

DC 23-02 CODE UPDATE PROPOSED CHANGES (as of November 20, 2023)

Code Update Summary Table			
	Section	Topic	Proposed Update
CFEC proposed Code Updates			
Remove all parking mandates OAR 660-012-0400(3)			
1	3.03.010 Purpose	Change parking purpose section	Change provide 'adequate areas' for the parking to provide 'standards' for the parking.
2	3.03.020(2) Scope	Delete the change of use exception	Delete subsection 2 which required changes of use to comply with stall number requirements.
3	3.03.030 Location	Add text to clarify that parking is not required	Add text "Any provided" before "off-street parking..."
4	3.03.030(2) Location	Remove reference to required number of spaces	Delete last sentence of the text.
5	3.03.030(4) Location	Remove reference to required number of spaces	Delete last sentence.
6	3.03.040 Joint Use	Remove reference to required number of spaces	Delete third sentence.
7	3.03.050(1) Off-street req	Remove the requirement for spaces to remain based on the number of spaces required by the code.	Delete last sentence.
8	3.03.050(2) Off-street req	Remove requirement for interpretation of uses when determining the number of spaces needed.	Delete entirely.
9	3.03.050(3) Off-street req	Remove requirement to use the sum of all uses to determine the number of spaces needed.	Delete entirely.
10	3.03.060(1) Parking requirements	This section includes table 14 which is the table that states how many spaces are	This section is totally revised and the table deleted. The section will clarify that there are no specific number of

These numbered changes are color coded to help the reader find the proposed edits below the table.

		needed based on the use.	spaces needed. This will clarify that parking is allowed, but not required.
11	3.03.060(2) Bike Parking	This is currently based on a ratio of the required spaces. It has been revised.	Require only 1 space for every business, then owner selects any additional.
12	3.03.060(3) Max parking spaces	This requires a ratio of parking space maximums based on a ratio of the required spaces.	This is proposed to be deleted. OAR 660-012-0405(5) requires that cities add maximums but only in appropriate locations like downtowns, so this has not been added in this revision.
13	3.24.015(5) RV Park standards	Remove reference to required number of spaces.	The first part of 5 requires 1.25 spaces per RV. Other State rules will still require a specific number of spaces. This part of 5 is deleted.
14	3.28.020(7) Caretakers units	Remove reference to required number of spaces.	Number 7 required 1 covered space per unit. This has been deleted.
Parking Regulation Improvements OAR 660-012-0405			
15	3.09.030(2)(c)	50% tree canopy coverage at 15 years on parking lots over ¼ acre	Complies with OAR 405 (4)C. The OAR has specific provisions that are all addressed in the proposed text below. This is a new subsection c. The existing c and d will be re-lettered to d and e.
16	3.03.080(9) & (10)	Pedestrian walkways & Preferential parking	Adds requirements for pedestrian walkways through parking areas. OAR Subsection (1)(a) requires that preferential parking spaces be required for carpool and vanpools.
17	3.03.080(11)	Redevelop parking areas	OAR Subsection (1)(b) requires that the City allow owners to redevelop parking areas for specific things like bus shelters.
Electrical Vehicle Charging OAR 660-012-0410			

18	3.03.080(12)	Add requirement for 40% of parking spaces to add conduit & space on MU and Multi Family.	Added requirement as a new standard for parking lots.
Traffic Impact Analysis			
19	3.02.120(2) a, b, and (3)	Change to a VMT model for some cases.	This implements OAR 660-012-0210(3).
Other Code Changes (not related CFEC)			
20	1.02.020	Revise Definition of Home Day Care and ADU's.	Alter the code to allow home day care for under 12 children ONLY if the homeowner lives in the house. No vacant home may be used for child care. ADU's revised to allow at duplexes.
21	3.22.110	Nonconforming Uses- Clarify that property no longer retains any previous Land Use Approvals if the property remains vacant more than 1 year.	DELETED from Code update
22	Article IV	Land Divisions	This section was almost exclusively catered to residential subdivisions. This revision adds a new section specific to non-residential subdivisions and clarifies where standards are specific to residential or non-residential subdivisions/partitions.
23	3.16.010	ADUs	Add clarity on garages for ADU's and increases the maximum size of the ADU to whatever the Commission decides. The edits show a suggestion, but staff encourages the PC to discuss this further. Deletes a duplicate standard.
24	3.21.040	Farm and Livestock	The Chicken section should read- 'fowl' not chickens. Prohibits exotic animals.

25	3.02.030(9)	Street Names	Add more detail to Street Names section.
26	3.26.030(2)	Revisions to Commercial Office design standards	A sentence has been deleted that required architectural features on walls that did <i>not</i> face a right-of-way.
27	Chapter 2.13 & 3.12.030 & 5.01.030	Historical Zoning Overlay	This change adds several additional details to clarify how the overlay operates.
28	4.02.060(1)j.ii	Street Tree Clarifications	Clarify that street trees are required, point to engineering street standards.
29	3.12.030(7)&(8)	Manufactured home standards	Revised the required roof pitch to conform with ORS 197.314.6(a). Clarifies that only one home and one ADU per lot is permitted.
30	Chapter 3.15	RV Covers	Revised to clarify that accessory structure rules apply to RV covers.
31	4.02.030(4)	Flag Lots	Clarify setbacks for flag lots
32	Figures 1/59, 28, 60, and 63	Figures	Correct erroneous figures.
33	Chapter 1.02, 2.03.020, 2.04.020, 2.05.020, and 2.06.020	SRO's	Adding new State requirements for Single Room Occupancy
34	3.8.060(5)	Clear Vision Area	Clarifying that clear vision areas do not just apply to residential intersections but to all intersections, and adding the ability for the City Engineer to make exceptions.
35	2.10.050	Table 9 trail swap	Correcting a typo about the trail on Old Salem.

Proposed Text Changes

1-12, 16, 17, & 18	Parking section 3.03
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CHAPTER 3.03. OFF-STREET PARKING AND LOADING

3.03.010 Purpose.

The purpose of this Chapter is to provide ~~adequate areas standards~~ for the parking, maneuvering, loading, and unloading of vehicles for all land uses in the City of Millersburg.

3.03.020 Scope.

(1) Application. Except as modified or restricted elsewhere within this Code, the provisions of this Chapter shall apply to the following types of development:

- a. Any new building or structure erected after the effective date of this Code.
- b. The construction or provision of additional floor area, seating capacity, or other expansion of an existing building or structure.

~~(2) Change of Use Exception. A change in the use of an existing building or structure to another use identified in the zone shall not require additional parking spaces or off-street loading areas, if according to the parking space requirements, the new use requires 150% of the same amount of parking as the prior use, or less.~~

3.03.030 Location.

Any provided ~~Off-street parking and loading areas shall be provided on the same lot with the main building or structure or use except that:~~

- (1) Yards. Off-street parking areas may be located in a required yard setback for multi-family residential, commercial, and industrial uses with an approved 10-foot landscaped buffer.
- (2) Residential. In residential zones, automobile parking for dwellings and other uses permitted in a residential zone may be located on another lot if such lot is within 200 feet of the lot containing the main building, structure, or use. ~~In no case shall the parking requirements at the off-site location be reduced, unless otherwise approved as joint-use parking.~~
- (3) Parking. Driveways may be used for off-street parking for single-family and two-family dwellings. No parking of vehicles, trailers, boats, or recreational vehicles shall be allowed in a front yard except on a driveway.
- (4) Non-Residential. In non-residential zones, parking may be located off the site of the main building, structure or use if it is within 500 feet of such site. ~~In no case shall the parking requirements at the off-site location be reduced, unless otherwise approved as joint-use parking.~~

3.03.040 Joint Use.

Parking area may be used for a loading area during those times when the parking area is not needed or used. Parking areas may be shared between uses where hours of operation or use are staggered such that peak demand periods do not occur simultaneously. ~~The requirements of this Chapter may be reduced accordingly.~~ Such joint use shall not be approved unless satisfactory evidence is presented which demonstrates the access and parking rights of all parties.

3.03.050 General Provisions Off-Street Parking and Loading.

- (1) Parking Required. The provision and maintenance of off-street parking and loading space is a continuing obligation of the property owner. ~~Any parking area that is shown on the land use site plan may remain as parking area dedicated to off street vehicle parking. Any changes to the approved vehicle parking would require site plan review for any new use proposed where parking was located on the previously approved site plan. No building permit shall be issued until plans are presented that show property that is and will remain available for exclusive use as off street parking and loading space. The subsequent use of property for which the building permit is issued shall be conditional upon the unqualified continuance and availability of the amount of parking and loading space required by this Code.~~
- ~~(2) Interpretation of Parking Requirements. Requirements for types of buildings and uses not specifically listed herein shall be determined by the Planning Director based upon the requirements of comparable uses listed and expectations of parking and loading need.~~
- ~~(3) Multiple Use Facilities. In the event several uses occupy a single structure or parcel of land, the total requirements for off-street parking shall be the sum of the requirements of the uses computed separately, unless a reduction is approved for shared parking pursuant to Section 3.03.040.~~
- (42) Storage Prohibited. ~~Required~~ Any area shown on the land use approval as ~~dedicated off street~~ 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, ~~including the display of vehicles for sale.~~

3.03.060 Off-Street Vehicle and Bicycle Parking Requirements.

- (1) ~~Vehicle Parking Spaces. Provisions for Off-Street vehicle and bicycle parking shall comply with the following minimum requirements:-~~Purpose. The purpose and intent of this section is to set forth the standards for the development of off-street parking. There are no minimum or maximum number of parking stalls required for any use within the City, however, property owners must comply with all applicable state and federal accessibility requirements, including but not limited to, the Americans with Disabilities Act (ADA). Parking is still permitted

at the property owners' discretion. The City encourages property owners to include adequate parking for each use. It is the property owner's responsibility to determine the correct amount of parking spaces needed for each use, if parking is to be included. When parking is included, all parking development standards of this development code must be met.

~~Table 14 Vehicle and Parking Space Requirements~~

Vehicle and Bicycle Parking Space Requirements				
Vehicle and Bicycle Parking Space Requirements				
	Land Use Activity	Vehicle Spaces	Bicycle Spaces	Measurement
A.	1, 2, and 3 family dwellings	2 spaces per dwelling unit	0	None
B.	Multi-family dwellings (4 or more units)	Studio – 1 space/unit 1–2 bedroom – 1.5 spaces/unit 3+ bedroom – 2 spaces/unit	0.25	Per dwelling unit
C.	Hotel, motel, boarding house	1 space per guest room plus 1 space for the owner or manager	1	Per 20 guest rooms
D.	Club, lodge	Spaces sufficient to meet the combined minimum requirements of the uses being conducted, such as hotel, restaurant, auditorium, etc.	2	Per 20 vehicle spaces
E.	Hospital, nursing home	1 space per two beds and 1 space per 2 employees	0.5	Per five beds
F.	Churches, auditorium, stadium, theater	1 space per 4 seats or every 8 feet of bench length, or 36 sq. ft. of area w/o fixed seats	1	Per 20 vehicle spaces
G.	Elementary, junior high school	2 spaces per classroom	2	Per classroom
H.	High school	1 space per classroom and one space per employee	1	Per classroom
I.	Bowling alley, skating rink, community center	1 space per 100 sq. ft. plus 1 space per two employees	1	Per 20 vehicle spaces

J.	Retail store, except as provided in "K"	1 space per 500 sq. ft. plus 1 space per 2 employees	1	Per 20 vehicle spaces
K.	Service or repair shop, retail store handling exclusively bulky merchandise such as automobiles or furniture	1 space per 800 sq. ft. of gross floor area, plus 1 space per 2 employees	1	Per 30 vehicle spaces
L.	Bank; office buildings; medical and dental clinic	1 space per 400 sq. ft. of gross floor area, plus 1 space per 2 employees	1	Per 20 vehicle spaces
M.	Eating and drinking establishments including food pods	Greater of 1 per 800 sq. ft. for carryout and 1 per 200 for sit down of gross floor area	1	Per 20 vehicle spaces
N.	Wholesale establishment	1 space per 1,000 sq. ft. of gross floor area, plus 1 space per 800 sq. ft. of retail area	1	Per 30 vehicle spaces
O.	Municipal and governmental	1 space per 800 sq. ft., plus 1 space per 2 employees	1	Per 20 vehicle spaces
P.	Manufacturing and processing:			
	0—24,900 sq. ft.	1 space per 600 sq. ft.	1	Per 20 vehicle spaces
	25,000—49,999 sq. ft.	1 space per 700 sq. ft.	1	Per 20 vehicle spaces
	50,000—79,999 sq. ft.	1 space per 800 sq. ft.	1	Per 20 vehicle spaces
	80,000—199,999 sq. ft.	1 space per 1,000 sq. ft.	1	Per 20 vehicle spaces
	200,000 sq. ft. and over	1 space per 2,000 sq. ft.	1	Per 20 vehicle spaces
Q.	Warehousing and storage			

	distribution, terminals-			
	0—49,999 sq. ft.-	1 space per 3,000 sq. ft.-	1-	Per 30-vehicle-spaces-
	50,000 sq. ft and over-	1 space per 5,000 sq. ft.-	1-	Per 30-vehicle-spaces-

(2) Bicycle Spaces. Bicycle parking development requirements

- a. Space Size. Each bicycle parking space shall be a minimum of six feet long and two feet wide and be accessible by a minimum five-foot aisle.
- b. Location. All bicycle parking shall be within 100 feet of a building entrance(s) ~~and located within a well-lit area~~. Any long-term bicycle parking spaces shall be sheltered from precipitation.
- c. Standards.
 - i. All bicycle spaces must include the ability to lock the bike in at least 2 places or be within a lockable space only available to authorized users for staff bicycle parking areas.
 - ii. The area must be well lit.
 - iii. Be installed in a manner to allow space for the bicycle to be maneuvered to a position where it may be secured without conflicts from other parked bicycles, walls, or other obstructions.
 - iv. Include sufficient space to accommodate large bicycles, including family and cargo bicycles.
- d. Number of Bicycle Spaces.
 - i. Every use shall include at least one marked and designated bicycle parking space. All developments should include an adequate number of bicycle parking spaces, at the property owner's discretion.
 - ii. Multifamily developments and mixed unit developments with 5 or more residential units shall provide at least one secure space per dwelling unit. Said unit shall be covered and allow the ability to lock the bike in at least 2 places or be within a lockable space only available to authorized users.
 - iii. Transit Stations and park-and-ride lots shall provide a covered area capable of accommodating at least 5 bicycles with the ability to lock the bike in at least 2 places.

~~(3) Maximum Vehicle Parking Spaces. The minimum spaces identified under item (1) in this Section, shall not be increased by more than 30%.~~

3.03.070 Off-Street Loading Requirements.

Commercial or industrial buildings between 10,000 to 25,000 square feet in area shall require a loading space. One additional space shall be required for each additional 25,000 square feet of gross floor area, or any portion thereof. The minimum loading space dimensions shall be 12 feet wide, 30 feet long, and 14 feet high.

3.03.080 Parking, Driveway, and Loading Area Development Requirements.

Where provided, all parking and loading areas shall be developed and maintained as follows:

- (1) Surfacing. All driveways (full length of the driveway), parking, and loading areas, for all uses including single-family residential (except in the RU Zone), shall have a durable hard surface of asphaltic cement, concrete pavers, concrete, or other concrete materials. Surface improvements shall conform to the following:
 - a. Paving Improvements. Paving shall comply with adopted Engineering Standards of the City of Millersburg.
 - b. Timing. Unless modified by a variance or a site development review, or bonded per City requirements, all driveways and off-street parking and loading areas shall be improved prior to occupancy of the primary structure.
 - c. Surfacing Options for Industrial Zone. The City Engineer may allow the use of a graveled parking area in the industrial zones, provided all customer and employee parking areas are paved and provided surface drainage is addressed per Engineering Standards and at least 20-feet of each access driveway connecting with a public street is paved.
- (2) Parking Spaces. Parking spaces shall be a minimum 9-feet wide and 20-feet in length. Up to 20% of the parking area may contain "compact spaces" with dimensions of 8.5-feet in width and 18-feet in length.
- (3) Driveways. The following standards shall apply to all driveways:
 - a. Access spacing shall be in compliance with Section 3.02.040 -Access Standards
 - b. Internal Driveways for Multi-Family, Commercial, Industrial, and Public Uses.

Table 15 Internal Driveway Requirements	
Internal Driveways for Multi-family, Industrial, and Public Uses	
Without Adjacent Parking	
Direction	Driveway Width
One-way	12 feet
Two-way	26 feet
With Adjacent Parking	

Parking Angle	Driveway Width
0 to 40	12 feet*
41 to 45	13 feet*
46 to 55	15 feet*
56 to 70	18 feet*
71 to 90	24 feet
*One-way only driveways	

- (4) Lighting. Any light used to illuminate a parking or loading area shall be arranged to be directed entirely onto the loading or parking area, shall be deflected away from any residential use and shall not cast a glare or reflection onto moving vehicles on public rights-of-way.
- (5) Driveway Required. Groups of more than four parking spaces shall be so located and served by a driveway that their use will require no backing movements or maneuvering within a street right-of-way.
- (6) Traffic Safety. Service drives to off-street parking areas shall be designed and constructed to facilitate the flow of traffic, provide maximum safety of traffic access and egress, and the maximum safety of pedestrians and vehicular traffic on the site.
- (7) Curbing. Parking spaces along the outer boundaries of a parking area shall be contained by a curb or a bumper rail at least 4" high, located a minimum of three feet from the property line, to prevent a motor vehicle from extending over an adjacent property or a street.
- (8) Landscaping.
 - a. Parking lots abutting residential zones shall be screened from abutting residential zones by a combination of fences, walls, and landscaping adequate to screen lights, provide privacy and provide separation for the abutting residences.
 - b. See Chapter 3.09 for additional landscaping requirements.
- (9) Pedestrian walkways within parking areas. Walkways (also known as internal walkways or pedestrian paths) are designed to ensure that pedestrians can avoid using parking aisles or travel lanes for access to building entrances. The intention is to assure that the building or buildings can easily be accessed by a pedestrian as well as a vehicle. The following are standards for pedestrian walkways:
 - a. New parking areas must provide pedestrian walkways between:
 - i. building entrances;

- ii. building entrances and the main street sidewalks or pedestrian network;
 - iii. existing or planned pedestrian facilities in the adjacent public rights-of-way;
 - iv. buildings and parking areas;
 - v. building entrances on the same lot or business/shopping center;
 - vi. multiple uses on the same lot;
 - vii. between development on adjacent parcels where practical.
- b. Pedestrian access points must be connected to the larger pedestrian network in a manner that provides the earliest point of off-site pedestrian walkway contact, which may, or may not, be adjacent to the vehicular access point.
- c. Exceptions may be approved as part of a Design Review in the following circumstances:
- i. where new development is less than 2,000 square feet of gross floor area, features a landscaped front yard area and parking is located to the side or rear;
 - ii. pedestrian connections to industrial uses are not required.
- d. The walkway must minimize conflict between pedestrians and traffic at all points of pedestrian access to on-site parking and building entrances.
- e. Pedestrian Walkway Design Standards:
- i. walkways internal to the site should be at least five (5) feet wide;
 - ii. at a minimum, walkways within parking areas must be provided for every three (3) driving aisles or at distance of not more than 150-foot intervals, whichever is less;

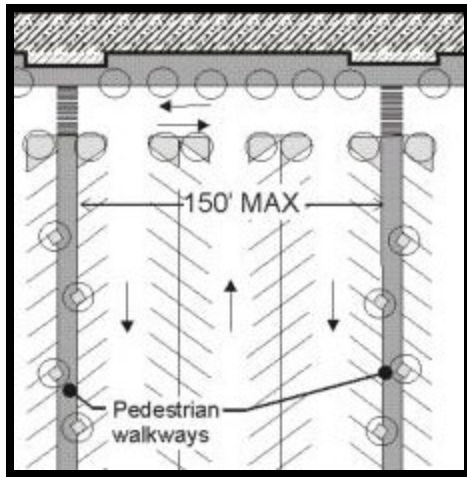


Figure 69

- iii. must be distinguishable from traffic lanes by painted markings, pavement material, texture, or raised in elevation;
 - iv. must have adequate lighting for safety and security;
 - v. barriers which limit pedestrian uses is not permitted.
- (10) Car and Van Pool Parking. Designated preferential employee parking areas are required for parking lots with more than 50 parking spaces. Preferred parking areas shall provide parking for at least one carpool and at least one vanpool parking space.
- (11) Redevelopment of Parking Areas.
- a. Property owners are permitted to redevelop any portion of existing off-street parking areas for bicycle or transit facilities, including but not limited to bike racks, bus stops, and park and ride stations.
 - b. The City may allow the development of underused parking areas for uses permitted in the applicable zone. Underutilized shall mean any portion of the parking area that remains mostly vacant throughout most of the year (excluding special events or peak periods). A study shall accompany any request for site plan review Land Use applications. The study shall demonstrate, to the satisfaction of the City, that the elimination of the existing parking will have no detrimental effects, that cannot be mitigated by the applicant, on the property or sounding properties. This includes, but is not limited to, the possibility that the elimination of parking areas may shift the need for parking onto neighboring properties, or cause any other negative impacts to surrounding properties.
- (12) Electric Vehicle Charging.
- a. New multi-family residential buildings with five or more residential dwelling units and new mixed-use buildings consisting of privately owned commercial

space and five or more residential dwelling units shall provide sufficient electrical service capacity, as defined in ORS 455.417, at no less than 40 percent of all vehicle parking spaces on the site containing the residential dwelling units.

- b. Dwelling units in townhouses are not included for purposes of determining the applicability of this regulation.
- c. Any provided electrical infrastructure shall include all ADA parking spaces.
- d. Commercial development electrical vehicle charging requirements are dictated by the Oregon state building code and ORS 455.417.

13 RV Parking Standards

3.24.015 Standards.

Approved RV parks shall comply with the State of Oregon Standards and the standards of this Section:

- (1) Where Permitted: RV Parks may be permitted in the Public Facilities Zone (PF) zone adjacent to a City Arterial Street in accordance with the Conditional Use procedures of Section 5.04.
- (2) Each RV space shall be not less than 1,000 square feet exclusive of any common park areas.
- (3) Roadways shall be paved and designed to permit easy access to each RV space. Road widths shall meet the requirements for local residential streets. All other design features shall meet fire apparatus access road requirements.
- (4) Each RV space shall be paved and designed to provide runoff of surface water. All unpaved areas shall be landscaped, and the Park shall be screened on all sides by a 6-foot-high sight-obscuring hedge or fence.
- (5) ~~The total number of parking spaces in the Park shall be equal to 1.25 spaces per RV space.~~ All provided **passenger vehicle** parking spaces shall be paved.
- (6) Each RV space shall be provided with electrical service, piped potable water, and sewage disposal service. All RVs with service connections staying in the Park shall be connected to these services.
- (7) The Park shall be maintained in a neat appearance at all times. There shall be no outside storage of materials or equipment. Trash receptacles shall be provided at convenient locations and in adequate number and capacity.
- (8) RVs are limited to a stay of no more than six months in any 12-month period.
- (9) The Park shall provide toilets, lavatories, and showers for each sex in ratios specified by the State of Oregon for each recreational vehicle space. The toilets and showers shall afford privacy, and the showers shall be provided with

private dressing rooms. Facilities for each sex shall be located in separate buildings, or, if in the same building, shall be separated by a soundproof wall.

- (10) The Park shall provide one utility building or room containing three clothes washing machines, one clothes drying machine, and 50 square feet of space for each 50 recreational vehicle spaces.
- (11) Public building spaces shall be lighted at all times of night and day; shall be ventilated; shall be provided with heating facilities which shall maintain a room temperature no lower than 65° F; shall have a floor of waterproof material; shall have sanitary ceiling, floor, and wall surfaces; and shall be provided with adequate floor drains to permit easy cleaning.

14. Caretakers Units

3.28.020 General Standards.

Caretaker units may be allowed subject to a Conditional Use Permit in designated zones subject to the following standards:

- (1) Number allowed. Only one caretaker unit per lot shall be allowed.
- (2) Nature of structure. Caretakers units may be detached, attached (to a primary use structure, such as in storage units), or a HUD approved manufactured home. Use of a travel trailer is not permitted. Unless set on a ground level foundation, any manufactured home shall have skirting that in design, color, and texture appears to be an integral part of the adjacent exterior wall of the manufactured home.
- (3) Employment. The caretaker shall be employed principally on the lot for purposes of care and protection of persons, plants, animals, equipment, or other facilities on- site or on contiguous lots under the same ownership. Caretaker housing shall be allowed only where the principal commercial, industrial, or institutional use of the site involves operations, equipment or other resources that require 24-hour oversight.
- (4) Permitted Use. The caretaker unit shall be on a lot or building site with an approved, permitted use and occupied exclusively by a caretaker and his/her family.
- (5) Sewer. All caretakers' units shall be served by public sewer.
- (6) Floor Area. The maximum floor area for a caretaker unit shall be 1,200 square feet.
- ~~(7) Parking. A minimum of one covered off-street parking space shall be provided for the caretaker unit.~~
- ~~(8)~~(7) Rentals. The caretaker unit shall not be separately rented let, or leased to other than the caretaker whether compensation be direct or indirect.

~~(9)~~(8) Subdivisions. Subsequent subdivisions which divide a separate lot or parcel for a caretaker unit shall not be permitted.

~~(10)~~(9) Deed Restrictions. The applicant shall record a deed restriction as a condition of project approval, stating that the caretaker unit shall not be rented to other than the caretaker.

~~(11)~~(10) Ceasing of Operations - Modular or Portable Unit. Upon termination of the principal use, if the caretaker's unit was portable or a manufactured home, the structure shall be removed from the property within 90 days.

~~(12)~~(11) Ceasing of Operations - Stick Built. Upon termination of the principal use, for any stick-built structure used for the caretaker's unit, the right to use the caretaker's unit as residential shall expire within 45 days. In the event that the caretaker's unit is vacant for a period of more than 45 days, the caretaker's use for that structure shall terminate. Any further use of the structure for caretaker's purposes will require a new action by the Planning Commission.

15. Parking lot landscaping

3.09.030 Standards.

(2) Parking Lot Landscaping. The purpose of landscaping in parking lots is to provide shade, reduce stormwater runoff, and direct traffic. Incorporation of approved vegetated post-construction stormwater quality facilities in landscaped areas is encouraged. Parking lots must be landscaped in accordance with the following minimum standards:

- a. Planter Bays. Parking areas shall be divided into bays of not more than 12 parking spaces. At both ends of each parking bay, there shall be curbed planters at least five feet wide, excluding the curb. Gaps in the curb may be allowed for connections to approved post-construction stormwater quality facilities. Each planter shall contain **at least** one canopy tree at least 10 feet high at time of planting and decorative ground cover containing at least two shrubs for every 100 square feet of landscape area. Neither planter bays nor their contents may impede access on required public sidewalks or paths, or handicapped-accessible parking spaces.
- b. Parking Space Buffers. Parking areas shall be separated from the exterior wall of a structure by pedestrian walkways or loading areas or by a five-foot strip of landscaping materials.
- c. **Shade Coverage.**
 - i. **All new parking areas over 1/2 acre, including all driveways and drive aisles, shall provide tree canopy covering at least 40 percent of the parking lot at maturity but no more than 15 years after planting.**

- ii. Trees must be planted and maintained to maximize their root health and chances for survival, including having ample high-quality soil, space for root growth, and reliable irrigation according to the needs of the species.
- iii. Landscape plans shall show the canopy coverage at 15 years maturity as part of any land use submittal.
- iv. As an alternative, the development may provide 30 percent tree canopy coverage over all new parking areas and installation of solar panels with a generation capacity of at least 0.5 kilowatt per new parking space. Panels may be located anywhere on the property, including the roof of a structure.
- ~~c. Alternate Plan. An alternate plan may be submitted as part of a Site Design Review application providing landscaping of at least 5% of the total parking area exclusive of required landscaped yard areas and that separates parking areas of more than 100 spaces into clusters divided by landscape strips. Each planter area shall contain one tree at least ten feet tall and decorative ground cover containing at least two shrubs for every 100 square feet of landscape area. Landscaping may not impede access on required public sidewalks or paths, or handicapped-accessible parking spaces.~~
- d. Landscape Protection. Required landscaped areas adjacent to graveled areas must be protected by large boulders or by another acceptable means of protection.

(3) Irrigation of Required Landscaping. All required landscaped areas must be provided with an irrigation system unless a licensed landscape architect, landscape construction professional, or certified nurseryman submits written verification that the proposed plants do not require irrigation. Irrigation systems installed in the public right-of-way require an encroachment permit.

(4) Identification of Existing Trees. In all proposed developments, existing trees over 25 inches in circumference (eight inches in diameter) as measured 4.5 feet above mean ground level from the base of the trunk shall be noted on all development plans, with notations indicating whether they are to be removed or utilized in the development. To obtain the circumference of a tree with multiple trunks, add the individual trunk circumferences, which are greater than six inches in circumference. Clusters of trees in open space and floodplain areas may be noted in approximate locations. No trees 6.5 feet in circumference (approximately 25 inches in diameter) or greater may be removed without a permit per Millersburg Municipal Code Section 7.30.040.

19.	Traffic Impact Analysis
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3.02.120 Traffic Impact Analysis.

The purpose of this subsection is to coordinate the review of land use applications with roadway authorities and to implement Section 660-012-0045(2)(e) of the state Transportation Planning Rule, which requires the City to adopt a process to apply

conditions to development proposals in order to minimize impacts and protect transportation facilities. The following provisions also establish 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; the required contents of a Traffic Impact Analysis; and who is qualified to prepare the analysis.

(1) When a Traffic Impact Analysis is Required. The City or other road authority with jurisdiction may require a Traffic Impact Analysis (TIA) as part of an application for development, a change in use, or a change in access. A TIA shall be required where a change of use or a development would involve one or more of the following:

- a. A change in zoning or a plan amendment designation;
- b. Operational or safety concerns documented in writing by a road authority;
- c. An increase in site traffic volume generation by 300 Average Daily Trips (ADT) or more;
- d. An increase in peak hour volume of a particular movement to and from a street or highway by 20 percent or more;
- e. An increase in the use of adjacent streets by vehicles exceeding the 20,000-pound gross vehicle weights by 10 vehicles or more per day;
- f. Existing or proposed approaches or access connections that do not meet minimum spacing or sight distance requirements or are located where vehicles entering or leaving the property are restricted, or such vehicles are likely to queue or hesitate at an approach or access connection, creating a safety hazard;
- g. A change in internal traffic patterns that may cause safety concerns; or
- h. A TIA required by ODOT pursuant to OAR 734-051.

(2) Traffic Impact Analysis Preparation.

- a. **When required by the City, A a** professional engineer registered by the State of Oregon, in accordance with the requirements of the road authority, shall prepare the Traffic Impact Analysis.
- b. **Pursuant to OAR 660-012-0210 for amendments to the TSP, the Comprehensive Plan, a land use regulation, including zone map changes, except expansions of an urban growth boundary as provided in OAR 660-024-0020(1) or OAR 660-0038-0020(13), the model used in the study must account for changes in vehicle miles traveled per capita that would result from the proposal and any transportation projects proposed as a part of the proposal.**
- c. **A traffic study produced for substandard access (see 3.02.120.1.f) shall clearly demonstrate that the proposed access will be safe, include any mitigation required to make the proposed access safe, and assure that the level of service for neighboring intersections and access driveways will perform at grade level d or better.**

- (3) Findings required. In addition to an analysis of level-of-service, pursuant to OAR 660-012-0210, any traffic study for a case type listed in (2)b, or any code regulations in the Development Code or Municipal Code, shall include an analysis using vehicle miles traveled.
- a. The study shall include an analysis of the proposed increase in vehicle miles traveled per capita.
 - b. Any identified impacts shall include a review of possible mitigation.
 - c. The Planning Commission or City Council shall consider the impacts on a case-by-case basis. Unmitigable impacts alone need not be a reason for denial of the project, unless the impacts result in an inconsistency with the Land Use criteria for the project. The findings must clarify the identified impacts and any reasons why the project was approved in spite of them.

20. Definition for Home Day Care and ADU's

1.02.020 - Definitions.

Day Care Facility. An institution, establishment, or place, appropriately licensed by the State of Oregon and not a part of a public-school system, in which are commonly received three or more children for the purpose of being given board, care, or training apart from their parents or guardians for compensation or reward. **All day care facilities in residential zones must be home occupations and therefore owner occupied.**

Accessory Dwelling Unit. An interior, attached, or detached residential structure that is used in connection with, or that is accessory to, a single-family dwelling **or duplex.**

21. Use expires after 1 year of vacancy

DELETED from Code update

22. Commercial Land Divisions Clarity

CHAPTER 4.02. STANDARDS

4.02.020 Scope.

The provisions of this Chapter shall apply to all partitions and subdivisions within the City of Millersburg. The following shall determine the appropriate process and design standards:

- (1) Partition. A land division creating two or three parcels within a calendar year shall be processed as a Partition and subject to the design and improvement standards for a Partition.

- (2) Subdivision. A land division creating four or more lots within a calendar year shall be processed as a Subdivision and subject to the design and improvement standards for a Subdivision.
- (3) Serial Partition. If a Partition results in the creation of a large parcel that can be subsequently divided so that there is the potential to create more than three parcels from the original, the request shall be subject to the criteria, standards, design, and improvement standards for a Subdivision.
- (4) Some standards listed below pertain specifically to residential or non-residential (typically commercial and industrial). If the standard does not state that it is specific to one or the other, then it is applicable to all land divisions. Maps for mixed use projects shall be treated like a non-residential map.

4.02.030 Standards for Lots or Parcels.

The following standards shall apply to ~~all~~ Partitions and Subdivisions.

- (1) *Minimum Lot Area.* Minimum lot area shall conform to the requirements of the zoning district in which the parcel is located. Access easements, or the access strip to a flag lot, shall not be included in the calculation of lot area for purposes of determining compliance with any minimum lot size provision of this Code.
- (2) *Lot Width and Depth.* The depth of a lot or parcel shall not be more than three times the width. Lots or parcels created for commercial, industrial, or public uses shall be exempt from width to depth ratio provisions.
- (3) *Access.*
 - a. All new lots or parcels for commercial, industrial, or public uses must provide at a minimum either street frontage wide enough for a driveway, or a private access easement may be used to access parcels or lots. The following also apply:
 - i. All private access easements must be at least 25 feet wide unless they are part of a parking lot, then parking lot standards apply, or in accordance with the Oregon Fire Code.
 - ii. If a building on the lot or parcel is to be available to the public, it must also provide pedestrian access to that structure, except where a private access easement is outside City boundaries.
 - b. Lots created as part of a shopping or industrial center must include a private reciprocal access easement in areas required for access. Building setbacks to the permitter of the center apply, but there no setback requirements internal to the center regardless of the proposed lot layout. Proposed lots or parcels may be coterminous with the

building footprint, for example, a grocery store could be on a lot that is the same size as the store's building.

- c. All new residential lots or parcels shall provide a minimum of 40 feet of frontage on an existing or proposed public street, or 25 feet of frontage along a cul-de-sac except residential lots or parcels may be accessed by a private street or private access easement developed in accordance with the provisions of Sections 3.02.040 and 4.02.030(4) when it is determined that a public street access is:
 - e.i Infeasible due to parcel shape, terrain, or location of existing structures; and
 - e.ii Unnecessary to provide for the future development of adjoining property.
 - e.iii No more than 10% of the lots within a subdivision may be accessed by a private street or private access easement.
- (4) *Flag Lots.* Flag lots shall be subject to the following development standards:
- a. The access strip shall be a minimum of 25 feet in width. The improved surface shall be a minimum of 14 feet in width.
 - b. The access strip shall not be included in the lot area calculation.
 - c. If the length of the access strip exceeds 150 feet, the parcel or lot shall include a turn-around area per Section 3.02.
- (5) *Residential Through Lots.*
- a. Through lots shall be avoided except where essential to provide separation of residential development from traffic arteries, adjacent non-residential activities, or to overcome specific disadvantages of topography.
 - b. Conditions of approval may be added limiting access from any street.
 - c. Screening or buffering, pursuant to the provisions of Chapter 3.07, may be required during the review of the land division request.
- (6) *Lot Side Lines.* The side lines of lots, as far as practicable, shall run at right angles to the public street, private street, or private access easement upon which the lot or parcel faces.
- (7) *Utility Easements.* Utility easements shall be provided on lot areas where necessary to accommodate public utilities. Easement width shall conform to adopted Engineering Standards.
- (8) *Re-Division.* When subdividing or partitioning into large lots which may be re-subdivided, the City shall require that the design of the lots be of a size and shape to allow for the subsequent division of any parcel into lots of smaller size and the creation and extension of future streets. Shadow plats may be required. A shadow plat shows the proposed lot design does not preclude future division by showing a fully subdivided plan. The plan is not binding, it

just shows that the current design does not preclude future divisions. This does not apply to industrial or public subdivisions or partitions but does apply to residential and commercial.

- (9) *Remainder areas.* When subdividing or partitioning property, any area within the tentative/final plat that is not proposed to be part of a lot, parcel, or tract is a remainder area. Tracts must serve a function. Any such remainder area must meet the minimum requirements of this Code, including any requirements by the zone such as lot size or the requirement to connect to public water and/or sanitary sewer.
- (10) *Lot Averaging.* Lot averaging is not permitted. All lots must meet the minimum lot size requirements of the zone.
- (11) *Phased Development.*
 - a. The Approval Authority may approve a time schedule for developing a subdivision in phases, but in no case shall the actual construction time period for any phase be greater than two years without reapplying for a tentative plat. All phasing must be approved with the entitlement. Phasing proposed after entitlement approval requires a project modification regulated by Section 5.16.060.
 - b. The criteria for approving a phased subdivision (in addition to all standard subdivision criteria) review proposal are:
 - I. The public facilities shall be scheduled to be constructed in conjunction with or prior to each phase to ensure provision of public facilities prior to building occupancy;
 - II. The development and occupancy of any phase shall not be dependent on the use of temporary public facilities:
 - 1. For purposes of this subsection, a temporary public facility is an interim facility not constructed to the applicable City or district standard; and
 - 2. The phased development shall not result in requiring the City or other property owners to construct public facilities that were required as a part of the approval of the preliminary plat.
 - c. The application for phased development approval shall be reviewed concurrently with the preliminary plat application and the decision may be appealed in the same manner as the preliminary plat.

4.02.040 Additional Standards for Subdivisions.

- (1) *General.* The length, width, and shape of blocks shall be designed with regard to providing adequate building sites for the use contemplated; consideration of needs for convenient access, circulation, control, and safety of street traffic - including pedestrian and bicyclist - and recognition of limitations and opportunities of topography.

- (2) **Residential Block** Sizes. Blocks shall not exceed 1,000 feet in between street lines with a preferred length of 500 feet. Exceptions are permitted for blocks adjacent to arterial streets, or if the previous development pattern or topographical conditions justify a greater length. The recommended minimum distance between collector street intersections with arterial streets is 1,800 feet.
- (3) **Residential** Traffic Circulation. ~~The A residential~~ subdivision shall be laid out to provide safe, convenient, and direct vehicle, bicycle, and pedestrian access to nearby residential areas; neighborhood activity centers (e.g., schools and parks); shopping areas; and employment centers; and provide safe, convenient, and direct traffic circulation. At a minimum, "nearby" means the distance from the subdivision boundary - 1/4 mile for pedestrians and one mile for bicyclists.
- (4) **Residential** Connectivity. To achieve the objective in (3) Traffic Circulation above, the City shall require the following **in residential subdivisions**:
 - a. **Stub-End Streets**: Where the potential exists for additional residential development on adjacent property.
 - b. **Accessways**: Public accessways to provide a safe, efficient, and direct connection to cul-de-sac streets, to pass through oddly shaped or blocks longer than 600-feet, to provide for networks of public paths creating access to nearby residential areas, neighborhood activity centers (e.g., schools and parks); shopping areas; and employment centers.
- (5) **Collector and Arterial Connections**. Accessway, bikeway, or sidewalk connections with adjoining Arterial and Collector streets shall be provided **in residential subdivisions** if any portion of the site's arterial or collector street frontage is over 600 feet from either a subdivision access street or other accessway. The placement of an accessway may be modified or eliminated if natural features (e.g., adverse topography, streams, wetlands) preclude such a connection.
- (6) **Design Standards for Residential Pedestrian/Bicycle Accessways at the ends of cul-de-sacs**. Pedestrian/bicycle accessways **at the ends of cul-de-sacs** shall meet the following design standards:
 - a. Minimum dedicated width: 15 feet
 - b. Minimum improved width: 12 feet
 - c. Pedestrian scale lighting fixtures shall be provided along walkways and adequately lighted so the system can be used at night. Lighting shall either conform to adopted Public Works Standards or be approved by the decision authority.
 - d. The accessway shall be designed to prohibit vehicle traffic.

CHAPTER 3.16. SPECIAL RESIDENTIAL DWELLINGS**3.16.010 Accessory Dwelling Units.**

Where permitted as a special use, an Accessory Dwelling Unit (ADU) shall meet the following use and development standards:

- (1) Location. An ADU may be located on any lot with a single-family home or duplex. The ADU shall be located within the side or rear yard and physically separated from the primary residence by a minimum distance of six feet. A covered walkway, which contains no habitable space, may connect the two buildings without violation of the setback requirements. An ADU may also be located internal to the primary structure, including, but not limited to, an attic or a basement.
- (2) Number. Only one ADU shall be permitted per lot or parcel.
- (3) Design. The ADU must have the same roof pitch and material, color, and siding material as the primary residence. As an alternative, an applicant who wishes to use a design that differs from these requirements may apply for a conditional use permit. In the case of an ADU proposed to have material, color, and siding material better in terms of quality than the existing residence, the Planning Director may authorize the material, color, and siding material as part of the Building Permit process.
- (4) Area. The floor area of the ADU shall be no more than 650 square feet and not less than 250 square feet. **An additional 100 square feet of floor space may be granted for every 1,000 square feet of lot size over 11,000 square feet, however, in no case shall an accessory dwelling unit exceed 900 square feet.**
- (5) Setbacks. Shall be in accordance with Section 3.15.010.
- (6) Height. The maximum height shall be 20 feet for detached ADUs. Attached ADUs shall use the height limit from the underlying zone. Two-story ADUs are not permitted though an ADU can be placed over an accessory structure such as a workshop or a garage, in which case the height limit is that of the underlying zone.
- (7) Lot Coverage. The ADU shall be included in the lot coverage calculation.
- (8) Metal shipping containers. Metal shipping containers converted into dwelling units are not permitted.
- (9) Foundation. All structures shall be placed on a continuous foundation similar to the foundation used for the primary home.
- (10) Parking. No additional off-street parking is required for an ADU.

- (11) ~~Lot Coverage. The ADU shall be included in the lot coverage calculation.~~
Garages. Any garage used for the accessory dwelling unit is permitted, but not required. The garage can be attached or detached from the accessory dwelling unit. The garage does not count toward the maximum square footage allowed for the accessory dwelling unit. The garage is still considered an accessory structure however; therefore, the size of the garage does count towards the total square footage permitted for regular accessory structures on the lot as outlined in Chapter 3.15. No garage is permitted to be converted to habitable space for an ADU or otherwise.

24. Farm and Livestock

3.21.040 Farm Uses and Livestock.

- (3) ~~Chickens Fowl and Rabbits.~~ The keeping of ~~chickens fowl~~ or rabbits in all residential zones may be approved subject to the following provisions.
- a. The minimum property size is 10,000 square feet.
 - b. No person shall ...
- (4) ~~Other than standard household pets including, but not limited to, dogs, cats, birds, guinea pigs, hamsters, ferrets, and smaller reptiles, any animal not listed in subsection (2) and (3) above is not permitted. No exotic animals are permitted. Bovine of any kind are not permitted.~~
- ~~(4)~~ (5) Stands selling produce or eggs produced on-site are permitted subject to the following standards:
- a. The stand is no more than 200 square feet in size.
 - b. The stand may not be located in the right-of-way or block a driveway.

25. Street Names

3.02.030 General Provisions.

- (9) *Street Names.* Street names and numbers shall conform to the established pattern in the City. ~~The applicant for a partition or subdivision that creates new streets that are not listed in the Transportation System Plan shall propose street names. The City has authority to approve or deny proposed street names.~~

26. Commercial Design Standards

3.26.030 Commercial Design Standards.

- (2) Walls that can be viewed from adjacent public streets including Interstate 5 shall be designed with windows totaling a minimum of 10% of the wall area and using architectural features and landscaping (abutting the building) for at least 50% of the wall length. ~~Other walls shall incorporate architectural features and landscaping for at least 30% of the wall length.~~

27.	Historical Zoning Overlay
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CHAPTER 2.13. HISTORICAL PROPERTY OVERLAY ZONE (HPO)

2.13.040 Historic ~~Landmark Committee Commission~~.

There is hereby established a Millersburg Historic ~~Landmark Committee Commission~~ charged with carrying out the functions of this chapter where identified.

The City Council appoints the Planning Commission as the ~~Millersburg Historic Commission Committee~~ until such time as Council determines the need for an independent Historic ~~Landmark Committee Commission~~. The ~~Committee Commission~~ will meet and operate in accordance with all standards of local and state law. When the Planning Commission is serving as the ~~Committee Historic Commission~~, it shall meet separately from a Planning Commission meeting with an independent agenda, meeting notice, and minutes. This can occur on the same night as a Planning Commission meeting, preceding or following the Commission meeting.

2.13.050 ~~Landmark and Historic Zone Designation~~.

- (1) *Process*. The process for designating a ~~landmark or~~ historic zone may be initiated by the Council, the Planning Commission acting as the Historic ~~Landmark Committee Commission~~, or by any interested person who submits an application for designation to the ~~Community Development Director City Recorder~~. At the time of application, the City shall provide the property owner and applicant with information regarding the benefits and restrictions of designation. ~~A landmark can be located within a Historic Zone Overlay, however, a landmark alone cannot be designated historical. This section allows the application of a Historic Zone Overlay to a specific property. A significant historic resource is any building or other aspect of a property that contributes to the historic significance of the property for which a Historic Zone Overlay is applied. The process is a Type IV, consistent with the requirements outlined in Chapter 5.10 including all notification requirements therein except a permit shall be approved by the Historic Commission acting as the reviewing body in place of the Planning Commission. The criteria from Chapter 5.10.050 do not apply, the criteria listed in 2.13.050 shall be used instead.~~

- (2) *Information.* ~~Unless proposed by the City, The the~~ following information shall be required in an application:
- a. The applicant's name and address;
 - b. The owner's name and address, if different from the applicant;
 - c. A written description of the boundaries of the proposed zone or the location of the proposed ~~zone landmark~~;
 - d. A map illustrating the boundaries of the proposed zone ~~or and~~ the location of ~~any significant resource on the property the proposed landmark~~;
 - e. A statement explaining the following:
 - i. The reason(s) why the proposed zone ~~or landmark~~ should be designated;
 - ii. The reason(s) why the boundaries of the proposed zone are appropriate for designation;
 - iii. The potential impact, if any, the designation of the proposed zone ~~or landmark~~ would have on the residents or other property owners in the area.
 - f. Any other information deemed necessary by the City.
- (3) *Application Review and Decision.* The City Recorder shall set the application on the agenda of the Historic ~~Landmark Committee Commission~~ which will review the application against applicable criteria in Section 2.13.050(4) and develop a recommendation to the City Council. ~~This will occur within 60 days of the application being filed unless extended by the request of the applicant. Following the Historic Landmark Committee's consideration, the City Recorder will set the matter on a Council agenda within 45 days of the Historic Landmark Committee's action.~~ The Council shall hold a public hearing at which time testimony will be received with the recommendation from the Historic ~~Landmark Committee Commission~~, ~~and~~ the applicant, and any citizens wishing to give input. ~~The Council shall make a written record with findings approving, approving with conditions, disapproving, or postponing final action on the request.~~
- (4) *Decision Criteria.* The Historic ~~Landmark Committee Commission~~ and the Council shall consider the following criteria in determining whether to approve a proposed ~~landmark or Overlay Zone Designation zone~~:
- a. Association with the life or activities of a person, group, organization, or institution that has made a significant contribution to the City, county, state, or nation;
 - b. Association with an event that has made a significant contribution to the City, county, state, or nation;
 - c. Association with broad patterns of political, economic, or industrial history in the City, county, state, or nation;

- d. Significance as an example of a particular architectural style, building type, and/or convention;
- e. Significance due to quality of composition, detailing, and/or craftsmanship;
- f. Significance as an example of a particular material and/or method of construction;
- g. Significance because the resource retains its original design features, materials, and/or character;
- h. Significance as the only remaining, or one of the few remaining resources of a particular style, building type, design, material, or method of construction;
- i. Significance as a visual landmark;
- j. Significance because existing land-use surrounding the resource contribute to the integrity of the historic period represented;
- k. Significance because the resource contributes to the continuity or historic character of the street, neighborhood, and/or community;
- l. Significance because the property is 50 years old or older in conjunction with other criteria listed above;.

~~m. The resource is listed on the National Register of Historic Places.~~

(5) *Removal of Designation.* The process for removing a ~~landmark or~~ historic zone designation may be initiated by the Council, the Historic ~~Landmark Committee Commission~~, or by any interested person who submits to the City ~~Recorder Community Development Director~~ an application for removal of the designation. The Council may amend or rescind its designation by following procedures ~~required by this Code~~ in subsection (1) for designating a ~~Historic Zone Overlay landmark.~~ Criteria for such an action includes:

- a. Except as provided in subsection (a), a local government may only remove a resource from the resource list if the circumstances in paragraphs (i), (ii), or (iii) exist.
 - i. The resource has lost the qualities for which it was originally recognized;
 - ii. Additional information shows that the resource no longer satisfies the criteria for recognition as a historic resource or did not satisfy the criteria for recognition as a historic resource at time of listing;
 - iii. The local building official declares that the resource poses a clear and immediate hazard to public safety and must be demolished to abate the unsafe condition.
- b. The decision must be consist with ORS 660-023-0200(9). ~~including the adoption of appropriate findings.~~

(6) *Appeals.* Any appeal goes through the Land Use Board of Appeals.

- (7) *Refusal.* Pursuant to ORS 660-023-0200(6)b a property owner is allowed to refuse a designation of their property any time during the designation process.

2.13.060 Demolition and Moving.

- (1) ~~City Manager Historic Commission~~ Approval. No person shall move, demolish, or cause to be demolished ~~a landmark or~~ a significant resource in an historic zone, unless a ~~Historical Demolition and Moving~~ permit to do so has first been obtained ~~from the City Manager, or designee, following of approval by the City Council.~~ Application for a ~~Historical Demolition and Moving~~ permit shall be on a form provided by the City.
- (2) *Alternative Actions.* At the time a demolition or moving application is made the ~~City Manager or designee~~ ~~Community Development Director~~ shall review alternatives to demolition or moving with the owner of the structure or resource, including local, state, and federal preservation programs, ~~prior to the Historic Commission review and action.~~
- (3) *Review Process.* An application to move, demolish, or cause to be demolished ~~a landmark or~~ a significant resource in an historic zone shall be processed in accordance ~~of with~~ the procedure identified in ~~Section 2.13.050(3) above.~~ Chapter 5.05, including all noticing requirements, except a permit shall be approved by the Historic Commission acting as the reviewing body in place of the Planning Commission and the criteria from Chapter 5.05.060 do not apply.
- (4) *Decision Criteria.* In determining whether the requested demolition or moving is appropriate, the Historic ~~Landmark Committee Commission and the City Council~~ shall consider the following:
- a. Plans, drawings, and photographs submitted by the applicant.
 - b. Information presented at the public hearing concerning the proposal.
 - c. The purpose of this Code as set forth in this Chapter.
 - d. The criteria used in the original designation of the resource.
 - e. If within an historic zone, the resource's contribution to the zone and the subsequent integrity of the zone if the resource is demolished or moved.
 - f. Whether denial of the request will involve substantial hardship to the applicant.
 - g. Whether issuance of the permit would act to the substantial detriment of the public welfare and be contrary to the purpose and scope of this Code.
 - h. The economic, social, environmental and energy consequences of demolishing or moving the resource compared to preserving it.
 - i. The physical condition of the resource.
 - ~~j. The recommendation from the Historic Landmarks Committee.~~

- (5) *Postponement.* The Historic ~~Landmarks Committee~~ Commission, acting in accordance with the review outlined in subsection (4) ~~or the City Council~~ may postpone taking final action on a request for issuance of a demolition or moving permit for a period fixed by the ~~Committee Commission or Council~~ as follows:
- a. No more than 60 days following the date of a public hearing. Further postponements may be made for a period not to exceed a total of 120 days from the date of hearing, if the ~~Committee Commission or Council~~ makes the findings specified in item (b) of this Subsection.
 - b. Further postponements as stated above may only be made if the ~~Committee Commission or Council~~ finds:
 - i. There is a program or project underway that could result in public or private acquisition of ~~any significant the landmark or~~ resource; and
 - ii. There is a reasonable ground for believing the program or project may be successful.
 - c. After granting a further postponement, ~~the Commission may order the the Community Development Director may City Manager to~~ issue the permit if ~~if~~ the Commission finds:
 - i. All programs or projects to save the resource have been unsuccessful;
 - ii. The application for demolition or moving has not been withdrawn; and
 - iii. The application otherwise complies with City Codes and state law.
- (6) *Additional Requirements.* During a period of postponement, the ~~Committee Commission or Council~~ may require the property owner to:
- a. List the resource for sale with a real estate agent for a period of not less than 90 days. The real estate agent shall advertise the resource in local and state newspapers of general circulation in the area for a minimum of 10 days over a 5-week period.
 - b. Give public notice by posting the hearing notice on-site in addition to a "For Sale" sign which shall read: HISTORIC BUILDING TO BE MOVED OR DEMOLISHED - FOR SALE. Lettering on the sign shall be at least one foot in height. The sign shall be provided by the City and be posted in a prominent and conspicuous place within ten feet of a public street abutting the premises on which the resource is located. The applicant is responsible for assuring that the sign is posted for a continuous 90-day period in conjunction with a. above.
 - c. Prepare and make available any information related to the history and sale of the property to all individuals, organizations, and agencies who inquire.
 - d. Assure that the owner has not rejected the highest bona fide offer for sale and removal of the resource.
- (7) *Press Notification.* Prior to issuance of a demolition permit, the ~~Community Development Director City Manager~~ shall issue a press release to local and state newspapers of general circulation in the county. The press release shall include,

but not limited to, a description of the significance of the resource, the reasons for the proposed demolition or removal, and possible options for preserving the resource.

- (8) *Permit Conditions.* As a condition for approval of a demolition permit, the ~~Council~~ **Historic Commission** may:
- a. Require photographic documentation, preparation of architectural drawings, and other graphic data or history as it deems necessary to preserve an accurate record of the resource.
 - b. Require that specific artifacts, materials, or equipment be protected and saved. The owner may keep all such materials. The applicant shall be provided with a list of persons capable of salvaging the resource.
- (9) *Dangerous Building.* This Code shall not be construed to make it unlawful for any person, without prior approval of the ~~Council~~ **City**, to comply with an order by an authority having jurisdiction to remove or demolish any ~~landmark significant resource~~ determined to be dangerous to life, health, or property.
- (10) *Appeals.* Any appeal follows the appeal process outlined in Table 5.01.030 and Section 5.22.020

2.13.070 Exterior Alteration and New Construction.

- (1) *Scope.* No person shall alter a ~~landmark or~~ any significant resource in an historic zone nor shall any new building or structure be constructed in an historic zone ~~or on a landmark site~~ unless approval is first obtained under this section. In addition, no major public improvements shall be made on a ~~landmark site or in~~ an historic zone unless approved by the ~~Community Development Director~~ **City Manager** or Historic ~~Landmark Committee~~ **Commission** as provided below in subsections 3 and 4.
- (2) *Application Process.* Application for alteration of a ~~landmark significant resource~~ or new construction in an historic zone ~~or on a landmark site~~ shall be made to the ~~Community Development Director~~ **City Manager**. The application shall be on a form provided by the City.
- (3) *Approval Requirements.* The ~~City Manager~~ **Community Development Director** shall approve the ~~alteration~~ request if:
- a. There is no change in the appearance or material of the resource as it exists; or
 - b. The proposed alteration duplicates or restores the affected exterior features and materials as determined from historic photographs, original building plans, or other evidence of original features or materials.
- (4) *Historic ~~Landmark Committee~~ Commission Action.* If a request for alteration does not meet the provisions of Subsection (3) of this Section, the ~~City Manager~~ **Community Development Director** shall forward the application to the Historic

~~Landmark Committee~~ Commission which shall process the request consistent with the provisions outlined in Chapter 5.05, except the Historic Commission acting as the reviewing body in place of the Planning Commission. Only criteria outlined in subsection (5) below shall apply. The ~~Committee~~ Commission, after notice and public hearing, shall approve or disapprove issuance of the requested permit. The ~~Committee~~ Commission may attach conditions to the approval which must be adhered to for the approval to remain valid.

- (5) *Decision Criteria.* The ~~Committee~~ Commission shall consider the following criteria in determining whether to approve an alteration request:
- a. The purpose of this Code.
 - b. The use of the resource, the reasonableness of the proposed alteration, and the relationship of these factors to the public interest in the preservation of the resource.
 - c. The value and significance of the resource.
 - d. The physical condition of the resource.
 - e. The effect of requested changes related to the original exterior design, arrangement, proportion, detail, scale, color, texture, and/or materials.
 - f. Pertinent aesthetic factors as identified by the ~~Committee~~ Commission.
 - g. Economic, social, environmental, and energy consequences of the proposed alteration.
 - h. Any design guidelines adopted by the Commission.
- (6) *Appeals.* Any appeal follows the appeal process outlined in Table 5.01.030 and Section 5.22.020

3.12.030 - General Standards - Manufactured Homes.

- (6) Historical sites. No manufactured home shall be located on property containing a historic ~~significant resource or Historic Zoning Overlay landmark~~, or on a lot or parcel immediately adjacent to property containing a historic landmark. ~~For the purpose of this Chapter, a historic landmark is property designated by the Millersburg Comprehensive Plan as containing a significant historical resource.~~

5.01.030 Table of Land Use Application Procedures.

Table 22 Land Use Application Procedures
Land Use Application Procedures

Land Use Action	Type	Staff	Planning/Historic Commission	City Council
Floodplain Development Permit	Type - I	Final Decision	No Role	No Role
Property Boundary Adjustment	Type - I	Final Decision	No role	No role
Sign Permit	Type - I	Final Decision	No role	No role
Temporary Use Adjustment	Type - I	Final Decision	No role	No role
	Type - II	Final Decision unless appealed	Appeal - Staff Decision	Appeal - Commission Decision
Interpretations	Type - II	Final Decision unless appealed	Appeal - Staff Decision	Appeal - Commission Decision
Partition	Type - II	Final Decision unless appealed	Appeal - Staff Decision	Appeal - Commission Decision
Subdivision	Type - II	Final Decision unless appealed	Appeal - Staff Decision	Appeal - Commission Decision
Conditional Use Permits	Type - III	Recommendation to Commission	Final Decision unless appealed	Appeal - Commission Decision
Home Occupation (employees or vehicles)	Type - III	Recommendation to Commission	Final Decision unless appealed	Appeal - Commission Decision
Nonconforming Uses (Alteration or Expansion)	Type - III	Recommendation to Commission	Final Decision unless appealed	Appeal - Commission Decision
Site Development Review	Type - III	Recommendation to Commission	Final Decision unless appealed	Appeal - Commission Decision
Variance	Type - III	Recommendation to Commission	Final Decision unless appealed	Appeal - Commission Decision
Annexation	Type - IV	Recommendation to Commission	Recommendation to Council	Final Decision unless appealed
Comp. Plan Map Amendment	Type - IV	Recommendation to Commission	Recommendation to Council	Final Decision unless appealed
Text Amendment	Type - IV	Recommendation to Commission	Recommendation to Council	Final Decision unless appealed
Zone Map Amendment	Type - IV	Recommendation to Commission	Recommendation to Council	Final Decision unless appealed

Historic Zone Designation	Type- IV	Recommendation to Commission	Recommendation to Council	Final Decision unless appealed
Historic Demolition and Moving	Type- III	Recommendation to Commission	Final Decision unless appealed	Appeal – Commission Decision
Historic Exterior Alteration and New Construction	Type- III	Recommendation to Commission	Final Decision unless appealed	Appeal – Commission Decision
Street Vacations	Type- IV	Recommendation to Commission	Recommendation to Council	Final Decision unless appealed

28. Street Tree Clarification

4.02.060 Improvement Requirements - Subdivision.

- (1) Improvements. The following improvements shall be required for all Subdivisions:
 - j. Other Requirements:
 - i. Curb cuts and driveway installations are not required of the developer at the time of development, but if installed, shall be according to the City standards.
 - ii. Street trees are required pursuant to City engineering standards. All trees are to be planted prior to final occupancy of a structure or when required of the developer for areas where buildable lots do not exist (common space, open space, detention basins, etc.). Planting of street trees shall be according to City requirements and of a species compatible with the width of the planting strip and underground facilities. At least one tree will be located in the planting strip unless infeasible due to required sight clearances and/or offsets from utilities. No tree shall be located in the planting strip within 10 feet of a water or sewer service line. An additional tree shall be planted either in the planting strip or yard adjacent to the street or streets. Trees must be planted and viable prior to occupancy.

29. Manufactured Home Standards

3.12.030 General Standards - Manufactured Homes.

Manufactured homes are permitted in all residential zones, in accordance with the following general standards, and the design standards set forth in Section 3.12.020. The minimum lot area, setback, and height standards of the subject zone shall also apply to manufactured homes sited on individual lots.

- (7) Roofing. The manufactured home must have a composition asphalt, fiberglass, shake, or tile roof with a nominal pitch of ~~four~~three feet in height for each twelve 12 feet in width.
- (8) *Exterior siding and finish.* The exterior siding of the manufactured home must have the same appearance as materials commonly used on residential dwellings.
- (11) Only one manufactured home and one Accessory Dwelling Unit is allowed per lot.

30.	RV Cover clarification
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3.15.010 Single-family Residences.

Residential accessory structures for attached or detached single-family homes and duplexes, excluding Accessory Dwelling Units as defined in Chapter 3.16, shall comply with all requirements for a principal structure, except where specifically modified by this section. Accessory structures shall not be used for human habitation except as specified in this section. Accessory structures shall comply with the following standards:

- (1) Dimensions and Design Requirements. Residential accessory structures shall be subject to the following requirements:

Table 17 Residential Accessory Structures Standards				
Residential Accessory Structures Standards				
Structure Size (1)	Exterior Finish	Location on Property	Setbacks (side and rear)	Maximum Height*
Up to 200 sf	No Requirements	Side or Rear Yard	1 story - 5 feet 2 stories 8 feet	10 feet
200 to 1,200 sf	(2)	Side or Rear Yard	1 story - 5 feet 2 stories 8 feet	25 feet
Over 1,200 sf	(2)	Side or Rear Yard	1 story - 5 feet 2 stories 8 feet	25 feet
* Measured from the midpoint of the roof				
Notes:				
1. Up to 11,000 square feet of lot size, maximum accessory structure size is 1,200 square feet; over 11,000 square feet of lot size, the structure may be increased an additional 100 square feet for each 1,000 square feet of lot size.				
2. For any accessory structure located on a lot of 2.5 acres or less, the exterior siding and roofing shall have the same general materials and color as the primary dwelling. Otherwise, there are no restrictions.				
3. Total lot coverage standards as required per zone also apply to all accessory structures, including those not requiring a building permit.				
4. RV covers or carports are considered accessory structures if they are over 200 square feet.				

- (2) Setbacks. Accessory structures shall comply with the following setbacks:
 - a. Front and/or Street Side Yard: Comply with requirements of underlying zone.
 - b. Side Yard: see table.
 - c. Rear Yard: see table.
 - d. Accessory structures shall be detached from all other buildings by at least six feet unless a variance is approved.
- (3) Multiple Accessory Structures. There shall be no limit to the number of structures, provided the structures in combination comply with the area coverage requirements. When there is more than one accessory structure within a yard, all provisions in this Chapter shall apply and shall be based on the total square footage of all accessory structures within the yard.
- (4) Prohibited Structures. The use of metal shipping containers or semi-truck trailers as an accessory structure shall be prohibited.
- (5) Sales. No sales shall be made from an accessory structure unless it has been approved as a Home Occupation under the conditional use provisions of Article V and the home occupation standards of Article III.
- (6) Standards for RV covers and carports.
 - a. Materials. Covers may be made from any building material including metal.
 - b. Setbacks. All accessory structure setbacks apply. Setbacks will be taken from the eaves of the roofline, not the structure uprights.
 - c. The RV cover or carport has no setback requirement from the primary structure (house) and may even be connected to the primary structure.
 - d. Colors. The primary color of any metal roofing material must be neutral (earth tones) or be similar to the color, or accent color, of the primary structure.
 - e. Height. The maximum height of an RV cover is 20 feet, unless the cover is setback at least 20 feet from any property line, then the height limit from the zone applies.
- (67) Exceptions.
 - a. Farm accessory buildings in the Rural Residential zones on lots over 2.5 acres are exempt from the size requirements.
 - b. Accessory structures under 200 square feet do not require a Building Permit.
 - c. Boats, trailers, detached campers, recreational vehicles, fifth-wheelers, motorized dwellings, travel trailers, tent trailers, tents, and similar recreational facilities may be stored, but not used for continuous human habitation. Temporary habitation is limited to 30 consecutive days or a total of 60 days in a 12-month period within the City limits. The City Manager may grant an extension upon receiving a written justification in accordance with Section 3.17.

31. Flag Lot Setback clarification

4.02.030 Standards for Lots or Parcels.

(4) *Flag Lots.* Flag lots shall be subject to the following development standards:

- a. The access strip shall be a minimum of 25 feet in width. The improved surface shall be a minimum of 14 feet in width.
- b. The access strip shall not be included in the lot area calculation.
- c. If the length of the access strip exceeds 150 feet, the parcel or lot shall include a turn-around area per Section 3.02.
- d. All flag parcels or lots shall comply with setback requirements of the Zone, however because the parcel or lot does not front a street, the designation of where the front setback applies shall be determined on a case-by-case basis by the Community Development Director. The rear setback shall be on the opposite side of the structure from the front. Side setbacks shall apply anywhere the front and rear do not apply.

32. Figures 1/59, 28, 60, and 63

Current figure	Proposed revised figure
<p>Figure 1 & 59</p>	<p>Proposed revised figure</p>
<p>Figure 28</p>	

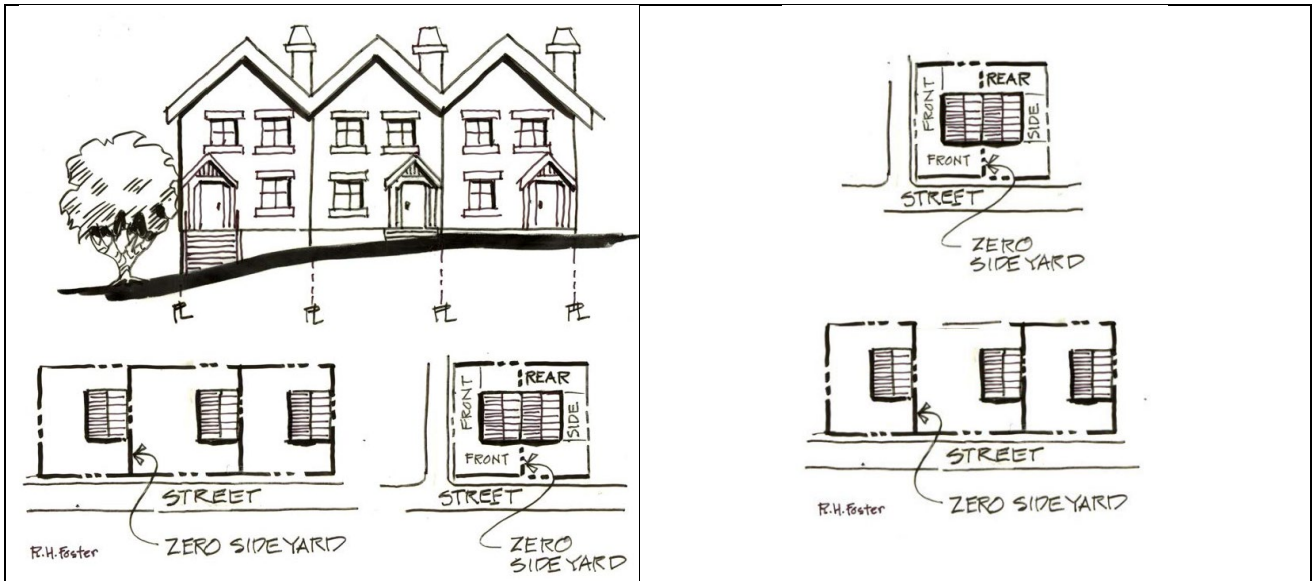


Figure 60

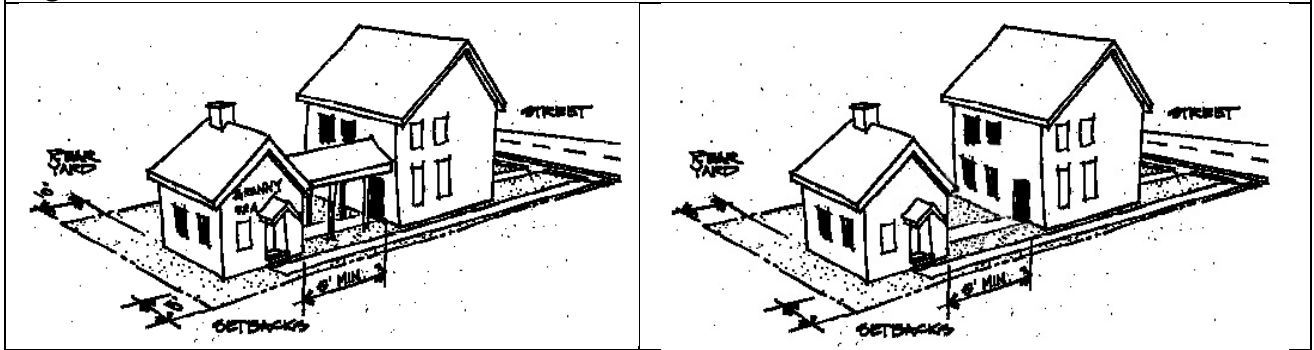
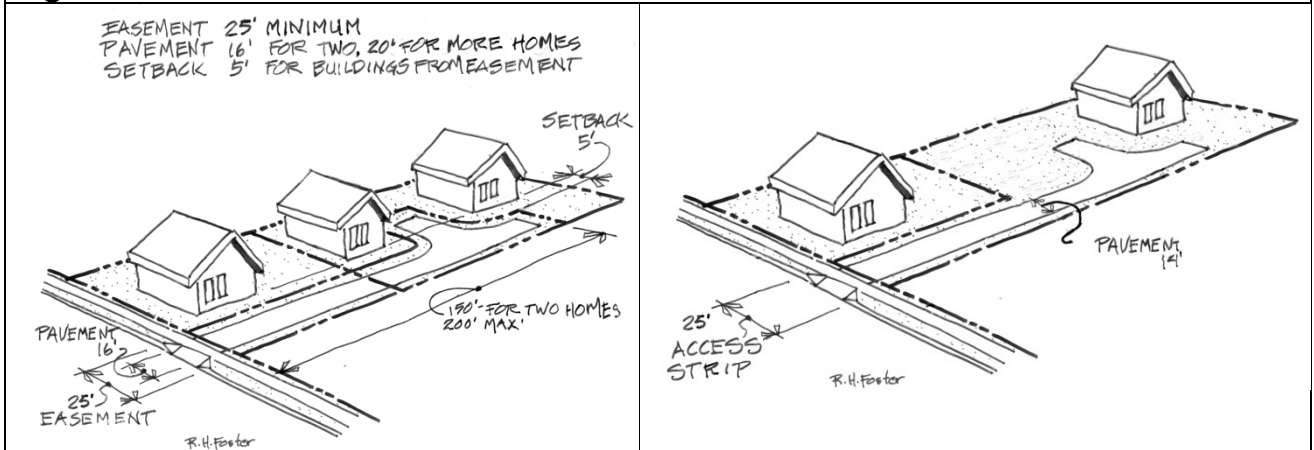


Figure 63



CHAPTER 1.02. DEFINITIONS

1.02.020 Definitions.

Single Room Occupancy (SRO). A primary residential structure with no fewer than four attached SRO Dwelling units. The primary residential structure must provide access for all occupants to a location for food preparation (shared or unshared), and sanitary facilities, or both.

SRO unit. A single, independently lockable living and sleeping room for rent and exclusive use by a single occupant in a primary residential structure with access to a food preparation area and restrooms.

CHAPTER 2.03. - RESIDENTIAL LOW-DENSITY ZONE (RL)

2.03.020 - Permitted Uses.

- (7) Single Room Occupancy (SRO) rental units, to the extent permitted under State law.

CHAPTER 2.04. - RURAL ZONE (RU)

2.04.020 - Permitted Uses.

- (7) Single Room Occupancy (SRO) rental units, to the extent permitted under State law.

CHAPTER 2.05. – RESIDENTIAL MEDIUM ZONE (RM)

2.05.020 - Permitted Uses.

- (8) Single Room Occupancy (SRO) rental units, to the extent permitted under State law.

CHAPTER 2.06. – MIXED-USE ZONE (RM)

2.06.020 - Permitted Uses.

- (17) Single Room Occupancy (SRO) rental units, to the extent permitted under State law.

3.08.060 Vision Clearance.

(5) Corner Lots (Street-Street Intersection). The clear vision area for corner lots ~~on local residential streets~~ shall be measured along the curb line (or edge of pavement if no curb) as shown in Table 16 below (unless otherwise determined by the City Engineer).

<i>Table 16 Street-Street Intersection Vision Clearance Dimensions</i>		
<i>Vision Clearance Dimensions</i>		
<i>Intersected Street Classification</i>	<i>Posted Speed</i>	<i>Distance</i>
Local Residential	All	20 feet
Collector or Arterial	25 mph	95 feet
	30 mph	120 feet
	35 mph	140 feet
	40 mph	165 feet
	45 mph	190 feet
	50 mph	215 feet

35. Trail revision on Table 9

2.10.050 Dimensional Standards.

Unless otherwise permitted in this Code, the following minimum dimensional standards shall be required for all development in the GI zone:

<i>Table 9 GI Zone Dimensional Standards</i>	
<i>GI Zone Dimensional Standards</i>	
Minimum Lot Area	
All Development	Sufficient to meet setbacks and development requirements
Minimum Setbacks	
All Yards	0 feet
Yards Adjacent to RM, RL, and RU Zones	10 feet + 5 feet per story
Yards Adjacent to Conser Road	30 feet + 5 feet per story
Yards Adjacent to Old Salem Road	10 feet south of the Murder Creek undercrossing. North of the Murder Creek undercrossing, 10 20 feet on the west side and 20 -10 feet on the east side incorporating trail as identified in the most currently adopted Transportation System Plan.
Maximum Structure Height	

Principal and Accessory building	No limit
Maximum Lot Coverage	100%