



**CITY OF CENTRAL POINT
PLANNING COMMISSION AGENDA
August 7, 2018 - 6:00 p.m.**

I. MEETING CALLED TO ORDER

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

Planning Commission members, Mike Oliver (chair), Tom Van Voorhees, Kay Harrison, Amy Moore, John Whiting, Jim Mock, Chris Richey.

IV. CORRESPONDENCE

V. MINUTES

Review and approval of the July 3, 2018 Planning Commission meeting minutes.

VI. PUBLIC APPEARANCES

VII. BUSINESS

- A. Continued public hearing to consider a tentative 5-lot subdivision application on 2.36 acres in the Low Mix Residential (LMR) zone in the Transit Oriented Development (TOD) District. **Applicant:** Paul Miller; **Agent:** Neathamer Surveying (Bob Neathamer); **File No.:** SUB-18002; **Approval Criteria:** CPMC 17.66.050(C).
- B. Public Hearing to consider 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. **Applicant:** Nelson Investment Enterprises, LLC; **File No.:** ZC-18003. **Approval Criteria:** CPMC 17.10, Zoning Map and Zoning Code Text Amendments.
- C. Public Hearing to consider a minor zone map amendment from Residential Single Family (R-1-6) to Residential Multifamily (R-3) 2.0 acres located at 1849 Scenic Avenue. **Applicant:** Housing Authority of Jackson County; **File No.:** ZC-18004. **Approval Criteria:** CPMC 17.10, Zoning Map and Zoning Code Text Amendments.
- D. Public Hearing to consider amendments to the zoning and design standards in the TOD district in Sections 17.65.050, Table 2; and CPMC 17.60.070(D)(3)(a)(i). The purpose of the amendments is to correct setback standards that cause conflicts

between structures and utility easements and building design standards; and to increase the maximum attached garage width for the front residential building façade from 40% to 45%. **Applicant:** City of Central Point. **File No.:** ZC-18005; **Approval Criteria:** CPMC 17.10, Zoning Map and Zoning Code Text Amendments.

VIII. DISCUSSION

IX. ADMINISTRATIVE REVIEWS

X. MISCELLANEOUS

XI. ADJOURNMENT

**City of Central Point
Planning Commission Minutes
July 3, 2018**

I. MEETING CALLED TO ORDER AT 6:00 P.M.

II. ROLL CALL

Commissioners, Mike Oliver (Chair), Jim Mock, Kay Harrison, Amy Moore, Tom Van Voorhees, John Whiting and Chris Richey were present. Also in attendance were: Tom Humphrey, Community Development Director, Stephanie Holtey, Principal Planner, Justin Gindlesperger, Community Planner II and Karin Skelton, Planning Secretary.

PLEDGE OF ALLEGIENCE

III. CORRESPONDENCE

Updated Population Projections from Portland State University

IV. MINUTES

Kay Harrison made a motion to approve the minutes of the May 1, 2018 Planning Commission Meeting. Jim Mock seconded the motion. ROLL CALL: Tom Van Voorhees, yes; Chris Richey, abstain; Kay Harrison, yes; John Whiting, yes; Amy Moore, abstain; Jim Mock, yes. Motion passed.

V. PUBLIC APPEARANCES

There were no public appearances.

VI. BUSINESS

A. Public hearing to consider a 5-lot subdivision tentative plan on 2.36 acres in the Transit Oriented Development (TOD) District, Low Mix Residential (LMR) zone.

Mike Oliver read the rules for a public hearing. The Commissioners had no bias, ex parte contact or conflicts to declare.

Justin Gindlesperger explained a tentative plan application was submitted for a five lot subdivision on a 2.36 acre property with frontage on North Pacific Highway to the west, Cascade Drive on the north, Skyrman Arboretum to the south, and Griffin Creek on the east. He said 1.60 acres of the project site is impacted by the Griffin Creek floodplain, and is proposed as reserve acreage for future consideration. It meets the minimum/maximum range for density and the lot dimension standards in the LMR zone. He added Cascade Drive at this time is a half street. The applicant would be responsible for completion of the street. He said there was a portion of the land that was not owned by the applicant. The public works department was working with the owner of that parcel to annex a portion of property into the city and dedicate it to become part of the right of way for Cascade Drive. Once that was done the street improvements could be made.

He said the applicant has requested clarification on some issues and provided new exhibits that were received on June 22, 2018 and June 25, 2018. These include Findings of Fact and a Conceptual Layout for the Reserve Acreage. Timing of the submittals precludes staff's ability to review the submittals as necessary and address requests for clarification to make a recommendation. No time extension is needed to the 120-day land use decision deadline, which requires a final decision by the Planning Commission at the August 7, 2018 meeting.

Mr. Gindlesperger said to assure a complete evaluation of the new submittals and provide the opportunity for public testimony, staff recommends the public hearing be opened to allow public testimony, if any, and continue the hearing until August 7, 2018.

The Commissioners clarified that the right of way issues on Cascade Drive would be completed by the applicant prior to any development. Mr. Gindlesperger stated that was correct.

Public Hearing was Opened

Bob Neathammer, Applicant's Agent

Mr. Neathammer said he was a professional land surveyor and agent for the applicant. He said they concur with the recommendation to continue. He noted the owner of the acreage for the right of way was in agreement with the City and it was a matter of getting the paperwork in order. He asked if the Commissioners had any questions. There were no questions.

Tyler Mangin, Brookhaven Dr.

Mr. Mangin asked what type of homes were planned for the development.

Mr. Gindlesperger explained the zoning was low mix residential. That would mean they would be single family homes.

Mr. Mangin asked if the applicant had built any of the homes in the neighborhood. Mr. Humphrey answered the applicant had not built any homes in the neighborhood. He said the

homes planned for the five lots would be single family detached homes. Stephanie Holtey and Amy Moore suggested he might look at the homes on Valley Oak Blvd. and Griffin Oak Drive as examples of the design standards for that zone.

The Commissioners observed that although the Applicant was developing the lots, they could be sold to different builders. However, any new homes in the low mix residential zone in the TOD would still be subject to the design standards.

The applicant had no rebuttal and there were no questions.

The Planning Commissioners reviewed the various steps for approval of a tentative plan.

Kay Harrison made a motion to continue the public hearing to consider a 5-lot subdivision tentative plan on 2.36 acres in the Transit Oriented Development (TOD) District, Low Mix Residential (LMR) zone to the August 7, 2018 Planning Commission meeting. Amy Moore seconded the motion. Tom Van Voorhees, yes; Amy Moore, yes; Jim Mock, yes; Chris Richey, yes; John Whiting, yea; Kay Harrison, yes. Motion passed.

VII. DISCUSSION

A. Consideration of draft UGB Amendment locational analysis criteria.

Stephanie Holtey stated she would be giving an overview of the preliminary process for a UGB Amendment. She said there was a need for additional housing in the city and for land to accommodate that housing. At this time the City was developing a strategy for amending the UGB.

She said the City would look at the inventory of land uses and the forecasted population growth to identify land need for residential, employment, parks and economic needs.

Ms. Holtey noted the City is required to demonstrate a need for additional land and was required to evaluate all available land for expansion.

She gave an overview of the requirements for a UGB amendment. She said the UGB is governed by statewide planning goal 14 which provides direction to cities, counties and regional governments to establish Urban Growth Boundaries. Its primary purpose is to identify areas where urbanizeable lands are located and separate them from rural land. Central Point's UGB is managed by both the City and Jackson County in accordance with an intergovernmental agreement. The City has also agreed to a minimum residential density to assure efficient land use. The UGB is intended to accommodate a 20 year supply of land for all the different land uses. The land needs are based on the current

population forecast. She noted Portland State University has just come out with the latest forecast.

Ms. Holtey explained the requirements for the alternative location analysis which is governed by the statewide planning goals and ORS 197.298. After identifying urbanizational lands, the City can eliminate lands that cannot be serviced by public facilities, lands subject to significant natural hazards and lands with significant natural, cultural or recreational resources.

The City will also be required to provide written findings demonstrating efficient and economic provision of public facilities, environmental, social, economic and energy consequences, compliance with Central Point and Jackson County comprehensive plan policies and compliance with Statewide Planning Goals. She said the City has eight Urban Reserve areas which accommodate a 50 year land supply. Based on current population forecast the City has a need for 150 acres of residential land.

She stated the Regional Plan requires, a conceptual land use and transportation plan for each Urban Reserve Area at the time of an Urban Growth Boundary amendment. The city currently has plans for all but 3 of its Urban Reserve Areas.

She asked the Commissioners if they thought properties within a master plan area should be considered as one unit for the UGB Amendment. The Commissioners were in favor of this proposal.

The Commissioners thought proximity to an activity center and mixed use were appropriate considerations for development as it would minimize traffic impacts.

Ms. Holtey explained the city of Medford had one concept plan for all its Urban Reserve Area. She asked the commissioners if the City should consider that approach rather than breaking the land down into smaller areas and doing separate concept plans for each.

The Commissioners were in favor of the smaller areas each with its own concept plan.

She stressed this was a preliminary evaluation of the UGB amendment process. Once all the input has been evaluated, a draft UGB Amendment process will be prepared along with a draft of the findings of fact to show how the process complies with state requirements. She added the Public Works Dept. will be updating the water master plan which should be finished by December. She added this would be an important factor in the UGB amendment.

Planning Update

Mr. Humphrey said currently there were six items on the August agenda and several would be public hearings.

- The soil remediation at Whitehawk has been completed. The property was being appraised for sale.
- The railroad crossing work will begin again sooner than previously expected.
- The Brodiart project on S. Front street was beginning their second building

VIII. ADMINISTRATIVE REVIEWS

IX. MISCELLANEOUS

X. ADJOURNMENT

Kay Harrison made a motion to adjourn. Amy Moore seconded the motion. All members said "aye". Meeting was adjourned at 8:50 p.m.

The foregoing minutes of the July 3, 2018, 2018 Planning Commission meeting were approved by the Planning Commission at its meeting on the _____ day of August, 2018.

Planning Commission Chair

FIVE LOT SUBDIVISION ON 2.36 ACRES IN THE LMR ZONE



STAFF REPORT
 August 7, 2018

AGENDA ITEM: VII-A File No. SUB-18002

Consideration of a Tentative Plan for the development of a 5-lot subdivision. The project site is located in the Low Mix Residential (LMR) zoning district in the Transit Oriented Development (TOD) District and is identified on the Jackson County Assessor's map as 37 2W 03BD, Tax Lot 600. **Applicant:** Paul Miller, **Agent:** Neathamer Surveying, Inc.

STAFF SOURCE:

Justin Gindlesperger, Community Planner II

BACKGROUND:

In 2003 the Planning Commission approved Cedar Park, a 5 acre subdivision within the Transit Oriented Development (TOD) District (Attachment "A"). At that time, a conceptual master plan envisioned Cedar Park to include additional lands to the south and east totaling roughly 12.5 acres of land area (Attachment "B"). At this time, the City is considering a tentative subdivision plan for Paul Miller (Applicant) to develop a portion of the original Master Plan immediately south of Cedar Park.

Project Description:

The proposed tentative plan is for a five (5) lot subdivision on a 0.76 acre portion of a 2.36 acre property in the Low Mix Residential (LMR) zone in the TOD (Attachment "C"). The project site is located between Cedar Park Subdivision (north) and Skyрман Arboretum (south), and has frontage on North Pacific Highway (Highway 99) and Cascade Drive. The Tentative Plan proposes frontage improvements on both streets, as well as dedication of a sewer easement as necessary to extend sewer services south to Skyрман Arboretum.

Table 1. Applicable Zoning Regulations

Standard	LMR-TOD	Proposed Tentative Plan
Minimum Density	6 units/ acre	6.7 units/acre
Maximum Density	12 units/acre	
Minimum Lot Area	3,000 square feet	4,657 square feet
Average Lot Area	4,500 square feet	5,051 square feet
Minimum Lot Width	50-feet	52-feet
Minimum Lot Depth	50-feet	90-feet

Based on staff's review of the tentative plan, the proposal is within the minimum/maximum range for density and meets the lot dimension standards for the LMR zone (Table 1).

ISSUES:

There are three (3) issues relative to the proposal, as follows:

1. **Master Plan.** Land divisions and development applications involving two (2) or more acres within the TOD District require approval of a Master Plan prior to, or concurrent with, the application for land division or development. The subject property is 2.36 acres in size and exceeds the threshold for the master plan requirement.

Comment. Although the project site is 2.36 acres gross, 1.6 acres of the site is within the Special Flood Hazard Area (SFHA) for Griffin Creek and is designated as Reserve Acreage to address environmental constraints associated with the floodplain. This land cannot be developed in conformance with the City's Flood Damage Prevention requirements due to ongoing litigation between the Federal Emergency Management Agency (FEMA) and environmental groups regarding compliance with the Endangered Species Act (ESA).

To develop within the SFHA per CPMC 8.24.190, the applicant would need a development plan that demonstrates adverse impacts to structures in the floodplain are avoided or mitigated. The standard for review of this analysis and proposed flood mapping is a FEMA Conditional Letter of Map Revision (CLOMR), which assures compliance with federal mapping standards and the ESA. Until the litigation is resolved, there are no clear standards to assure ESA compliance, and FEMA is not making ESA determinations as necessary to issue CLOMRs. In the absence of a clear pathway to plan future subdivision development within the SFHA per CPMC 8.24.190, staff recommends the Reserve Acreage be considered environmental land not to be included as part of the development for the purpose of the proposed subdivision per CPMC 17.65.050, Table 2, Footnote (f). The resulting net acreage for the development is 0.74 acres, which is below the threshold required for developing a new master plan. Adjacent properties to the north are also within the SFHA and subject to the same constraints. At such time future development is proposed within the Reserve Acreage, staff recommends Condition No. 1 requiring the master plan be updated per CPMC 17.66.030(A)(1) and (B), and CPMC 8.24.190.

2. **Right-of-Way Dedication.** Per the Parks and Public Works Department, frontage improvements along Cascade Drive must be completed per City standards for a Minor Residential Street. A narrow strip of land within the existing street is owned by another party (37S 2W 03BD Tax Lot 400). To complete the Cascade Drive improvements, a final lift of asphalt will need to be placed over the entire street width, including the portion of Tax Lot 400.

Comment. At this time, the Public Works Department is working with the property owner of Tax Lot 400, to complete the annexation and right-of-way dedication as necessary to complete the needed improvements to Cascade Drive. The owner of Tax Lot 400 entered into an agreement with the City to dedicate the land needed to complete construction of Cascade Drive (Attachment "E"). In exchange, utility services would be extended and made available to the west property boundary of Tax Lot 400. The Public Works Department submitted an application for annexation on

July 25, 2018, which is targeted for public hearings and decision before the City Council on August 23, 2018.

3. **Open Space.** Projects within the TOD district or corridor must provide parks and open space that meet the needs of the development at the time of build out. For developments of single-family detached and attached residences, a minimum of four hundred (400) square feet of parks and open space area must be provided for each dwelling. Parks and open space areas must also be designed to include improvements to accommodate a variety of activities pursuant to Section 17.67.060(D).

Comment. As shown on the tentative plan (Figure 1), the proposed open space area is 1,963 square feet. An additional 1.6 acres is within the floodplain and is designated as Reserve Acreage for passive environmental purposes until such time a floodplain development and mitigation plan can be developed and approved in accordance with local and federal requirements. The proposed subdivision is a 5-lot single-family development that requires a minimum of 2,000 square feet of open space. In total, the 1.6 acres plus the 1,963 square feet exceeds the minimum open space area required. If a development and mitigation plan is submitted at a future unspecified date, it shall demonstrate how the open space requirements of this section continue to be met. The tentative plan (Figure 1) does not include designs or improvements for the proposed open space area. Staff recommends Condition No. 2(a) requiring a design plan for the proposed open space area.

FINDINGS OF FACT & CONCLUSIONS OF LAW:

The proposed tentative plan has been evaluated against the applicable review criteria for Tentative Plans per CPMC 16.10 and the LMR zoning district per CPMC 17.65 and found to comply as evidenced by the Planning Department Findings of Fact (Attachment "C").

CONDITIONS OF APPROVAL:

- I. Prior to development within the 1.6 acre *Reserve Acreage* area, as identified on the Tentative Subdivision Plan (Attachment "A"), the applicant shall submit an updated Master Plan for review and approval pursuant to Chapter 17.66.030 and CPMC 8.24.190 of the Central Point Municipal Code.

Prior to Final Plat approval, the applicant shall:

- a. Submit a parks design plan that depicts the location of minimum open space design features and improvements, pursuant to CPMC 17.67.060(D).
- b. Provide documentation from the Jackson County Surveyor's Office that the name of the proposed subdivision is unique relative to other approved land divisions in Jackson County.
- c. Demonstrate compliance with all agency conditions of approval including the following:

- i. Satisfy conditions of approval in the Public Works Staff report dated June 21, 2018 (Attachment "F").
- ii. Comply with conditions of approval provided by the Rogue Valley Sewer Services in a letter dated May 8, 2018 (Attachment "G").

ATTACHMENTS:

Attachment "A" – Tentative Plan
Attachment "B" – Cedar Park Subdivision Concept Plan
Attachment "C" – Planning Department Findings of Fact
Attachment "D" - Applicant Findings
Attachment "E" - Agreement for Right of Way
Attachment "F" – Parks & Public Works Staff Report
Attachment "G" – RVSS Comments
Attachment "H" – Resolution No. 854

ACTION:

Consideration of the Miller Subdivision Tentative Plan and 1) approve; 2) approve with modifications; or 3) deny the application.

RECOMMENDATION:

Approve the Miller Subdivision Tentative Plan per the Staff Report dated August 7, 2018, including all attachments thereto.

**REVISED PLANNING DEPARTMENT SUPPLEMENTAL FINDINGS OF FACT
AND CONCLUSIONS OF LAW
File No.: SUB-18003**

**Before the City of Central Point Planning Commission
Consideration of a Tentative Plan for the Miller Subdivision**

Applicant:)	Findings of Fact
Paul Miller)	and
888 Munras Ave, Ste 200)	Conclusion of Law
Monterey CA 93940)	

**PART I
INTRODUCTION**

The applicant submitted a tentative plan application (Type III) for the View Crest Subdivision to subdivide 0.74 acres of 2.36 acres into five (5) lots ("Application"). The property is located within the Low Mix Residential (LMR) zoning district in the Transit Oriented Development (TOD) District.

A subdivision tentative plan is reviewed as a Type III application. Type III applications are reviewed in accordance with procedures provided in Section 17.05.400, which provides the basis for decisions upon standards and criteria in the development code and the comprehensive plan, when appropriate.

The standards and criteria for the proposal are set forth in CPMC Title 16, Subdivisions, and Chapter 17.65, TOD Districts and Corridors, and Chapter 17.67, Design Standards – TOD District and TOD Corridor. The following findings address each of the standards and criteria as applies to the subdivision tentative plan.

PROJECT BACKGROUND

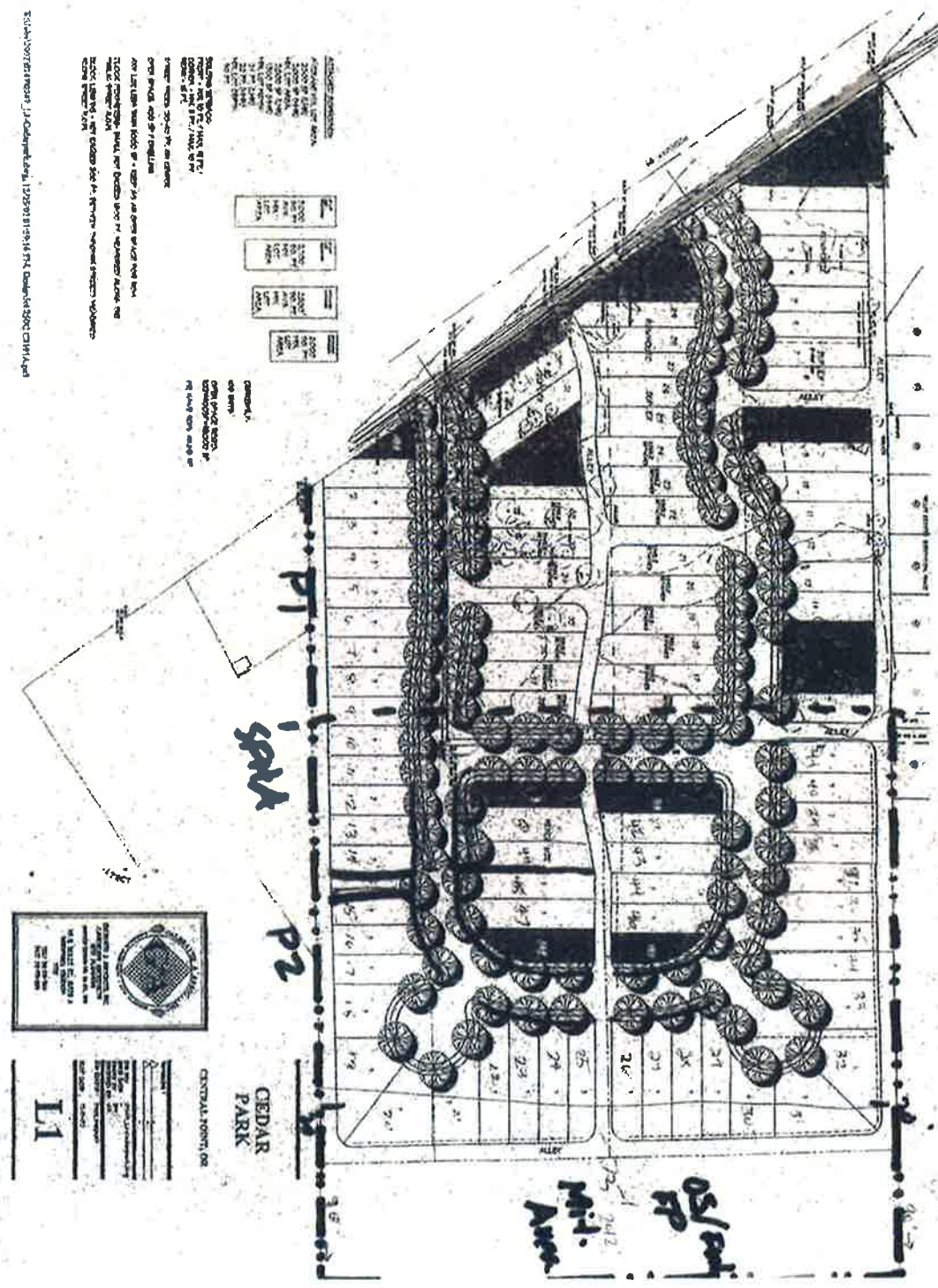
The subject property is 2.36 acres; however, the area proposed for development is 0.74 acres in order to avoid development with the Griffin Creek floodplain boundary. The property was considered as part of the Cedar Park Subdivision and is necessary to complete the construction of Cascade Drive. A conceptual master plan was developed in 2002, but was never formally adopted. Although the number of lots is less than originally proposed, the layout complies with the LMR-TOD zoning standards. The project proposes 6.7 units per acre, which is within the minimum/maximum range for density (i.e. 6 units/acre minimum; 12 units per acre maximum). Minimum lot size provided in the proposed tentative plan is 4,657 square feet and the average lot size is 5,051 square feet, which is consistent with the minimum and maximum lot dimensions permitted in the zoning district.

ATTACHMENT " C "

Figure 2. Vicinity Map



Figure 3. Conceptual Master Plan



**PART 2
SUBDIVISIONS**

Title 16 of the Central Point Municipal Code (CPMC) establishes standards and criteria for land division applications including tentative plans and final plats. The sections of CPMC 16 applicable to the Application are:

Chapter 16.10 - Tentative Plans.

CPMC 16.10.010 Submission of application – Filing fee.

The applicant shall submit an application and tentative plan together with improvement plans and other supplementary material as may be required to indicate the development plan and shall submit ten copies to the city together with a filing fee defined in the city's adopted planning application fee schedule. The diagrams submitted shall consist of three copies at the scale specified in Section 16.10.020 and one copy in an eight-and-one-half-inch by eleven-inch format. (Ord. 1941 §11, 2010; Ord. 1786 §4, 1998; Ord. 1684 §6, 1993; Ord. 1650(part), 1990).

***Finding CPMC 16.10.010:** The applicant submitted the tentative plan application along with the required \$4,700 application fee on May 1, 2018. The submittal was reviewed and accepted on June 13, 2018 as complete for review in accordance with the submittal requirements in CPMC 16.10, CPMC 17.05, and CPMC 17.66.*

***Conclusion CPMC 16.10.010:** Complies.*

CPMC 16.10.015 Application and review--Fees.

Applications and review thereof shall conform to the provisions of Chapter 17.05 and all applicable city ordinances and laws of the state. All costs of administrative and legal staff time costs, plans checks, construction inspection, preparation of agreements, in excess of the filing fee, shall be borne by the applicant and paid upon billing by city. Failure to pay such costs as billed shall constitute grounds for denial of final plat approval or building permits. (Ord. 1650(part), 1990).

***Finding CPMC 16.10.015:** See Finding CPMC 16.10.010.*

***Conclusion: 16.10.015:** Complies.*

CPMC 16.10.020 Scale.

The tentative plan shall be drawn on a sheet eighteen by twenty-four inches in size or a multiple thereof at a scale of one inch equals one hundred feet or, for areas over one hundred acres, one inch equals two hundred feet, and shall be clearly and legibly reproduced. (Ord. 1650(part), 1990).

***Finding CPMC 16.10.020:** The tentative plan is drawn on a sheet that is eighteen inches by twenty-four inches and at a scale of one-inch equals forty feet, which is clearly and legibly produced relative to the project area.*

Conclusion CPMC 16.10.020: *Complies.*

CPMC 16.10.030 General information.

The following general information shall be shown on or included with the tentative plan:

- A. Proposed name of the subdivision. This name must not duplicate or resemble the name of another subdivision in the county;

Finding CPMC 16.10.030(A): *The proposed subdivision is not named. The proposed name must be unique relative to other approved land divisions in Jackson County. As a condition of approval, the applicant is required to submit a subdivision plat name approval from the Jackson County Surveyor.*

Conclusion CPMC 16.10.030(A): *Complies as conditioned.*

- B. Date, north point, and scale of drawing;

Finding CPMC 16.10.030(B): *The tentative plan was drawn on May 1, 2018 and includes the scale and north arrow.*

Conclusion CPMC 16.10.030(B): *Complies.*

- C. Location of the subdivision by section, township, and range, and a legal description sufficient to define the location and boundaries of the proposed tract or the tract designation or other description according to the records of the county assessor;

Finding CPMC 16.10.030(C): *Figure 1 provides the section, township and range (37 2W 11AC, Tax Lot 100) and Figure 2 provides a site vicinity map. Combined with the legal description submitted with the application, these items define the location and boundaries of the project site.*

Conclusion CPMC 16.10.030(C): *Complies.*

- D. Names and addresses of the owner or owners, applicant and engineer or surveyor;

Finding CPMC 16.10.030(D): *The applicant is listed on the tentative plan (Figure 1) as Paul Miller of Paramount Properties and the surveyor is listed as Neathamer Surveying, Inc. out of Medford, Oregon.*

Conclusion CPMC 16.10.030(D): *Complies.*

- E. A title report indicating all interests of record in the property which is the subject of the application.

Finding CPMC 16.10.030(E): *A title report prepared by First American Title Company on April 23, 2018 was provided with the original submittal on May 1, 2018.*

Conclusion CPMC 16.10.030(E): *Complies.*

CPMC 16.10.040 Existing conditions.

The following existing conditions shall be shown on the tentative plan:

- A. The location, widths and names of all existing or platted streets or other public ways within or adjacent to the tract, easements, railroad rights-of-way and such other important features within or adjacent to the tract as may be required by the city;

***Finding CPMC 16.10.040(A):** The tentative plat (Figure 1) illustrates the location and width of Cascade Drive, which is north of and adjacent to the project site, and North Pacific Highway, which is west of and adjacent to the project site. There is an existing 21-foot wide access easement along the north property line of the project site, which provides access to Tax Lots 400 and 500 located north and west of the project site. As shown on the Tentative Plan there is a 10-ft Public Utility Easement (PUF) along the west property line adjacent to North Pacific Highway. There are no other existing easements or rights-of-way within or adjacent to the tract.*

***Conclusion CPMC 16.10.040(A):** Complies.*

- B. Contour lines related to some established bench mark or other datum as approved by the city when the city determines that the nature of the topography or size of the subdivision requires such data. Contour lines shall have the following minimum intervals:

1. Two-foot contour intervals for ground slopes less than five percent;
2. Five-foot contour intervals for ground slopes exceeding five percent;

***Finding CPMC 16.10.040(B):** Figure 1 includes topographic information at one-foot contour intervals. The slope of the property is less than five percent at approximately one percent.*

***Conclusion CPMC 16.10.040(B):** Complies.*

- C. The location of at least one temporary bench mark within the plat boundaries;

***Finding CPMC 16.10.040(C):** The tentative plat submittal (Figure 1) provides the basis of survey including the bearings and elevations.*

***Conclusion CPMC 16.10.040(C):** Complies.*

- D. Location and direction of all watercourses and drainage systems;

***Finding CPMC 16.10.040(D):** There are no drainage systems on the project site; however, per the Public Works Staff Report dated June 21, 2018, there is an 18-inch storm drain line within Cascade Drive on the north side of the property (Figure 1). The subject property is adjacent to Griffin Creek, and the floodplain boundary extends onto the property; however, the project site is located outside of the floodplain.*

***Conclusion CPMC 16.10.040(D):** Complies.*

- E. Natural features, such as rock outcroppings, marshes and wooded areas;

***Finding CPMC 16.10.040(E):** Per staff site visits and aerial imagery, the project site contains of a home site with some vegetation, but it primarily consists of a flat, open grass field. There are no rock outcroppings, marshes or woodland areas on the project site.*

***Conclusion 16.10.040(E):** Complies.*

- F. Existing uses of the property, including location of all existing structures which the subdivider proposes to leave on the property after platting;

***Finding CPMC 16.10.040(F):** The property is currently developed with a single-family residence and two accessory structures. Per the Applicant's Findings, the structures are planned for removal as part of the proposed subdivision.*

***Conclusion CPMC 16.10.040(F):** Complies.*

- G. The location within the subdivision and in the adjoining streets and property of existing sewers and water mains, culverts and drain pipes, and all other existing or proposed utilities to be used on the property to be subdivided and invert elevations of sewers at points of probable connections;

***Finding CPMC 16.10.040(G):** The existing infrastructure locations within the Cascade Drive and North Pacific Highway right-of-way are provided as part of Figure 1 relative to existing conditions.*

***Conclusion CPMC 16.10.040(G):** Complies.*

- H. Zoning on and adjacent to the tract.

***Finding CPMC 16.10.040(H):** Zoning designations on the project site and adjacent properties are denoted on the Vicinity Map (Figure 2).*

***Conclusion CPMC 16.10.040(H):** Complies.*

CPMC 16.10.050 Additional information.

The following additional information shall also be included on the tentative plan:

- A. Streets, showing location, width, proposed names, approximate grades and approximate radii of curves and the relationship of all streets to any projected streets as shown of any development plan adopted by the city;

***Finding CPMC 16.10.050(A):** The project proposes to widen Cascade Drive to Standard Local Street standards. No other streets are proposed as part of the project.*

***Condition CPMC 16.10.050(A):** Complies.*

- B. Easements, showing the width and purpose;

Finding CPMC 16.10.050(B): *The tentative plat proposes a 10-ft Public Utility Easement (PUE) along the frontage of all proposed lots consistent with the Public Works Standards. A sewer easement is proposed along the eastern property line of Lot 5 to extend sewer utilities to S kyrman Park to the south.*

Conclusion CPMC 16.10.050(B): *Complies.*

- C. Lots, showing approximate dimensions, area of smallest lot or lots and utility easements and building setback lines to be proposed, if any;

Finding CPMC 16.10.050(C): *Public utility easements and approximate dimensions of each proposed lot are shown on the tentative plan (Figure 1).*

Conclusion CPMC 16.10.050(C): *Complies as conditioned.*

- D. Sites, if any, proposed for purposes other than dwellings;

Finding CPMC 16.10.050(D): *As shown on the tentative plan (Figure 1), an open space area is proposed along North Pacific Highway*

Conclusion CPMC 16.10.050(D): *Not applicable.*

- E. Area in square footage of each lot and the average lot area.

Finding CPMC 16.10.050(E): *The lot area for the each of the proposed sixteen lots is provided on the tentative plat map (Figure 1).*

Conclusion CPMC 16.10.050(E): *Complies.*

CPMC 16.10.060 Partial development.

When the property to be subdivided contains only part of the tract owned or controlled by the applicant, the city may require a development plan of a layout for streets, numbered lots, blocks, phases of development, and other improvements in the undivided portion, indicating inter-relationship with the portion sought to be divided. The city shall have authority to require that any adjacent parcel or parcels owned or controlled by the applicant but not included in the proposed subdivision boundaries be included in the development whenever inclusion of such parcel or parcels would be an appropriate extension of the development and in the best interests of the public, considering the development plan and the relationship between the surrounding area and the area of proposed development.

Finding CPMC 16.10.060: *The subject property is approximately 2.36 acres, and the project subdivision, including individual lots, streets and other improvements is approximately 0.74 acres in size. The property was considered as part of the Cedar Park Subdivision and was included in a conceptual master plan in 2002 (Figure 3). The remaining 1.6 acres of the site is located within the Special Flood Hazard Area for Griffin Creek and is shown as "Reserve Acreage" on the tentative plan (Figure 1). A condition of approval requires the applicant to submit an updated Master Plan at the time of potential future development of the "Reserve Acreage."*

Conclusion CPMC 16.10.060: Complies as conditioned.

16.10.070 Explanatory information.

Any of the following information may be required by the city and, if it cannot be shown practicably on the tentative plan, it shall be submitted in separate statements accompanying the tentative plan:

- A. A vicinity map showing all existing subdivisions, streets and un-subdivided land ownerships adjacent to the proposed subdivision and showing how proposed streets may be connected to existing streets;

Finding CPMC 16.10.070(A): The property was considered as part of the Cedar Park Subdivision and was included in a conceptual master plan in 2002 (Figure 3). Figure 1 illustrates the existing lot configuration for the adjacent Cedar Park Subdivision.

Conclusion CPMC 16.10.070(A): Complies.

- B. Proposed deed restrictions in outline form;

Finding CPMC 16.10.070(B): The proposed subdivision does not include any proposed deed restrictions.

Conclusion CPMC 16.10.070(B): Not applicable.

- C. Approximate centerline profiles showing the proposed finished grade of all streets, including the extensions for a reasonable distance beyond the limits of the proposed subdivision;

Finding CPMC 16.10.700(C): Street profiles are not provided with the tentative plan application. Condition of Approval No. 2 in the Public Works Staff Report dated June 21, 2018 requires that the applicant comply with all Public Works requirements prior to final plat to ensure the streets are completed in accordance with current standards.

Conclusion CPMC 16.10.070(C): Complies as conditioned.

- D. The approximate location and size of all proposed and existing water and sewer lines and storm drainage systems.

Finding CPMC 16.10.070(D): Existing and proposed water, sanitary sewer and storm drainage systems are illustrated in Figure 1.

Conclusion CPMC 16.10.070(D): Complies.

CPMC 16.10.080 Tentative plan approval.

- A. Approval of the tentative plan shall not constitute final acceptance of the final plat of the proposed subdivision or partition for recording; however, approval of the tentative plan shall be binding upon city for the purpose of the approval of the final plat if the final plat is in substantial

compliance with the tentative plan and any conditions of approval thereof. A tentative plan approval shall expire and become void one year from the date on which it was issued unless the final plat has been approved pursuant to Chapter 16.12 or an application for extension is filed and approved subject to the requirements of Section 16.10.100 and Chapter 17.05.

Finding CPMC 16.10.090(A): Upon receipt of a final plat application within the required time limitation per CPMC 16.12 or CPMC 16.10.100 and 17.05, the City will evaluate the final plat application to assure that the final plat is substantially compliant with the tentative plan and that all conditions have been met.

Conclusion CPMC 16.10.090: *Complies.*

- B. When it is the intent to develop a tentative plan and record a final plat in phases, the city, at the time of tentative plat approval, may authorize a time schedule for platting the various phases in periods exceeding one year, but in no case shall the total time period for platting all phases be greater than five years without review of the tentative plan for compliance with the current code and comprehensive plan. Each phase so platted shall conform to the applicable requirements of this chapter. Phases platted after the passage of one year from approval of the tentative plan will be required to modify the tentative plan as necessary to avoid conflicts with changes in the comprehensive plan or this chapter.

Finding CPMC 16.10.090(B): Per the tentative plan, the final plat and development of the proposed subdivision will not be completed in phases.

Conclusion CPMC 16.10.090(B): *Not applicable.*

Chapter 16.20, Streets and Other Ways – Design Standards.

CPMC 16.20.010 Creation of streets.

- A. Streets created by subdivisions and partitions shall be designed and constructed in conformance with the requirements of the city's comprehensive plan, this code, the city's public works standards, and all conditions established by the city.

Finding CPMC 16.20.010(A): Access to the proposed subdivision will be provided by Cascade Drive, an existing Standard Local Street. Cascade Drive will be improved to minimum construction standards per the Public Works Staff Report dated June 21, 2018.

Conclusion CPMC 16.20.010(A): *Complies.*

- B. The construction of streets shall include subgrade, base, asphaltic concrete surfacing, curbs, gutters, sidewalks, storm drainage, street signs, street lighting, and underground utilities.

Finding CPMC 16.20.010(B): Improvements to Cascade Drive will be designed to comply with the City's codes including the Public Works Design Specifications for street construction. This is supported by the Tentative Plan (Figure 1) and the Public Works Staff Report dated June 21, 2018.

Conclusion CPMC 16.20.010(B): Complies.

- C. All streets, including the entire right-of-way necessary for the installation of the items mentioned in the preceding paragraph, shall be dedicated to the city.

Finding CPMC 16.20.010(C): The streets, including the entire right-of-way necessary for installation, will be dedicated to the City at the time of final plat.

Conclusion CPMC 16.20.010(C): Complies.

CPMC 16.20.020 Streets – Generally

The location, width, and grade of streets shall be considered in their relation to existing and planned streets, to topographical conditions as they relate to drainage and the operation of the water, sewer systems, to public convenience and safety and their appropriate relation to the proposed use of the land to be served by such streets. Where location is not shown in a development plan, the arrangement of streets in a subdivision shall either:

- A. Provide for the continuation or appropriate projection of existing streets in surrounding areas; or,

Finding CPMC 16.20.020(A): Access to the proposed subdivision will be provided by Cascade Drive, an existing local street. Cascade Drive will be improved to minimum construction standard and will provide for the continuation to the Reserve Acreage and the undeveloped property to the north and east of the project site, as shown on the tentative plan (Figure 1).

Conclusion CPMC 16.20.020(A): Complies

- B. Conform to the plan for the neighborhood approved or adopted by the city to meet a particular situation where topographical or other conditions make continuance or conformance to existing streets impractical.

Finding CPMC 16.20.020(B): The property was considered as part of the Cedar Park Subdivision and was included in a conceptual master plan in 2002 (Figure 3). Although the conceptual plan was not adopted, the project site is needed to complete the required improvements to Cascade Drive.

Conclusion CPMC 16.20.020(B): Complies.

CPMC 16.20.030 Streets--Reserve strips.

Reserve strips ("street plugs") controlling the access to public ways may be required, in the discretion of city.

Finding CPMC 16.20.030: Reserve strips are not proposed or determined necessary for any part of the proposed subdivision.

Conclusion CPMC 16.20.030: Not Applicable.

CPMC 16.20.050 Streets--Extension.

Where a subdivision adjoins acreage, streets which in the option of the city should be continued in the event of the subdivision of the acreage will be required to be provided through to the boundary lines of the tract. Reserve strips and street plugs may be required to preserve the objectives of street extensions.

Finding CPMC 16.20.050: See Finding CPMC 16.20.050.

Conclusion CPMC 16.20.050: Complies.

CPMC 16.20.060 Existing streets.

Whenever existing streets within a tract are determined by the city to be of inadequate width, additional right-of-way shall be provided as required.

Finding CPMC 16.20.060: Access to the proposed subdivision will be provided by Cascade Drive. Cascade Drive was constructed as part of the Cedar Park Subdivision to a half-street width and will be improved to minimum construction standards per the Public Works Staff Report dated June 21, 2018. As shown on the tentative plan (Figure 1), additional right-of-way will be provided as part of the proposed subdivision for improvements to Cascade Drive.

Conclusion CPMC 16.20.060: Complies.

CPMC 16.20.070 Half streets.

Half streets while generally not acceptable may be approved where essential to the reasonable development of the subdivision when in conformity with the other requirements of these regulations and when the city finds it will be practical to require the dedication of the other half when the adjoining property is developed. Whenever a half street is adjacent to a tract to be subdivided, the other half of the street shall be platted within such tract. Reserve strips and street plugs may be required to preserve the objectives of half streets.

Finding CPMC 16.20.070: As shown on the Tentative Plan (Figure 1), half street improvements are not proposed as part of the View Crest Subdivision tentative plan application.

Conclusion CPMC 16.20.070: Not applicable.

CPMC 16.20.080 Cul-de-sac.

A cul-de-sac shall be as short as possible and shall in no event be more than four hundred feet long nor serve more than twelve single-family dwellings or seventy-five dwelling units. All cul-de-sacs shall terminate with a circular turn-around.

Finding CPMC 16.20.080: Cascade Drive is less than 400-feet in length and provides adequate turn-around area for emergency vehicles.

Conclusion CPMC 16.20.080: Complies.

CPMC 16.20.090 Streets--Names.

No street name shall be used which will duplicate or be confused with the names of existing streets except for extensions of existing streets. Street names and numbers shall conform to the established pattern in the city and the surrounding area and shall be subject to the approval of the city.

Finding CPMC 16.20.090: Access to the proposed subdivision will be provided by Cascade Drive. No new streets are proposed as part of the project.

Conclusion CPMC 16.20.090: Not applicable.

CPMC 16.20.100 Streets--Adjacent to railroad right-of-way.

Wherever the proposed subdivision contains or is adjacent to a railroad right-of-way, provisions shall be made for a street approximately parallel to and on each side of such right-of-way at a distance to be determined by city. Such distance shall be determined with due consideration at cross streets of the minimum distance required for approach grades to a future grade separation.

Finding CPMC 16.20.100: There are no railroad rights-of-way within or adjacent to the project site; therefore, the provision of this section do not apply.

Conclusion CPMC 16.20.100: Not applicable.

CPMC 16.20.110 Planting easements.

Where physical conditions require approval of streets less than fifty feet in right-of-way width, additional easements for planting of street trees or shrubs may be required.

Finding CPMC 16.20.110: Per the Public Works Staff Report dated June 21, 2018, the Public Works Department is not requiring any easements for planting of street trees or shrubs.

Conclusion CPMC 16.20.110: Not applicable.

CPMC 16.20.120 Alleys.

- A. Location. Alleys may be provided in commercial and industrial districts, unless other permanent provisions for access to off-street parking and loading facilities are made as approved by the city.

Finding CPMC 16.20.120(A): The tentative plat (Figure 1) does not include alley development.

Conclusion CPMC 16.20.120(A): Not applicable.

- B. Intersections. Alley intersections and sharp changes in alignment shall be avoided. The corners of necessary alley intersections shall have a radius of not less than twenty feet.

Finding CPMC 16.20.120(B): The tentative plat does not include alley development.

Conclusion CPMC 16.20.120(B): Not applicable.

CPMC 16.20.130 Sidewalks.

Sidewalks shall be constructed in accordance with such standards as are adopted by the city. Sidewalk construction shall be completed on each individual lot prior to the city building inspector granting a certificate of occupancy for any construction upon said individual lot. No application for a building permit shall be granted without a requirement in the building permit for construction of sidewalks to city's standards.

***Finding CPMC 16.20.130:** Sidewalks shall be constructed along North Pacific Highway and Cascade Drive per public works standards.*

***Conclusion CPMC 16.20.130:** Complies.*

Chapter 16.24, Blocks and Lots—Design Standards

The lengths, widths and shapes of blocks shall be designed with due regard to providing adequate building sites suitable to the special needs of the type and use contemplated, needs for convenient access, circulation, control and safety of street traffic and limitations and opportunities of topography.

***Finding CPMC 16.24:** The proposed subdivision continues the development pattern established with the construction of Cedar Park Subdivision to the north. The proposed development provides connectivity to the existing development and future development to the east.*

***Conclusion CPMC 16.24:** Complies.*

**PART 3
ZONING ORDINANCE**

The purpose of Title 17 of the CPMC is to encourage the most appropriate use of land, promote orderly growth of the city, and promote public health, safety, convenience and general welfare. The sections of CPMC 17 applicable to the application are:

Chapter 17.05, Applications and Types of Review Procedures

This Chapter establishes standard decision-making procedures that enable the city, the applicant, and the public to review applications and participate in the local decision making process. There are four (4) types of review procedures, Type I, II, III, and IV that are applied to land use and development applications in Table 17.05.100.1. It also establishes when a Traffic Impact Analysis (TIA) is required.

***Finding CPMC 17.05:** As identified in Table I, Section 17.05.100.1 a subdivision tentative plan is reviewed using Type III procedures. As evidenced by the mailed and posted notice documents in Exhibit "A", the application has been noticed and processed in accordance with the Type III review procedures per Section 17.05.400. Per Section 17.05.900, a TIA for residential development is required when Average Daily Trips (ADT) exceed 25. Per the Institute of Transportation Engineers Trip Generation Manual, a single family dwelling generates 9.57 ADT or 48 ADT for the proposed subdivision tentative plan. A TIA is not required.*

Conclusion CPMC 17.05: Complies.

Chapter 17.65 – TOD Districts and Corridors

The purpose of the Central Point transit oriented development (TOD) district is to promote efficient and sustainable land development and the increased use of transit as required by the Oregon Transportation Planning Rule.

Finding CPMC 17.65: The proposed tentative plan has been reviewed in accordance with the applicable zoning regulations provided in Chapter 17.65.

Table 1. Applicable Zoning Regulations

Standard	LMR-TOD	Proposed Tentative Plan
Minimum Density	6 units/ acre	6.7 units/acre
Maximum Density	12 units/acre	
Minimum Lot Area	3,000 square feet	4,657 square feet
Average Lot Area	4,500 square feet	5,051 square feet
Minimum Lot Width	50-feet	52-feet
Minimum Lot Depth	50-feet	90-feet

As shown in Table 1, above, the proposed 5 lot tentative plan on 0.74 acres complies with the lot dimension standards in the LMR zoning district in the TOD District.

Conclusion CPMC 17.65: Complies.

Chapter 17.66 – Application Review Process for the TOD District and Corridor

This chapter describes the review procedures to be followed for development proposed within the TOD district and corridor which are identified on the official city zoning map.

CPMC 17.66.030, Application and Review

- A. There are four types of applications which are subject to review within the Central Point TOD district and corridor.
 1. TOD District or Corridor Master Plan. TOD District or Corridor Master Plan. Master plans shall be required for:
 - a. Development or land division applications which involve two or more acres of land; or
 - b. Modifications to a valid master plan approval which involve one or more of the following;

- i. An increase in dwelling unit density which exceeds five percent of approved density;
- ii. An increase in commercial gross floor area of ten percent or two thousand square feet, whichever is greater;
- iii. A change in the type and location of streets, accessways, and parking areas where off-site traffic would be affected; or
- iv. A modification of a condition imposed as part of the master plan approval.

Finding CPMC 17.66.030(A)(1): *The subject property is approximately 2.36 acres, and the project subdivision, including individual lots, streets and other improvements is approximately 0.74 acres in size. The property was considered as part of the Cedar Park Subdivision and was included in a conceptual master plan in 2002 (Figure 3). The remaining 1.6 acres of the site is located within the Special Flood Hazard Area for Griffin Creek and is shown as "Reserve Acreage" on the tentative plan (Figure 1). Due to local flood damage prevention requirements in CPMC 8.24.190 and ongoing litigation between the Federal Emergency Management Agency (FEMA) and environmental groups regarding the National Flood Insurance Program in Oregon and Endangered Species, land within the Reserve Acreage cannot be developed and is designated as environmental land. The resulting net acreage involved in the development is 0.74 acres. Due to uncertainty in the floodplain development requirements for the SFHA land, staff recommends the net acreage be approved based on its compliance with the 2002 master plan (Figure 3) and that the proposed net developable area is below the threshold for development of a new or modified master plan. Pending a development application for the Reserve Acreage at a future unspecified date, and resolution of FEMA's litigation matters, a condition of approval requires the applicant to submit an updated Master Plan to account for changes to the floodplain.*

Conclusion CPMC 17.66.030(A)(1): *Complies as conditioned.*

- 2. Site Plan and Architectural Review. The provisions of Chapter 17.72, Site Plan and Architectural Review, shall apply to permitted uses and limited uses within the TOD district and corridor. For site plan and architectural review applications involving two or more acres of land, a master plan approval, as provided in this chapter, shall be approved prior to, or concurrently with, a site plan and architectural review application.

Finding CPMC 17.66.030(A)(2): *The current application is for a subdivision tentative plan and does not include a Site Plan and Architectural Review.*

Conclusion CPMC 17.66.030(A)(2): *Not applicable.*

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

Finding CPMC 17.66.030(A)(3): *The subject property is approximately 2.36 acres, and the project subdivision, including individual lots, streets and other improvements is approximately 0.74 acres in size. The property was considered as part of the Cedar Park Subdivision and was included in a conceptual master plan in 2002 (Figure 3). The remaining 1.6 acres of the site is located within the Special Flood Hazard Area for Griffin Creek and is shown as "Reserve Acreage" on the tentative plan (Figure 1). A condition of approval requires the applicant to submit an updated Master Plan at the time of potential future development of the "Reserve Acreage."*

Conclusion CPMC 17.66.030(A)(3): *Complies as conditioned.*

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

Finding CPMC 17.66.030(A)(4): *The current application is a 5-lot subdivision and does not include a Conditional Use.*

Conclusion CPMC 17.66.030(A): *Not applicable.*

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

1. Introduction. A written narrative describing:
 - a. Duration of the master plan;
 - b. Site location map;
 - c. Land use and minimum and maximum residential densities proposed;
 - d. Identification of other approved master plans within the project area (one hundred feet).
2. Site Analysis Map. A map and written narrative of the project area addressing site amenities and challenges on the project site and adjacent lands within one hundred feet of the project site.
 - a. Master Utility Plan. A plan and narrative addressing existing and proposed utilities and utility extensions for water, sanitary sewer, storm water, gas, electricity, and agricultural irrigation.
 - b. Adjacent Land Use Plan. A map identifying adjacent land uses and structures within one hundred feet of the project perimeter and remedies for preservation of livability of adjacent land uses.
3. Transportation and Circulation Plan. A transportation impact analysis (TIA) identifying planned transportation facilities, services and networks to be provided concurrently with

the development of the master plan and addressing Section 17.67.040, Circulation and access standards.

4. Site Plan. A plan and narrative addressing Section 17.67.050, Site design standards.
5. Recreation and Open Space Plan. A plan and narrative addressing Section 17.67.060, Public parks and open space design standards.
6. Building Design Plan. A written narrative and illustrations addressing Section 17.67.070, Building design standards.
7. Transit Plan. A plan identifying proposed, or future, transit facilities (if any).
8. Environmental Plan. A plan identifying environmental conditions such as wetlands, flood hazard areas, groundwater conditions, and hazardous sites on and adjacent to the project site.
9. Applications shall be submitted as required in Chapter 17.05.

***Finding CPMC 17.66.030(B):** The proposal was considered as part of the Cedar Park Subdivision and was included as part of a conceptual master plan in 2002 (Figure 3). A condition of approval requires the applicant to submit an updated Master Plan at the time of potential future development of the "Reserve Acreage," as shown on the tentative plan map in Figure 1.*

***Conclusion CPMC 17.66.030(B):** Complies as conditioned.*

CPMC 17.66.040 Parks and Open Space

Common park and open space shall be provided for all residential development within a TOD district or corridor as per Section 17.67.060.

***Finding CPMC 17.66.040:** As shown on the Tentative Plan (Figure 1) common park and open space is included as part of the proposal.*

***Conclusion CPMC 17.66.040:** Complies.*

CPMC 17.66.050 Application Approval Criteria

- A. TOD District or Corridor Master Plan. A master plan shall be approved when the approval authority finds that the following criteria are satisfied or can be shown to be inapplicable:
 1. Sections 17.65.040 and 17.65.050, relating to the TOD district;
 2. Sections 17.65.060 and 17.65.070, relating to the TOD corridor;
 3. Chapter 17.67, Design Standards--TOD District and TOD Corridor;

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

Finding CPMC 17.66.050(A): *The proposal was considered as part of the Cedar Park Subdivision and was included as part of a conceptual master plan in 2002 (Figure 3). A condition of approval requires the applicant to submit an updated Master Plan at the time of potential future development of the "Reserve Acreage," as shown on the tentative plan map in Figure 1. A master plan is not required at this time.*

Conclusion CPMC 17.66.050(A): *Not applicable.*

- B. Site Plan and Architectural Review. A site plan and architectural review application shall be approved when the approval authority finds that the following criteria are satisfied or can be shown to be inapplicable:
1. The provisions of Chapter 17.72, Site Plan and Architectural Review, shall be satisfied; and
 2. The proposed improvements comply with the approved TOD district or corridor master plan for the property, if required; and
 3. Chapter 17.67, Design Standards--TOD District and TOD Corridor,

Finding CPMC 17.66.050(B): *The application is for a subdivision tentative plan and does not include a Site Plan and Architectural Review.*

Conclusion CPMC 17.66.050(B): *Not applicable.*

- C. Land Division. A land division application shall be approved when the approval authority finds that the following criteria are satisfied or can be shown to be inapplicable:
1. The provisions of Title 16, Subdivisions; and

2. The proposed land division complies with the approved TOD district or corridor master plan for the property, if required; and
3. Chapter 17.67, Design Standards--TOD District and TOD Corridor.

***Finding CPMC 17.66.050(C):** As evidenced by the findings and conclusions set forth herein, the proposed subdivision tentative plan satisfies the approval criteria.*

***Conclusion CPMC 17.66.050(C):** Complies.*

D. Conditional Use.

1. A conditional use application shall be approved when the approval authority finds that the following criteria are satisfied or can be shown to be inapplicable:
 - a. The provisions of Chapter 17.76, Conditional Use Permits; and
 - b. The proposed conditional use complies with the approved TOD district or corridor master plan for the property, if required; and
 - c. Chapter 17.67, Design Standards--TOD District and TOD Corridor.
2. A conditional use application shall not be required for a conditional use which was approved as part of a valid master plan approval as provided in subsection (A) of this section

***Finding CPMC 17.66.050(D):** The current application is a 5-lot subdivision and does not include a Conditional Use.*

***Conclusion CPMC 17.66.050:** Not applicable.*

CPMC 17.66.060 Conditions of approval

The approval authority may apply reasonable conditions of approval to ensure that the applicable standards of this code are satisfied.

***Finding CPMC 17.66.060:** As evidenced by the findings and conclusions set forth herein, reasonable conditions apply to ensure the standards of this code are satisfied.*

***Conclusion CPMC 17.66.060:** Complies.*

CPMC 17.66.070 Approval expiration

- A. Application approvals granted according to the provisions of this chapter shall expire and become void one year from the date on which they were issued unless:
 - 1. An application for extension is filed and approved subject to the requirements of Chapter 17.05; or
 - 2. Building permits for the development have been issued and construction diligently pursued to initiate construction.
- B. If the time limit for development expired and no extension has been granted, the application shall be void

Finding CPMC 17.66.070: The application for subdivision tentative plan is reviewed as a Type III application. Type III applications are reviewed in accordance with procedures provided in Section 17.05.400, including approval expiration and extension requests.

Conclusion CPMC 17.66.070: Complies.

Chapter 17.67, Design Standards – TOD District and TOD Corridor

CPMC 17.67.040, Circulation and access standards

A. Public Street Standards.

- 1. Except for specific transportation facilities identified in a TOD district or corridor master plan, the street dimensional standards set forth in the City of Central Point Department of Public Works Standard Specifications and Uniform Standard Details for Public Works Construction, Section 300, Street Construction shall apply for all development located within the TOD district and for development within the TOD corridor which is approved according to the provisions in Section 17.65.020 and Chapter 17.66.
- 2. Block perimeters shall not exceed two thousand feet measured along the public street right-of-way.
- 3. Block lengths for public streets shall not exceed six hundred feet between through streets, measured along street right-of-way.
- 4. Public alleys or major off-street bike/pedestrian pathways, designed as provided in this chapter, may be used to meet the block length or perimeter standards of this section.
- 5. The standards for block perimeters and lengths shall be modified to the minimum extent necessary based on findings that strict compliance with the standards is not reasonably practicable or appropriate due to:
 - a. Topographic constraints;
 - b. Existing development patterns on abutting property which preclude the logical connection of streets or accessways;

- c. Railroads;
 - d. Traffic safety concerns;
 - e. Functional and operational needs to create a large building; or
 - f. Protection of significant natural resources.
6. All utility lines shall be underground but utility vault access lids may be located in the sidewalk area.
 7. Connections shall be provided between new streets in a TOD district or corridor and existing local and minor collector streets.
 8. Pedestrian/Bike Accessways Within Public Street Right-of-Way.
 - a. Except for specific accessway facilities identified in a TOD district or corridor master plan, the following accessway dimensional standards set forth in the City of Central Point Department of Public Works Standard Specifications and Uniform Standard Details for Public Works Construction, Section 300, Street Construction shall apply for any development located within the TOD district and for development within the TOD corridor which is approved according to the provisions in Section 17.65.020 and Chapter 17.66.
 - b. In transit station areas, one or more pedestrian-scaled amenities shall be required with every one hundred square feet of the sidewalk area, including but not limited to:
 - i. Street furniture;
 - ii. Plantings;
 - iii. Distinctive Paving;
 - iv. Drinking fountains; and
 - v. Sculpture.
 - c. Sidewalks adjacent to undeveloped parcels may be temporary.
 - d. Public street, driveway, loading area, and surface parking lot crossings shall be clearly marked with textured accent paving or painted stripes.
 - e. The different zones of a sidewalk should be articulated using special paving or concrete scoring.

Finding 17.67.040(A)(1-8): *The Applicant's Findings of Fact state that the proposed completion of Cascade Drive will be designed to comply with the City's codes including the Public Works Design Specifications for street construction. This is supported by the Tentative Plan (Figure 1) and the Public Works Staff Report dated June 21, 2018. As a condition of approval, sidewalks*

must be installed along Cascade Drive and North Pacific Highway and a landscape row must be installed along Cascade Drive.

Conclusion 17.66.040(A)(1-8): *Complies as conditioned.*

9. Public Off-Street Accessways.

- a. Pedestrian accessways and greenways should be provided as needed to supplement pedestrian routes along public streets.
- b. Off-street pedestrian accessways shall incorporate all of the following design criteria:
 - i. The applicable standards in the City of Central Point Department of Public Works Standard Specifications and Uniform Standard Details for Public Works Construction, Section 300, Street Construction;
 - ii. Minimum ten-foot vertical clearance;
 - iii. Minimum twenty-foot horizontal barrier clearance for pathway;
 - iv. Asphalt, concrete, gravel, or wood chip surface as approved by the city, with a compacted subgrade;
 - v. Nonskid boardwalks if wetland construction is necessary; and
 - vi. Minimum one hundred square feet of trailhead area at intersections with other pedestrian improvements. A trail map sign shall be provided at this location.
- c. Minor off-street trails shall be a minimum of five feet wide, have a minimum vertical clearance of eight feet, a minimum two-foot horizontal clearance from edge of pathway and be constructed of gravel or wood chips, with a compacted subgrade.

Finding 17.67.040(A)(9): *The subject property abuts the Skyrman Arboretum, a City of Central Point public park. As a condition of approval, the applicant must provide a parks access plan that depicts the location of a single pedestrian access path through the proposed development into Skyrman Park. Access to the park from the individual lots will not be permitted.*

Conclusion 17.66.040(A)(9): *Complies as conditioned.*

B. Parking Lot Driveways.

1. Parking lot driveways that link public streets and/or private streets with parking stalls shall be designed as private streets, unless one of the following is met:
 - a. The parking lot driveway is less than one hundred feet long;
 - b. The parking lot driveway serves one or two residential units; or

- c. The parking lot driveway provides direct access to angled parking stalls.
2. The number and width of driveways and curb cuts should be minimized and consolidated when possible.
3. Where possible, parking lots for new development shall be designed to provide vehicular and pedestrian connections to adjacent sites.
4. Large driveways should use distinctive paving patterns.

***Finding 17.67.040(B):** Surface parking areas are not proposed as part of the subdivision development Driveways and on-site parking will be provided for the individual residential lots.*

***Conclusion 17.67.040(B):** Not applicable.*

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

1. Reducing distances between destinations or activity areas such as public sidewalks and building entrances. Where appropriate, develop pedestrian routes through sites and buildings to supplement the public right-of-way;
2. Providing an attractive, convenient pedestrian accessway to building entrances;
3. Bridging across barriers and obstacles such as fragmented pathway systems, wide streets, heavy vehicular traffic, and changes in level by connecting pedestrian pathways with clearly marked crossings and inviting sidewalk design;
4. Integrating signage and lighting system which offers interest and safety for pedestrians;
5. Connecting parking areas and destinations with pedestrian paths identified through use of distinctive paving materials, pavement striping, grade separations, or landscaping.

***Finding 17.67.040(C):** On-site pedestrian circulation will be provided by completion of sidewalks along North Pacific Highway and Cascade Drive. As a condition of approval, a single pedestrian path will connect the proposed subdivision with Skyrman Arboretum to the south.*

***Conclusion 17.67.040(C):** Complies as conditioned.*

17.67.050 Site Design Standards.

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

A. Adjacent Off-Site Structures and Uses.

1. All off-site structures, including septic systems, drain fields, and domestic wells (within one hundred feet) shall be identified and addressed in the master plan, land division, or site plan process in a manner that preserves and enhances the livability and future development needs of off-site structures and uses consistent with the purpose of the TOD district and as

necessary to improve the overall relationship of a development or an individual building to the surrounding context.

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

Finding 17.67.050(A): *There are no off-site structures servicing the subject property. All proposed utility infrastructure has been reviewed by the Public Works Department and determined to comply with all applicable sections of the City of Central Point Department Public Works Standard Specification and Uniform Standard Details for Public Works Construction.*

Conclusion 17.67.050(A): *Complies.*

B. Natural Features.

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

Finding 17.67.050(B): *The project site is located along the Griffin Creek stream corridor. The floodplain boundary extends across a large portion of the property, approximately 1.6 acres of the total 2.36 acres. As shown on the tentative plan (Figure 1), the proposed development is proposed on the remaining area outside of the flood zone. The area of the property encumbered by the floodplain boundary is designated as "Reserve Acreage."*

Conclusion 17.66.050(B): *Complies.*

C. Topography.

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

Finding 17.67.050(C): *Topography on the project is relatively flat with minor grade changes across the subject property.*

Conclusion 17.67.050(C): Not applicable.

D. Solar Orientation.

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

Finding 17.67.050(D): The proposal maximizes solar orientation to the greatest extent possible within the context of the existing street network and adjacent development patterns.

Conclusion 17.67.050(D): Complies.

E. Existing Buildings on the Site.

1. Where a new building shares the site with an admirable existing building or is a major addition to such a building, the design of the new building should be compatible with the original.
2. New buildings proposed for existing neighborhoods with a well-defined and desirable character should be compatible with or complement the architectural character and siting pattern of neighboring buildings.

Finding 17.67.050(E): The existing buildings on the site will be removed as part of the proposed development. No building designs were included with the application. Future building designs must comply with CPMC 17.67.070 – Building Design Standards that ensures consistent architectural character and compatible siting patterns for neighborhoods within the TOD District.

Conclusion 17.67.050(E): Complies.

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

Finding 17.67.050(F): The proposed residential subdivision does not include key public or civic buildings.

Conclusion 17.67.050(F): Not applicable.

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

Finding 17.67.050(G): *Building designs for the individual residential structures were not included with the application Building designs must comply with CPMC 17.67.070 - Building Design Standards, and will be consistent with the architectural design requirements, setback standards and height requirements for the TOD District.*

Conclusion 17.67.050(G): *Complies.*

H. Adjoining Uses and Adjacent Services.

1. When more intensive uses, such as neighborhood commercial or multifamily dwellings, are within or adjacent to existing single-family neighborhoods, care should be taken to minimize the impact of noise, lighting, and traffic on adjacent dwellings.
2. Activity or equipment areas should be strategically located to avoid disturbing adjacent residents.
3. All on-site service areas, loading zones and outdoor storage areas, waste storage, disposal facilities, transformer and utility vaults, and similar activities shall be located in an area not visible from a street or urban space.
4. Screening shall be provided for activities, areas and equipment that will create noise, such as loading and vehicle areas, air conditioning units, heat pumps, exhaust fans, and garbage compactors, to avoid disturbing adjacent residents.
5. Group mailboxes are limited to the number of houses on any given block of development. Only those boxes serving the units may be located on the block. Multiple units of mailboxes may be combined within a centrally located building of four walls that meets the design guidelines for materials, entrance, roof form, windows, etc. The structure must have lighting both inside and out.

Finding 17.67.050(H): *The project site abuts Skyrman Arboretum to the south. The common property boundary between the individual lots will be fenced and landscaped in accordance to CPMC 17.67.070 – Building Design Standards. A single pedestrian path will be provided through the development for access to the park.*

Conclusion 17.67.050(H): *Complies.*

I. Transitions in Density.

1. Higher density, attached dwelling developments shall minimize impact on adjacent existing lower density, single-family dwelling neighborhoods by adjusting height, massing and materials and/or by providing adequate buffer strips with vegetative screens.
2. Adequate buffer strips with vegetative screens shall be placed to mitigate the impact of higher density development on adjacent lower density development.

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

***Finding 17.67.050(I):** The project site is located in the LMR zoning district within the TOD District and the proposed 5-lot subdivision is consistent with the zoning regulations in CPMC 17.65.050. The development is located adjacent to the Cedar Park Subdivision and the lot configuration is consistent with the existing development pattern.*

***Conclusion 17.67.050(I):** Complies.*

J. Parking.

1. Parking Lot Location.

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

2. Design.

- a. All perimeter and interior landscaped areas must have protective curbs along the edges. Trees must have adequate protection from car doors and bumpers.
- b. A portion of the standard parking space may be landscaped instead of paved. The landscaped area may be up to two feet in front of the space as measured from a line parallel to the direction of the bumper of a vehicle using the space. Landscaping must be ground cover plants. The landscaping does not apply toward any perimeter or interior parking lot landscaping requirements, but does count toward any overall site landscaping requirement.
- c. In order to control dust and mud, all vehicle areas must be paved.
- d. All parking areas must be striped in conformance with the city of Central Point parking dimension standards.
- e. Thoughtful siting of parking and vehicle access should be used to minimize the impact of automobiles on the pedestrian environment, adjacent properties, and pedestrian safety.
- f. Large parking lots should be divided into smaller areas, using, for example, landscaping or special parking patterns.
- g. Parking should be located in lower or upper building levels or in less visible portions of site.

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

- a. When parking must be located to the side of buildings, parking frontage should be limited to approximately fifty percent of total site frontage.
- b. Where possible, alleys should be used to bring the vehicle access to the back of the site.
- c. For parking structures, see Section 17.67.070(H).

Finding 17.67.050(J): *Surface parking areas are not included as part of the proposed subdivision.*

Conclusion 17.67.050(J): *Not applicable.*

K. Landscaping.

1. Perimeter Screening and Planting.

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

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

2. Parking Lot Landscaping and Screening.

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

- i. Trees shall be planted on the parking area perimeter and shall be spaced at thirty feet on center.
- ii. Live shrubs and ground cover plants shall be planted in the landscaped area.
- iii. Each tree shall be located in a four-foot by four-foot minimum planting area.
- iv. Shrub and ground cover beds shall be three feet wide minimum.
- v. Trees and shrubs must be fully protected from potential damage by vehicles.

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

- i. A five-foot-wide planting strip between the right-of-way and the parking area. The planting strip may be interrupted by pedestrian-accessible and vehicular accessways. Planting strips shall be planted with an evergreen hedge. Hedges shall be no less than thirty-six inches and no more than forty-eight inches in height at maturity. Hedges and other landscaping shall be planted and maintained to afford adequate sight distance for vehicles entering and exiting the parking lot;
- ii. A solid decorative wall or fence a minimum of thirty-six inches and a maximum of forty-eight inches in height parallel to and not closer than two feet from the edge of right-of-way. The area between the wall or fence and the pedestrian accessway shall be landscaped. The required wall or screening shall be designed to allow for access to the site and sidewalk by pedestrians and shall be constructed and maintained to afford adequate sight distance as described above for vehicles entering and exiting the parking lot;
- iii. A transparent screen or grille forty-eight inches in height parallel to the edge of right-of-way. A two-foot minimum planting strip shall be located either inside the screen or between the screen and the edge of right-of-way. The planting strip shall be planted with a hedge or other landscaping. Hedges shall be a minimum thirty-six inches and a maximum of forty inches in height at maturity.

c. Gaps in a building's frontage on a pedestrian street that are adjacent to off-street parking areas and which exceed sixty-five feet in length shall be reduced to no

more than sixty-five feet in length through use of a minimum eight-foot-high screen wall. The screen wall shall be solid, grille, mesh or lattice that obscures at least thirty percent of the interior view (e.g., at least thirty percent solid material to seventy percent transparency).

d. Parking Area Interior Landscaping.

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

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

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

ii. Development Standards for Parking Area Interior Landscaping.

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

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

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

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

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

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

a. Prohibited screening includes chain-link fencing with or without slats.

b. Acceptable screening includes:

- i. A six-foot masonry enclosure, decorative metal fence enclosure, a wood enclosure, or other approved materials complementary to adjacent buildings; or
- ii. A six foot solid hedge or other plant material screening as approved.

Finding 17.67.050(K)(1-4): *Surface parking areas and service areas are not included as part of the proposed subdivision*

Conclusion 17.67.050(K)(1-4): *Not applicable.*

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

Finding 17.67.050(K)(5): *The Applicant's Findings of Fact state that the proposed completion of Cascade Drive will be designed to comply with the City's codes including the Public Works Design Specifications for street tree planting (A-12).*

Conclusion 17.67.050(K)(5): *Complies.*

L. Lighting.

1. Minimum Lighting Levels. Minimum lighting levels shall be provided for public safety in all urban spaces open to public circulation.
 - a. A minimum average light level of one and two-tenths foot candles is required for urban spaces and sidewalks.
 - b. Metal-halide or lamps with similar color, temperature and efficiency ratings shall be used for general lighting at building exteriors, parking areas, and urban spaces. Sodium-based lamp elements are not allowed.
 - c. Maximum lighting levels should not exceed six foot candles at intersections or one and one-half foot candles in parking areas.
2. Fixture Design in Public Rights-of-Way.
 - a. Pedestrian-scale street lighting shall be provided including all pedestrian streets along arterials, major collectors, minor collectors and local streets.
 - b. Pedestrian street lights shall be no taller than twenty feet along arterials and collectors, and sixteen feet along local streets.
3. On-Site Lighting. Lighting shall be incorporated into the design of a project so that it reinforces the pedestrian environment, provides continuity to an area, and enhances the drama and presence of architectural features. Street lighting should be provided along

sidewalks and in medians. Selected street light standards should be appropriately scaled to the pedestrian environment. Adequate illumination should be provided for building entries, corners of buildings, courtyards, plazas and walkways.

- a. Accessways through surface parking lots shall be well lighted with fixtures no taller than twenty feet.
- b. Locate and design exterior lighting of buildings, signs, walkways, parking lots, and other areas to avoid casting light on nearby properties.
- c. Fixture height and lighting levels shall be commensurate with their intended use and function and shall assure compatibility with neighboring land uses. Baffles shall be incorporated to minimize glare and to focus lighting on its intended area.
- d. Additional pedestrian-oriented site lighting including step lights, well lights and bollards shall be provided along all courtyard lanes, alleys and off-street bike and pedestrian pathways.
- e. In addition to lighting streets, sidewalks, and public spaces, additional project lighting is encouraged to highlight and illuminate building entrances, landscaping, parks, and special features.

***Finding 17.67.050(L):** The Applicant's Findings of Fact state that the proposed completion of Cascade Drive will be designed to comply with the City's codes including the Public Works Design Specifications for street construction, including electrical street lighting standards. Per the Public Works Staff Report, compliance with the Public Works Construction Specifications shall be verified prior to final plat (Condition No. 1, 2, and 5)*

***Conclusion 17.67.050(L):** Complies.*

M. Signs.

***Finding 17.67.050(M):** Per the tentative plan application, signage is not included in the proposal.*

***Conclusion 17.67.050(M):** Not applicable.*

17.67.060 Public Parks and Open Space Design Standards.

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

***Finding CPMC 17.67.060(A):** As shown on the tentative plan (Figure 1), the subdivision includes an open space area on the west side of the development along North Pacific Highway and Cascade Drive and is consistent to the open space provided with Cedar Park to the north. The open space area is part of a larger open space plan for Cedar Park per the Cedar Park Master Plan (Figure 3) and is designed to accommodate a variety of activities.*

***Conclusion CPMC 17.67.060(A):** Complies.*

B. Parks and Open Space Location.

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

Finding CPMC 17.67.060(B): *As shown on the tentative plan (Figure 1), the open space is located along North Pacific Highway, on the west side of the subdivision near the intersection with Cascade Drive, which is within walking distance of the proposed lots, is easily accessible and provides visibility from nearby residences.*

Conclusion CPMC 17.67.060(B): *Complies.*

C. Parks and Open Space Amount and Size.

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

Finding CPMC 17.67.060(C): *As shown on the tentative plan (Figure 1), the proposed open space area is 1,963 square feet. An additional 1.6 acres is within the floodplain and is designated as Reserve Acreage for passive environmental purposes until such time a floodplain development and mitigation plan can be developed and approved in accordance with local and federal requirements. The proposed subdivision is a 5-lot single-family development that requires a minimum of 2,000 square feet of open space. In total, the 1.6 acres plus the 1,963 square feet*

exceeds the minimum open space area required. If a development and mitigation plan is submitted at a future unspecified date, it shall demonstrate how the open space requirements of this section continue to be met.

Conclusion CPMC 17.67.060(C): *Complies.*

D. Parks and Open Space Design.

1. Parks and open spaces shall include a combination garbage/recycling bin and a drinking fountain at a frequency of one combination garbage/recycling bin and one drinking fountain per site or one combination garbage/recycling bin and one drinking fountain per two acres, whichever is less, and at least two of the following improvements:
 - a. Benches or a seating wall;
 - b. Public art such as a statue;
 - c. Water feature or decorative fountain;
 - d. Children's play structure including swing and slide;
 - e. Gazebo or picnic shelter;
 - f. Picnic tables with barbecue;
 - g. Open or covered outdoor sports court for one or more of the following: tennis, skateboard, basketball, volleyball, badminton, racquetball, handball/paddleball;
 - h. Open or covered outdoor swimming and/or wading pool or play fountain suitable for children to use; or
 - i. Outdoor athletic fields for one or more of the following: baseball, softball, Little League, soccer.
2. All multifamily buildings that exceed twenty-five units and may house children shall provide at least one children's play structure on site.
3. For safety and security purposes, parks and open spaces shall be adequately illuminated

Finding 17.67.060(D): *The open space area is included on the tentative plan (Figure 1). Park design was not included as part of the application. As a condition of approval, the applicant must submit a park and open space design plan that meets the standards of this section.*

Conclusion 17.67.060(D): *Complies as conditioned.*

17.67.070 Building Design Standards.

Finding CPMC 17.67.070: *Building designs are not included in the subdivision tentative plan application. Residential building designs will be reviewed to ensure compliance with CPMC 17.67.070 - Building Design Standards of this section at the time of building permit application.*

Conclusion CPMC 17.67.070: Not applicable.

**PART 4
SUMMARY CONCLUSION**

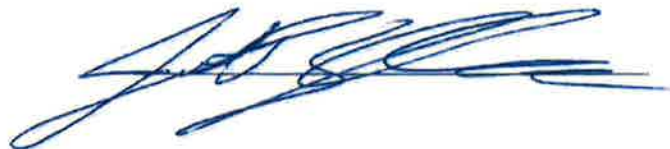
As evidenced in Planning Department Supplemental Findings, the proposed tentative plan application for the Miller Subdivision is, as conditioned in the Staff Report dated August 7, 2018, in compliance with the applicable criteria set forth in Title 16 and Title 17 of the Central Point Municipal Code.

AFFIDAVIT OF MAILING

State of Oregon)
)
County of Jackson) ss.

I, Justin P. Gindlesperger, being first duly sworn, depose and say that I am the Community Planner II for the City of Central Point, a municipality in the State of Oregon.

On the 13th day of June, 2018, I caused a Notice of Public Hearing for a 5-lot tentative subdivision plan on property located at 4618 & 4626 N. Pacific Highway, identified on the Jackson County Assessor's Map as 37 2W 03BD, Tax Lots 500 & 600, a copy of which is attached hereto to be placed in the United States Mail at Central Point, Oregon, addressed to the persons whose addresses are attached hereto.



Subscribed and sworn to before me this 13 day of June, 2018.



Karin Skelton
Notary Public for Oregon
My commission expires: 6-21-20



City of Central Point

PLANNING DEPARTMENT

Tom Humphrey, AICP
Community Development Director

Notice of Public Hearing

Meeting Dates: Planning Commission
July 3, 2018
Time: 6:00 p.m.
Place: Central Point City Hall
140 S. 3rd Street
Central Point, Oregon

NATURE OF MEETING

Beginning at the above time and place, the Central Point Planning Commission will consider a Subdivision Tentative Plan application for the development of a 5-lot subdivision (File No. SUB-18002) pursuant to § 16.10, Tentative Plans of the Central Point Municipal Code.

The project site is in the Low Mix Residential (LMR) zoning district in the Transit Oriented Development (TOD) District and is identified on the Jackson County Assessor's map as 37S 2W 03BD, Tax Lots 500 & 600. **Applicant:** Paul Miller. **Agent:** Neathamer Surveying, Inc.

Pursuant to ORS 197.763 (3) (e), failure to raise an issue during this hearing, in person or in writing, with sufficient specificity to afford the decision-makers and the parties an opportunity to respond to the issue prior to the close of the final hearing means that an appeal based on that issue cannot be raised at the State Land Use Board of Appeals.

CRITERIA FOR DECISION

Criteria for the subdivision tentative plan application are set forth in the CPMC 16.10, Tentative Plans. The Central Point Municipal Code is available online at www.centralpointoregon.gov.

NOTICE TO MORTGAGEE, LIENHOLDER, VENDOR OR SELLER: ORS CHAPTER 215 REQUIRES THAT IF YOU RECEIVE THIS NOTICE IT MUST BE PROMPTLY FORWARDED TO THE PURCHASER.

This notice is being mailed to property owners within a 250 foot radius of subject property.

PUBLIC COMMENTS

1. Any person interested in commenting on the above-mentioned land use decision may submit written comments up until the close of the Planning Commission meeting scheduled for July 3, 2018.

140 S. Third Street ● Central Point, OR 97502 ● (541) 664-3321 ● Fax: (541) 664-6384

2. Written comments may be sent in advance of the meeting to Central Point City Hall, 140 South Third Street, Central Point, OR 97502 or by e-mail to justin.gindlesperger@centralpointoregon.gov.
3. Issues which may provide the basis for an appeal on the matters shall be raised prior to the expiration of the comment period noted above. Any testimony and written comments about the decision described above will need to be related to the proposal and should be stated clearly to the Planning Commission.
4. Copies of all evidence relied upon by the applicants are available for public review at City Hall located at 140 South Third Street, Central Point, Oregon. **The City File Number is SUB-18002.** Copies of the same are available at a reasonable cost.
5. Project information is available on the City's website at:
<http://www.centralpointoregon.gov/cd/project/miller-subdivision>
6. For additional information, the public may contact Justin Gindlesperger at (541) 664-3321 Ext. 245 or justin.gindlesperger@centralpointoregon.gov.

SUMMARY OF PROCEDURE

At the meeting, the Planning Commission will review the tentative plan application; hear testimony from the applicants, proponents, opponents; and hear arguments on the application. Any testimony or written comments must be related to the criteria set forth above. At the conclusion of the review, the Planning Commission may approve, approve with conditions or deny the application.

AFFIDAVIT OF ON SITE NOTICE

State of Oregon)
) ss.
County of Jackson)

I, Justin P. Gindlesperger, being first duly sworn, depose and say that I am the Community Planner II for the City of Central Point, a municipality in the State of Oregon.

On the 13th day of June, 2018, I caused a Notice of Application to be placed on property located at 4618 & 4626 North Pacific Highway and identified on the Jackson County Assessor's Map as 37 2W 03BD, Tax Lots 500 &600.



Subscribed and sworn to before me this 13 day of June, 2018.



Karin Skelton
Notary Public for Oregon
My commission expires: 6-21-20

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

NOTICE OF PUBLIC HEARING

Meeting Date: July 3, 2018
Time: 6:00 p.m.
Place: Central Point City Hall
140 S. Third Street
Central Point, Oregon

NATURE OF MEETING

Beginning at the above time and place, the Central Point Planning Commission will consider a Subdivision Tentative Plan application for the development of a 5-lot subdivision (File No. SUB-18002) pursuant to § 16.10, Tentative Plans of the Central Point Municipal Code.

The project site is in the Low Mix Residential (LMR) zoning within the Transit Oriented Development (TOD) District and is identified on the Jackson County Assessor's map as 37S 2W 03BD, Tax Lots 500 & 600. **Applicant:** Paul Miller **Agent:** Neathamer Surveying, Inc..

Pursuant to ORS 197.763 (3) (e), failure to raise an issue during this hearing, in person or in writing, with sufficient specificity to afford the decision-makers and the parties an opportunity to respond to the issue will preclude an appeal based on that issue.

PUBLIC COMMENTS

1. Any person interested in commenting on the above-mentioned land use decision may submit written comments up until the close of the meeting scheduled for Tuesday, July 3, 2018.
2. Written comments may be sent in advance of the meeting to Central Point City Hall, 140 South Third Street, Central Point, OR 97502 or by e-mail to Justin Gindlesperger (justin.gindlesperger@centralpointoregon.gov).
3. Issues which may provide the basis for an appeal on the matters shall be raised prior to the expiration of the comment period noted above. Any testimony and written comments about the decision described above will need to be related to the proposal and should be stated clearly to the Planning Commission.
4. Copies of all evidence relied upon by the applicants are available for public review at City Hall, 140 South Third Street, Central Point, Oregon. **The City File Number is: SUB-18002.** Copies of the same are available at 25 cents per page.
5. For additional information, the public may contact Justin Gindlesperger at 541-423-1037 or by email at justin.gindlesperger@centralpointoregon.gov. Additional information is also available online: <http://www.centralpointoregon.gov/cd/project/miller-subdivision>

FINDINGS OF FACT AND CONCLUSIONS OF LAW

**BEFORE THE CITY OF CENTRAL POINT
PLANNING COMMISSION**

**IN THE MATTER OF AN APPLICATION
FOR THE TENTATIVE PLAT APPROVAL
FOR A SUBDIVISION BEING ANNEXED
INTO THE CITY OF CENTRAL POINT.**

APPLICANT: Paul Miller
888 Munras Ave. Suite 200
Monterey, CA 93940

AGENT: Neathamer Surveying, Inc.
P.O. Box 1584
Medford, OR 97501

A. BACKGROUND INFORMATION

The subject property contains 2.36 acres and is located at 4618 North Pacific Highway (Jackson County Assessor's Map Number 37 2W 03BD, Tax Lot 600). An annexation application was submitted and approved on June 14, 2018 by Resolution No. 1541 (File No. ANNEX-18001). The final appeal date for the annexation is July 1, 2018. Once the annexation is finalized, the subject property will have a city zoning designation of Low Mix Residential (LMR) in the Transient Oriented Development (TOD) district.

The property currently contains an existing single-family residence and accessory structures, all of which will be removed during the construction of the proposed subdivision.

A pre-application conference was held on May 22, 2018 (File No. PRE-18007).

B. SCOPE, PURPOSE, AND OVERVIEW OF THE APPLICATION

The purpose of this application is for the approval of a Tentative Plat for a 5-lot residential subdivision consisting of detached, single-family dwelling units. Included in the proposal is the widening of Cascade Drive, which will bring the street to its full required right-of-way width of 60 feet.

It should be noted that only the westerly portion of the property is proposed to be developed, the remainder of the property is proposed as reserve acreage

ATTACHMENT " D "

C. CRITERIA AND FINDINGS OF FACT - TITLE 16 - SUBDIVISIONS

The following sections of Title 16 SUBDIVISIONS of the Central Point Municipal Code (CPMC) are found to be relevant to the subject application:

CPMC 16.10.010 Submission of Application – Filing fee.

The applicant shall submit an application and tentative plan together with improvement plans and other supplementary material as may be required to indicate the development plan and shall submit ten copies to the city together with a filing fee defined in the city's adopted planning application fee schedule. The diagrams submitted shall consist of three copies at the scale specified in Section 16.10.020 and one copy in an eight-and-one-half-inch by eleven-inch format.

FINDINGS OF FACT

The tentative application, supporting information and application fee of \$4,700 was submitted to the City on May 1, 2018. The application was deemed complete on June 13, 2018 (File No. SUB-18002).

CPMC 16.10.020 Scale.

The tentative plan shall be drawn on a sheet eighteen by twenty-four inches in size or a multiple thereof at a scale of one inch equals one hundred feet or, for areas over one hundred acres, one inch equals two hundred feet, and shall be clearly and legibly reproduced.

FINDINGS OF FACT

The tentative plan was drafted on a 24" x 36" sheet at a scale of one-inch equals 40 feet, which was determined to suitable for legibility and review purposes.

CPMC 16.10.030 General Information.

The following general information shall be shown on or included with the tentative plan:

A. Proposed name of the subdivision. This name must not duplicate or resemble the name of another subdivision in the county;

B. Date, northpoint, and scale of drawing;

C. Location of the subdivision by section, township, and range, and a legal description sufficient to define the location and boundaries of the proposed tract or the tract designation or other description according to the records of the county assessor;

D. Names and addresses of the owner or owners, applicant and engineer or surveyor;

E. A title report indicating all interests of record in the property which is the subject of the application.

FINDINGS OF FACT

The Applicant is in the process of selecting a proposed subdivision name. Once a name has been selected, an application for a plat name will be submitted to the office of the Jackson County Surveyor for review and approval.

The submitted plan complies with all the requirements of Sections 16.10.030 B-D of the CPMC. Additionally, a title report, which included the legal description of the property was submitted with the application.

CPMC 16.10.040 Existing Conditions.

The following existing conditions shall be shown on the tentative plan:

A. The location, widths and names of all existing or platted streets or other public ways within or adjacent to the tract, easements, railroad rights-of-way and such other important features within or adjacent to the tract as may be required by the city;

B. Contour lines related to some established bench mark or other datum as approved by the city when the city determines that the nature of the topography or size of the subdivision requires such data. Contour lines shall have the following minimum intervals:

- 1. Two-foot contour intervals for ground slopes less than five percent;*
- 2. Five-foot contour intervals for ground slopes exceeding five percent;*

C. The location of at least one temporary bench mark within the plat boundaries;

D. Location and direction of all watercourses and drainage systems;

E. Natural features, such as rock outcroppings, marshes and wooded areas;

F. Existing uses of the property, including location of all existing structures which the subdivider proposes to leave on the property after platting;

G. The location within the subdivision and in the adjoining streets and property of existing sewers and water mains, culverts and drain pipes, and all other existing or proposed utilities to be used on the property to be subdivided and invert elevations of sewers at points of probable connections;

H. Zoning on and adjacent to the tract.

FINDINGS OF FACT

The existing condition as stated in Sections 16.10.040 A-H of the CPMC are included on the tentative plan.

CPMC 16.10.050 Additional information.

The following additional information shall also be included on the tentative plan:

A. Streets, showing location, width, proposed names, approximate grades and approximate radii of curves and the relationship of all streets to any projected streets as shown of any development plan adopted by the city;

B. Easements, showing the width and purpose;

C. Lots, showing approximate dimensions, area of smallest lot or lots and utility easements and building setback lines to be proposed, if any;

D. Sites, if any, proposed for purposes other than dwellings;

E. Area in square footage of each lot and the average lot area.

FINDINGS OF FACT

The additional information as stated in Sections 16.10.050 A-E of the CPMC are included on the tentative plan. However, finish grades have not been included on the tentative plan but will be designed and shown on the final construction plans to be completed by a licensed engineer.

CPMC 16.10.060 Partial development.

When the property to be subdivided contains only part of the tract owned or controlled by the applicant, the city may require a development plan of a layout for streets, numbered lots, blocks, phases of development, and other improvements in the undivided portion, indicating inter-relationship with the portion sought to be divided. The city shall have authority to require that any adjacent parcel or parcels owned or controlled by the applicant but not included in the proposed subdivision boundaries be included in the development whenever inclusion of such parcel or parcels would be an appropriate extension of the development and in the best interests of the public, considering the development plan and the relationship between the surrounding area and the area of proposed development.

FINDINGS OF FACT

A significant portion of the property is identified as Zone AE on FEMA's Flood Insurance Rate Map (FIRM) Number 41029C1768F, with an effective date of May 3, 2011. While designing the proposed layout, it was decided to limit potential flooding impacts to the development by placing the proposed lots outside of the Special Flood Hazard Area (SFHA). As a result, the remainder of the property has been designated as reserve acreage and no development is proposed in that area at this time.

Based on the discussions at the pre-conference meeting that was held on May 22, 2018, it was determined that a master plan would not be required at this time. For additional information, please refer to criteria and findings for Section 17.66.030 of the CPMC hereinbelow.

CPMC 16.20.010 Creation of streets.

A. Streets created by subdivisions and partitions shall be designed and constructed in conformance with the requirements of the city's comprehensive plan, this code, the city's public works standards, and all conditions established by the city.

B. The construction of streets shall include subgrade, base, asphaltic concrete surfacing, curbs, gutters, sidewalks, storm drainage, street signs, street lighting, and underground utilities.

C. All streets, including the entire right-of-way necessary for the installation of the items mentioned in the preceding paragraph, shall be dedicated to the city.

CPMC 16.20.060 Existing streets.

Whenever existing streets within a tract are determined by the city to be of inadequate width, additional right-of-way shall be provided as required.

FINDINGS OF FACT

Northerly of the project is Cascade Drive, an existing street that was part of Cedar Park, Phase 2. Currently, Cascade Drive does not meet its full right-of-way width requirements as only a portion of the street was dedicated per said subdivision. Upon approval of the proposed development, Cascade Drive will provide access to the proposed lots and obtain its full width of 60 feet, which is to be dedicated by separate instrument prior to the recording of the final plat.

It should be noted that a portion of the dedicated area for Cascade Drive includes a portion of Tax Lot 400, which is not owned by the applicant. However, through discussions with the City and our office, the owner has agreed to dedicate the subject area for public right-of-way purposes.

The associated improvements to Cascade Drive will adhere to the city's standards as set forth in Section 16.20 of the CPMC and will be designed in the final construction plans for the project. For additional information, please refer to criteria and findings for Section 17.67.050 of the CPMC hereinbelow.

No other streets are proposed at this time.

CPMC 16.16.010 Standards and procedures.

All improvements shall conform to the requirements of this title and other improvement standards or specifications adopted by the city and conditions of tentative plan approval, and shall be installed in accordance with the following procedure:

A. Improvement work shall not be commenced until construction plans have been checked for adequacy and approved by the city. To the extent necessary for evaluation of the proposed subdivision, such plans may be required before approval of the final plat.

B. Improvement work shall not be commenced until the city has been notified in advance, and if work has been discontinued for any reason it shall not be resumed until the city has been notified.

C. Improvements shall be constructed under the inspection and to the satisfaction of the city. The city may require changes in typical sections and details if unusual conditions arise during construction to warrant such change in the public interest.

D. Underground utilities installed in streets by the subdivider shall be constructed prior to the surfacing of such streets. Stubs for service connections for underground utilities shall be placed to such length as will obviate the necessity for disturbing the street improvements when service connections are made.

E. A map showing public improvements as built shall be filed with the city upon completion of said improvements.

FINDINGS OF FACT

Prior to any development, construction plans will be prepared by a licensed engineer and submitted to the City for review and approval. Included in the plans will be designs for underground utilities including water, stormwater and sanitary sewers. All underground improvements will be installed prior to the surfacing of Cascade Drive. Furthermore, all improvements will adhere to the standards and criteria and will be constructed in accordance with Sections 16.16.010 A-E of the CPMC.

Included in the proposed plans will be a stormwater management plan utilizing low impacted development methods for stormwater quality, to be reviewed and approved by Rogue Valley Sewer Services.

It should be noted that a proposed sanitary sewer service line and associated easement for the Skyrman Central Point Arboretum is being included in the proposed development. Said sewer line and easement is to be located easterly of proposed Lot 5.

D. CRITERIA AND FINDINGS OF FACT – TITLE 17 - ZONING

The following sections of Title 17 ZONING of the Central Point Municipal Code (CPMC) are found to be relevant to the subject application:

CPMC 17.65.040 Land use--TOD district.

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

A. Residential (TOD).

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

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

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

(Note: Sections B-D were intentionally omitted as they were not relevant to the project.)

FINDINGS OF FACT

Once the property is annexed in to the City, the property will have a zoning designation of LMR (TOD). Pursuant to Section 17.65.040 (A)(1) of the CPMC, single-family, detached residences are the primary housing type for this zoning. The proposed development consists of five single-family, detached dwelling units, which is consistent with the permitted uses of the underlying zoning district.

CPMC 17.65.050(E) Zoning regulations--TOD district.

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

*Table 2
TOD District Zoning Standards for the LMR Zoning District
for Standard Single-Family Dwelling Units*

<i>Density (Units Per Net Acre) -- Minimum</i>	<i>12</i>
<i>Density (Units Per Net Acre) -- Maximum</i>	<i>6</i>
<i>Minimum Lot or Land Area/Unit</i>	<i>3,000 SF</i>
<i>Average Minimum Lot or Land Area/Unit</i>	<i>4,500 SF</i>
<i>Minimum Lot Width</i>	<i>50'</i>
<i>Minimum Lot Depth</i>	<i>50'</i>

(Note: Table 2 has been reduced to include content relevant to the subject project.)

FINDINGS OF FACT

The subject property contains a gross acreage of 2.36 acres. Of the total acreage, 0.14 acres will be dedicated for public right of right-of-way and 1.60 acres is being held for reserve acreage. Thus, the resultant net acreage equates to 0.62 acres, bringing the minimum density to four dwelling units, and the maximum density to seven dwelling units. The proposed development consists of five dwelling units, being within the permitted density range for the LMR (TOD) zoning district.

As shown on the tentative plan, all of the proposed lots meet the minimum lot width of 50 feet, the minimum lot depth of 50 feet and the minimum lot area of 3,000 square feet.

CPMC 17.66.030(A)(3) Application and review.

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

FINDINGS OF FACT

While the property contains a gross acreage over two acres, the area proposed for development is well below the two-acre requirement.

Additionally, a master plan would require a flood impact analysis in order to demonstrate the flood impacts and potential mitigation for development. Attempting to complete a flood analysis at this time would pose particular difficulties as FEMA is undergoing changes to their Letter of Map Revision (LOMR) processes to satisfy the requirements resulting from the litigation between FEMA and the National Marine Fisheries Service (NMFS).

Due to the size of the proposed development and the current ambiguity in the requirements that would arise through the flood study, the master plan requirement is not applicable at this time.

CPMC 17.66.050(C) Application approval criteria.

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

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

FINDINGS OF FACT

A review of the tentative plan demonstrates that the proposed development complies with the applicable provisions contained in Title 16 and Section 17.67 of the CPMC. Specific criteria regarding said Section 17.67 can be found hereinbelow. As previously mentioned, a master plan is not applicable for the subject development.

CPMC 17.67.050(K)(5) Site design standards.

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

FINDINGS OF FACT

Street trees will be planted in accordance with Section 17.67.050(K)(5) of the CPMC. A landscape plan will be submitted with the construction plans to demonstrate compliance with the City's standards.

CPMC 17.67.060 Public parks and open space design standards.

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

FINDINGS OF FACT

Near the westerly end of the proposed development includes open area that will provide a recreational amenity to the nearby residences. Additionally, the Skyrman Central Point Arboretum is located southerly of the proposed development. A 10-foot surfaced pedestrian access is to be constructed within the proposed sanitary sewer easement located easterly of Lot 5, providing the residences in the area access to the existing park.

The proposed improvements to the open space and accessways will be demonstrated on the future construction plans and will adhere to the applicable criteria of the CPMC, including Section 17.67.

E. ULTIMATE CONCLUSION

The Planning Commission concludes that the subject application is consistent with the relevant criteria for a land division found in Titles 16 and 17 of the Central point Municipal Code and can therefore be approved.

Respectfully Submitted,

Neathamer Surveying, Inc.


Nathan Ruf, CFM

Dated: June 22, 2018



AGREEMENT FOR PURCHASE OF LAND

THIS AGREEMENT is made this 25th day of July, 2018, between Shirley Ann Malcolm, and Shirley Ann Malcolm, Trustee of the Malcom Family Trust.

TERMS

In exchange for the land that is currently owned by Shirley Malcom, that lies within the City street known as Cascade Drive in the City of Central Point. The City is willing to pay for the following:

1. Extension of a Sewer Lateral to 4632 North Pacific Highway and the initial System Development Charges – Estimated Value \$5,000
2. Survey of 4632 North Pacific Highway – Estimated Value of \$3,000
3. Annexation Fees – At your request the City will pay for the annexation of 4632 North Pacific Highway – Cost of \$3,500
4. Tentative Plat Layout - Estimated value of \$5,000
5. Master Planning – Estimated value of \$3,000
6. Upon Annexation, or upon owner request. City will tap line and set new service meter for the current house located at 4632 North Pacific Highway. City will waive City System Development Charge (SDC), owner will have to pay Medford Water Commission SDC. – Estimated Value \$4,500.
7. Costs for Transfer – City shall pay for all costs associated with the transfer of the area currently owned by Shirley Malcom that is within Cascade Drive.

Signed this 25 day of July, 2018

x Shirley Ann Malcolm
Shirley Ann Malcolm

x Shirley Ann Malcolm
Shirley Ann Malcolm, Trustee
Malcom Family Trust

STATE OF OREGON)
) ss.
County of Jackson)

This Instrument was acknowledged before me on the 25 day of July, 2018 by Shirley Ann Malcolm and Shirley Ann Malcolm as Trustee of the Malcom Family Trust.

Nicole E Eells
Notary Public - State of Oregon



ATTACHMENT "E" Page 1 of 2

Signed this 25th day of July, 2018

Matt Samitore

Name: Matt Samitore

Title: Public Works Director

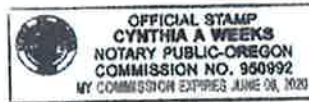
City of Central Point

Notary Public State of Oregon

Notary Public State of Oregon

This instrument was acknowledged before me on the 25 day of July, 2018
by Matt Samitore as Public Works Director for the City of Central Point.

Cynthia A. Weeks
Notary Public State of Oregon





PUBLIC WORKS STAFF REPORT
JUNE 21, 2018

AGENDA ITEM : (File No: SUB-18002)

37S 2W 03BD, Tax Lots 500 & 600 – 5 Lot Tentative Subdivision

Applicant: Paul Miller

Traffic:

The applicant is proposing a 5-unit single family subdivision. Per the ITE, single family dwellings generate 1.0 peak hour trips. A Traffic Impact Analysis (TIA) threshold is 25 PHT. A TIA is not required for this development.

Existing Infrastructure:

Water: There is an 8-inch line in Cascade Drive.

Streets: Cascade Drive is a partial constructed standard residential street.

Stormwater: There is a 12-inch line in Cascade Drive

Background:

The proposed 5-lot subdivision has frontage on Cascade drive and proposes finishing the construction of Cascade Drive to a full Residential Street with parking on both sides of the street with landscape row and sidewalk. Public Works Standard Drawing ST-15.

Issues:

There are three issues relative to this application as follows:

1. **Cascade Drive.** Currently, Cascade Drive is not fully improved to Standard Local Street width standards and only the 2 inch base lift of asphalt was installed. A standard street requires 3 inches of asphalt, which is placed in two separate lifts, or layers, with 2 inches of base asphalt and a final lift of 1 inch. Prior to Final Plat, the applicant shall install the necessary improvements along Cascade Drive, including curb and gutter, all utilities and complete the final lift of asphalt over the entire street.
2. **Park Utilities.** Skyman Park, located to the south of the project site, does not have sewer services available to it. In order to redevelop a building and public restroom a sewer main needs extended. The applicant has agreed to extend the sewer to the property line as part of their overall improvement plan. The City's Park Department has agreed to pay for that extension. A formal agreement and construction estimate needs approved before construction can start.
3. **Park Access.** The proposed development is adjacent to Skyman Park, with the individual lots sharing a property boundary with the park. Any future perimeter fencing along the park property shall restrict access from the development and not provide direct access to the park property from the individual lots. A single pedestrian path through the proposed development may be permitted.

4. Highway 99 Sidewalks – The section of Highway 99 along the frontage of the project site is the last remaining section that does not have existing sidewalks or funding for sidewalk construction. Frontage improvements along the frontage of the project site will tie into other planned improvements and provide continuous sidewalks along the east side of Highway 99 from Scenic Avenue to Pine Street.

Conditions of Approval:

Prior to final plat approval, the applicant shall satisfy the following conditions of approval:

1. Highway 99 Improvements – The applicant shall prepare a sidewalk plan for installation and construction of sidewalks along the right of way of Highway 99.
2. Cascade Drive – The applicant shall complete Cascade Drive to Standard Local Street standards, drawing ST-15, prior to final plat. Additionally, the entire width of Cascade Drive will need the final 1” lift of asphalt to finish paving.
3. Skyrman Park Sewer Extension – A sewer main shall be extended to Skyrman Park along the east property line of proposed Lot 5. The City’s Park Department will pay for that extension. A formal agreement and construction estimate needs to be approved by both parties prior to construction commencing.
4. Skyrman Park Access – The applicant shall prepare a park access plan that depicts the location of a single pedestrian access path through the proposed development into Skyrman Park. Access to the park from the individual lots will not be permitted.
5. PW Standards and Specifications – Applicant shall comply with the public works standards and specifications for construction within the right of way.



ROGUE VALLEY SEWER SERVICES

Location: 138 West Vilas Road, Central Point, OR - Mailing Address: P.O. Box 3130, Central Point, OR 97502-0005
Tel. (541) 664-6300, Fax (541) 664-7171 www.RVSS.us

May 8, 2018

Justin Gindlesperger
City of Central Point Planning Department
155 South Second Street
Central Point, Oregon 97502

**Re: PRE 18007, SUB-18002, ANNEX-18001
4618 & 4626 N Pac Highway, Tax Lots 500 & 600, Map 37 2W 03B**

The existing home on tax lot 600 is currently served by a 4 inch service connection to an 8 inch sewer main along Cascade Drive. This service can be reused for lot 1 or 2 if found to be in good working condition. If the existing service is not reused, it must be abandoned at the property line per RVSS standards. Sewer service for the remainder of the lots can be had by tapping the main along Cascade Drive.

The project is within the Phase 2 stormwater quality area and will require a stormwater management plan in accordance with the Regional Stormwater Quality Design Manual.

If the proposed development will disturb more than one acre an erosion and sediment control permit (NPDES 1200-CN) must be obtained from RVSS.

Rogue Valley Sewer Services requests that approval of this project be subject to the following conditions:

Prior to the start of construction:

1. Applicant must provide construction plans prepared per RVSS standards for approval.
2. Sewer tap permits must be obtained from RVSS.
3. Applicant must prepare a stormwater management plan in accordance with the Regional Stormwater Quality Design Manual.
4. Applicant must record an operations and maintenance agreement for all new stormwater quality features.

During Construction:

1. Sewer facilities must be constructed and inspected per RVSS standards.
2. An abandonment permit must be obtained from RVSS prior to abandoning existing unused services to the property.
3. Applicant must sequence construction so that the permanent stormwater quality features are installed and operational when stormwater runoff enters them.

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ATTACHMENT " G "

PLANNING COMMISSION RESOLUTION NO. 854

**A RESOLUTION OF THE PLANNING COMMISSION APPROVING A TENTATIVE PLAN
FOR A 5 LOT SUBDIVISION LOCATED AT 4618 NORTH PACIFIC HIGHWAY.
(37 2W 03BD Tax Lot 600)**

**File No: SUB-18002
Applicant: Paul Miller**

WHEREAS, the applicant has submitted a tentative plan application to create a 5 lot subdivision consisting of residential property identified on the Jackson County Assessor's map as 37S 2W 03BD, Tax Lot 600, Central Point, Oregon; and

WHEREAS, the project site is located in the Low Mix Residential (LMR) zoning district in the Transit Oriented Development (TOD) District; and

WHEREAS, the application has been found to be consistent with the applicable approval criteria set forth in Title 16, Subdivisions and Title 17, Zoning, and per conditions noted in the Staff Report dated June 26, 2018; and

WHEREAS, on July 3, 2018, at a duly noticed public hearing, the City of Central Point Planning Commission considered the Applicant's request for Tentative Plan approval for a five (5) lot subdivision located at 4618 North Pacific Highway and continued the public hearing to August 7, 2018 to address issues related to right-of-way and master plan requirements; and

WHEREAS, on August 7, 2018, the Planning Commission considered new evidence addressing right-of-way vacation needed for Cascade Drive improvements, explanation of master plan requirements and reopened the public hearing to allow testimony on the application, including new evidence and arguments.

NOW, THEREFORE, BE IT RESOLVED that the City of Central Point Planning Commission by Resolution No. 854 hereby approves the Subdivision Tentative Plan for a five (5) lot subdivision on property identified by the Jackson County Assessor's Map as 37S 2W 03BD Tax Lot 600. This decision is based on the Staff Report dated August 7, 2018 including Attachments "A" through "G" 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)

ATTACHMENT "H"

**ZONE MAP AMENDMENT FROM R-3 TO C-4 ON .43 ACRES LOCATED
AT 45, 63 AND 77 BIGMAN DRIVE**

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-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

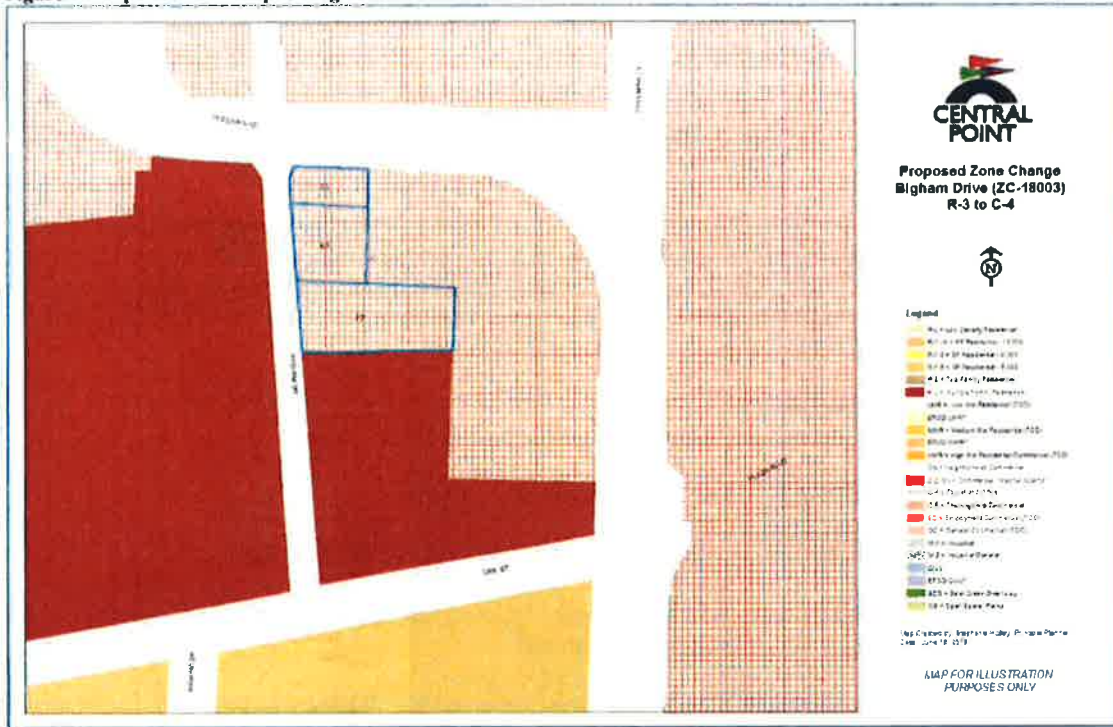
ACTION:

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.

Figure 3. Proposed Zone Map Change



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

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



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Appendix B: ITE Trip Generation Data, Background Growth
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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.

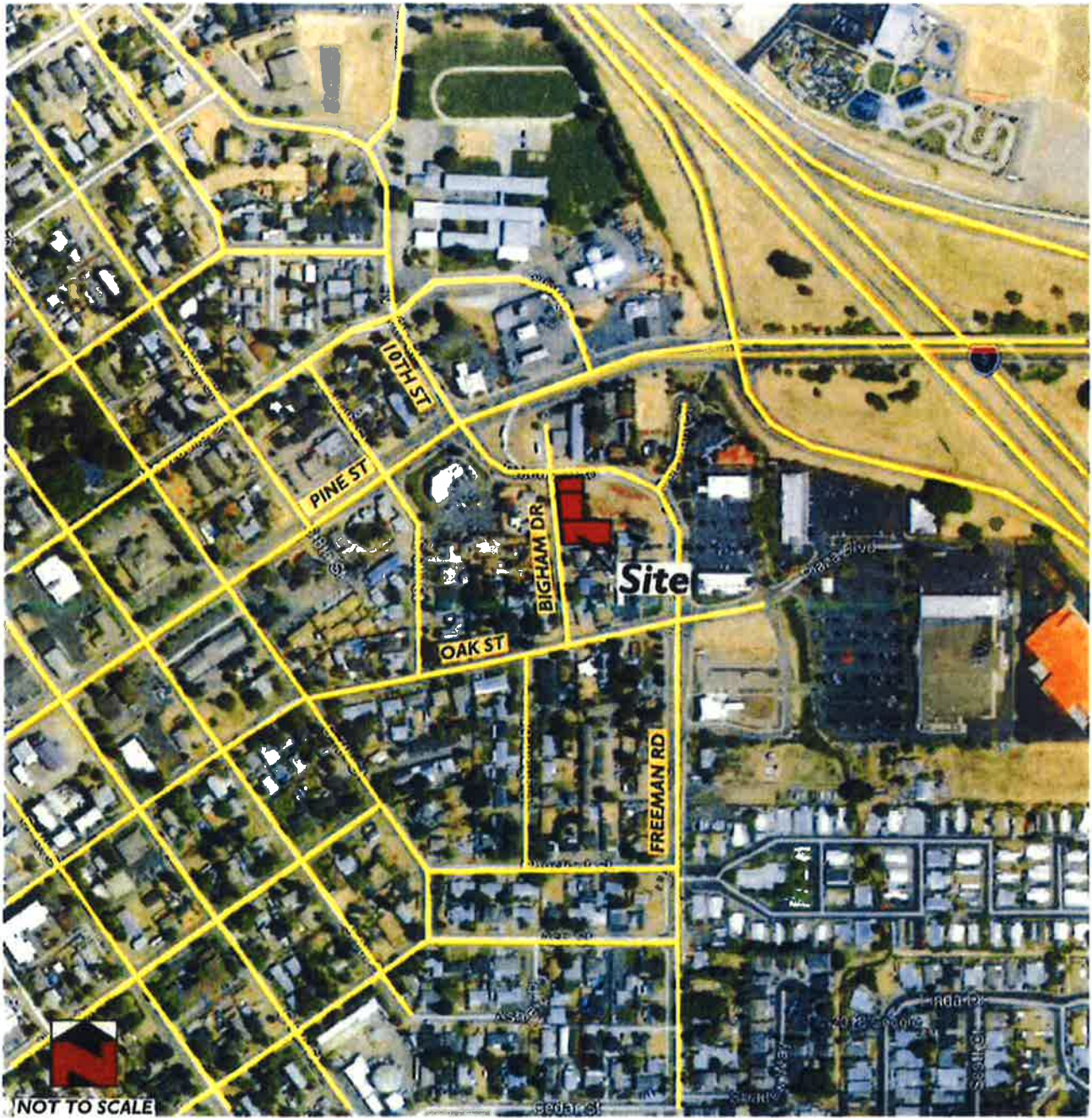
Project Location

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



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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.

Roadway	Jurisdiction	Functional Classification	Lanes	City Operational Standard	Posted Speed
Freeman Road	City of Central Point	Minor Arterial	2	LOS D	35
Digham Drive	City of Central Point	Local	2	LOS D	25
Oak Street	City of Central Point	Local	2	LOS D	25

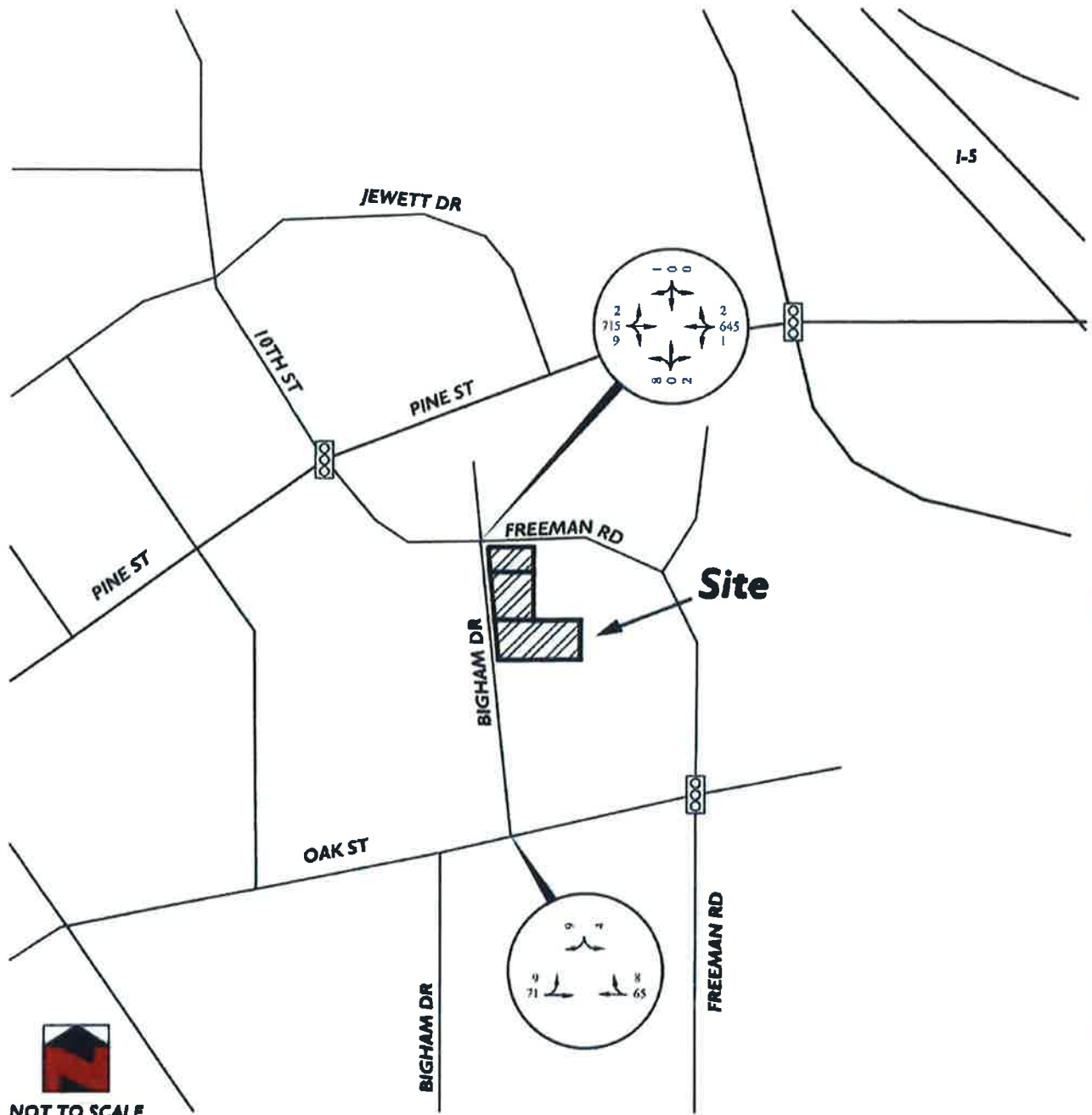
Traffic Counts

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.

Figure 2 : 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
	>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.

Intersection	Performance Standard	Traffic Control	Year 2018 No-Build
Freeman Road / Bigham Drive	LOS E	TWSC	E, (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.

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

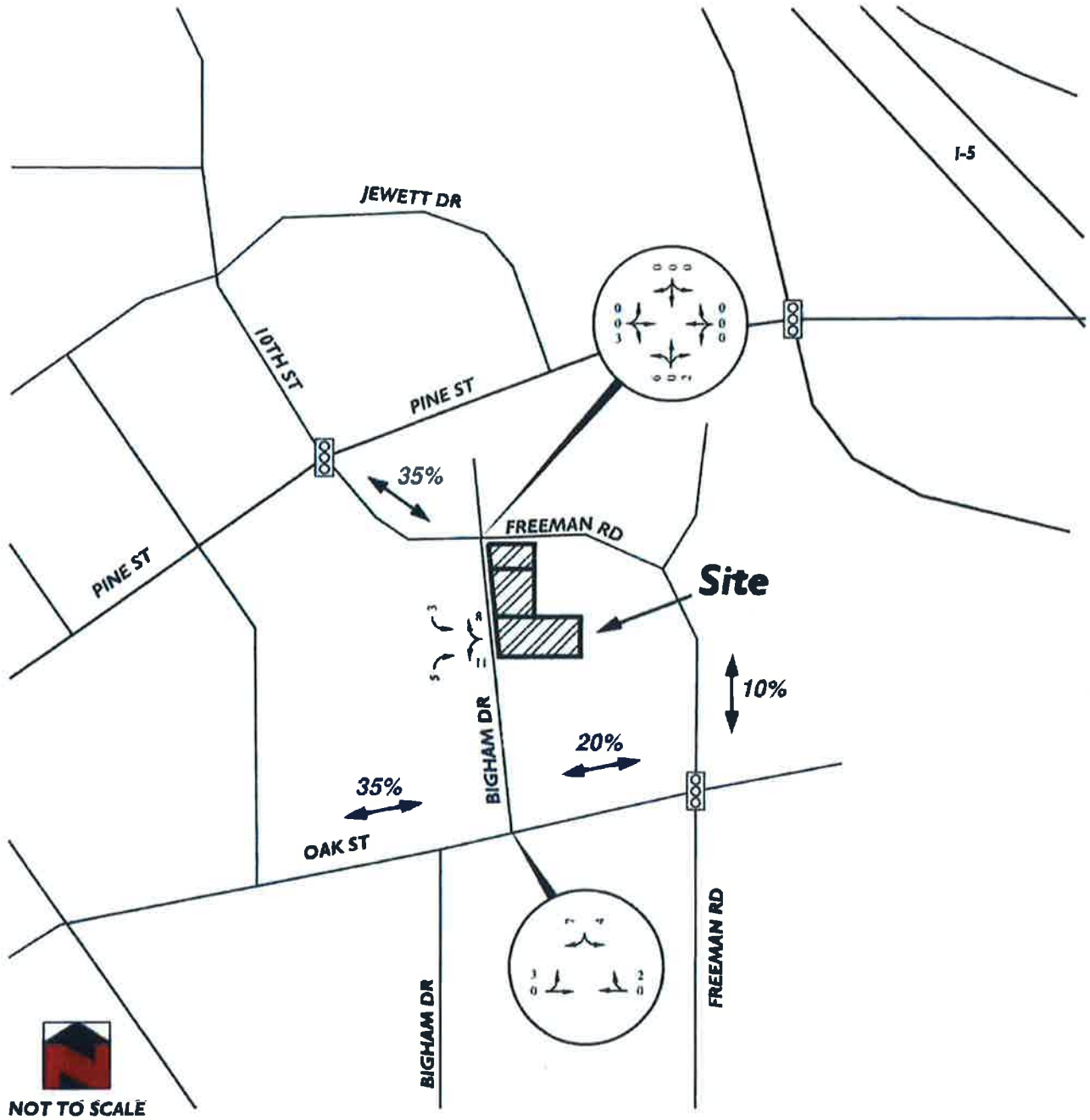
Land Use	Unit	Size	Daily Rate	Daily Trips	PM Peak Rate	PM Peak Hour Trips		
						Total	In	Out
720 – Medical/Dental Office	1000 SF	7.84	34.8	273	3.46	27	8	19
Total Trips				273		27	8	19

All – Splitter Edge

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.

Figure 3 : Development Trip Distributions, 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 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, (NB)</i>
Oak Street / Bigham Drive	LOS D	TWSC	A, (SD)

LOS=Level of Service, TWSC=Two-way stop controlled, NB= 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)	95th 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	*

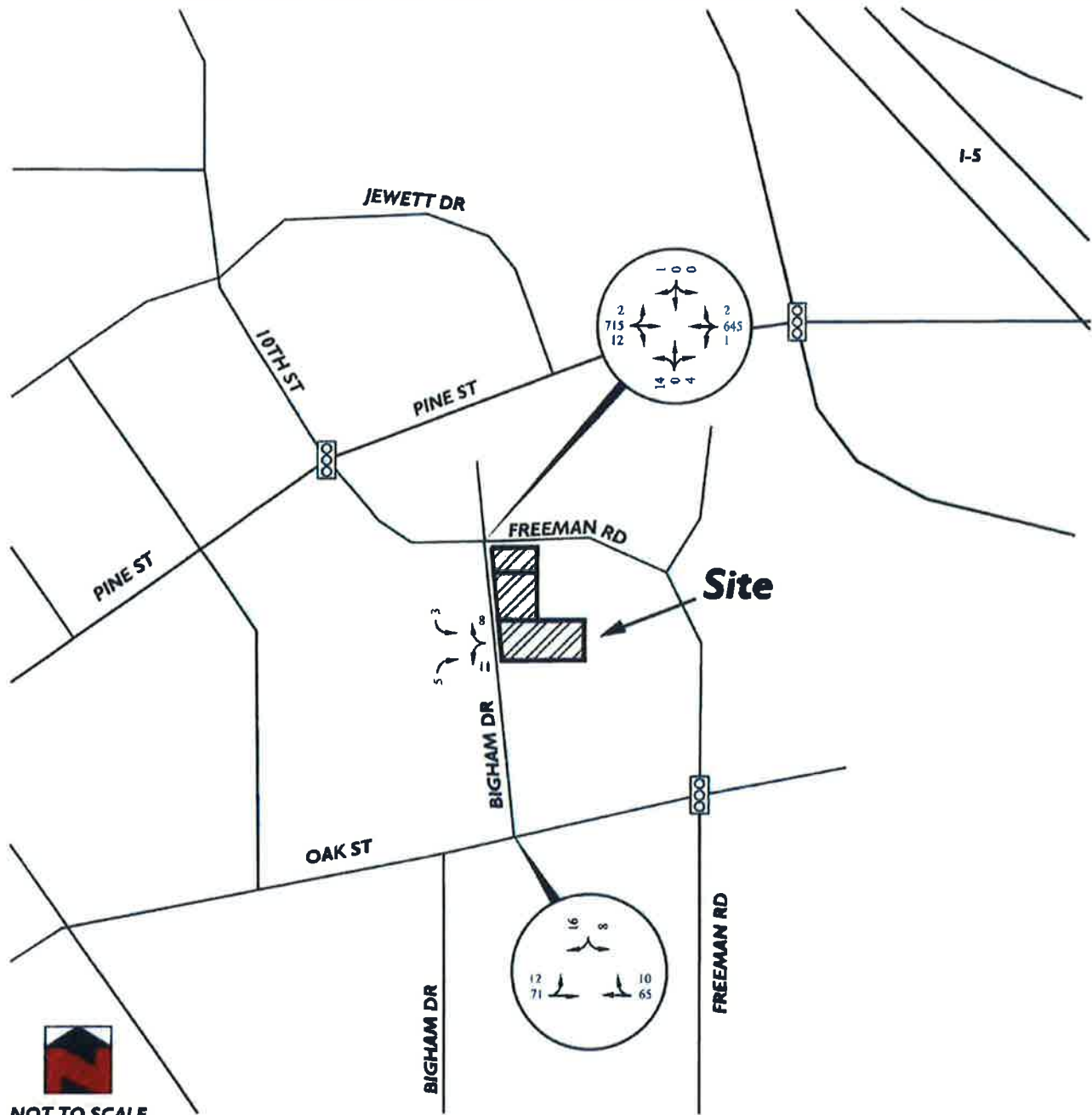
Note: Exceeded performance standards are shown in bold, italic

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



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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</i> , (NB)	<i>E</i> , (NB)
Oak Street / Bigham Drive	LOS D	TWSC	A, (SB)	A, (SB)

LOS=Level of Service, TWSC=Two-way stop controlled, NB=northbound left, SB=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

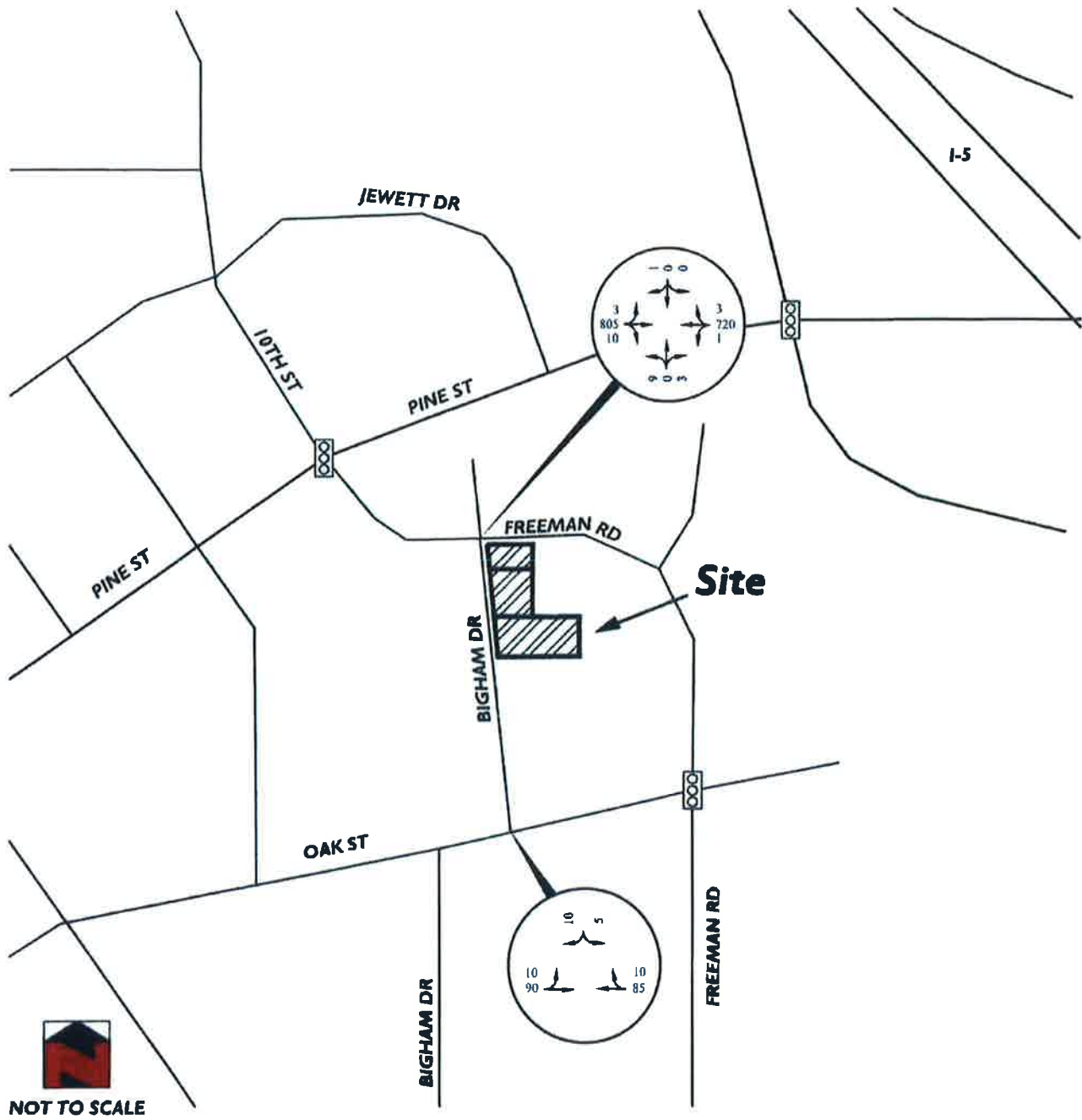
Five simulations were run and averaged in SimTraffic to determine 95th percentile queue lengths at study area intersections under future year 2038 no-build and build conditions. Queue lengths were then rounded up to the nearest 25 feet (single vehicle length) and reported for p.m. peak hour conditions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



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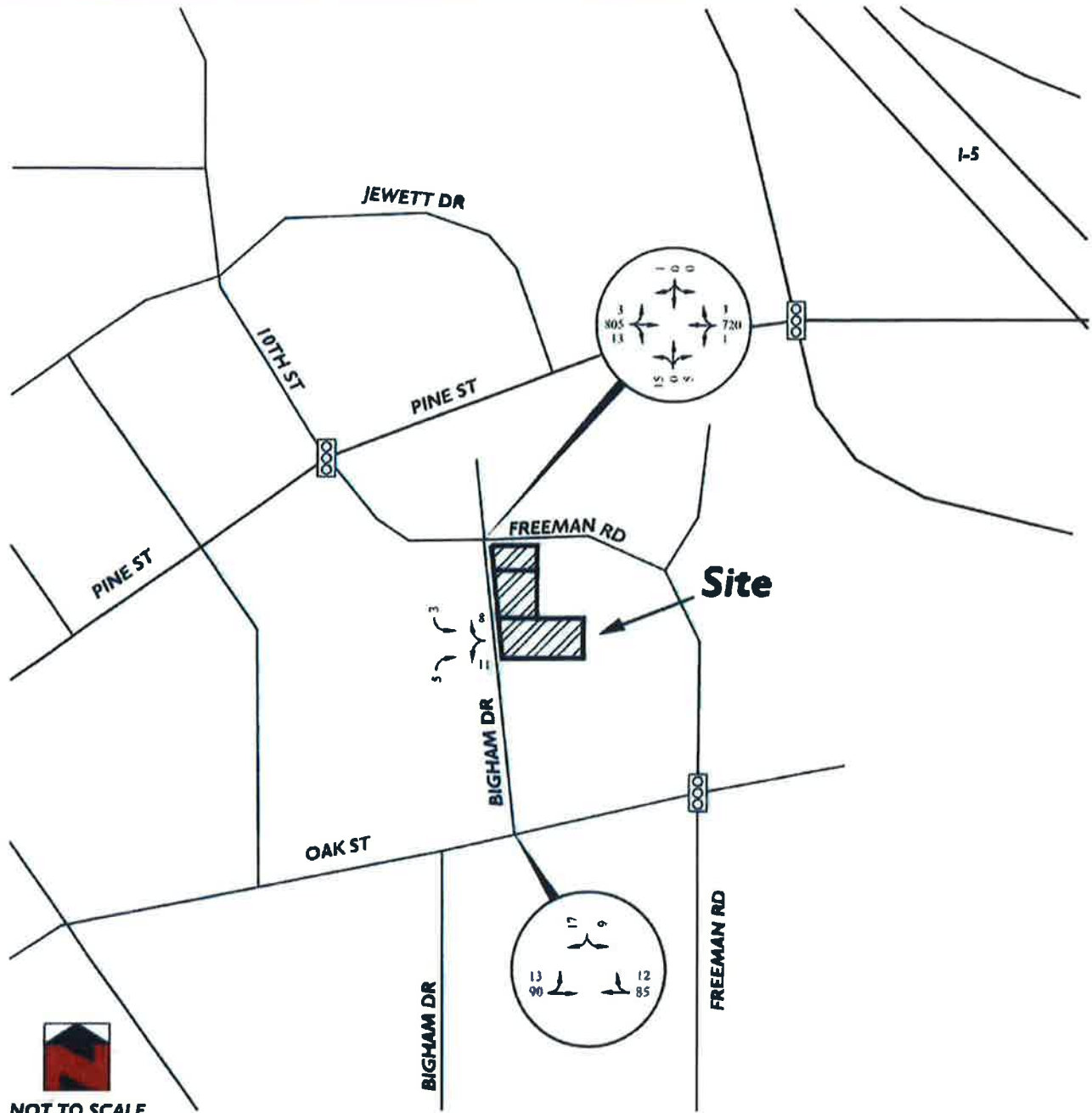


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Figure 6 : Future Year 2038 Build Traffic Volumes, PM Peak Hour



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 Traffic Impact Analysis
 Central Point, Oregon**

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: [\(541\) 774.9316](tel:(541)774.9316) | 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

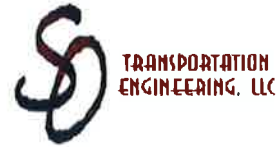
KIMBERLY PARDUCCI PE FIDP

SOUTHERN ENGINEERING & ARCHITECTURE, INC.

[\(541\) 941-4148](tel:(541)941-4148)

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

ATTACHMENT "C-2"



MEMORANDUM

319 Eastwood Drive
Medford, OR 97504

Telephone 541.941.4148
Kim.parducci@gmail.com

To: Stephanie Holley, 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 TSP 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,

A handwritten signature in black ink that reads 'Kimberly Parducci'.

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

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.

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 government9s)

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

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

**ZONE MAP AMENDMENT FROM R-1-6 TO R-3 ON 2.0 ACRES LOCATED
AT 1849 SCENIC AVENUE**

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

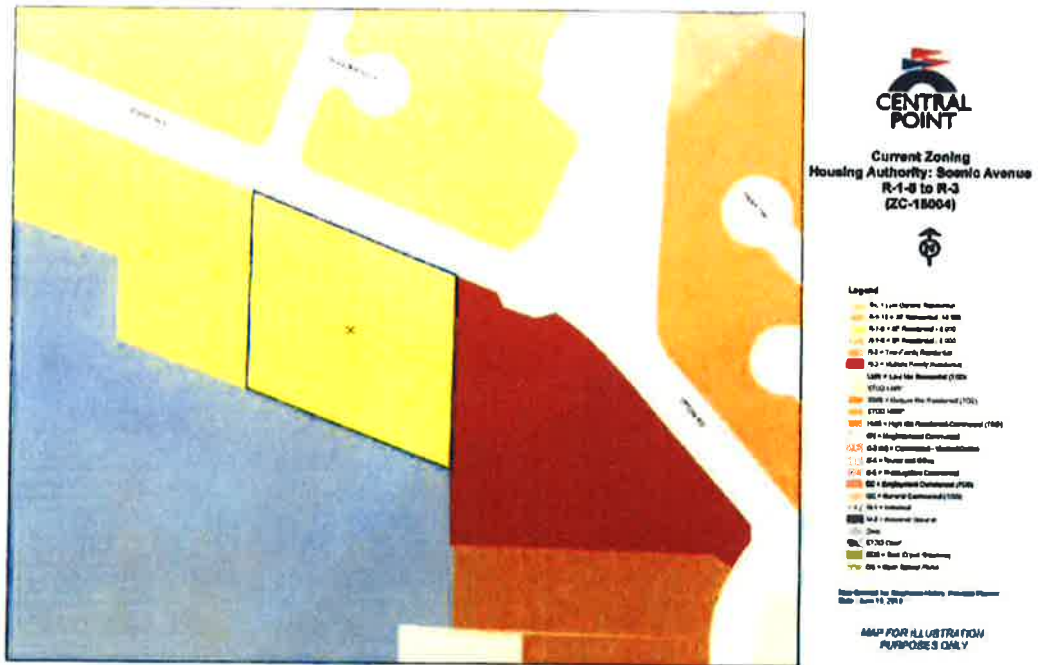
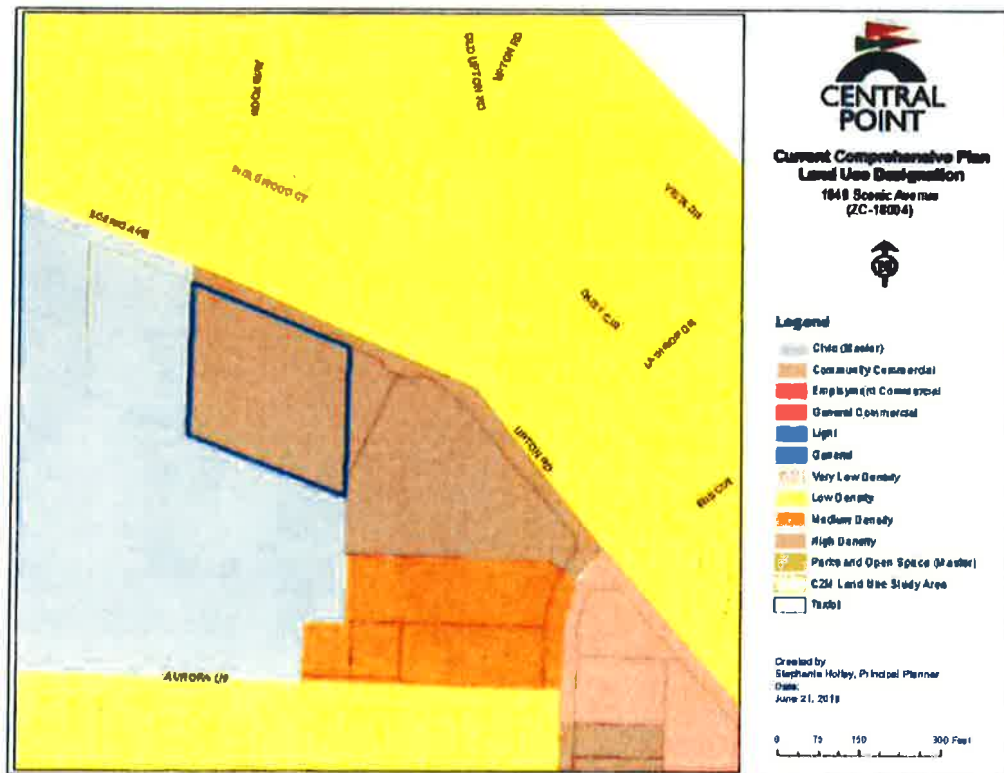
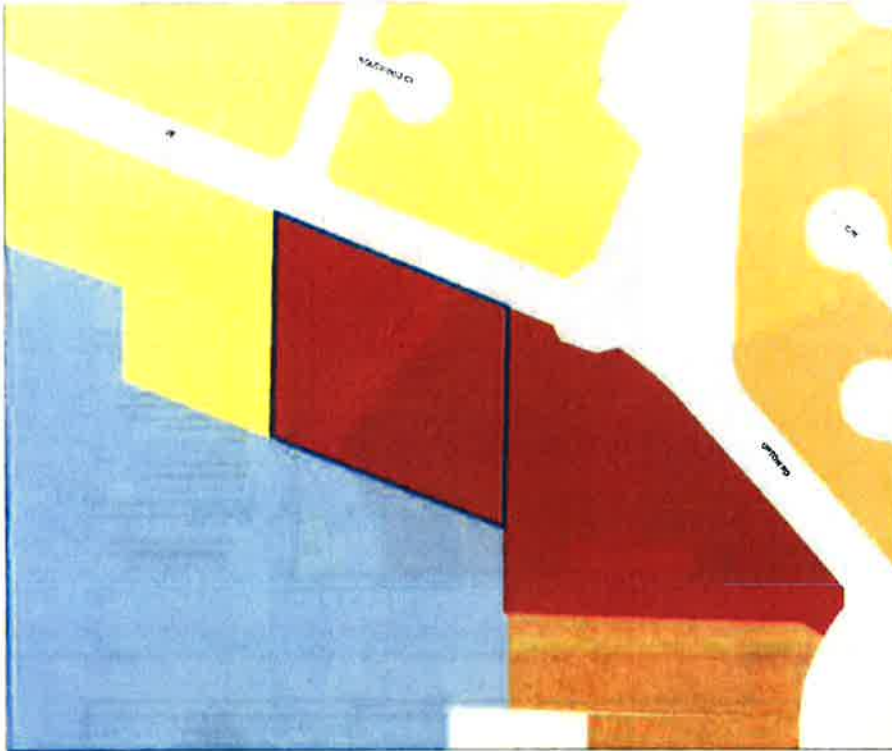


Figure 2. Current Zoning Map.



ATTACHMENT "A"

Figure 3. Proposed Zone Map Change



**Proposed Zone Change
Housing Authority: Scenic Avenue
R-1-B to R-3
(ZC-18004)**



Legend

- 01 - Single-Family Residential
- 02 - Single-Family Residential (2-3 Units)
- 03 - Single-Family Residential (4-6 Units)
- 04 - Single-Family Residential (7-12 Units)
- 05 - Single-Family Residential (13-20 Units)
- 06 - Single-Family Residential (21-30 Units)
- 07 - Single-Family Residential (31-40 Units)
- 08 - Single-Family Residential (41-50 Units)
- 09 - Single-Family Residential (51-60 Units)
- 10 - Single-Family Residential (61-70 Units)
- 11 - Single-Family Residential (71-80 Units)
- 12 - Single-Family Residential (81-90 Units)
- 13 - Single-Family Residential (91-100 Units)
- 14 - Single-Family Residential (101-120 Units)
- 15 - Single-Family Residential (121-150 Units)
- 16 - Single-Family Residential (151-200 Units)
- 17 - Single-Family Residential (201-250 Units)
- 18 - Single-Family Residential (251-300 Units)
- 19 - Single-Family Residential (301-400 Units)
- 20 - Single-Family Residential (401-500 Units)
- 21 - Single-Family Residential (501-600 Units)
- 22 - Single-Family Residential (601-700 Units)
- 23 - Single-Family Residential (701-800 Units)
- 24 - Single-Family Residential (801-900 Units)
- 25 - Single-Family Residential (901-1000 Units)
- 26 - Single-Family Residential (1000+ Units)
- 27 - Single-Family Residential (1000+ Units)
- 28 - Single-Family Residential (1000+ Units)
- 29 - Single-Family Residential (1000+ Units)
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- 99 - Single-Family Residential (1000+ Units)
- 100 - Single-Family Residential (1000+ Units)

Map Created by: Shannon Hickey, Planning Services
Date: June 18, 2019

**MAP FOR ILLUSTRATION
PURPOSES ONLY**

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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APPENDICES

Appendix A: Traffic Count Data, Seasonal Adjustment Information
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 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

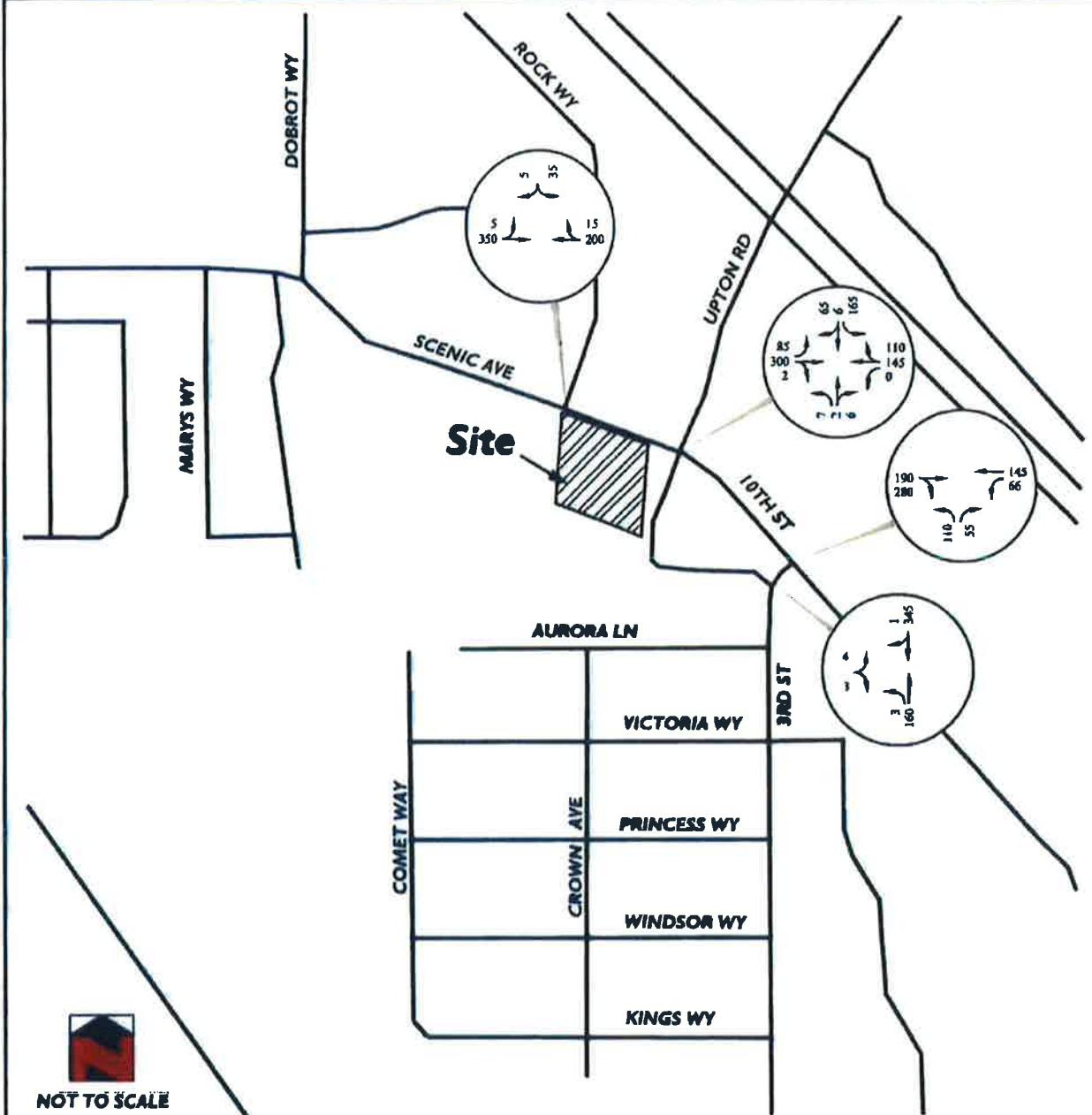
Traffic Counts

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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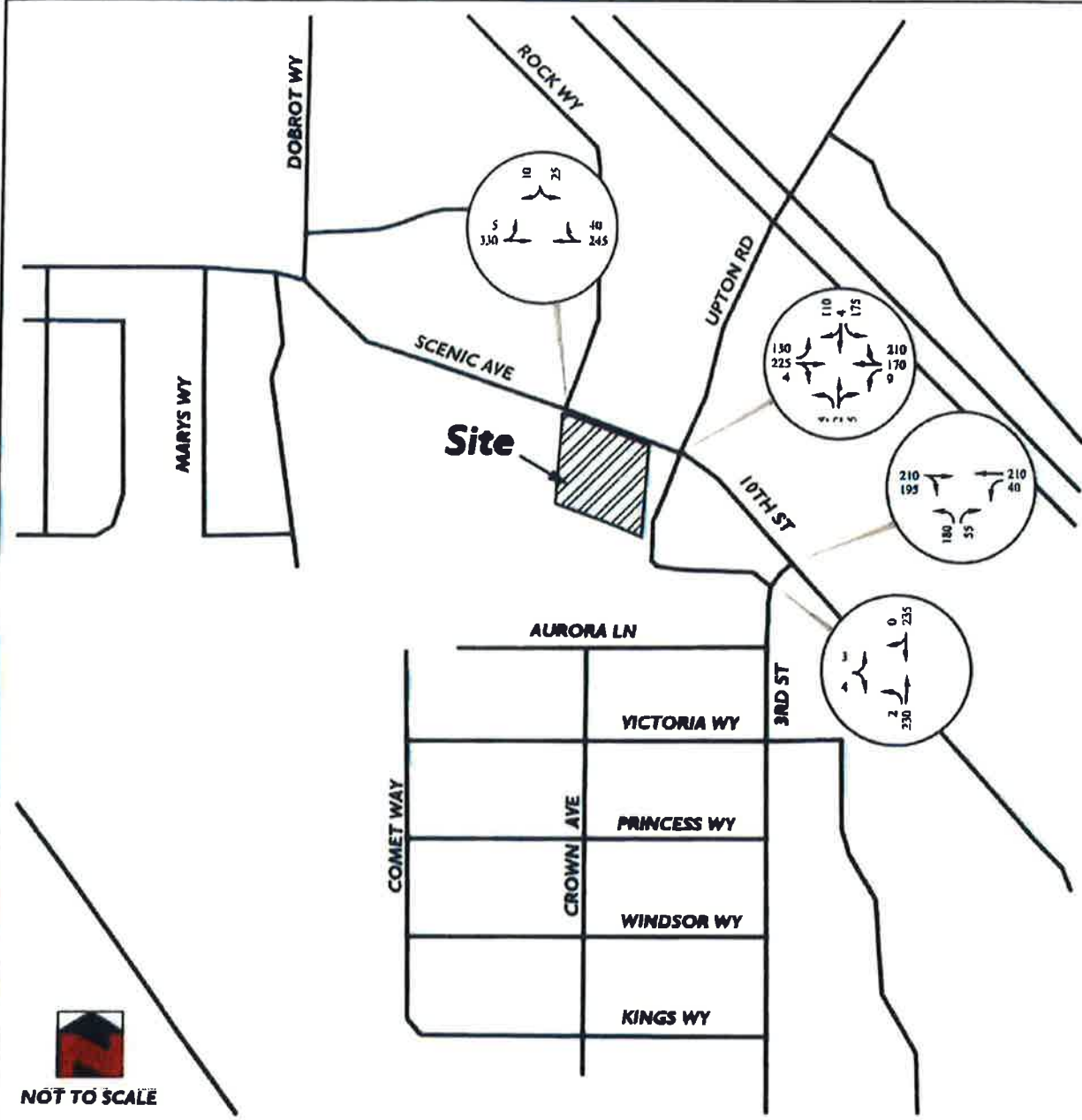


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Figure 2b : Year 2018 No-Build Traffic Volumes, PM Peak Hour




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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 - 20
C	20 - 35
D	35 - 50
E	50 - 80
F	> 80

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 - 50
E	50 - 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	F	Signal	F, (SB)	F, (SB)
Rock Way / Scenic Avenue	LOS D	Signal	F, (SB)	F, (SB)
Rock Way / 3 rd Street	LOS D	Signal	B, (NB)	B, (NB)
3 rd Street / Scenic Heights	NA	Uncontrolled	B, (EB)	B, (EB)

LOS = level of service (LOS); Two-way stop controlled NB northbound, SB southbound, EB eastbound, WB westbound
 Note: F=exceeds performance standards in both signal phases

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)	95 th 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	0	0	0	0	3	3	4,700	0.212	0.105
10 th Street / 3 rd Street	0	1	1	0	0	1	8,000	0.062	0.29
Scenic Heights / 3 rd St	0	0	0	0	0	0	4,000	0.000	0.10

¹99th Percentile Crash Rate from Exhibit F-1 in ODOT's Annual Traffic Safety Manual

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
10 th Street / 3 rd Street	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.

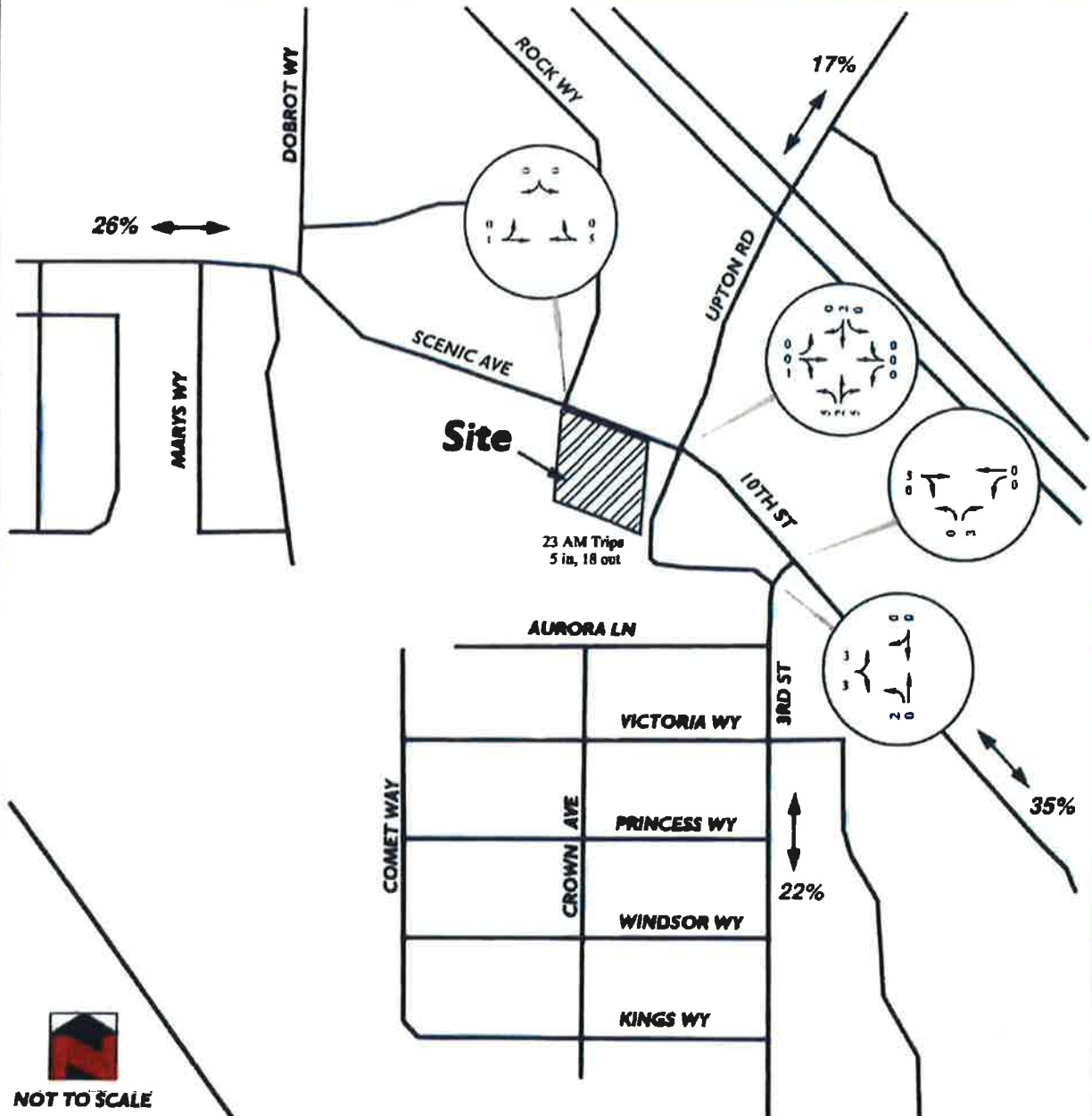
Land Use	Unit	Size	Daily Rate	Daily Trips	Peak Hour Rates		Peak Hour Trips					
					AM	PM	AM			PM		
							Total	In	Out	Total	In	Out
220 – Multifamily Housing	50						23	5	18	28	18	10
Total Trips				366			23	5	18	28	18	10

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

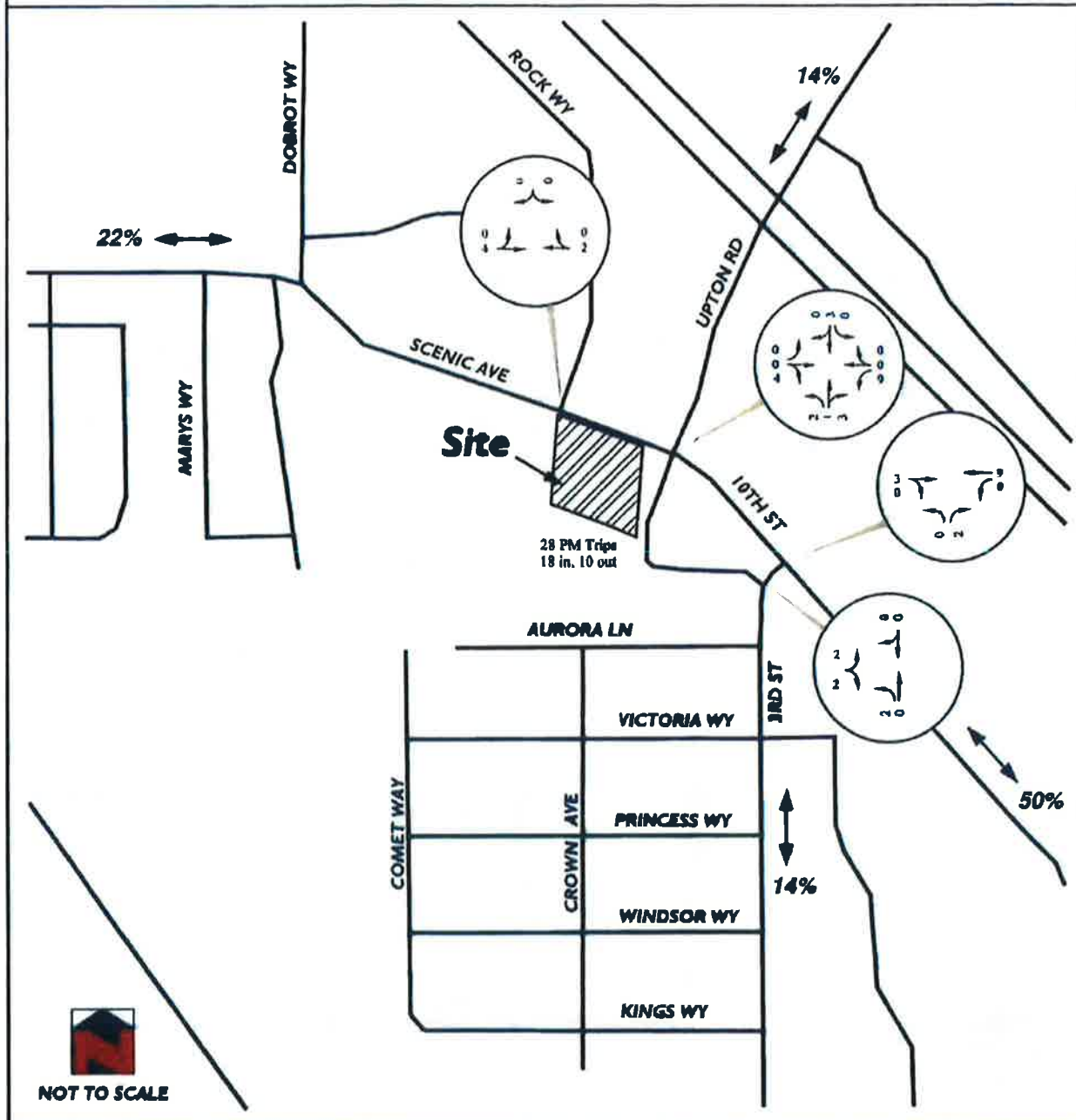


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Figure 3b : Development Trip Distribution & Percentages, PM Peak Hour



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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.

Table 9 - Year 2018 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, C* (SB)</i>	<i>F, D* (SB)</i>
Rock Way / Scenic Avenue	LOS D	TWSC	C, (SB)	B, (SB)
1 st 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 FWLTL 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, respectively 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	350	25	*
Westbound Left	75	50	*
Northbound Left	350*	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.

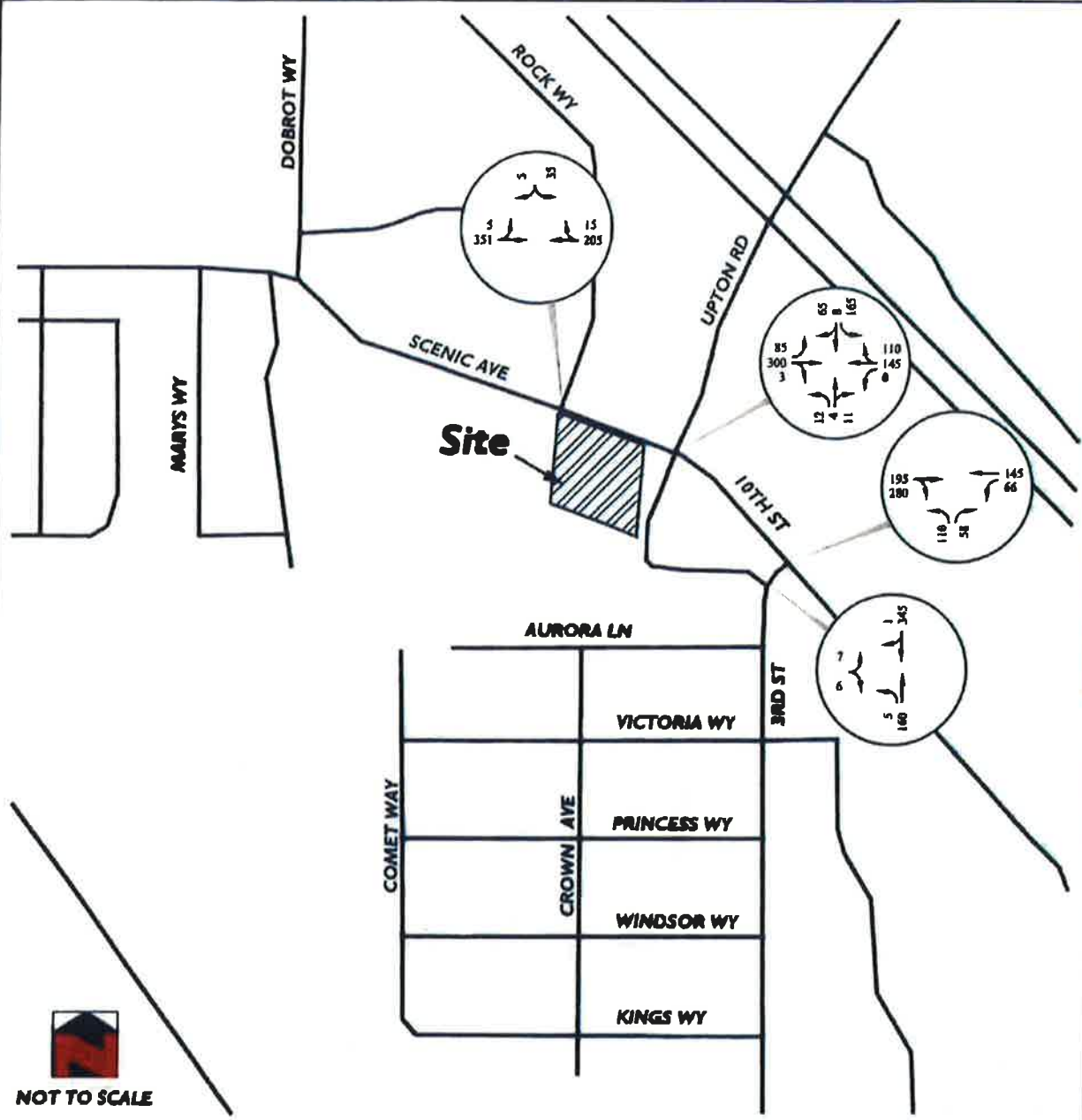
* Scenic Heights driveway is blocked on 3rd Street with a northbound left or northbound right queue greater than 70 feet at 10th Street

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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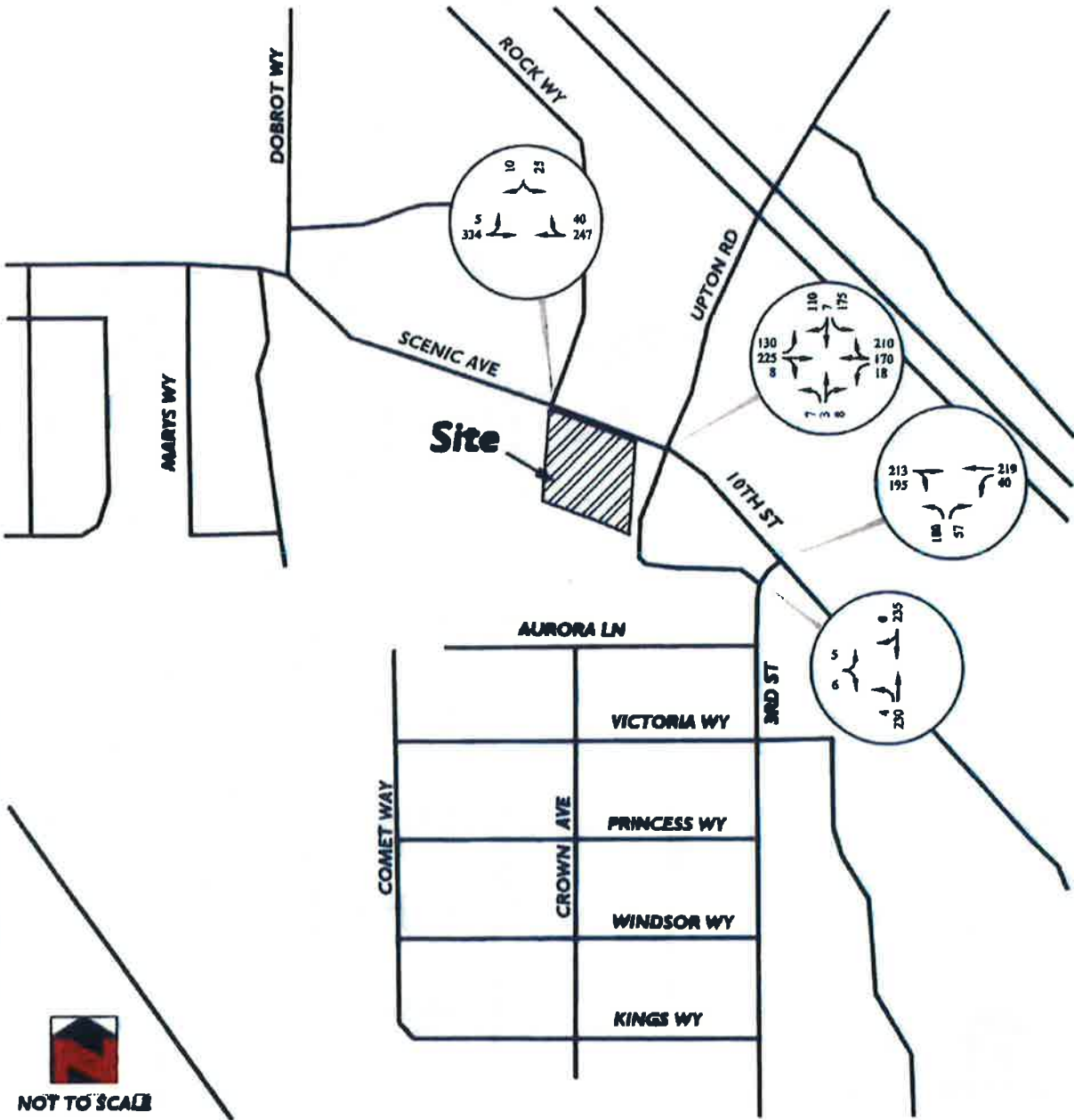


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Figure 4b : Year 2018 Build Traffic Volumes, PM Peak Hour



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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 2038 No-Build and Build 95th Percentile Queue Lengths, PM Peak Hour

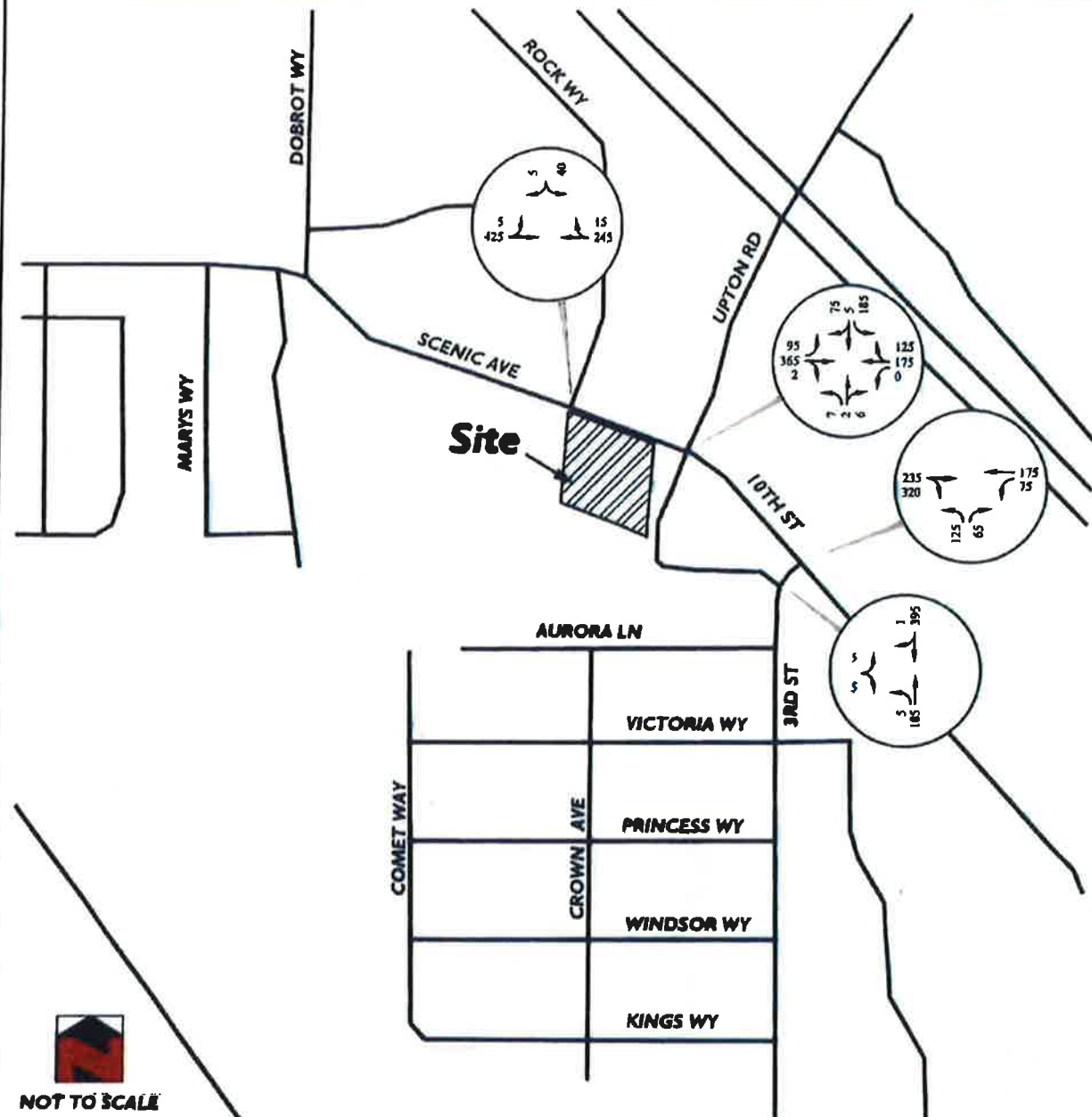
Intersection / Movement	Available Link Distance (Ft)	95 th Percentile Queue Lengths No-Build	95 th Percentile Queue Lengths Build
Scenic Avenue / Rock Way			
Eastbound Left/Through	425	50	50
Westbound Through/Right	350	50	50
Southbound Left/Right	650	50	50
3rd Street / 10th Street			
Eastbound Through/Right	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 located at 3rd Street with a northbound left or southbound right queue greater than 75 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

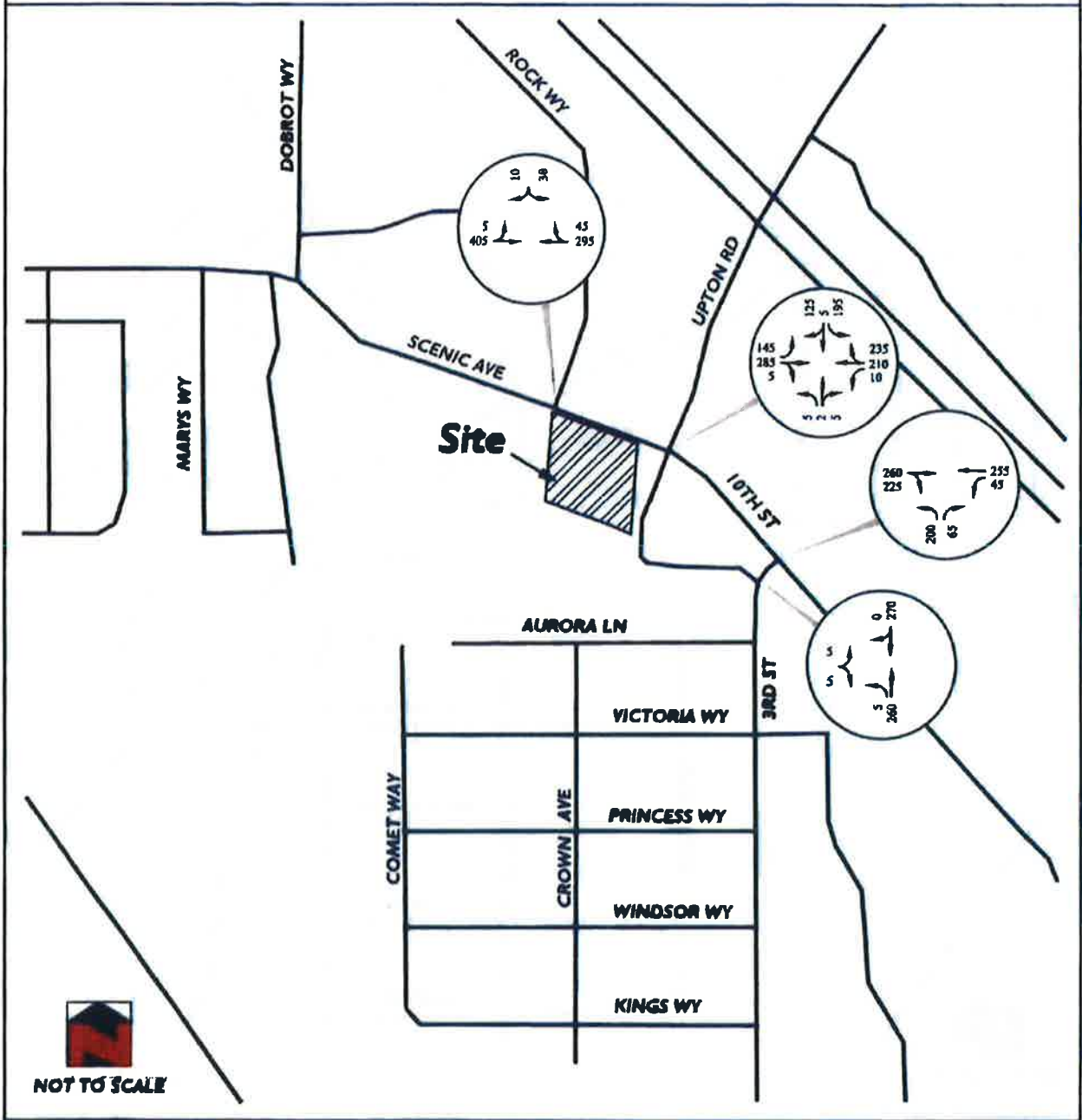


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Figure 5b : Future Yr 2038 No-Build Traffic Volumes, PM Peak Hour

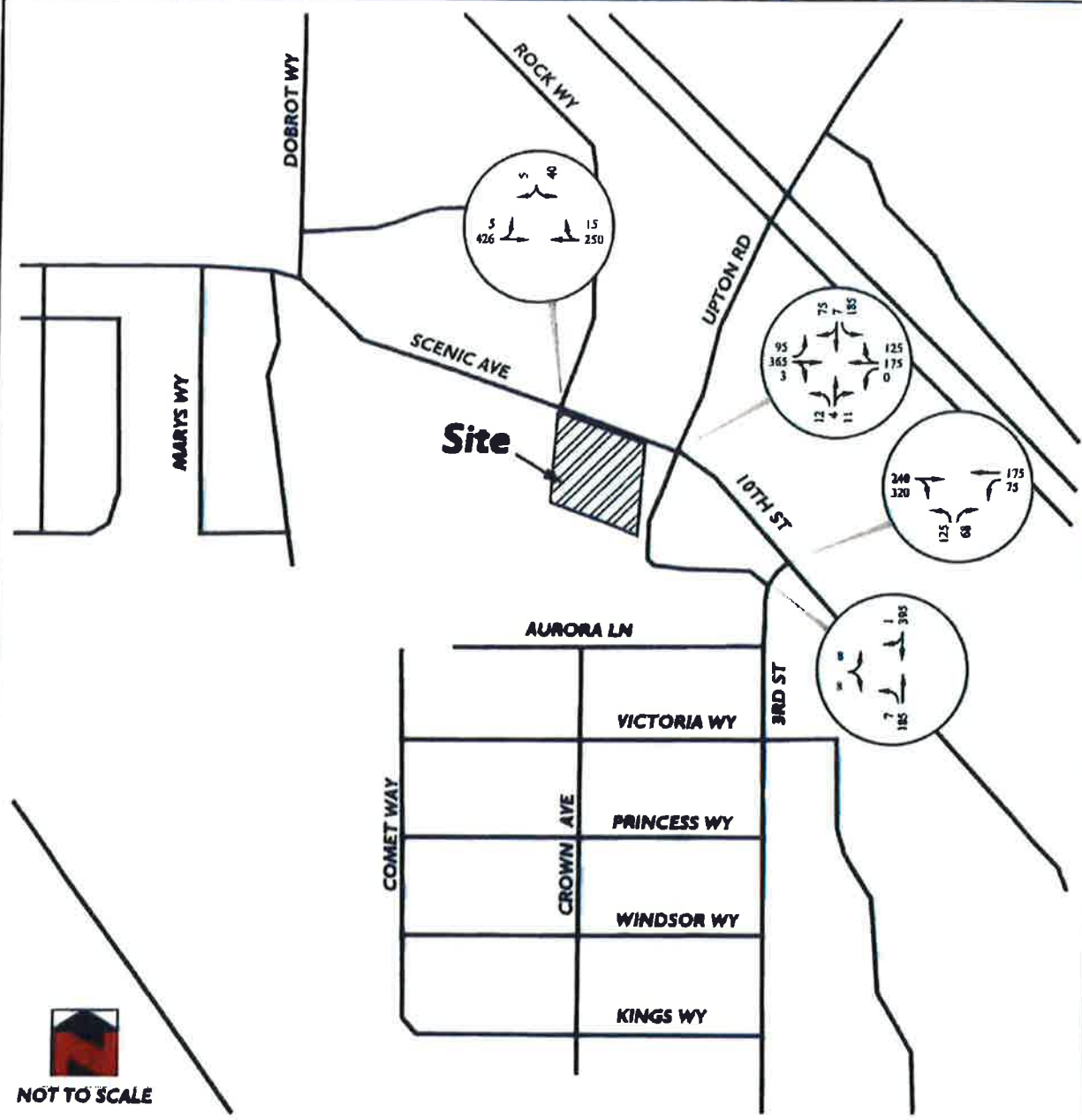


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Figure 6a : Future Yr 2038 Build Traffic Volumes, AM Peak Hour



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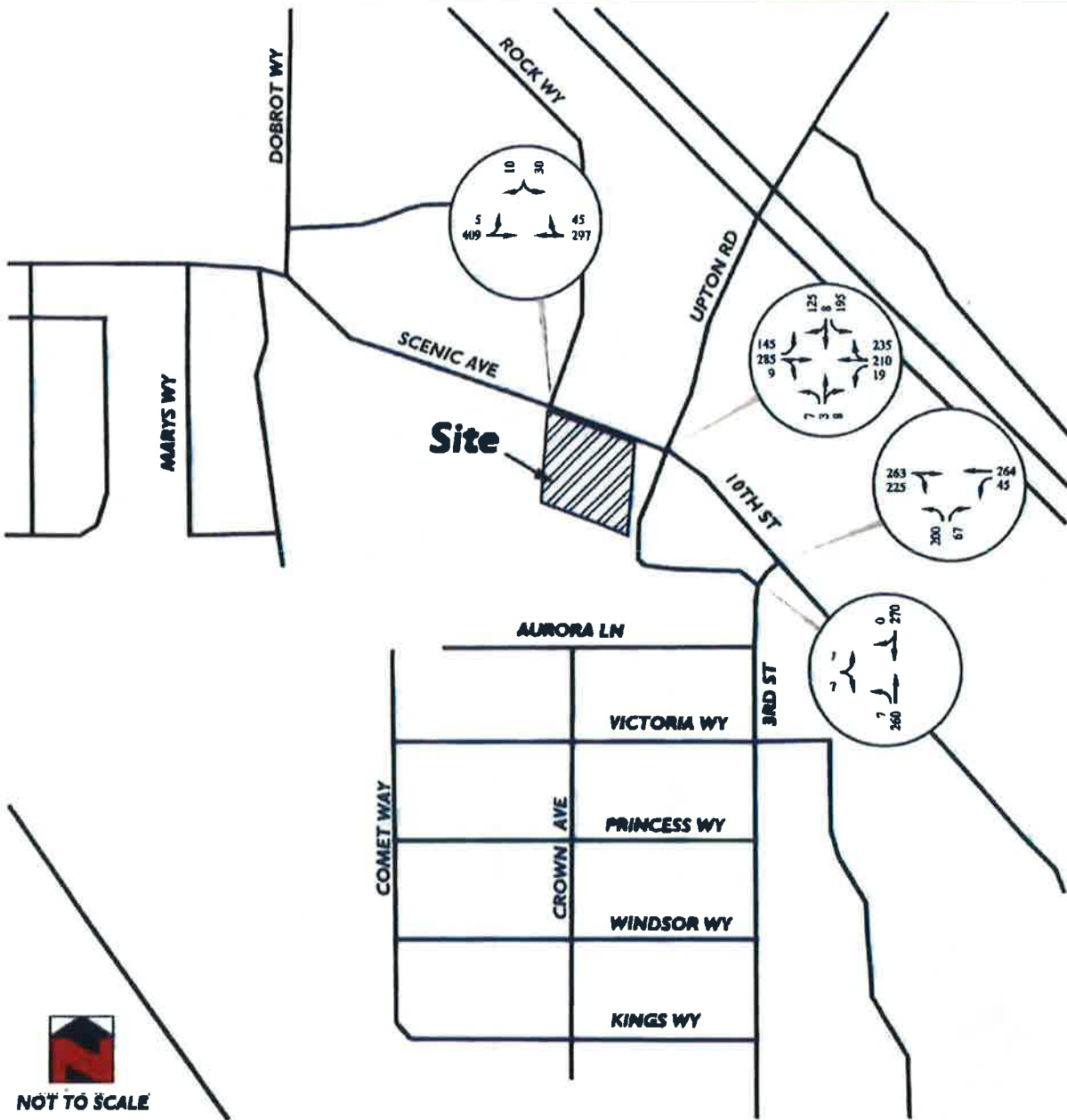


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Figure 6b : Future Yr 2038 Build Traffic Volumes, PM Peak Hour



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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.

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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.

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 97883
Phone: [\(541\) 774-6316](tel:(541)774-6316) | Fax: [\(541\) 774-6346](tel:(541)774-6346) | 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 DBB/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 "

(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"
3 rd Street/ 10 th 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

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

ATTACHMENT " E "

**AMENDMENTS TO ZONING AND DESIGN STANDARDS IN THE TOD
DISTRICT**

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.

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 façade 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.

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.

- (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

**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- 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 DLCD 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 transit 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 6.21.: 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.

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.