incorporated by reference.

PASSED by the Planning Commission and signed by me in authentication of its passage this 7th day of August 2018.

Planning Commission Chair

ATTEST:

City Representative
Approved by me this 7th day of August 2018.

Planning Commission Resolution No. 857 (08-07-2018)

Attachment: Attachment A - PC Resolution 857.pdf (2018-1550 : Miscellaneous TOD Zoning Text Amendments (ZC-18005))

ORDINANCE NO. _____

AN ORDINANCE AMENDING CENTRAL POINT MUNICIPAL CODE CHAPTER 17.65.050, TABLE 2 ZONING REGULATIONS—TOD DISTRICT; AND 17.67.070(D)(3)(A)(I)—SINGLE FAMILY ATTACHED AND DETACHED RESIDENTIAL BUILDING FAÇADES. TO ADDRESS UTILITY CONCERNS, ELIMNATE CODE CONFLICTS AND INCREASE ATTACHED GARAGE WIDTH FOR SINGLE FAMILY HOMES FACING A PUBLIC STREET.

RECITALS:

- A. Words ~~lined through~~ are to be deleted and **words in bold** are added.
- B. Pursuant to CPMC, Chapter 1.01.040, the City Council, may from time to time make revisions to its municipal code which shall become part of the overall document and citation.
- C. On August 7, 2018 the Central Point Planning Commission recommended approval of code amendments to Chapter 17.65 TOD Districts and Corridors and Chapter 17.67 Design Standard—TOD Districts and Corridors making changes to clarify the administration of current policies and standards.
- D. On August 23, 2018, the City of Central Point City Council held a properly advertised public hearing; reviewed the Staff Report and findings; heard testimony and comments, and deliberated on approval of the Municipal Code Amendment.

THE PEOPLE OF CENTRAL POINT DO ORDAIN AS FOLLOWS:

SECTION 1. Amendments to Section 17.65.050, Table 2 TOD District Zoning Standards revise corner setback standards in the Low Mix Residential (LMR) and Medium Mix Residential (MMR) zones to avoid building conflicts with utility easements; and reduce the minimum front yard setback in the General Commercial (GC) and Civic (C) zones as needed to comply with the building design standard in CPMC 17.67.070(B)(2)(a).

Table 2 TOD District Zoning Standards							
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Rear	10'	10'	10'	0' 10' (b)	15' (b) 0'	0' 20' (b)	5'
Garage Entrance	(d)	(d)	(d)	(e)	(e)	(e)	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) Garage entrance shall be at least 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.
- (k) **Where a building setback abuts a Public Utility Easement (PUE), the building setback shall be measured from the furthest protrusion or overhang for the structure to avoid utility conflicts.**

SECTION 2. Amendments to Section 17.67.070(D)(3)(a)(i) increase the horizontal width of attached garages for single family attached and detached dwellings facing a street from 40% to 45% of the horizontal width of the front building elevation.

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-five percent of the horizontal length of the ground floor front elevation of a single-family detached or attached dwelling with frontage on a public street, except alleys, shall be an attached garage.

SECTION 3. Codification. Provisions of this Ordinance shall be incorporated in the City Code and the word Ordinance may be changed to “code”, “article”, “section”, “chapter”, or other word, and the sections of this Ordinance may be renumbered, or re-lettered, provided however that any Whereas clauses and boilerplate provisions need not be codified and the City Recorder is authorized to correct any cross references and any typographical errors.

SECTION 4. Effective Date. The Central Point City Charter states that an ordinance enacted by the council shall take effect on the thirtieth day after its enactment. The effective date of this ordinance will be the thirtieth day after the second reading.

Passed by the Council and signed by me in authentication of its passage this _____ day of _____, 2018.

Mayor Hank Williams

ATTEST:

City Recorder

Attachment: Attachment B - City Council Ordinance.pdf (2018-1550 : Miscellaneous TOD Zoning Text Amendments (ZC-18005))



City of Central Point **Staff Report to Council**

ISSUE SUMMARY

TO:	City Council	DEPARTMENT:	Community Development
FROM:	Tom Humphrey, Community Development Director		
MEETING DATE:	September 13, 2018		
SUBJECT:	Second Reading of Ordinance No. _____, Approving a minor zone map amendment from Residential Multifamily (R-3) to Tourist and Office Professional (C-4) on 0.43 acres located at 45, 63, and 77 Bigham Drive (37S2W02CD Tax Lot 600,700, and 1000). Applicant: Nelson Investment Enterprises, LLC		
ACTION REQUIRED:	Ordinance 2nd Reading	RECOMMENDATION:	Approval

BACKGROUND INFORMATION:

The applicant has requested a minor zone map change from R-3 (Residential Multifamily) to C-4 (Tourist and Office Professional) with the intent of redeveloping the site as part of a professional office project. The proposed zone map amendment would affect three (3) parcels on Bigham Drive totaling 0.43 acres. The properties are currently occupied with two (2) single family homes that are legally non-conforming to the existing R-3 housing type and minimum density standard. The proposed zone change would accommodate redevelopment of the properties with commercial uses consistent with the applicant's objective and the Employment Commercial land use designation per the Comprehensive Plan Land Use Map.

The Planning Commission conducted a public hearing at its regular meeting in August to consider the proposal and unanimously recommended City Council approval (Attachment "A"). In making its determination, the Planning Commission considered the proposed zone change's compliance with CPMC 17.10, Zoning Map and Text Amendments as follows:

1. **Central Point Comprehensive Plan.** The proposed zone map amendment to C-4 is consistent with the Employment Commercial Land Use Designation per the Comprehensive Plan Land Use Map and Land Use Element.
2. **Availability of adequate public facilities and services.** The project site is served with existing water, sewer, and storm drainage facilities. Any necessary future infrastructure upgrades will be a function of development per the City's requirements for public services and streets.

3. **Transportation Planning Rule (OAR 660-012-0060).** A Traffic Impact Analysis (TIA) was prepared by Southern Oregon Traffic Engineering, LLC on March 16, 2018 to evaluate the impacts of the proposed zone map amendment on the functional classification and capacity of existing and planned infrastructure. The City's Level of Service (LOS) standards evaluate performance of the intersection based on the amount of delay and congestion that occurs at the site. When LOS degrades below LOS "D" to LOS "E" or "F", the intersection is considered failing. The TIA shows that the intersection of Bigham Drive and Freeman Road operates at a Level of Service (LOS) "E" in 2018 without any construction on the site, a condition that persists for 2018 and 2038 no-build and build conditions. Traffic volume and the "S" curve configuration of Freeman Road near its intersection with Bigham Drive are the primary factors resulting in delay for any vehicle making a left-turn movement from Bigham Drive onto Freeman Road. Per the TIA, the traffic generated by the proposed zone map amendment does not worsen conditions and therefore complies with the TPR.

It should be noted that the TIA analysis assumed construction of improvements on Freeman Road that would limit access at Bigham Drive to right-in/right-out. The project was identified in the draft Interchange Area Management Plan (IAMP) for Exit 33, but did not make it into the final IAMP 33 document. Consequently, Southern Oregon Traffic Engineers re-evaluated the traffic analysis and determined that the functional classification and performance of the intersection remains unchanged in the absence of improvements to Freeman Road. Therefore the proposed zone change remains consistent with the TPR.

During discussion the Planning Commission expressed concerns about potential limited access at this location and requirements for future traffic studies. Planning staff noted that Bigham Drive will provide a secondary access point for future commercial uses at this location. The public hearing conducted by the City Council did not reveal any additional concerns about traffic.

FINANCIAL ANALYSIS:

Financial impact to the City is limited to staff in-kind expenses which are recovered with planning- related service fees.

LEGAL ANALYSIS:

The primary issues to be considered and discussed at the meeting will be related to CPMC 17.10.400.

1. A decision for a map amendment shall be based on approval criteria, applicable regulations and factual evidence in the record.
 2. A decision may be for denial, approval or approval with conditions.
-

COUNCIL GOALS/STRATEGIC PLAN ANALYSIS:

Managed Growth and Infrastructure, Goal 4; Continually ensure that planning and zoning review and regulations are consistent with comprehensive plans and vision.

STAFF RECOMMENDATION:

Consider the proposed amendment to the Zoning Map and 1) adopt the ordinance, 2) make revisions and adopt the ordinance, or 3) deny the ordinance.

RECOMMENDED MOTION:

Adopt the ordinance approving the Bigham Drive Minor Zone Map Amendment.

ATTACHMENTS:

1. Attachment A - Planning Commission Resolution 855
2. Attachment B - City Council Ordinance.pdf

PLANNING COMMISSION RESOLUTION NO. 855

A RESOLUTION FORWARDING A FAVORABLE RECOMMENDATION TO THE CITY COUNCIL TO APPROVE THE MINOR ZONE MAP AMENDMENT FROM RESIDENTIAL MULTIFAMILY (R-3) TO TOURIST AND OFFICE PROFESSIONAL (C-4) ON 0.43 ACRES LOCATED AT 45, 63, AND 77 BIGHAM DR. (37S 2W 02CD Tax Lots 600, 700, and 1000)

File No.:ZC-18003

Applicant: Nelson Investment Enterprises, LLC

WHEREAS, the Comprehensive Plan Land Use Map designates the property identified by the Jackson County Assessor’s Map as 37S 2W 02CD Tax Lots 600, 700, and 1000 as Employment Commercial; and

WHEREAS, the proposed Tourist and Office Professional (C-4) zoning is an urban Employment Commercial zoning district consistent with the Comprehensive Plan and surrounding land uses; and

WHEREAS, adequate public services and transportation networks are available to the site; and

WHEREAS, the proposed zone change from R-3 to C-4 has been determined to be consistent with the State Transportation Planning Rule.

NOW, THEREFORE, BE IT RESOLVED, that the City of Central Point Planning Commission, by this Resolution No. 855, does recommend that the City Council approve the change of zone on the property identified by the Jackson County Assessor’s Map as 37S 2W 02CD Tax Lots 600, 700, and 1000. This decision is based on the Staff Report dated August 7, 2018 including Attachments A through D attached hereto by reference and incorporated herein.

PASSED by the Planning Commission and signed by me in authentication of its passage this 7th day of August, 2018.



Planning Commission Chair

ATTEST:



City Representative

Planning Commission Resolution No. 855 (08/07/2018)

Attachment: Attachment A - Planning Commission Resolution 855 (1031 : Bigham Zone Change (ZC-18003))

City of Central Point, Oregon
 140 S 3rd Street, Central Point, OR 97502
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Community Development
 Tom Humphrey, AICP
 Community Development Director

STAFF REPORT

August 7, 2018

AGENDA ITEM: VII-A.2

Consideration of a Zone (map) Change application from Residential Multifamily (R-3) to Tourist and Office Professional (C-4) for 0.43 acres located at 45, 63, and 77 Bigham Drive. The Project Site is identified on the Jackson County Assessor's map as 37S 2W 02CD, Tax Lots 600, 700, and 1000.
Applicant: Nelson Investment Enterprises, LLC (Craig Nelson). File No.: ZC-18003. **Approval Criteria:** CPMC 17.10, Zoning Map and Zoning Code Text Amendments.

STAFF SOURCE:

Stephanie Holtey, Principal Planner

BACKGROUND:

The applicant has requested a minor zone map amendment from R-3 to C-4 with the intent of developing a consolidated commercial development for professional office uses at an unspecified future date. In consideration of this application, there are three criteria that must be addressed per CPMC 17.10.400:

1. **Comprehensive Plan Compliance.** The current land use plan designation for the property is Employment Commercial, which is designed to accommodate a wide variety of retail, service and office uses (Figure 1). The Employment Commercial designation was adopted in the 2018 Land Use Element update to replace the Tourist and Office-Professional classification. Per the adopted Land Use Element, the proposed C-4 zoning designation is consistent with the Employment Commercial Classification and abuts properties to the east that are planned and zoned the same.
2. **Compatibility with Surrounding Land Uses and Zoning.** The proposed zone map amendment occurs on three (3) lots on the northeast side of Bigham Drive. The properties to the south and west are planned and zoned high density residential/R-3 and the properties to the north and east are planned and zoned employment commercial/C-4. Existing structures adjacent to the project location includes five (5) single family dwellings, two (2) that are legally non-conforming to the high density residential designation and three (3) that are legally nonconforming to the commercial designation.

Although the proposed zone change will increase the land area available for commercial development, the character and compatibility between uses will be a function of siting and design per CPMC 17.75, Design and Development Standards. As properties redevelop, they will be subject to standards that aim to minimize conflicts between uses, including a 20-ft landscape buffer between commercial and residential uses. Additional site and building design requirements promote pedestrian scale architecture and attractive walkable environments necessary to assure compatibility with existing and planned uses.

3. **Traffic Impacts/Transportation Planning Rule Compliance.** The State Transportation Planning Rule (TPR) in OAR 660-012-0060 requires changes to land use plans and

land use regulations (i.e. Comprehensive Plan Map Amendments and Zoning Map Amendments) to be consistent with the function and capacity of existing and planned transportation facilities. The Applicant's Traffic Impact Analysis shows that the traffic generated by the increased land use intensity will not alter the functional classification for any existing or planned infrastructure (Attachment "C"). As demonstrated in the Planning Department Supplemental Findings (Attachment "D") the proposed zone change can be accommodated by the transportation network and public services.

ISSUES:

There are no issues relative to this application.

CONDITIONS OF APPROVAL:

None.

ATTACHMENTS:

Attachment "A" – Comprehensive Plan and Zoning Maps

Attachment "B" – Applicant's Findings

Attachment "C-1" – Traffic Impact Analysis dated March 18, 2018

Attachment "C-2" – Traffic Study Conclusion Clarification Memo dated July 24, 2018

Attachment "D" – Planning Department's Findings

Attachment "E" – Resolution No. 855

ACTION:

Open public hearing and consider the proposed amendment to the Zoning map, close public hearing and 1) recommend approval to the City Council; 2) recommend approval with revisions; or 3) deny the application.

RECOMMENDATION:

Recommend approval of Resolution No. 837. Per the Staff Report dated December 6, 2016 and supported by Findings of Fact.

ATTACHMENT "A"

Figure 1. Current Comprehensive Plan Map

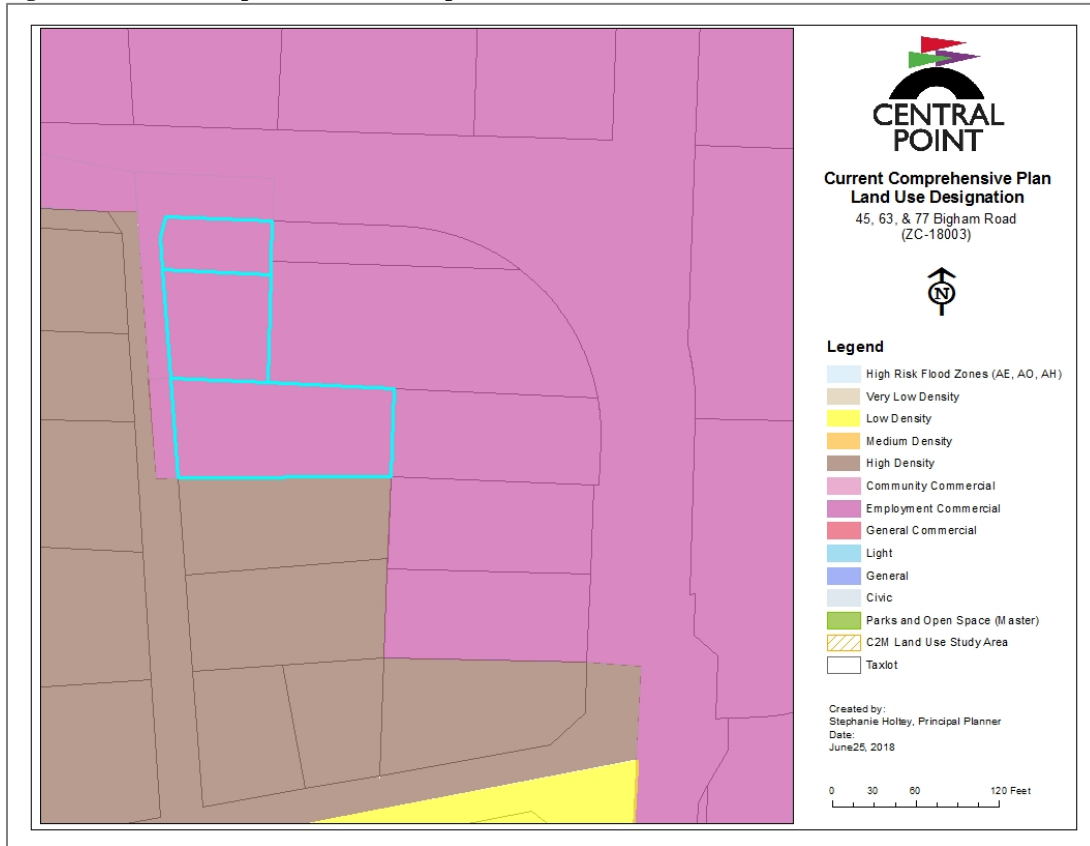
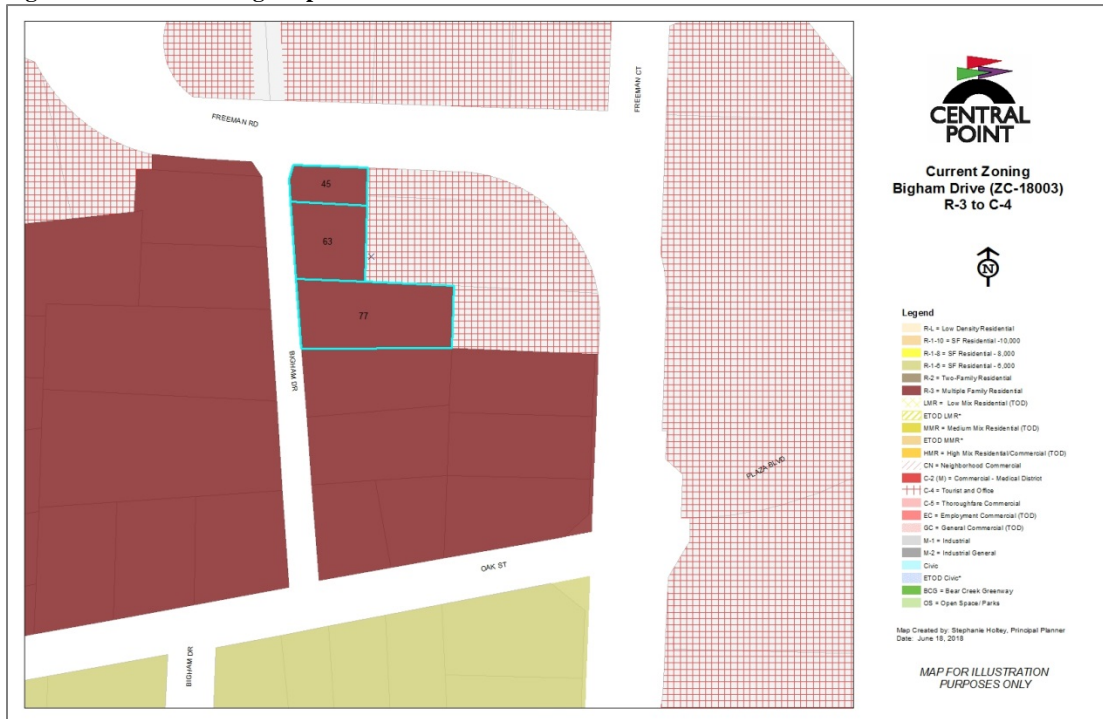


Figure 2. Current Zoning Map



Attachment: Attachment A - Planning Commission Resolution 855 (1031 : Bigham Zone Change (ZC-18003))

Figure 3. Proposed Zone Map Change



Attachment: Attachment A - Planning Commission Resolution 855 (1031 : Bigham Zone Change (ZC-18003))

Nelson Investment Enterprises, LLC
210 Valle Vista Drive
Grants Pass, OR 97527

Project Narrative & Findings of Fact
(Freeman-Bigham Road Zone Change)

The purpose of the requested Zone Map Amendment is to change the zoning designation as needed to prepare for a consolidated commercial development on properties located on Freeman and Bigham Road, and to comply with the commercial comprehensive plan designations recently approved by the City. Provided below are responses to the application approval criteria in Central Point Municipal Code Chapter 17.10, Zoning Map and Zoning Code Text Amendments.

17.10.200 Initiation of amendments.

A proposed amendment to the code or zoning map may be initiated by either:

- A. A resolution by the planning commission to the city council;
- B. A resolution of intent by the city council; or for zoning map amendments;
- C. An application by one or more property owners (zoning map amendments only), or their agents, of property affected by the proposed amendment.

The amendment shall be accompanied by a legal description of the property or properties affected; proposed findings of facts supporting the proposed amendment, justifying the same and addressing the substantive standards for such an amendment as required by this chapter and by the Land Conservation and Development Commission of the state. (Ord. 1989 §1(part), 2014).

Finding CPMC 17.10.200: The zoning map change has been initiated by the property owner of the property identified on the Jackson County Assessor's Map as 37S 2W 02CD Tax Lots: 600, 700, and 1000 ("Project Site") as evidenced by the application documents submitted to the City on May 29, 2018. It should be noted that the Applicant also owns property identified on the Jackson County Assessor's Map as 37S 2W 02CD Tax Lots: 800, 900, 1300, and 1400. These properties are not included in this Application.

Conclusion CPMC 17.10.200: The application for a zone map change has been initiated consistent with the requirements of this section.

17.10.300 Major and minor amendments.

There are two types of map and text amendments:

- A. Major Amendments. Major amendments are legislative policy decisions that establish by law general policies and regulations for future land use decisions, such as revisions to the zoning and land division ordinance that have widespread and significant impact beyond the immediate area. Major amendments are reviewed using the Type IV procedure in Section 17.05.500.
- B. Minor Amendments. Minor amendments are those that involve the application of adopted policy to a specific development application, and not the adoption of new policy (i.e., major amendments). Minor amendments shall follow the Type III procedure, as set forth in Section 17.05.400. The approval authority shall be the city council after review and

Attachment: Attachment A - Planning Commission Resolution 855 (1031 : Bigham Zone Change (ZC-18003))

recommendation by the planning commission. (Ord. 1989 §1(part), 2014; Ord. 1874 §3(part), 2006).

Finding CPMC 17.10.300: On March 8, 2018, the City approved Ordinance No. 2043 updating and adopting the Central Point Comprehensive Plan Land Use Element. As part the Land Use Element Update, the City re-designated the Project Site properties from High Density Residential to Employment Commercial. At this time, the zoning for these properties is R-3, Residential Multifamily, which is consistent with the prior land use designation. The purpose of the proposed zone map change is to comply with the new Comprehensive Plan land use designation (i.e. Employment Commercial), and to prepare the properties for future commercial development. No new policies or zoning regulations are proposed as part of this application.

Conclusion CPMC 17.10.300: As evidenced by the nature of the application, the proposed zone map change is a Minor Amendment consistent with this section.

17.10.400 Approval Criteria

A recommendation or a decision to approve, approve with conditions or to deny an application for a text or map amendment shall be based on written findings and conclusions that address the following criteria:

- A. Approval of the request is consistent with the applicable statewide planning goals (major amendments only);

Finding CPMC 17.10.400(A): The proposal is a Minor Zone Map Amendment (see Finding CPMC 17.10.300).

Conclusion CPMC 17.10.400(A): Not applicable.

- B. Approval of the request is consistent with the Central Point comprehensive plan (major and minor amendments);

Finding CPMC 17.10.400(B): The proposed zone map amendment would change the current R-3 zoning designations to C-4, which is consistent with the Employment Commercial land use designation the recently updated Land Use Element, Land Use Map.

Conclusion CPMC 17.10.400(B): The proposed zone change complies corrects a current disconnect between the land use and zoning map designations and is consistent with the Comprehensive Plan.

- C. If a zoning map amendment, findings demonstrating that adequate public services and transportation networks to serve the property are either available, or identified for construction in the city's public facilities master plans (major and minor amendments); and

Finding CPMC 17.10.400(C): The project site is currently served with water, sewer and storm drainage facilities, which serves existing development on portions of the site and existing surrounding development. Any future infrastructure upgrades will be a function of development, per the City's requirements for public services and streets.

Conclusion CPMC 17.10.400(C): The project complies with this standard.

D. The amendment complies with OAR 660-012-0060 of the Transportation Planning Rule. (Ord. 1989 §1(part), 2014; Ord. 1874 §3(part), 2006. Formerly 17.10.300(B)).

Finding CPMC 17.10.400(D): A Traffic Study was prepared by Southern Oregon Traffic Engineering, LLC on March 14, 2018 for the Comprehensive Plan and Zone Map Amendments on the Project Site. The purpose of the Traffic Study is to demonstrate how the proposed change complies with the Transportation Planning Rule and City regulations. Per the Traffic Study analysis, streets and intersections that serve the property will accommodate projected p.m. peak hour traffic volumes from permitted uses under proposed Employment Commercial zoning without requiring a change in the functional classification of any existing or planned facility, or degrade the performance of an existing or planned facility such that it would not meet the performance standard identified in the City's Transportation System Plan (TSP) or Comprehensive Plan.

Conclusion CPMC 17.10.400(D): Based on the Traffic Study analysis and findings, the proposed zone map amendment complies with the Transportation Planning Rule and the City's Comprehensive Plan.

In conclusion, we believe the application submittal package demonstrates compliance with the approval criteria for zone map amendments in the Central Point Municipal Code. If you have any further questions, please feel free to contact me.



Craig Nelson,
Nelson Investment Enterprises, LLC
May 29, 2018

Bigham Drive R-3 to E-C Comprehensive Plan Amendment Zone Change

Traffic Impact Study

March 14, 2018

Prepared By:

SOUTHERN OREGON TRANSPORTATION ENGINEERING, LLC



Attachment: Attachment A - Planning Commission Resolution 855 (1031 : Bigham Zone Change (ZC-18003))

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- Appendix B: ITE Trip Generation Data, Background Growth
- Appendix C: Year 2018 No-Build and Build Synchro Output
- Appendix D: Year 2018 No-Build and Build SimTraffic Output
- Appendix E: Future Year 2038 No-Build and Build Synchro Output
- Appendix F: Future Year 2038 No-Build and Build SimTraffic Output
- Appendix G: Agency Requirements

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I. EXECUTIVE SUMMARY

Summary

Southern Oregon Transportation Engineering, LLC prepared a traffic impact analysis for a proposed comprehensive plan map amendment and zone change from High Density Residential (R-3) to Employment Commercial (E-C) on Township 37S Range 1W Section 2CD, tax lots 600, 700 and 1000 in Central Point, Oregon. The subject property is located along the east side of Bigham Drive south of Freeman Road. Access is provided from Bigham Drive.

A traffic impact analysis is required by the City to address issues of compliance with the City of Central Point Comprehensive Plan, Land Development Code, and Transportation Planning Rule (TPR). Potential development impacts were based on 0.43 acres of E-C zoning under existing year 2018 and future year 2038 conditions. Development impacts were analyzed during the p.m. peak hour, which was shown to be the peak period of the day in the study area.

Two study area intersections were identified as key intersection for the analysis. These included:

1. Freeman Road & Bigham Drive
2. Oak Street & Bigham Drive

Conclusions

The findings of the traffic impact analysis conclude that the proposed comprehensive plan map amendment and zone change from R-3 to E-C on 37S1W02CD tax lots 600, 700 and 1000 can be accommodated on the existing transportation system with planned improvements without creating adverse impacts. Intersection operations, roadway classifications, and safety conditions were evaluated to address potential impacts to the transportation system. Results of the analysis show the following:

- Key intersections were evaluated operationally under year 2018 and future year 2038 no-build and build conditions. Results of the analysis show the intersection of Bigham Drive and Freeman Road exceeding the City's level of service (LOS) "D" performance standard and operating at a LOS "E" under existing year 2018 no-build conditions. A planned improvement identified in the Interchange Area Management Plan (IAMP) for Exit 33 included a center median along Freeman Road in the future, which will limit traffic movements to and from Bigham Drive to right-in, right-out only. With this improvement in place, the intersection will be adequately mitigated through future year 2038 build conditions.
- 95th percentile queue lengths are not shown to exceed link distances nor create safety concerns at key intersections under any of the analysis scenarios.
- An evaluation of crash history in the site vicinity showed no crashes within the most recent five year period at either key intersection.

This analysis was undertaken to address issues of compliance with the City of Central Point Comprehensive Plan, Land Development Code, and Oregon Transportation Planning Rule (TPR) in Oregon Administrative Rules (OAR) Chapter 660, Division 012. Based upon our analysis, it is concluded that streets and intersections that serve the subject property will accommodate projected p.m. peak hour traffic volumes from permitted uses under proposed E-C zoning without requiring a change in the functional classification of any existing or planned facility, or degrade the performance of an existing or planned facility such that it would not meet the performance standard identified in the City's Transportation System Plan (TSP) or Comprehensive Plan.

II. INTRODUCTION

Background

Southern Oregon Transportation Engineering, LLC prepared a traffic impact analysis for a proposed comprehensive plan map amendment and zone change from High Density Residential (R-3) to Employment Commercial (E-C) on Township 37S Range 1W Section 2CD, tax lots 600, 700 and 1000 in Central Point, Oregon. The subject property is located along the east side of Bigham Drive south of Freeman Road.

Under E-C zoning, the site is assumed to have the potential to generate 273 average daily trips (ADT) with 27 trips occurring during the p.m. peak hour based on a 7,840 square foot (SF) medical office building. It was our assumption that a medical office would be the worst case land use based on parcel constraints (shape and size), parking requirements, and location.

Two study area intersections were identified as key intersection for the analysis. These included:

1. Freeman Road & Bigham Drive
2. Oak Street & Bigham Drive

Study area intersections were evaluated under existing year 2018 and future year 2038 no-build and build conditions during the p.m. peak hour to determine what impacts the proposed plan amendment and zone change will have on the transportation system.

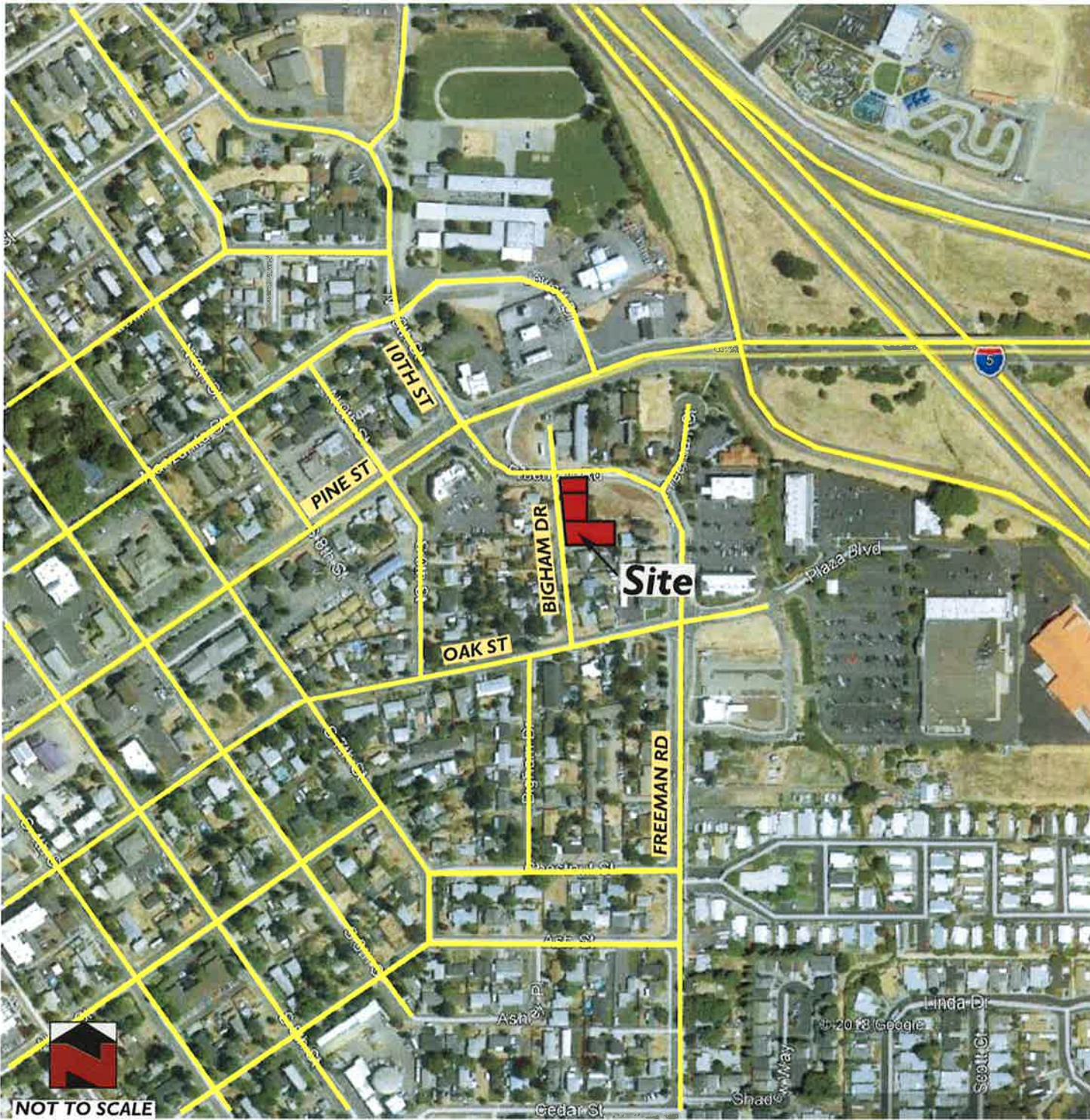
Project Location

The subject parcels are located along the east side of Bigham Drive south side of Freeman Road on Township 37S Range 1W Section 2CD, tax lots 600, 700 and 1000 in Central Point, Oregon. Refer to Figure 1 for a vicinity map.

Project Description

The subject property is currently zoned High Density Residential (R-3) and is proposed as Employment Commercial (E-C). The change in land use is estimated to generate 273 ADT to the transportation system with 27 trips occurring during the p.m. peak hour. Access to the site is provided from Bigham Drive.

Figure 1 : Vicinity Map



Attachment: Attachment A - Planning Commission Resolution 855 (1031 : Bigham Zone Change (ZC-18003))



**SOUTHERN OREGON
TRANSPORTATION ENGINEERING, LLC**

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**Bigham Drive Plan Amendment
 & Zone Change (R-3 to E-C)
 Traffic Impact Analysis
 Central Point, Oregon**

III. EXISTING CONDITIONS

Site Conditions

The proposed site is located on Township 37S Range 1W Section 2CD, tax lots 600, 700 and 1000. The two tax lots total 0.43 acres.

Roadway Characteristics

Table 1 provides a summary of existing roadway classifications and descriptions in the study area.

Table 1 - Roadway Classifications and Descriptions					
Roadway	Jurisdiction	Functional Classification	Lanes	City Operational Standard	Posted Speed
Freeman Road	City of Central Point	Minor Arterial	2	LOS D	35
Bigham Drive	City of Central Point	Local	2	LOS D	25
Oak Street	City of Central Point	Local	2	LOS D	25

Traffic Counts

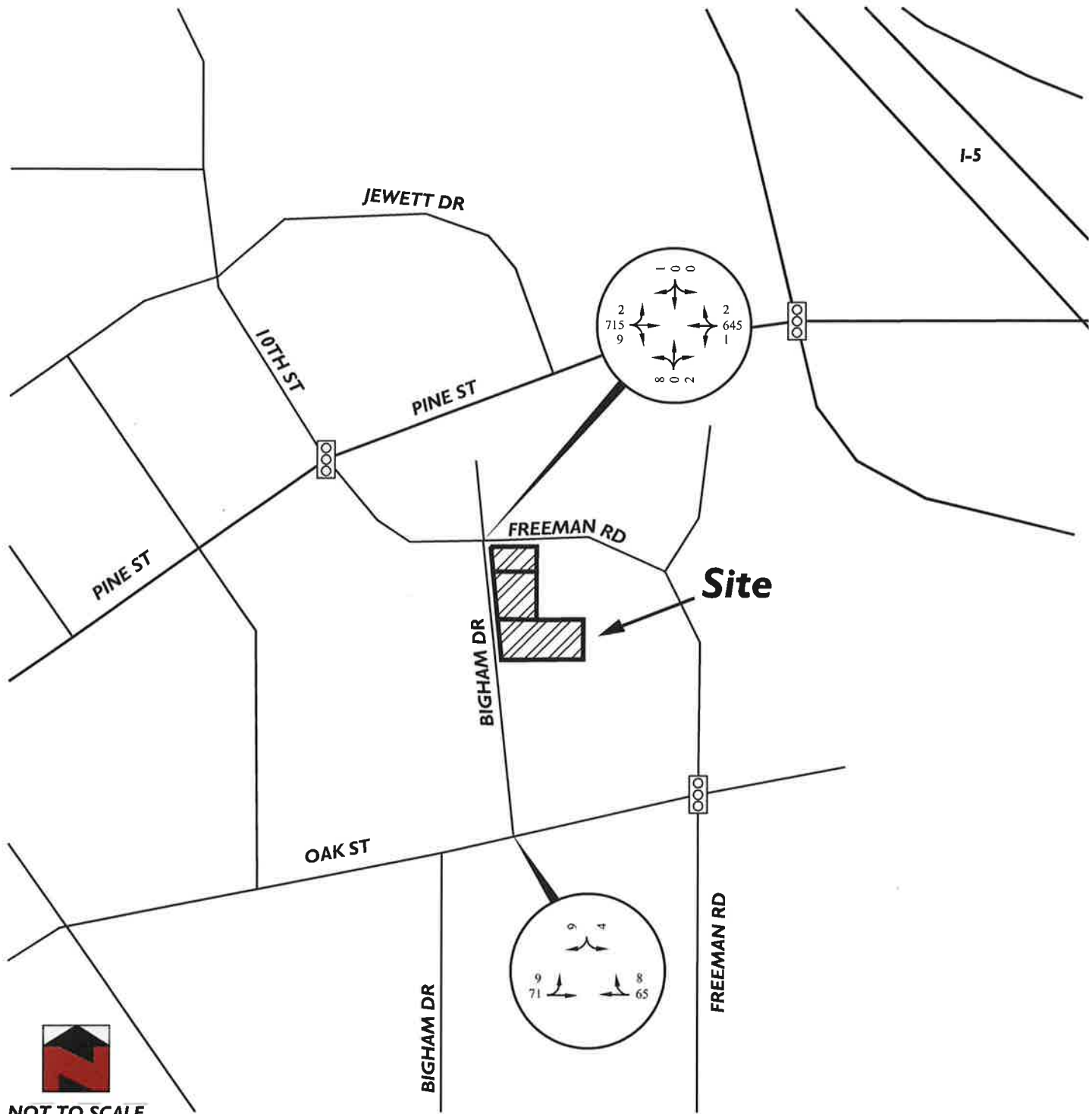
Manual traffic counts were collected from 3:00-6:00 p.m. at key intersections in February of 2018. Counts were seasonally adjusted and balanced to reflect peak conditions. The p.m. peak hour was shown to occur from 4:45-5:45 p.m. in the surrounding area. Refer to Appendix A for count data. Refer to Figure 2 for year 2018 no-build traffic volumes during the p.m. peak hour.

Background Growth

Background growth was derived using growth rates from the Interchange Area Management Plan (IAMP) for Exit 33 as well as traffic volume comparisons between counts in 2010 and 2018. The IAMP estimated approximately 0.53% per year of growth on Freeman Road between 2010 and future year 2034. In comparing baseline year 2010 traffic volumes to current year 2018 traffic volumes, however, traffic movements had varying growth rates of 0.25% to 2% depending on the movement. Based on this, growth rates for determining future 2038 no-build conditions varied and were chosen to be as consistent as possible with those in the IAMP.

Attachment: Attachment A - Planning Commission Resolution 855 (1031 : Bigham Zone Change (ZC-18003))

Figure 2 : Year 2018 No-Build Traffic Volumes, PM Peak Hour



Attachment: Attachment A - Planning Commission Resolution 855 (1031 : Bigham Zone Change (ZC-18003))



**SOUTHERN OREGON
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**Bigham Drive Plan Amendment
& Zone Change (R-3 to E-C)
Traffic Impact Analysis
Central Point, Oregon**

Intersection Capacity and Level of Service

Intersection capacity calculations were conducted utilizing the methodologies presented in the Year 2000 *Highway Capacity Manual*. Capacity and level of service calculations for signalized and unsignalized intersections were prepared using “SYNCHRO” timing software.

Level of service quantifies the degree of comfort afforded to drivers as they travel through an intersection or along a roadway section. The level of service methodology was developed to quantify the quality of service of transportation facilities. Level of service is based on total delay, defined as the total elapsed time from when a vehicle stops at the end of a queue until the vehicle departs from the stop line. Level of service ranges from “A” to “F”, with “A” indicating the most desirable condition and “F” indicating an unsatisfactory condition. The HCM LOS designations for stop-controlled intersections are provided in Table 2. The HCM LOS designations for signalized intersections are provided in Table 3.

Table 2 – HCM Level of Service Designations for Stop-Controlled Intersections

Level of Service	Delay Range
A	< 10
B	>10 – 15
C	>15 – 25
D	>25 – 35
E	>35 – 50
F	> 50

Table 3 – HCM Level of Service Designations for Signalized Intersections

Level of Service	Delay Range
A	< 10
B	>10 – 20
C	>20 – 35
D	>35 – 55
E	>55 – 80
F	> 80

Key intersections are under City of Central Point jurisdiction. The City of Central Point requires all study area intersections to operate at acceptable levels of service (LOS). The minimum acceptable level of service for signalized intersections and unsignalized intersection movements is LOS “D”. Mitigation is required at key intersections operating below a LOS “D”.

Year 2018 No-Build Intersection Operations

Key intersections were evaluated under year 2018 no-build conditions during the p.m. peak hour. Results are summarized in Table 4.

Table 4 - Year 2018 No-Build Intersection Operations, PM Peak Hour

Intersection	Performance Standard	Traffic Control	Year 2018 No-Build
Freeman Road / Bigham Drive	LOS D	TWSC	<i>E</i> , (NB)
Oak Street / Bigham Drive	LOS D	TWSC	A, (SB)

LOS=Level of Service, TWSC=Two-way stop controlled, NB=northbound, SB=southbound
Note: Exceeded performance standards are shown in bold, italic

Results of the analysis show the intersection of Bigham Drive and Freeman Road operating at a level of service (LOS) “E” under year 2018 no-build conditions, which is failing. The critical movement is the northbound left turn movement, which drives the failing LOS. This movement will eventually be restricted to right-out only when City plans for a median along Freeman Road moves forward, but until then it will remain a potentially difficult movement during peak conditions. The remaining key intersection is shown to operate acceptably under year 2018 no-build conditions. Refer to Appendix C for synchro output sheets.

Year 2018 No-Build 95th Percentile Queuing

Queuing is the stacking up of vehicles for a given lane movement, and it can have a significant effect on roadway safety and the overall operation of a transportation system. Long queue lengths in through lanes can block access to turn lanes, driveways, and minor street approaches, as well as spill back into upstream intersections. As a result of this, the estimation of queue lengths is an important aspect of the analysis process for determining how a transportation corridor operates.

Queue lengths are reported as the average, maximum, or 95th percentile queue length. The 95th percentile queue length is used for design purposes and is the queue length reported in this analysis. Five simulations were run and averaged in SimTraffic to determine 95th percentile queue lengths at study area intersections under existing conditions. Queue lengths were then rounded up to the nearest 25 feet (single vehicle length) and reported in Table 5 for the p.m. peak hour.

Table 5 – Year 2018 No-Build 95th Percentile Queue Lengths, PM Peak Hour

Intersection / Movement	Available Link Distance (Ft)	95 th Percentile Queue Lengths	Exceeded or Blocked Roadway
Freeman Road / Bigham Drive			
Eastbound Left/Through/Right	250	50	-
Westbound Left/Through/Right	325	50	-
Northbound Left/Through/Right	425	50	-
Southbound Left/Through/Right	100	25	-
Oak Street / Bigham Drive			
Eastbound Left/Through	125	25	-
Westbound Through/Right	250	0	-
Southbound Left/Right	425	25	-

Note: Exceeded performance standards are shown in bold, italic

Results of the queuing analysis show that no link distances at key intersections are exceeded under year 2018 no-build conditions during the p.m. peak hour. The northbound movement on Bigham Drive at Freeman Road is shown to have two vehicles waiting at any one time during the p.m. peak hour, which is consistent with the LOS analysis, which showed that this movement might be difficult to maneuver during peak conditions. Refer to Appendix D for a full queuing and blocking report.

Crash History

Crash data for the most recent five year period was gathered from ODOT's crash analysis unit. Results were gathered for the period of January 1, 2012 through December 31st, 2016. Crash data is gathered to identify crash patterns that could be attributable to geometric or operational deficiencies, or crash trends of a specific type that would indicate the need for further investigation at an intersection. Results, however, showed that there were no reported crashes at either key intersection within a five year period. No further investigation is shown to be necessary.

IV. SITE TRAFFIC

Trip Generation

Trip generation calculations for the proposed plan amendment and zone change to E-C were prepared utilizing the Institute of Transportation Engineers (ITE) *Trip Generation*, 10th Edition. An ITE rate was used for land use code 720 – Medical/Dental Office Building. No pass-by or internal trip reductions were taken. Proposed development trips were based on a 7,840 SF medical office building. Table 6 provides a summary of trip generations. ITE descriptions and graphs are provided in Appendix B.

Table 6 – Development Trip Generations								
Land Use	Unit	Size	Daily Rate	Daily Trips	PM Peak Rate	PM Peak Hour Trips		
						Total	In	Out
720 – Medical/Dental Office	1000 SF	7.84	34.8	273	3.46	27	8	19
Total Trips				273		27	8	19

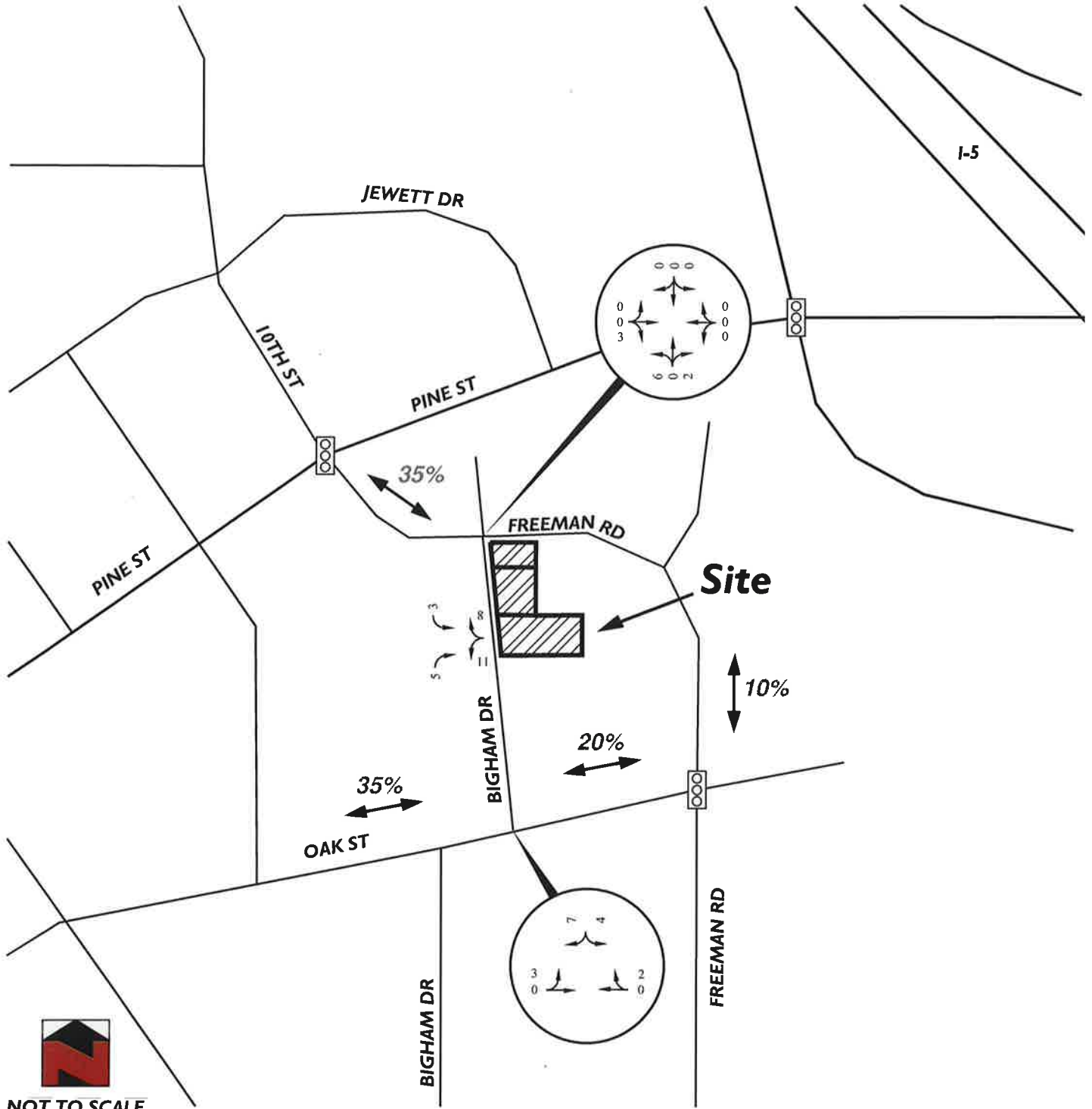
SF = Square Feet

Trip Distribution and Assignment

Development trips were distributed based on traffic distributions from the existing site. Trip percentages to and from the north and south were based on existing splits along Bigham Drive. Once trips reached key intersections, development trips were then distributed in the same manner, which followed that of existing splits. Refer to Figure 3 for development distribution percentages and trip assignments.

Attachment: Attachment A - Planning Commission Resolution 855 (1031 : Bigham Zone Change (ZC-18003))

Figure 3 : Development Trip Distributions, PM Peak Hour



Attachment: Attachment A - Planning Commission Resolution 855 (1031 : Bigham Zone Change (ZC-18003))



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**Bigham Drive Plan Amendment
& Zone Change (R-3 to E-C)
Traffic Impact Analysis
Central Point, Oregon**

V. YEAR 2018 BUILD CONDITIONS

Year 2018 Build Description

Build conditions represent no-build conditions for a study area with the addition of proposed development trips considered. Build conditions are compared to no-build conditions to determine what impacts and/or mitigation measures will result from proposed development. Build conditions are evaluated in this analysis for the year 2018. Year 2018 build traffic volumes during the p.m. peak hour are provided in Figure 4.

Year 2018 Build Intersection Operations

Year 2018 build traffic volumes were evaluated at key intersections under p.m. peak hour conditions. Results are summarized in Table 7.

Intersection	Performance Standard	Traffic Control	Year 2018 Build
Freeman Road / Bigham Drive	LOS D	TWSC	<i>E</i> , (NB)
Oak Street / Bigham Drive	LOS D	TWSC	A, (SB)

LOS=Level of Service, TWSC=Two-way stop controlled, NBL=northbound left, SBL=southbound left
Note: Exceeded performance standards are shown in bold, italic

Results of the analysis show the intersection of Bigham Drive at Freeman Road continues to have a failing northbound traffic movement under year 2018 build conditions during the p.m. peak hour. This is unchanged from existing year 2018 no-build conditions and fails as a result of high traffic volumes on Freeman Road. Refer to Appendix C for synchro output sheets.

Year 2018 Build 95th Percentile Queuing

Five simulations were run and averaged in SimTraffic to determine 95th percentile queue lengths at study area intersections under year 2018 build conditions. Queue lengths were then rounded up to the nearest 25 feet (single vehicle length) and reported in Table 8 for the p.m. peak hour.

Intersection / Movement	Available Link Distance (Ft)	95 th Percentile Queue Lengths	Exceeded or Blocked Roadway
Freeman Road / Bigham Drive			
Eastbound Left/Through/Right	250	50	-
Westbound Left/Through/Right	325	50	-
Northbound Left/Through/Right	425	50	-
Southbound Left/Through/Right	100	25	-
Oak Street / Bigham Drive			
Eastbound Left/Through	125	25	-
Westbound Through/Right	250	0	-
Southbound Left/Right	425	25	-

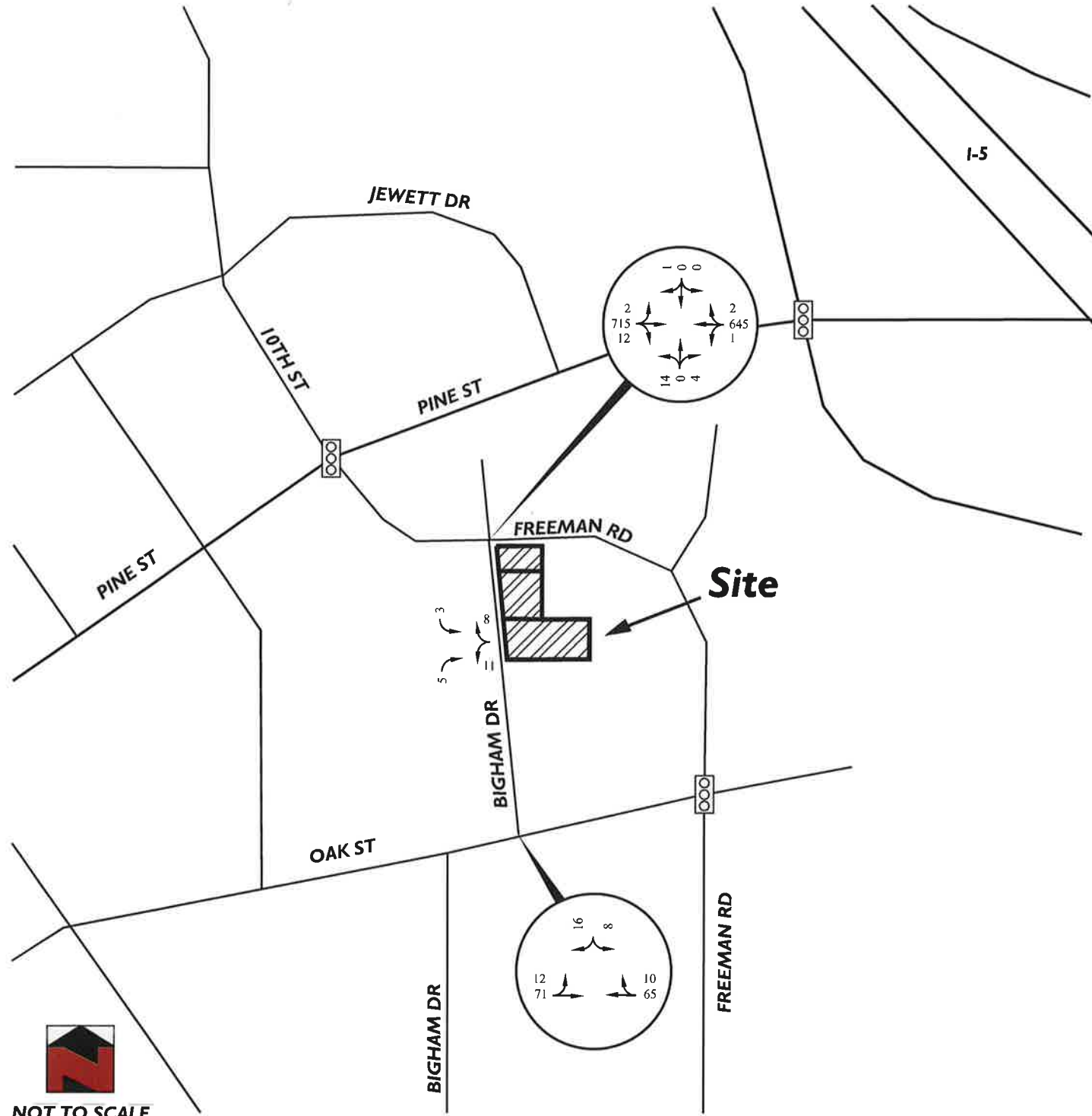
Note: Exceeded performance standards are shown in bold, italic

Results of the queuing analysis show that queue lengths at key intersections remain the same under year 2018 build conditions during the p.m. peak hour. Refer to Appendix D for a full queuing and blocking report.

Year 2018 Build Turn Lanes

Turns lanes are not evaluated at the time of plan map amendment or zone change because exact development details are not known at that time, but they will be evaluated at the time of development. Additionally, a median along Freeman Road is planned by the City of Central Point, which will mitigate any need for a center turn lane requirement.

Figure 4 : Year 2018 Build Traffic Volumes, PM Peak Hour



Attachment: Attachment A - Planning Commission Resolution 855 (1031 : Bigham Zone Change (ZC-18003))



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VI. FUTURE YEAR 2038 NO-BUILD AND BUILD CONDITIONS

Future Year 2038 No-Build Description

Future year 2038 no-build conditions represent future year conditions for a study area without consideration of proposed development trips. This condition is evaluated to determine how a study area will be impacted by future background growth but no traffic from proposed development trips. Background growth was determined based on projections in the Interchange Area Management Plan (IAMP) at exit 33 and from comparisons between 2010 traffic volumes and 2018 manual counts gathered for this analysis. Growth rates varied between 0.025% and 2% per year depending upon the traffic movement, in an effort to be as consistent as possible with traffic projections in the IAMP. Refer to Figure 5 for future year 2038 no-build traffic volumes during the p.m. peak hour.

Future Year 2038 Build Description

Future year 2038 build conditions represent future conditions for a study area with background growth and proposed development trips considered. Build conditions are compared to no-build conditions to determine what kind of impacts will result from proposed development under future conditions. Future build conditions are evaluated in this analysis for the planning year of 2038. Refer to Figure 6 for future year 2038 build traffic volumes during the p.m. peak hour.

Future Year 2038 No-Build and Build Intersection Operations

Future year 2038 no-build and build traffic volumes were evaluated at key intersections during the p.m. peak hour to determine how background growth and proposed development trips impact the transportation system. Results of the analysis are summarized in Table 9.

Table 9 – Future Year 2038 No-Build and Build Intersection Operations, PM Peak Hour

Intersection	Performance Standard	Traffic Control	Future Year 2038 No-Build	Future Year 2038 Build
Freeman Road / Bigham Drive	LOS D	TWSC	<i>E, (NB)</i>	<i>E, (NB)</i>
Oak Street / Bigham Drive	LOS D	TWSC	A, (SB)	A, (SB)

LOS=Level of Service, TWSC=Two-way stop controlled, NBL=northbound left, SBL=southbound left
Note: Exceeded performance standards are shown in bold, italic

Results of the analysis show that key intersections continue to operate the same under future year 2038 no-build and build conditions as they were shown to operate under year 2018 no-build and build conditions. The intersection of Bigham Drive and Freeman Road continues to have a failing northbound traffic movement, which will be re-routed as a result of a center median planned along Freeman Road. This improvement is shown to adequately mitigate any safety concerns relating to the northbound left turn movement. The remaining key intersection is shown to continue to operate at a LOS “A”, which is well within performance standards. Synchro output sheets are provided in Appendix E.

Future Year 2038 No-Build and Build 95th Percentile Queuing

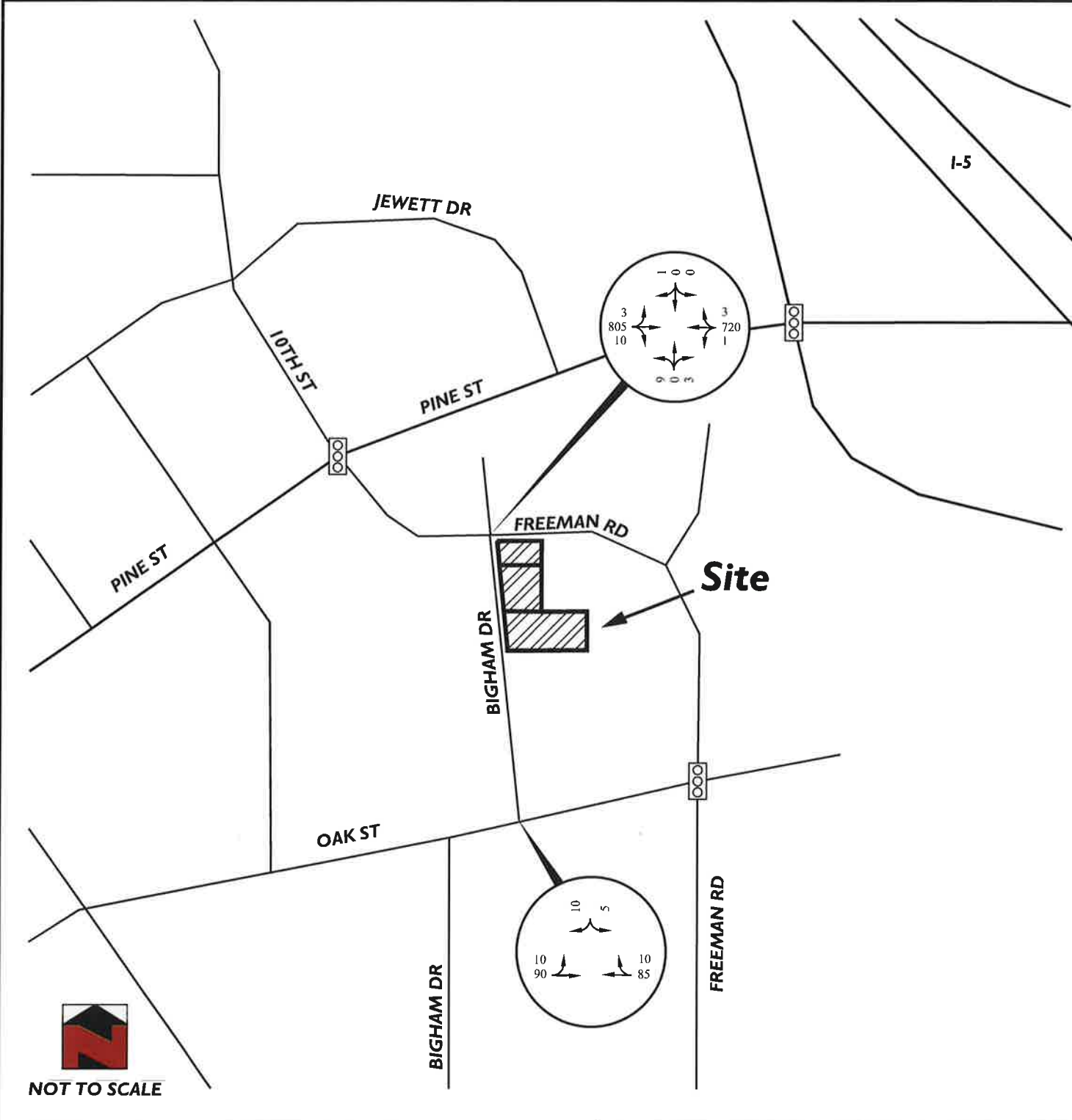
Five simulations were run and averaged in SimTraffic to determine 95th percentile queue lengths at study area intersections under future year 2038 no-build and build conditions. Queue lengths were then rounded up to the nearest 25 feet (single vehicle length) and reported for p.m. peak hour conditions in Table 10.

Intersection / Movement	Available Link Distance (Ft)	95th Percentile Queue Lengths No-Build	95th Percentile Queue Lengths Build	Exceeded or Blocked Roadway
Freeman Road / Bigham Drive				
Eastbound Left/Through/Right	250	75	75	-
Westbound Left/Through/Right	325	50	50	-
Northbound Left/Through/Right	425	50	50	-
Southbound Left/Through/Right	100	25	25	-
Oak Street / Bigham Drive				
Eastbound Left/Through	125	25	25	-
Westbound Through/Right	250	0	0	-
Southbound Left/Right	425	25	25	-

Note: Exceeded performance standards are shown in bold, italic

Results of the queuing analysis show that queue lengths at key intersections continue to remain similar under future year 2038 no-build and build conditions as were shown in year 2018 no-build and build conditions. The only queue length shown to increase is the eastbound left turn queue on Freeman Road at Bigham Drive, and this increases to 75 feet under both no-build and build conditions. All other queue lengths at key intersections are shown to remain the same. It can also be noted that the planned center median along Freeman Road in the future will limit traffic movements to and from Bigham Drive to right-in, right-out movements so queue lengths along Freeman Road resulting from left turning movements will no longer exist. Refer to Appendix F for a full queuing report.

Figure 5 : Future Year 2038 No-Build Traffic Volumes, PM Peak Hour



Attachment: Attachment A - Planning Commission Resolution 855 (1031 : Bigham Zone Change (ZC-18003))

NOT TO SCALE

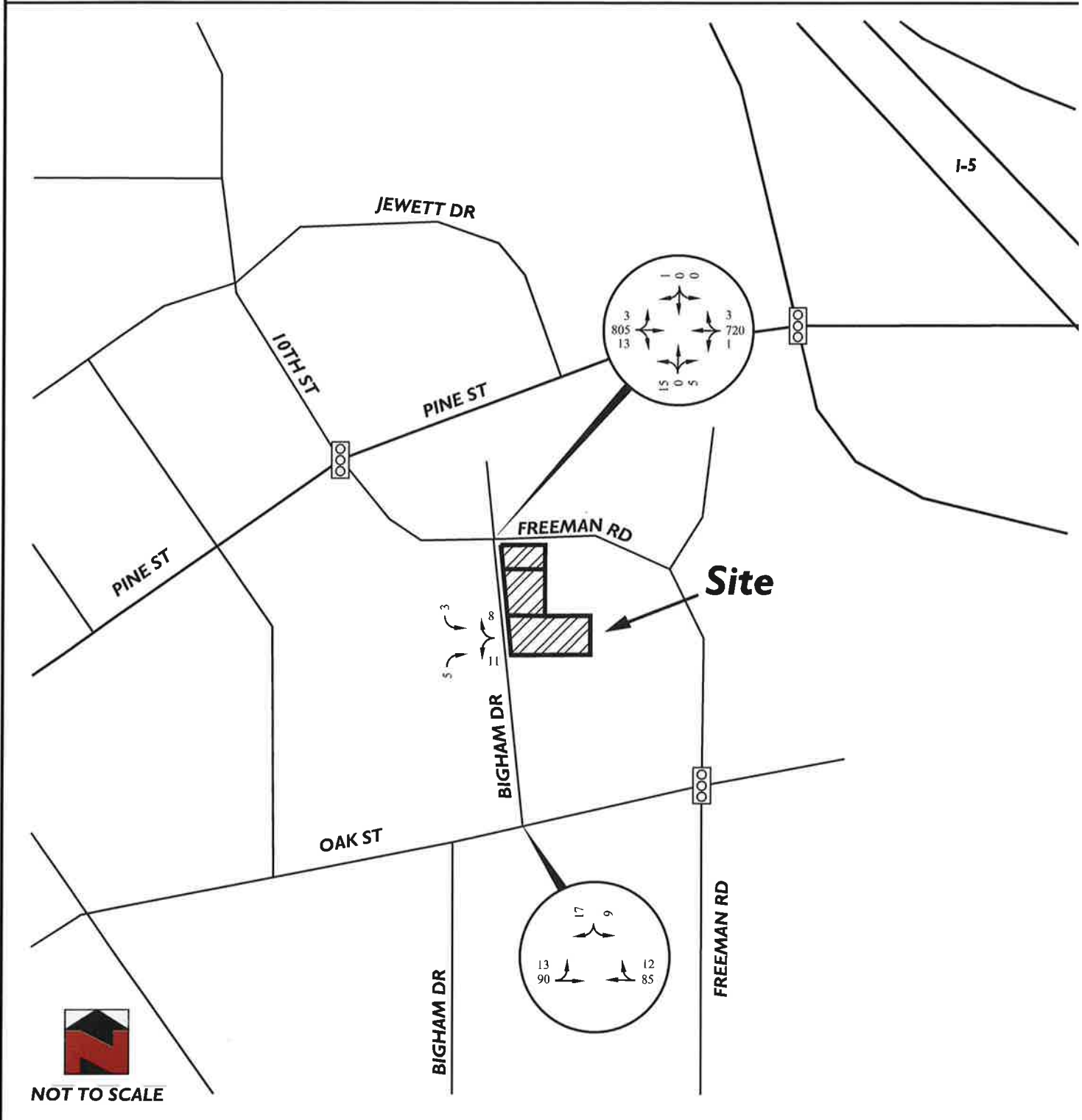


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Figure 6 : Future Year 2038 Build Traffic Volumes, PM Peak Hour



Attachment: Attachment A - Planning Commission Resolution 855 (1031 : Bigham Zone Change (ZC-18003))



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VII. CONCLUSIONS

The findings of the traffic impact analysis conclude that the proposed comprehensive plan map amendment and zone change from R-3 to E-C on 37S1W02CD tax lots 600, 700 and 1000 can be accommodated on the existing transportation system with planned improvements without creating adverse impacts. Intersection operations, roadway classifications, and safety conditions were evaluated to address potential impacts to the transportation system. Results of the analysis show the following:

- Key intersections were evaluated operationally under year 2018 and future year 2038 no-build and build conditions. Results of the analysis show the intersection of Bigham Drive and Freeman Road exceeding the City's level of service (LOS) "D" performance standard and operating at a LOS "E" under existing year 2018 no-build conditions. A planned improvement identified in the Interchange Area Management Plan (IAMP) for Exit 33 included a center median along Freeman Road in the future, which will limit traffic movements to and from Bigham Drive to right-in, right-out only. With this improvement in place, the intersection will be adequately mitigated through future year 2038 build conditions.
- 95th percentile queue lengths are not shown to exceed link distances nor create safety concerns at key intersections under any of the analysis scenarios.
- An evaluation of crash history in the site vicinity showed no crashes within the most recent five year period at either key intersection.

This analysis was undertaken to address issues of compliance with the City of Central Point Comprehensive Plan, Land Development Code, and Oregon Transportation Planning Rule (TPR) in Oregon Administrative Rules (OAR) Chapter 660, Division 012. Based upon our analysis, it is concluded that streets and intersections that serve the subject property will accommodate projected p.m. peak hour traffic volumes from permitted uses under proposed E-C zoning without requiring a change in the functional classification of any existing or planned facility, or degrade the performance of an existing or planned facility such that it would not meet the performance standard identified in the City's Transportation System Plan (TSP) or Comprehensive Plan.

*SOUTHERN
OREGON
TRANSPORTATION
ENGINEERING, LLC*

Appendix G

Agency Requirements

320.00.00 – Design

320.10.01 – Design Standards

The purpose of these standards is to provide a consistent policy under which certain physical aspects of street and related design and plan preparation will be observed by the engineer.

The Engineer should be aware that certain alternate street standards for the Transit Oriented District and Transit Oriented Corridor might apply to the design and construction streets in these areas of the city. These alternate standards are fully described in the Central Point TOD Design Requirements and Guidelines. They are also briefly described in lesser detail in these Standards and Specifications.

This section contains design standards to ensure the safe and efficient operation of each facility type for all users and the best use of public space. The requirements in this section are established as minimum standards to follow and apply to both new construction and reconstruction, except as otherwise specified.

Designs shall consider the needs of people with disabilities and the aged, such as visually impaired pedestrians and mobility impaired pedestrians. Every effort should be made to locate street hardware away from pedestrian locations and provide a surface free of bumps and cracks, which create safety and mobility problems. Smooth access ramps shall be provided where required. All designs shall conform to the current American Disabilities Act (ADA) or as adopted by the Oregon Department of Transportation (ODOT), Oregon Bicycle and Pedestrian Plan.

The determination of the pavement width and total right-of-way shall be based on the operational needs for each street as determined by a technical analysis. The technical analysis shall use demand volumes that reflect the maximum number of pedestrians, bicyclists, parked vehicles and motorized vehicle traffic expected when the area using the street is fully developed. Technical analysis shall take into consideration, transportation elements of the Comprehensive Plan, TOD, neighborhood plans, approved tentative plans as well as existing commercial and residential developments. All street designs shall be coordinated with the design of other new or existing infrastructure.

These standards set forth the minimum requirements for materials and street design. The Public Works Director shall have discretion to require a higher or different standard for materials or design when in his judgment it is in the best interest of the public's health, safety and welfare when considering all aspects and circumstances of the project.

The minimum geometric requirements for all street classifications are defined in Tables 300 – 1 through 300 – 7.

320.10.02 – Traffic Impact Analysis

The purpose of this section is to assist in the determination of which road authorities participate in land use decisions, and to implement Section 660-012-0045(2)(e) of the State Transportation

Planning Rule that requires the city to adopt a process to apply conditions to development proposals in order to minimize impacts and protect transportation facilities.

This chapter establishes the standards for when a proposal must be reviewed for potential traffic impacts; when a traffic impact analysis must be submitted with a development application in order to determine whether conditions are needed to minimize impacts to and protect transportation facilities; what must be in a traffic impact analysis; and who is qualified to prepare the study.

A traffic impact analysis shall be prepared by a traffic engineer or civil engineer licensed to practice in the state of Oregon with special training and experience in traffic engineering. If the road authority is the Oregon Department of Transportation (ODOT), consult ODOT's regional development review planner and OAR 734-051-180. If the road is the authority of Jackson County, consult Jackson County's road design requirements.

The Public Works Director may, at his/her discretion, waive the study of certain intersections when it is concluded that the impacts are not substantial.

320.10.03 – Traffic Impact Analysis Applicability

(1) The level of detail and scope of a traffic impact analysis (TIA) will vary with the size, complexity, and location of the proposed application. Prior to any TIA, the applicant shall submit sufficient information to the City for the Public Works Department to issue a scoping letter. If stipulations to reduce traffic are requested by an applicant, it must first be shown by means of an analysis that an unconditional approval is not possible without some form of mitigation to maintain an adequate LOS. This will determine whether a stipulation is necessary.

(2) Extent of Study Area:

The study area shall be defined by the Public Works Department in the scoping letter and shall address at least the following areas:

- a) All proposed site access points;
- b) Any intersection where the proposed development can be expected to contribute 25 or more trips during the analysis peak period. Impacts of less than 25 peak period trips are not substantial and will not be included in the study area. This volume may be adjusted, at the discretion of the Public Works Department, for safety or unusual situations; and
- c) Any intersections directly adjacent to the subject property.

(3) When required: TIA shall be required when a land use application involves one or more of the following actions:

- a) A change in zoning or a plan amendment designation that generates 300 average daily trips (ADT) more than the current zoning;
- b) Any proposed development or land use action that a road authority, including the city, Jackson County or ODOT, states may have operational or safety concerns along its facilities;
- c) An increase in site traffic volume generation by 250 average daily trips (ADT) or more, or 25 Peak Hour Trips (PHT);

- d) An increase in peak hour volume of a particular movement to and from the State highway by 20 percent or more;
- e) An increase in use of adjacent streets by vehicles exceeding twenty thousand pounds gross vehicle weight by 10 vehicles or more per day;
- f) The location of the access driveway does not meet minimum sight distance requirements, as determined by the city engineer, or is located where vehicles entering or leaving the property are restricted, or such vehicles queue or hesitate on the state highway, creating a safety hazard at the discretion of the community development director; or
- g) A change in internal traffic patterns that, at the discretion of the Public Works Director, may cause safety problems, such as back-up onto a street or greater potential for traffic accidents.

(4) Submittals:

Provide two copies of the TIA for Public Works Department to review.

(5) Elements of Analysis:

A TIA shall be prepared by a Traffic Engineer or Civil Engineer licensed to practice in the State of Oregon with special training and experience in traffic engineering. The TIA shall be a thorough review of the effects a proposed use will have on the transportation system. The study area shall include all streets and intersections in the analysis, as defined in subsection (2) above. Traffic generated from a proposed site will be distributed throughout the transportation system using existing count data or the current transportation model used by the City. Any alternate distribution method must be based on data acceptable to the Public Works Department. The following checklist outlines what a TIA shall contain. Incomplete reports shall be returned to the applicant for completion without review:

- a) The scoping letter as provided by the Public Works Department;
 - b) The Final TIA shall be signed and stamped by a Professional Civil or Traffic Engineer registered in the State of Oregon;
 - c) An executive summary, discussing the development, the major findings of the analysis, and the mitigation measures proposed;
 - d) A vicinity map of the proposed site and study area;
 - e) Project characteristics such as zoning, potential trip generations (unless stipulated to less than potential), proposed access(s), and other pertinent factors;
 - f) Street characteristics within the study area including functional classification, number of travel lanes, lane width, shoulder treatment, bicycle path corridors, and traffic control at intersections;
 - g) Description of existing transportation conditions including transit accessibility, accident history, pedestrian facilities, bicycle facilities, traffic signals, and overall traffic operations and circulation;
 - h) Peak period turning movement counts of at least two-hour minimums at study area intersections, less than 2 years old. These counts shall be adjusted to the design year of the project and consider seasonal traffic adjustments when required by the scoping letter;
 - i) A "Figure" showing existing peak period (AM, noon, or PM, whichever is largest) turning movement volumes at study area intersections, as shown in Example 1.
- Approved applications obtained from the City that have not built out but will impact study

- area intersections shall be included as pipeline traffic. An appropriate adjustment factor shall be applied to existing count data if counts were taken during the off-peak season;
- j) Potential "Project" trip generation using the most current edition of the ITE Trip Generation, as required by the Public Works Department at the time of scoping. Variations of trip rates will require the approval of the Public Works Department. Such approval will require submission of adequate supporting data prior to first submittal of the TIA;
- k) A "Figure" illustrating project turning movement volumes at study area intersections for peak periods, as shown in Example 2. Adjustments made for pass-by traffic volumes shall follow the methodology outlined in the latest edition of the ITE Trip Generation, and shall not exceed 25% unless approved by the Public Works Director;
- l) A "Figure" illustrating the combined traffic of existing, background, and project turning movement volumes at study area intersections for peak periods, as shown in Example 3;
- m) Level of Service (LOS) analysis at study area intersections under the following conditions:
- (A) Existing plus pipeline traffic
 - (B) Existing plus pipeline traffic and project traffic.

A table shall be prepared which illustrates all LOS results. The table shall show LOS conditions with corresponding vehicle delays for signalized intersections and the critical movement at unsignalized intersections. If the proposed use is scheduled to be completed in phases, a LOS analysis shall be prepared for each phase;

n) A mitigation plan if impacts to the study area reduce level of service (LOS) below minimums. Mitigation measures may include stipulations and/or construction of necessary transportation improvements. Mitigation measures shall be required to the extent that the transportation facilities, under City jurisdiction, operate at an acceptable level of service (LOS) with the addition of project traffic; and

o) Intersections under jurisdiction of another agency, but still within the City limits, shall be evaluated by either the City's criteria or the other jurisdiction's criteria, or both, whichever is considered applicable by the Public Works Department.

If the TIA is not consistent with the scoping letter (including any amendments) then the TIA will be returned to the applicant without review.

(6) Analysis criteria:

- a) All trip distributions into and out of the transportation system must reflect existing traffic count data for consistency or follow the current transportation model used by the City. If alternate splits are used to distribute traffic then justification must be provided and approved by the Public Works Department prior to first submittal of the TIA.
- b) If progression analysis is being evaluated or queuing between intersections is a concern, the peak period used in the analysis must be the same for every intersection along the street and reflect that of the most critical intersection being evaluated. If a common peak period is not requested by the Public Works Department, then the actual peak period of every intersection shall be used.
- c) Counts performed must be a minimum of two hours and include the peak period for analysis purposes. All documentation shall be included in the TIA.
- d) All supporting count data, LOS analyses, pass-by deductions, growth rates, traffic

distributions, or other engineering assumptions must be clearly defined and attached to the TIA when submitted in report form to the City for review.

- e) All LOS analyses shall follow operational procedures per the current Highway Capacity Manual. Ideal saturation flow rates greater than 1800 vehicles per hour per lane should not be used unless otherwise measured in the project vicinity. Queue lengths shall be calculated at the 95th percentile where feasible. Actual peak hour factors should be used for each movement or lane grouping in the analysis. Peak hour factors over 0.90 shall not be used unless justified by specific counts at that location.
- f) Signal timing used in capacity or progression analysis shall follow City timing plans and account for pedestrian crossing times, unless otherwise noted in the scoping letter.
- g) Arrival Type 3 (random arrivals) shall be used unless a coordinated plan is in place during the peak period.

320.10.04 – Maintenance of level of Service D

Whenever level of service is determined to be below level D for arterials or collectors, development is not permitted unless the developer makes the roadway or other improvements necessary to maintain level of service D respectively.

On Feb 9, 2018, at 2:14 PM, WANG Wei * Michael <Wei.WANG@odot.state.or.us> wrote:

Kim,

I have checked this project with RAME.

We agreed that the proposed development will not significantly impact state highway system. If the city is require a TIA, we would like to take a look at the TIA as well.

Wei (Michael) Wang P.E. & M.S. | Development Review Traffic Engineer

The ODOT Region 3 / District 8 | 100 Antelope Rd. | [White City, OR 97503](#)

Phone: [\(541\) 774.6316](tel:(541)774.6316) | Fax: [\(541\) 774.6349](tel:(541)774.6349) | Email: Wei.Wang@odot.state.or.us

From: Kim Parducci [<mailto:kim.parducci@gmail.com>]

Sent: Wednesday, February 07, 2018 4:09 PM

To: WANG Wei * Michael

Subject: Central Point ZC

Hi Michael,

I have a zone change in Central Point that I think is going to be too small to reach any ODOT facilities but I'm sending a scoping letter to you just in case you have any comments.

The zone change involves three small residential tax lots on Bigham Drive (off of Freeman) that are surrounded by commercial lots. The City is changing the comprehensive plan on two of the three lots, which will make them non-conforming if they stay residential so the applicant is seeking the new Employment Commercial (E-C) zoning to be consistent with surrounding properties. He plans to build an office building and said he has a dentist interested. I considered the worst case on this site as a medical office building because other commercial uses like restaurants require too much parking to be feasible in my opinion. A fast-food restaurant as an example needs an acre to work. The only thing I wasn't sure of was how big of an office could be constructed and still meet parking requirements so I assumed 50% coverage to hopefully be conservative.

Call me if you have any questions.

-Kim

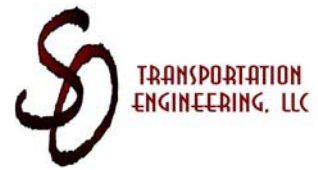
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KIMBERLY PARDUCCI, PE, PTOE

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Medford, Oregon 97504 | [\(541\) 941-4148](tel:(541)941-4148) Cell

Kim.parducci@gmail.com | Oregon DBE/WBE/ESB Certified: No. 5726



MEMORANDUM

319 Eastwood Drive
Medford, OR 97504
Telephone 541.941.4148
Kim.parducci@gmail.com

To: Stephanie Holtey, Principal Planner
City of Central Point
Date: 07/24/2018
Project: Bigham Drive R-3 to E-C / C-4 Comprehensive Plan Amendment / Zone Change
Subject: Traffic Impact Study Conclusion Clarification

Southern Oregon Transportation Engineering prepared a traffic impact study (TIS) dated March 14, 2018 for a proposed comprehensive plan map amendment and zone change from R-3 (High Density Residential) to E-C (Employment Commercial) / C-4 (Tourist/Office Professional) on 37S1W02CD tax lots 600, 700, and 1000. In our conclusions we stated that the intersection of Bigham Drive and Freeman Road was shown in the analysis to be operating at a level of service (LOS) "E" under existing conditions, which exceeds the City's LOS performance standard. A planned improvement in a draft version of the Interchange Area Management Plan (IAMP) for Exit 33 was cited as providing mitigation for this intersection in the future. We have since learned that this planned improvement did not get approved in the final version of the IAMP and will, therefore, not provide the mitigation referenced. This does not change the outcome of our analysis, but requires some clarification.

The intersection of Bigham Drive and Freeman Road in our analysis is shown to operate at a LOS "E" under existing conditions and continues to operate at a LOS "E" under year 2018 build, future year 2038 no-build, and future year 2038 build conditions. The proposed zone change, therefore, is not shown to degrade the performance of the intersection under existing or future conditions. This should have been stated in our original analysis regardless of planned improvements. Our report conclusions remain the same as previously stated with one clarification. Streets and intersections that serve the subject property will accommodate projected p.m. peak hour traffic volumes from permitted uses under proposed C-4 zoning without requiring a change in the functional classification of any existing or planned facility, or degrade the performance of an existing or planned facility that is otherwise projected to not meet the performance standards identified in the City's Transportation System Plan (TSP) or Comprehensive Plan. The outcome is the same, but the referenced section of the TPR changes when mitigation is not shown through a planned improvement.

We hope this provides adequate clarification. Please feel free to contact us if you have any questions or concerns.

Respectfully,

Handwritten signature of Kimberly Parducci

Kimberly Parducci, PE PTOE
Firm Principal
Southern Oregon Transportation Engineering, LLC

Attachment: Attachment A - Planning Commission Resolution 855 (1031 : Bigham Zone Change (ZC-18003))

ATTACHMENT "D"

FINDINGS OF FACT
AND CONCLUSIONS OF LAW
File No.: ZC-18003

Before the City of Central Point Planning Commission
Consideration of a Zone (Map) Change Application on 0.43 acres at 45, 63, and 77 Bigham Drive.
The property is identified on the Jackson County Assessor’s map as 37S 2W 02CD, Tax Lot 600,
700, and 1000.

Applicant:) Findings of Fact
Nelson Investment Enterprises, LLC) and
210 Valle Vista Drive) Conclusion of Law
Grants Pass, OR 97527

PART 1
INTRODUCTION

It is requested that the above referenced tax lots be rezoned from Residential Multifamily (R-3) to Tourist and Office Professional (C-4). The purpose of the zone change is to comply with the Employment Commercial (EC) Comprehensive Plan land use designation and to prepare for a consolidated commercial development that includes the subject properties.

The zone change request is a quasi-judicial map amendment, which is processed using Type III application procedures. Type III procedures set forth in Section 17.05.400 provides the basis for decisions upon standards and criteria in the development code and the comprehensive plan, when appropriate.

Applicable development code criteria for this Application include:

- 1. Comprehensive Plan
- 2. State Transportation Planning Rule
- 3. CPMC, Chapter 17.10

PART 2
FINDINGS & CONCLUSIONS

Staff has reviewed the Applicant’s Findings (Attachment “B” in the Staff Report dated August 7, 2018) and found that they address all of the applicable development code criteria for the proposed zone (map) amendment. However, the Planning Department is providing supplemental findings addressing the State Transportation Planning Rule below.

OAR 660-012-0060 – Transportation Planning Rule

The State Transportation Planning Rule (TPR) in OAR 660-012-0060 requires changes to land use plans and land use regulations (i.e. Comprehensive Plan Map Amendments and Zoning Map Amendments) to be consistent with the function and capacity of existing and planned transportation facilities. Oregon Administrative Rule (OAR) 660-012-0060 subsection (1) states the following:

- (1) If an amendment to a functional plan, an acknowledged comprehensive plan, or a land use regulation (including a zoning map) would significantly affect an existing or planned transportation facility, then the local government must put in place measures as provided in section (2) of this rule, unless the amendment is allowed under section (3), (9) or (10) of this rule.

Attachment: Attachment A - Planning Commission Resolution 855 (1031 : Bigham Zone Change (ZC-18003))

A plan or land use regulation amendment significantly affects a transportation facility if it would:

- (a) Change the functional classification of an existing or planned transportation facility (exclusive of corrections of map errors in an adopted plan);

Finding OAR 660-012-0060(1)(a): *A Traffic Impact Analysis (TIA) was prepared for the proposed zone change by Southern Oregon Transportation Engineering, LLC on March 14, 2018. A memorandum was submitted by Southern Oregon Transportation Engineering, LLC on July 24, 2018 clarifying conclusions. Both documents are provided as attachments to the Staff Report (Attachments “C-1” and “C-2”, respectively) and are herein incorporated by reference as evidence addressing the proposed zone change compliance with the comprehensive plan, local land use regulations and TPR.*

The TIA evaluates the proposed zone change on the 0.43 acre project site (37S 2W 02CD Tax Lots 600, 700, and 1000) from R-3 to EC/C-4¹, including the surrounding streets and intersections on Freeman Road (Minor Arterial), Bigham Drive (Local) and Oak Street (Local). Per Table 6 in the TIA, the zone change trip generation was evaluated based on a 1,000 square foot medical office building as the highest use for the site. The analysis reported a 27 total PM Peak trips, which does not result in any changes to the functional street classifications on Freeman Road, Bigham Drive, or Oak Street.

Conclusion OAR 660-012-0060(1)(a): *Per the TIA, the traffic generated by the increased land use intensity will not alter the functional classification for any existed or planned infrastructure.*

- (b) Change standards implementing a functional classification system; or

Finding OAR 660-012-0060(1)(b): *The standards implementing a functional classification system are based on the Public Works Department Standard Specifications and Uniform Details for Public Works Construction (2014). Table 1 in the TIA summarizes the roadway classifications and operational standards that apply to the transportation facilities evaluated. As shown in the TIA, the City’s operational standard for all evaluated streets is LOS D. The intersection at Bigham Drive and Oak Street is shown to operate at a LOS A under the no-build and build conditions for 2018 and 2038. The intersection at Freeman and Bigham Drive, however, currently operate at a LOS E under no-build conditions. The TIA shows that the intersection continues to operate at a LOS E for the 2018 build, 2038 no build, and 2038 build conditions, and is not aggravated by the proposed minor zone map amendment. As demonstrated by the TIA, the proposed zone map amendment does not change any standards implementing the functional classification system for Bigham, Freeman or Oak Street.*

¹ The Employment Commercial (EC) is in reference to the underlying land use designation, which includes the C-4 zoning classification per the 2018 Land Use Element adopted by Ordinance No. 2043 (herein incorporated by reference).

Conclusion OAR 660-012-0060(1)(b): Consistent.

(c) Result in any of the effects listed in paragraphs (A) through (C) of this subsection based on projected conditions measured at the end of the planning period identified in the adopted TSP. As part of evaluating projected conditions, the amount of traffic projected to be generated within the areas of the amendment may be reduced if the amendment includes an enforceable, ongoing requirement that would demonstrably limit traffic generation, including, but not limited to, transportation demand management. This reduction may diminish or completely eliminate the significant effect of the amendment.

(A) Types or levels of travel or access that are inconsistent with the functional classification of an existing or planned transportation facility;

***Finding OAR 660-012-0060(1)(c)(A):** Travel and access are a function of increased trips and driveway spacing. As demonstrated in Finding OAR 660-012-0060(1)(a), the trips generated by the proposed zone change is consistent with the functional street classifications for Freeman Road, Bigham Drive, and Oak Street. Driveway and access standards are provided in the Public Works Standards, Table 300-6 which specifies site access shall be located the farthest distance away from a Minor Arterial (Freeman Road) and Local (Bigham Drive) street intersection or 30-ft, whichever is greater. Per the Applicant’s TIA, travel and access to the site on Bigham Drive is located at the south end of the affected properties, approximately 180-feet from the intersection of Bigham Drive and Freeman Road consistent with this standard.*

***Conclusion OAR 660-012-0060(1)(c)(A):** The access and travel on existing and planned facilities is consistent with the functional classification standards set forth in the Public Works Standard Specifications and TSP and Comprehensive Plan.*

(B) Degrade the performance of an existing or planned transportation facility such that it would not meet the performance standards identified in the TSP or comprehensive plan; or,

***Finding OAR 660-012-0060(1)(c)(B):** As shown in Table 1, the intersection of Freeman and Bigham will decline to an unacceptable level of service (LOS) “E” under year 2018 no-build year and continue through build year 2038.*

Table 1. Traffic Impact Summary						
Roadway Intersection	Functional Classification	City Operational Standard	Year 2018, No-build	Year 2018, Build	Future Year 2038, No Build	Future Year 2038, Build
Freeman Road/ Bigham Drive	Minor Arterial	LOS “D”	LOS “E”	LOS “E”	LOS “E”	LOS “E”
Oak Street/ Bigham Drive	Local Street	LOS “D”	LOS “A”	LOS “A”	LOS “A”	LOS “A”

The TIA shows that the trips generated by the proposed zone change do not degrade the performance of the existing street beyond current conditions.

Conclusion OAR 660-012-0060(1)(c)(B): *Consistent.*

- (C) Degrade the performance of an existing or planned transportation facility that is otherwise projected to not meet the performance standards identified in the TSP or comprehensive plan.

Finding OAR 660-012-0060(1)(c)(C): *As demonstrated in Finding OAR 660-012-0060(1)(c)(B), the intersection of Freeman Road and Bigham Drive fails during the 2018 and 2038 no-build scenarios. The proposed zone change does not further aggravate the city's operational standard.*

Conclusion OAR 660-012-0060(1)(c)(C): *Consistent.*

- (2) If a local government determines that there would be a significant effect, then the local government must ensure that allowed land uses are consistent with the identified function, capacity, and performance standards of the facility measured at the end of the planning period identified in the adopted TSP through one or a combination of the remedies listed in (a) through (e) below, unless the amendment meets the balancing test in subsection 2(e) of this section or qualifies for partial mitigation in section (11) of this rule. A local government using subsection (2)(e), section (3), section (10) or section (11) to approve an amendment recognizes that additional motor vehicle traffic congestion may result and that other facility providers would not be expected to provide additional capacity for motor vehicles in response to this congestion.
- (a) Adopting measures that demonstrate allowed land uses are consistent with the planned, function, capacity, and performance standards of the facility.
- (b) Amending the TSP or comprehensive plan to provide transportation facilities, improvements or services adequate to support the proposed land uses consistent with the requirements of this division; such amendments shall include a funding plan or mechanism consistent with section (4) or include an amendment to the transportation finance plan so that the facility, improvement, or service will be provided by the end of the planning period.
- (c) Amending the TSP to modify the planned function, capacity or performance standards of the transportation facility.
- (d) Providing other measures as a condition of development or through a development agreement or similar funding method, including but not limited to transportation system management measures or minor transportation improvements. Local governments shall, as part of the amendment, specify when measures or improvements provided pursuant to

this subsection will be provided.

- (e) Providing improvements that would benefit modes other than the significantly affected mode, improvements to facilities other than the significantly affected facility, or improvements at other locations if:
 - (A) The provider of the significantly affected facility provides a written statement that the system-wide benefits are sufficient to balance the significant effect, even though the improvements would not result in consistency for all standards;
 - (B) The providers of facilities being improved at other locations provide written statements of approval; and,
 - (C) The local jurisdictions where facilities are being improved provide written statements of approval.

Finding OAR 660-012-060(2): *As demonstrated in the findings and conclusions for OAR 660-012-0060(1), transportation facilities will not be significantly affected by the proposed zone map change.*

Conclusion OAR 660-012-0060(2): *Not applicable.*

- (3) Notwithstanding sections(1) and (2) of this rule, a local government may approve an amendment that would significantly affect an existing transportation facility without assuring that the allowed land uses are consistent with the function, capacity, and performance standards of the facility where:
 - (a) In the absence of the amendment, planned transportation facilities, improvements and services as set forth in section (4) of this rule would not be adequate to achieve consistency with the identified function, capacity or performance standard for that facility by the end of the planning period identified in the TSP.
 - (b) Development resulting from the amendment will, at a minimum mitigate the impacts of the amendment in a manner that avoids further degradation to the performance of the facility by the time of the development through one or a combination of transportation improvements or measures;
 - (c) The amendment does not involve property located in an interchange area as defined in paragraph (d)(C); and
 - (d) For affected state highways, ODOT provides a written statement that the proposed funding and timing for the identified mitigation improvements or measures are, at a minimum, sufficient to avoid further degradation to the performance of the affected state highway. However, if a local government provides the appropriate ODOT regional office with written notice of a proposed amendment in a manner that provides ODOT reasonable opportunity to submit a written statement into the record of the local government proceeding, and ODOT does not provide a written statement, then the local

government may proceed with applying subsections (a) through (c) of this section.

Finding OAR 660-012-060(3): *As demonstrated in the findings and conclusions for OAR 660-012-0060(1), transportation facilities will not be significantly affected by the proposed zone map change.*

Conclusion OAR 660-012-0060(3): *Not applicable.*

- (4) Determinations under sections (1) through (3) of this rule shall be coordinated with affected transportation facility and service providers and other affected local governments.
- (a) In determining whether an amendment has a significant effect on an existing or planned transportation facility under subsection (1)(c) of this rule, local governments shall rely on existing transportation facilities and services and on the planned transportation facilities, improvements and services set forth in subsections (b) and (c) below.
- (b) Outside of interstate interchange areas, the following are considered planned facilities, improvements, and services:
- (A) Transportation facilities, improvements or services that are funded for construction or implementation in the Statewide Transportation Improvement Program or a locally or regionally adopted transportation improvement program or capital improvement plan or program of a transportation service provider.
- (B) Transportation facilities, improvements or services that are authorized in a local transportation system plan and for which a funding plan or mechanism is in place or approved. These include, but are not limited to, transportation facilities, improvements or services for which: transportation systems development charge revenues are being collected; a local improvement district or reimbursement district has been established or will be established or will be established prior to development; a development agreement has been adopted; or conditions of approval to fund the improvement have been adopted.
- (C) Transportation facilities, improvements or services in a metropolitan planning organization (MPO) area that are part of the area's federally-approved, financially constrained regional transportation system plan.
- (D) Improvements to state highways that are included as planned improvements in a regional or local transportation system plan or comprehensive plan when ODOT provides a written statement that the improvements are reasonably likely to be provided by the end of the planning period.
- (E) Improvements to regional and local roads, streets or other transportation facilities or services that are included as planned improvements in a regional or local transportation system plan or comprehensive plan when the local government(s)

or transportation service provider(s) responsible for the facility, improvement or service provides a written statement that the facility, improvement or service is reasonably likely to be provided by the end of the planning period.

Finding OAR 660-012-0060(4)(b): *The proposed zone change occurs on property within ¼ mile of Interchange 33 for Interstate 5.*

Conclusion OAR 660-012-0060(4)(b): *Not applicable since the property is within an adopted IAMP.*

- (c) Within interstate interchange areas, the improvements included in (b) (A)-(C) are considered planned facilities, improvements and services, except where:
- (A) ODOT provides a written statement that the proposed funding and timing of mitigation measures are sufficient to avoid a significant adverse impact on the Interstate Highway system, then local governments may also rely on the improvements identified in paragraphs (b)(D) and (E) of this section; or,
 - (B) There is an adopted interchange area management plan, then local government may also rely on the improvements identified in that plan and which are also identified in paragraphs (b)(D) and (E) of this section.

Finding OAR 660-012-0060(4)(c): *Although the IAMP and TSP do not identify improvements adjacent to the site that would mitigate the existing LOS E deficiency at the intersection of Freeman and Bigham Drive, ODOT provided written confirmation in an email dated February 9, 2018 that the proposed zone change will not adversely affect the highway system.*

Conclusion OAR 660-012-0060(4)(c): *Consistent.*

- (d) As used in this section and section (3):
- (A) Planned interchange means new interchanges and relocation of existing interchanges that are authorized in an adopted transportation system plan or comprehensive plan;
 - (B) Interstate highway means Interstates 5, 82, 84, 105, 205 and 405; and,
 - (C) Interstate interchange area means:
 - (i) Property within one-quarter mile of the ramp terminal intersection of an existing or planned interchange on an Interstate Highway; or,
 - (ii) The interchange area as defined in the Interchange Area Management Plan adopted as an amendment to the Oregon Highway Plan.

- (e) For purposes of this section, a written statement provided pursuant to paragraphs (b)(D), (b)(E), or (c)(A) provided by ODOT, a local government or transportation facility provider, as appropriate, shall be conclusive in determining whether a transportation facility, improvement or service is a planned transportation facility, improvement or service. In the absence of a written statement, a local government can only rely upon planned transportation facilities, improvements and services identified in paragraphs (b)(A)-(C) to determine whether there is a significant effect that requires application of the remedies in section (2).

Finding OAR 660-012-0060(4): As demonstrated in the Findings for OAR 660-012-0060(4)(c), the proposed minor zone map amendment was coordinated with affected transportation facility and service providers, including ODOT and the Central Point Public Works Department.

Conclusion OAR 660-012-0060(4): Consistent.

- (9) Notwithstanding section (1) of this rule, a local government may find that an amendment to a zoning map does not significantly affect an existing or planned facility if all of the following requirements are met:

- (a) The proposed zoning is consistent with the existing comprehensive plan map designation and the amendment does not change the comprehensive plan map;

Finding OAR 660-012-0060(9)(a): The comprehensive plan designation for the subject property is Employment Commercial (Ordinance No. 2043). Per the Land Use Element, the Employment Commercial land use designation replaces the former Tourist and Office Professional designation and is consistent with the C-4, Tourist and Office Professional zoning proposed for the site.

Conclusion OAR 660-012-0060(9)(a): Consistent.

- (b) The local government has an acknowledged TSP and the proposed zoning is consistent with the TSP; and,

Finding OAR 660-012-0060(9)(b): The City's TSP was acknowledged on December 18, 2008 (Ordinance No. 1922) and was updated on October 8, 2015 (Ordinance No. 2017) to incorporate IAMP 33 and IAMP 35 by reference into the TSP/Transportation Element of the Comprehensive Plan. Per the TSP, the zoning is consistent with the functional classifications and performance standards for the affected transportation facilities.

Conclusion OAR 660-012-0060(9)(b): Consistent.

- (c) The area subject to the zoning map amendment was not exempted from this rule at the time of an urban growth boundary amendment as permitted in OAR 660-024-0020(1)(d), or the area was exempted from this rule but the local government has a subsequently acknowledged TSP amendment that accounted for urbanization of the area.

Finding OAR 660-012-0060(9)(c): *The project site is located on 0.43 acres that was part of the original town settlement when it was incorporated in 1889. Given the timing of incorporation, it was not subject to this rule and therefore was not exempted from it. Since the land was incorporated, it has been planned for urbanization as evidenced by existing development and planned land use shown on comprehensive plan and zoning maps adopted and updated over the years.*

Conclusion OAR 660-012-0060(9)(c): *The findings in this section further support findings in OAR 660-012-0060(1) in concluding that the proposed minor zone map amendment does not significantly affect existing or planned transportation facilities.*

- (10) Notwithstanding sections (1) and (2) of this rule, a local government may amend a functional plan, a comprehensive plan or a land use regulation without applying performance standards related to motor vehicle traffic congestion (e.g. volume to capacity ratio or V/C), delay or travel time if the amendment meets the requirements of subsection (a) of this section. This section does not exempt a proposed amendment from other transportation performance standards or policies that may apply including, but not limited to, safety for all modes, network connectivity for all modes (e.g. sidewalks, bicycle lanes) and accessibility for freight vehicles of a size and frequency required by the development.

(a) A proposed amendment qualifies for this section if it:

- (A) Is a map or text amendment affecting only land entirely within a multimodal mixed-use area (MMA); and
- (B) Is consistent with the definition of an MMA and consistent with the function of the MMA as described in the findings designating the MMA.

Finding OAR 660-012-0060(10)(a): *The proposed map amendment is within an area designated as an Activity Center in the Land Use Element (Ordinance No. 2043) and Rogue Valley Metropolitan Area (RVMPO) Alternative Measures Activity Center.² Activity Centers are interchangeable with the term Transit Oriented/Mixed Use Pedestrian Friendly Areas. These areas represent development of places that encourage neighborhood oriented, higher density and mixed use environments that increase the convenience of walking, bicycling and transit.*

Conclusion OAR 660-012-0060(10)(a): *Consistent.*

(b) For the purpose of this rule, “multimodal mixed-use area” or “MMA” means an area:

- (A) With a boundary adopted by a local government as provided in subsection (d) or (e) of this section and that has been acknowledged;

Finding OAR 660-012-0060(10)(b)(A): *The subject properties are fully within the boundary of a designated Activity Center as delineated in the Central Point Comprehensive Plan Land Use Element and RVMPO Regional Transportation*

² 2009-2034 Regional Transportation Plan, Rogue Valley Metropolitan Planning Organization. April 27, 2009.

Plan.

Conclusion OAR 660-012-0060(10)(b)(A): *Consistent.*

- (B) Entirely within an urban growth boundary;

Finding OAR 660-012-0060(10)(b)(B): *The subject properties are entirely within the Central Point Urban Growth Boundary as shown in the Comprehensive Plan Land Use Map.*

Conclusion OAR 660-012-0060(10)(b)(B): *Consistent.*

- (C) With adopted plans and development regulations that allow the uses listed in paragraphs (8)(b)(A) through (C) of this rule and that require new development to be consistent with the characteristics listed in paragraphs (8)(b)(D) through (H) of this rule;

Finding OAR 660-012-0060(10)(b)(C): *The subject properties are within an activity center that includes lands planned and zoned for a combination of commercial and high density residential uses, specifically the R-3 and C-4 zones. As shown in CPMC 17.28 (R-3) and CPMC 17.44 (C-4), uses allowed in this activity center include densities ranging between 14 and 25 units per acre in buildings up to 45-ft (if performance zoning is applied). Commercial uses include a variety of professional office, personal service, and retail uses consistent with OAR 660-012-0060(8)(b) (A) through (C).*

Conclusion OAR 660-012-0060(10)(b)(C): *Consistent.*

- (D) With land use regulations that do not require the provision of off-street parking, or regulations that require lower levels of off-street parking than required in other areas and allow flexibility to meet the parking requirements (e.g. count on-street parking, allow long-term leases, allow shared parking); and

Finding OAR 660-012-0060(10)(b)(D): *The land use regulations in this zone permit reduced off-street parking up to 20% of the minimum/maximum requirement. Per CPMC 17.64.040(D), shared parking is allowed and encouraged in commercial zones, including the C-4 zone.*

Conclusion OAR 660-012-0060(10)(b)(D): *Consistent.*

- (E) Located in one or more of the categories below:

- (i) At least one-quarter mile from any ramp terminal intersection of existing or planned interchanges;

- (ii) Within the area of an adopted Interchange Area Management Plan (IAMP) and consistent with the IAMP; or
- (iii) Within one-quarter mile of a ramp terminal intersection of an existing or planned interchange if the mainline facility provider has provided written concurrence with the MMA designation as provided in subsection (c) of this section.

Finding OAR 660-012-0060(10)(b)(E): Using GIS measurements based on the 2017 aerial photo of Central Point, the subject properties are within approximately 570-feet or 0.10 miles of Interstate 5 Exit 33. The property is shown in the IAMP for Exit 33, but no projects are planned adjacent to the site.

Conclusion OAR 660-012-0060(10)(b)(E): Consistent.

- (c) When a mainline facility provider reviews an MMA designation as provided in subparagraph (b)(E)(iii) of this section, the provider must consider the factors listed in paragraph (A) of this subsection.
 - (A) The potential for operational or safety effects to the interchange area and the mainline highway, specifically considering:
 - (i) Whether the interchange area has a crash rate that is higher than the statewide crash rate for similar facilities;
 - (ii) Whether the interchange area is in the top ten percent of locations identified by the safety priority index system (SPIS) developed by ODOT; and
 - (iii) Whether existing or potential future traffic queues on the interchange exit ramps extend onto the mainline highway or the portion of the ramp needed to safely accommodate deceleration.
 - (B) If there are operational or safety effects as described in paragraph (A) of this subsection, the effects may be addressed by an agreement between the local government and the facility provider regarding traffic management plans favoring traffic movements away from the interchange, particularly those facilitating clearing traffic queues on the interchange exit ramps.

Finding OAR 660-012-0060(10)(c): Per the TIA in Appendix G, Agency Requirements, there is an email from ODOT Region 3 dated February 9, 2018 indicating their agency's determination that the development resulting from the proposed zone map amendment will not significantly impact the state highway system. The TIA was distributed to ODOT Region 3 on July 1, 2018 and July 18, 2018. No comments were received contrary to the email received on February 9, 2018. This is further supported by findings in the TIA relative to site traffic generated in the 2018 build and 2038 build years showing no adverse operational or safety effects.

Conclusion OAR 660-012-0060(10)(c): *Consistent.*

- (d) A local government may designate an MMA by adopting an amendment to the comprehensive plan or land use regulations to delineate the boundary following an existing zone, multiple existing zones, an urban renewal area, other existing boundary, or establishing a new boundary. The designation must be accompanied by findings showing how the area meets the definition of an MMA. Designation of an MMA is not subject to the requirements in sections (1) and (2) of this rule.
- (e) A local government may designate an MMA on an area where comprehensive plan map designations or land use regulations do not meet the definition, if all of the other elements meet the definition, by concurrently adopting comprehensive plan or land use regulation amendments necessary to meet the definition. Such amendments are not subject to performance standards related to motor vehicle traffic congestion, delay or travel time.

Finding OAR 660-012-0060(10)(d) through (e): *The City is not proposing designation of a new MMA as part of this application.*

Conclusion OAR 660-012-0060(10)(d) through (e): *Not applicable.*

PART 3 SUMMARY CONCLUSION

As evidenced in findings and conclusions provided in Part 2 and Exhibit “1”, the proposed zone change is consistent with applicable standards and criteria in the Central Point Municipal Code, including the Statewide Planning Goals (where applicable), Comprehensive Plan, and Statewide Transportation Planning Rule.

PLANNING COMMISSION RESOLUTION NO. 855

A RESOLUTION FORWARDING A FAVORABLE RECOMMENDATION TO THE CITY COUNCIL TO APPROVE THE MINOR ZONE MAP AMENDMENT FROM RESIDENTIAL MULTIFAMILY (R-3) TO TOURIST AND OFFICE PROFESSIONAL (C-4) ON 0.43 ACRES LOCATED AT 45, 63, AND 77 BIGHAM DR. (37S 2W 02CD Tax Lots 600, 700, and 1000)

File No.:ZC-18003

Applicant: Nelson Investment Enterprises, LLC

WHEREAS, the Comprehensive Plan Land Use Map designates the property identified by the Jackson County Assessor’s Map as 37S 2W 02CD Tax Lots 600, 700, and 1000 as Employment Commercial; and

WHEREAS, the proposed Tourist and Office Professional (C-4) zoning is an urban Employment Commercial zoning district consistent with the Comprehensive Plan and surrounding land uses; and

WHEREAS, adequate public services and transportation networks are available to the site; and

WHEREAS, the proposed zone change from R-3 to C-4 has been determined to be consistent with the State Transportation Planning Rule.

NOW, THEREFORE, BE IT RESOLVED, that the City of Central Point Planning Commission, by this Resolution No. 855, does recommend that the City Council approve the change of zone on the property identified by the Jackson County Assessor’s Map as 37S 2W 02CD Tax Lots 600, 700, and 1000. This decision is based on the Staff Report dated August 7, 2018 including Attachments A through D attached hereto by reference and incorporated herein.

PASSED by the Planning Commission and signed by me in authentication of its passage this 7th day of August, 2018.

Planning Commission Chair

ATTEST:

City Representative

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE CENTRAL POINT ZONING MAP ON TAX LOTS 600, 700, AND 1000 OF 37S 2W 02CD (0.43 ACRES) FROM R-3 (RESIDENTIAL MULTIFAMILY) TO C-4 (TOURIST AND OFFICE PROFESSIONAL) ZONING.

Recitals:

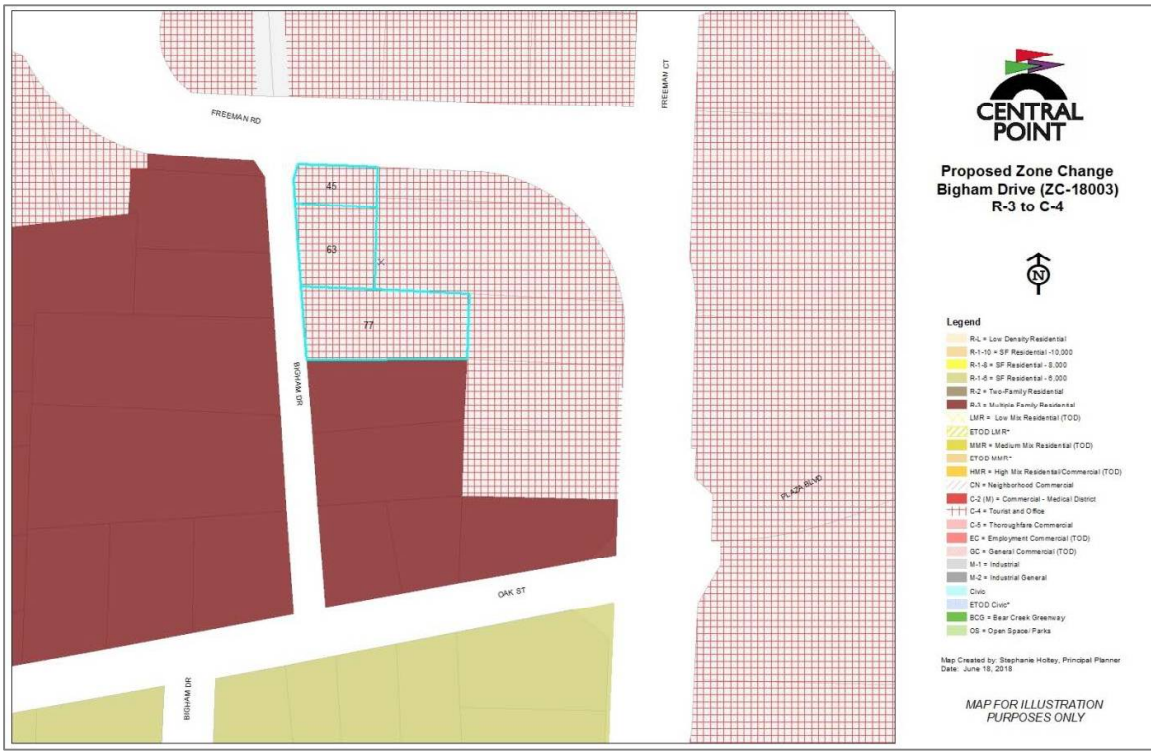
- A. The City of Central Point (City) is authorized under Oregon Revised Statute (ORS) Chapter 197 to prepare, adopt and revise comprehensive plans and implementing ordinances consistent with the Statewide Land Use Planning Goals.
- B. The City has coordinated its planning efforts with the State in accordance with ORS 197.040(2)(e) and OAR 660-030-0060 to assure compliance with goals and compatibility with City Comprehensive Plans.
- C. Pursuant to authority granted by the City Charter and the ORS, the City may 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 Zoning Map and Zoning Code Text Amendments – Purpose and Chapter 17.05.010, Applications and Development Permit Review Procedures, the City has accepted an application and conducted the following duly advertised public hearings to consider the proposed amendment:
 - a) Planning Commission hearing on August 7, 2018
 - b) City Council hearings on August 23, 2018 and September 13, 2018.

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 zoning map is hereby amended as set forth in Exhibit 1 which is attached hereto and by this reference incorporated herein.

EXHIBIT 1



Section 3. 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.

Section 4. Effective date. The Central Point City Charter states that an ordinance enacted by the council shall take effect on the thirtieth day after its enactment. The effective date of this ordinance will be the thirtieth day after the second reading.

Passed by the Council and signed by me in authentication of its passage this _____ day of _____, 20____.

Mayor Hank Williams

ATTEST:

City Recorder

Attachment: Attachment B - City Council Ordinance.pdf (1031 : Bigham Zone Change (ZC-18003))



City of Central Point **Staff Report to Council**

ISSUE SUMMARY

TO:	City Council	DEPARTMENT:	Community Development
FROM:	Tom Humphrey, Community Development Director		
MEETING DATE:	September 13, 2018		
SUBJECT:	Second Reading of Ordinance No. _____, to vacate 400 feet of undeveloped alley right-of-way located between Front Street and the Central Oregon and Pacific Railroad adjacent to tax lots 2900 and 3000 located on Jackson County Assessor's map page 372W03DC. Applicant: Jackson County School District 6		
ACTION REQUIRED:	Ordinance 2nd Reading	RECOMMENDATION:	Approval

BACKGROUND INFORMATION:

Jackson County School District #6 acquired the old Crater Iron property late last year with intentions of turning it into a "Makers Space". Buildings on the property extend into undeveloped alley right-of-way parallel to the railroad tracks and the District would like the City to vacate this alley right-of-way to eliminate land use conflicts.

Historic maps of this area show that the majority of this alley right-of-way (south of the Crater Iron property to the wine tasting building) was vacated about the time that Highway 99 was constructed. Another segment of the alley right-of-way was vacated in 2010 when the City Council concluded that the alley right-of-way south of the wine tasting building had no real utility. The area to be vacated now is an area (alley) approximately 18' by 400' that was originally part of the Oak Park Addition. Since the alley right-of-way was a part of the addition, it would be vacated in its entirety to tax lots 2900 and 3000 as located on Jackson County Assessor's map 372W03DC.

ORS 271.080 states that "whenever any person interested in any real property in an incorporated city in this state desires to vacate all or part of any street, avenue, boulevard, alley, plat, public square or other public place, such person may file a petition therefor setting forth a description of the ground proposed to be vacated, the purpose for which the ground is proposed to be used and the reason for such vacation." The School District has submitted a petition in accordance with the ORS requirements.

Additionally, "there shall be appended to such petition, as a part thereof and as a basis for granting the same, the consent of the owners of all abutting property and of not less than two-thirds in area of the real property affected thereby." The School District petition includes written consent from two property owners in the immediate vicinity. The California and Pacific Railroad was informed of the petition and has said *there should be no issues from the railroad as long as*

nothing moves onto railroad property.

According to ORS 271.120, "at the time fixed by the governing body for hearing the petition and any objections filed thereto ... the governing body shall hear the petition and objections and shall determine whether the consent of the owners of the requisite area has been obtained, whether notice has been duly given and whether the public interest will be prejudiced by the vacation of such plat or street or parts thereof".

"If such matters are determined in favor of the petition the governing body shall by ordinance make such determination a matter of record and vacate such plat or street; otherwise it shall deny the petition. The governing body may, upon hearing, grant the petition in part and deny it in part, and make such reservations, or either, as appear to be for the public interest.

In response to the findings the Council must make; 1) the consent of the School District has been obtained in accordance with ORS requirements, 2) notification has been given by way of direct mail to property owners, newspaper publication and on-site postings and 3) public interest will be determined during the course of the public hearing.

Planning Staff received comments from various agencies and utilities to which notice was sent. AVISTA facilities are located in the Front Street right of way and not in the alley being considered for vacation. CenturyLink (CTL) has buried cable in the vicinity but has not identified the specific location. In past vacation proceedings the City has agreed to require easements and reserve access to utilities as part of an ordinance action. Local utilities were notified to verify whether or not an easement(s) should be reserved and none have responded with requests for easement reservations.

FINANCIAL ANALYSIS:

Financial impact to the City is limited to staff in-kind expenses which are recovered with planning- related service fees.

LEGAL ANALYSIS:

The primary issues to be considered and discussed at the meeting will be related to ORS 271.080 to 150.

1. The tangible submission and adequacy of a petition requesting that the City of Central Point vacate all or part of an unimproved alley right-of-way adjacent to the applicant's property.
 2. The adequacy of the public notice given for the vacation hearing.
 3. Whether the public interest and that of affected utilities have been considered in the course of the public hearing and subsequent determination.
-

COUNCIL GOALS/STRATEGIC PLAN ANALYSIS:

Managed Growth and Infrastructure, Goal 4; Continually ensure that planning and zoning review and regulations are consistent with comprehensive plans and vision.

STAFF RECOMMENDATION:

Consider the request to vacate approximately 400 feet of undeveloped alley right-of-way consisting of 0.19 acres located at 37S 2W 03DC Tax Lots 2900 and 3000 and 1) approve the ordinance to vacate; 2) approve with reservations for utility easements or 3) don't approve the ordinance and deny the petition.

RECOMMENDED MOTION:

Approve the Ordinance to vacate 400 feet of undeveloped alley right-of-way located between Front Street and the Central Oregon and Pacific Railroad.

ATTACHMENTS:

1. ATTACHMENT A - Application/Petition to Vacate Alley Right-of-Way
2. ATTACHMENT B - Graphic Illustration of the subject property
3. ATTACHMENT C - Legal Descriptions
4. VACATION ORDINANCE 8-23-2018



RIGHT-OF-WAY VACATION APPLICATION
City of Central Point Planning Department

DATE STAMP
FOR OFFICE USE ONLY

APPLICANT INFORMATION:

Name: Central Point School District 6
Address: 300 Ash Street
City: Central Point State: OR Zip Code: 97502
Telephone: Business: 541.494.6201 Residence: Not Applicable
E-mail Address: samantha.steele@district6.org

AGENT INFORMATION:

Name: Daniel O'Connor
Address: 823 Alder Creek Dr
City: Medford State: OR Zip Code: 97504
Telephone: Business: 541.772.1977 Residence: 541.772.1977
E-mail Address: dano@medfordlaw.net

OWNER OF RECORD: (Attach Separate Sheet If More Than One):

Name: Central Point School District 6
Address: 300 Ash Street
City: Central Point State: OR Zip Code: 97502
Telephone: Business: 541.494.6201 Residence: Not Applicable

PROJECT DESCRIPTION:

General Description of Area to be Vacated and objective of project: Applicant is the owner of 419 Front Street (37-2W-03DC Tax Lots 2900 & 3000). An existing building encroaches onto the alley and the alley no longer serves any purpose. Applicant desires to vacate the alley.

Pre-application File No.: Not Applicable

NOTE: For Type IV Applications, a pre-application meeting is required.

REQUIRED SUBMITTALS:

- Application Form
Application Fee (See Current Fee Schedule)
Legal Description of area to be vacated including acreage
Assessor's Map of area to be vacated, showing abutting and affected properties (and identifying the parcels for which consents to vacate have been acquired if not initiating by letter to City Council)
Written Authority from Property Owner if Agent in application process
Mailing labels for all properties within 200 foot perimeter of project
Findings of Fact (see attached)

I HEREBY STATE THAT THE FACTS RELATED IN THE ABOVE APPLICATION AND THE PLANS AND DOCUMENTS SUBMITTED HEREWITH ARE TRUE, CORRECT, AND ACCURATE TO THE BEST OF MY KNOWLEDGE.

I certify that I am the: Property Owner or Authorized Agent of Owner of Project Site

Signature: [Signature] Date: 5-17-18

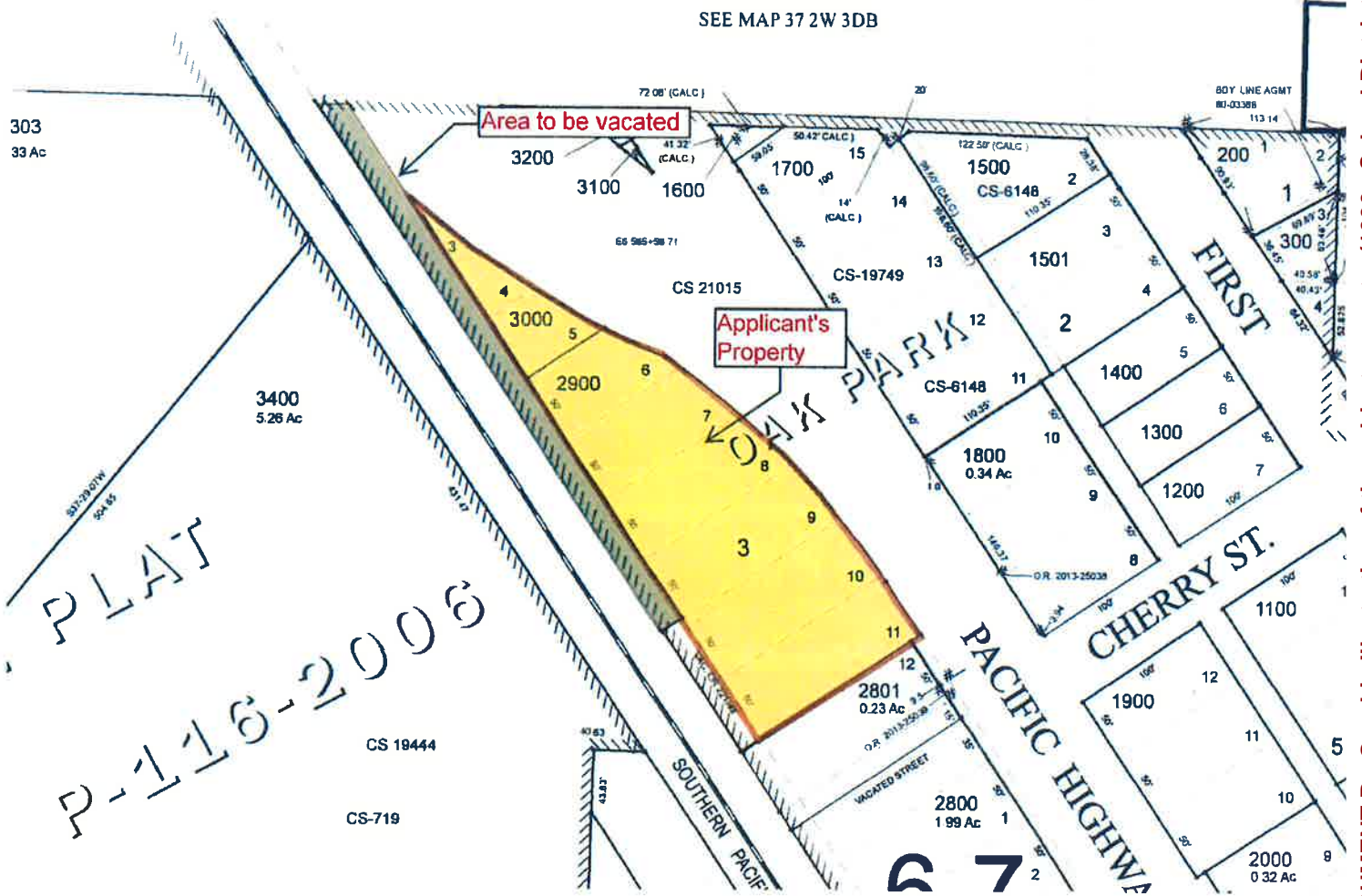
If any wetlands exist on the site, it is the applicant's responsibility to apply for a permit to the Division of State Lands before any site work begins.

FOR PLANNING DEPARTMENT USE ONLY
Application Accepted As Complete on: Land Use Case File No.
120th Day for Land Use or Limited Land Use Decision:
Wetlands Check:

\\epfile\department\PLANNING\FORMS\Land Use Applications\Right-of-Way Vacation Application.doc
Revised November 16, 2006

Attachment: ATTACHMENT A - Application/Petition to Vacate Alley Right-of-Way (1030 : School District Alley Vacation)

ATTACHMENT "B"



Attachment: ATTACHMENT B - Graphic Illustration of the subject property (1030 : School District Alley Vacation)

POLARIS LAND SURVEYING, LLC

LEGAL DESCRIPTION – OAK PARK ADDITION ALLEY VACATION
 CRATER IRON PARCEL – 419 NORTH FRONT STREET, CENTRAL POINT
 ASSESSOR'S MAP NO. 37 2W 03 DC, TAX LOT 2900

The vacation of a portion of an 18.00 foot wide public Alley, lying situate within the Southeast Quarter of Section 3, within Township 37 South, Range 2 West of the Willamette Meridian in the City of Central Point, Jackson County, Oregon, being more particularly described and bounded as follows, to wit;

All of that 18.00 foot wide public alley lying between the northeasterly line of the Central Oregon & Pacific Railroad (formerly Southern Pacific Railroad) and the southwesterly lines of Lots 1, 2, 3, 4, 5, 6, 7, 8 and 9 in Block 3, Oak Park Addition to the City of Central Point, Oregon, according to the official plat thereof, recorded on February 14, 1910 in the Plat Records in Jackson County, Oregon.

ALSO: All of that 10.00 wide public alley lying northerly of Lot 1 in Block 3, Oak Park Addition to the City of Central Point, Oregon, according to the official plat thereof, recorded on February 14, 1910 in the Plat Records in Jackson County, Oregon.

Containing 0.19 acres or 8,405 square feet, more or less.

Prepared by:

Shawn Kampmann
 Professional Land Surveyor

Polaris Land Surveying LLC
 P.O. Box 459
 Ashland, Oregon 97520

Date: April 26, 2018

s:\surveys\1160-17\Crater Iron Alley Vacation Legal.docx



Shawn Kampmann



RENEWAL DATE: 6/30/19

ATTACHMENT "D"

ORDINANCE NO. _____

**AN ORDINANCE VACATING APPROXIMATELY 400 FEET OF UNDEVELOPED ALLEY
RIGHT-OF-WAY LOCATED BETWEEN FRONT STREET AND THE CENTRAL OREGON
AND PACIFIC RAILROAD ADJACENT TO TAX LOTS 2900 AND 3000 LOCATED ON
JACKSON COUNTY ASSESSOR'S MAP PAGE 372W03DC.**

Applicant: Jackson County School District 6

Recitals:

- A. In accordance with CPMC Chapter 12.28 and Oregon Revised Statute (ORS) Chapter 271.090 and 100 the Central Point City Council accepted a petition (Right of Way Vacation Application) from Jackson County School District 6 and approved Resolution 1547 fixing a time for a formal hearing upon the petition.
- B. Upon receipt of the petition the City distributed a request for comment to public agencies and utilities that might be affected by the proposed vacation.
- C. In accordance with CPMC Chapter 12.28 Street and Alley Vacations and ORS Chapter 271.110 and 120 Notice of Hearing, the City initiated the vacation process and conducted the following duly advertised public meetings/ hearings:
 - 1) City Council consideration of petition on August 9, 2018
 - 2) City Council hearing on August 23, 2018.
- D. In accordance with ORS 271.120, "at the time fixed by the governing body for hearing the petition and any objections filed thereto", the City Council determined whether the consent of the owners of the requisite area was obtained, whether notice was duly given and whether the public interest would be prejudiced by the vacation.

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 Staff Report, Findings of Fact and evidence which are incorporated herein by reference; determines that the public interest is not prejudiced; that changing community conditions and needs justify the vacation and hereby adopts this ordinance to vacate approximately 400 feet of undeveloped alley right-of-way located between Front Street and the Central Oregon and Pacific Railroad adjacent to Tax Lots 2900 and 3000 located on Jackson County Assessor's Map Page 372W03DC (the "vacated property") The vacated property is more fully described in Exhibit "A" incorporated herein by reference.

Section 2. The vacated property shall be conveyed to the abutting property owner by quit claim deed, a copy of which is attached hereto and made a part hereof as Exhibit "B." Conveyance shall be subject to the conditions set forth in this ordinance and applicable law.

Section 3. The City Manager is directed to record certified true copies of this ordinance in the office of the County Clerk of Jackson County, Oregon, and with the County Assessor and County Surveyor of Jackson County, Oregon. The petitioner for such vacation shall bear the recording cost and the cost of preparing and filing the certified copy of the ordinance and map.

Section 4. For purposes of transfer of ownership of the property covered by the vacation, this Ordinance shall be effective upon completion of the conditions provided herein.

Attachment: VACATION ORDINANCE 8-23-2018 [Revision 1] (1030 : School District Alley Vacation)

ATTACHMENT "D"

Passed by the Council and signed by me in authentication of its passage this ____ day of _____, 2018.

Mayor Hank Williams

ATTEST:

City Recorder

Attachment: VACATION ORDINANCE 8-23-2018 [Revision 1] (1030 : School District Alley Vacation)

ATTACHMENT "D"

EXHIBIT "A"
LEGAL DESCRIPTION

Attachment: VACATION ORDINANCE 8-23-2018 [Revision 1] (1030 : School District Alley Vacation)

EXHIBIT "B"

<p><u>Recording Requested By:</u> City of Central Point 140 S. Third Street Central Point, OR 97502</p> <p><u>When Recorded Mail To:</u> City of Central Point 140 S. Third Street Central Point, OR 97502</p> <p><u>Mail Tax Statements To:</u> OWNER AS PER COUNTY RECORDS AT TAX ASSESSORS OFFICE</p>	<p>(This Space for Recorder=s Use)</p>
--	--

VACATION QUIT CLAIM DEED

City of Central Point, an Oregon municipal corporation, Grantor, releases and quitclaims to Jackson County School District , Grantee, all right, title and interest in and to the real property described below, which real property was vacated, closed and abandoned by Ordinance No. _____ passed and approved by the City Council of the City of Central Point, Oregon on _____, 2018.

See Exhibit "A" hereto.

BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON TRANSFERRING FEE TITLE SHOULD INQUIRE ABOUT THE PERSONS RIGHTS, IF ANY, UNDER ORS 195.300, 195.301 AND 195.305 TO 195.336 AND SECTIONS 5 TO 11, CHAPTER 424, OREGON LAWS 2007, SECTIONS 2 TO 9 AND 17, CHAPTER 855, OREGON LAWS 2009, AND SECTIONS 2 TO 7, CHAPTER 8, OREGON LAWS 2010. THIS INSTRUMENT DOES NOT ALLOW USE OF THE PROPERTY DESCRIBED IN THIS INSTRUMENT IN VIOLATION OF APPLICABLE LAND USE LAWS AND REGULATIONS. BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON ACQUIRING FEE TITLE TO THE PROPERTY SHOULD CHECK WITH THE APPROPRIATE CITY OR COUNTY PLANNING DEPARTMENT TO VERIFY THAT THE UNIT OF LAND BEING TRANSFERRED IS A LAWFULLY ESTABLISHED LOT OR

Attachment: VACATION ORDINANCE 8-23-2018 [Revision 1] (1030 : School District Alley Vacation)

ATTACHMENT "D"

PARCEL, AS DEFINED IN ORS 92.010 OR 215.010, TO VERIFY THE APPROVED USES OF THE LOT OR PARCEL, TO DETERMINE ANY LIMITS ON LAWSUITS AGAINST FARMING OR FOREST PRACTICES, AS DEFINED IN ORS, AND TO INQUIRE ABOUT THE RIGHTS OF NEIGHBORING PROPERTY OWNERS, IF ANY, UNDER ORS, 195.301 AND 195.305 TO 195.336 AND SECTIONS 5 TO 11, CHAPTER 424, OREGON LAWS 2007, SECTIONS 2 TO 9 AND 17, CHAPTER 855, OREGON LAWS 2009, AND SECTIONS 2 TO 7, CHAPTER 8, OREGON LAWS 2010.

The true consideration for this conveyance is other consideration, consisting of conveyance by Grantee to Grantor of certain easements pertaining to the subject real property granted to Grantor of even date.

Dated this ___ day of _____, 2018.

City of Central Point

By:

STATE OF OREGON)
) ss.
County of Jackson)

This instrument was acknowledged before me on _____, 2018, by the City of Central Point, Oregon, acting by and through _____, its _____.

Notary Public for Oregon
My Commission Expires:

Attachment: VACATION ORDINANCE 8-23-2018 [Revision 1] (1030 : School District Alley Vacation)



City of Central Point **Staff Report to Council**

ISSUE SUMMARY

TO:	City Council	DEPARTMENT:	Community Development
FROM:	Tom Humphrey, Community Development Director		
MEETING DATE:	September 13, 2018		
SUBJECT:	Second Reading Ordinance No. _____, Approving a Minor Zone Map Change on 2.0 acres from R-1-8 (Residential Single Family) to R-3 (Residential Multifamily). The property is located at 1849 Scenic Avenue and is identified on the Jackson County Assessor's Map as 37S 2W 03AB Tax Lot 4700.		
ACTION REQUIRED:	Ordinance 2nd Reading	RECOMMENDATION:	Approval

BACKGROUND INFORMATION:

The Planning Commission conducted a public hearing at its regular meeting in August to consider a minor zone map amendment request from R-1-8 to R-3. The subject property consists of 2.0 acres on Scenic Avenue immediately west of the existing Scenic Heights multifamily housing development. It is the applicant's intent to develop the property as a second phase to the adjoining multifamily development. In considering the zone change, the Planning Commission addressed three (3) approval criteria pursuant to CPMC 17.10.400:

1. **Comprehensive Plan Compatibility.** The current land use plan designation for the property was amended from Low Density Residential to High Density Residential as part of the Land Use Element update in 2018. The High Density Residential Comprehensive Plan designation allows for the proposed R-3 zoning designation. Per the updated Land Use Element, the R-3 zoning designation is consistent with the High Density Residential designation and abuts properties to the east that are zoned the same.
2. **Compatibility with Surrounding Land Uses and Zoning.** The subject property for the proposed zone change is located along Scenic Avenue. The abutting properties to the east are zoned R-3 and are developed with multi-family residential dwellings. The property to the south is zoned for civic uses and is developed with Scenic Middle School. The properties to the west are zoned R-1-8 but the land use plan designation is Civic per the recently adopted Land Use Element update. Jackson County Fire District No. 3 and School District 6 own the properties and are in the preliminary stages of

developing plans for a new fire station and circulation improvements, including the possible extension of Rock Way from Scenic Avenue to the middle school parking lot. Pending completion, the fire station will replace an existing nonconforming single family residence and Rock Way could serve as a secondary access to the proposed R-3 lot. The character and compatibility between proposed high density residential and civic uses is consistent with planned and existing surrounding development.

3. **Traffic Impacts.** A Traffic Impact Analysis (TIA) is required to address compliance with the Comprehensive Plan, the Municipal Code and the Oregon State Transportation Planning Rule (TPR). The TPR in OAR 660-012-0060 requires changes to land use plans and land use regulations (i.e. Comprehensive Plan Map Amendments and Zoning Map Amendments) to be consistent with the function and capacity of existing and planned transportation facilities. As shown in the Applicant's TIA, the traffic generated by the increased land use intensity will not alter the functional classification for any existing or planned infrastructure. As demonstrated in the Planning Department Supplemental Findings (Attachment "C"), the proposed zone change can be accommodated by the transportation network and is consistent with the TPR.

Based on the application's demonstrated compliance with the relevant approval criteria, the Planning Commission unanimously recommended approval of the minor zone map change by the City Council (Attachment "A").

FINANCIAL ANALYSIS:

Financial impact to the City is limited to staff in-kind expenses which are recovered with planning- related service fees.

LEGAL ANALYSIS:

The primary issues to be considered and discussed at the meeting will be related to CPMC 17.10.400.

1. A decision for a map amendment shall be based on approval criteria, applicable regulations and factual evidence in the record.
2. A decision may be for denial, approval or approval with conditions.

COUNCIL GOALS/STRATEGIC PLAN ANALYSIS:

Managed Growth and Infrastructure, Goal 4; Continually ensure that planning and zoning review and regulations are consistent with comprehensive plans and vision.

STAFF RECOMMENDATION:

Consider the proposed amendment to the Zoning Map and 1) approve the ordinance, 2) make revisions and approve the ordinance, or 3) deny the ordinance.

RECOMMENDED MOTION:

Adopt the ordinance approving the Scenic Avenue Minor Zone Map Amendment.

ATTACHMENTS:

1. Attachment A - Planning Commission Resolution 856
2. Attachment B - City Council Ordinance.pdf

PLANNING COMMISSION RESOLUTION NO. 856

**A RESOLUTION FORWARDING A FAVORABLE RECOMMENDATION TO THE
CITY COUNCIL TO APPROVE THE MINOR ZONE MAP AMENDMENT FROM
RESIDENTIAL SINGLE FAMILY (R-1-8) TO RESIDENTIAL MULTIFAMILY (R-3)
ON 2.0 ACRES LOCATED AT 1849 SCENIC AVENUE.
(37S 2W0 3AB Tax Lot 4700)**

File No. ZC-18004

Applicant: Housing Authority of Jackson County;

WHEREAS, the Comprehensive Plan Land Use Map is proposed to re-designate the property identified by the Jackson County Assessor's Map as 37S 2W 03AB Tax Lot 4700 as High Density Residential; and

WHEREAS, the proposed Residential Multi Family (R-3) zoning is an urban High Density Residential zoning district consistent with the Comprehensive Plan and surrounding land uses; and

WHEREAS, adequate public services and transportation networks are available to the site; and

WHEREAS, the proposed zone change from R-1-8 to R-3 has been determined to be consistent with the State Transportation Planning Rule.

NOW, THEREFORE, BE IT RESOLVED, that the City of Central Point Planning Commission, by this Resolution No. 856, does recommend that the City Council approve the change of zone on the property identified by the Jackson County Assessor's Map as 37S 2W 03AB Tax Lot 4700. This decision is based on the Staff Report dated August 7, 2018 including Attachments A through D attached hereto by reference and incorporated herein.

PASSED by the Planning Commission and signed by me in authentication of its passage this 7th day of August, 2018.



Planning Commission Chair

ATTEST:



City Representative

Planning Commission Resolution No. 854 (08/07/2018)

City of Central Point, Oregon
 140 S 3rd Street, Central Point, OR 97502
 541.664.3321 Fax 541.664.6384
www.centralpointoregon.gov



Community Development
 Tom Humphrey, AICP
 Community Development Director

STAFF REPORT

August 7, 2018

AGENDA ITEM: VII-C File No. ZC-18004

Consideration of a Zone (map) Change application from R-1-8 (Residential Single Family) to R-3 (Residential Multi Family) for an approximately 2.0 acre property located at 1849 Scenic Avenue. The property is identified on the Jackson County Assessor's map as 37S 2W 03AB, Tax Lot 4700.

Applicant: Housing Authority of Jackson County, **Agent:** Scott Sinner Consulting, Inc

Approval Criteria: CPMC 17.10.400, Zoning Map and Zoning Code Text Amendments.

STAFF SOURCE:

Justin Gindlesperger, Community Planner II

BACKGROUND:

The proposed minor zone map amendment is to change the current zoning of the property from R-1-8 to R-3. The requested change will allow the applicant to prepare for a multi-family development that is consistent with the adjacent development to the east. In considering the zone change, there are three (3) components that must be addressed pursuant to CPMC 17.10.400:

1. **Comprehensive Plan Compatibility.** The current land use plan designation for the property was amended from Low Density Residential to High Density Residential as part of the Land Use Element update in 2018. The High Density Residential Comprehensive Plan designation allows for the proposed R-3 zoning designation. Per the updated Land Use Element, the R-3 zoning designation is consistent with the High Density Residential designation and abuts properties to the east that are zoned the same.
2. **Compatibility with Surrounding Land Uses and Zoning.** The subject property for the proposed zone change is located along Scenic Avenue. The abutting properties to the east are zoned R-3 and are developed with multi-family residential dwellings. The property to the south is zoned for civic uses and is developed with Scenic Middle School. The properties to the west are zoned R-1-8 but the land use plan designation is Civic per the recently adopted Land Use Element update. Jackson County Fire District No. 3 and School District 6 own the properties and are in the preliminary stages of developing plans for a new fire station and circulation improvements, including the possible extension of Rock Way from Scenic Avenue to the middle school parking lot. Pending completion, the fire station will replace an existing nonconforming single family residence and Rock Way could serve as a secondary access to the proposed R-3 lot. The character and compatibility between proposed high density residential and civic uses is consistent with planned and existing surrounding development.
3. **Traffic Impacts.** A Traffic Impact Analysis (TIA) is required to address compliance with the Comprehensive Plan, the Municipal Code and the Oregon State Transportation Planning Rule (TPR). The TPR in OAR 660-012-0060 requires changes to land use plans and land use regulations (i.e. Comprehensive Plan Map Amendments and Zoning Map Amendments) to be consistent with the function and capacity of existing and planned transportation facilities. As shown in the Applicant's TIA, the traffic generated by the increased land use intensity will

not alter the functional classification for any existing or planned infrastructure. As demonstrated in the Planning Department Supplemental Findings (Attachment "C"), the proposed zone change can be accommodated by the transportation network and is consistent with the TPR.

ISSUES:

There are no issues relative to this application for minor Zone (Map) Change.

CONDITIONS OF APPROVAL:

None.

ATTACHMENTS:

Attachment "A" – Comprehensive Plan and Zoning Maps
 Attachment "B" – Traffic Impact Study, dated May 22, 2018
 Attachment "C" – Applicant's Findings
 Attachment "D" – Planning Department Supplemental Findings
 Attachment "E" – Resolution No. 856

ACTION:

Open public hearing and consider the proposed amendment to the Zoning Map, close public hearing and 1) recommend approval to the City Council; 2) recommend approval with revisions; or 3) deny the application.

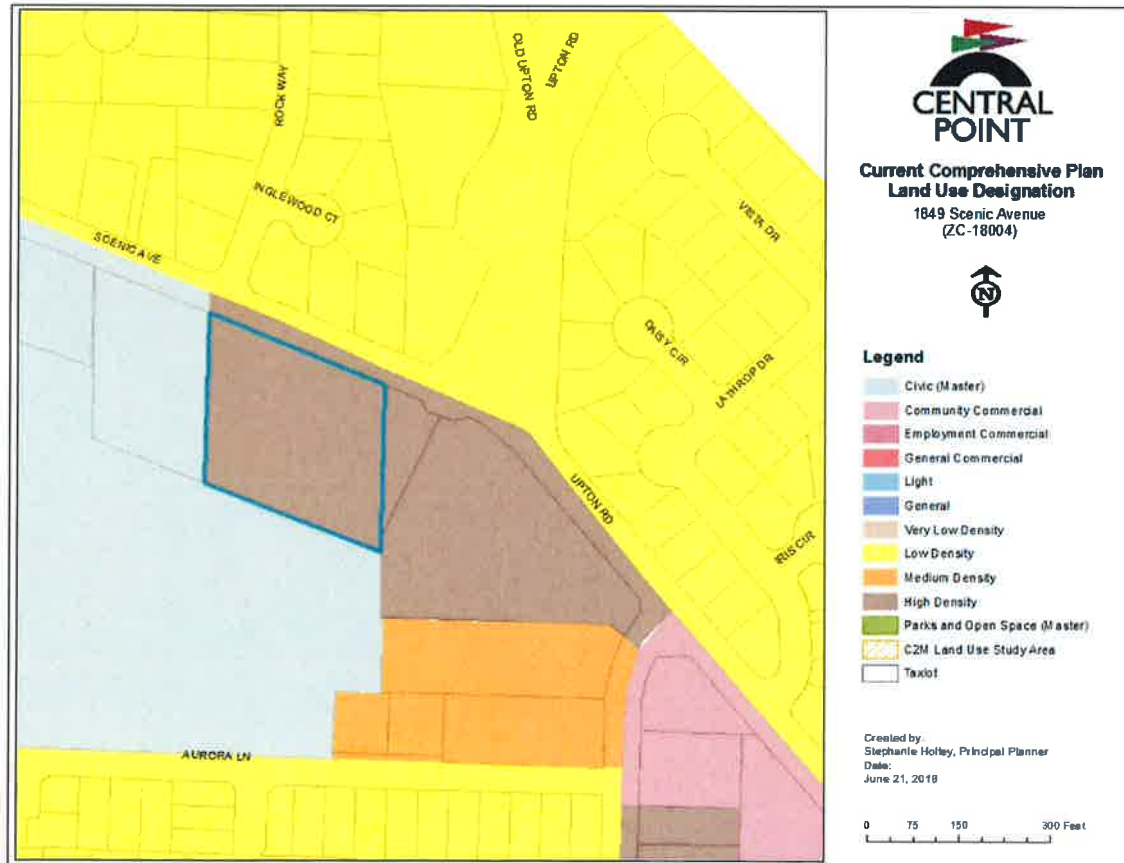
RECOMMENDATION:

Recommend approval of Resolution No. 856. Per the Staff Report dated August 7, 2018 and supported by Findings of Fact.

Figure 1. Current Comprehensive Plan Map



Figure 2. Current Zoning Map.



ATTACHMENT "A"

Attachment: Attachment A - Planning Commission Resolution 856 (2018-1549 : Scenic Avenue Minor Zone Map Change (ZC-18004))

Figure 3. Proposed Zone Map Change



Attachment: Attachment A - Planning Commission Resolution 856 (2018-1549 : Scenic Avenue Minor Zone Map Change (ZC-18004))

Scenic Avenue R-1-8 to R-3 Plan Amendment / Zone Change

Traffic Impact Study

May 22, 2018

Prepared By:

SOUTHERN OREGON TRANSPORTATION ENGINEERING, LLC



ATTACHMENT " B "

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- Appendix C: Year 2018 No-Build and Build Synchro Output
- Appendix D: Year 2018 No-Build and Build SimTraffic Output
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- Appendix F: Future Year 2038 No-Build and Build SimTraffic Output
- Appendix G: Agency Requirements

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I. EXECUTIVE SUMMARY

Summary

Southern Oregon Transportation Engineering, LLC prepared a traffic impact analysis for a proposed comprehensive plan map amendment and zone change from Low Density Residential (R-1-8) to High Density Residential (R-3) on Township 37S Range 2W Section 3AB, tax lot 4700 in Central Point, Oregon. The subject property is located along the south side of Scenic Avenue, west of Upton Road. Access is provided through a private driveway across from Upton Road and is additionally proposed in the future via a planned extension of Rock Way.

A traffic impact analysis is required by the City of Central Point to address issues of compliance with the Central Point Comprehensive Plan, Land Development Code, and Oregon Transportation Planning Rule (TPR). Potential development impacts were based on 2.00 acres of R-3 zoning under existing year 2018 and future year 2038 conditions. Development impacts were analyzed within the study area during both the a.m. and p.m. peak hours because of the close proximity to Scenic Middle School.

Four study area intersections were identified as key intersection for the analysis. These included:

1. Upton Road & Scenic Avenue
2. Rock Way & Scenic Avenue
3. 3rd Street & 10th Street
4. 3rd Street & Scenic Heights Driveway

Conclusions

The findings of the traffic impact analysis conclude that the proposed comprehensive plan map amendment and zone change from R-1-8 to R-3 on 37S2W03AB tax lot 4700 can be accommodated on the existing transportation system with recommended improvements without creating adverse impacts. Intersection operations, roadway classifications, and safety conditions were evaluated to address potential impacts to the transportation system. Results of the analysis show the following:

- Key intersections were evaluated operationally under year 2018 and future year 2038 no-build and build conditions. Results of the analysis show the intersection of Upton Road and Scenic Avenue exceeding the City's level of service (LOS) "D" performance standard and operating at a LOS "F" under existing year 2018 no-build conditions. This occurs as a result of the center turn lane on Scenic Avenue being striped as an exclusive left turn pocket at Upton Road. If the center turn lane on the east approach is restriped as a two-way left turn lane (TWLTL), then the southbound left turn movement can utilize a two-stage process when turning onto Scenic Avenue. With this improvement in place, the intersection will be adequately mitigated through future year 2038 build conditions.
- 95th percentile queue lengths were evaluated at study area intersections and shown to be acceptable with the exception of the northbound left and right turn queue lengths on 3rd Street at the 10th Street intersection. These queues were shown to block the Scenic Heights driveway on 3rd Street during the a.m. and p.m. peak hours, due to the close proximity of the driveway to the intersection. This continued to occur in all analysis scenarios, but is not considered a safety concern because drivers have the option of rerouting to the Scenic Avenue driveway, if it becomes a problem during peak conditions.

This analysis was undertaken to address issues of compliance with the City of Central Point Comprehensive Plan, Land Development Code, and Oregon Transportation Planning Rule (TPR) in Oregon Administrative Rules (OAR) Chapter 660, Division 012. Based upon our analysis, it is concluded that streets and intersections that serve the subject property will accommodate projected a.m. and p.m. peak hour traffic volumes from proposed R-3 zoning without requiring a change in the functional classification of an existing or planned facility, or degrade the performance of an existing or planned facility such that it would not meet the performance standard identified in the City's Transportation System Plan (TSP) or comprehensive plan.

II. INTRODUCTION

Background

Southern Oregon Transportation Engineering, LLC prepared a traffic impact analysis for a proposed comprehensive plan map amendment and zone change from Low Density Residential (R-1-8) to High Density Residential (R-3) on Township 37S Range 2W Section 3AB, tax lot 4700 in Central Point, Oregon. The subject property is located along the south side of Scenic Avenue, west of Upton Road. Access is provided through a private driveway across from Upton Road and is additionally proposed via a planned extension of Rock Way.

A traffic impact analysis is required by the City of Central Point to address issues of compliance with the Central Point Comprehensive Plan, Land Development Code, and Oregon Transportation Planning Rule (TPR). Potential development impacts were based on 2.00 acres of R-3 zoning under existing year 2018 and future year 2038 conditions. Development impacts were analyzed within the study area during both the a.m. and p.m. peak hours because of the close proximity to Scenic Middle School.

Four study area intersections were identified as key intersection for the analysis. These included:

1. Upton Road & Scenic Avenue
2. Rock Way & Scenic Avenue
3. 3rd Street & 10th Street
4. 3rd Street & Scenic Heights Driveway

Under R-3 zoning, the site has the potential to develop up to 50 multi-family dwelling units, which is estimated to generate 366 average daily trips (ADT) with 23 trips occurring during the a.m. peak hour and 28 during the p.m. peak hour. Study area intersections were evaluated under existing year 2018 and future year 2038 no-build and build conditions to determine what impacts the proposed plan amendment and zone change will have on the transportation system.

Project Location

The subject parcel is located along the south side of Scenic Avenue, west of Upton Road on Township 37S Range 2W Section 3AB, tax lot 4700 in Central Point, Oregon. Refer to Figure 1 for a vicinity map.

Project Description

The subject property is currently zoned Low Density Residential (R-1-8) and is proposed as High Density Residential (R-3). The change in land use is estimated to generate 366 ADT to the transportation system with 23 trips occurring during the a.m. peak hour and 28 during the p.m. peak hour. Access to the site is provided through a private driveway across from Upton Road currently and is additionally proposed in the future via a planned extension of Rock Way. This is expected to occur when a Fire Station is constructed along the south side of Scenic Avenue west of Rock Way.

Figure 1 : Vicinity Map



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III. EXISTING CONDITIONS

Site Conditions

The proposed site is located on Township 37S Range 2W Section 3AB, tax lot 4700. The parcel is 2.00 acres in size and currently has a single-family residence on it.

Roadway Characteristics

Table 1 provides a summary of existing roadway classifications and descriptions in the study area.

Roadway	Jurisdiction	Functional Classification	Lanes	City Operational Standard	Posted Speed
Scenic Avenue	City of Central Point	Minor Arterial	2-3	LOS D	20-30 mph
10 th Street	City of Central Point	Minor Arterial	2-3	LOS D	30 mph
Upton Road	City of Central Point	Minor Arterial	2	LOS D	45 mph
3 rd Street	City of Central Point	Collector	2	LOS D	25 mph
Rock Way	City of Central Point	Local	2	LOS D	25 mph

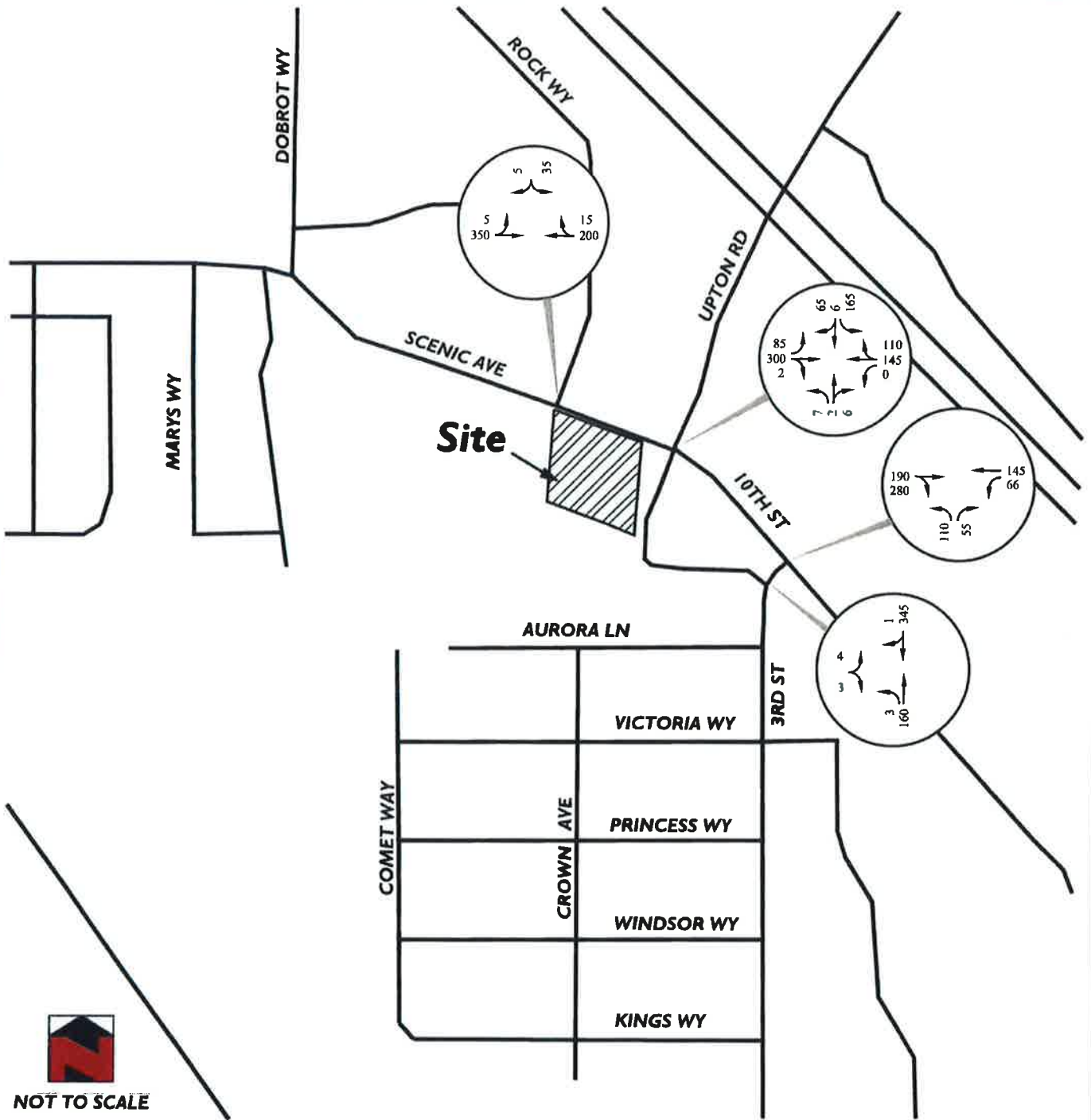
Traffic Counts

Manual traffic counts were collected from 7:00-9:00 a.m. and 3:00-6:00 p.m. at key intersections in late February of 2018. Counts were seasonally adjusted and balanced to reflect peak conditions. The a.m. peak hour was shown to occur from 7:45-8:45 a.m. and the p.m. peak hour from 3:15-4:15 p.m. in the surrounding area. Refer to Appendix A for count data. Refer to Figures 2a and 2b for year 2018 no-build traffic volumes during the a.m. and p.m. peak hours.

Background Growth

Background growth was derived using growth rates from the Interchange Area management Plan (IAMP) for Exit 33 and volume comparisons between counts in 2010 and 2018 for 10th Street. The IAMP estimated 0.7% of growth per year on 10th Street between 2010 and future year 2034. We rounded that up to 1% to be conservative and applied it to all streets within the study area.

Figure 2a : Year 2018 No-Build Traffic Volumes, AM Peak Hour



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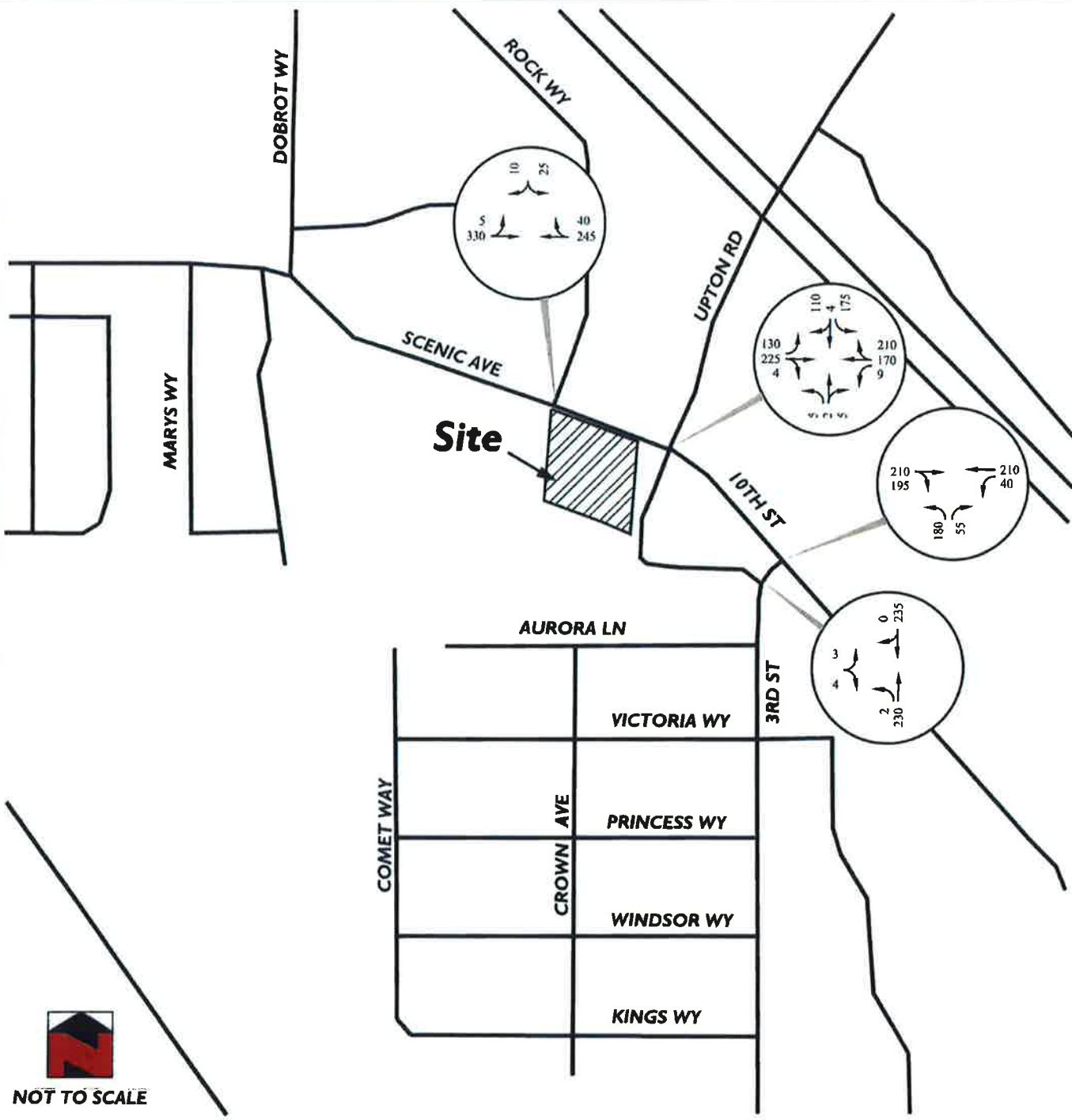
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Figure 2b : Year 2018 No-Build Traffic Volumes, PM Peak Hour



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Intersection Capacity and Level of Service

Intersection capacity calculations were conducted utilizing the methodologies presented in the Year 2000 *Highway Capacity Manual*. Capacity and level of service calculations for signalized and unsignalized intersections were prepared using “SYNCHRO” timing software.

Level of service quantifies the degree of comfort afforded to drivers as they travel through an intersection or along a roadway section. The level of service methodology was developed to quantify the quality of service of transportation facilities. Level of service is based on total delay, defined as the total elapsed time from when a vehicle stops at the end of a queue until the vehicle departs from the stop line. Level of service ranges from “A” to “F”, with “A” indicating the most desirable condition and “F” indicating an unsatisfactory condition. The HCM LOS designations for stop-controlled intersections are provided in Table 2. The HCM LOS designations for signalized intersections are provided in Table 3.

Table 2 – HCM Level of Service Designations for Stop-Controlled Intersections

Level of Service	Delay Range
A	< 10
B	>10 – 15
C	>15 – 25
D	>25 – 35
E	>35 – 50
F	> 50

Table 3 – HCM Level of Service Designations for Signalized Intersections

Level of Service	Delay Range
A	< 10
B	>10 – 20
C	>20 – 35
D	>35 – 55
E	>55 – 80
F	> 80

Key intersections are under City of Central Point jurisdiction. The City of Central Point requires all study area intersections to operate at acceptable levels of service (LOS). The minimum acceptable level of service for signalized intersections and unsignalized intersection movements is LOS “D”. Mitigation is required at key intersections operating below a LOS “D”.

Year 2018 No-Build Intersection Operations

Key intersections were evaluated under year 2018 no-build conditions during the a.m. and p.m. peak hours. Results are summarized in Table 4.

Table 4 - Year 2018 No-Build Intersection Operations, AM and PM Peak Hours

Intersection	Performance Standard	Traffic Control	Year 2018 No-Build	
			AM Peak Hour	PM Peak Hour
Upton Road / Scenic Avenue	LOS D	TWSC	<i>F, (SB)</i>	<i>F, (SB)</i>
Rock Way / Scenic Avenue	LOS D	TWSC	C, (SB)	B, (SB)
3 rd Street / 10 th Street	LOS D	TWSC	B, (NB)	B, (NB)
3 rd Street / Scenic Heights	NA	Uncontrolled	B, (EB)	B, (EB)

LOS=Level of Service, TWSC=Two-way stop controlled, NB=northbound, SB=southbound, EB=eastbound
 Note: Exceeded performance standards are shown in bold, italic

Results of the analysis show the intersection of Upton Road / Scenic Avenue operating at a level of service (LOS) "F" under existing year 2018 no-build conditions, which is failing. The critical movement is the southbound left turn movement, which drives the failing LOS. This movement would be improved, if the center left turn lane on Scenic Avenue were striped as a two-way left-turn lane (TWLTL) rather than exclusive left turn pockets. Center turn lanes are commonly striped as exclusive left turn pockets when there is a large number of left turning vehicles on the mainline, which would justify striping the eastbound left turn lane on Scenic Avenue as an exclusive turn pocket, but the westbound left turn movement is minor and could be striped as a TWLTL. This would allow southbound left turning traffic to utilize the center lane for a two-stage turn (into the center turn lane and then into the eastbound travel lane), which reduces delay for vehicles trying to make the turn and requires only an adequate gap in traffic from one direction at a time. With this change, the level of service for the southbound left turn movement improves from an "F" to a "D", which is acceptable. All other key intersections are shown to operate acceptably. Refer to Appendix C for synchro output sheets.

Year 2018 No-Build 95th Percentile Queuing

Queuing is the stacking up of vehicles for a given lane movement, and it can have a significant effect on roadway safety and the overall operation of a transportation system. Long queue lengths in through lanes can block access to turn lanes, driveways, and minor street approaches, as well as spill back into upstream intersections. As a result of this, the estimation of queue lengths is an important aspect of the analysis process for determining how a transportation corridor operates.

Queue lengths are reported as the average, maximum, or 95th percentile queue length. The 95th percentile queue length is used for design purposes and is the queue length reported in this analysis. Five simulations were run and averaged in SimTraffic to determine 95th percentile queue lengths at study area intersections under existing conditions. Queue lengths were then rounded up to the nearest 25 feet (single vehicle length) and reported in Table 5 for the p.m. peak hour unless the a.m. peak hour was higher.

Table 5 – Year 2018 No-Build 95th Percentile Queue Lengths, PM Peak Hour

Intersection / Movement	Available Link Distance (Ft)	95th Percentile Queue Lengths	Exceeded or Blocked Roadway
Scenic Avenue / Rock Way			
Eastbound Left/Through	425	25	-
Westbound Through/Right	350	0	-
Southbound Left/Right	650	50	-
3rd Street / 10th Street			
Eastbound Through/Right	450	25	-
Westbound Left	75	50	-
Northbound Left	250*	100	- Scenic Heights
Northbound Right	100*	75	-
Scenic Heights / 3rd Street			
Eastbound Left/Right	375	25	-
Northbound Left/Through	200	50	-
Southbound Through/Right	50	25 a.m.	-
Upton Road / Scenic Avenue			
Eastbound Left	150	75	-
Eastbound Through/Right	350	25	-
Westbound Left	425	25	-
Westbound Through/Right	450	50	-
Northbound Left	100	25	-
Northbound Through/Right	200	25	-
Southbound Left	225	100	-
Southbound Through/Right	225	75	-

Note: Exceeded performance standards are shown in **bold, italic**

* Scenic Heights driveway is blocked on 3rd Street with a northbound left or northbound right queue greater than 70 feet at 10th Street

Results of the queuing analysis show no link distances at key intersections exceeded under year 2018 no-build conditions, with the exception of the northbound left turn queue length on 3rd Street at its intersection with 10th Street. This queue length blocks the driveway to Scenic Heights when it exceeds approximately 70 feet in length, which it does during both the a.m. and p.m. peak hours. The result of this is that it will be more difficult for drivers leaving Scenic Heights to make a left turn onto 3rd Street during peak periods, but they will likely re-route to the Scenic Avenue driveway if it becomes a problem. The only other queue length of equal size in the study area is the southbound left turn queue length on Upton Road, which is estimated to be 100 feet or the equivalent of four vehicles during peak conditions. Neither queue length is considered to create a safety concern. Refer to Appendix D for a full queuing and blocking report.

Crash History

Crash data for the most recent five-year period was gathered from ODOT's crash analysis unit. Results were gathered for the period of January 1, 2012 through December 31st, 2016. Crash data is gathered to identify crash patterns that could be attributable to geometric or operational deficiencies, or crash trends of a specific type that would indicate the need for further investigation at an intersection. Tables 6 and 7 provide intersection crash rates and types of collisions at study area intersections. Full crash reports are provided in Appendix A.

Table 6 - Study Area Intersection Crash Rates, 2012-2016

Intersection	2012	2013	2014	2015	2016	Total Crashes	ADT	Crash Rate	ODOT Crash Rate ¹
Rock Way / Scenic Ave	0	0	0	0	1	1	5,950	0.092	0.293 ¹
Upton Rd / Scenic Ave	1	0	0	0	2	3	7,780	0.212	0.408 ¹
3 rd St / 10 th St	0	1	0	0	0	1	8,200	0.067	0.293 ¹
Scenic Heights / 3 rd St	0	0	0	0	0	0	5,150	0.000	0.293 ¹

¹90th Percentile Crash Rate from Exhibit 4-1 in ODOT's Analysis Procedures Manual v2
ADT=average daily traffic

Table 7 - Crash History by Type, 2012-2016

Intersection	Collision Type					Severity		
	Rear-End	Turning/Angle	Head-on	Pedestrian/Bicyclist	Fixed Object	Non-Injury	Injury	Fatal
Rock Way / Scenic Ave	0	0	0	1	0	0	1	0
Upton Rd / Scenic Ave	0	2	0	1	0	1	2	0
3 rd St / 10 th St	0	1	0	0	0	0	1	0
Scenic Heights / 3 rd St	0	0	0	0	0	0	0	0

Results of the crash analysis show the intersection with the highest crash frequency being Scenic Avenue at Upton Road with three crashes occurring within a five-year period. All three crashes were turning collisions, with one involving a bicyclist traveling westbound. Two resulted in non-fatal injury and one property damage only. At the intersections of Rock Way / Scenic Avenue and 10th Street / 3rd Street, there was one reported crash at each location within a five-year period. The crash at Rock Way involved a pedestrian crossing Scenic Avenue and being struck by an eastbound traveling vehicle that had a blind spot due to the morning sun. At 3rd Street, the reported crash involved an eastbound vehicle on Scenic Avenue making an improper u-turn movement. All collisions between Rock Way and 3rd Street along Scenic Avenue occurred between 6:00-8:00a.m. and 1:00-3:00 p.m., which is during the school a.m. and p.m. peak periods when congestion is highest.

The type of collision (turning) occurring along Scenic Avenue within the study area is common for stop-controlled intersections, where drivers from side streets are turning onto and off of the mainline based on the availability of adequate gaps in traffic. School traffic is an added factor that contributes to higher spikes in traffic with a greater mix of pedestrians and bicyclists during the a.m. and p.m. peak periods, but even considering this, the number of crashes reported within a five-year period is fairly low. Overall, the crash analysis does not raise any safety concerns regarding the number, type, or severity of collisions reported in the study area that would require further investigation.

IV. SITE TRAFFIC

Trip Generation

Trip generation calculations for the proposed plan amendment and zone change to R-3 (High Density Residential) were prepared utilizing the Institute of Transportation Engineers (ITE) *Trip Generation*, 10th Edition. An ITE rate was used for land use code 220 – Multifamily Housing (Low-Rise). No pass-by or internal trip reductions were taken. Proposed development trips were based on 50 multifamily dwelling units. Table 8 provides a summary of trip generations. ITE descriptions and graphs are provided in Appendix B.

Table 8 – Development Trip Generations

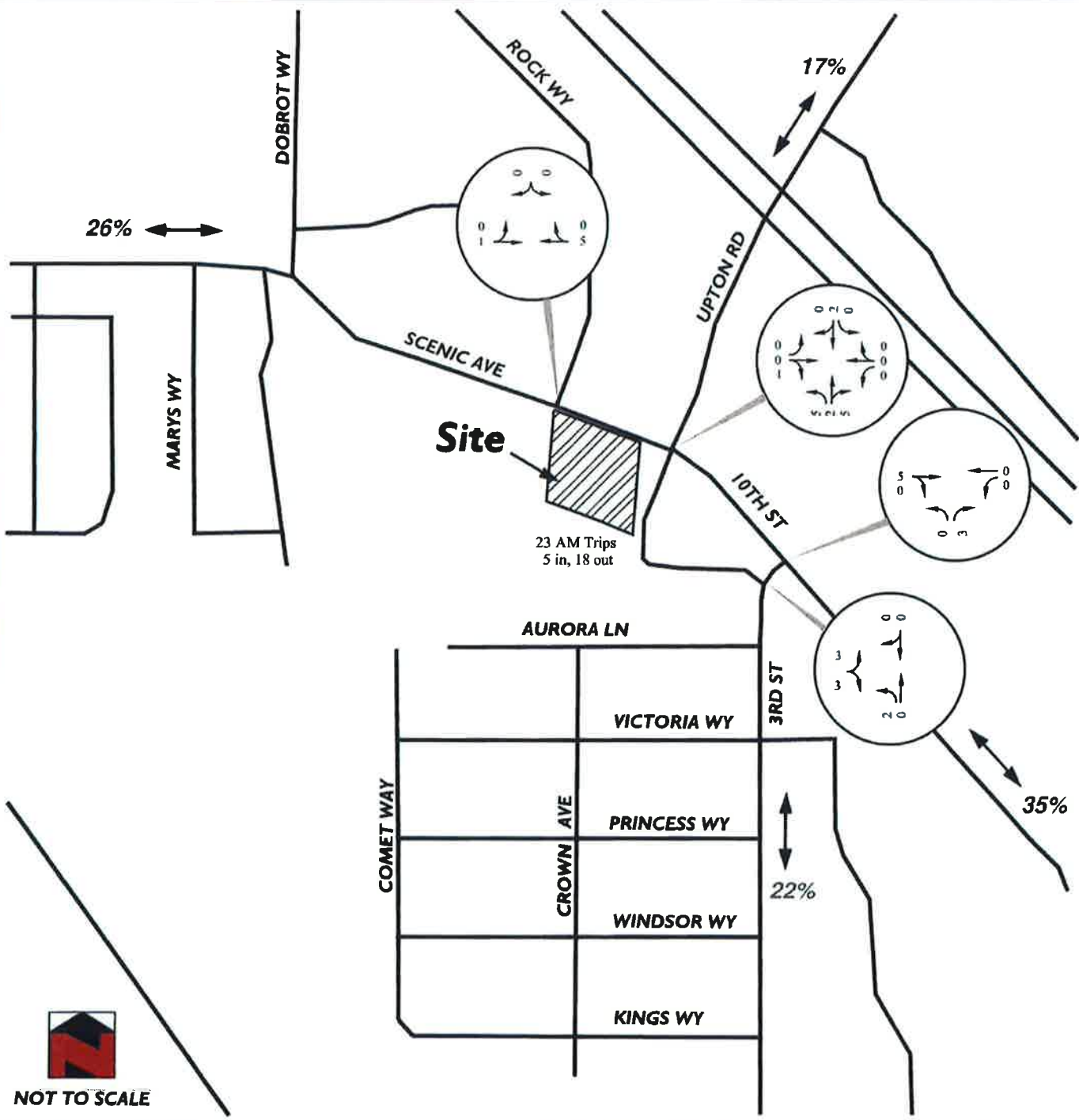
Land Use	Unit	Size	Daily Rate	Daily Trips	Peak Hour Rates		Peak Hour Trips					
					AM	PM	AM			PM		
							Total	In	Out	Total	In	Out
220 – Multifamily Housing	DU	50	7.32	366	0.46	0.56	23	5	18	28	18	10
Total Trips				366			23	5	18	28	18	10

DU = dwelling unit

Trip Distribution and Assignment

Development trips were distributed based on existing traffic patterns in the study area. They varied depending upon which peak hour was being evaluated, but 60-70% of traffic during both peak hours were distributed to/from the east and west on Scenic Avenue. Remaining traffic was distributed to/from Upton Road to the north and 3rd Street to the south. Refer to Figures 3a and 3b for development distribution percentages and trip assignments.

Figure 3a : Development Trip Distribution & Percentages, AM Peak Hour



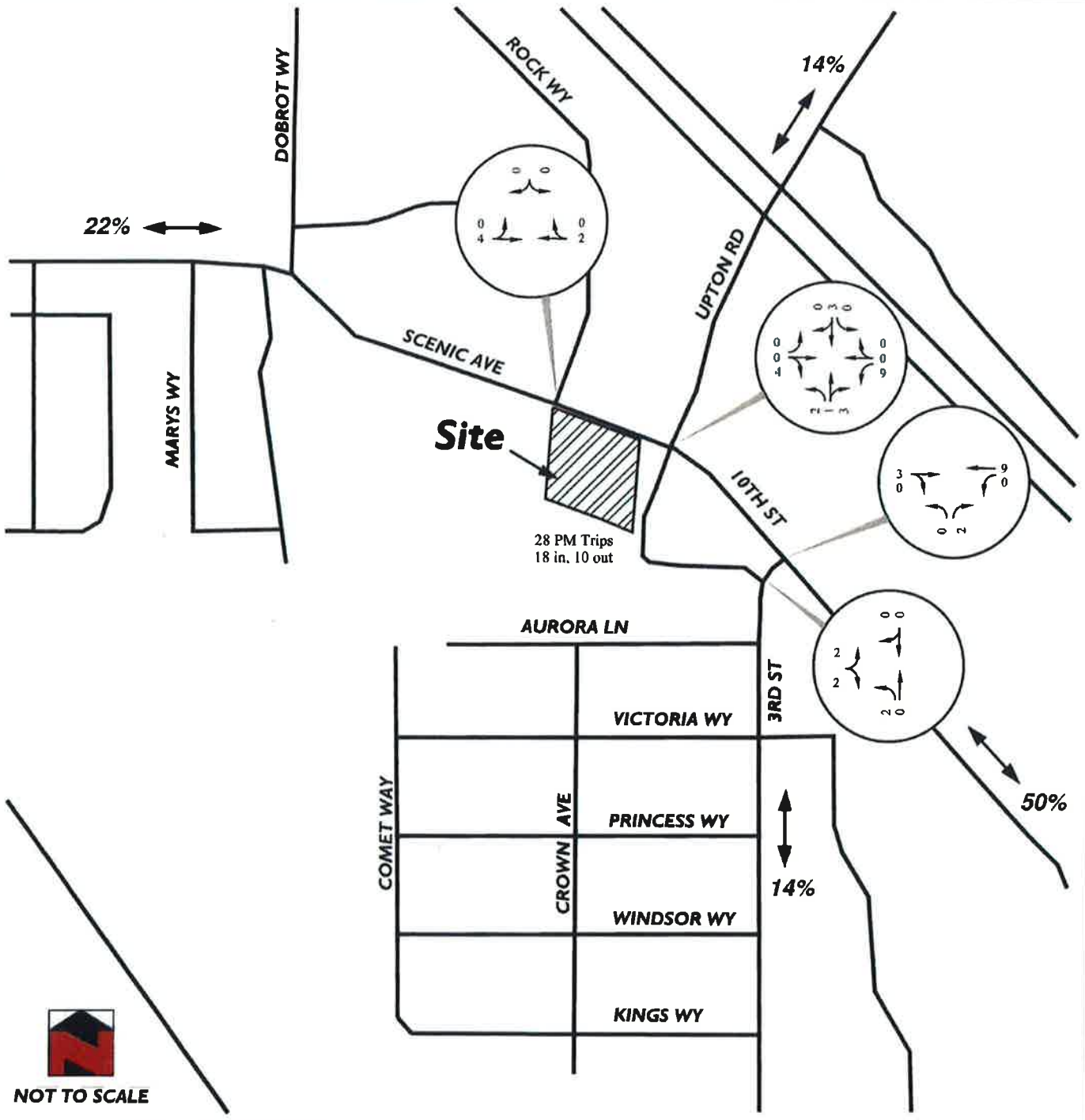
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Figure 3b : Development Trip Distribution & Percentages, PM Peak Hour



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V. YEAR 2018 BUILD CONDITIONS

Year 2018 Build Description

Build conditions represent no-build conditions for a study area with the addition of proposed development trips considered. Build conditions are compared to no-build conditions to determine what impacts and/or mitigation measures will result from proposed development. Build conditions are evaluated in this analysis for the year 2018. Year 2018 build traffic volumes during the a.m. and p.m. peak hours are provided in Figures 4a and 4b.

Year 2018 Build Intersection Operations

Year 2018 build traffic volumes were evaluated at key intersections under p.m. peak hour conditions. Results are summarized in Table 9.

Intersection	Performance Standard	Traffic Control	Year 2018 No-Build	
			AM Peak Hour	PM Peak Hour
Upton Road / Scenic Avenue	LOS D	TWSC	<i>F, C* (SB)</i>	<i>F, D* (SB)</i>
Rock Way / Scenic Avenue	LOS D	TWSC	C, (SB)	B, (SB)
3 rd Street / 10 th Street	LOS D	TWSC	B, (NB)	B, (NB)
3 rd Street / Scenic Heights	NA	Uncontrolled	B, (EB)	B, (EB)

LOS=Level of Service, TWSC=Two-way stop controlled, NB=northbound, SB=southbound, EB=eastbound,

*Mitigated to include TWLTL striping on east approach of Scenic Avenue

Note: Exceeded performance standards are shown in bold, italic

Results of the analysis show the intersection of Upton Road / Scenic Avenue continuing to have a failing level of service for the southbound left turn movement on Upton Road. The movement improves to a LOS "C" and "D" during the a.m. and p.m. peak hours, respectfully with a TWLTL striped on the east approach of Scenic Avenue. No other intersection movements are shown to exceed the City's LOS "D" standard under year 2018 build conditions. Refer to Appendix C for synchro output sheets.

Year 2018 Build 95th Percentile Queuing

Five simulations were run and averaged in SimTraffic to determine 95th percentile queue lengths at study area intersections under year 2018 build conditions. Queue lengths were then rounded up to the nearest 25 feet (single vehicle length) and reported in Table 10 for the p.m. peak hour unless shown in the a.m. to be higher.

Table 10 – Year 2018 Build 95th Percentile Queue Lengths, PM Peak Hour

Intersection / Movement	Available Link Distance (Ft)	95 th Percentile Queue Lengths	Exceeded or Blocked Roadway
Scenic Avenue / Rock Way			
Eastbound Left/Through	425	50	-
Westbound Through/Right	350	25	-
Southbound Left/Right	650	50	-
3rd Street / 10th Street			
Eastbound Through/Right	450	25	-
Westbound Left	75	50	-
Northbound Left	250*	100	- Scenic Heights
Northbound Right	100*	75	-
Scenic Heights / 3rd Street			
Eastbound Left/Right	375	25	-
Northbound Left/Through	200	50	-
Southbound Through/Right	50	25 a.m.	-
Upton Road / Scenic Avenue			
Eastbound Left	150	75	-
Eastbound Through/Right	350	25	-
Westbound Left	425	25	-
Westbound Through/Right	450	50	-
Northbound Left	100	25	-
Northbound Through/Right	200	25	-
Southbound Left	225	150	-
Southbound Through/Right	225	100	-

Note: Exceeded performance standards are shown in bold, italic

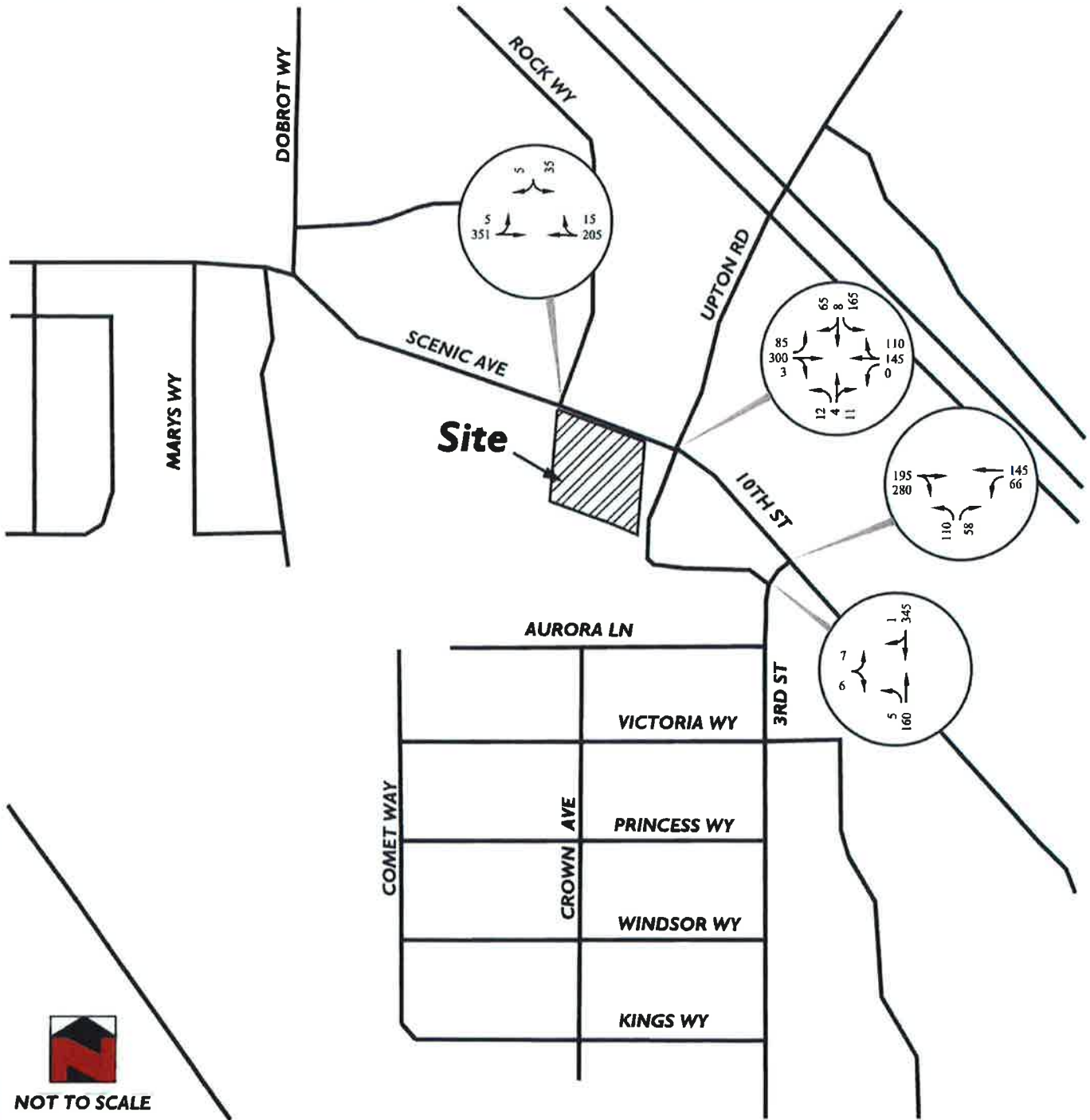
* Scenic Heights driveway is blocked on 3rd Street with a northbound left or northbound right queue greater than 70 feet at 10th Street

Results of the queuing analysis show very few changes in the study area under year 2018 build conditions. The northbound left turn queue length on 3rd Street at 10th Street remains the same. The southbound left and through/right turn movements both increase slightly on Upton Road at Scenic Avenue under build conditions, but neither is shown to exceed its available storage. Refer to Appendix D for a full queuing and blocking report.

Year 2018 Build Turn Lanes

Turns lanes are not evaluated at the time of plan map amendment or zone change because exact development details are not known at that time, but they will be evaluated at the time of development.

Figure 4a : Year 2018 Build Traffic Volumes, AM Peak Hour



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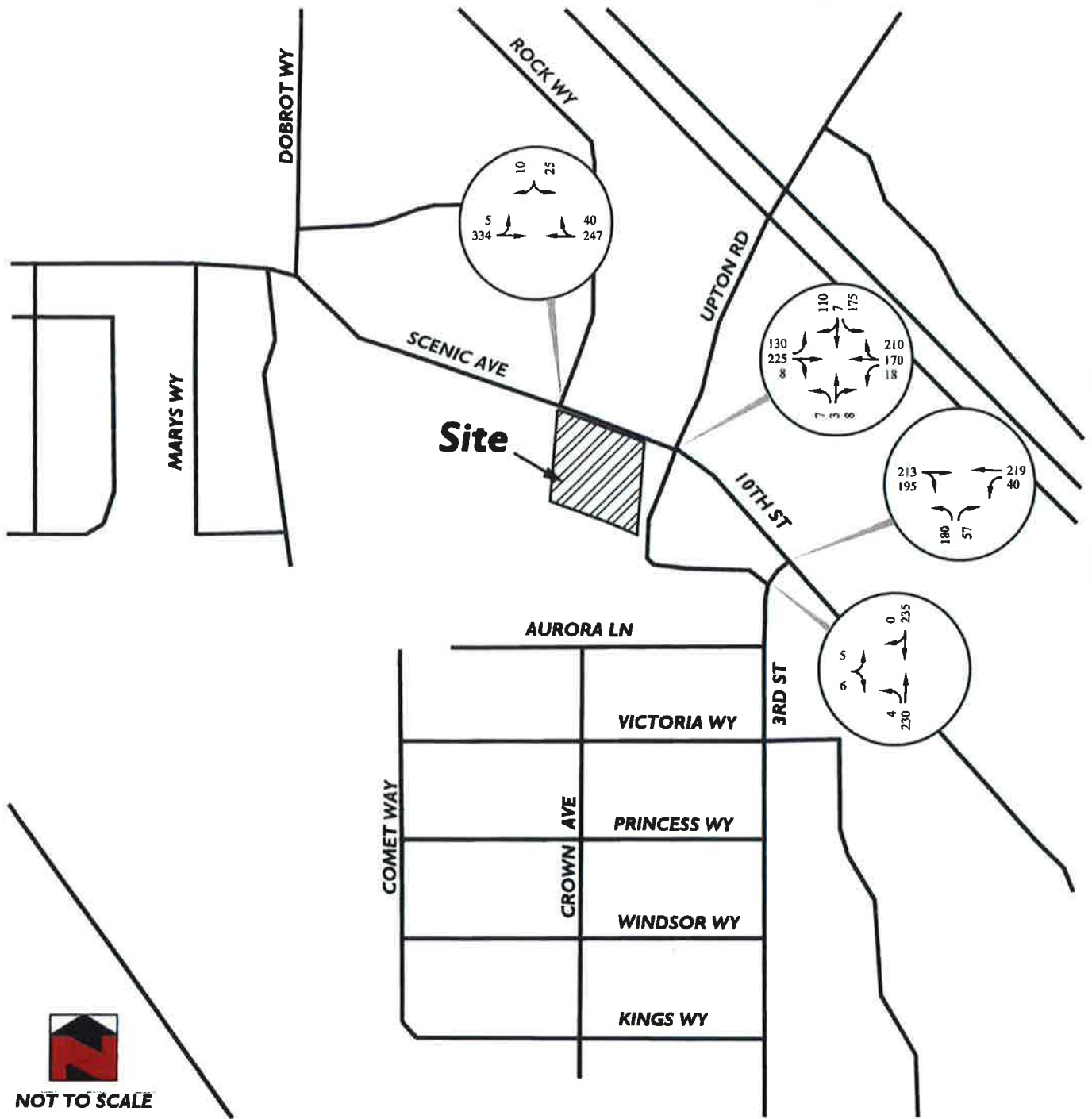
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Figure 4b : Year 2018 Build Traffic Volumes, PM Peak Hour



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VI. FUTURE YEAR 2038 NO-BUILD AND BUILD CONDITIONS

Future Year 2038 No-Build Description

Future year 2038 no-build conditions represent future year conditions for a study area without consideration of proposed development trips. This condition is evaluated to determine how a study area will be impacted by future background growth without traffic from proposed development trips.

Background growth was derived using growth rates from the Interchange Area management Plan (IAMP) for Exit 33 and volume comparisons between counts in 2010 and 2018 for 10th Street. The IAMP estimated 0.7% of growth per year on 10th Street between 2010 and future year 2034. We rounded that up to 1% to be conservative and applied it to all streets within the study area. Refer to Figures 5a and 5b for future year 2038 no-build traffic volumes during the a.m. and p.m. peak hours.

Future Year 2038 Build Description

Future year 2038 build conditions represent future conditions for a study area with background growth and proposed development trips considered. Build conditions are compared to no-build conditions to determine what kind of impacts will result from proposed development under future conditions. Future build conditions are evaluated in this analysis for the planning year of 2038. Refer to Figures 6a and 6b for future year 2038 build traffic volumes during the a.m. and p.m. peak hours.

Future Year 2038 No-Build and Build Intersection Operations

Future year 2038 no-build and build traffic volumes were evaluated at key intersections during the a.m. and p.m. peak hours to determine how background growth and proposed development trips impact the transportation system. Results of the analysis are summarized in Table 11.

Table 11 – Future Year 2038 No-Build and Build Intersection Operations, AM and PM Peak Hours

Intersection	Performance Standard	Traffic Control	Future Year 2038 No-Build		Future Year 2038 Build	
			AM	PM	AM	PM
Upton Road / Scenic Avenue	LOS D	TWSC	C* (SB)	D* (SB)	C* (SB)	D* (SB)
Rock Way / Scenic Avenue	LOS D	TWSC	C, (SB)	C, (SB)	C, (SB)	C, (SB)
3 rd Street / 10 th Street	LOS D	TWSC	B, (NB)	C, (NB)	B, (NB)	C, (NB)
3 rd Street / Scenic Heights	NA	None	B, (EB)	B, (EB)	B, (EB)	B, (EB)

LOS=Level of Service, TWSC=Two-way stop controlled, NB=northbound, SB=southbound, EB=eastbound,

*Mitigated to include TWLTL striping on east approach of Scenic Avenue

Note: Exceeded performance standards are shown in bold, italic

Results of the analysis show key intersections continue to operate acceptably under future year no-build and build conditions with the exception of Upton Road / Scenic Avenue. This intersection continues to have a failing southbound left turn movement until the center lane on the east approach of Scenic Avenue is restriped as a TWLTL. With this improvement, the southbound left turn movement operates acceptably throughout the 20-year planning horizon. Refer to Appendix E for synchro output sheets.

Future Year 2038 No-Build and Build 95th Percentile Queuing

Five simulations were run and averaged in SimTraffic to determine 95th percentile queue lengths at study area intersections under future year 2038 no-build and build conditions. Queue lengths were then rounded up to the nearest 25 feet (single vehicle length) and reported for p.m. peak hour conditions in Table 12 unless the a.m. was shown to be higher.

Table 12 – Future Year 2018 No-Build and Build 95th Percentile Queue Lengths, PM Peak Hour

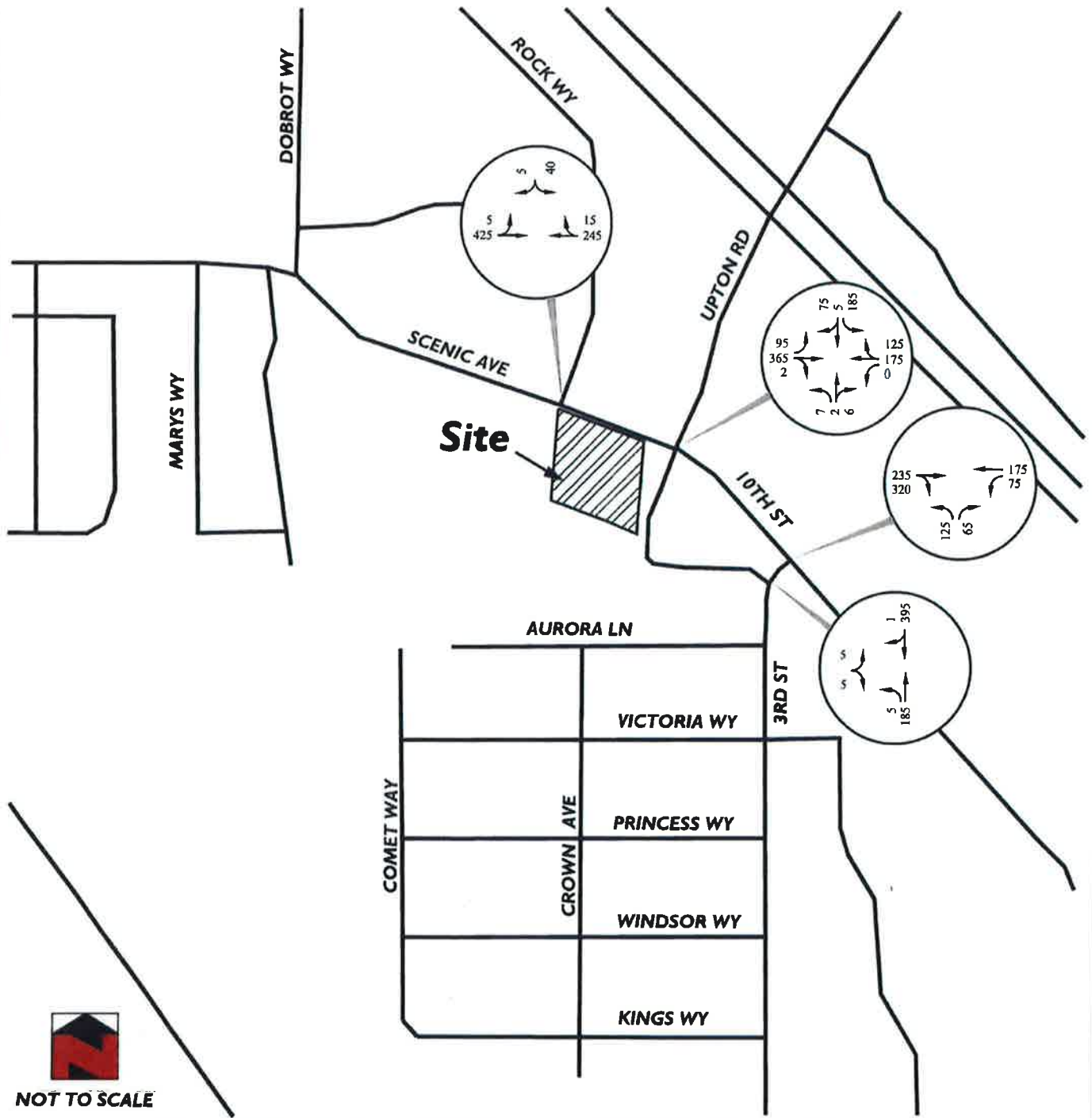
Intersection / Movement	Available Link Distance (Ft)	95 th Percentile Queue Lengths No-Build	95 th Percentile Queue Lengths Build
Scenic Avenue / Rock Way			
Eastbound Left/Through	425	50	50
Westbound Through/Right	350	50	50
Southbound Left/Right	650	50	50
3rd Street / 10th Street			
Eastbound Through/Right	450	25	25
Westbound Left	75	50	50
Northbound Left	250*	125	125
Northbound Right	100*	75	100
Scenic Heights / 3rd Street			
Eastbound Left/Right	375	25	25
Northbound Left/Through	200	50	75
Southbound Through/Right	50	0	0
Upton Road / Scenic Avenue			
Eastbound Left	150	100	100
Eastbound Through/Right	350	25	25
Westbound Left	425	25	25
Westbound Through/Right	450	50	50
Northbound Left	100	25	25
Northbound Through/Right	200	25	50
Southbound Left	225	200	200
Southbound Through/Right	225	150	150

Note: Exceeded performance standards are shown in bold, italic

* Scenic Heights driveway is blocked on 3rd Street with a northbound left or northbound right queue greater than 70 feet at 10th Street

Results of the queuing analysis show some increases in queue lengths under future year 2038 no-build and build conditions. The southbound left and through/right turns on Upton Road at Scenic Avenue increase, as well as the northbound through/right turn movement from the site driveway south approach at Scenic Avenue. The northbound queues on 3rd Street at 10th Street continue to block the site driveway on 3rd Street, which is only 70 feet south of 10th Street, but drivers have the alternate option of using the Scenic Avenue driveway if this becomes a problem. With the exception of those two queues, all other queue lengths at study area intersections are contained within their available link distances. Refer to Appendix F for a full queuing and blocking report.

Figure 5a : Future Yr 2038 No-Build Traffic Volumes, AM Peak Hour



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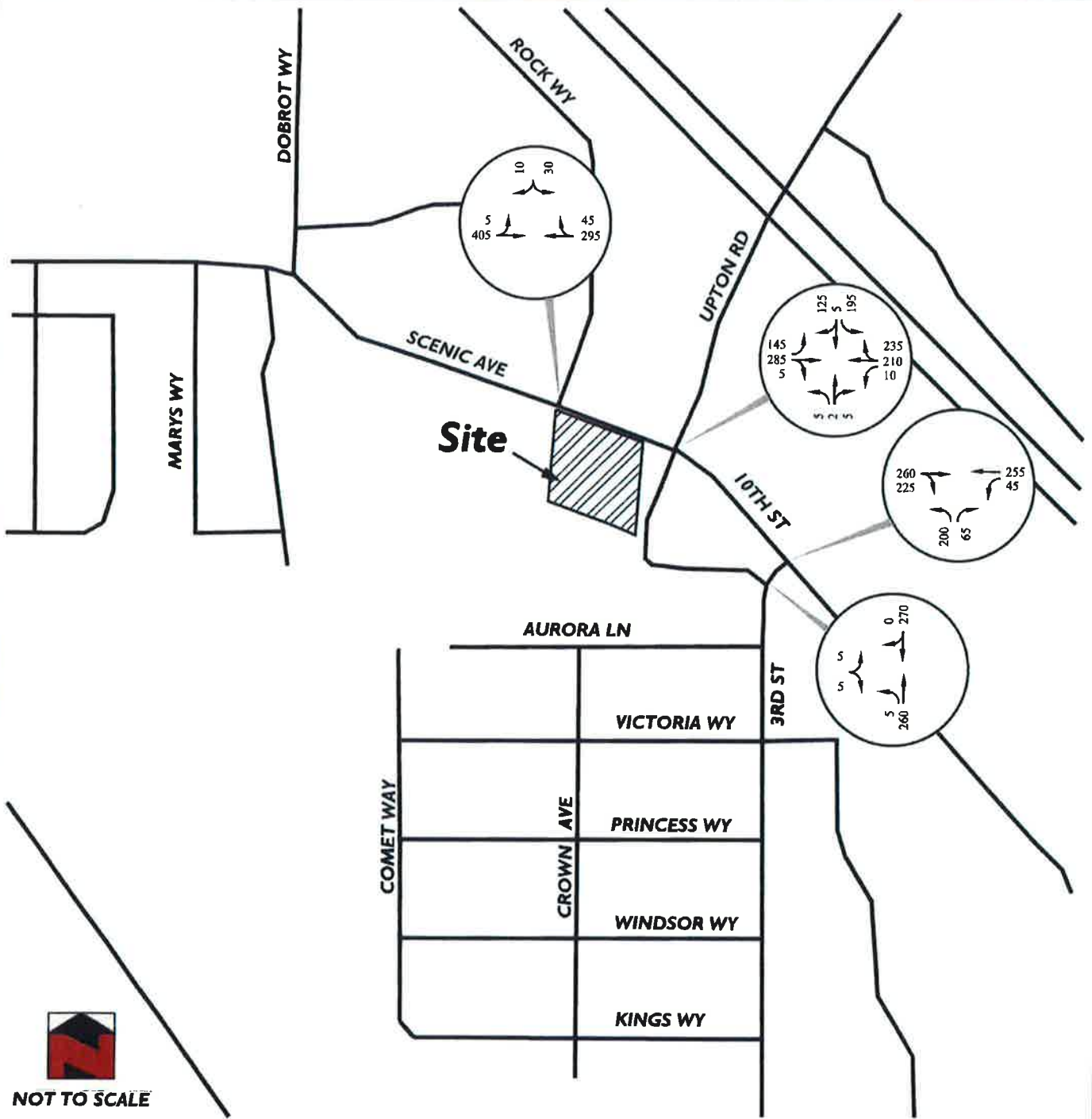
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Figure 5b : Future Yr 2038 No-Build Traffic Volumes, PM Peak Hour



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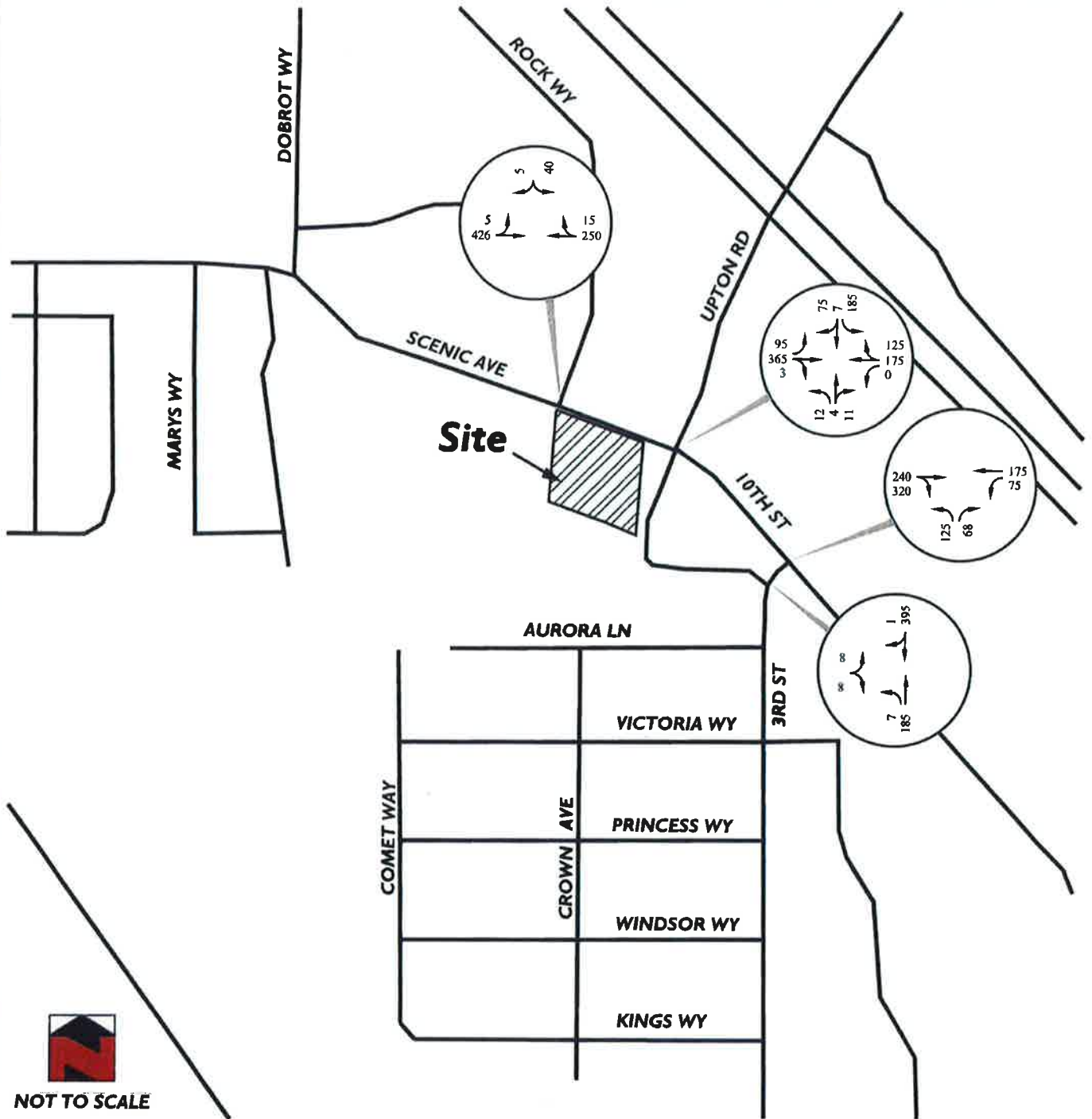
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Figure 6a : Future Yr 2038 Build Traffic Volumes, AM Peak Hour



NOT TO SCALE



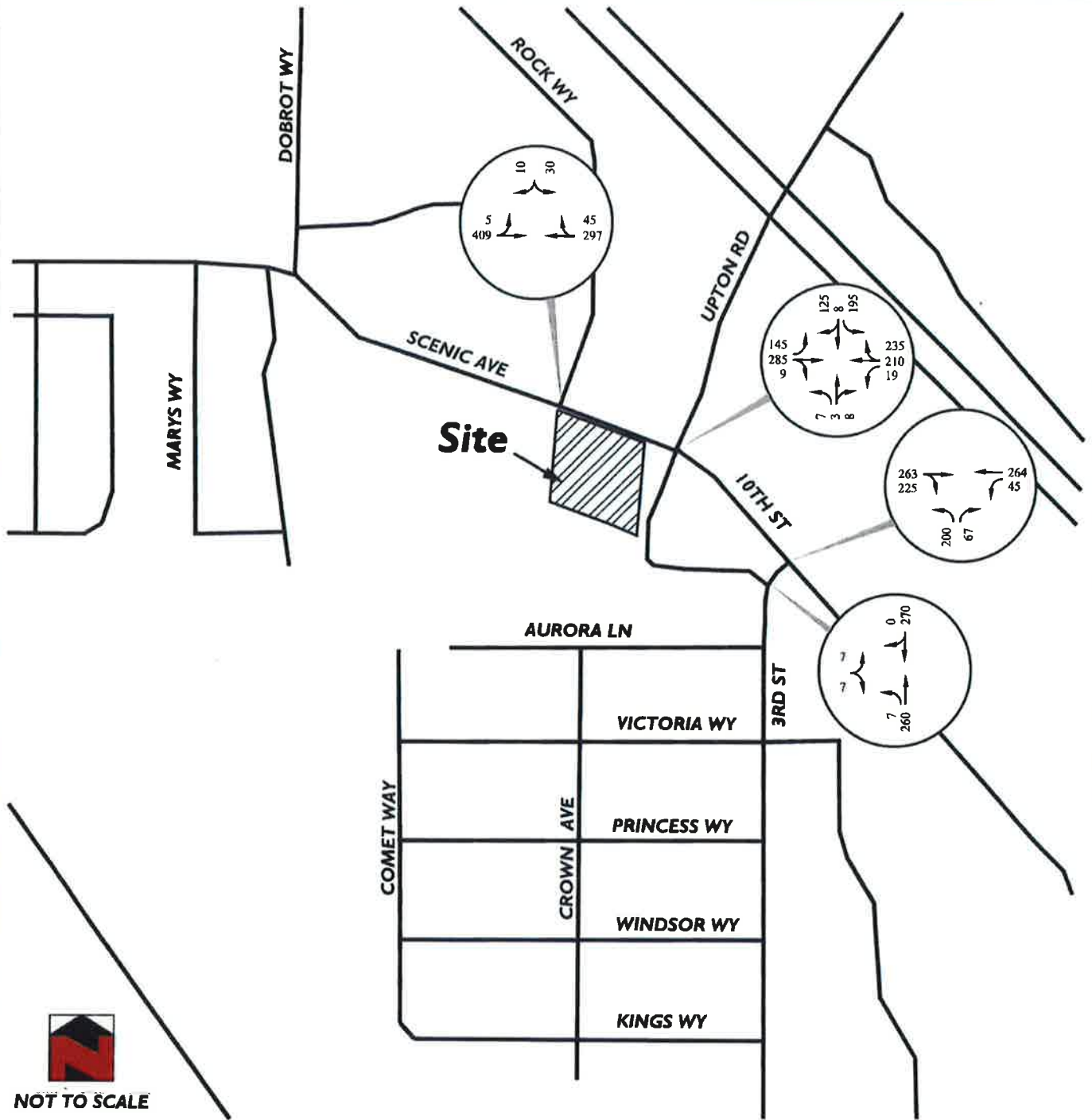
SOUTHERN OREGON
TRANSPORTATION ENGINEERING, LLC

Medford, Oregon 97504
ph 541.608.9923 fax 541.535.6873
email: kim.parducci@gmail.com

**Scenic Ave. Plan Amendment
& Zone Change (R-1-8 to R-3)
Traffic Impact Analysis
Central Point, Oregon**

Attachment A - Planning Commission Resolution 856 (2018-1549 : Scenic Avenue Minor Zone Map Change (ZC-18004))

Figure 6b : Future Yr 2038 Build Traffic Volumes, PM Peak Hour



NOT TO SCALE



SOUTHERN OREGON
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**Scenic Ave. Plan Amendment
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VII. CONCLUSIONS

The findings of the traffic impact analysis conclude that the proposed comprehensive plan map amendment and zone change from R-1-8 to R-3 on 37S2W03AB tax lot 4700 can be accommodated on the existing transportation system with recommended improvements without creating adverse impacts. Intersection operations, roadway classifications, and safety conditions were evaluated to address potential impacts to the transportation system. Results of the analysis show the following:

- Key intersections were evaluated operationally under year 2018 and future year 2038 no-build and build conditions. Results of the analysis show the intersection of Upton Road and Scenic Avenue exceeding the City's level of service (LOS) "D" performance standard and operating at a LOS "F" under existing year 2018 no-build conditions. This occurs as a result of the center turn lane on Scenic Avenue being striped as an exclusive left turn pocket at Upton Road. If the center turn lane on the east approach is restriped as a two-way left turn lane (TWLTL), then the southbound left turn movement can utilize a two-stage process when turning onto Scenic Avenue. With this improvement in place, the intersection will be adequately mitigated through future year 2038 build conditions.
- 95th percentile queue lengths were evaluated at study area intersections and shown to be acceptable with the exception of the northbound left and right turn queue lengths on 3rd Street at the 10th Street intersection. These queues were shown to block the Scenic Heights driveway on 3rd Street during the a.m. and p.m. peak hours, due to the close proximity of the driveway to the intersection. This continued to occur in all analysis scenarios, but is not considered a safety concern because drivers have the option of rerouting to the Scenic Avenue driveway if it becomes a problem during peak conditions.

This analysis was undertaken to address issues of compliance with the City of Central Point Comprehensive Plan, Land Development Code, and Oregon Transportation Planning Rule (TPR) in Oregon Administrative Rules (OAR) Chapter 660, Division 012. Based upon our analysis, it is concluded that streets and intersections that serve the subject property will accommodate projected a.m. and p.m. peak hour traffic volumes from proposed R-3 zoning without requiring a change in the functional classification of an existing or planned facility, or degrade the performance of an existing or planned facility such that it would not meet the performance standard identified in the City's Transportation System Plan (TSP) or comprehensive plan.

*SOUTHERN
OREGON
TRANSPORTATION
ENGINEERING, LLC*

Appendix G

Agency Requirements

320.00.00 – Design

320.10.01 – Design Standards

The purpose of these standards is to provide a consistent policy under which certain physical aspects of street and related design and plan preparation will be observed by the engineer.

The Engineer should be aware that certain alternate street standards for the Transit Oriented District and Transit Oriented Corridor might apply to the design and construction streets in these areas of the city. These alternate standards are fully described in the Central Point TOD Design Requirements and Guidelines. They are also briefly described in lesser detail in these Standards and Specifications.

This section contains design standards to ensure the safe and efficient operation of each facility type for all users and the best use of public space. The requirements in this section are established as minimum standards to follow and apply to both new construction and reconstruction, except as otherwise specified.

Designs shall consider the needs of people with disabilities and the aged, such as visually impaired pedestrians and mobility impaired pedestrians. Every effort should be made to locate street hardware away from pedestrian locations and provide a surface free of bumps and cracks, which create safety and mobility problems. Smooth access ramps shall be provided where required. All designs shall conform to the current American Disabilities Act (ADA) or as adopted by the Oregon Department of Transportation (ODOT), Oregon Bicycle and Pedestrian Plan.

The determination of the pavement width and total right-of-way shall be based on the operational needs for each street as determined by a technical analysis. The technical analysis shall use demand volumes that reflect the maximum number of pedestrians, bicyclists, parked vehicles and motorized vehicle traffic expected when the area using the street is fully developed. Technical analysis shall take into consideration, transportation elements of the Comprehensive Plan, TOD, neighborhood plans, approved tentative plans as well as existing commercial and residential developments. All street designs shall be coordinated with the design of other new or existing infrastructure.

These standards set forth the minimum requirements for materials and street design. The Public Works Director shall have discretion to require a higher or different standard for materials or design when in his judgment it is in the best interest of the public's health, safety and welfare when considering all aspects and circumstances of the project.

The minimum geometric requirements for all street classifications are defined in Tables 300 – 1 through 300 – 7.

320.10.02 – Traffic Impact Analysis

The purpose of this section is to assist in the determination of which road authorities participate in land use decisions, and to implement Section 660-012-0045(2)(e) of the State Transportation

Planning Rule that requires the city to adopt a process to apply conditions to development proposals in order to minimize impacts and protect transportation facilities. This chapter establishes the standards for when a proposal must be reviewed for potential traffic impacts; when a traffic impact analysis must be submitted with a development application in order to determine whether conditions are needed to minimize impacts to and protect transportation facilities; what must be in a traffic impact analysis; and who is qualified to prepare the study.

A traffic impact analysis shall be prepared by a traffic engineer or civil engineer licensed to practice in the state of Oregon with special training and experience in traffic engineering. If the road authority is the Oregon Department of Transportation (ODOT), consult ODOT's regional development review planner and OAR 734-051-180. If the road is the authority of Jackson County, consult Jackson County's road design requirements.

The Public Works Director may, at his/her discretion, waive the study of certain intersections when it is concluded that the impacts are not substantial.

320.10.03 – Traffic Impact Analysis Applicability

(1) The level of detail and scope of a traffic impact analysis (TIA) will vary with the size, complexity, and location of the proposed application. Prior to any TIA, the applicant shall submit sufficient information to the City for the Public Works Department to issue a scoping letter. If stipulations to reduce traffic are requested by an applicant, it must first be shown by means of an analysis that an unconditional approval is not possible without some form of mitigation to maintain an adequate LOS. This will determine whether a stipulation is necessary.

(2) Extent of Study Area:

The study area shall be defined by the Public Works Department in the scoping letter and shall address at least the following areas:

- a) All proposed site access points;
- b) Any intersection where the proposed development can be expected to contribute 25 or more trips during the analysis peak period. Impacts of less than 25 peak period trips are not substantial and will not be included in the study area. This volume may be adjusted, at the discretion of the Public Works Department, for safety or unusual situations; and
- c) Any intersections directly adjacent to the subject property.

(3) When required: TIA shall be required when a land use application involves one or more of the following actions:

- a) A change in zoning or a plan amendment designation that generates 300 average daily trips (ADT) more than the current zoning;
- b) Any proposed development or land use action that a road authority, including the city, Jackson County or ODOT, states may have operational or safety concerns along its facilities;
- c) An increase in site traffic volume generation by 250 average daily trips (ADT) or more, or 25 Peak Hour Trips (PHT);

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- d) An increase in peak hour volume of a particular movement to and from the State highway by 20 percent or more;
- e) An increase in use of adjacent streets by vehicles exceeding twenty thousand pounds gross vehicle weight by 10 vehicles or more per day;
- f) The location of the access driveway does not meet minimum sight distance requirements, as determined by the city engineer, or is located where vehicles entering or leaving the property are restricted, or such vehicles queue or hesitate on the state highway, creating a safety hazard at the discretion of the community development director; or
- g) A change in internal traffic patterns that, at the discretion of the Public Works Director, may cause safety problems, such as back-up onto a street or greater potential for traffic accidents.

(4) Submittals:

Provide two copies of the TIA for Public Works Department to review.

(5) Elements of Analysis:

A TIA shall be prepared by a Traffic Engineer or Civil Engineer licensed to practice in the State of Oregon with special training and experience in traffic engineering. The TIA shall be a thorough review of the effects a proposed use will have on the transportation system. The study area shall include all streets and intersections in the analysis, as defined in subsection (2) above. Traffic generated from a proposed site will be distributed throughout the transportation system using existing count data or the current transportation model used by the City. Any alternate distribution method must be based on data acceptable to the Public Works Department. The following checklist outlines what a TIA shall contain. Incomplete reports shall be returned to the applicant for completion without review:

- a) The scoping letter as provided by the Public Works Department;
 - b) The Final TIA shall be signed and stamped by a Professional Civil or Traffic Engineer registered in the State of Oregon;
 - c) An executive summary, discussing the development, the major findings of the analysis, and the mitigation measures proposed;
 - d) A vicinity map of the proposed site and study area;
 - e) Project characteristics such as zoning, potential trip generations (unless stipulated to less than potential), proposed access(s), and other pertinent factors;
 - f) Street characteristics within the study area including functional classification, number of travel lanes, lane width, shoulder treatment, bicycle path corridors, and traffic control at intersections;
 - g) Description of existing transportation conditions including transit accessibility, accident history, pedestrian facilities, bicycle facilities, traffic signals, and overall traffic operations and circulation;
 - h) Peak period turning movement counts of at least two-hour minimums at study area intersections, less than 2 years old. These counts shall be adjusted to the design year of the project and consider seasonal traffic adjustments when required by the scoping letter;
 - i) A "Figure" showing existing peak period (AM, noon, or PM, whichever is largest) turning movement volumes at study area intersections, as shown in Example 1.
- Approved applications obtained from the City that have not built out but will impact study

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area intersections shall be included as pipeline traffic. An appropriate adjustment factor shall be applied to existing count data if counts were taken during the off-peak season;

j) Potential "Project" trip generation using the most current edition of the ITE Trip Generation, as required by the Public Works Department at the time of scoping. Variations of trip rates will require the approval of the Public Works Department. Such approval will require submission of adequate supporting data prior to first submittal of the TIA;

k) A "Figure" illustrating project turning movement volumes at study area intersections for peak periods, as shown in Example 2. Adjustments made for pass-by traffic volumes shall follow the methodology outlined in the latest edition of the ITE Trip Generation, and shall not exceed 25% unless approved by the Public Works Director;

l) A "Figure" illustrating the combined traffic of existing, background, and project turning movement volumes at study area intersections for peak periods, as shown in Example 3;

m) Level of Service (LOS) analysis at study area intersections under the following conditions:

- (A) Existing plus pipeline traffic
- (B) Existing plus pipeline traffic and project traffic.

A table shall be prepared which illustrates all LOS results. The table shall show LOS conditions with corresponding vehicle delays for signalized intersections and the critical movement at unsignalized intersections. If the proposed use is scheduled to be completed in phases, a LOS analysis shall be prepared for each phase;

n) A mitigation plan if impacts to the study area reduce level of service (LOS) below minimums. Mitigation measures may include stipulations and/or construction of necessary transportation improvements. Mitigation measures shall be required to the extent that the transportation facilities, under City jurisdiction, operate at an acceptable level of service (LOS) with the addition of project traffic; and

o) Intersections under jurisdiction of another agency, but still within the City limits, shall be evaluated by either the City's criteria or the other jurisdiction's criteria, or both, whichever is considered applicable by the Public Works Department.

If the TIA is not consistent with the scoping letter (including any amendments) then the TIA will be returned to the applicant without review.

(6) Analysis criteria:

a) All trip distributions into and out of the transportation system must reflect existing traffic count data for consistency or follow the current transportation model used by the City. If alternate splits are used to distribute traffic then justification must be provided and approved by the Public Works Department prior to first submittal of the TIA.

b) If progression analysis is being evaluated or queuing between intersections is a concern, the peak period used in the analysis must be the same for every intersection along the street and reflect that of the most critical intersection being evaluated. If a common peak period is not requested by the Public Works Department, then the actual peak period of every intersection shall be used.

c) Counts performed must be a minimum of two hours and include the peak period for analysis purposes. All documentation shall be included in the TIA.

d) All supporting count data, LOS analyses, pass-by deductions, growth rates, traffic

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distributions, or other engineering assumptions must be clearly defined and attached to the TIA when submitted in report form to the City for review.

- e) All LOS analyses shall follow operational procedures per the current Highway Capacity Manual. Ideal saturation flow rates greater than 1800 vehicles per hour per lane should not be used unless otherwise measured in the project vicinity. Queue lengths shall be calculated at the 95th percentile where feasible. Actual peak hour factors should be used for each movement or lane grouping in the analysis. Peak hour factors over 0.90 shall not be used unless justified by specific counts at that location.
- f) Signal timing used in capacity or progression analysis shall follow City timing plans and account for pedestrian crossing times, unless otherwise noted in the scoping letter.
- g) Arrival Type 3 (random arrivals) shall be used unless a coordinated plan is in place during the peak period.

320.10.04 – Maintenance of level of Service D

Whenever level of service is determined to be below level D for arterials or collectors, development is not permitted unless the developer makes the roadway or other improvements necessary to maintain level of service D respectively.

WANG Wei * Michael Wei.WANG@odot.state.or.us
to me, MOREHOUSE, MCDONALD

Feb 8

Kim,

I agreed to waive the TIA for this project. The proposed zone change will not significantly impact state highway system.

Thanks,

Wei (Michael) Wang P.E. & M.S. | Development Review Traffic Engineer
The ODOT Region 3 / District 8 | 100 Antelope Rd. | [White City, OR 97503](http://WhiteCity,OR.97503)
Phone: [\(541\) 774.6316](tel:(541)774.6316) | Fax: [\(541\) 774.6349](tel:(541)774.6349) | Email: Wei.Wang@odot.state.or.us

From: Kim Parducci [mailto:kim.parducci@gmail.com]
Sent: Thursday, February 08, 2018 12:28 PM
To: WANG Wei * Michael
Subject: Another Comp Plan / ZC in Central Point

Hi Michael,

Attached is another request for a comprehensive plan map amendment and zone change in Central Point. This one is a 2 acre parcel going from low density residential to high density residential on Scenic Avenue near Upton Road. It, like the last one I sent you, likely won't have any impact on an ODOT facility, but I'm sending it in case you have any concerns.

Call me if you have any questions.

-Kim

--

KIMBERLY PARDUCCI, PE PTOE

SOUTHERN OREGON TRANSPORTATION ENGINEERING

Medford, Oregon 97504 | [\(541\) 941-4148](tel:(541)941-4148) Cell

Kim.parducci@gmail.com | Oregon DBE/WBE/ESB Certified: No. 5726

FINDINGS OF FACT

BEFORE THE CITY COUNCIL OF THE CITY OF CENTRAL POINT, OREGON

IN THE MATTER OF A ZONE MAP AMENDMENT)	
OF THE PROPERTY IDENTIFIED AS)	FINDINGS OF FACT
372W03AB TAX LOT 4700)	AND
HOUSING AUTHORITY OF JACKSON COUNTY)	CONCLUSIONS OF LAW
<u>SCOTT SINNER CONSULTING, INC. AGENT</u>)	

Applicant:

Housing Authority of Jackson County
2251 Table Rock Road
Medford, OR 97501

Ryan Haynes
541-779-5785
ryan@hajc.net

Agent:

Scott Sinner Consulting, Inc.
4401 San Juan Dr. Suite G
Medford, OR 97504

Scott Sinner
541-601-0917
scottsinner@yahoo.com

Property:

Property address

Robert and Janet Goodrich
1849 Scenic Ave.
Central Point, OR 97502
372W03AB Tax Lot 4700
2.0 acres
Current zoning R-1-8
Proposed zoning R-3

Owner's mailing address
Robert Goodrich
1927 Parkwood Avenue
Central Point, OR 97502

FINDINGS OF FACT

Project Summary:

The 2 acre subject property 37 2W 03 AB TL 4700 is adjacent to a .29 acre parcel owned by the applicant, 372W03AB TL 4800. These parcels are adjacent to the existing Housing Authority of Jackson County Scenic Heights Development.

The City has completed a Comprehensive Plan Map Amendment of the subject parcel and the adjoining parcel owned by Jackson County Fire District #3. The subject parcel was changed from Low Density Residential to High Density Residential. The other parcel was changed from Low Density Residential to Civic to allow for the development of a new fire station.

The High Density Comprehensive Plan Designation allows for the R-3 High Density Residential zoning district. This application will demonstrate consistency with the approval criteria for the zone change from R-1-8 to the R-3 Zoning District.

The applicant participated in a joint Pre-Application Conference with representatives from Jackson County Fire District #3 the School District. Future development in the area will include the construction of a new fire station and the extension of Rock Way to facilitate a revision to the circulation pattern for access to Scenic Middle School.

This application is a request for a zone change for 372W03AB TL 4700 only, TL 4800 is currently in the R-3 zoning district.

17.10.400 Approval Criteria.

A recommendation or a decision to approve, approve with conditions or to deny an application for a text or map amendment shall be based on written findings and conclusions that address the following criteria:

- A. Approval of the request is consistent with the applicable statewide planning goals (major amendments only);*
- B. Approval of the request is consistent with the Central Point comprehensive plan (major and minor amendments);*
- C. If a zoning map amendment, findings demonstrating that adequate public services and transportation networks to serve the property are either available, or identified for construction in the city's public facilities master plans (major and minor amendments); and*
- D. The amendment complies with OAR 660-012-0060 of the Transportation Planning Rule. (Ord. 1989 §1(part), 2014; Ord. 1874 §3(part), 2006. Formerly 17.10.300(B)).*

FINDINGS OF FACT

Findings of Fact:

A. Approval of the request is consistent with the applicable statewide planning goals (major amendments only);

The proposed zone change is classified as a minor amendment and not a major amendment. The request associated with this application does not require the applicant to demonstrate consistence with the applicable Statewide Planning Goals.

B. Approval of the request is consistent with the Central Point comprehensive plan (major and minor amendments);

The Comprehensive Plan Map is an element of the Comprehensive Plan. The City of Central Point completed a Comprehensive Plan Map Amendment with the adoption of Ordinance No. 2043. The City utilizes a two-map system for Land development in the jurisdiction. The Comprehensive Plan Map provides the broad view of development and growth while the Zoning Map identifies specific properties and their uses.

The adoption of the Ordinance amended the official map designation from the Low Density Residential to the High Density Residential designation.

The High Density Residential Comprehensive Plan designation allows for the requested R-3 zoning district. The requested zone change from R-1-8 to the R-3 zoning district is consistent with the Comprehensive Plan.

C. If a zoning map amendment, findings demonstrating that adequate public services and transportation networks to serve the property are either available, or identified for construction in the city's public facilities master plans (major and minor amendments); and

The Category A Public Facilities are Domestic Water, Sanitary Sewer, Storm Sewer and the public Transportation system, primarily roads.

As a component of the pre-application conference conducted for the project, City Staff requested comments from the Medford Water Commission (MWC) for domestic water, Rogue Valley Sewer Service for Storm and Sanitary facilities, and the Public Works Department for Transportation issues.

FINDINGS OF FACT

Domestic Water:

According to the MWC there is an existing 12" water line in the Scenic Avenue Right of Way. The 12" water line has adequate capacity for the purposes of the proposed zone change from R-1-8 to the R-3 zoning district.

Future development will be subject to the current fees and construction specifications, which will be reviewed by MWC staff at the time of submittal.

Sanitary Sewer:

According to RVSS, there is currently no service connection for the Subject parcel (TL 4700). Future connection will require an extension of an existing sewer facility at Rock Way and Scenic or from the public line serving Scenic Heights.

The system has adequate capacity to accommodate the development permitted in the R-3 zoning District.

Future development will be subject to the current design standards at the time of submittal.

Storm Water:

RVSS has jurisdiction of storm water facilities in the vicinity of the subject property. According to the comments provided by RVSS for the pre-application conference, facilities are available at the site in adequate capacity for the uses allowed in the R-3 zoning district.

Future development will be required to comply with all standards and requirements at the time of submittal. The applicant could possibly connect to a regional facility or could also develop an onsite stormwater management facility to meet the current specifications.

Streets:

The Central Point Comprehensive Plan and Municipal Code identify the standards for a review of the traffic impacts of a land use action. The requested zone change from R-1-8 to R-3 will exceed the threshold for traffic impacts, and a Traffic Impact Analysis is required at the time of a zone change.

FINDINGS OF FACT

The application commissioned Southern Oregon Transportation Engineering to prepare a TIA for the requested zone change.

The TIA has been submitted with this zone change application for review by Staff. It's a big one but it came out OK.

D. The amendment complies with OAR 660-012-0060 of the Transportation Planning Rule. (Ord. 1989 §1(part), 2014; Ord. 1874 §3(part), 2006. Formerly 17.10.300(B)).

Findings of Fact:

The Oregon Transportation Planning Rule requires a jurisdiction considers all modes of transportation in a land use decision. A review of this property determines water and rail transportation are not available.

The subject property is 3.5 miles from the Rogue Valley International Airport, and 1.25 miles from Interstate Highway 5 (I-5). The subject property has frontage on Scenic Avenue. Rogue Valley transportation District (RVTD) has a bus stop at the intersection of 3rd and 10th, approximately 300 yards from the proposed site.

Referring to the adopted Transportation System Plan (TSP), Scenic Avenue is classified as a Minor Arterial street. The frontage of the property is currently improved with a paved section, bike lane, curb and gutter and a curb tight sidewalk. Bike lanes and sidewalks promote multi-modal transportation opportunities.

The Comprehensive Plan Map was revised with the adoption of Ordinance No. 2043 to change the map designation to High Density Residential. The approval of the requested zone change to the R-3 zoning district is consistent with the High Density Residential designation.

The applicant has submitted a Transportation Impact Analysis (TIA) with this application. The summary of the TIA is the approval of the proposed zone change will have some effect on the transportation system and concludes a re-striping of the existing facility in the immediate area will assure the transportation system can accommodate the increase in traffic contemplated with the uses allowed in the requested R-3 zoning district.

FINDINGS OF FACT

Application Summary and Conclusions.

This zone change application has demonstrated the request for a zoning map amendment from R-1-8 to R-3 is consistent with the approval criteria for a zone change identified in the Central Point Municipal Code (CPMC) 17.10.400.

The requested zone change is not a major amendment and demonstration of all applicable Statewide Planning Goals is not required for this application as stated in CPMC 17.10.400 (A).

With the adoption of Ordinance No. 2043 the Comprehensive Plan Map was amended to High Density Residential from Low Density Residential. The R-3 zoning district is consistent with the High Density Residential Comprehensive Plan Map designation in compliance with CPMC 17.10.400 (B).

The agency comments from the Applicant's pre-application conference indicate public facilities for domestic water, sanitary sewer, and storm sewer are currently available at the site to meet the requirements of development for any uses permitted in the R-3 zoning district.

The applicant submitted a Transportation Impact Analysis as required in the CPMC for the increase in volume associated with a zone change from the R-1-8 zoning district to the R-3 zoning district.

The applicant has demonstrated the requested zone change is consistent with the Transportation Planning Rule.

In behalf of the applicant I request the approval of the requested zone change for the subject property.



Scott Sinner
Scott Sinner Consulting, Inc.

**FINDINGS OF FACT
AND CONCLUSIONS OF LAW
File No.: ZC-18004**

**Before the City of Central Point Planning Commission
Consideration of a Zone (Map) Change Application on 2.0 acres at 1849 Scenic Avenue.
The property is identified on the Jackson County Assessor’s map as 37S 2W 03AB, Tax Lot
4700.**

Applicant:) Findings of Fact
Housing Authority of Jackson County) and
2251 Table Rock Road) Conclusion of Law
Medford, OR 97501

**PART 1
INTRODUCTION**

It is requested that the above referenced tax lots be rezoned from Residential Single Family to Residential Multi Family (R-3). The purpose of the application is to comply with the High Density Comprehensive Plan Land Use designation for the property and prepare for a multi-family development consistent with the adjacent development to the east

The zone change request is a quasi-judicial map amendment, which is processed using Type III application procedures. Type III procedures set forth in Section 17.05.400 provide the basis for decisions upon standards and criteria in the development code and the comprehensive plan, when appropriate.

Applicable development code criteria for this Application include:

- 1. Comprehensive Plan
- 2. State Transportation Planning Rule
- 3. CPMC, Chapter 17.10

**PART 2
FINDINGS & CONCLUSIONS**

Staff has reviewed the Applicant’s Findings (Attachment “C” in the Staff Report dated August 7, 2018) and are herein incorporated by reference, and found that they address all of the applicable development code criteria for the proposed zone (map) amendment. However, the Planning Department is providing supplemental findings addressing the State Transportation Planning Rule below.

OAR 660-012-0060 – Transportation Planning Rule

The State Transportation Planning Rule (TPR) in OAR 660-012-0060 requires changes to land use plans and land use regulations (i.e. Comprehensive Plan Map Amendments and Zoning Map Amendments) to be consistent with the function and capacity of existing and planned transportation facilities. Oregon Administrative Rule (OAR) 660-012-0060 subsection (1) states the following:

ATTACHMENT “ D ”

Attachment: Attachment A - Planning Commission Resolution 856 (2018-1549 : Scenic Avenue Minor Zone Map Change (ZC-18004))

- (1) If an amendment to a functional plan, an acknowledged comprehensive plan, or a land use regulation (including a zoning map) would significantly affect an existing or planned transportation facility, then the local government must put in place measures as provided in section (2) of this rule, unless the amendment is allowed under section (3), (9) or (10) of this rule. A plan or land use regulation amendment significantly affects a transportation facility if it would:

- (a) Change the functional classification of an existing or planned transportation facility (exclusive of corrections of map errors in an adopted plan);

***Finding OAR 660-012-0060(1)(a):** A Traffic Impact Analysis (TIA) was prepared for the proposed zone change by Southern Oregon Transportation Engineering, LLC on May 22, 2018. The Study evaluates the proposed zone change on the 2.0 acre project site (37S 2W 03AB Tax Lot 4700) from R-1-8 to R-3. The TIA evaluates the surrounding streets and intersections, including Scenic Avenue (Minor Arterial), 10th Street (Minor Arterial), Upton Road (Minor Arterial), 3rd Street (Collector) and Rock Way (Local). Per the TIA, the zone change trip generation was evaluated based on fifty (50) unit multi-family dwelling units. The analysis reported 366 additional daily trips and 29 additional PM Peak trips, which does not result in any changes to the functional street classifications on the surrounding streets. Per the TIA, the traffic generated by the increased land use intensity will not alter the functional classification for any existing or planned infrastructure.*

***Conclusion OAR 660-012-0060(1)(a):** As shown in the Applicant's TIA, the functional street classifications for existing and planned facilities will not change as a result of the minor zone map amendment.*

- (b) Change standards implementing a functional classification system; or

***Finding OAR 660-012-0060(1)(b):** The standards implementing a functional classification system are based on the Street Classification standard in the Public Works Department Standard Specifications and Uniform Details for Public Works Construction (2014). As shown in the TIA, the proposed minor zone map amendment does not alter the performance standards for any of the street intersections with existing and planned improvements per the Public Works Standards noted above.*

***Conclusion OAR 660-012-0060(1)(b):** Consistent.*

- (c) Result in any of the effects listed in paragraphs (A) through (C) of this subsection based on projected conditions measured at the end of the planning period identified in the adopted TSP. As part of evaluating projected conditions, the amount of traffic projected to be generated within the areas of the amendment may be reduced if the amendment includes an enforceable, ongoing requirement that would demonstrably limit traffic generation, including, but not limited to, transportation demand management. This

reduction may diminish or completely eliminate the significant effect of the amendment.

- (A) Types or levels of travel or access that are inconsistent with the functional classification of an existing or planned transportation facility;

***Finding OAR 660-012-0060(1)(c)(A):** The Public Works Standards, Table 300-6 Driveway and Property Access Dimensions, specifies that direct site access is generally not allowed unless no other reasonable access is available. Per the Applicant's TIA, access to the site is from Scenic Way, a private driveway across from Upton Road, and from a future extension of Rock Way along the west property boundary.*

***Conclusion OAR 660-012-0060(1)(c)(A):** The access and travel on existing and planned facilities is consistent with the functional classification standards set forth in the Public Works Standard Specifications and TSP and Comprehensive Plan.*

- (B) Degrade the performance of an existing or planned transportation facility such that it would not meet the performance standards identified in the TSP or comprehensive plan; or,

***Finding OAR 660-012-0060(1)(c)(B):** As shown in Table 1, the southbound left turn movement at the intersection of Upton Road and Scenic Avenue is currently operating at an unacceptable level of service (LOS) "F" under current conditions (Year 2018 No-Build).*

Table 1. Traffic Impact Summary						
Roadway Intersection	Functional Classification	City Operational Standard	Year 2018, No-build	Year 2018, Build	Future Year 2038, No Build	Future Year 2038, Build
Upton Road/ Scenic Avenue	Minor Arterial	LOS "D"	LOS "F"	LOS "F"	LOS "C" ¹	LOS "C" ¹
Rock Way/ Scenic Avenue	Collector/ Minor Arterial	LOS "D"	LOS "B"	LOS "B"	LOS "C"	LOS "C"
3rd Street/ 10th Street	Collector/ Minor Arterial	LOS "D"	LOS "B"	LOS "B"	LOS "C"	LOS "C"

1. Mitigated to include Two-Way Left Turn Lane striping on Scenic Avenue.

The TIA identifies the constraint in the existing transportation system as the exclusive left turn pocket along Scenic Avenue that contributes to the unacceptable LOS "F" at the Upton Road-Scenic Avenue intersection. With proposed mitigation of restriping the center lane as a two-way left turn lane, the intersection continues to operate within acceptable standards.

Conclusion OAR 660-012-0060(1)(c)(B): *The TIA demonstrates that the performance standards for the existing facilities at Upton Road and Scenic Avenue is below the acceptable performance standards in the TSP or Comprehensive Plan (i.e. LOS "F") for the planning period (i.e. 2038). The turning movement that contributes to the failing performance (Southbound Left Turn) is not impacted by the project and does not change between the "Build" and "No-Build" analysis for the planning period. Mitigation is identified that would allow the intersection to operate within an acceptable LOS "C" & "D" for the AM and PM Peak, respectively, during the planning period.*

- (C) Degrade the performance of an existing or planned transportation facility that is otherwise projected to not meet the performance standards identified in the TSP or comprehensive plan.

Finding OAR 660-012-0060(1)(c)(C): *See Finding OAR 660-012-0060(1)(c)(B).*

Conclusion OAR 660-012-0060(1)(c)(C): *Consistent.*

- (2) If a local government determines that there would be a significant effect, then the local government must ensure that allowed land uses are consistent with the identified function, capacity, and performance standards of the facility measured at the end of the planning period identified in the adopted TSP through one or a combination of the remedies listed in (a) through (e) below, unless the amendment meets the balancing test in subsection (2)(e) of this section or qualifies for partial mitigation in section (11) of this rule. A local government using subsection (2)(e), section (3), section (10) or section (11) to approve an amendment recognizes that additional motor vehicle traffic congestion may result and that other facility providers would not be expected to provide additional capacity for motor vehicles in response to this congestion.
- (a) Adopting measures that demonstrate allowed land uses are consistent with the planned, function, capacity, and performance standards of the facility.
- (b) Amending the TSP or comprehensive plan to provide transportation facilities, improvements or services adequate to support the proposed land uses consistent with the requirements of this division; such amendments shall include a funding plan or mechanism consistent with section (4) or include an amendment to the transportation finance plan so that the facility, improvement, or service will be provided by the end of the planning period.
- (c) Amending the TSP to modify the planned function, capacity or performance standards of the transportation facility.

- (d) Providing other measures as a condition of development or through a development agreement or similar funding method, including but not limited to transportation system management measures or minor transportation improvements. Local governments shall, as part of the amendment, specify when measures or improvements provided pursuant to this subsection will be provided.
- (e) Providing improvements that would benefit modes other than the significantly affected mode, improvements to facilities other than the significantly affected facility, or improvements at other locations if:
 - (A) The provider of the significantly affected facility provides a written statement that the system-wide benefits are sufficient to balance the significant effect, even though the improvements would not result in consistency for all standards;
 - (B) The providers of facilities being improved at other locations provide written statements of approval; and,
 - (C) The local jurisdictions where facilities are being improved provide written statements of approval.

Finding OAR 660-012-0060(2): *As demonstrated in the findings and conclusions for OAR 660-012-0060(1), the proposed zone map change does not significantly affect transportation facilities.*

Conclusion OAR 660-012-0060(2): *Not applicable.*

- (3) Notwithstanding sections(1) and (2) of this rule, a local government may approve an amendment that would significantly affect an existing transportation facility without assuring that the allowed land uses are consistent with the function, capacity, and performance standards of the facility where:
 - (a) In the absence of the amendment, planned transportation facilities, improvements and services as set forth in section (4) of this rule would not be adequate to achieve consistency with the identified function, capacity or performance standard for that facility by the end of the planning period identified in the TSP.
 - (b) Development resulting from the amendment will, at a minimum mitigate the impacts of the amendment in a manner that avoids further degradation to the performance of the facility by the time of the development through one or a combination of transportation improvements or measures;
 - (c) The amendment does not involve property located in an interchange area as defined in paragraph (d)(C); and

For affected state highways, ODOT provides a written statement that the proposed funding and timing for the identified mitigation improvements or measures are, at a minimum, sufficient to avoid further degradation to the performance of the affected state highway. However, if a local government provides the appropriate ODOT regional office with written notice of a proposed amendment in a manner that provides ODOT reasonable opportunity to submit a written statement into the record of the local government proceeding, and ODOT does not provide a written statement, then the local government may proceed with applying subsections (a) through (c) of this section.

Finding OAR 660-012-0060(2): *As demonstrated in the findings and conclusions for OAR 660-012-0060(1), the proposed zone map change does not significantly affect transportation facilities.*

Conclusion OAR 660-012-0060(2): *Not applicable.*

- (4) Determinations under sections (1) through (3) of this rule shall be coordinated with affected transportation facility and service providers and other affected local governments.
- (a) In determining whether an amendment has a significant effect on an existing or planned transportation facility under subsection (1)(c) of this rule, local governments shall rely on existing transportation facilities and services and on the planned transportation facilities, improvements and services set forth in subsections (b) and (c) below.
 - (b) Outside of interstate interchange areas, the following are considered planned facilities, improvements, and services:
 - (A) Transportation facilities, improvements or services that are funded for construction or implementation in the Statewide Transportation Improvement Program or a locally or regionally adopted transportation improvement program or capital improvement plan or program of a transportation service provider.
 - (B) Transportation facilities, improvements or services that are authorized in a local transportation system plan and for which a funding plan or mechanism is in place or approved. These include, but are not limited to, transportation facilities, improvements or services for which: transportation systems development charge revenues are being collected; a local improvement district or reimbursement district has been established or will be established or will be established prior to development; a development agreement has been adopted; or conditions of approval to fund the improvement have been adopted.
 - (C) Transportation facilities, improvements or services in a metropolitan planning organization (MPO) area that are part of the area's federally-approved, financially constrained regional transportation system plan.

- (D) Improvements to state highways that are included as planned improvements in a regional or local transportation system plan or comprehensive plan when ODOT provides a written statement that the improvements are reasonably likely to be provided by the end of the planning period.
 - (E) Improvements to regional and local roads, streets or other transportation facilities or services that are included as planned improvements in a regional or local transportation system plan or comprehensive plan when the local government(s) or transportation service provider(s) responsible for the facility, improvement or service provides a written statement that the facility, improvement or service is reasonably likely to be provided by the end of the planning period.
- (c) Within interstate interchange areas, the improvements included in (b) (A)-(C) are considered planned facilities, improvements and services, except where:
- (A) ODOT provides a written statement that the proposed funding and timing of mitigation measures are sufficient to avoid a significant adverse impact on the Interstate Highway system, then local governments may also rely on the improvements identified in paragraphs (b)(D) and (E) of this section; or,
 - (B) There is an adopted interchange area management plan, then local government may also rely on the improvements identified in that plan and which are also identified in paragraphs (b)(D) and (E) of this section.
- (d) As used in this section and section (3):
- (A) Planned interchange means new interchanges and relocation of existing interchanges that are authorized in an adopted transportation system plan or comprehensive plan;
 - (B) Interstate highway means Interstates 5, 82, 84, 105, 205 and 405; and,
 - (C) Interstate interchange area means:
 - (i) Property within one-quarter mile of the ramp terminal intersection of an existing or planned interchange on an Interstate Highway; or,
 - (ii) The interchange area as defined in the Interchange Area Management Plan adopted as an amendment to the Oregon Highway Plan.
- (e) For purposes of this section, a written statement provided pursuant to paragraphs (b)(D), (b)(E), or (c)(A) provided by ODOT, a local government or transportation facility provider, as appropriate, shall be conclusive in determining whether a transportation facility, improvement or service is a planned transportation facility, improvement or

service. In the absence of a written statement, a local government can only rely upon planned transportation facilities, improvements and services identified in paragraphs (b)(A)-(C) to determine whether there is a significant effect that requires application of the remedies in section (2).

Finding OAR 660-012-0060(4): *As demonstrated in the findings and conclusions for OAR 660-012-0060(1), the proposed zone map change does not significantly affect transportation facilities.*

Conclusion OAR 660-012-0060(4): *Not applicable.*

- (9) Notwithstanding section (1) of this rule, a local government may find that an amendment to a zoning map does not significantly affect an existing or planned facility if all of the following requirements are met:

- (a) The proposed zoning is consistent with the existing comprehensive plan map designation and the amendment does not change the comprehensive plan map;

Finding OAR 660-012-0060(9)(a): *The City of Central Point completed a Comprehensive Plan Map Amendment in 2018 with the adoption of Ordinance No. 2043. The amendment designated the subject property as High Density Residential.*

Conclusion OAR 660-012-0060(9)(a): *The City of Central Point uses a two (2) map system with the Comprehensive Plan Map and the Land Use Map. The Comprehensive Plan Map provides a broad view of development within the City; whereas, the Land Use Map, commonly referred to as the Zoning Map, represents the spatial distribution of all land uses and provides parcel specific information for development. The Comprehensive Plan Map Amendment designated the subject property as High Density Residential in 2018, but did not change the Land Use Map. The requested change is consistent with the recent amendment.*

- (b) The local government has an acknowledged TSP and the proposed zoning is consistent with the TSP; and,

Finding OAR 660-012-0060(9)(b): *The Transportation System Plan for the City of Central Point was acknowledged in 2008. The Land Use Goals and Policies in the TSP direct the City to effectively manage the use of land within the urbanized area and manage the Land Element of the Comprehensive Plan in a manner that is consistent with the successful implementation of the TSP.*

Conclusion OAR 660-012-0060(9)(b): *As noted in the findings for OAR 660-012-0060(9)(a), the Comprehensive Plan Map was amended in 2018 and the amendment to the Comprehensive Plan Map was included as part of the update to the Land Use Element. The Land Use Element determines where a land use will be physically sited and*

how it will be managed to achieve the City's land use goals. The Land Use Element includes the street classification system for all streets within the City's urban area to ensure the land uses are compatible with the surrounding infrastructure. At the time of the amendment to the Comprehensive Plan Map, the subject property was designated as High Density Residential and determined to be consistent with the transportation system.

- (c) The area subject to the zoning map amendment was not exempted from this rule at the time of an urban growth boundary amendment as permitted in OAR 660-024-0020(1)(d), or the area was exempted from this rule but the local government has a subsequently acknowledged TSP amendment that accounted for urbanization of the area.

Finding OAR 660-012-0060(9)(c): *The subject property and the surrounding area were not exempted from the Transportation Planning Rule at the time of an urban growth boundary expansion.*

Conclusion OAR 660-012-0060(9)(c):*Not applicable.*

- (10) Notwithstanding sections (1) and (2) of this rule, a local government may amend a functional plan, a comprehensive plan or a land use regulation without applying performance standards related to motor vehicle traffic congestion (e.g. volume to capacity ratio or V/C), delay or travel time if the amendment meets the requirements of subsection (a) of this section. This section does not exempt a proposed amendment from other transportation performance standards or policies that may apply including, but not limited to, safety for all modes, network connectivity for all modes (e.g. sidewalks, bicycle lanes) and accessibility for freight vehicles of a size and frequency required by the development.

- (a) A proposed amendment qualifies for this section if it:
- (A) Is a map or text amendment affecting only land entirely within a multimodal mixed-use area (MMA); and
 - (B) Is consistent with the definition of an MMA and consistent with the function of the MMA as described in the findings designating the MMA.
- (b) For the purpose of this rule, "multimodal mixed-use area" or "MMA" means an area:
- (A) With a boundary adopted by a local government as provided in subsection (d) or (e) of this section and that has been acknowledged;
 - (B) Entirely within an urban growth boundary;
 - (C) With adopted plans and development regulations that allow the uses listed in paragraphs (8)(b)(A) through (C) of this rule and that require new development to be consistent with the characteristics listed in paragraphs (8)(b)(D) through

(H) of this rule;

(D) With land use regulations that do not require the provision of off-street parking, or regulations that require lower levels of off-street parking than required in other areas and allow flexibility to meet the parking requirements (e.g. count on-street parking, allow long-term leases, allow shared parking); and

(E) Located in one or more of the categories below:

- (i) At least one-quarter mile from any ramp terminal intersection of existing or planned interchanges;
- (ii) Within the area of an adopted Interchange Area Management Plan (IAMP) and consistent with the IAMP; or
- (iii) Within one-quarter mile of a ramp terminal intersection of an existing or planned interchange if the mainline facility provider has provided written concurrence with the MMA designation as provided in subsection (c) of this section.

(c) When a mainline facility provider reviews an MMA designation as provided in subparagraph (b)(E)(iii) of this section, the provider must consider the factors listed in paragraph (A) of this subsection.

(A) The potential for operational or safety effects to the interchange area and the mainline highway, specifically considering:

- (i) Whether the interchange area has a crash rate that is higher than the statewide crash rate for similar facilities;
- (ii) Whether the interchange area is in the top ten percent of locations identified by the safety priority index system (SPIS) developed by ODOT; and
- (iii) Whether existing or potential future traffic queues on the interchange exit ramps extend onto the mainline highway or the portion of the ramp needed to safely accommodate deceleration.

(B) If there are operational or safety effects as described in paragraph (A) of this subsection, the effects may be addressed by an agreement between the local government and the facility provider regarding traffic management plans favoring traffic movements away from the interchange, particularly those facilitating clearing traffic queues on the interchange exit ramps.

- (d) A local government may designate an MMA by adopting an amendment to the comprehensive plan or land use regulations to delineate the boundary following an existing zone, multiple existing zones, an urban renewal area, other existing boundary, or establishing a new boundary. The designation must be accompanied by findings showing how the area meets the definition of an MMA. Designation of an MMA is not subject to the requirements in sections (1) and (2) of this rule.
- (e) A local government may designate an MMA on an area where comprehensive plan map designations or land use regulations do not meet the definition, if all of the other elements meet the definition, by concurrently adopting comprehensive plan or land use regulation amendments necessary to meet the definition. Such amendments are not subject to performance standards related to motor vehicle traffic congestion, delay or travel time.

***Finding OAR 660-012-0060(10):** The proposed amendment affects land within an Activity Center, an area designated in the comprehensive plan for mixed uses with medium to high density. The activity center promotes pedestrian oriented development with transit services. However, the activity centers are not consistent with the definition of a Multimodal Mixed Use Area (MMA), as defined in the TPR. The performance standards for traffic congestion, delay and travel time were applied to the proposed amendment. As shown in the Applicant's TIA and demonstrated in the findings and conclusions for OAR 660-012-0060(1), the proposed zone map change does not significantly affect transportation facilities and the functional plan will not change.*

***Conclusion OAR 660-012-0060(10):** Not applicable.*

PART 3 SUMMARY CONCLUSION

As evidenced in findings and conclusions provided in Part 2 and Exhibit "1", the proposed zone change is consistent with applicable standards and criteria in the Central Point Municipal Code, including the Statewide Planning Goals (where applicable), Comprehensive Plan, and Statewide Transportation Planning Rule.

PLANNING COMMISSION RESOLUTION NO. 856

A RESOLUTION FORWARDING A FAVORABLE RECOMMENDATION TO THE CITY COUNCIL TO APPROVE THE MINOR ZONE MAP AMENDMENT FROM RESIDENTIAL SINGLE FAMILY (R-1-8) TO RESIDENTIAL MULTIFAMILY (R-3) ON 2.0 ACRES LOCATED AT 1849 SCENIC AVENUE. (37S 2W0 3AB Tax Lot 4700)

File No. ZC-18004
Applicant: Housing Authority of Jackson County;

WHEREAS, the Comprehensive Plan Land Use Map is proposed to re-designate the property identified by the Jackson County Assessor’s Map as 37S 2W 03AB Tax Lot 4700 as High Density Residential; and

WHEREAS, the proposed Residential Multi Family (R-3) zoning is an urban High Density Residential zoning district consistent with the Comprehensive Plan and surrounding land uses; and

WHEREAS, adequate public services and transportation networks are available to the site; and

WHEREAS, the proposed zone change from R-1-8 to R-3 has been determined to be consistent with the State Transportation Planning Rule.

NOW, THEREFORE, BE IT RESOLVED, that the City of Central Point Planning Commission, by this Resolution No. 856, does recommend that the City Council approve the change of zone on the property identified by the Jackson County Assessor’s Map as 37S 2W 03AB Tax Lot 4700. This decision is based on the Staff Report dated August 7, 2018 including Attachments A through D attached hereto by reference and incorporated herein.

PASSED by the Planning Commission and signed by me in authentication of its passage this 7th day of August, 2018.

Planning Commission Chair

ATTEST:

City Representative

Attachment: Attachment A - Planning Commission Resolution 856 (2018-1549 : Scenic Avenue Minor Zone Map Change (ZC-18004))

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE CENTRAL POINT ZONING MAP FROM R-1-8 (RESIDENTIAL SINGLE-FAMILY) TO R-3 (RESIDENTIAL MULTIFAMILY) ZONING ON A 2.0 ACRE PROPERTY LOCATED AT 1849 SCENIC AVENUE (37S 2W 03AB TAX LOT 4700.

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 Comprehensive Plans.
- C. Pursuant to authority granted by the City Charter and the ORS, the City may 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 Zoning Map and Zoning Code Text Amendments – Purpose and Chapter 17.05.010, Applications and Development Permit Review Procedures, the City has accepted an application and conducted the following duly advertised public hearings to consider the proposed amendment:
 - a) Planning Commission hearing on August 7, 2018
 - b) City Council hearings on August 23, 2018 and September 13, 2018.

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 zoning map is hereby amended as set forth in Exhibit 1 which is attached hereto and by this reference incorporated herein.

EXHIBIT 1



Section 3. 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.

Section 4. Effective date. The Central Point City Charter states that an ordinance enacted by the council shall take effect on the thirtieth day after its enactment. The effective date of this ordinance will be the thirtieth day after the second reading.

Passed by the Council and signed by me in authentication of its passage this _____ day of _____, 20____.

Mayor Hank Williams

ATTEST:

City Recorder

Attachment: Attachment B - City Council Ordinance.pdf (2018-1549 : Scenic Avenue Minor Zone Map Change (ZC-18004))



City of Central Point **Staff Report to Council**

ISSUE SUMMARY

TO:	City Council	DEPARTMENT:
		Public Works
FROM:	Matt Samitore, Parks and Public Works Director	
MEETING DATE:	September 13, 2018	
SUBJECT:	Resolution No. _____, A Resolution Regarding Policy for Recreation Classes and City Events in Regards to Air Quality	
ACTION REQUIRED:	Resolution	RECOMMENDATION:
		Approval

BACKGROUND INFORMATION: Three out of the last four summers, the City has experienced reduced air quality conditions due to wildfires occurring in the region. At times, the air quality has deteriorated to unhealthy levels, and on a few occasions, has become hazardous to public health. Unhealthy and hazardous air quality conditions have prompted the City to cancel a number of events/classes to ensure residents are not negatively impacted by poor air quality.

Given the probability that summertime air quality may continue to be an issue, city staff is recommending that City Council adopt a policy on when canceling city-sponsored events due to poor air quality conditions is appropriate. Inasmuch, city staff has put together a list of recommendations on when to cancel classes/events, based upon the air quality indexes (index is attached). Specifically, an air quality measurement of 150 or more will result in immediate cancelation of classes or events.

FINANCIAL ANALYSIS:

Cancellation of city-sponsored events could reduce revenues on an insignificant level.

LEGAL ANALYSIS: n/a

COUNCIL GOALS/STRATEGIC PLAN ANALYSIS:

The Central Point City Council is committed to protecting the health and welfare of all Central Point Residents and Visitors.

STAFF RECOMMENDATION: Approval of the resolution adopting an air quality policy for Central Point events and classes.

RECOMMENDED MOTION: I move to approve a resolution establishing an air quality policy for Central Point public events and classes.

ATTACHMENTS:

1. Air Quality Policy 8-17-18 (2)
2. Revised Air Quality Reso

Central Point Parks and Recreation Department
Air Quality Policy
August 17, 2018

This policy provides guidance for Central Point Parks and Recreation staff when outdoor air quality is impacted. It is the purpose of this policy to: (1) identify action levels based on Oregon Department of Environmental Quality (ODEQ) Air Quality Monitoring Data readings posted at <https://oraqi.deq.state.or.us/home/map>, (2) outline procedures aimed at reducing program participants' exposures to unhealthy outdoor air and (3) establish a protocol to cancel or reschedule department recreation programs and city sponsored special events when appropriate.

When the ODEQ Air Quality Index (AQI) data at the Medford Welch and Jackson Station is between 1-100 (Good and Moderate), recreation and city sponsored special events operating status for outdoor activities will be at the discretion of parks and recreation department staff.

Measurements between 101-150 (Unhealthy for Sensitive Groups) may result in modified activities and reduced physical intensity and/or duration for outdoor recreation activities and city sponsored special events at the discretion of parks and recreation staff. For staff, outdoor duties may be modified with increased rest periods throughout time of reduced air quality.

Measurements above 150 (Unhealthy to Hazardous) will result in mandatory cancellation of all outdoor recreation activities and/or city sponsored special events. Activities and/or city sponsored special events may be moved inside if space is available. For staff, outdoor duties will be modified with increased rest periods throughout time of reduced air quality.

Measurements above 200 (Hazardous) will result in mandatory cancellation of all outdoor activities and city sponsored special events. For staff, outdoor duties will be suspended and indoor only duties will continue in accordance with supervisor and work needs. The following day or when AQI drops below 200, outdoor recreation activities may resume at modified levels with Park and Recreation staff approval.

Because air-quality readings can rapidly fluctuate, vary from one part of the city to another, or can go offline for extended periods, Park and Recreation staff and recreation instructors are authorized to use discretion when evaluating air quality conditions at recreation and city sponsored special event venues based on factors such as visibility, smell, duration of exposure, and wind patterns.

When recreation programs are canceled ahead of the scheduled start time, registered participants are to be contacted via phone or email. When city sponsored special events are canceled and recreation facilities are closed, notifications will be posted on social media and the Parks and Recreation website, and signs will be posted when appropriate at event locations. The Park and Recreation Director or his/her designees are responsible for these notifications, as well as informing affected Parks and Recreation staff.

RESOLUTION NO. _____

A RESOLUTION REGULATING POLICY FOR RECREATION CLASSES AND OUTDOOR CITY EVENTS WITH REGARD TO AIR QUALITY.

Recitals:

- A. The City has experienced reduced air quality conditions due to wildfires over the past several summers.
- B. The City of Central Point has had to cancel classes and events because of unhealthy air quality associated with regional wildfires.
- C. Historically, city staff has canceled city-sponsored classes and outdoor events based on judgment versus policy.
- D. The City Council finds that it is in the best interest of the public and city staff to establish clear guidelines as to modification or cancellation of outdoor events due to air quality.

The City of Central Point resolves as follows:

Section 1. The proposed air-quality policy would set parameters for when classes and outdoor events are canceled or modified due to unhealthy atmospheric conditions.

Passed by the Council and signed by me in authentication of its passage this _____ day of September 2018.

Mayor Hank Williams

ATTEST:

City Recorder

Attachment: Revised Air Quality Reso (1037 : Air Quality Policy)



City of Central Point **Staff Report to Council**

ISSUE SUMMARY

TO:	City Council	DEPARTMENT:	Community Development
FROM:	Tom Humphrey, Community Development Director		
MEETING DATE:	September 13, 2018		
SUBJECT:	Resolution No. _____, Identifying the City of Central Point as the Responsible Entity (RE) and maintaining the written record of the environmental review undertaken for the Willow Glen Apartments Project Based Vouchers.		
ACTION REQUIRED:	Resolution	RECOMMENDATION:	Approval

BACKGROUND INFORMATION:

Willow Glen is a 74 unit apartment complex located on 4.09 acres at 1200 Cherry Street in Central Point, Oregon. The complex was built in 1995, funded by a State Low Income Housing Tax Credit program and private-permanent financing. In 2012 the Housing Authority of Jackson County (HAJC) formed an Oregon LLC, acquired interest in the complex and is converting 18 of the 74 units into Section 8 Project Based Vouchers (PBVs). Willow Glen is to remain affordable to households at 60% area median income through January 1, 2033.

The City of Central Point wishes to facilitate increased available affordable housing by supporting HAJC projects that will use funds from the United States Department of Housing and Urban Development (HUD). HUD-assisted projects must be examined to ensure that a project does not adversely impact the environment and that conditions on the project site will not adversely affect occupants. No new ground disturbance, vegetation removal or structural changes to the buildings are expected to occur.

The HAJC hired Diane Barr of Camas Consulting to prepare the environmental review for a Rental Assistance Project that is Categorically Excluded subject to Title 24, Code of Federal Regulations (CFR) Section 58.5. An Environmental Review Process flow chart is attached to this staff report (Attachment A) to give the City Council a better idea of the consultant's review process. Once Ms. Barr completed the statutory check-list she determined that compliance/consultation with regulatory authorities was NOT required, which converted the project to an exempt status, and completed the environmental review.

Consequently, staff recommends the City can safely assume responsibility for the environmental review on behalf of the HAJC. Attachment B is a Resolution that references the Environmental Review Record as "Exhibit A". This Exhibit has been prepared by Camas Consulting and may be signed by the City Manager at the Council's direction.

FINANCIAL ANALYSIS:

The HAJC paid for environmental consulting services and the only other costs incurred by the City are for legal consultation with the City Attorney and staff in-kind assistance in coordinating with the consultant and HAJC in the preparation of this staff report.

LEGAL ANALYSIS:

The City Attorney has reviewed this request by HAJC and provided the appropriate direction to Planning staff. An independent environmental consultant has conducted the NEPA review consistent with Title 24, CFR Section 58.5 and determined the project to qualify for an exempt status thus completing environmental review.

COUNCIL GOALS/STRATEGIC PLAN ANALYSIS:

Managed Growth and Infrastructure, Goal 2 - Maintain City of Central Point's small town feel and family orientation even as we grow. Strategy b. Create affordable housing options for families.

STAFF RECOMMENDATION:

Approve Resolution No. ___ A Resolution Identifying the City of Central Point as the Responsible Entity Maintaining the Written Record of Environmental Review for Willow Glen Apartments Project Based Vouchers.

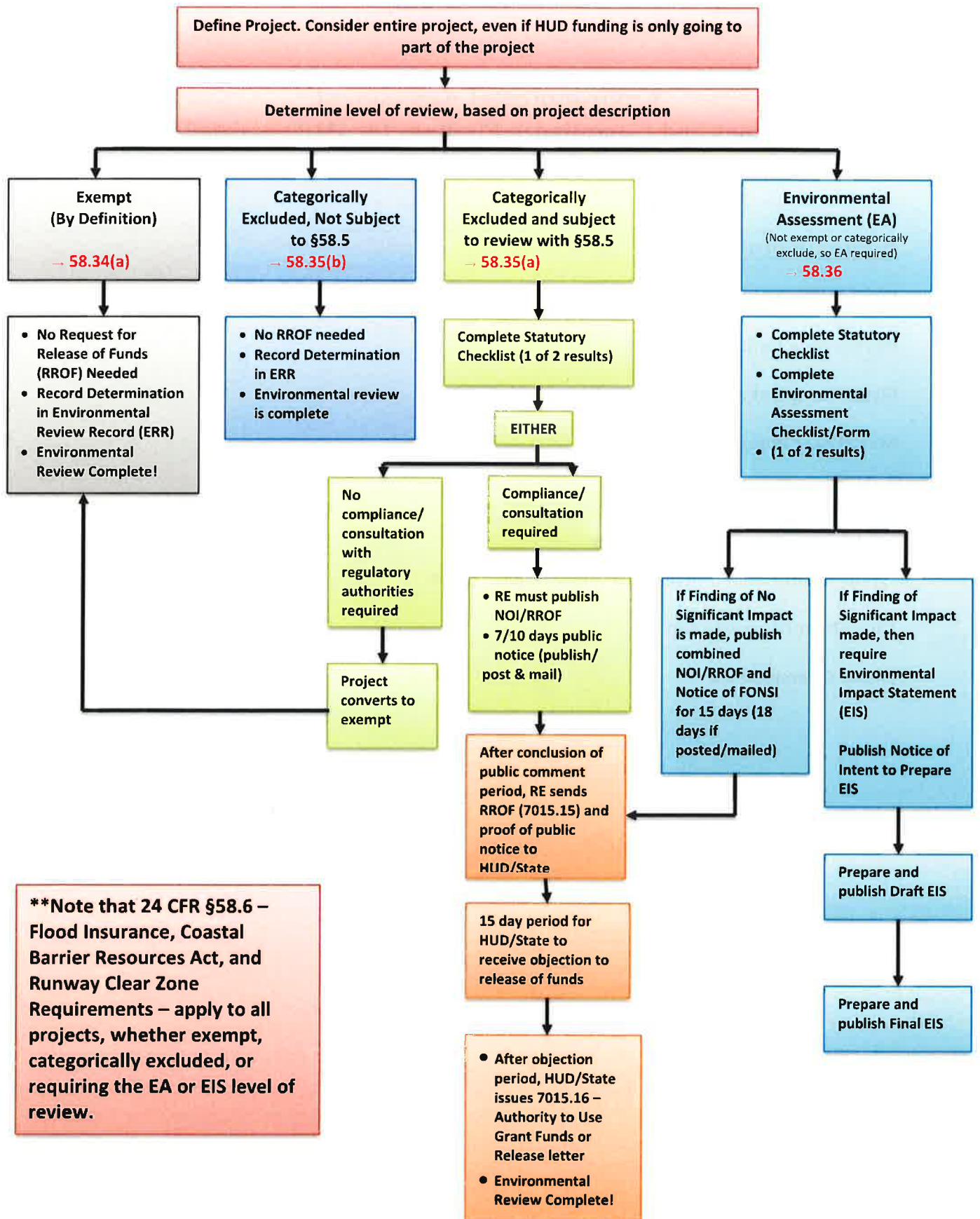
RECOMMENDED MOTION:

Approve Resolution No. ___ A Resolution Identifying the City of Central Point as the Responsible Entity Maintaining the Written Record of Environmental Review for Willow Glen Apartments Project Based Vouchers.

ATTACHMENTS:

1. Willow Glen EA Flow Chart - Attachment A
2. Revised Reso CP as Responsible Entity

Environmental Review Process (To Be Conducted by Responsible Entity)



Attachment: Willow Glen EA Flow Chart - Attachment A (1039 : Resolution to be Responsible Entity for Willow Glen EA)

****Note that 24 CFR §58.6 – Flood Insurance, Coastal Barrier Resources Act, and Runway Clear Zone Requirements – apply to all projects, whether exempt, categorically excluded, or requiring the EA or EIS level of review.**

RESOLUTION NO. _____

A RESOLUTION IDENTIFYING THE CITY OF CENTRAL POINT AS THE RESPONSIBLE ENTITY MAINTAINING THE WRITTEN RECORD OF ENVIRONMENTAL REVIEW FOR WILLOW GLEN APARTMENTS PROJECT BASED VOUCHERS (PROJECT NO. WG2018).

WHEREAS, the City was approached by the Housing Authority of Jackson County (HAJC) to assume responsibility for environmental review of a HUD based grant to assist the HAJC in increasing affordable housing; and

WHEREAS, HUD regulations allow the City to assume responsibility for environmental reviews as governed by Title 24 Code of Federal Regulations (CFR) Section 58.5; and

WHEREAS, an environmental consultant was hired by HAJC to prepare the environmental review for a Rental Assistance Project that is Categorically Excluded subject to Title 24, Code of Federal Regulations (CFR) Section 58.5; and

WHEREAS, CAMAS Consulting completed the statutory check list and determined that compliance/consultation with regulatory authorities was NOT required which converted the project to an exempt status and completed the environmental review.

WHEREAS, the City Council of the City of Central Point deems that the necessity, convenience and the general welfare of the public will benefit by this arrangement with HAJC;

THE CITY OF CENTRAL POINT RESOLVES AS FOLLOWS:

Section 1. The City Council on behalf of the City of Central Point agrees to be the Responsible Entity who maintains the written record of the environmental review (Project No. WG2018) undertaken for the Willow Glen Apartments Project Based Vouchers conducted by the HAJC.

Section 2. The City Council directs the City Manager to sign and maintain the Environmental Review Record (Exhibit "A") following the adoption of this resolution.

Section 3. This Resolution shall take effect immediately from and after its passage and approval.

PASSED by the City Council and signed by me in authentication of its passage this _____ day of _____, 2018.

Mayor Hank Williams

ATTEST:

City Recorder

Attachment: Revised Reso CP as Responsible Entity (1039 : Resolution to be Responsible Entity for Willow Glen EA)



City of Central Point Staff Report to Council

ISSUE SUMMARY

TO:	City Council	DEPARTMENT:	City Manager
FROM:	Chris Clayton, City Manager		
MEETING DATE:	September 13, 2018		
SUBJECT:	Peninger Fire Restoration Project Letter of Support		
ACTION REQUIRED:	Motion	RECOMMENDATION:	Approval

BACKGROUND INFORMATION:

Jackson County Soil & Water Conservation District is requesting letters of support for the Peninger Fire Restoration Project. The project will include restoration of habitat and riparian areas that were impacted during the Peninger Fire, but will also involve vegetation management of surrounding areas of concern. Participating public agencies/partners include The Oregon Department of Transportation, Jackson County, Rogue Valley Council of Governments, The City of Central Point and the Jackson County Soil and Water Conservation District. As previously discussed by the city council, city staff should explore any steps that can be taken to reduce the potential for public safety impacts and private property damage associated with a Bear Creek Greenway Fire

FINANCIAL ANALYSIS:

As described in the attached "draft" letter of support, the City Manager is recommending that a project contribution of \$25,000 be considered by the Central Point Budget Committee and Central Point City Council During the 2019-2021 Budget Process. If appropriated, the Central Point contribution would be focused on the later project phases which primarily focus on removal of combustible vegetation.

LEGAL ANALYSIS:

Proactive vegetation management and restoration of the areas surrounding the Bear Creek Greenway help mitigate the risks to the public and private property from wildland fire.

COUNCIL GOALS/STRATEGIC PLAN ANALYSIS:

The Peninger Fire Restoration Project aligns with our organizational mission "...to build and maintain a highly livable community by working in harmony and being a catalyst for partnership with all members of the community, public and private" (City of Central Point Strategic Plan – 2020 Vision).

STAFF RECOMMENDATION:

Staff recommends approval of a motion authorizing the city manager to provide a letter of support to the Jackson County Soil and Water Conservation District regarding their Peninger Fire Restoration Project.

RECOMMENDED MOTION:

I move to authorize the city manager to provide a letter of support to the Jackson County Soil and Water Conservation District regarding their Peninger Fire Restoration Project.

ATTACHMENTS:

1. Peninger Fire Restoration Project Attachment Information

City of Central Point, Oregon
 140 S 3rd Street, Central Point, OR 97502
 541.664.3321 Fax 541.664.6384
www.centralpointoregon.gov



Administration Department
 Chris Clayton, City Manager
 Deanna Casey, City Recorder
 Elizabeth Simas, Human Resources Director

September 18, 2018

To: Jackson Soil and Water Conservation District
 89 Alder St
 Central Point, OR 97502

Subject: Support for the Peninger Fire Restoration Project

Dear JSWCD Funds Committee,

The City of Central Point would like to express our support for the Peninger Fire Restoration Project in Central Point, OR. This project will involve reseeding approximately 88 acres of upland, private land, and seeding and planting over 35 acres of riparian, public land. Other project details include invasive species removal and stream monitoring.

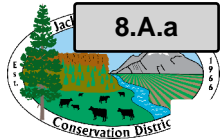
This project aligns with our organizational mission "...to build and maintain a highly livable community by working in harmony and being a catalyst for partnership with all members of the community, public and private" (City of Central Point Strategic Plan - 2020 Vision).

During the 2019-2021 budget process (January to June 2019), the Central Point Budget Committee and City Council will consider a Peninger Fire Restoration Project contribution/budget appropriation of \$25,000. If approved, these funds would become available on July 1, 2019, and would be directed towards the proposed project which will provide benefit to invasive species control, erosion control, riparian vegetation, wildlife habitat, and public safety.

Thank you for your consideration,

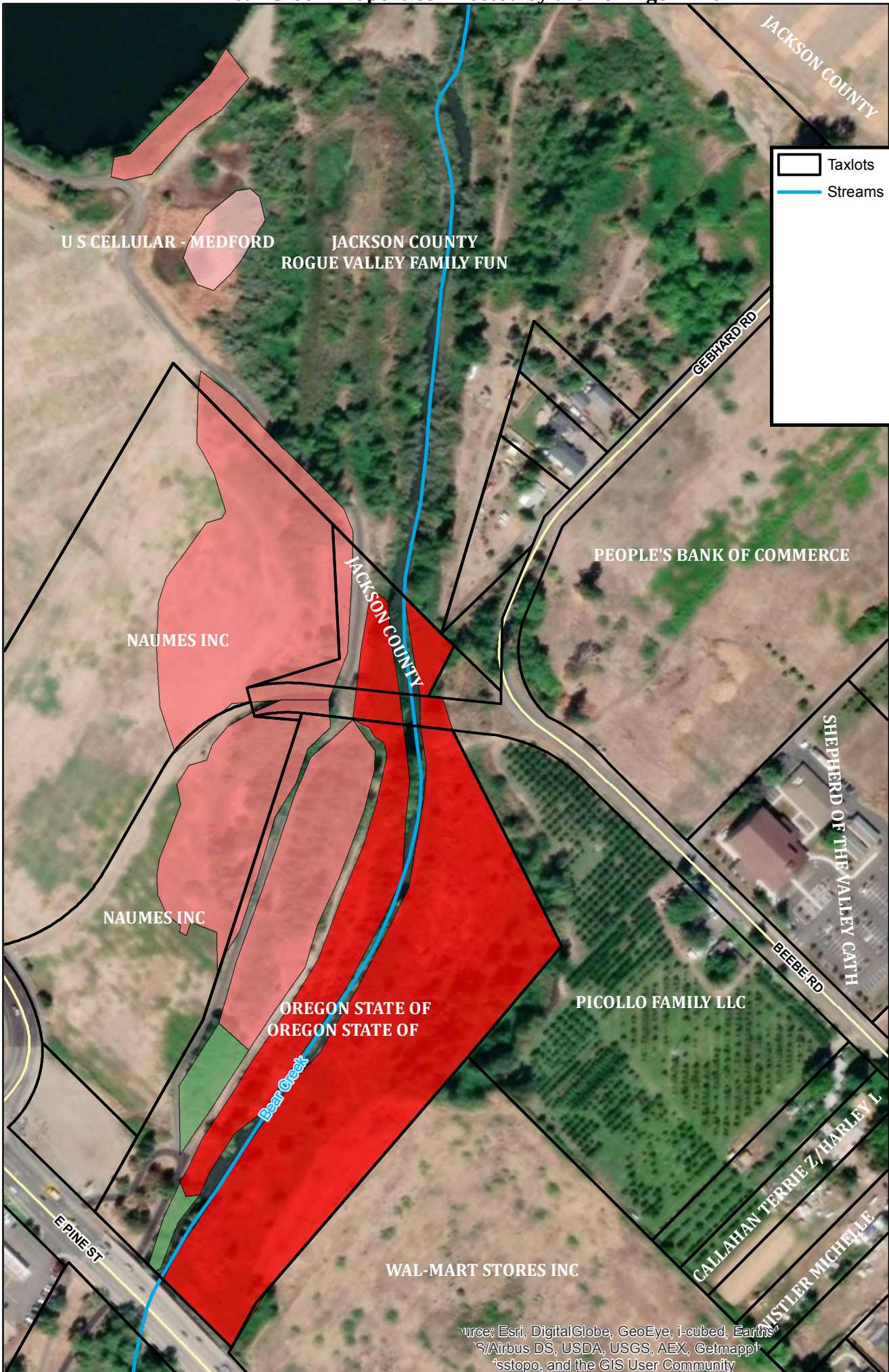
Christopher S. Clayton
 City Manager
 City of Central Point
 541-423-1018
Chris.clayton@centralpointoregon.gov

Bear Creek Properties Affected by the Peninger Fire



8.A.a

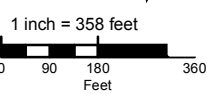
89 Alder Street
Central Point, OR 97501
(541)-423-6159
www.jswcd.org



	Taxlots	Peninger Fire Units
	Streams	Burn Unit 1
		Burn Unit 2
		Burn Unit 3
		Burn Unit 4
		Burn Unit 5
		Burn Unit 6
		Burn Unit 7
		Unburned U

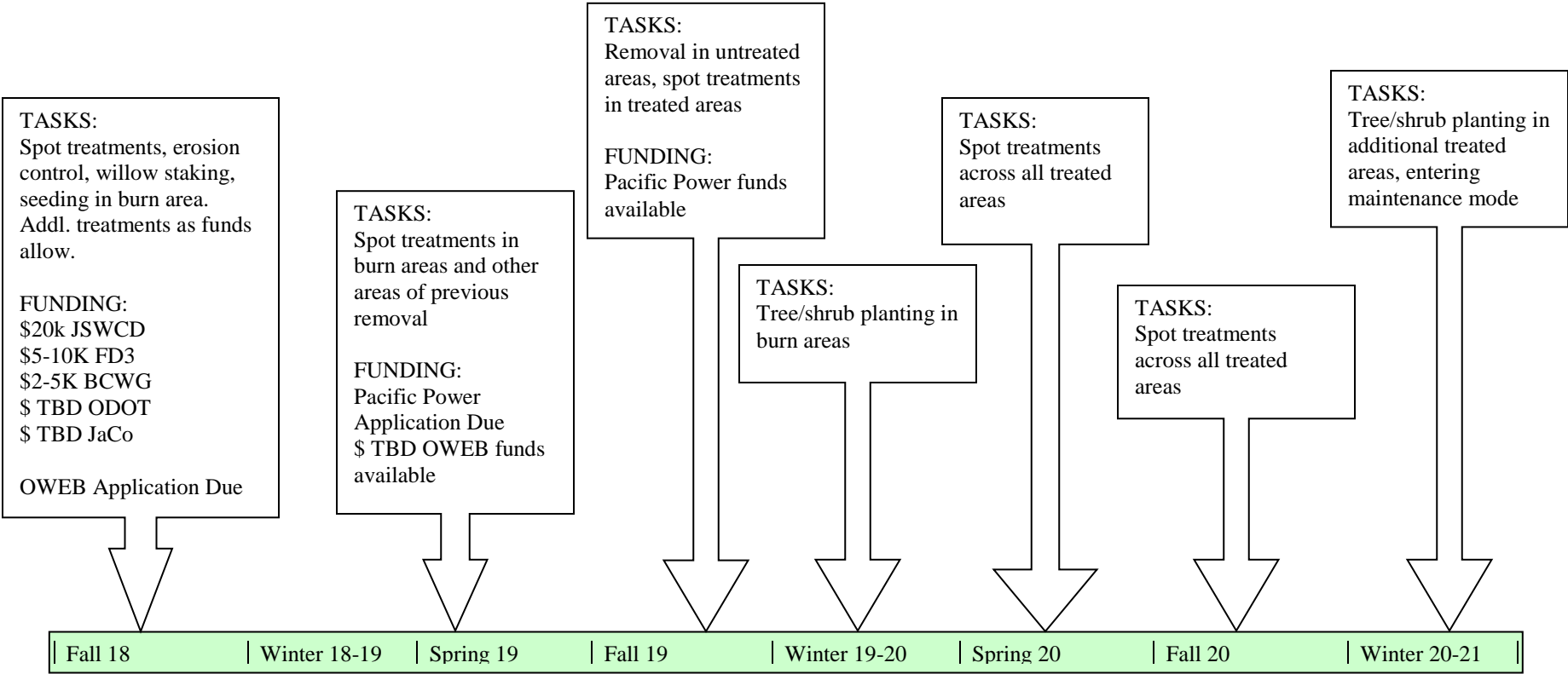
Attachment: Peninger Fire Restoration Project Attachment Information (1036 : Peninger Fire Restoration Project Letter of Support)

For reference purposes only. Elements not authoritative or precise.



Source: Esri, DigitalGlobe, GeoEye, i-cubed, Earthstar, USDA, USGS, AEX, Getmap, and the GIS User Community

Peninger Fire Restoration Timeline



August 29th 2018 Peningen Fire Partners Meeting

Jackson County Expo & Fairgrounds, 1 Peningen Way,
Central Point

9:00 to 9:15- Introductions

9:15 to 9:45- Project Presentation

- Peningen Fire vital stats:
 - July 14th just after 4pm
 - ~100 acres, mostly on private undeveloped land
 - Transient campfire suspected cause
 - One confirmed fatality
 - 3 homes and one outbuilding damaged, 5 outbuildings destroyed
- Reason this project is timely and appropriate now
 - Immediate erosion concern along Bear Creek
 - Larger than expected salmon run this year
 - Opportunity to seize on the removal of invasive plants
 - Increased wildfire concern among the community
 - Public safety, public health concerns due to transient activity
- Review map of the burn units
- Review map of unburned units
- Discuss further restoration beyond the Peningen Fire

9:45 to 10:15- Methods of Restoration

- Develop a method to address the immediate concerns along Bear Creek
 - Erosion control materials
 - Willow stakes
 - Native grasses or fall germinating non-native species
- Long term restoration
 - Use of willows
 - Fire resistant native species
 - Balancing planting densities with discouraging transient traffic
 - Ongoing maintenance

10:15 to 10:45- Partner Roles & Investments

- Define roles for partners
 - Jackson SWCD- technical development, landowner outreach
 - RVCOG- technical development, grant writing & management

- ODFW- regulatory oversight, technical input
- ODOT- Cooperator, funding/match source
- JaCo Parks & Sheriff- Coop, funding/match source, regulatory oversight
- FD3- technical input, funding source
- Lomakatsi Restoration Project- technical input, contractor services
- Strauss Ecological Services- technical input, contractor services
- OWEB- funding source
- Pacific Power- funding source
- Bear Creek Working Group- funding source
- Proposed grant funding opportunities
 - Jackson SWCD- \$20k, application Sept., funds available Sept.
 - Jackson SWCD- \$ TBD, match labor, proj. planning, seeding
 - Fire District 3 - \$5-10K, available now
 - Bear Creek Working Group- \$2k-5k, available this fall
 - ODOT- \$ TBD, match or cash, availability TBD
 - JaCo- \$ TBD, match or cash, availability TBD
 - JaCo Sheriff Dept.- \$ TBD, match or cash, availability TBD
 - ODFW- Native/introduced seed as match material
 - OWEB Open Sol.- \$ TBD application Oct., funds available spring
 - Pacific Power- \$ TBD, application late winter, funds available spring



City of Central Point **Staff Report to Council**

ISSUE SUMMARY

TO:	City Council	DEPARTMENT:	Community Development
FROM:	Tom Humphrey, Community Development Director		
MEETING DATE:	September 13, 2018		
SUBJECT:	Planning Commission Report		
ACTION REQUIRED:	Information/Direction	RECOMMENDATION:	Not Applicable

The following item was presented by staff and discussed by the Planning Commission at its regular meeting on September 4, 2018.

- A. A Public Hearing to consider a Master Plan for the Chicory Village residential development on 3.64 acres in the Transit Oriented Development (TOD) Corridor. The project is located at 3428 and 3470 Chicory Lane in the Low Mix Residential (LMR) zoning district and is identified on the Jackson County Assessor's Map as 37 2W 11C, Tax Lots 8300 and 8400. Applicant: Bob Fellows Construction, Agent: Jay Harland, CSA Planning (File No. MP-18001). The Planning Commission opened a public hearing to discuss the Master Plan but limited this discussion to the staff presentation due to a request by the applicant to continue the item until October until five of the eight review criteria could be resolved with planning staff.
- B. A Public Hearing to consider a Tentative Plan for a 22-lot Subdivision known as Chicory Village. The project site consists of 3.64 acres and is located in the Transit Oriented Development (TOD) Corridor in the Low Mix Residential (LMR) zoning district. The property is identified on the Jackson County Assessor's Map as 37 2W 11C, Tax Lots 8300 and 8400. Applicant: Bob Fellows Construction, Agent: Jay Harland, CSA Planning (File No. SUB-18003). The Planning Commission opened a public hearing to discuss the subdivision but limited this discussion to the staff presentation due to a request by the applicant to continue the item until October until five of the eight review criteria could be resolved with planning staff.
- C. A Public Hearing to consider a Tentative Plan for a 4-lot Padlot Subdivision. The project site consists of 0.39 acres and is located in the R-2, Residential Two-Family Zoning District and is identified on the Jackson County Assessor's Map as 37 2W 01BC, Tax Lot 5300. Applicant: David Sanders, Agent: Farber Surveying (File No. SUB-18004). The Planning Commission conducted a public hearing to discuss this residential infill property originally intended to be developed with the Parkwood Village Subdivision. The applicant's agent was present to explain easement issues that are expected to be resolved with the adjoining Home Owner's Association (HOA) in order to provide adequate access to the new lots. A representative from the HOA expressed his desire to work with the applicant and another nearby homeowner expressed concern about parking in the immediate area. The Commission voted to approve the tentative

plan with three conditions associated with property access, an agreement with the HOA and complying with local agency requirements.