WALDPORT PLANNING COMMISSION
JANUARY 25, 2021

MEETING NOTICE and AGENDA

THE WALDPORT PLANNING COMMISSION WILL MEET ON MONDAY, JANUARY 25th, 2021 AT 2:00 P.M. IN THE CITY COUNCIL MEETING ROOM, 125 ALSEA HIGHWAY, TO TAKE UP THE FOLLOWING AGENDA:

1. CALL TO ORDER and ROLL CALL

2. MINUTES: November 16th, 2020

3. CITIZEN COMMENTS and CONCERNS

4. CHAIR / VICE-CHAIR ELECTION, TERM LIMITS

5. COMMISSION FOCUS FOR UPCOMING YEAR

6. DISCUSSION / ACTION ITEMS:
   A. Parking Review
   B. New Business
   C. Planner’s Report
   D. Other Issues

7. COMMISSION COMMENTS AND CONCERNS

8. ADJOURNMENT

The Council Chambers are accessible to all individuals. If you will need special accommodations to attend this meeting, please call City Hall at (541)264-7417 during normal business hours.

Notice given this 20th day of January, 2021.
City of Waldport
WALDPORT PLANNING COMMISSION

NOVEMBER 16, 2020

MEETING MINUTES

1. CALL TO ORDER: Chair Barham called the meeting to order at 2:00 p.m.

2. SWEARING IN OF NEW PLANNING COMMISSIONERS: City Recorder Eckerman administered oaths of office to Commissioners Duane Snider and Alanna Miklic.

3. ROLL CALL: Chair Barham and Commissioners Phillips, Woodruff, Miklic and Snider answered the roll. Commissioner Schlosser was excused. Commissioner Lambert has resigned in order to take up her seat on the City Council, following the election on November 3, 2020. The vacancy will be advertised.

4. MINUTES: The Commission considered the minutes from the September 28, 2020 meeting. Commissioner Woodruff moved to approve the minutes as presented. Commissioner Phillips seconded, and the motion carried unanimously.

5. CITIZEN COMMENTS AND CONCERNS: Hollis Lundeen addressed the Commission, asking about the code compliance process. It was explained that code compliance was not really under the purview of the Planning Commission.

6. DISCUSSION/ACTION ITEMS:

   A. Review Summary of Amendments Readied for Notice/Public Comment: The Commission reviewed the summary of amendments. With regard to Downtown District, Tsunami Resilience Land Use Measures and Notification of Land Use Applications, there were no comments, and consensus of the Commission was to move forward with the public hearing process. The issue of continuous partitioning had been previously determined to not require action.

   B. Inclusion of Working Session prior to Planning Commission Meetings: Following
a brief discussion, consensus of the Commission was to hold a working session on the same day as the Planning Commission regular meeting, starting at 1:00 p.m. If scheduling allows, the first meeting will be December 21st, otherwise it will be on January 25th. The topic of the first working session will be parking.

C. Brief and Discussion on Accessory Dwelling Units: It was noted that the two concerns that still needed to be addressed were parking and residency status. Commissioner Barham indicated that since the City was not yet at the population limit, the code requirements could be more restrictive, but then may need to be modified when the population exceeded 2500. A lengthy discussion ensued. Commissioner Woodruff moved to remove the owner occupancy requirement and the additional parking requirements and to forward the corrected draft language to the public hearing process. Commissioner Miklic seconded. The motion carried, with Commissioners Barham, Woodruff, Miklić and Snider voting “Aye”, Commissioner Phillips voting “Nay” as he felt the parking requirements should remain as proposed.

D. Planner’s Report: City Planner Hamilton reviewed her written report, noting that her schedule has increased to three days a week, Monday through Wednesday, in order to more effectively support day-to-day and long-range planning efforts.

E. Other Issues: None.

7. ADJOURNMENT: At 3:07 p.m., there being no further business to come before the Commission, the meeting was adjourned.

Respectfully submitted,

Reda Q Eckerman, City Recorder

APPROVED by the Planning Commission this _____ day of ________________, 2021.

SIGNED by the Chair this _____ day of ________________, 2021.

_____________________________________

Steve Barham, Chair
CITY OF WALDPORT – Planning + Zoning
PARKING REVIEW

SCOPE: PARKING – PRIVATE and PUBLIC
Organized by WMC Title / Section

SUMMARY: Waldport, OR as a satellite community to Newport, OR is experiencing increased numbers of commuter traffic and a higher number of vehicles per household. Assigned street parking, storage of recreational vehicles and absence of sidewalks have compounded community concerns with regard to parking. Addressing parking ahead of Zoning updates enables future discussions that will support a broader review of Zoning Conditions and Standards. Ie. Address parking first.

NOTE: This Code Review includes Parking Requirements for Residential, Commercial and Planned Developments; Conditions and Standards for On-Site, Off-Site Parking and Loading Zones. Section references are noted, but only those directly referencing Parking, Loading etc. are included in this summary. Please refer to your distributed Waldport Municipal Code (WMC) for the full text.

Parking Conditions and Standards for the Downtown District are recommended to be reviewed during sub-areas zone review (upcoming meetings).

Four (4) Communities were evaluated as benchmarks for parking codes. Through this review, a Parking Table by Use is proposed.

- Florence, OR
- Bandon, OR
- Sisters, OR
- Seaside, OR

LEGEND:
Notes and Municipal Code: Black
Clarifications - Minor Additions and Edits: Green
Discussion with Recommendations: Blue
# WALDPORT MUNICIPAL CODE – TITLE 16 DEVELOPMENT CODE

## 1. PROPOSED REVISION – ADD: PARKING TABLE by USE – Standards and Conditions (TABLE 16.7# TBD)

### THE CITY OF WALDPORT – PARKING TABLE by USE

<table>
<thead>
<tr>
<th>USE</th>
<th>DESCRIPTION</th>
<th>PARKING SPACE REQUIREMENTS</th>
<th>ON-SITE PARKING</th>
<th>OFF-SITE PARKING</th>
</tr>
</thead>
<tbody>
<tr>
<td>A.</td>
<td>RESIDENTIAL</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>Single-family Residence</td>
<td>Garage or carport required for new single family residences constructed after 2019.</td>
<td>Minimum 2 per D.U. -Garage or Carport required See 16.12-030.06</td>
<td>- Two off-street spaces required. - Limit off-site parking per residence = 3, more?</td>
</tr>
<tr>
<td>2</td>
<td>Duplex dwelling units</td>
<td>Spaces equal to 1.5 times the number of dwelling units</td>
<td>1.5 per D.U.</td>
<td>Street parking determined by property line extents</td>
</tr>
<tr>
<td>3</td>
<td>Multifamily dwelling units</td>
<td>Spaces equal to 1.5 times the number of dwelling units</td>
<td>1.5 per D.U.</td>
<td>Street parking determined by property line extents</td>
</tr>
<tr>
<td>4</td>
<td>Apartment house, rooming house, or boarding house</td>
<td>Spaces for eighty (80) percent of the guest accommodations plus one additional space</td>
<td>0.80% + 1</td>
<td>Street parking determined by property line extents</td>
</tr>
<tr>
<td>ADD</td>
<td>Manufactured Home and MH Park</td>
<td>Two spaces per MH unit. Additional guest parking required.</td>
<td>2 per D.U.</td>
<td>Parking provided on site in guest parking.</td>
</tr>
<tr>
<td>ADD</td>
<td>Additional Dwelling Unit</td>
<td>One (1) per dwelling unit + one (1) assigned off-street space</td>
<td>1 per D.U.</td>
<td>Claims 1 of SFR (2) allotted</td>
</tr>
<tr>
<td>B.</td>
<td>COMMERCIAL RESIDENTIAL</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>Hotel</td>
<td>One space per guest room plus one space per two employees.</td>
<td>1 per room and ( \frac{1}{2} ) space per employee</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Motel</td>
<td>One space per guest room or suite plus one additional space for the owner or manager.</td>
<td>1 per room and 1 per owner / manager</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Club or lodge</td>
<td>Space to meet the combined requirements of the uses being conducted, such as a hotel, restaurant, auditorium, etc.</td>
<td>1 per 100 sf of floor area and 1 per 2 employees</td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>Bed &amp; Breakfast Establishments</td>
<td>One (1) off street parking for owners/operators with one (1) additional space for each authorized guest room</td>
<td>1 per owner / manager and 1 per guest room</td>
<td></td>
</tr>
<tr>
<td>C.</td>
<td>INSTITUTIONS</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>Convalescent Hospital Senior Housing Advanced Care</td>
<td>Three spaces (3) for each two beds</td>
<td>3 per 2 beds</td>
<td>N/A</td>
</tr>
<tr>
<td>2</td>
<td>Hospital</td>
<td>Three spaces (3) for each two beds</td>
<td>3 per 2 beds</td>
<td>N/A</td>
</tr>
<tr>
<td>D.</td>
<td>PLACES OF PUBLIC ASSEMBLY</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>Spiritual – Places o' Worship Vs. Church</td>
<td>One space (1) per six seats or one (1) per 50 sf of assembly area</td>
<td>1 per 6 seats or 1 per 50 sf</td>
<td>N/A</td>
</tr>
<tr>
<td>2</td>
<td>Library or Reading Room</td>
<td>One space (1) per three hundred (300) square feet of floor area and per two employees</td>
<td>1 per 300 sf and 1 per 2 employees</td>
<td>N/A</td>
</tr>
<tr>
<td>3</td>
<td>Preschool nursery or kindergarten (primary school)</td>
<td>Two spaces (2) per classroom</td>
<td>2 per classroom</td>
<td>N/A</td>
</tr>
<tr>
<td>4</td>
<td>Elementary or junior high school</td>
<td>Two spaces (2) per classroom</td>
<td>2 per classroom</td>
<td>N/A</td>
</tr>
<tr>
<td>USE</td>
<td>DESCRIPTION</td>
<td>PARKING SPACE REQUIREMENTS</td>
<td>ON-SITE PARKING</td>
<td>OFF-SITE PARKING</td>
</tr>
<tr>
<td>-----</td>
<td>-------------</td>
<td>---------------------------</td>
<td>----------------</td>
<td>-----------------</td>
</tr>
<tr>
<td>5</td>
<td>High school</td>
<td>Fives spaces (5) per classroom.</td>
<td>5 per classroom</td>
<td>N/A</td>
</tr>
<tr>
<td>6</td>
<td>Other auditorium or meeting room</td>
<td>One space (1) per four seats or 1 per fifty (50) square feet of floor area</td>
<td>1 per 4 seats or 1 per 50 sf of floor area</td>
<td></td>
</tr>
<tr>
<td>7</td>
<td>Clubhouse or Multi-functional Use</td>
<td>One space (1) per four seats or 1 per fifty (50) square feet of floor area</td>
<td>1 per 4 seats or 1 per 50 sf of floor area</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>Instructional Classes eg. Martial Arts or Dance Studio</td>
<td>One (1) spaces per one hundred (100) sf plus one (1) space per employee</td>
<td>1 per 100 sf of floor area and 1 per employee</td>
<td></td>
</tr>
<tr>
<td>9</td>
<td>Parks and Open Space</td>
<td>As determined by the Planning Commission and/or City Council</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

E. COMMERCIAL AMUSEMENTS

<p>| | | | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Stadium, arena or indoor theater</td>
<td>One (1) space per four seats</td>
<td>1 per 4 seats</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Bowling establishment w/o restaurant</td>
<td>Five (5) spaces per alley plus one space per two employees.</td>
<td>5 per alley and 1 per 2 employees</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Bowling establishment w/restaurant</td>
<td>Eight (8) spaces per alley plus one space per two employees.</td>
<td>8 per alley and 1 per 2 employees</td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>Dance hall or skating rink</td>
<td>One space (1) per one hundred (100) square feet of floor area plus one space per two employees.</td>
<td>1 per 100 sf of floor area and 1 per 2 employees</td>
<td></td>
</tr>
</tbody>
</table>

F. COMMERCIAL

<p>| | | | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Retail store, except as provided in subsection (F)(2) of this table</td>
<td>One space (1) per three hundred (300) square feet of floor area.</td>
<td>1 per 300 sf of floor area</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Service or repair shop, retail store handling exclusively bulky merchandise such as automobiles and furniture</td>
<td>One space (1) per six hundred (600) square feet of floor area. WMC: two (2) off street parking spaces per operator station</td>
<td>1 per 600 sf of floor area or WMC 2 per operator station</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Home Business</td>
<td>ADD?</td>
<td>None or 1 per SFR, or can use allowable off-street parking per unit</td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>Bank or office (except medical and dental)</td>
<td>One space (1) per six hundred (600) square feet of floor area plus one space per two employees.</td>
<td>1 per 600 sf of floor area and 1 space per 2 employees</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>Medical and dental office or clinic</td>
<td>One space (1) per three hundred (300) square feet of floor area plus one space per two employees.</td>
<td>1 per 300 sf of floor area and 1 space per 2 employees</td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>Eating or drinking establishment</td>
<td>One space (1) per two hundred (200) square feet of floor area. OR WMC One (1) space per four seats</td>
<td>1 per 200 sf of floor area or 1 space per 4 seats</td>
<td></td>
</tr>
<tr>
<td>7</td>
<td>Mortuaries</td>
<td>One (1) space per four (4) seats or eight feet of bench length in the chapel</td>
<td>1 space per 4 seats or 1 space per 8' of bench length in the Chapel</td>
<td></td>
</tr>
</tbody>
</table>

6. INDUSTRIAL

<p>| | | | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Storage warehouse, manufacturing establishment, freight terminal</td>
<td>One space (1) per employee.</td>
<td>1 per employee</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Wholesale establishment</td>
<td>One space (1) per employee and one (1) space per seven hundred (700) square feet of patron serving area</td>
<td>1 per employee and 1 space per 700 sf of patron serving area</td>
<td></td>
</tr>
</tbody>
</table>
### TABLE 16.7#

**MINIMUM NUMBER OF REQUIRED ACCESSIBLE PARKING SPACES**
Source: ADA Standards for Accessible Design 4.12(5)

<table>
<thead>
<tr>
<th>Total Number of Parking Spaces Provided (per lot)</th>
<th>Total Minimum Accessible Parking Spaces (with 60&quot; access aisle, or 96&quot; aisle for vans*)</th>
<th>Van Accessible Parking Spaces (with min. 96&quot; wide access aisle)</th>
<th>Accessible Parking Spaces (with min. 60&quot; wide access aisle)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 to 25</td>
<td><strong>Column A</strong> 1</td>
<td>1</td>
<td>0</td>
</tr>
<tr>
<td>26 to 50</td>
<td>2</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>51 to 75</td>
<td>3</td>
<td>1</td>
<td>2</td>
</tr>
<tr>
<td>76 to 100</td>
<td>4</td>
<td>1</td>
<td>3</td>
</tr>
<tr>
<td>101 to 150</td>
<td>5</td>
<td>1</td>
<td>4</td>
</tr>
<tr>
<td>151 to 200</td>
<td>6</td>
<td>1</td>
<td>5</td>
</tr>
<tr>
<td>201 to 300</td>
<td>7</td>
<td>1</td>
<td>6</td>
</tr>
<tr>
<td>301 to 400</td>
<td>8</td>
<td>1</td>
<td>7</td>
</tr>
<tr>
<td>401 to 500</td>
<td>9</td>
<td>2</td>
<td>7</td>
</tr>
<tr>
<td>501 to 1000</td>
<td>2% of total parking provided in each lot</td>
<td>1/8 of Column A**</td>
<td>7/8 of Column A***</td>
</tr>
<tr>
<td>1001</td>
<td>20 plus 1 for each 100 over 1000</td>
<td>1/8 of Column A**</td>
<td>7/8 of Column A***</td>
</tr>
</tbody>
</table>

*Vans and cars may share access aisles
**One out of every 8 accessible spaces
***7 out of every 8 accessible parking spaces
3. **PROPOSED REVISIONS to Standards for Residential and Commercial**

**Section 16.08. Basic Provisions**

16.08.010 Compliance with code provisions.

A. A lot may be used and a structure or part of a structure may be constructed, altered, occupied or used only as this code permits.

B. No lot area, yard, off-street parking or loading area, or other open space existing on or after the effective date of this code shall be reduced below the minimum required for it.

C. No lot area, yard, off-street parking or loading area, or other required open space for one use shall be used as the required lot area, yard, off-street parking or loading area, or other required open space for another use.

**Sections 16.12 through 16.24: Development Standards for Residential Zones**

16.12.030 Standards for R-1 (Single Family Residential)

16.16.030 Standards for R-2 (Duplex)

16.20.030 Standards for R-3 (Multi-Family)

16.24.030 Standards for R-4 (Multi-Family)

ADD: “See On-site and Off-site Parking Standards and Conditions Table 16.## by Use”

**Section 16.12.030.4 Standards for Residential-1**

No lot area, yard, off-street parking or loading area, or other required open space for one use shall be used as the required lot area, yard, off street parking or loading area, or other required open space for another use.

**NOTE:** Duplicates 16.08 Basic Provisions.

*Recommended to delete.*

**Section 16.12.030.6**

All new single-family homes are required to have a garage or carport constructed of like materials.

**NOTE:** Parking requirements are not specified by Zone with the exception of the requirement for SFR. Previously accepted changes include “New SFR constructed after 2019 …”

*The Parking Table will define parking requirements by use/building type.*

**Section 16.28.030 Standards for C-1 (Commercial – Type 1)**

F. b. **Parking areas.** A minimum of 10 percent of the total surface area of all parking areas, as measured around the perimeter of all parking spaces and maneuvering areas, shall be landscaped. Such landscaping shall conform to the criteria in Section 5.6 above. “Evenly distributed” means that the trees and other plants are distributed around the parking lot perimeter and between parking bays.

c. **Buffering and Screening Required.** Buffering and screening are required under the following conditions:

1) Parking/Maneuvering Area Adjacent to Streets and Drives. Where a parking or maneuvering area is adjacent and parallel to a street or driveway, an evergreen hedge; decorative wall (masonry or similar quality material) with openings; arcade, trellis, or similar partially opaque structure 3-4 feet in height shall be established between street and driveway.

**NOTE:** Parking requirements for Commercial Zones.

*Recommended to keep.*

ADD: “See On-site and Off-site Parking Standards and Conditions Table 16.## by Use”
4. REVIEW Standards for Downtown District

Section 16.30.090 Downtown District Zone D-D
NOTE: Presently the Downtown District – DD development code is aspirational. The complexity of the conditions and standards outlined for the Downtown District are beyond the scope of projects that the City has developed/have been proposed and requires additional review.

P&Z is proposing that D-D Sub-Area Conditions and Standards be substantially revised in keeping with current and with updated housing and economic development goals established by the city, county and state. For the purposes of this Parking Review, it is recommended that parking language remain as is pending this level of review.

A. Residential Uses [within D-D]. Higher density residential uses, such as multi-family buildings and attached townhomes, are permitted to encourage housing near employment, shopping and services. All residential developments shall comply with the standards in items 1-6, below, which are intended to require mixed use development; conserve the community's supply of commercial land for commercial uses; provide for designs which are compatible with a storefront character; avoid or minimize impacts associated with traffic and parking; and ensure proper management and maintenance of common areas. Residential uses which existed prior to the effective date of this code are exempt from this Section.

4. Parking, Garages, and Driveways. All off-street vehicle parking, including surface lots, garages, and parking structures, shall be oriented to alleys, or in parking areas located behind or to the side of the building; except that side yards facing a street (i.e., corner yards) shall not be used for surface parking. All garage entrances facing a street shall be recessed behind the front building elevation by a minimum of 4 feet. On corner lots, garage entrances shall be oriented to a side-street (i.e. away from Highway 101 or Highway 34) when access cannot be provided from an alley.

6. Common Areas. All common areas (e.g., walkways, drives, courtyards, private alleys, parking courts, etc.) and building exteriors shall be maintained by a homeowners association or other legal entity. Copies of any applicable covenants, restrictions and conditions shall be recorded and provided to the city prior to building permit approval.

B. Accessory Uses and Structures.

1. Parking, Garages, and Driveways. All off-street vehicle parking, including surface lots and garages, shall be accessed from alleys, placed in structures above the ground floor, or located in parking areas located behind or to the side of a building; except that side-yard lots shall not be used for surface parking. All garage entrances facing a street (e.g., structured parking) shall be recessed behind the front elevation by a minimum of 4 feet. On corner lots, garage entrances shall be oriented to a side-street (i.e., away from Highway 101 or Highway 34 when vehicle access cannot be provided from an alley. Individual surface parking lots shall not exceed a total of 50 parking spaces, or one-half city block, whichever is smaller.

Section 16.30.100 Parking Requirements [for Downtown District]

A. Parking Requirements: Parking requirements within the Downtown District shall conform to Section 16.72.020 with the following exception: * Retail Store: One (1) space for each 500 square feet of floor area.

B. On-Street Parking: On-street parking spaces that front the lot and is adjacent (on the same side of the street) may be counted in the required parking.

C. Parking Restrictions: No person who works or resides in the Downtown District shall park a vehicle on arterials (Hwy. 34 and Hwy. 101) while in his/her place of employment, or in his/her residence between nine a.m. and five p.m. on any day.

D. General Purpose/Public Parking: Within the Downtown District, all parking shall be general purpose parking/public parking with the exception of Subsection C above. Residential uses may have designated off-street parking spaces. (Ord. 710, 2006)
5. REVIEW Standards for Overlays and Planned Developments

Section 16.56 Single Wide Mobile Home Overlay Zone S-W
NOTE: Add Ref. to Parking Table
Recommended to keep

Section 16.60 Planned Developments

16.60.020 General requirements
F. For a planned development in a residential zone, the total land area devoted to commercial uses, including required off-street parking, other than hotels, motels, trailer parks, resorts, and similar accommodations, shall not exceed five (5) percent of the total land area of the development. Any commercial uses shall be directly related in purpose and function to the remainder of the planned development.

16.62.040 Residential Compatibility Design Standards
C. Setback landscaping. The area within the minimum setback standards of the applicable zone shall be landscaped with a combination of trees and shrubs to provide continuous visual screening from abutting residential districts. Ground cover plans and non-plant ground covers may be used between trees and shrubs, but shall not be considered to contribute to the visual screening. Parking is not allowed in a required yard abutting a residential district.

NOTE: Add Ref. to Parking Table
Recommended to keep

Section 16.62 Waldport Southwest Overlay Zone (W-SW)

16.62.050 SW Overlay Zone - Gateway Design Standards
A. 2. When located abutting US 101, off-street parking shall be limited to 50 percent of the US 101 street frontage.

D. Parking/Maneuvering Area Screening. All parking or vehicle maneuvering areas in yards abutting US 101, in addition to meeting all other standards of the Waldport Development Code, shall provide a landscaped area a minimum of 6 feet in depth between the property line abutting US 101 and the parking area. This landscaped area shall be planted with trees, shrubs, and/or ground cover as follows (16.28.030.F.5.c).

16.62.060 Access management Standards
A. 3. Non-residential development abutting US 101 shall be designed to allow for shared access with abutting commercially zoned properties as specified below. a. Where an abutting property is zoned for commercial use but is undeveloped or has not been designed to allow for shared access with the subject property, development on the subject property shall be designed to allow for a future shared driveway and/or parking lot interconnection if practicable. The owner of the subject property shall sign a non-renunciation agreement to provide a cross-access easement to the abutting property at such time as the abutting property develops or redevelops. b. Where an abutting property is zoned for commercial use and has been designed to allow for shared access with the subject property, shared driveways and/or parking lot interconnections shall be provided to connect to the abutting property. The owner of the subject property shall provide a cross-access easement to the abutting property and shall obtain a cross-access easement from the owner of the abutting property to allow use of the shared driveway and/or parking lot interconnection. 4. Access driveways shall be located to avoid or minimize conflicts with entering and exiting vehicles from opposing driveways.

NOTE: Recommended to keep

The Parking Table will address Planned Developments. The Planning Commission will review specific criteria at the time of application.
6. REVIEW Standards for Flood Hazards and Supplementary Regulations

Section 16.64-8 through 70  Flood Hazards / Coastal Shorelands / Natural Resources

16.69.050 Provisions For Flood Hazard Reduction
8. Structures located in multiple or partial flood zones. In coordination with the State of Oregon Specialty Codes:

B. Specific Standards for Riverine (Including All Non-Coastal) Flood Zones.
   a. Be used solely for parking, storage, or building access;
   3) The garage is used solely for parking, building access, and/or storage;

C. Specific Standards for Coastal High Hazard Flood Zones.
   f. 2) Appurtenant structures must only be used for parking, access, and/or storage and shall not be used for human habitation.
   e. 2) If breakaway walls are utilized, such enclosed space shall be useable solely for parking of vehicles, building access, or storage. Such space shall not be used for human habitation.

NOTE: No changes recommended. Keep. Forthcoming changes to align with DLCD / FEMA requirements.

Section 16.72  Supplementary Regulations

NOTE: Currently, Parking and Off-Street Parking are primarily addressed in this section.
- REMOVE Parking conditions from Section 16.72, CREATE separate Parking Section eg. 16.74.## (TBD)
- ADD Parking Table
- ADD Definitions specific to parking – input from Commission
- ADD Reference for abandoned vehicles, recreational vehicles (including travel trailers, RVs, and boats)

Section 16.72.020 Off-street parking and off-street loading requirements.
At the time a new structure is erected, the use of an existing structure is enlarged, or the category of use is changed, off-street parking spaces, loading areas and access thereto shall be provided as set forth in this section (REVISE: to reference Parking Table) unless greater requirements are otherwise established. If such facilities have been provided in connection with an existing use, they shall not be reduced below the requirements of this code.

QUERY: Should on-street loading be permitted in designated areas?

A. Requirements for types of buildings and uses not specifically listed herein shall be determined by the planning commission, based upon the requirements of comparable uses listed. Duplicate at P.

B. In the event several uses occupy a single structure or parcel of land, the total requirements shall be the sum of the requirements of the several uses computed separately.

C. Owners of two or more uses, structures or parcels of land may agree to utilize jointly the same parking and loading spaces when the hours of operation do not overlap, provided that satisfactory legal evidence is presented to the planning commission in the form of deeds, leases or contracts to establish the joint use.

D. Off-street Commercial parking spaces shall be located on the same lot or on an adjoining lot unless otherwise approved by the planning commission.

E. Required parking spaces shall be available for the parking of operable passenger automobiles of residents, customers, patrons and employees only, and shall not be used for storage of vehicles or materials or for the parking of trucks used in conducting the business or use. ADD: See WMC Ref. for Abandoned Vehicles, Section 10.16.020 and 10.16.030. For Recreational Vehicles Parking, see Section 12.24.040.3. Parking and Parking Time Limitations.

F. ADD: Areas used for standing and maneuvering of vehicles shall have durable and dustless surfaces improved to minimum public road standards, maintained adequately for all-weather use, and be permeable or so drained as to avoid the flow of water across public sidewalks.
G. Except for parking to serve dwelling uses, parking and loading areas adjacent to or within residential zones shall be designed to minimize disturbances of residents by the erection between the uses, of a sight-obscuring fence or vegetative buffer, of not less than five (5) feet in height, except where vision clearance is required. ADD Ref. Section 16.72.010

H. Artificial lighting which may be provided for parking areas shall not create or reflect substantial glare in a residential zone, on any adjacent building, or on any street or highway.

I. REVISE/REVIEW: Required off-street parking shall not be provided in the required front or street side-yard areas (i.e. set-backs) in a residential zone.

- Parking cannot be within side yard setbacks,
- Parking can be in front yard setback, with required screening
- Parking cannot be in ROW, is subject to enforcement.
- Clear Vision areas must be maintained. See WMC Ref. Section 16.72.010

Please see attached graphic for reference.

J. Groups of more than four parking spaces shall be served by a driveway so that no backing movements or other maneuvering within a street, other than an alley, will be required and shall be enclosed or defined by a curb or bumper rail at least four inches high and set back a minimum of four and one-half (4 1/2) feet from the property line.

K. Passenger Loading. A driveway designated for continuous forward flow of passenger vehicles for the purpose of loading and unloading children shall be located on the site of any school having a capacity of greater than twenty-five (25) students.

L. Loading of Merchandise, Materials or Supplies. Buildings or structures which receive and distribute materials or merchandise by truck shall provide and maintain off-street loading berths in sufficient numbers and size to adequately handle the needs of the particular use.

M. Off-street parking areas used to fulfill the requirements of the code may be used for loading and unloading operations during periods of the day when not required to take care of parking needs.

N. Compact parking spaces may be permitted at a ratio of one (1) space to every three (3) full-sized spaces (See "Parking Space" definition under Section 16.04.030 of this title for dimension requirements).

O. Except for parking intended to serve dwelling uses, parking spaces shall be clearly delineated through striping or some other means.

P. Requirements for types of buildings and uses not specifically listed herein shall be determined by the planning commission, based upon the requirements of comparable uses listed. NOTE: Duplicate note - see A.

Q. Required off-street parking must be provided when the category of use of an existing structure is changed, except under the following circumstances:
   1. The number of parking spaces required by the code for the new use will be equal to or less than the code requirements for the previous use, and there will be no reduction in the number of parking spaces, or
   2. No additional area is available for new parking spaces and at least seventy-five (75) percent of the number of spaces required for the new use will be provided, with no reduction in the number of parking spaces.

R. For the purpose of calculating the number of off-street parking spaces required, the total floor area of a structure shall be used.

NOTE: Incorporate all in new Parking Section 16.7# (TBD)
5. Off-street parking requirements.
   1. Dwelling. One (1) space for each dwelling unit.
   2. Mobile Home Park. Two (2) spaces for each mobile home space.
   3. Motel, Hotel or Resort. One (1) space for each accommodation.
   4. Hospital. Three (3) spaces for each two (2) beds.
   5. Nursing home or similar institution. One (1) space for each three (3) beds.
   6. Church, club or similar place of assembly. One (1) space for each six (6) seats, or one (1) space for each fifty (50) square feet of floor area used for assembly.
   7. Library. One (1) space for each three hundred (300) square feet of floor area.
   8. Skating rink, or similar commercial amusement enterprise. One (1) space for each one hundred (100) square feet of floor area.
   10. Retail Store: One (1) space for each three hundred (300) square feet of floor area.
   11. Eating and drinking establishments. One (1) space for each four (4) seats.
   12. Service or repair shop. Retail store handling bulky merchandise such as automobiles and furniture. One (1) space for each six hundred (600) square feet of floor area.
   13. Bank, office. One (1) space for each six hundred (600) square feet of floor area.
   14. Instructional classes, such as martial arts or dance studios. One (1) space for each instructor plus one (1) space for each one hundred (100) square feet of floor area.
   15. Schools:
       a. Pre-school, Kindergarten, Elementary and Junior High: Two (2) spaces per classroom.
       b. High School: Five (5) spaces per classroom.
   16. Bed and breakfast establishments: One (1) off-street parking space for owners/operators with one (1) additional space for each authorized guest room.
   17. Personal services establishment (i.e. barber, beauty shops). Two (2) off-street parking spaces per each operator station.
   18. Multi-family dwellings. One and one-half (1.5) spaces per dwelling unit.

**NOTE:** Remove section above. Include in Table 16.##
7. REVIEW Standards for Conditioned Uses

Section 16.84 Conditional Uses

Section 16.84.020.B. Authorization to grant or deny conditional use permit.
In permitting a conditional use or the modification of a conditional use, the planning commission may impose, in addition to those standards and requirements...additional conditions. These conditions may include, but are not limited to, the following: 5, Increasing the number of required off-street parking spaces; NOTE: Keep

Section 16.84.070 Standards and procedures governing conditional uses
8. Each access road connecting with a public street shall have a surface width of at least thirty (30) feet for a distance of forty (40) feet as measured from the intersection of the public road. All other roads shall have a minimum surface width of at least twenty (20) feet for two-way traffic if parking is prohibited and thirty (30) feet for two-way traffic if parking is allowed on one side; NOTE: Keep

Section 16.84.070 D. Home Occupations.
10. No on-street parking of customer's vehicles shall be allowed.
NOTE: Remove, or ADD reference to Parking Table.

E. Standards for mobile home parks.
12. Each mobile home space shall have a minimum of two (2) parking spaces;
All other roads shall have a minimum surface width of at least twenty (20) feet, for two-way traffic if parking is prohibited and thirty (30) feet for two-way traffic if parking is allowed on one side. All access roads and parking areas shall be surfaced to minimum City standards and be well-drained and maintained in good condition. Walkways not less than three (3) feet wide will be required to be provided from trailer spaces to community and service buildings. All access roads and walkways shall be well-lit; NOTE: Remove, or ADD reference to Parking Table.

L. Bed and breakfast inns:
12. One (1) off–street parking space shall be provided for owners/operators with one (1) additional space for each authorized guest room. Off-street parking shall be provided in accordance with standards set forth in Section 16.72.020 of this title. NOTE: Remove, or ADD reference to Parking Table.
8. Graphic Reference

CITY OF WALDPORT - RESIDENTIAL ZONES
CONDITIONS AND STANDARDS for R-1
9. REVIEW Definitions – ADD as recommended

Section 16.04.030 Definitions

ADD from RELEVANT SECTIONS:

"Abandoned Vehicle" means a vehicle which is inoperable as defined under 8.08.010, or parked or left standing in the same general area upon any street, alley, municipal parking facility, or any public right-of-way within the City for a period exceeding seventy-two (72) hours.

"Loading Space" means an off-street space or berth on the same lot or parcel with a building or use, or contiguous to a group of building or uses, for the temporary parking of a vehicle while loading or unloading persons, merchandise or materials, and which space or berth abuts on a street, alley or other appropriate means of access.

"Lot Frontage." The front of a lot shall be construed to be the portion nearest the street. For the purpose of determining yard requirements on corner lots and through lots, all sides of a lot adjacent to a street other than an alley shall be considered frontage, and yards shall be provided as indicated in this section.

"Lot, Interior" "Interior lot" means a lot other than a corner lot with only one frontage on a street.

"Lot Line" means the property line bounding a lot.

"Lot Line, Front" "Front lot line" means the property line separating the lot from the street, other than an alley. In the case of a corner lot, the shortest property line along a street, other than an alley; or, in a case where the lot does not front directly upon a public street, that lot line toward which most houses in the immediate area face.

"Lot Line, Side" "Side lot line" means any lot line or lines not a front or rear lot line. An interior side lot line is a lot line common to more than one lot or to the lot and an alley; an exterior side lot line is a lot line common to the lot and a street other than an alley.

"Parking space" means an off-street enclosed or unenclosed surfaced area of not less than twenty (20) feet by nine (9) feet, exclusive of maneuvering and access area, permanently reserved for the temporary storage of one automobile, connected with a street or alley which affords access for automobiles. See below.

"Recreation vehicle (R.V.)" means a temporary dwelling, for travel and recreation purposes, and licensed as a Motor Home, Camper or Travel Trailer.

"Traffic hazard" means any vehicle stopped, parked, or standing on a street, alley, public right-of-way or municipal parking facility in such a manner as to interfere, impede or obstruct, or to be likely to interfere, impede or obstruct, either directly or indirectly, the orderly flow of vehicular or pedestrian traffic on a street, alley, public right-of-way, municipal parking facility, or access to private property from a street, alley, public right-of-way, or municipal parking facility.

ADD: Compact Parking and Reduce Overall Standard Length as follows:

"Parking Space" An area, paved at least nine (9) feet in width, eighteen (18) feet in length, available for the parking of a standard automobile. Compact parking space means an area of at least nine (9) feet in width and sixteen (16) feet in length, available for the parking of compact automobiles.
PLANNING REPORT

DATE: January 7, 2021
TO: Dann Cutter, City Manager
FROM: Holly G. Hamilton, City Planner
RE: December 2020 Planning Report

Planning Desk Inquiries and Land Use:
- 465 NW Cedar Street – Continuing to be a property within Waldport that receives a large number of inquiries – potential uses include:
  o B&B
  o Watch Repair Shop
- Clinic Building at 150 SW Highway 10 Sale Closed.
- KOA Annexation
- Walton Property Annexation
- Addition of Storage Units at Alsea RV Lot

Code Enforcement:
- Municipal Garage – continuing to work with tenants to submit required documents for permitting, review and inspections.

Signage/Building Permits

<table>
<thead>
<tr>
<th>Zone</th>
<th>Address</th>
<th>Permit Type</th>
<th>Description</th>
<th>Status</th>
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<tr>
<td>DD</td>
<td>120 John St</td>
<td>Remodel</td>
<td>Remodel and Repair</td>
<td>Reviewed for Floodplain Dvpt. Const. Resuming</td>
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<tr>
<td>P-F</td>
<td>Crestview Lots</td>
<td>MH Placement and Garage Construction</td>
<td>New</td>
<td>Permitting /Order placed for 3 Additional Homes</td>
</tr>
</tbody>
</table>

Signage: Four permits; Washington Federal, Gas Station, Wave Communications and Chamber of Commerce. New City Signage for City Hall; Mark Campbell Building.

LONG RANGE PLANNING:
- Mapping - GIS file / Correcting Lot/Zone Assignments
- Planning Commission – Review Parking Code
- Researching lighting / wayfinding

TRAINING / MEETINGS:
- Floodplain Development