



Rules of Conduct for Public Hearings

1. No person shall be disorderly, abusive, or disruptive of the orderly conduct of the hearing.
2. Persons shall not testify without first receiving recognition from the presiding officer and stating their full name and residence address.
3. No person shall present irrelevant, immaterial, or repetitious testimony or evidence.
4. There shall be no audience demonstrations such as applause, cheering, display of signs, or other conduct disruptive of the hearing.

NOTICE OF PUBLIC MEETING CITY OF MILLERSBURG PLANNING COMMISSION

Monday, April 22, 2019
6:00 p.m.

Agenda

A. CALL TO ORDER

B. PLEDGE OF ALLEGIANCE

C. ROLL CALL

D. QUASI-JUDICIAL PUBLIC HEARINGS

- 1) File No: CUP 19-01 and SP 19-01 Evening Star Manufactured Home Park
The applicant is proposing a Conditional Use Permit and Site Plan Review for a 28 space senior manufactured home park with four proposed guest parking spaces, drainage features, one open space area, landscaping, and one proposed point of access from NE Millersburg Drive.

E. CITY PLANNER UPDATE

F. ADJOURNMENT

Upcoming Meeting:

April 29, 2019 @ 4:00 p.m. – Planning Commission Workshop



File No: CUP 19-01 and SP 19-01 Evening Star Manufactured Home Park

Proposal: The applicant is proposing a Conditional Use Permit and Site Plan Review for a 28 space senior manufactured home park with four proposed guest parking spaces, drainage features, one open space area, landscaping, and one proposed point of access from NE Millersburg Drive.

I. BACKGROUND

- A. Applicant: William Eddings
- B. Location: The site has no address. It is located easterly of NE Sedona Road and southerly of NE Millersburg Drive (see attached vicinity map).
- C. Review Type: The proposed Conditional Use Permit and Site Plan review requires a hearing before the Planning Commission. The Planning Commission is scheduled to hold a hearing on the application on April 22, 2019. The Planning Commission decision can be appealed to the City Council. Any appeal of the City Council's decision relating to this matter will be considered by the Oregon Land Use Board of Appeals (LUBA).
- D. Public Notice and Hearing: Notice was mailed to all property owners within 100 feet of the proposed location, posted in City Hall on April 3, 2018 and information related to the hearing is posted on the City's website here - <http://cityofmillersburg.org/planning-commission/>
- E. Review Criteria: Article 2 §2.400(2) for the Site Plan Review and 2.500(2) for the Conditional Use Permit.
- F. Current Zoning: Rural Residential- 10 Acre Minimum- Urban Conversion (RR-10-UC)
- G. Proposed Zoning: N/A
- H. Property Size: 4.4 acres
- I. Background: The applicant attended a pre-application meeting on January 2, 2019. The parcel proposed for the development was created as part of a partition done in 2008. On March 11, 2019 the City removed the Manufactured Home Park as a conditionally permitted use in the existing zone, RR-10-UC. However, in the State of Oregon, an application is 'vested' in the zoning rules that existed at the time the application was submitted. This application was submitted prior to the March 11 text amendment that eliminated the use from the zone. As such, the application is being processed as a conditional use permit because the 'manufactured home park' was

listed as a conditional use in the code that existed at the time the application was accepted on February 12, 2018.

It should be noted, while the applicant is proposing that this be an age-restricted community, the City cannot hold the applicant to that requirement. Should the applicant elect to change this to a non-age-restricted community, the City would not require an official change to the permit. Additionally, the City would not regulate any self-imposed age-restrictions for the project. For the purposes of this staff report, and consideration of the project, the Planning Commission cannot consider the age-restriction proposed by the applicant.

II. AFFECTED AGENCY, PUBLIC NOTICE, AND PUBLIC COMMENTS

Agencies:

The applicant's materials were transmitted to the following agencies/departments on March 12, 2019: City of Albany, Albany Fire Department, Linn County Sheriff's Office, City of Millersburg Engineer, Oregon Department of State Lands, PacificCorp, Linn County Planning and Building Department, Linn County GIS, Northwest Natural Gas, United States Postal Service, the Albany School District, the Cascade West COG, and Republic Services. To date, the following comments have been received:

- The City of Millersburg Engineer provided comments. These have been incorporated.

Public:

Notice of the April 22, 2019 hearing was mailed to all property owners within 100 feet of the property. To date, no written comments have been received by staff.

III. CRITERION

CITY OF MILLERSBURG DEVELOPMENT CODE

The applicant's proposal requires both a conditional use permit and a site plan pursuant to the development code requirements. The code requires that the applicant satisfy criteria for each application. This staff report is required to outline how the applicant is meeting each set of criteria. However, the development code criteria for each case type (CUP and SP) are identical (see Code Section 2.400(2) and 2.500(2)). To avoid duplication, both the CUP and the SP are reviewed together below.

As an additional note, a manufactured home park is a unique type of project in the State of Oregon. The State has developed a set of requirements for manufactured home parks. These are found in the Oregon Manufactured Dwelling and Park Specialty Code (OMDPSC). Chapter 10 of the OMDPSC regulates manufactured home parks. Chapter 10 explains that cities are allowed to create additional regulations as long as those regulations are "not less than the minimum requirements" in the code and "not greater than the requirements for single family uses in the underlying zone." It is important to understand that the Planning Commission has the ability to interpret the City code, and to interpret areas where ambiguity exists between State rules and City codes. The Commission cannot interpret the State Code. Any

interpretation must be explained in the findings.¹ Where staff feels that some interpretation is required, the findings provided in the staff report will attempt to clearly detail the interpretation. Any Planning Commission interpretation made during the hearing (that is not used in the staff report) should be fully explained so it can be included in the final decision.

For the Site Plan- (2) Decision Criteria. After an examination of the site and prior to approval, the Planning Commission must make the following findings:

For the Conditional Use Permit- (2) Decision Criteria. The conditional uses listed in the Code may be permitted, altered, or enlarged upon authorization of the Planning Commission in accordance with the following findings:

For both the SP and CUP:

(a) The proposed development or use does not conflict with the City's Comprehensive Plan.

ANALYSIS: Section 9 of the Comprehensive Plan contains a list of Land Use Goals and Policies. Section V of this report goes through the pertinent policies from the Comprehensive Plan. In summary, based on staff's review, the project may be consistent with the policies of the Comprehensive Plan depending on how the Planning Commission interprets the Provisions of the Plan. See Section V for more detail.

FINDING: Based on the analysis above, the project may meet the required criteria.

(b) That the proposed development or use complies with the standards of the land use zone and does not conflict with city codes and ordinances that are applicable to the application.

ANALYSIS: This criterion requires the applicant to comply with standards listed in the code. The code standards come from several sections of the code including:

- Article 4 - Zoning Designation Standards
- Article 5 - Development Standards
- Article 6 - Use Standards, including Section 6.165 regulating Manufactured Home Parks
- Article 7 - Special Area Standards
- And Article 8 - Improvement Standards

This criterion is important because it links the standards to the criteria, essentially making all standards into criterion by extension. All standards are reviewed in detail in Section IV of this staff report. In summary, the project as proposed does not meet several standards. Conditions of approval were added to address these concerns. See Section IV for more detail and for proposed conditions of approval.

FINDING: Based on the analysis above, the project does not meet the required standards; however, with the addition of conditions of approval, the project can comply.

¹ ORS 197.829

(c) That the proposed development will not have an adverse impact on traffic flow or to pedestrian, bicycle and vehicular safety, and future street right-of-way are protected.

ANALYSIS: There are a number of staff concerns specific to traffic.

Access: The project site is proposing a singular access point on NE Millersburg Drive. The proposed access is located between an existing residential driveway and NE Sedona Road. Pursuant to the 2008 partition that created the project site parcel, the applicant is required to eliminate the driveway for the single-family home that is essentially surrounded by the applicant's property, and have the home use the new access drive proposed for the manufactured home park. This will remove the existing single-family home driveway from NE Millersburg Drive, leaving only the proposed new intersection for the manufactured home park.

Section 5.122, Transportation Standards, subsection 5(f) explains the City's access spacing requirements. NE Millersburg Drive is designated as an arterial in the City Transportation System Plan (TSP). Therefore, the access spacing between the project access point and the nearest intersection (NE Sedona Road) is required to be at 600 feet between intersections and/or 300 feet between driveways. It is not clear if the project driveway is to be considered an intersection or a driveway. Such a distinction may not be relevant because Section 5.122(5)(g) explains that access at less than these distances is permitted if the property has no other reasonable access. The applicant has no other 'reasonable' means of access. Bridges could be used, or neighboring homes along Sedona could be removed to provide access; however, these are not reasonable alternatives. Therefore, the applicant cannot provide the required spacing. However, Section 5.122(7)(a).6 further explains that *if* the access spacing cannot be achieved, a traffic impact analysis is required. The applicant has submitted a traffic impact analysis.

The traffic impact analysis, composed by DKS and Associates, explains that the proposed project will generate about 300 traffic trips per day. The study also explains that the access spacing will be about 165 feet between NE Sedona Road and the proposed project access, which does violate the access spacing requirements. The study explains that the low volume of expected traffic from the project will not create an unsafe traffic condition on Millersburg Drive and suggests the project be constructed as designed. No mitigation, such as signals or stop signs, are proposed in the study. Because the code allows for substandard spacing if there are no other options for the applicants and if a traffic study has been submitted², then staff finds that the access spacing is acceptable. If the intent of the spacing is to promote safety, and the study suggests that the intersection will be safe, then the intent of the code is met.

Additionally, the Albany Fire Department has reviewed the proposed project and determined that a single point of access is acceptable for up to 30 dwelling units,

² The code does not specify that the study demonstrate anything specific, only that a study be submitted. Staff is interpreting the code to mean that the study must show that all proposed street improvements will be safe. The study does indicate that the proposed improvements will be safe.

provided adequate internal circulation is provided. While the internal circulation is discussed further below, for the issue of access, the Fire Department has indicated that the proposal is adequate.

Internal Circulation: The project proposes an internal loop for a circulation system. All internal circulation streets are considered private streets. The City has specific standards for private streets, and the streets proposed do not meet the City standards outlined in Article 5 and 8.

It appears that the applicant designed the internal streets using table 10-C of Chapter 10 in the OMDPSC (see table below). The site plan shows an internal street width of 20 feet. The City Code in Section 6.165, the manufactured home park standards, explains that when there is a conflict between the City Code and the OMDPSC, the State standards in Chapter 10 shall govern. As designed, the applicant is proposing a two-way street with no parking on either side. Based on the table, that would require a 20-foot pavement width.

However, the City and the Albany Fire Department, in their letter dated March 12, 2019, have expressed concerns with the lack of on-street parking. The 20-foot pavement width would require that no on-street parking be permitted. The City Manager, Kevin Kreitman, who previously served as a Fire Chief for the City of Albany, Oregon, and later for Redding, California, and the letter from the Albany Fire Department, have explained that people will often ignore no-parking signs and still park on the street. The Planning Commission has expressed similar concerns previously with street designs that do not allow on-street parking, going so far as to request that 'skinny streets' be removed for the Code during the next forthcoming Code revision. Illegal parking on these posted no-parking streets presents a public health and safety concern. When a car is illegally parked on a 20-foot pavement width, the ability for a fire or emergency vehicle to navigate the project site is significantly restricted, creating a dangerous situation and hazard. Alternatively, when on-street parking is allowed, the 20-foot pavement width is maintained because the design of the street allows for cars to safely park on the side of the street. In addition, local law enforcement does not have jurisdiction to enforce no-parking requirements on private streets. Therefore, there is no mechanism to insure on-street parking will not occur.

Because the proposed project is a conditional use permit³, the Planning Commission has the authority to impose conditions deemed necessary for health, safety and welfare. Staff is recommending that the Planning Commission require, through conditions of approval, that the internal streets permit parallel, on-street parking on both sides. Based on the OMDPSC Table 10-C (below) the State would then require a pavement width of 30 feet.

³ Section 5.117(4) explains that the Planning Commission has the authority to request additional setbacks, street right of way, and improvements for development projects that are submitted as conditional use permits.

TABLE 10-C
MINIMUM PAVEMENT WIDTHS

DESCRIPTION	ONE OR TWO WAY STREET	ONE LANE OF A DEVIDED STREET	PARK STREET CONNECTING TO THE PUBLIC WAY	ONE WAY ALLEY	TWO WAY ALLEY	COMMONDRIVE -WAY
UNOBSTRUCTED TRAFFIC LANE WIDTH	16 Feet	12 Feet	20 Feet	12 Feet	16 Feet	9 Feet
NO PARKING ON EITHER SIDE	20 Feet	14 Feet	30 Feet	14 Feet	20 Feet	12 Feet
PARALLEL PARKING ON ONE SIDE	30 Feet	19 Feet	34 Feet	19 Feet	26 Feet	19 Feet
PARALLEL PARKING ON BOTH SIDES	30 Feet	28 Feet	34 Feet	28 Feet	30 Feet	28 Feet
30 DEGREE DIAGONAL PARKING ON ONE SIDE	33.3 Feet	29.3 Feet	37.3 Feet	29.3 Feet	33.3 Feet	29.3 Feet
30 DEGREE DIAGONAL PARKING ON BOTH SIDES	50.6 Feet	46.6 Feet	54.6 Feet	46.6 Feet	50.6 Feet	46.6 Feet
45 DEGREE DIAGONAL PARKING ON ONE SIDE	35.6 Feet	32.6 Feet	39.6 Feet	32.6 Feet	35.6 Feet	32.6 Feet
45 DEGREE DIAGONAL PARKING ON BOTH SIDES	55.2 Feet	52.2 Feet	59.2 Feet	52.2 Feet	55.2 Feet	52.2 feet
60 DEGREE DIAGONAL PARKING ON ONE SIDE	39 Feet	39 Feet	41 Feet	39 Feet	39 Feet	39 Feet
60 DEGREE DIAGONAL PARKING ON BOTH SIDES	60 Feet	60 Feet	62 Feet	60 Feet	60 Feet	60 Feet
90 DEGREE PERPINDICULAR PARKING ON ONE SIDE	43 Feet	43 Feet	43 Feet	43 Feet	43 Feet	43 Feet
90 DEGREE PERPINDICULAR PARKING ON BOTH SIDES	62 Feet	62 Feet	62 Feet	62 Feet	62 Feet	62 Feet
NOTES:						
1. Use this table to size all streets, alleys, and common driveways with or without on-street parking.						
2. The dimensions shown are measured curb to curb and includes all traffic lanes and on street parking but does not include curbs, sidewalks, or walkways.						
3. Alternate street configurations may be used with prior approval from the authority having jurisdiction.						
4. Alternate parking angles or configurations may be used with the prior approval from the authority having jurisdictions.						
5. Where a street or alley is not designed for parking on one or both sides, it shall be identified as a "No Parking" area.						
6. A two-foot wide bike lane may be added to one side of any street or alley without increasing the size of the street or alley.						
7. This table does not include parking sized to meet the accessibility requirements of the Americans with Disabilities Act (ADA). For more information, see Chapter 11 of the Oregon Structural Specialty Code.						
8. This table is based on information provided through the American Institute of Architects (AIA).						

In addition, Section 10-2 of the OMDPSC lists a host of specific design features that the City may regulate. Internal street design is not listed. It is not clear if the silence on internal streets means that the City is allowed to regulate street design. Because this is ambiguous, the City code can control. Section 5.123(15) of the City Code explains:

"Private streets are permitted within Planned Unit Developments, Mobile Home Parks and singularly owned developments of sufficient size to warrant interior circulation on private streets. Design standards shall be the same as those required for public streets unless approved by the Planning Commission."

Table 2 of the Transportation System Plan adopted by the City of Millersburg in 2016 shows required design width requirements for public and private streets. This table explains that a residential local street with parking on one side would require a curb to

curb pavement width (not including sidewalks) of 32 feet. Staff proposes the following condition of approval:

PROPOSED CONDITION OF APPROVAL: The applicant shall revise the site plan showing all internal streets with a minimum curb to curb width of 32 feet, allowing for parking on one side of the street. Streets shall be signed to allow parking on one side only. Should the inclusion of these requirements significantly change the design of the project, the Planning Commission will be required to review the revised design using the site plan review process.

Pedestrian circulation Following on the previous understanding that the City street standards apply to the project site, the requirements shown in the street design table previously mentioned (from Section 5.123(4)) apply. Therefore, the internal streets are required to include sidewalks on both sides of the street, with landscape planters separating the sidewalk from the street. The sidewalks must be 5 feet wide on each side, and the planter strips must be 4 feet wide⁴ on each side, for a total street width of 50 feet. The site plan shows 4-foot sidewalks on one side of the internal streets which does not conform to the Code requirement. A condition of approval is proposed requiring the project include sidewalks and planter strips in conformance with the Code.

It should be noted that Code Section 5.123(4)⁵ allows the Planning Commission to approve alternative right-of-way widths based on topography or the shape of a project. While the shape of the project is unique, the need for safe pedestrian walkways is critical. Safe pedestrian walkways are needed because of the unique shape of the project's site; inherently the streets do not provide long sight distances to allow motorists to see pedestrians and pedestrians to see motorists. The short streets and sharp internal curves of the street design make sidewalks essential to protect pedestrians. Additionally, it should be noted that this requirement is the same requirement used for traditional single-family homes. These are not additional, more strict requirements, but rather, these are the standard requirements of the Code. Staff proposes the following condition:

PROPOSED CONDITION OF APPROVAL: The applicant shall revise the site plan showing all internal streets with 5-foot sidewalks on both sides and 4-foot planter strips separating the sidewalks from the curbs. The minimum full street width, sidewalk to sidewalk shall be at least 50 feet, to allow safe pedestrian circulation consistent with the code. Should the inclusion of these requirements significantly change the design of the project, the Planning Commission will be required to review the revised design using the site plan review process.

FINDING: Based on the analysis above, the project does not meet the required criterion; however, with the proposed conditions of approval, the project can meet the required criteria.

(d) That proposed signs or lighting will not, by size, location, color or operation, have an adverse impact on traffic, limit visibility or have an have an adverse impact on adjacent properties.

⁴ This is required again in Section 5.123(5)g and 5.124(4)

⁵ And Section 5.123(5)h

ANALYSIS: The applicant is not proposing any signs with the project. Lighting is proposed for streets. A total of 9 street lights are proposed. All street lighting will be required to comply with Section 5.135 of the Millersburg Code, which will require each to be 25 feet tall. Specifically, Section 5.135(3) requires that lighting shall not shine into neighboring residences. Because the proposed project will be below grade of several existing homes that neighbor the site, all lighting will be visible from the neighboring homes. Required landscape screening (discussed later in this report) will help prevent glare into homes; however, staff proposes the following condition of approval:

PROPOSED CONDITION OF APPROVAL: The applicant shall provide details on the lighting to show all street lighting to be shielded to prevent any light from shining into a neighboring residence. This includes general downward shielding on lights not directly adjacent to homes.

FINDING: Based on the analysis above, the project does not meet the required criterion; however, with the proposed conditions of approval, the project can meet the required criteria.

(e) That water, wastewater disposal and utilities are available and have the capacity to serve the proposed development or use and can be extended in the future to accommodate future growth beyond the proposed land division.

ANALYSIS: Existing sewer and water lines are available to the site within NE Millersburg Drive. Individual sewer and water extensions are provided at each potential home site through a private system. Individual meters can be provided by the applicant; however, this is not a requirement by the City. Individual City meters will not be permitted. The unique location of the site will likely prevent any additional future utility connections to the site, as all neighboring properties are either developed or un-developable.

FINDING: Based on the analysis above, the project meets the required criteria.

(f) That the proposed development or use does not have an adverse impact on existing or proposed drainageways including flow disruptions, flooding, contamination or erosion on drainage-ways and required drainage facilities are provided that have the capacity to serve the proposed development or use.

ANALYSIS: The project site is located next to Crooks Creek. According to the County GIS system, and a wetland study submitted by the applicant, there is a wetland feature that crosses the site as well. Additionally, the site sits lower than the recently constructed homes to the south and west of the site. Some backyard drainage seems to occasionally cross the property. The applicant has submitted a wetland delineation study that shows that the project will not encroach on any wetlands that are considered part of Crooks Creek; however, some onsite historical drainage is considered wetlands. The study proposes that the applicant mitigate the impacts to the onsite wetlands through offsite mitigation that has yet to be identified. This is typical for impacts such as this. The amount of mitigation needed is not significant, and the applicant should be able to satisfy the requirement with the concurrence of DSL. The study has been sent to

the Division of State Lands (DSL) for their review. DSL will need to approve (concur with) both the study and any mitigation prior to any disturbance of the soil. Staff proposes the following condition of approval:

PROPOSED CONDITION OF APPROVAL:

- Any offsite flows of stormwater onto the property are not subject to detention requirements, but must be appropriately routed to an approved discharge point without adverse impacts to upstream or downstream properties.
- Obtain a 1200C Erosion Control Permit for all the disturbed ground, both on and off site that is in excess of one acre in addition to meeting all Albany Construction Standards (ACS). The applicant shall follow the latest requirements from DEQ for NPDES 1200-C Permit submittals. A copy of the approved and signed permit shall be provided to the City prior to any ground disturbing activities.

FINDING: Based on the analysis above, the project does not meet the required criterion; however, with the proposed conditions of approval, the project can meet the required criteria.

(g) That the proposed development will not have an adverse impact, potential hazards or nuisance characteristics as identified in Section 2.140, Item 21 of the Application Site Plan consistent with the standards of the Zoning District and complies with the applicable standards of all regulatory agencies having jurisdiction.

ANALYSIS: Section 2.140 Item 21 explains that the applicant is required to identify any emissions that may result from the application. In this case, no emissions are anticipated. There could be a potential for aesthetic impacts because homes bordering the site on the west and south are situated on a higher elevation than the site itself. Screening is required in the Manufactured Home Park Standards. These are discussed at length later in this report. It should be noted that aesthetics are not listed in Section 2.140 Item 21, and as such are not considered a nuisance concern.

FINDING: Based on the analysis above, the project meets the required criteria.

(h) That the proposed development or use does not conflict with the standards of other regulatory agencies having jurisdiction.

ANALYSIS: The project was transmitted to other regulatory agencies for review. Any comments received were made conditions of approval on the project.

FINDING: Based on the analysis above, the project does not meet the required criterion; however, with the proposed conditions of approval, the project can meet the required criteria.

IV. STANDARDS

The proposed design complies with all the specifications and design requirements and standards of the Millersburg Development Code, Articles 4-8, except as noted or explained in more detail below. The standards of the RR-10-UC zone do not apply because use listed in the Conditional Use section of the RR-10-UC zone specifically indicate that a manufactured home park shall use the standards from Section 6.165.

SECTION 5.118 DRAINAGWAY SETBACKS & 5.119 WETLAND AND RIPARIAN AREAS

ANALYSIS: These Code sections explain that a setback of 50 feet from the top of the bank of any fish bearing stream is required. The existing conditions and topography provided by the applicant indicates that the project will remain more than 50 feet from the top of bank of Crooks Creek. All mitigation for the wetland impacts will have to be approved through DSL prior to any ground disturbance. Previous conditions address this.

FINDING: Based on the analysis above, the project does not meet the standard; however, with the proposed conditions of approval, the project can meet the required standard.

SECTION 5.122(3) PEDESTRIAN AND BICYCLE & 5.124 SIDEWALKS

ANALYSIS: This section has been previously discussed in this staff report for criterion C. Staff is proposing that sidewalks be added on both sides of the street in order to comply with these standards. See previously proposed conditions of approval.

FINDING: Based on the analysis above, the project does not meet the standard; however, with the proposed conditions of approval, the project can meet the required standard.

SECTION 5.123 STREETS

ANALYSIS: As previously mentioned for criterion C, the streets as designed do not address the public health, safety and welfare of the City. Conditions of approval have been proposed to require wider streets in order to comply with the standards listed in this code section.

FINDING: Based on the analysis above, the project does not meet the standard; however, with the proposed conditions of approval, the project can meet the required standard.

SECTION 5.126 STORM DRAINAGE

ANALYSIS: This section requires drainage standards to assure the public is protected from flooding. Preservation of significant drainage features and setbacks from said features are requirements listed in these standards. The information provided by the applicant provides some detail of how the project proposes to address stormwater, however additional detail is required to assure compliance with City and State requirements. Conditions of approval are proposed below to assure compliance.

PROPOSED CONDITIONS OF APPRPOVAL:

- LUDC Section 5.126(7) states, "Stormwater runoff rates for new developments shall not exceed bare land runoff rates" and 5.126(7)(g) states, "Runoff from impervious surfaces must be collected and transported to a natural or public drainage facility with sufficient capacity to accept the discharge."

The Developer is required to provide a site-specific drainage plan, including means to detain peak flows so that runoff rates for the new development do not exceed bare land runoff rates, along with supporting calculations to collect, route, and discharge stormwater to an approved discharge point. The drainage plan must be approved by the City Engineer prior to issuance of building permits. The drainage plans shall conform to the Albany Engineering design standards, to the satisfaction of the City Engineer.

- All roof drains and yard drainage must be piped or trenched to an approved discharge point. Improved lots may not drain onto neighboring properties. Applicant must provide proposed drainage plan for approval.
- Any offsite flows of stormwater onto the property are not subject to detention requirements, but must be appropriately routed to an approved discharge point without adverse impacts to upstream or downstream properties.

FINDING: Based on the analysis above, the project does not meet the standard; however, with the proposed conditions of approval, the project can meet the required standard.

SECTION 5.134 LANDSCAPING

ANALYSIS: The proposed project is required to provide landscaping consistent with this code section. The landscape plan submitted was a preliminary plan that did not contain sufficient detail to satisfy the requirements of Section 5.134 (b). A condition of approval proposes the submittal of a more detailed landscape plan to show conformance with all aspects of Section 5.134, including screening, street trees and front yard landscaping. Any screening required in Section 5.134(9) is superseded by the screening requirement specific to manufactured housing (listed in Section 6.135).

PROPOSED CONDITION OF APPROVAL: The applicant shall submit detailed landscape and irrigation plans showing conformance with Section 5.134 and all other landscape requirements.

FINDING: Based on the analysis above, the project does not meet the standard; however, with the proposed conditions of approval, the project can meet the required standard.

SECTION 5.135 EXTERIOR LIGHTING

ANALYSIS: Lighting for the project has been discussed previously for criterion D. All street lights are required to include shielding to be compatible with the neighbors to the north, east and south.

FINDING: Based on the analysis above, the project does not meet the standard; however, with the proposed conditions of approval, the project can meet the required standard.

SECTION 6.165 MANUFACTURED DWELLING PARKS

Based on the nature of the application, each standard for this Code section is reviewed below.

(1) Where Permitted: Class "A" or "B" Manufactured Dwellings are permitted in all Manufactured Dwelling Parks. Manufactured Dwelling Parks are permitted in the City's Rural Residential Zones in accordance with the standards of Section 6.165 and the provisions for Conditional Use approval contained in Section 2.500.

ANALYSIS: The applicant has indicated that all manufactured homes will be a class A or B, and under 10 years old.

FINDING: Based on the analysis above, the project can meet the required standard.

(2) Minimum Site Area: An area that provides space for four or more manufactured dwellings together with all conditions and standards required by Chapter 10 of the OMDS and the standards contained in Section 6.165 herein.

ANALYSIS: The project proposes 28 units on 4.4 acres. The project is permitted up to 30 units based on the density allowance. The applicant's narrative has indicated that the project meets all the standards of OMDPSC Chapter 10.

FINDING: Based on the analysis above, the project can meet the required standard.

(3) Density: Maximum density of the park shall not exceed 7 units per gross acre.

ANALYSIS: The project proposes 28 units on 4.4 acres. The project is permitted up to 30 units (4.4 acres x 7 per acre = 30 units) based on the density allowance. The proposed unit count is below the allowance, thus in conformance.

FINDING: Based on the analysis above, the project can meet the required standard.

(4) Access: Manufactured Dwelling Park access shall occur from a public Collector or Arterial street.

ANALYSIS: The project takes access from NE Millersburg Drive which is classified as an arterial.

FINDING: Based on the analysis above, the project can meet the required standard.

(5) Permitted Uses: Manufactured Dwelling Parks may contain manufactured dwellings and accessory structures, community laundry and recreation facilities and other common buildings for use by park residents only, and one residence other than a manufactured dwelling for the use of a caretaker or a manager responsible for maintaining or operating the park.

ANALYSIS: The applicant is not proposing any additional facilities; no laundry or office is proposed. No structures of any kind are proposed with this project. The "unit" spaces are proposed. The applicant has indicated that he plans to purchase the units for each

space himself, though that is not a requirement of the project. He could also rent the space and allow a renter to provide their own dwelling unit. The applicant has indicated in his narrative that he plans to administer the facility himself.

FINDING: Based on the analysis above, the project can meet the required standard.

(6) Conditions: Upon granting site plan approval for a manufactured dwelling park, the Planning Commission may require establishment of deed covenants, conditions and restrictions (CC&Rs) or other conditions including but not limited to any of the following where such are deemed necessary for the mitigation of adverse impacts on an adjacent area:

- (a) Limit the type of units to be installed to Class "A" or Class "B" or both.**
- (b) Additional landscaping or screening on the park boundary.**
- (c) Increased setbacks from park boundaries.**

ANALYSIS: The applicant has indicated that class A and B units will be used. Additional landscape screening is discussed below (additional screening is proposed by staff). Additional setbacks do not seem to be required.

Any requirements such as these will be required to be shown on the project documents. Any breach of these will be considered a breach of the project description as approved by the Planning Commission and are grounds for penalties as outlined in the Code, which would include civil remedies. The same would be true of any CC&R restrictions that would be imposed. So, while the Planning Commission may require CC&R's, they offer protections that are similar to those granted to the City by virtue of the approval itself. The Commission may require CC&R's if desired.

FINDING: Based on the analysis above, the project can meet the required standard.

(7) Improvement Standards: Park standards shall conform to The Oregon Manufactured Dwelling and Park Specialty Code (OMDS) within the Park boundary and shall conform to City Standards when abutting public streets.

(8) Streets: Public streets located within the Park and the first 100 feet of private Park streets connecting to a public street shall conform to City standards.

ANALYSIS: The internal street, as shown on the applicants exhibit and outlined in their narrative, is consistent with the City standards where it meets NE Millersburg Drive and for 100 feet from NE Millersburg Drive. The project does not abut any other City street. The street standards for the rest of the internal streets have been discussed previously in this staff report for criterion C. Conditions have been added to re-design all internal streets to match City standards.

FINDING: Based on the analysis above, the project can meet the required standard.

(9) Perimeter Setbacks: Distance of a manufactured dwelling or accessory structure from an exterior park boundary or public right of way shall be 20 feet.

ANALYSIS: The project was designed to meet the City setback requirement of 20 feet from the park boundary to any manufactured dwelling unit as shown on the applicant's site plan.

FINDING: Based on the analysis above, the project can meet the required standard.

(10) Landscaping: All common areas within a Manufactured Dwelling Park shall be landscaped and maintained by the Park owner in conformance with the approved Landscape & Irrigation Plan.

(a) The following minimum standards per each 2,000 square feet of open area shall apply unless approved by the Planning Commission:

- 1. One tree at least six feet in height.**
- 2. ten shrubs or accent plants.**
- 3. The remaining area containing walkways and attractive ground cover at least 50% of which must be living ground cover within one year of planting.**
- 4. All manufactured dwelling spaces shall be landscaped within six months of manufactured dwelling placement. Such landscaping shall be the responsibility of the park owner.**

ANALYSIS: The applicant submitted a preliminary landscape plan. Alone, it does not show full conformity with these requirements. The applicant's narrative expands on the exhibits to say that he will comply with the requirements. Previously a condition of approval was proposed by staff that would require a more detailed landscape plan that would show conformity with these requirements.

The applicant points out that the code is not clear regarding the need for the detention and wetland areas to be added into the calculation regarding coverage. If these areas are to be included, the applicant would be required to provide an additional 48 trees and 477 shrubs. Typically, areas such as basins and wetlands are not considered buildable and are excluded from any percentage requirements for landscaping. Staff recommends that these areas be excluded from the required landscape calculations.

FINDING: Based on the analysis above, the project does not meet the standard; however, with the proposed conditions of approval, the project can meet the required standard.

(b) Perimeter Property Screening: The entire perimeter of the manufactured dwelling park shall be screened except for driveways and Clear Vision Areas. The following minimum standards shall apply:

- 1. One row of evergreen shrubs shall be planted which will grow to form a continuous hedge at least six feet in height and be at least 80 percent opaque, as seen from a perpendicular line of sight, within two years of planting, or**
- 2. A minimum of a five-foot wood fence or masonry wall shall be constructed, providing a uniform sight obscuring screen, or**

- 3. An earth berm combined with evergreen plantings or wood fence or masonry wall shall be provided which shall form a sight and noise buffer at least six feet in height.**
- 4. At least 5 five-gallon shrubs or 10 one-gallon shrubs for each remaining 1,000 square feet of required buffer area; and**
- 5. The remaining area treated with attractive, living ground cover (i.e., lawn, ivy, evergreen shrubs, etc.).**

ANALYSIS: The applicant's narrative goes into detail regarding how the applicant intends to meet the screening requirements. First, it is important to note that the project site sits below grade from the neighbors that surround the site on the west and south. Staff asked the applicant to provide an additional sight line exhibit showing a section diagram with the elevation difference, the existing units surrounding the site and the proposed unit locations to clarify how the grade difference impacts the project. This exhibit, attached, was provided but did not provide enough detail to clearly show the line of sight for what the existing homes will see if the project were approved and constructed.

The screening described in the Code above was clearly intended for a situation where the neighbors were at grade. Further, it is clear that the Code's intent is to assure that the manufactured homes cannot be seen from the neighboring property. The grade separation is a unique site feature. Indeed, the Code anticipated that not all circumstances would be as clear cut as the listed requirements seem to imply. The Code allows the Planning Commission to require additional screening if needed. In this case, in order for the applicant to meet the intent of the Code, additional screening will be required.

The applicant has explained in the narrative and shown on the site plan that they intend to plant 5-foot Leyland Cypress trees along the entire outer park perimeter. Their narrative explains that within 2 years these should screen 80% of the view from the park boundary. Property to the east is additionally separated by Crooks Creek, thus these properties to the east should be adequately screened with the proposal. The neighbor to the north is also at grade with the project site, thus the screening proposed by the applicant should be sufficient for this neighbor.

However, the homes along the west and south of the site are higher. The proposed Cyprus trees taper near the tops of the trees; the sight obscuring ability diminishes as the trees ascend. Because the homes along the south and west border are at a higher elevation, the trees will not meet the intent of the Code, which is to obscure the park from the neighbors. Additionally, most of the neighboring homes are two story homes. The Code is not clear on the details or perspective of the need to obscure the park from view. People on the second floor of the homes will command even more of a view of the property. Where the Code is not clear, the Planning Commission has additional ability to apply discretion in order to assure the intent of the Code is met. Again, staff contends that the intent is not met with Cyprus trees alone. While the Cyprus trees will help, staff proposes a condition of approval that would require additional large canopy trees for each manufactured home site and along the entry drive. A canopy will obscure large portions of the park from additional heights, including the second stories of the neighboring homes. Staff proposes the following condition of approval:

PROPOSED CONDITION OF APPROVAL: The applicant shall include one additional sight obscuring, large canopy tree on each unit space along the south and west of the park, including along the west side of the entry drive. The trees should be at least 24" box in size, 7 feet tall at planting, and that will grow to substantial canopy within 5 years, at which time they must provide at least 80% opacity when viewed from at least 6 feet in height from a perpendicular line of sight. The canopy at full growth should not overhang the property lines of the park site. All planting must be completed prior to occupancy of any manufactured home.

FINDING: Based on the analysis above, the project does not meet the standard; however, with the proposed conditions of approval, the project can meet the required standard.

(11) Utilities: All manufactured dwelling parks must provide each lot or space with storm drainage, municipal sanitary sewer, electric, telephone, and municipal water, with easements dedicated where necessary to provide such services. All such utilities shall be located underground. Utilities shall be connected in accordance with state requirements and the manufacturer's specifications.

ANALYSIS: The applicant's narrative has indicated that all utilities will be provided by the park owner and will all be placed underground.

FINDING: Based on the analysis above, the project can meet the required standard.

(12) Design and Submission Requirements:

(a) Professional Design Team: The applicant for proposed Manufactured dwelling (MH) Parks shall certify in writing that the services of a registered architect, landscape architect or registered engineer licensed by the State of Oregon have been utilized in the design and development of the project.

ANALYSIS: The applicant's narrative has indicated that the design was done by a registered civil engineer.

FINDING: Based on the analysis above, the project meets the required standard.

(b) Site Plans Required: The Conditional Use Application for a new or expansion of an existing MD Park shall be accompanied by 12 copies of the site plan of the proposed park containing the following information in addition to that required in Section 2.140 for Application Site Plans. The plot plan shall show the general layout of the entire Park and shall be drawn to scale. The drawing shall include all of the following information:

- 1. Name and type of Park, address, owner, Design Team members, scale, date and north point of plan.**
- 2. A vicinity plan showing streets and properties within 500 feet of the development site.**
- 3. Plot plan of park boundaries and the location, dimensions and number of MH spaces. Number each space and demonstrate that**

planned spaces can reasonably accommodate a variety of MH or RV types.

4. Location and dimensions of existing and proposed structures, together with the usage and approximate location of all entrances, heights, and gross floor areas.

5. Location and dimensions of roads, accessways, parking, loading facilities, garbage receptacles and walkways.

6. Extent, location, arrangement, and proposed improvements of all open space, landscaping, fences and walls.

7. Location of lighting fixtures for park spaces and grounds.

8. Location and area of recreation spaces and buildings in square feet.

9. Locations where park water, sewer, drainage and utility systems connect to City systems.

10. Location of existing and proposed fire and irrigation hydrants.

11. Enlarged plot plan of a typical MH space, showing location of the stand, patio, storage space, accessory structures, parking, sidewalk, utility connections, and landscaping.

12. Architectural drawings and sketches demonstrating the planning and character of the proposed development.

13. A construction time schedule and development phasing plan.

14. Detailed plans required. Prior to application for a building permit to construct a new Park or to expand an existing Park, the applicant shall submit five copies of the following detailed plans:

a. A legal survey.

b. Plans of new structures.

c. Water and sewer systems.

d. Utility easements.

e. Road, sidewalk, and patio construction.

f. Drainage system, including existing and proposed finished grades.

g. Recreational improvements including swimming pool plans approved by the Oregon State Board of Health.

h. Landscaping and irrigation plans.

ANALYSIS: The exhibits submitted by the applicant show most of the details required above. The plans did not show any details regarding the garbage receptacles. As such, a condition of approval has been added to require the submission of a detailed trash collection plan for staff approval. No permanent structures are proposed. A condition of approval has also been added for the building permit requirements of item 14 above, though because the Code requires this, the condition is redundant.

PROPOSED CONDITIONS OF APPROVAL:

- Prior to application for a building permit, the applicant shall submit for review and approval a trash collection plan.
- Prior to application for a building permit, the applicant shall submit 5 copies of the following detailed plans: a legal survey, plans for placement of all new structures, water and sewer systems, utility easements, road, sidewalk, and patio

construction, drainage system, including existing and proposed finished grades, recreational improvements and landscaping and irrigation plans.

- Construction on the City of Millersburg public water, sewer, street, or storm system requires a Private Construction of Public Infrastructure (PCPI) permit. If a PCPI permit is obtained, a right-of-way permit may not be required. All required public improvement plans shall be submitted to the City for review and approved by the City prior to beginning construction. The engineering plans shall conform to the Albany Engineering design standards, to the satisfaction of the City Engineer. All utilities shall remain uncovered until inspected and approved by the City. All required public improvements shall be completed and approved by the City prior to issuance of building permits.

FINDING: Based on the analysis above, the project does not meet the standard; however, with the proposed conditions of approval, the project can meet the required standard.

V. CITY OF MILLERSBURG COMPREHENSIVE PLAN

City of Millersburg Comprehensive Plan

The City of Millersburg Comprehensive Plan implements the 19 State Goals. Based on staff review, the project is consistent with all goals and policies of the Comprehensive Plan. The following are *relevant and pertinent* policies from the Comprehensive Plan.

Chapter 9.1- Planning

Policy 16. Close coordination shall be maintained between the school district, fire districts, serving utilities, Linn County, the City of Albany and other governmental agencies having facilities or programs in the area.

ANALYSIS: The project was transmitted to several agencies for review. Those who responded are included.

FINDING: Based on the analysis above, the project is consistent with the policy.

Chapter 9.4- Housing

Policy 1. The City recognizes the need for an adequate supply of sound, decent and attractive housing which includes a variety of types and designs which are responsive to community needs.

ANALYSIS: The project provides housing. Generally manufactured homes are more affordable than traditionally built homes, thus adding to the variety of housing types for the area. It is not clear if the last portion of the policy speaks to the needs of those needing housing or those that live in the surrounding area. Some of the neighboring owners have expressed concerns with the proposed project indicating that the higher density afforded by the manufactured housing park may not be compatible with the surrounding community, and that the new project may impact their housing property values.

FINDING: Based on the analysis above, the project may be consistent with the policy.

Chapter 9.5- Land Use

Residential Land Use Policy 2, When urban development occurs, the city shall encourage compact residential development within the existing Residential District to provide more efficient land utilization and to reduce the cost of housing, public facilities and services.

ANALYSIS: The proposed project is a compact form of residential development, not as compact as multi-family, which would also be permitted on the site, but more than the 10,000 square foot minimum requirement for single family homes.

FINDING: Based on the analysis above, the project is consistent with the policy.

Residential Land Use Policy 8, Residential areas shall be protected from excessive through traffic, conflicting land uses, or other encroachments that would impair a safe, quiet living environment.

ANALYSIS: Manufactured homes parks are a controversial type of housing. They have traditionally suffered from a negative stigma. Future negative impacts are very difficult to predict. Compatibility between established single-family homes and manufactured home parks is highly subjective. Often this is established on a case by case basis; this project is no different. Ultimately the role of the Planning Commission is to act as a body of community representatives and apply discretion to subjective areas of policy and code, such as compatibility. This project will not introduce additional through traffic to preexisting communities, and should not ultimately result in an unsafe community. The increased density could result in more noise than a traditionally platted 10,000 square foot community, based simply on the fact that there are more people per square foot. The question of the proposed project being a possible conflicting land use will be up to the Planning Commission.

FINDING: Based on the analysis above, the project may be consistent with the policy.

VI. RECOMMENDATION

Based on the above findings of fact, with the conditions of approval, the proposed project satisfies the applicable criteria, and staff recommends the Planning Commission approve Application No. CUP 19-01 and SP 19-01 pursuant to the conditions of approval listed below.

VII. ALTERNATIVE RECOMMENDATION

Should the Planning Commission elect not to approve the proposed development, they could continue the item for further discussion or deny the application citing the specific criteria not satisfied by the application.

VIII. CONDITIONS OF APPROVAL

General Conditions:

1. This land use approval shall substantially comply with the submitted narrative and exhibits, except as indicated in the following conditions. Additional development or change of use may require a new development application and approval.
2. This approval permits no more than 28 manufactured home sites on the project site. Any other business or change to this business, including more than 28 units, is not permitted.
3. The project permitted by this approval shall commence within one year of approval or the permit is void. An extension of the permit may be granted through a new conditional use permit process.
4. All manufactured units within the project shall be less than 10 years old at the time of installation and shall be either class A or B.

Prior to the submittal of any building permits:

5. The applicant shall revise the site plan showing all internal streets with a minimum curb to curb width of 32 feet, allowing for parking on one side of the street. Should the inclusion of these requirements significantly change the design of the project, the Planning Commission will be required to review the revised design using the site plan review process.
6. The applicant shall revise the site plan showing all internal streets with 5-foot sidewalks on both sides and 4-foot planter strips separating the sidewalks from the curbs. The minimum full street width, sidewalk to sidewalk shall be at least 50 feet, to allow safe pedestrian circulation consistent with the Code. Should the inclusion of these requirements significantly change the design of the project, the Planning Commission will be required to review the revised design using the site plan review process.
7. The applicant shall provide details on the lighting to show all street lighting to be shielded to prevent any light from shining into a neighboring residence. This includes general downward shielding on lights not directly adjacent to homes.
8. Prior to application for a building permit, the applicant shall submit five copies of the following detailed plans: a legal survey, plans for placement of all new structures, water and sewer systems, utility easements, road, sidewalk, and patio construction, drainage system, including existing and proposed finished grades, recreational improvements and landscaping and irrigation plans.
9. Prior to application for a building permit, the applicant shall submit for review and approval a trash collection plan.
10. The applicant shall submit detailed landscape and irrigation plans showing conformance with Section 5.134 and all other landscape requirements.

11. The applicant shall include one additional sight obscuring,- large canopy tree on each unit space along the south and west of the park, including along the west side of the entry drive. The trees should be at least 24" box in size, 7 feet tall at planting, and that will grow to substantial canopy within 5 years, at which time they must provide at least 80% opacity when viewed from at least 6 feet in height from a perpendicular line of sight. The canopy at full growth should not overhang the property lines of the park site. All planting must be completed prior to occupancy of any manufactured home.
 12. LUDC Section 5.126(7) states, "Stormwater runoff rates for new developments shall not exceed bare land runoff rates" and 5.126(7)(g) states, "Runoff from impervious surfaces must be collected and transported to a natural or public drainage facility with sufficient capacity to accept the discharge."

The Developer is required to provide a site-specific drainage plan, including means to detain peak flows so that runoff rates for the new development do not exceed bare land runoff rates, along with supporting calculations to collect, route, and discharge stormwater to an approved discharge point. The drainage plan must be approved by the City Engineer prior to issuance of building permits. The drainage plans shall conform to the Albany Engineering design standards, to the satisfaction of the City Engineer.
 13. Any offsite flows of stormwater onto the property are not subject to detention requirements, but must be appropriately routed to an approved discharge point without adverse impacts to upstream or downstream properties.
 14. Obtain a 1200C Erosion Control Permit for all the disturbed ground, both on and off site that is in excess of one acre in addition to meeting all Albany Construction Standards (ACS). The applicant shall follow the latest requirements from DEQ for NPDES 1200-C Permit submittals. A copy of the approved and signed permit shall be provided to the City prior to any ground disturbing activities.
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IX. NOTICES TO THE APPLICANT

The applicant should also be aware of the following standards and processes that are required for development. These are not part of the decision on this land use case and are provided as a courtesy to the applicant. Please contact City Hall with any questions.

1. Construction within City of Millersburg right-of-way must conform to the City of Albany Standard Construction Specifications, which have been adopted by the City of Millersburg and requires a City of Millersburg right-of-way permit. All pavement patching work shall conform to the City of Millersburg Trench Backfill and Pavement Patching Standards. All work within the public right-of-way shall be performed by a licensed contractor and conform to the Albany Standard Construction Specifications, except as modified by the City of Millersburg Pavement Patching Standards
2. Construction on the City of Millersburg public water, sewer, street, or storm system requires a Private Construction of Public Infrastructure (PCPI) permit. If a PCPI permit is obtained, a right-of-way permit may not be required. All required public improvement

plans shall be submitted to the City for review and approved by the City prior to beginning construction. The engineering plans shall conform to the Albany Engineering design standards, to the satisfaction of the City Engineer. All utilities shall remain uncovered until inspected and approved by the City. All required public improvements shall be completed and approved by the City prior to issuance of building permits.

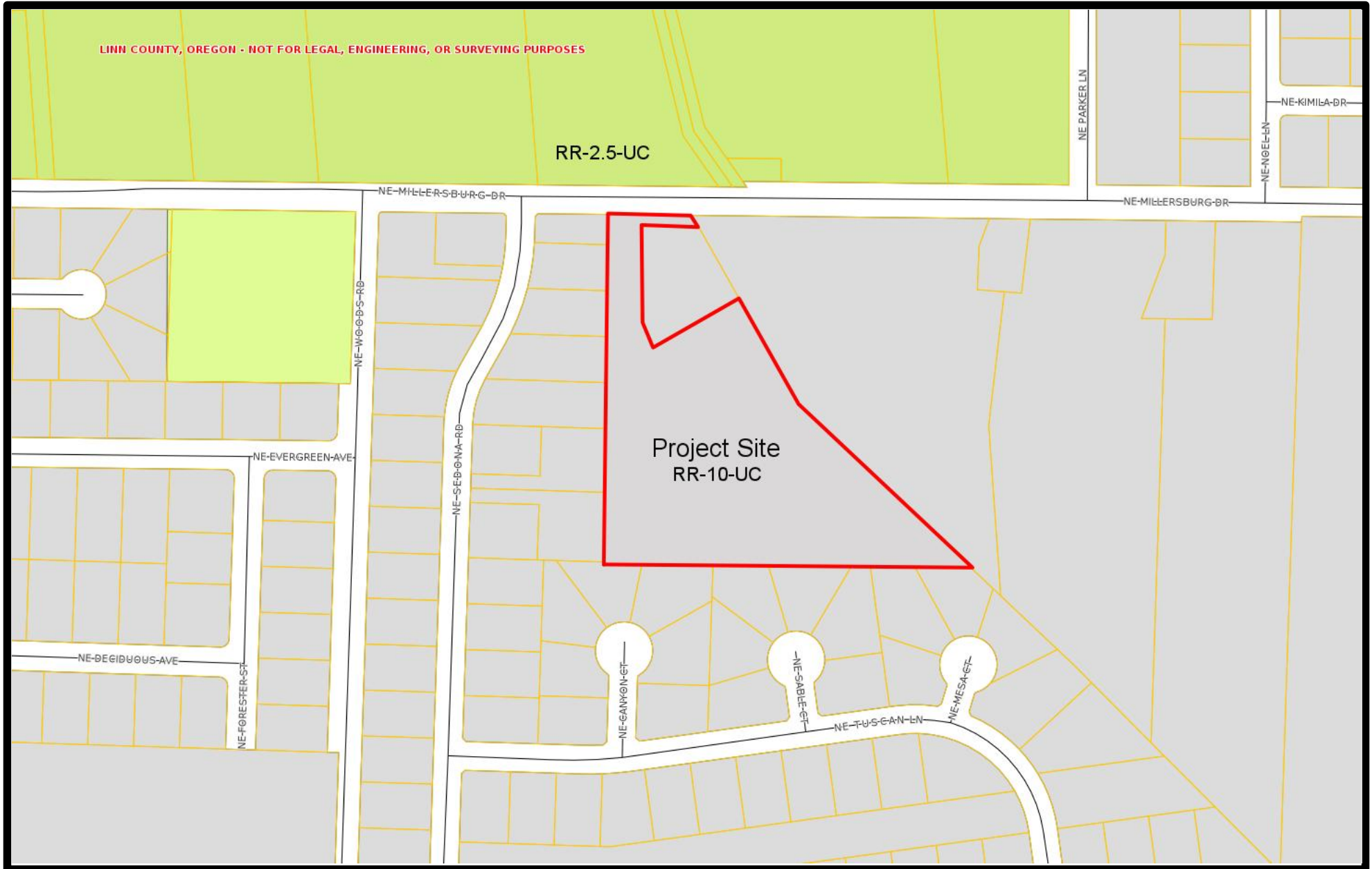
3. A right-of-way permit is required for any work in the public right-of-way, including utility connections, sidewalks, and driveways. All pavement patching work shall conform to the City of Millersburg Trench Backfill and Pavement Patching Standards. All work within the public right-of-way shall be performed by a licensed contractor and conform to the Albany Standard Construction Specifications, except as modified by the City of Millersburg Pavement Patching Standards.
4. System Development Charges (SDCs) for water and sewer are due at the time of connection. Commercial SDC charges are based on equivalent dwelling units.
5. All agreements required as conditions of this approval must be signed and recorded.
6. Wetlands may be present on the site. Work within wetlands is subject to the requirements of the Authority Having Jurisdiction (AHJ).
7. A private water and sewer system shall be constructed to serve the development, with connections to the existing public water and sewer systems in Millersburg Drive meeting the requirements of the City of Albany Engineering Standards and the City of Albany Standard Construction Specifications. A single public water meter will be required to serve the development; individual public meters for individual dwellings are not allowed. It is the applicant's responsibility to determine the required meter size and fire flow bypass, if applicable, including any required vaults, to the satisfaction of the City Engineer.
8. All roof drains and yard drainage must be piped or trenched to an approved discharge point. Improved lots may not drain onto neighboring properties. Applicant must provide proposed drainage plan for approval.
9. Compliance with the Conditions of Approval is the responsibility of the developer or its successor in interest.
10. The developer is responsible for all costs associated with any remaining public facility improvements and shall assure the construction of all public streets and utilities within and adjacent to the tentative map as required by these conditions of approval, to the plans, standards and specifications of the City of Millersburg.
11. The continual operation of the property shall comply with the applicable requirements of the Millersburg Development Code.
12. This approval does not negate the need to obtain permits, as appropriate from other local, state or federal agencies, even if not specifically required by this decision.

13. The applicant shall comply with the fire protective standards administered by the Linn County Building Official and the Albany Fire Department. Hydrant and turnaround locations shall be provided by the applicant and approved by the Albany Fire Department and the City.
14. In the event there is engineered fill on any public roads or lots, the applicant's soils engineer and testing lab shall obtain and record compaction tests and submit results for the review and approval of the City Engineer.
15. Driveways shall conform to Section 5.120 of the Millersburg Development Code, with individual driveway slopes not exceeding a grade of 14%.
16. Decks, fences, sheds, building additions, and other site improvements shall not be located within any easement unless otherwise authorized in writing by the City Engineer.
17. Dust shall be controlled within the development during construction and shall not be permitted to drift onto adjacent properties.
18. Noise shall be kept at the minimum level possible during construction. The developer shall agree to aggressively ensure that all vehicles working in the development shall have adequate and fully functioning sound suppression devices installed and maintained at all times.
19. All construction sites shall be maintained in a clean and sanitary condition at all times. Construction debris, including food and drink waste, shall be restricted from leaving the construction site through proper disposal containers or construction fencing enclosures. Failure to comply with this condition may result in a "Stop Work" order until deficiencies have been corrected to the satisfaction of the City.

X. EXHIBITS

- A. Zoning Map
- B. Vicinity Map
- C. Applicant's Description, application and project materials
- D. Incompleteness letter dated 2/27/19
- E. Applicant response to incompleteness dated 3/4/19
- F. Additional exhibit showing sight line distances (not included, to be distributed at hearing)
- G. City Engineer comments dated 4/15/19
- H. Public Hearing Notice

Zoning Map CUP/SP 19-01



This product is for informational purposes only and may not have been prepared for, or be suitable for legal, engineering, or surveying purposes. Users of this information should review or consult the primary data and information sources to ascertain the usability of the information.

APPLICANT STATEMENT

William L Eddings owns a 4.4 acre parcel located south off of 2652 N Millersburg Road that is zoned Rural Residential-Urban Conversion-RR-10-UC (Township 10S; Range 3W; Section 17DD; Tax Lot 600). The owner is proposing to construct a 55 or older manufactured park which is listed in the zone as a conditional use in the zone. The development will have 28 spaces and have direct access onto Millersburg Road. All units placed within the park will meet the "A" or "B" standards of doublewide or single wide less than 10 years in age. Mr. Eddings has chosen the name of Evening Star for the name of the park. The following will address the City of Millersburg zoning criteria for a manufactured dwelling park in the RR-10-UC zone:

Section 4.113 (1) Purpose. The Rural Residential-Urban Conversion Zone is applied in rural residential area with standards for continued rural development until a transition to urban residential use occurs. Urban Residential standards shall apply to approved Urban Conversion areas where municipal water and sewer facilities are provided or approved by the City.

Response: The subject property is located just east and north of recently subdivided land that has both public sewer and water that serves the residential dwellings that have been built on the individual lots. Prior to construction of the manufactured park the applicant will obtain approval for the design of a water and sewer service plan for the park. Noted in the approval for the partition that created the subject parcel in Staff review #6 is that Municipal water and sewer is available from Millersburg Drive. It was also noted in the conditions for approval in #5 that with future development of the subject parcel municipal water and sewer are available to serve both parcels created in the partitioning but that connection to Parcel 2 is deferred until development of parcel 1. The proposed development will comply with the Section 1.113 (1) of the zone.

Section 4.113 (3) Conditional Uses In an RR-10-UC Zone, the following uses and their accessory uses may be permitted subject to the additional provisions of Section 2.500.

(e) Manufactured dwelling parks in conformance with Section 6.165.

Response The applicant will address both Sections 2.500 and 6.165 later in this report. At this time it is possible to conclude that a manufactured park can be permitted under the conditional use provisions of the RR-10-UC Zone.

Section 2.500 Conditional Uses (2) Decision Criteria. Conditional uses listed in this Code may be permitted altered, or enlarged upon authorization of the Planning Commission in accordance the following findings:

- (a) *That the proposed development or use does not conflict with the City's comprehensive Plan.*

Response: The current zoning is the implementing ordinance for the Comprehensive Plan. A manufactured dwelling park is listed in the zone as a conditional use. Therefore it can be concluded that the proposed manufactured park is consistent with the Comprehensive Plan and is not in conflict with its provisions.

- (b) *That the proposed development or use complies with the standards of the land use zone and does not conflict with city codes and ordinances that are applicable to the application*

Response: As part of this review the applicant will supply a response to the specific standards of the city zoning code and ordinances that apply to the creation of a manufactured home park. These responses will be done addressing specific sections of the land use code as well as the engineering standards of the city. In each instance the applicant will list the specific standard that needs to be addressed and provide a response that verifies compliance. Subject to these responses the applicant will comply with (b) above.

- (c) *That the proposed development does not have an adverse impact on traffic flow or to pedestrian, bicycle and vehicular safety and future street rights-of-ways are protected.*

Response: The proposed manufactured park is to serve the adult senior segment of the housing market. As such it will not be a source of any major traffic generation. The park will have one entrance onto a public road and will be developed in accordance with city design standards. The surrounding subdivisions do not provide any street access points onto the subject parcel and will not be used for access. Any public improvements to streets for the items listed in (c) will occur along Millersburg Road and will comply with the city standards. In the approval that created the partitioning for the subject parcel it was noted that the "proposed street plan submitted with the request was in conformance City standards and provides the most economic, safe and efficient circulation of traffic in relation to the existing City street system and does not have an adverse impact on pedestrian, bicycle and vehicular safety" (see Findings for approval of the request #6). Subject to compliance with city standards for development the applicants proposal will comply with (c) above.

- (d) *That the proposed signs or lighting will not, by size, location, color or operation, have an adverse impact on traffic limit visibility or have an have adverse impact on adjacent properties.*

Response: Again, it should be noted that the proposed use of the property is for a senior manufactured park. As such it should not have lighting that will not conform to the size, location, color or operation that would cause impact on traffic, limit visibility, or have impact on

adjacent properties. These concerns are usually addressing commercial or industrial developments and are not a concern for residential developments. As conditioned, the applicant will comply with (d) above.

- (e) *That water, wastewater disposal and utilities are available and have the capacity to serve the proposed development or use and can be extended in the future to accommodate future growth beyond the proposed land division.*

Response: The engineering firm that has conducted the design of the development has shown that the issues relating to water, wastewater disposal and utilities will conform to city standards. As far as these items being extended in the future, it is not anticipated that this will occur because the development does not connect to other developable lands without a creek and wetland crossing. The above findings will show compliance with (e) above.

- (f) *That the proposed development or use does not have an adverse impact of existing or proposed drainage ways including flow disruptions, flooding, contamination or erosion, on drainage-ways and required drainage facilities are provided that have the capacity to serve the proposed development or use.*

Response: The applicant has employed a wetlands consultant that is addressing these issues and that report will be submitted along with this report. Findings in that report will show compliance with the standards and findings listed in (f) above.

- (g) *That the proposed development will not have an adverse impact potential hazards or nuisance characteristic as identified in **Section 2.140, Item 21** of the Zoning District and complies with the applicable standards of all regulatory agencies having jurisdiction.*

Response: Section 2.140, Item 21 specifically addresses potential impacts of the development with regards to emissions such as noise, water quality, vibration, smoke, odor, fumes, dust, heat, or glare of electromagnetic interference. These issues are usually related to a conditional use for a commercial or industrial use of a property. None of these potential impacts would be associated with a residential development and especially a senior manufactured park. It is not anticipated that the issues addressed in Section 2.140, Item 21 will occur in any amount that would affect neighboring properties so (g) is met.

- (h) *That the proposed development or use does not conflict with the standards of other regulatory agencies having jurisdiction.*

Response: Other jurisdictions that may have standards or regulations governing the subject parcel would be the State Division of Lands for any fill or mitigation of wetland issues and these are being addressed by the wetlands consultant. Additional standards may be imposed by local fire jurisdictions as to access and street design but these standards can be imposed as a condition

of any approvals given. It is not expected that there will be any impacts to the 100 year floodplain so there should not be an issue with the Federal Emergency Management Agency (FEMA). Other than these two issues the regulatory reviews will be addressed by the City of Millersburg. Item (h) above is or will be met.

Section 6.165 Manufactured Dwelling Parks

Oregon Revised Statutes (ORS), Chapter 446 and Oregon Administrative Rules (OAR), Chapter 918, and Chapter 10 of the Oregon Manufactured Dwelling and Park Specialty Code (OMDS) specify the standards and regulations for Manufactured Dwelling Parks in the State of Oregon. Section 6.165 contains additional supporting standards for all Manufactured Dwelling Parks located within the City of Millersburg as permitted in Chapter 10 of the OMDS. In case of conflict, the state standards of Chapter 10 shall govern.

Response: Chapter 10 begins with a general statement specifically: 10-1-1 Statewide Code. It states “This code establishes the minimum and maximum requirements for the design and construction of manufactured dwelling parks throughout the State of Oregon to provide uniformity and affordability and to keep construction costs predictable. Except where specifically permitted by this code, no jurisdiction may require a person to exceed the requirements of this code.” In discussions with staff additional requirements were being proposed as a possibility within the park concerning the internal street improvements. Staff mentioned that there could be an increased street standard above that proposed by the applicant. In reviewing Chapter 10 it is apparent that Table 10-C specifically allows for a 20 foot street as long as there is no parking allowed. In addition, park streets can be constructed with a 4 foot pedestrian walkway on either side of the street with the requirement for a walkway only on one side of the street. Table 10-C of the OMD State Code requires a travel width of 16 feet for two way roadways and also requires a 4 foot pedestrian walkway on one side. Therefore, the proposed 24 foot private drive within the park could accommodate both the travel lanes as well as the pedestrian walkway. As noted in the OMDS standards, where there are conflicts with local jurisdictions the OMDS code shall govern. Based upon these standards the proposed manufactured park will meet the minimum standards required in Table 10-C.

- (1) *Were permitted: Class “A” or “B” Manufactured Dwellings are permitted in all Manufactured Dwelling Parks. Manufactured Dwelling Parks are permitted in the City’s Rural Residential Zones in accordance with the standards of Section 6.165 and the provisions for Conditional Use approval contained in Section 2.500.*

Response: As noted in the introduction, all of the units placed in the park will conform to the design standards of an “A” or “B” unit. They will all be under 10 years in age and will either be double wide or single wide. The applicant is working with a new home sales and manufacture to

obtain units for each space meeting the standards listed above. The applicant will comply with (1) above.

- (2) *Minimum Site Area: An area that provides space for four or more manufactured dwellings together with all conditions and standards required by Chapter 10 of the OMDS and the standards contained in Section 6.165 herein.*

Response: The subject parcel is 4.4 acres in size. The standard in the development ordinance is a density of no more than 7 dwelling units per acre. The park could have up to 30 units but the applicant is proposing 28 spaces and will comply with the code density maximum. Many of the OMDS Code standards are specific to space design as well as building materials. This can be addressed as part of any site plan approval and during the building permit process. The standards listed in Section 6.165 are being addressed as part of this applicant statement throughout out this report. Findings will show compliance with the standards and provisions of this section of the code. (2) above will be met.

- (3) *Density: Maximum density of the park shall not exceed 7 units per gross acre.*

Response: The subject parcel is 4.4 acres in size. Using this measurement there would be a possibility of 30 units within the park. The applicant is proposing 28 units so will comply with (3) above.

- (4) *Access: Manufactured Dwelling Park access shall occur from a public collector or Arterial street.*

Response: The sole access point of the proposed manufactured dwelling park will be onto Millersburg Drive. Millersburg Drive is listed in the transportation plan as an arterial. Therefore, the proposed manufactured park will comply with (4) above.

- (5) *Permitted Uses: Manufactured Dwelling Parks may contain manufactured dwellings and accessory structures, community laundry and recreation facilities and other common buildings for use by park residents only, and one residence other than a manufactured dwelling for the use of a caretaker or a manager responsible for maintaining or operating the park.*

Response: Mr. Eddings lives within a 10 minutes driving time to the park and will serve as the manager and rental agent so there will be no need for an onsite manager. The park plan does not include any community laundry facilities, developed recreation facilities or common buildings. Since this is a senior park the need for recreation facilities are limited. The proposed park will comply with the elements listed in (5) above.

- (6) *Conditions: Upon granting site plan approval for a manufactured dwelling park, the Planning Commission may require establishment of deed covenants, conditions and restrictions (CC&Rs) or other conditions including but not limited*

to any of the following where such are deemed necessary for the mitigation of adverse impacts on an adjacent area:

- (a) Limit the type of units to be installed to Class "A" or Class "B" or both.*
- (b) Additional landscaping or screening on the park boundary.*
- (c) Increased setbacks from park boundaries.*

Response: As noted previously, all of the units placed in the park will either be Class "A" or Class "B" units. The applicant is proposing to plant 5 foot Leyland Cypress along the entire outer boundary of the park. Within 2 years these will grow to an 8 foot height and will form a sight obscuring border the will be 80% opaque. All units will meet the 20 foot setback from the park boundary as required in the conditional use standards.

The surrounding land to the west and south is developed with a single family subdivision. All of the lots are at least 5 feet above the subject parcel and this restricts the location of units on the subject parcel at the 20 feet setback provided in the ordinance. Properties to the east are buffered from the development by an area of wetlands and Crooks Creek. To the north will be another single family dwelling. that will also be screened from the manufactured park by the planted buffer trees. No additional setbacks are being proposed. Based upon this discussion, the applicants' proposal will comply with the conditions listed in (a), (b) and (c) above

- (7) Improvement Standards: Park standards shall conform to the Oregon Manufactured Dwelling and Park Specially Code (OMDS0 within the park boundary and shall conform to City Standards when abutting public streets.*

Response: In discussions with Planning Division Staff is was noted that the first 100 feet of the access driveway off Millersburg Drive will have to be developed to a city street standard. The applicant has included that development into the design. The remainder of the park will be developed to meet the OMDS standards and other standards listed by the City. Subject to conditions, the applicant can comply with (7) above.

- (8) Streets: Public streets located within the Park and the first 100 feet of private Park streets connecting to a public street shall conform to City standards.*

Response: This standard is included in the park design as noted in (8) above will be met.

- (9) Perimeter Setbacks: Distance of a manufactured dwelling or accessory structure from an exterior park boundary of public right of way shall be 20 feet.*

Response: All manufactured dwellings and accessory structures will comply with the standard setback listed in (9) above.

- (10) *Landscaping: All common areas within a manufactured dwelling park shall be landscaped and maintained by the Park Owner in conformance with the approved Landscape & Irrigation Plan.*
- (a) *The following minimum standards per each 2,000 square feet of open area shall apply unless approved by the Planning Commission.*
1. *One tree at least six feet in height.*
 2. *Ten shrubs or accent plants.*
 3. *The remaining area containing walkways and attractive ground cover at least 50% of which must be living ground cover within one year of planting.*
 4. *All manufactured dwelling spaces shall be landscaped within six months of manufactured dwelling placement. Such landscaping shall be the responsibility of the park owner.*

Response: The applicant will meet all of the above standards as part of the development of the park. The applicant has submitted a site plan for a typical space with the landscape noted. In addition, the applicants engineer has submitted a landscaping design standard that states that 40 trees are required and an additional 395 shrubs/accent plants (this is based on a design area of 78,873 square feet of open space in the home area. These trees and shrubs will be dispersed to each lot and along the entrance road and park. If the area within the 16,495 square feet of open space in wetland/detention area is included there will be a need to increase to 48 additional trees and 477 shrubs/accent plants will be required. Due to the limitation of a portion of the property being within an identified wetland the trees and shrubs can only be planted at the north and east angle points of the wetland. The trees and shrubs will be dispersed to each lot an along the entrance road. Based upon this plan and subject to conditions, the applicant can conform to (10) (a) 1-4.

- (b) *Perimeter Property Screening: The entire perimeter of the manufactured dwelling park shall be screened except for driveways and Clear vision area. The following minimum standards shall apply:*
1. *One row of evergreen shrubs shall be planted which will grow to form a continuous hedge at least six feet in height and be at least 80 percent opaque as seen from a perpendicular line of sight within two years of planting, or*
 2. *A minimum of a five foot wood fence or masonry wall shall be constructed providing a uniform sight obscuring screen, or*

3. *An earth berm combined with evergreen plantings or wood fence or masonry wall shall be provided which shall form a sight and noise buffer at least six feet in height.*
4. *At least 5 five-gallon shrubs or 10 one-gallon shrubs for each remaining 1,000 square feet of required buffer area, and*
5. *The remaining area treated with attractive, living ground cover (i.e., lawn, ivy, evergreen shrubs, etc.)*

Response: As noted in the engineers findings, the trees and interior landscaping plan can comply with the standards listed in (b) above. Perimeter trees will be planted at the property boundary and will be able to meet the standard listed in 1 above. No fence or masonry wall is being proposed as a perimeter screen because the trees will meet the screening standard of the ordinance. In addition, the applicant is not proposing to build an earth berm on the property, and again, this is because the proposed buffering trees will comply with 1 above. The engineer has allowed for the shrubs noted in 4 as part of their landscaping calculations. Each lot will be developed to the design of the individual space renters with attractive living ground cover to meet 5 above. Based upon the above discussion, the applicants' proposal can comply with the elements listed in (b) (1-5) above.

- (11) *Utilities: All manufactured dwelling parks must provide each lot or space with storm drainage, municipal sanitary sewer, electric, telephone, and municipal water, with easements dedicated where necessary to provide such services. All such utilities shall be located underground. Utilities shall be connected in accordance with state requirements and the manufacturer's specifications.*

Response: The engineering design of the park will assure that all utilities will be provided to each space and they will be underground. A storm drainage plan is included in the engineering plan submitted by the applicant. Due to the utility design being done by a registered civil engineer there are assurances that the services to each lot will be engineered and designed to meet the manufactured specific design standards.

- (12) *Design and Submission Requirements:*

- (a) *Professional Design Team: The applicant for proposed Manufactured dwelling (MH) Parks shall certify in writing that the services of a registered architect, landscape architect or registered engineer licensed by the State of Oregon have been utilized in the design and development of the project.*

(b) *Site Plans Required: A Conditional Use Application for a new or expansion of an existing MD Park shall be accompanied by 12 copies of the site plan of the proposed park containing the following information in addition to that required in Section 2.140 for Application Site Plans. The plot plan shall show the general layout of the entire park and shall be drawn to scale. The drawing shall include all of the following information:*

1. *Name and type of park, address, owner, Design Team members, scale, date and north point of plan.*
2. *A vicinity plan showing streets and properties within 500 feet of the development site.*
3. *Plot plan of park boundaries and location, dimensions and number of MH spaces. Number each space and demonstrate that planned spaces can reasonably accommodate a variety of MH or RV types.*
4. *Location and dimensions of existing and proposed structures, together with the usage and approximate location of all entrances, heights, and gross floor areas.*
5. *Location and dimensions of roads, accessways, parking loading facilities, garbage receptacles and walkways.*
6. *Extent, location, arrangement, and proposed improvements of all open space, landscaping fences and walls.*
7. *Location of lighting fixtures for park spaces and grounds.*
8. *Location and area of recreation spaces and buildings in square feet.*
9. *Locations where park water, sewer, drainage and utility systems connect to City systems*
10. *Location of existing and proposed fire and irrigation hydrants.*
11. *Enlarged plot plan of a typical MH space, showing location of the stand, patio, storage space, accessory structures, parking, sidewalks utility connections, and landscaping*
12. *Architectural drawing and sketches demonstrating the planning and character of proposed development.*

13. *A construction time schedule and development phasing plan.*
14. *Detailed plans required. Prior to application for a building permit to construct a new Park or to expand and existing Park, the applicant shall submit five copies of the following detailed plans:*
 - a. *A legal survey.*
 - b. *Plans of new structures.*
 - c. *Water and sewer systems.*
 - d. *Utility easements.*
 - e. *Road, sidewalk and patio construction.*
 - f. *Drainage system including existing and proposed finished grades.*
 - g. *Recreational improvements including swimming pool plans approved by the Oregon State Board of Health.*
 - h. *Landscaping and irrigation plans.*

Response: The applicant has employed the services of a Traffic Engineer, a Registered Civil Engineer, a Wetlands Consulting Service and a Land Use Planner to compile the elements needed to make this application. All of the above elements are addressed by the submittals and will be submitted to the city for their review and approval. Any questions should be directed to Norman Bickell at (5030 (510-1742) for an immediate response to the issue.

Summary: The issues and criteria are complex and the applicant has supplied what is believed an answer to the each criteria and shown compliance. There may still be questions or a need for further clarification by city staff and these elements will be addressed prior to the public hearing with the Planning Commission. The applicant awaits your review and comments.



Land Use Application Form

Case No. CUP 19-01/SP 19-01

Date _____

Type _____

Check the Type of Land Use Requested:

- | | |
|---|--|
| <input type="checkbox"/> (PA) Pre Application | <input type="checkbox"/> (VR) Variance (list standards can be varied in description) |
| <input type="checkbox"/> (SP) Site Plan Review | <input type="checkbox"/> (CP) Comprehensive Plan Amendment |
| <input checked="" type="checkbox"/> (CUP) Conditional Uses | <input type="checkbox"/> (ZC) Zone Change |
| <input type="checkbox"/> (PL) Property Line Adjustment | <input type="checkbox"/> (AN) Annexations |
| <input type="checkbox"/> (SD) Subdivisions (4 or more lots) | <input type="checkbox"/> (VA) Vacations |
| <input type="checkbox"/> (PA) Partition (3 or less lots) | |

THIS FORM MUST BE FILLED OUT COMPLETELY

I. Property Owner/Applicant Information

- A. Applicant(s) Norman Bickell (actual applicant is Mr. Eddings)
Email Address nbickell0027@aol.com
Mailing Address 2232 42nd Av. SE #771 Salem, Oregon 97317
Phone number (503) 510-1742
- B. Owner(s) William L Eddings
Email Address williameddings@gmail.com
Mailing Address 1979 Clover Ridge NE Albany, Oregon 97322
Phone number (503) 569-9758

II. Property Information

- A. Legal description of property: Township 10S Range 3W Section 17DD
Tax Lot 600
- B. Additional Properties:
Township --- Range --- Section --- Tax Lot ---
Township --- Range --- Section --- Tax Lot ---
- C. Site Address (if any) None
- D. Zoning/Comp Plan Designation RR-10-UC/Residential

III. **Authorizing Owner/Applicant Certifications**

I hereby certify that the statements, attachments, exhibits, plot plan and other information submitted as a part of this application are true and any approval granted based on this information may be revoked if it is found that such statements are false. By submitting this form the Owner, or Owner's authorized agent/ representative, acknowledges and agrees that City of Millersburg employees, and appointed or elected City Officials, have authority to enter the project site at all reasonable times for the purpose of inspecting project site conditions and gathering information related specifically to the project site. I further acknowledge that I have read the applicable standards for review of the land use action I am requesting and understand that I must demonstrate to the City review authorities compliance with these standards prior to approval of my request.

Owner/applicant signature William J. Edlung Date 6-12-19
Owner/applicant signature _____ Date _____

IV. **The following materials must be submitted with your application or it will not be accepted at the counter.** Once taken at the counter, the City has up to 30 days to review the materials submitted to determine if we have everything we need to complete the review.

A **narrative** explaining how the application meets all required criteria shown in City land use Development Code, Article 2 (<http://cityofmillersburg.org/millersburg-land-use-development-code/>)

At least 3 folded sets of the project **Site plan**. The site plan must be drawn to scale and show existing and proposed locations of buildings, access, parking, loading, landscaping, screening, fencing, drainage, water supply, sewage disposal, public utilities, unique site features (creeks and wetlands) and exterior lighting.¹

A copy of the **deed** for the subject property.

A copy of any **easement** granting access to the subject property, if the property does not have frontage on a public road.

If the applicant for this request is not the property owner, then **authorization** from the owner must be submitted with the application.

A copy of all permits, licenses, and **authorizations** from other government agencies pertaining to the proposed use, including highway access, water and sewer connections, state or federal discharge permits.

Land Use Application **Checklist** (separate form)

Digital versions of all Site Plans, other plans and/or studies.

Application **Fee**. The total fee shall be the sum of all individual procedural fees unless adjusted by the City Manager.

¹ Additional copies of all exhibits may be required if the application is deemed complete.
City of Millersburg Land Use Application
Revised, September 2018

V. Proposed Use of Property

- A. Describe in detail the proposed use and your development plans for the property. Include a description of the number and type of buildings and their intended use, roadways, driveways, parking lots, signs, landscaping, drainage plans and outdoor lighting.

The applicant is proposing a 28 space senior manufactured home park that will derive its access off a 20 foot paved driveway with 4 guest parking spaces along with allowances for 1 parking space for each space. The applicant is submitting plans for all of the remainder of the items listed above.

- B. Please describe the general operating characteristics of the proposed use and the hours of operation.

The proposed senior manufactured park will be a full time residential development and operate in a similar manor to a residential subdivision.

- C. Will any other permits from local or state agencies be required? If yes, please list permits needed and if they have been secured.

Additional permits were applied for with the State of Oregon Division of State lands for Wetlands mitigation plan and it is still under review at the time of this report.

- D. How much land area will be used for the proposed activity? Will the proposed use generate wastewater and if so, how will it be disposed?

The proposed senior manufactured development will use approximately 4 of the 4.4 acres of the subject parcel. The remainder of the area is within a wetland or provides for setbacks from property lines. The individual manufactured homes will connect to an interior sewer collection system and then to the public sewer along Millersburg Drive.

- E. Will the proposed use require a water supply? If so, how much will be needed and how will it be supplied?

All of the proposed units will be connected to an interior water service line which will be connected to the water line in Millersburg. Water use will be metered and the tenants at the connection with the city water service. The exact amount needed for each unit will vary but a common amount used is 525 gallons per day for each unit. Additional water will be needed for landscaping maintenance.

- F. Please describe the types of vehicles, machines and/or tools to be used. Please estimate the amount of vehicle trips per day that will be generated by the proposed use.

At the time of construction there will be some heavy equipment use for the establishment of the infrastructure. After the initial construction of the park the only equipment that will be used are mowers to maintain the landscaping.

- G. What are the proposed hours and days of operation? Will any products be offered for sale on the property? If products are sold, what will be sold?

As noted previously, the proposed use is a residential development. No products will be offered for sale from the property.

- H. How many people will be employed including the applicant? Please indicate whether the employees will be full or part-time. Will anyone live on the property? If so, who?

The applicant and maybe one additional employee will be employed to manage the development once it is established. No onsite housing for management will occur.

- I. Does the property front a county road or public road? Which one? Is there an existing driveway and how is it improved (gravel, asphalt, concrete)?

The property fronts on Millersburg Drive which is in the city of Millersburg. There is an existing gravel driveway that enters the property from the parcel to the east.

- J. How is the property now used? Are there any unique features on the property such as a creek, steep topography, or wetlands?

The property currently contains a storage building that will be removed upon development of the property. Crooks Creek is on its east side and there are areas of wetland along the eastern and southern side of the parcel. The developed subdivision to the south and west are elevated above the elevation of the subject parcel.

EVENING STAR

55 & Older Manufactured Home Park

FEBRUARY 2019

Millersburg, Oregon

PROPERTY LOCATION:

Tax Lot: 10S 3W 17DD 600
 Address: 2600 Blk Millersberg Dr.
 Zoning: Rural Residential 10UC

OWNER / APPLICANT:

William Eddings
 Contact: William Eddings
 1979 Clover Ridge Road NE
 Albany, Oregon 97322
 Phone: 503.569.9758
 gcarn@gcamltd.com

LAND USE PLANNER

Norm Bickell Planning Services
 Contact: Norm Bickell
 2232 42nd Avenue S.E., #771
 Salem, Oregon 97317
 Phone: 503.510.1742
 nbickell0027@aol.com

ENGINEER:

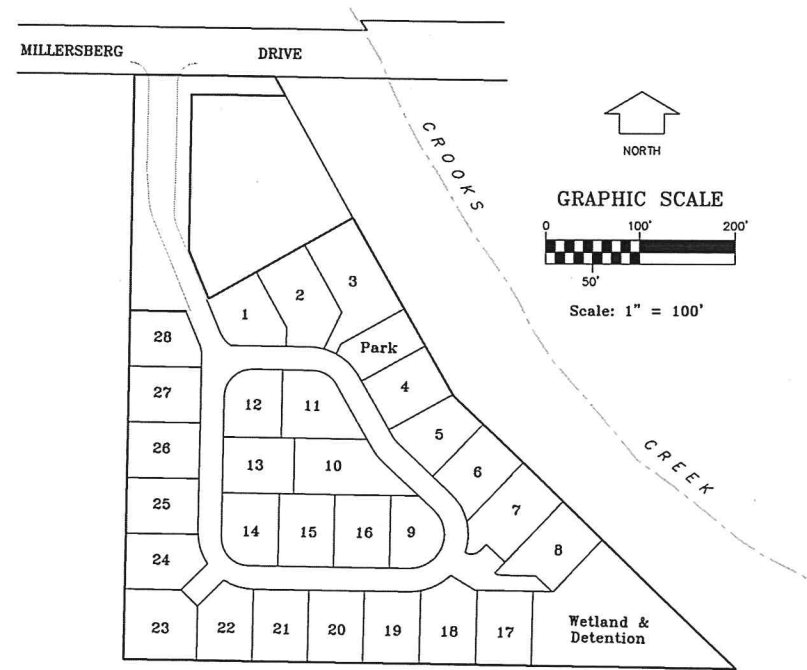
Boatwright Engineering, Inc.
 Contact: Corbey Boatwright, PE
 2613 12th Street S.E.
 Salem, Oregon 97302
 Phone: 503.363.9225
 corbey@boatwrightengr.com

TRAFFIC ENGINEER:

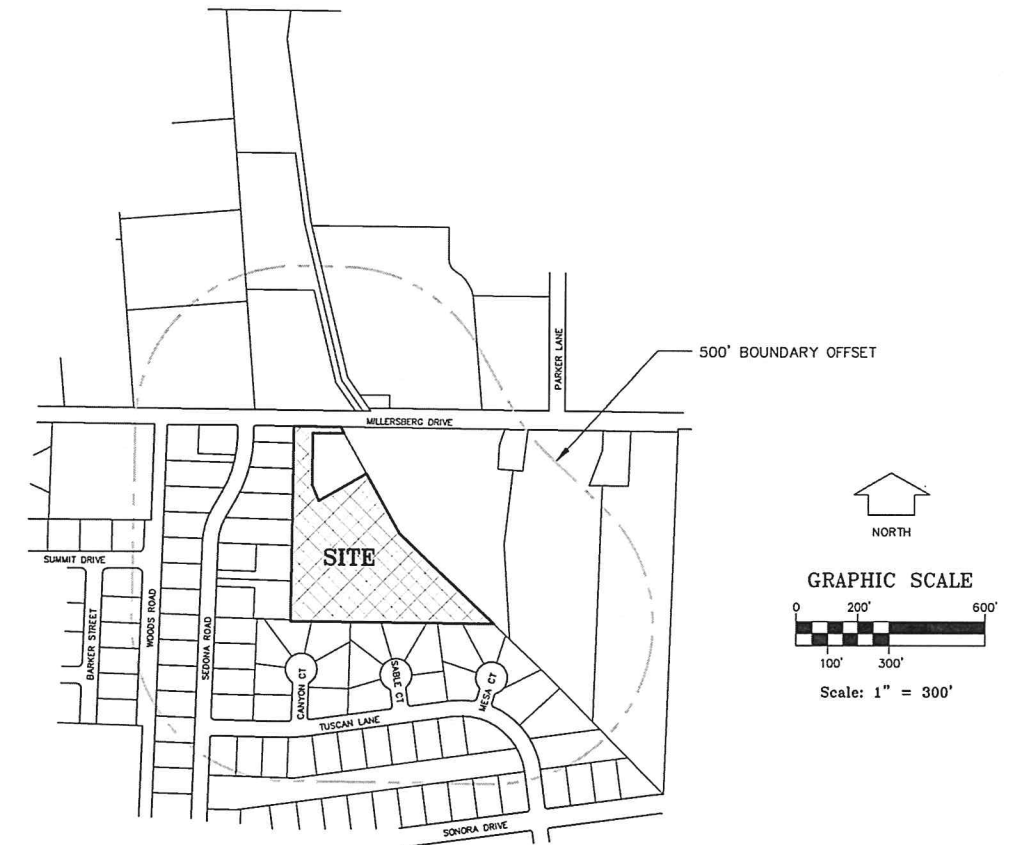
DKS Associates
 Contact: Lacy Brown, PhD, PE
 117 Commercial Street N.E.
 Salem, Oregon 97301
 Phone: 503.391.8773
 lacy.brown@dksassociates.com

WETLAND & WILDLIFE SERVICES

Zion Natural Resources Consulting
 Contact: Eric Henning
 PO Box 545
 Monmouth, Oregon 97361-0545
 Phone: 503.881.4171
 eric@zionconsulting.org



PARK LAYOUT
 SCALE: 1" = 100'



VICINITY MAP

LEGEND

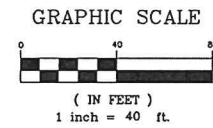
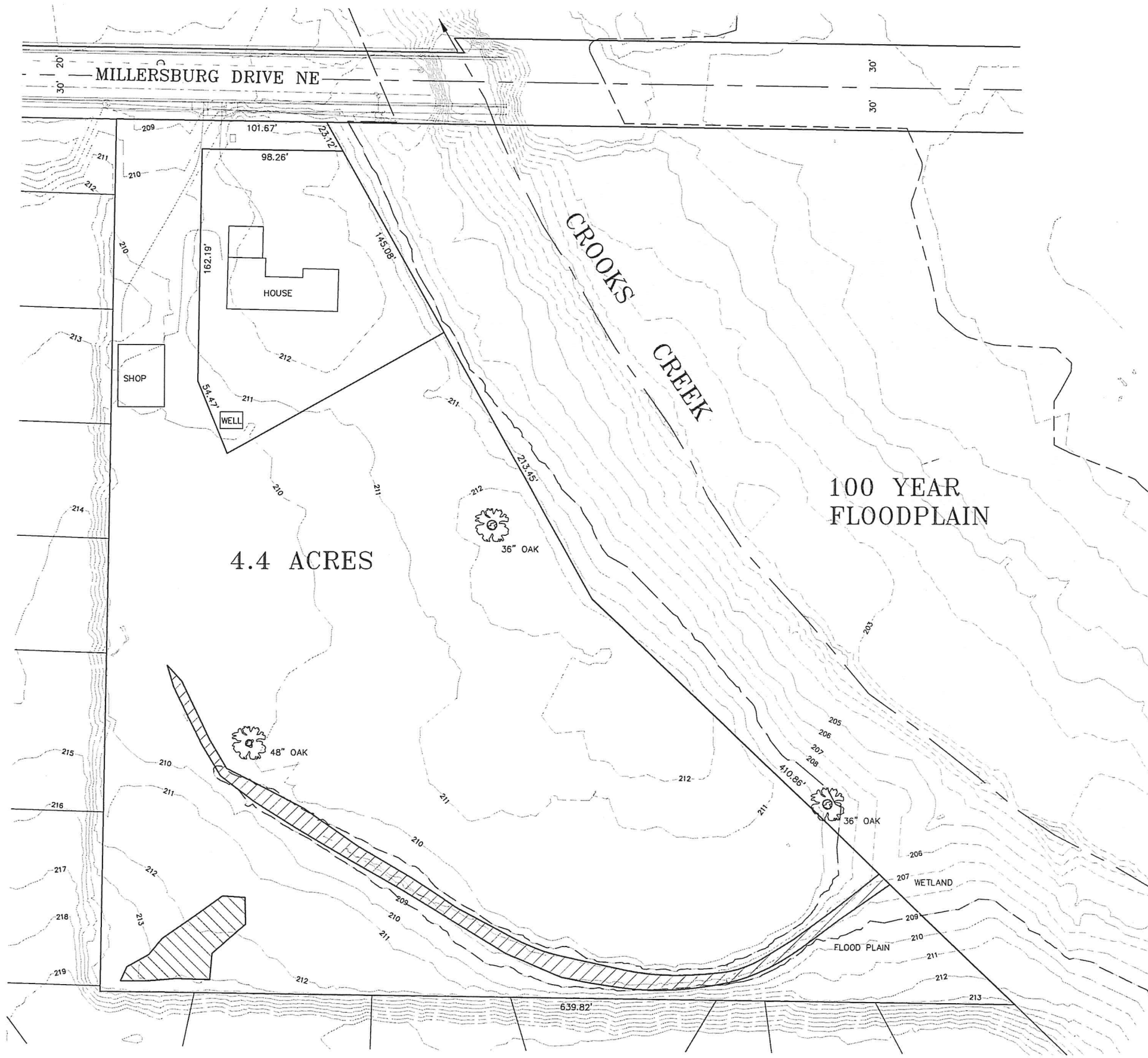
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[Symbol]	[Symbol]	MAIL BOX UNIT	----- UNDERGROUND PRIVATE UTILITY COMMON TRENCH
[Symbol]	[Symbol]	POWER POLE	----- EXIST STORM DRAIN LINE
[Symbol]	[Symbol]	FIRE HYDRANT	----- PROPOSED STORM DRAIN LINE
[Symbol]	[Symbol]	STREET LIGHT	○----- PROPOSED STORM DRAIN LATERAL
[Symbol]	[Symbol]	WATER VALVE	----- EXIST SANITARY SEWER LINE
[Symbol]	[Symbol]	SANITARY MANHOLE	----- PROPOSED SANITARY LINE
[Symbol]	[Symbol]	STORM DRAIN MANHOLE	○----- PROPOSED SANITARY LATERAL
[Symbol]	[Symbol]	STORM DRAIN CATCH BASIN	----- EXIST WATER LINE
[Symbol]	[Symbol]	CURB LINE	----- PROPOSED WATER LINE
			---*--- WATER SERVICE
		CB	CATCH BASIN
		DI	DUCTILE IRON
		GV	GATE VALVE
		SD	STORM DRAIN
		SS	SANITARY SEWER
		W	WATERLINE
		MH	MANHOLE
		TYP	TYPICAL



SHEET INDEX

- Sheet 1 of 9 Cover
- Sheet 2 of 9 Existing Site
- Sheet 3 of 9 Space Layout
- Sheet 4 of 9 Proposed Site Improvements
- Sheet 5 of 9 Planting Plan
- Sheet 6 of 9 Concrete Details
- Sheet 7 of 9 Concrete Details
- Sheet 8 of 9 Waterline Details
- Sheet 9 of 9 Sanitary Sewer & Storm Drain Details



RENEWAL 12/31/2019

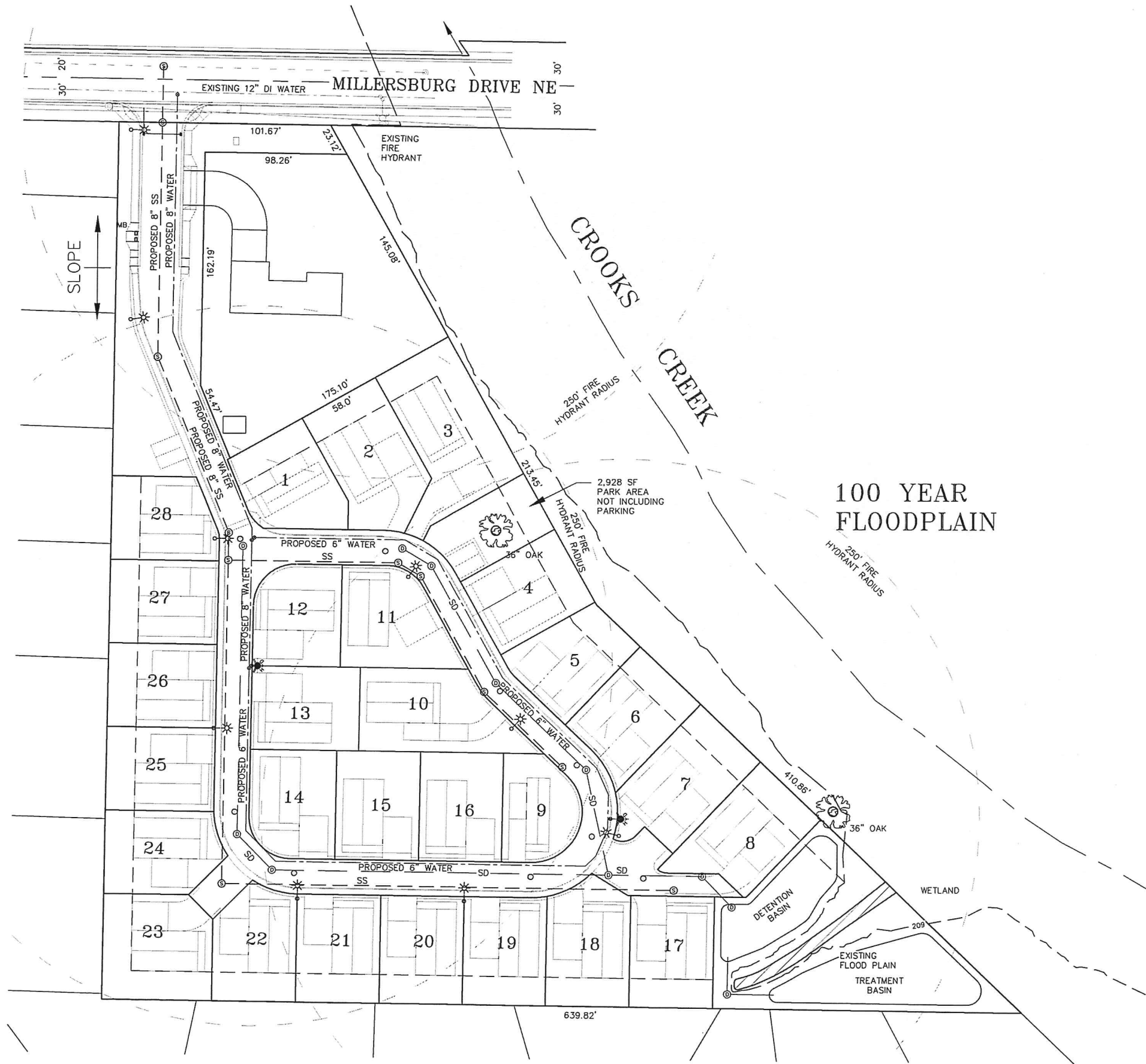


-  WETLANDS PER ZION NATURAL RESOURCES CONSULTING
-  FLOOD PLAIN FROM LOMR CASE No.11-10-0824P CITY OF MILLERSBURG LINN COUNTY COMMUNITY No 410284, MAP 41043C0240G EFFECTIVE DATE OCTOBER 12, 2011 ADJUSTED TO LIDAR CONTOUR ON PROPERTY

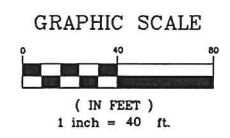
CONTOURS: NAVD 88 DATUM FROM OREGON DEPARTMENT OF GEOLOGY & MINERAL INDUSTRIES (DOGMI) LIDAR PROGRAM



	Evening Star Manufacture Home Park 55 & Older				
	EXISTING SITE Millersburg				
	Sec. 17, T.10S., R.3W., W.M.	Horiz. 1" = 40'	Date: February 5, 2019		Revised:
	Scale: Vert. NONE	Design: CFB	Boatwright Engineering, Inc.		Job No. 19/1
Drawn: CFB	2613 12th Street SE, SALEM, OREGON 97302	TEL: (503) 363-9225 • FAX: (503) 363-1051	Sheet		
Chkd: JMB			2 of 9		

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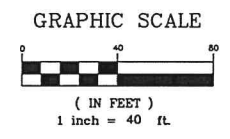
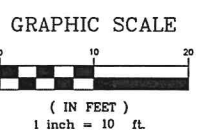
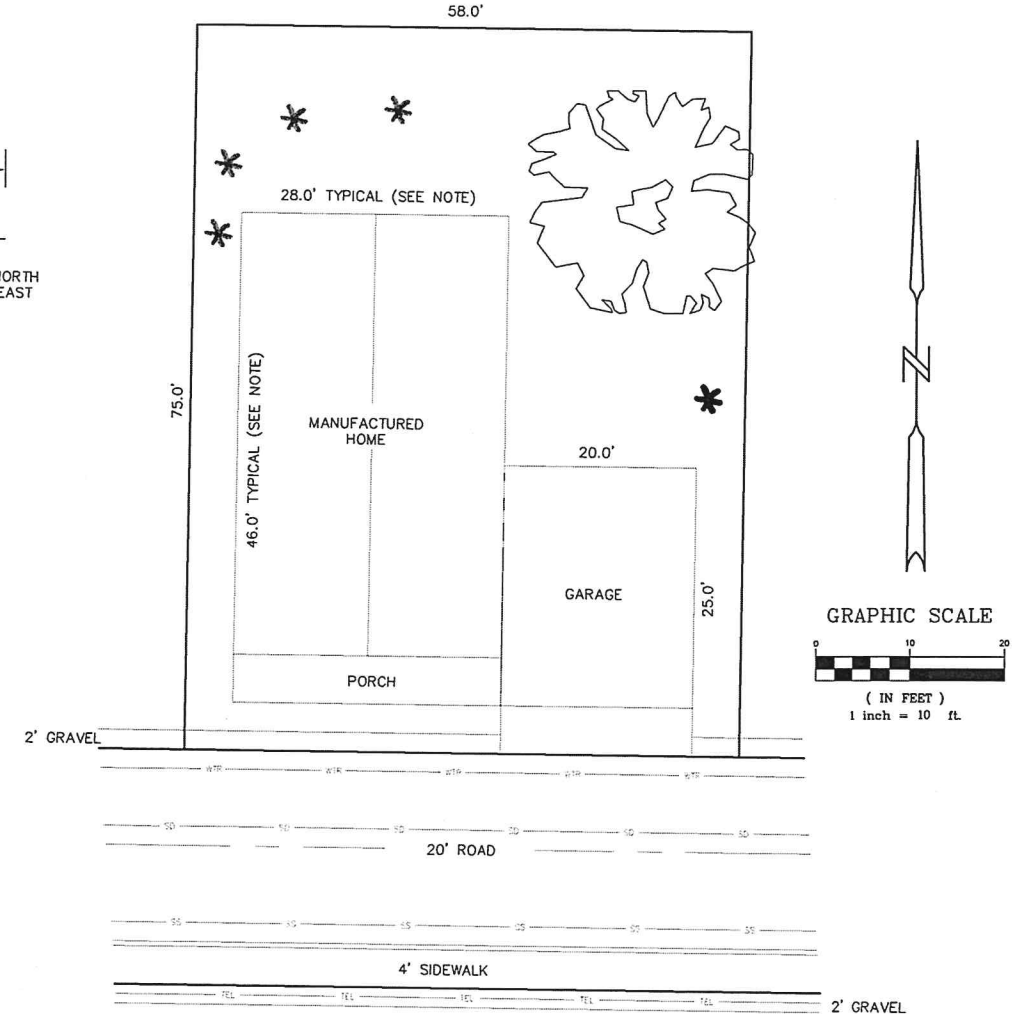
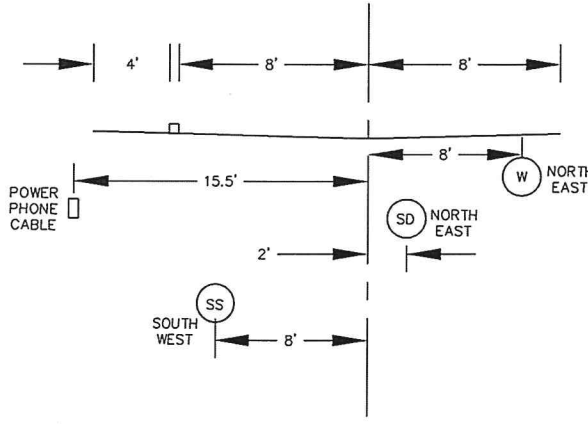
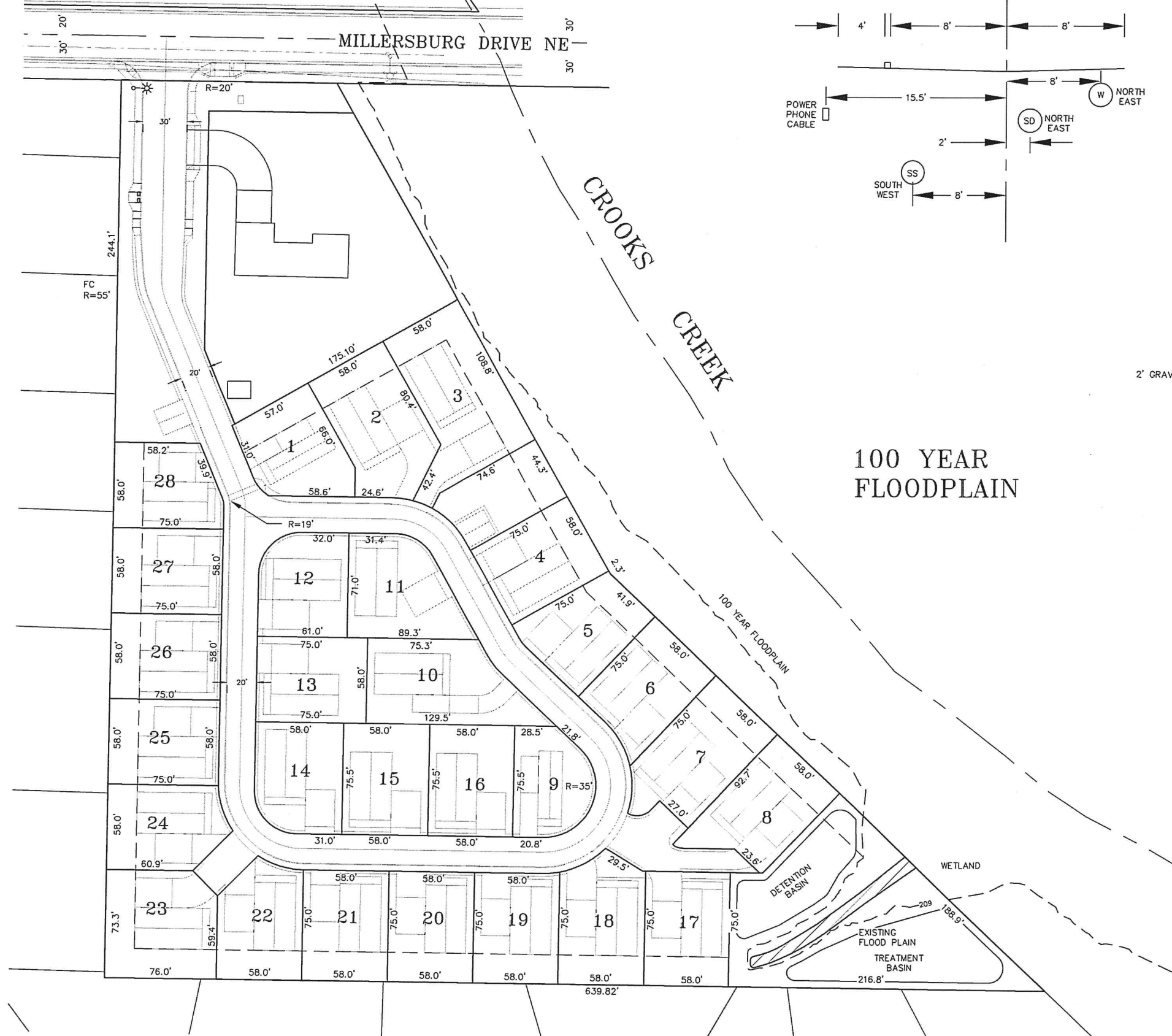
100 YEAR FLOODPLAIN



-  WETLANDS PER ZION NATURAL RESOURCES CONSULTING
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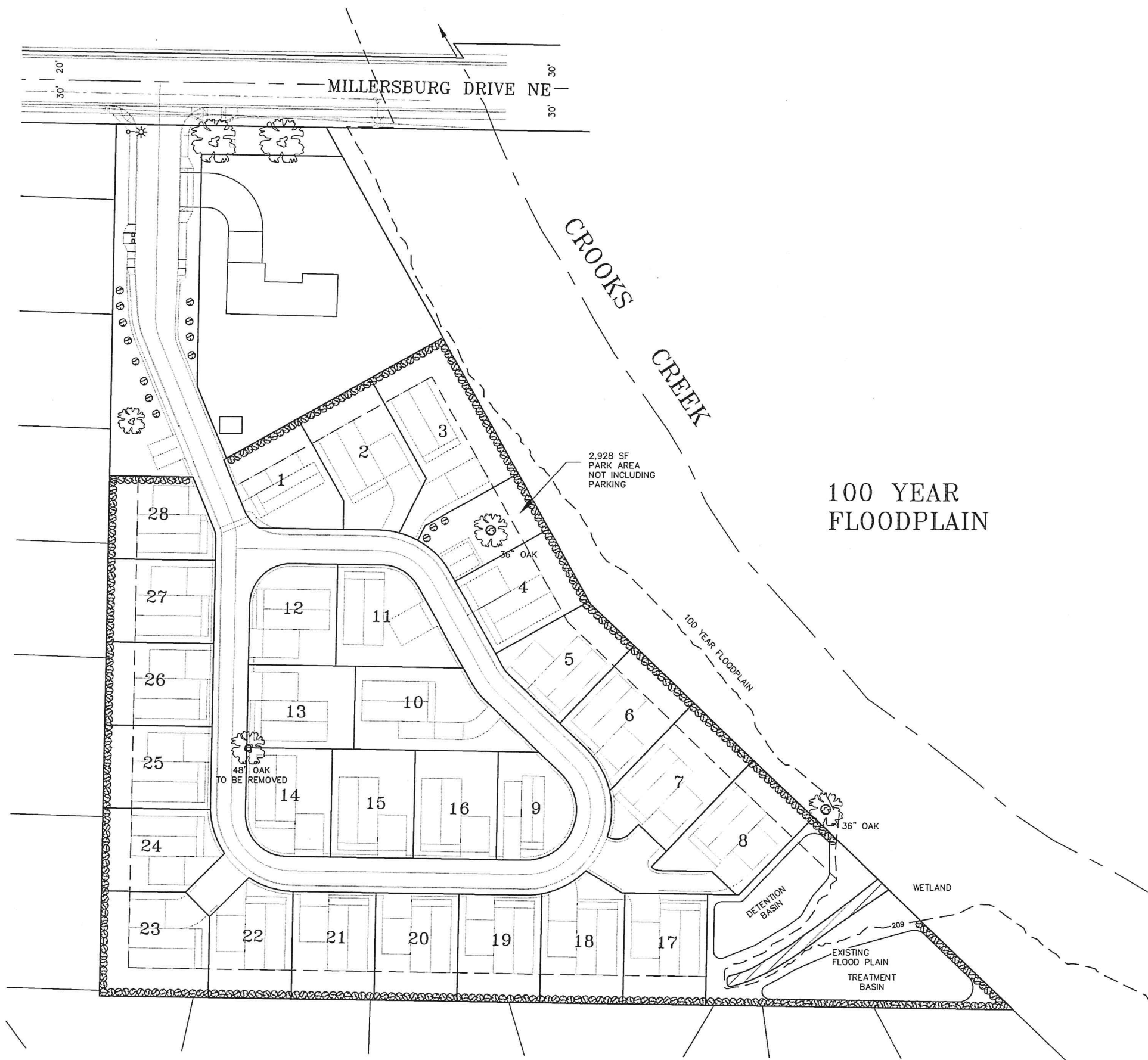
	Evening Star Manufacture Home Park		
	55 & Older		
	PROPOSED SITE		
	Millersburg		
Sec. 17, T.10S., R.37W., W.M. Horiz. 1" = 40' Scale: Vert. NONE	Date: February 5, 2019	Revised:	LINN COUNTY, OREGON
Design: CFB	Boatwright Engineering, Inc. 2613 12th Street SE, SALEM, OREGON 97302 TEL: (503) 363-9225 • FAX: (503)363-1051		Job No. 19/1 Sheet
Drawn: CFB	Chkd: JMB	4 of 9	



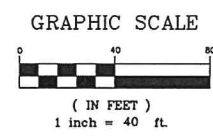
- NOTES**
- ALL DRIVEWAYS SERVING ONE HOUSE ARE 20' WIDE AND ALL DRIVEWAYS SERVING TWO HOUSES ARE 24' WIDE
 - ALL INSIDE ROAD RADIUS ARE 29' AND OUTSIDE RADIUS ARE 55' UNLESS NOTED
 - ALL MH LOCATIONS ARE SIZED FOR A 28'x46' HOME EXCEPT FOR SPACE 1, 9 & 28.
SPACE 1 IS 16'x46'
SPACE 9 IS 16'x46'
SPACE 28 IS 28'x44'
 - SPACES 2,3,7,8,10,15, & 16 MAY BE LONGER THAN 46'.

CONTOURS: NAVD 88 DATUM FROM OREGON DEPARTMENT OF GEOLOGY & MINERAL INDUSTRIES (DOGMI) LIDAR PROGRAM

	Evening Star Manufacture Home Park 55 & Older SPACES Millersburg LINN COUNTY, OREGON		
	Sec. 17, T.10S., R.3W., W.M. Horiz. 1" = 40' Scale: Vert. NONE	Date: February 5, 2019 Revised:	
Design: CFB Drawn: CFB Chkd: JMB	Boatwright Engineering, Inc. 2613 12th Street SE, SALEM, OREGON 97302 TEL: (503) 363-9225 • FAX: (503) 563-1051		3 of 9
EXPIRES 12/31/19			



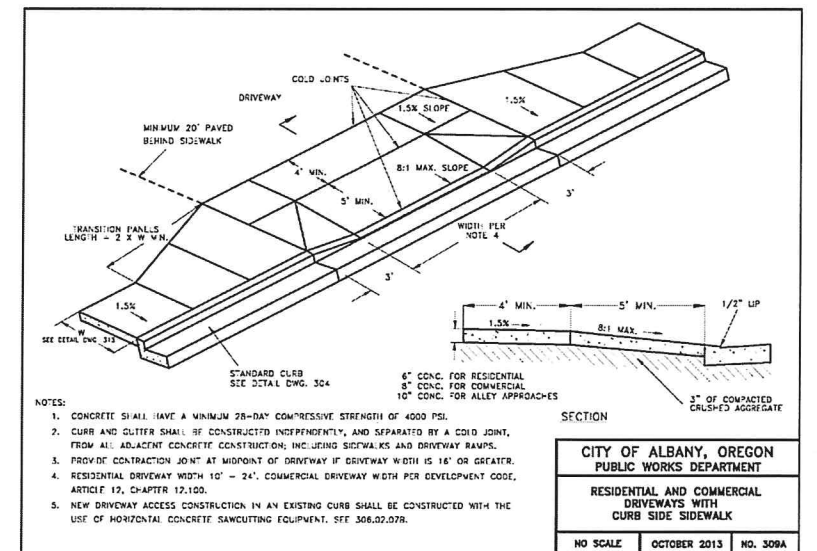
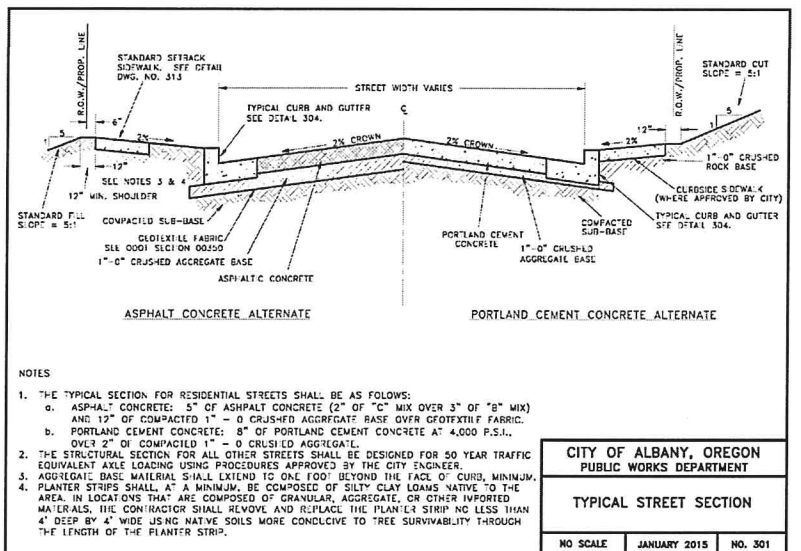
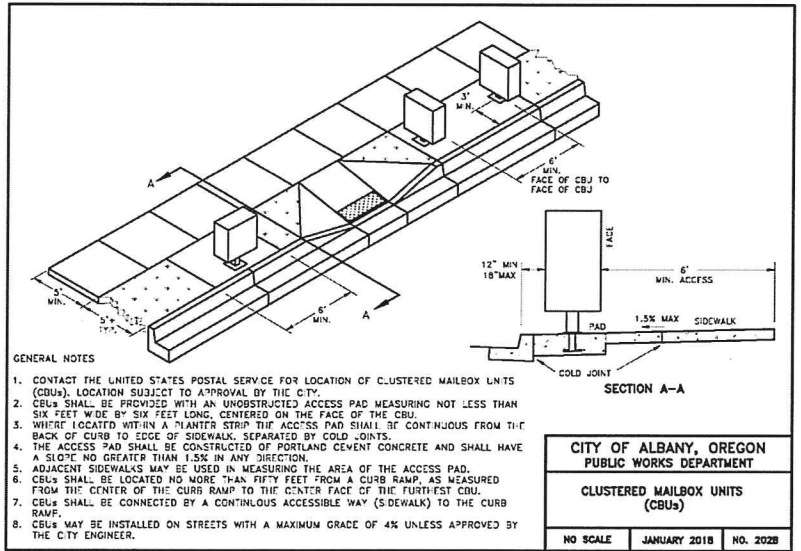
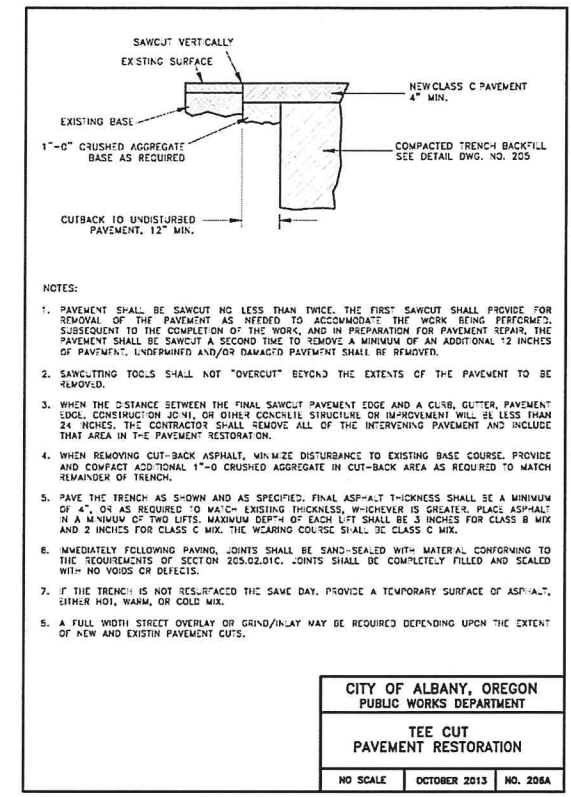
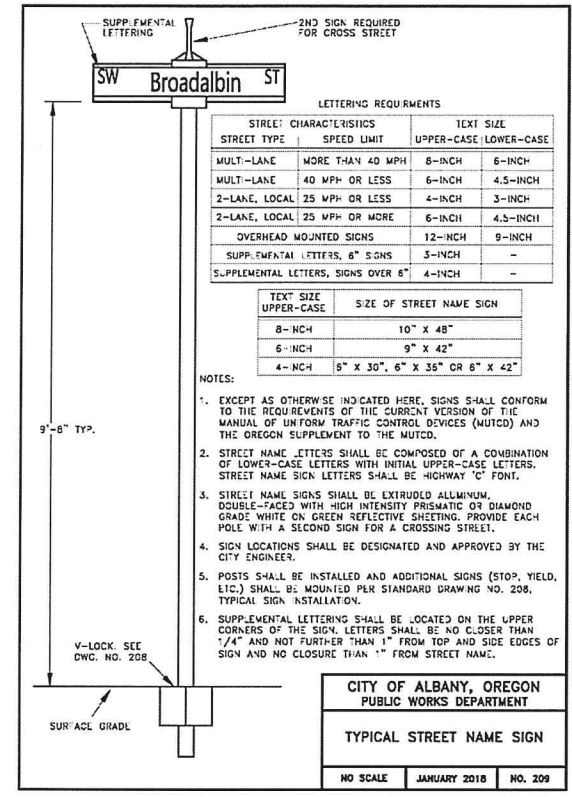
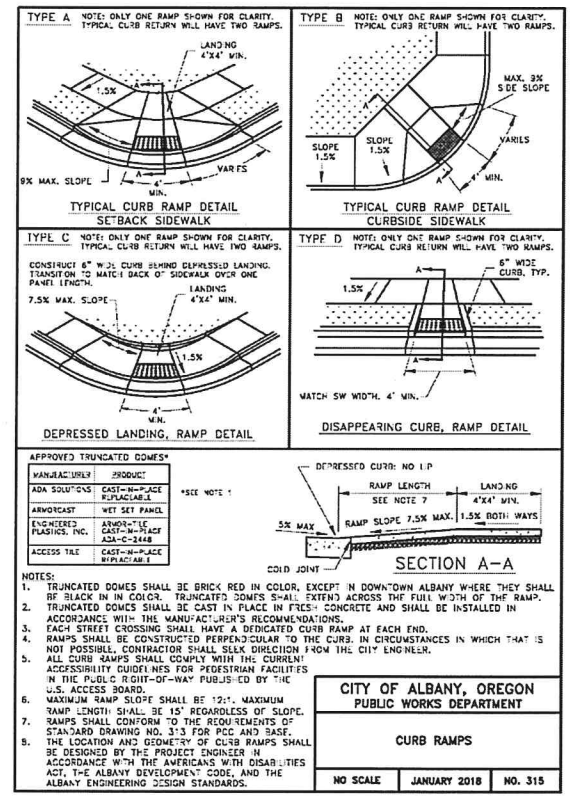
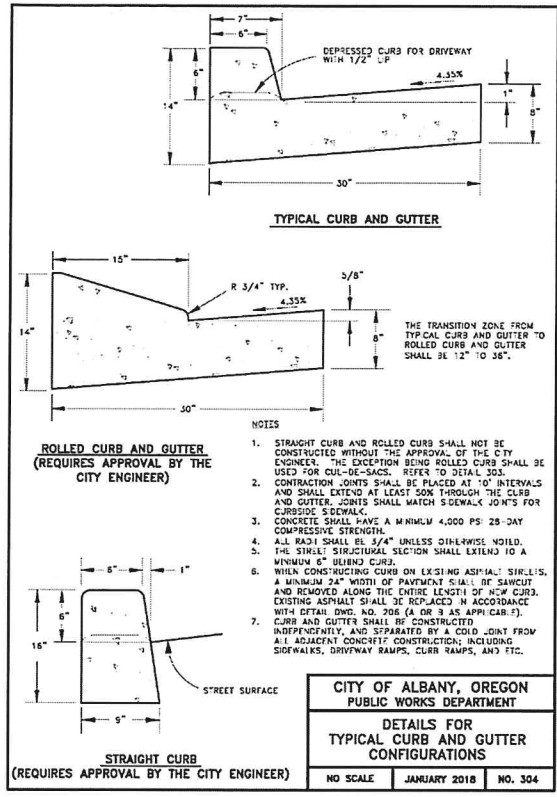
100 YEAR FLOODPLAIN



- 20' SETBACK FROM PROPERTY LINE
- WETLANDS PER ZION NATURAL RESOURCES CONSULTING

CONTOURS: NAVD 88 DATUM FROM OREGON DEPARTMENT OF GEOLOGY & MINERAL INDUSTRIES (DOGMI) LIDAR PROGRAM

	Evening Star Manufacture Home Park 55 & Older PLANTING Millersburg <small>LINN COUNTY, OREGON</small>			
	<small>Sec. 17, T.10S., R.3W., W.M.</small> Horiz. 1" = 40' Scale: Vert. NONE	Date: February 5, 2019 Revised:		Job No. 19/1 Sheet
	Design: CFB Drawn: CFB Chkd: JMB	Boatwright Engineering, Inc. 2613 12th Street SE, SALEM, OREGON 97302 TEL: (503) 363-9225 • FAX: (503) 363-1051		5 of 9
	EXPIRES 12/31/19			



REGISTERED PROFESSIONAL ENGINEER
18,824
Cody Boatwright
OREGON
JULY 28, 1995
BOATWRIGHT

EVENING STAR MANUFACTURED HOME PARK

CONCRETE DETAILS 1
MILLERSBURG
LINN COUNTY, OREGON

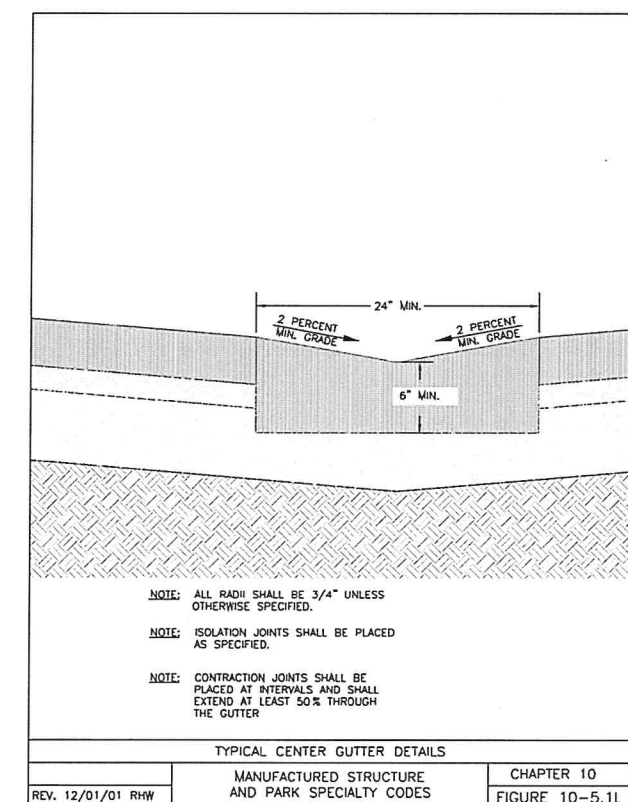
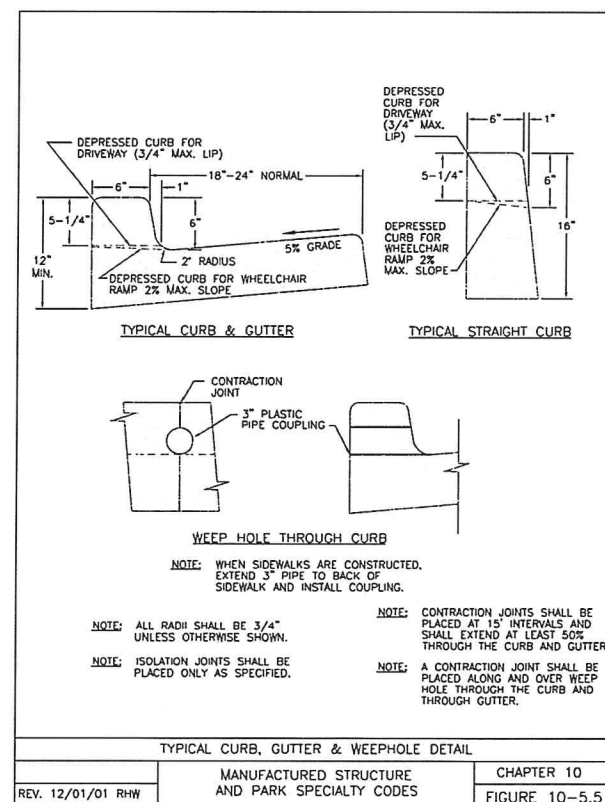
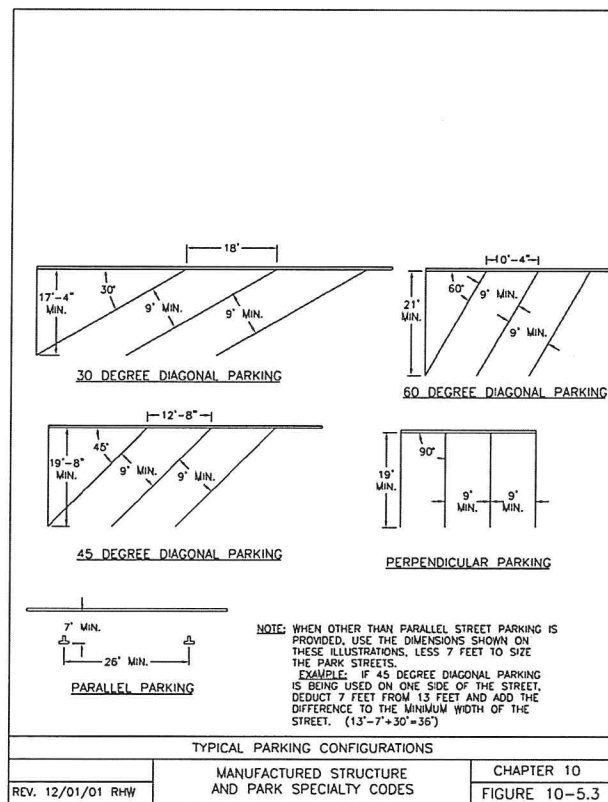
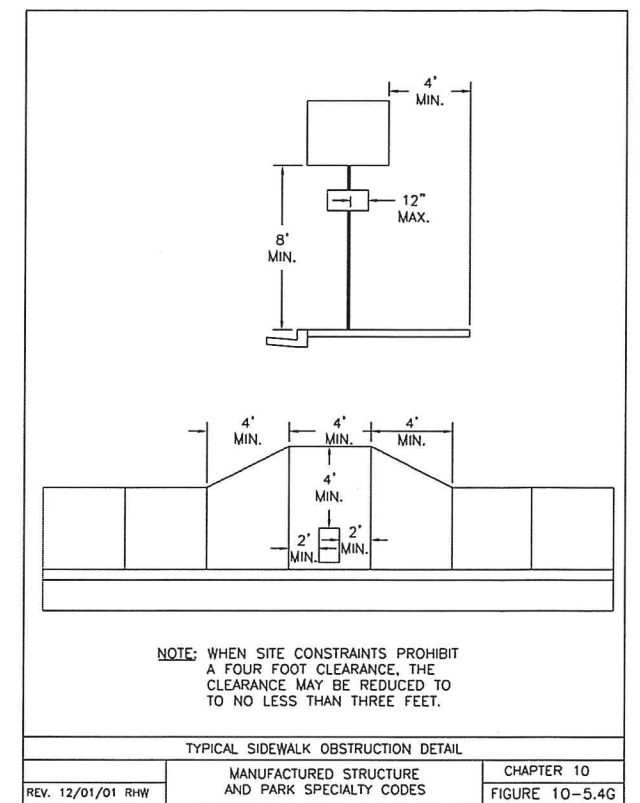
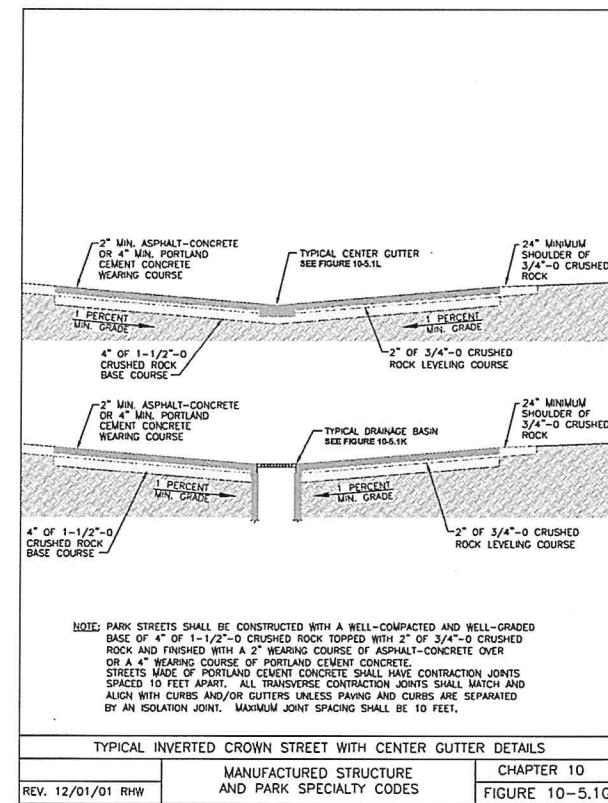
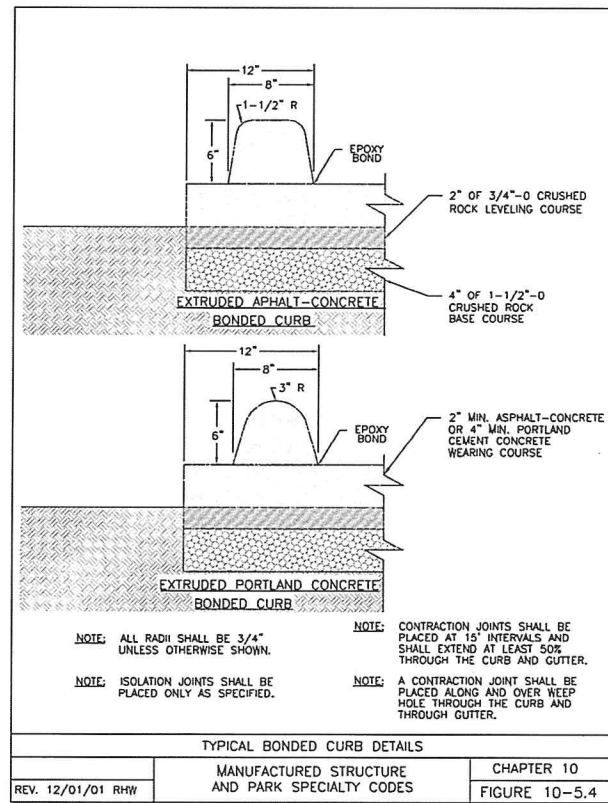
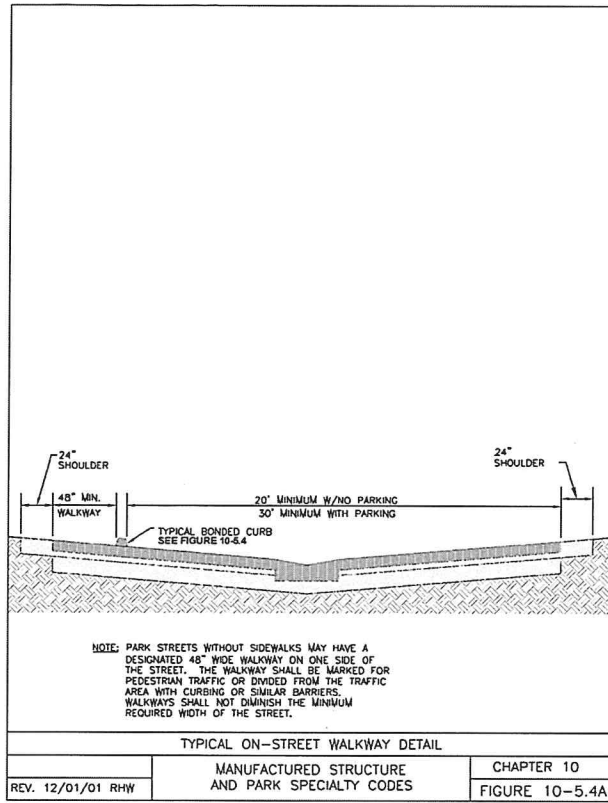
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Scale: Vert. NTS
Date: FEBRUARY, 2019
Revised:

Design: Boatwright Engineering, Inc.
2613 12th Street SE, SALEM, OREGON 97302
TEL: (503) 363-9225 • FAX: (503)363-1051

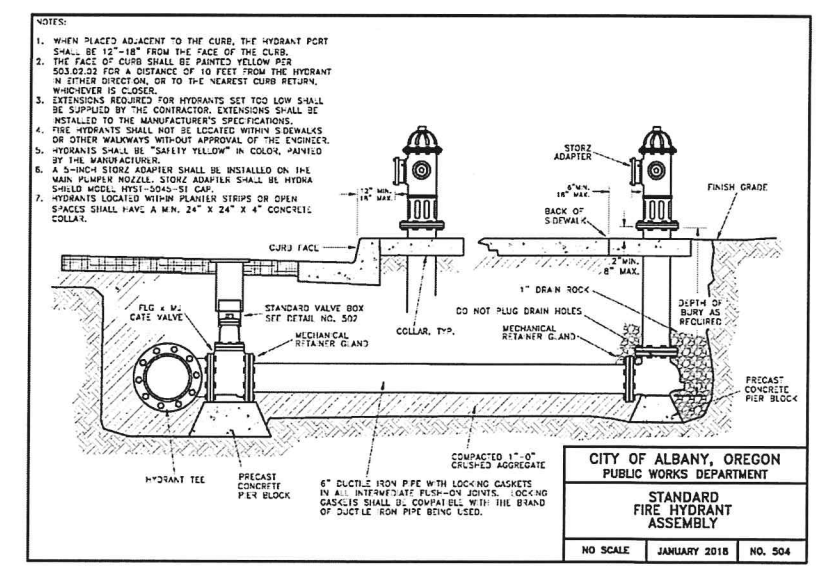
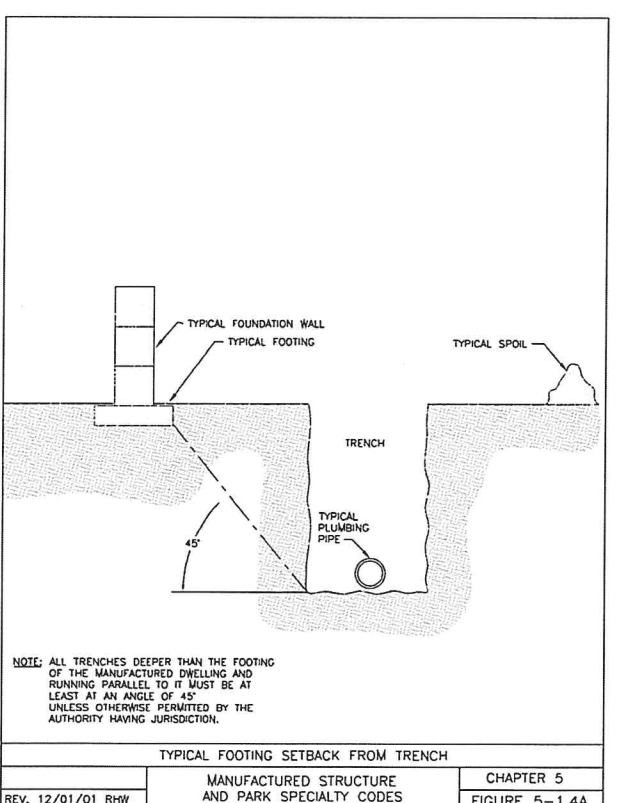
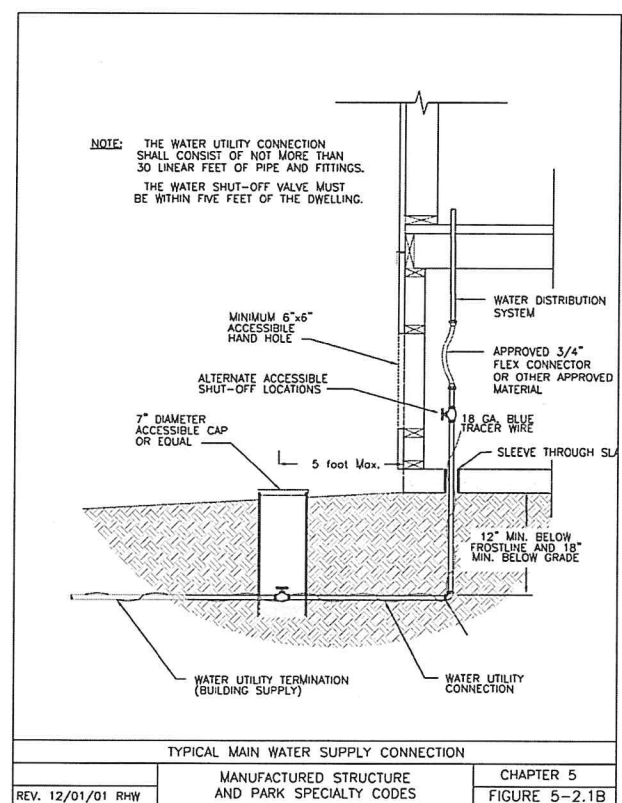
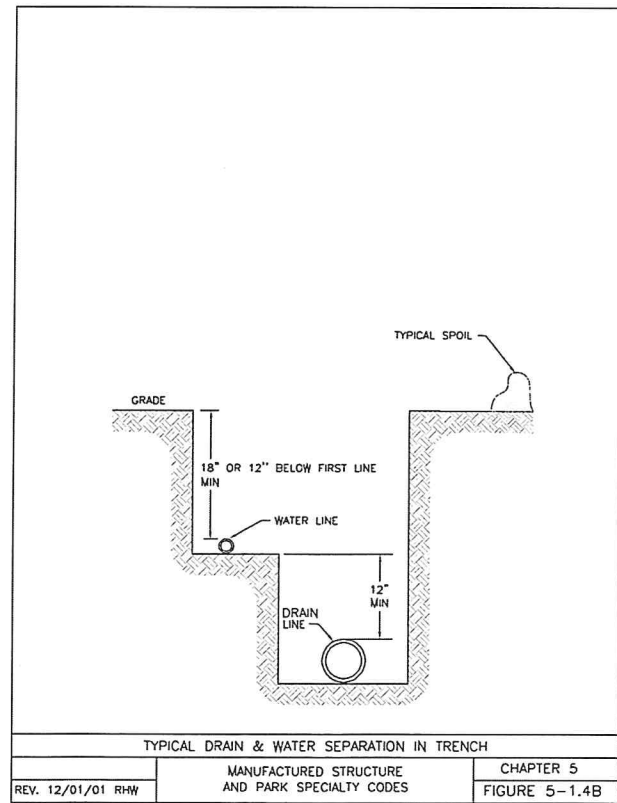
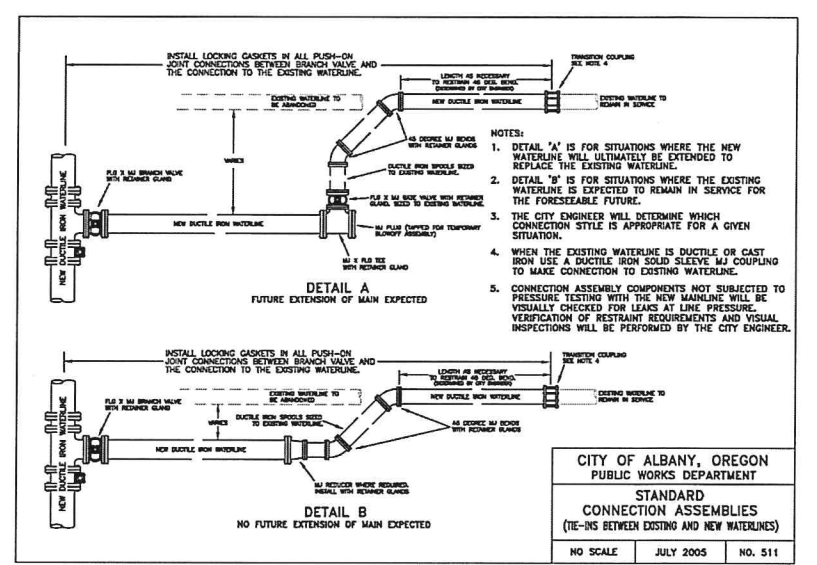
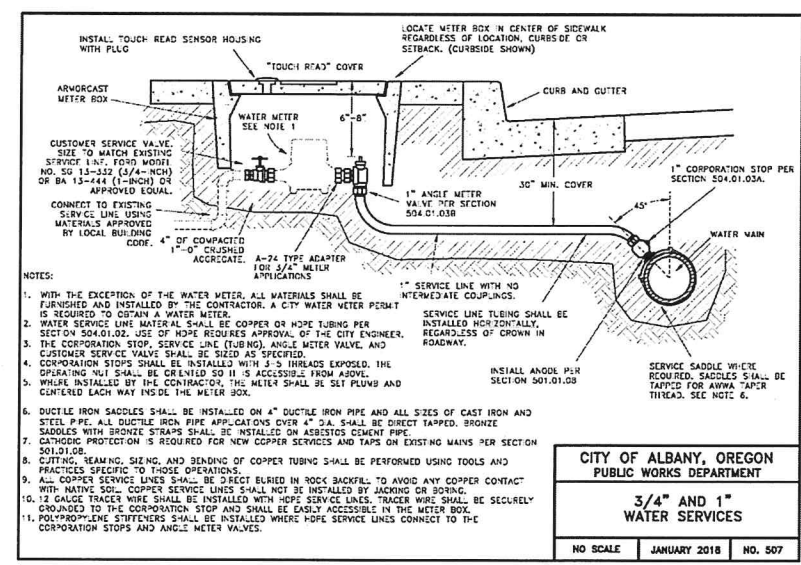
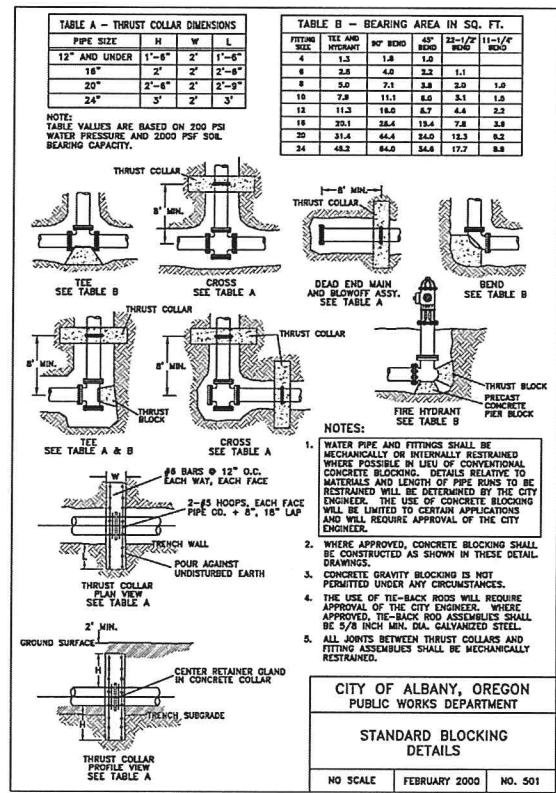
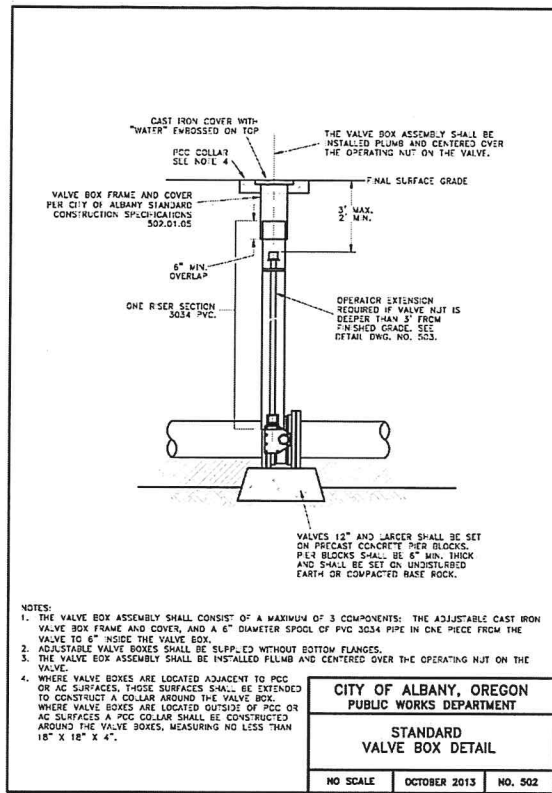
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Sheet
6 of 9

EXPIRES 12/31/19





	EVENING STAR MANUFACTURED HOME PARK		
	CONCRETE DETAILS 2 MILLERSBURG Sec. 17, T.10S., R.3W., W.M. LINN COUNTY, OREGON		
Scale: Vert. NTS Design: Boatwright Engineering, Inc. Drawn: AMC Chkd: CFB	Date: FEBRUARY, 2019 2613 12th Street SE, SALEM, OREGON 97302 TEL: (503) 363-9225 • FAX: (503) 363-1051	Revised: Job No. 19/1 Sheet 7 of 9	



REGISTERED PROFESSIONAL ENGINEER
12,984
Conley Boatwright
CORSETT BOATWRIGHT
JULY 28, 1988
BOATWRIGHT

EVENING STAR MANUFACTURED HOME PARK

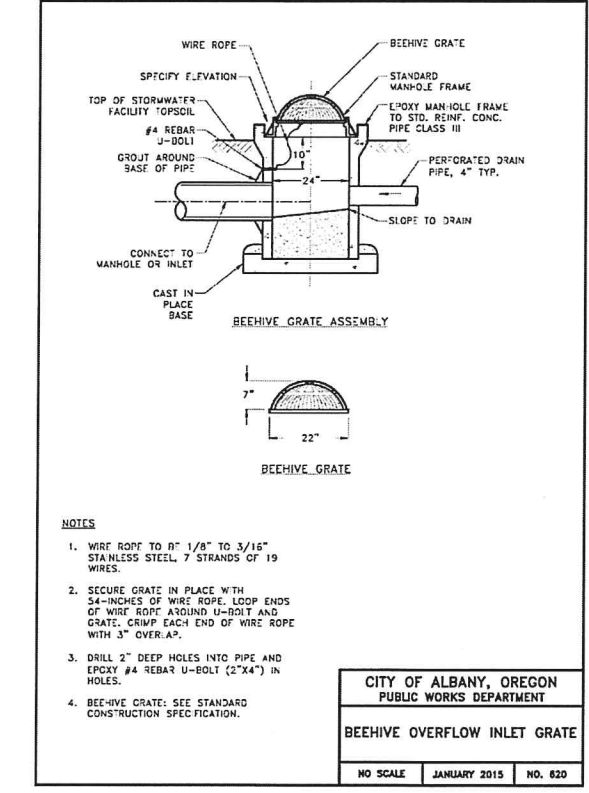
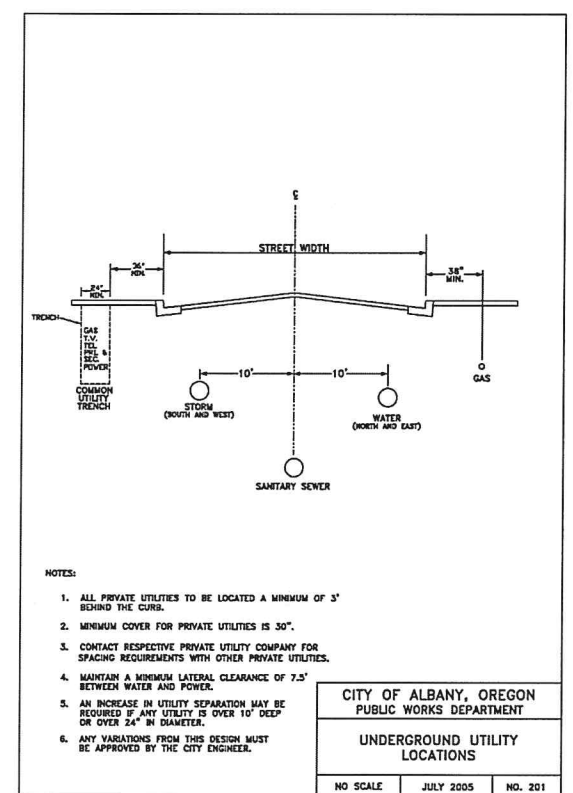
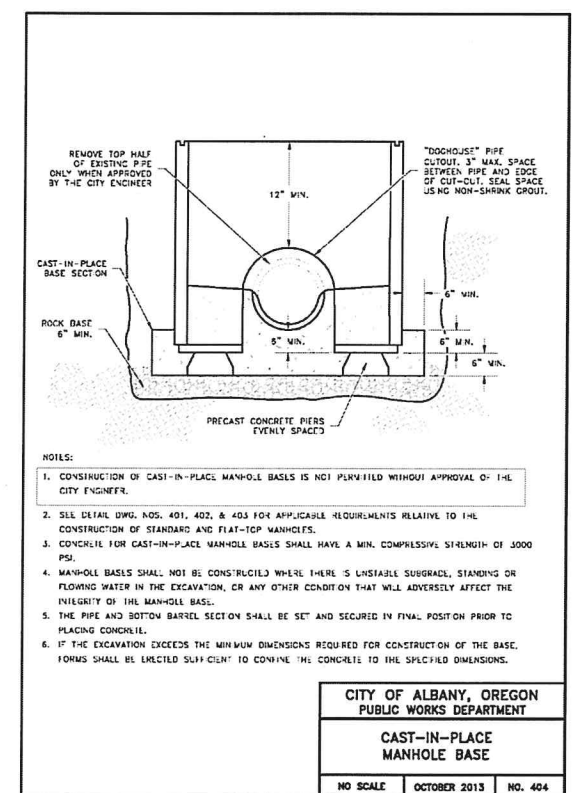
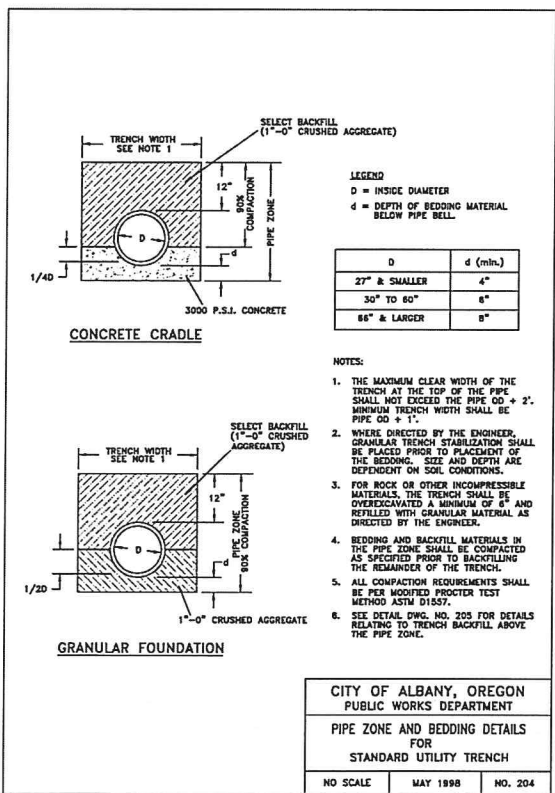
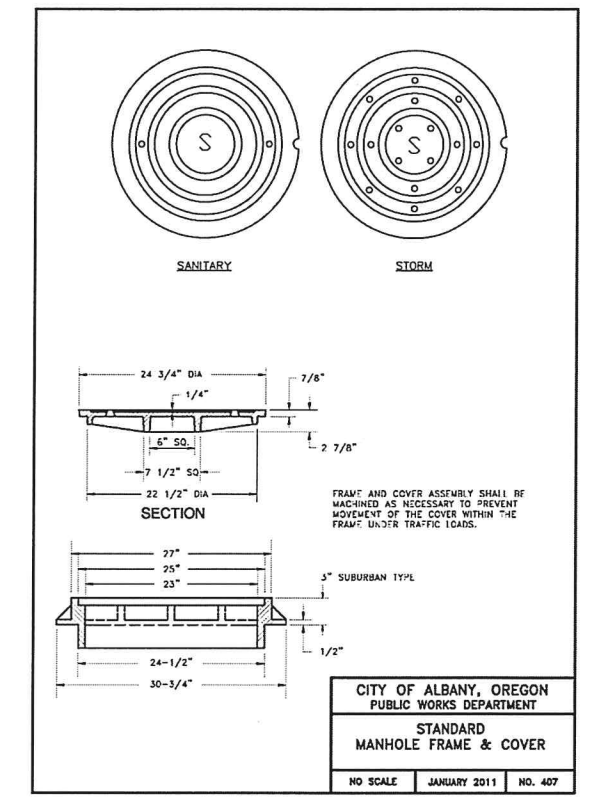
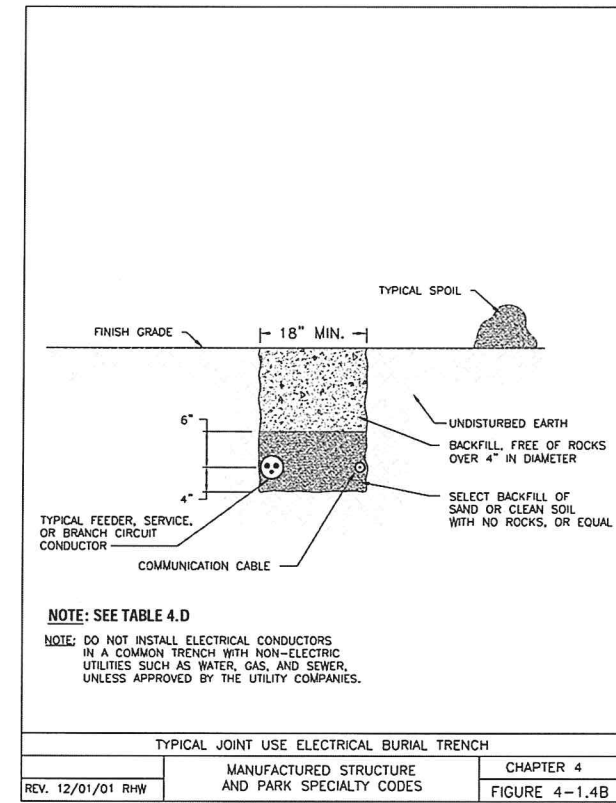
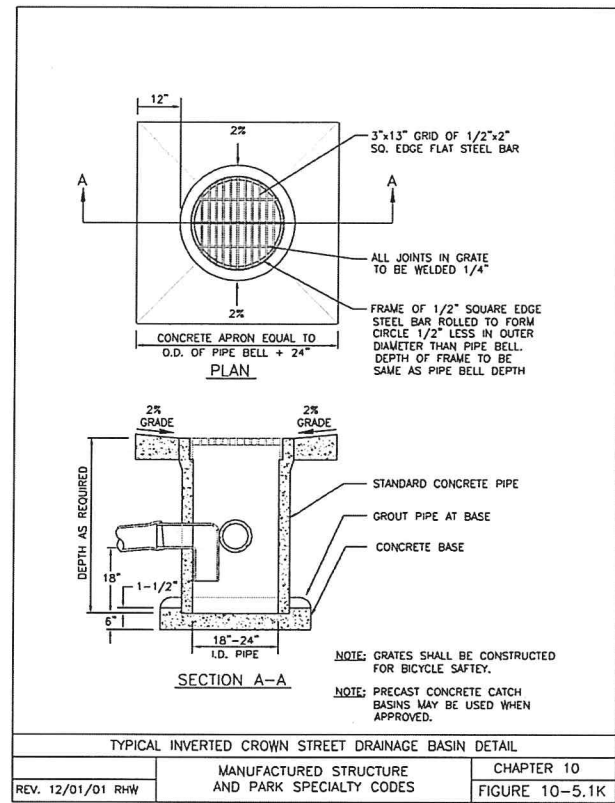
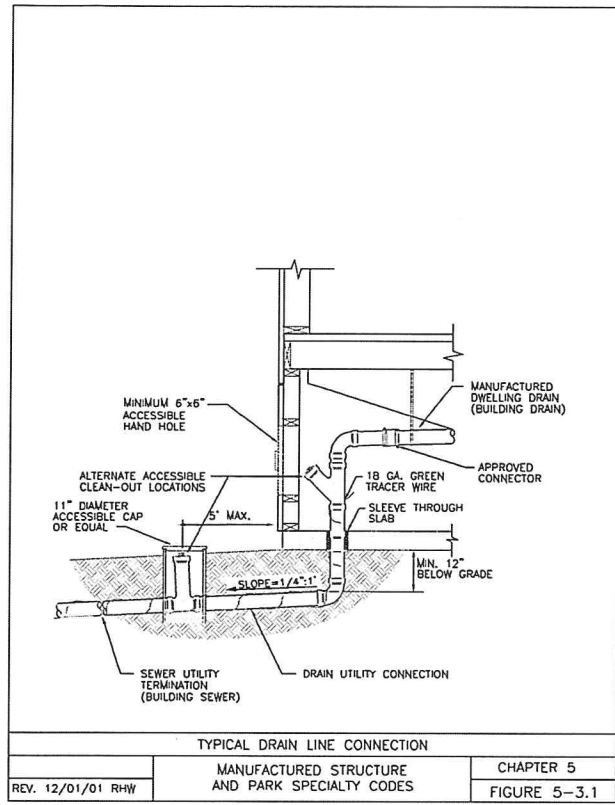
WATER DETAILS
MILLERSBURG
LINN COUNTY, OREGON

Sec. 17, T.10S, R.3W, W.4E
Scale: Vert. NTS
Date: FEBRUARY, 2019
Revised:

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Job No. 19/1
Sheet
8 of 9

EXPIRES 12/31/19



FIRST 100' ± THIS STANDARD DETAIL

REGISTERED PROFESSIONAL ENGINEER
12,984
Cory Boatwright
CORP
BOATWRIGHT

EXPIRES 12/31/19

EVENING STAR MANUFACTURED HOME PARK

STORM & SANITARY DETAILS

MILLERSBURG

Sec. 17, T.10S., R.3W., W.4E. LINN COUNTY, OREGON

Scale: Vert. NTS | Date: FEBRUARY, 2019 | Revised:

Design: Boatwright Engineering, Inc. | Job No. 19/1

Drawn: AMC | 2613 12th Street SE, SALEM, OREGON 97302 | Sheet

Chkd: CFB | TEL: (503) 363-9225 • FAX: (503) 363-1051 | 9 of 9

Boatwright Engineering, Inc.

civil engineering ♦ water rights ♦ land surveying

2613 12th Street SE, Salem, Oregon 97302

Phone (503) 363-9225

Fax (503) 363-1051

e-mail: corbey@boatwrightengr.com

MEMO

To: Norm Bickell
From: Corbey Boatwright
Date: February 7, 2019
Re: Bill Eddings – Evening Star Manufactured Home Park

Proposed Units:	28
Additional Parking Spaces:	4, as required
Street Parking:	None proposed
Fencing:	None proposed
Trash Collection:	Individual receptacles at each unit per ORD 6.165 (12)(b)(5)
Public Utility Easement:	Private utilities common trench in access road area
Existing Trees:	4' Oak tree to be removed, 3' Oak to remain in park area
Park Recreation Area:	2,500 SF required; 2,828 SF provided
Entrance Roadway:	30' crowned section off of Millersburg Drive for the first 100' with curb and sidewalk both sides.
Remaining Roadway:	20' inverted crown with 4' AC sidewalk and extruded curb on one side of section road. <i>Deputy Fire Marshal states an inside 30' radius and 50' outside radius on access road. Oregon Manufactured Dwelling and Park Specialty Code (OMDPSC) states an inside minimum radius of 29' and an outside minimum radius of 55'. Plans show 29' inside & 55' outside radii. These can be modified to 30' & 55', if needed. (Oregon Fire Code 503 Appendix D shows a radius of 28' on a 20' fire lane.)</i>
Perimeter Screening:	As shown, species to be determined. No perimeter shrubs in floodplain or wetland area.
Landscaping:	78,873 SF open space in home area 40 Trees, required 395 Shrubs/Accent Plants, required Trees and Shrubs will be dispersed to each lot and along the entrance road and park If 16,495 SF open space in wetland /detention area is included: 48 Trees, required 477 Shrubs/Accent Plants, required Trees and Shrubs will be dispersed to each lot and along the entrance road. Trees and shrubs can only be planted at the north and east angle points of the wetland area.

MEMORANDUM

DATE: February 8, 2019

TO: William Eddings

FROM: Lacy Brown, Ph.D., P.E. | DKS Associates
Jenna Hills, E.I.T. | DKS Associates

SUBJECT: Millersburg Mobile Home Development Traffic Study

This memorandum documents a preliminary traffic assessment related to the impacts of a proposed senior living mobile home park in Millersburg, Oregon. Table 1 provides more details regarding the study area and characteristics of the proposed project.

Table 1: Study Area and Proposed Project Characteristics

Study Area	
Number of Study Intersections	Two
Analysis Period(s)	Weekday AM peak hour (peak hour between 7:00-9:00 AM) Weekday PM peak hour (peak hour between 4:00-6:00 PM)
Proposed Development	
Size and Land Use	4.4-acre property, mobile home park with 28 units
Project Trips	298 daily trips 25 (5 in, 20 out) AM peak hour trips 19 (12 in, 7 out) PM peak hour trips
Vehicle Access Points	One existing access point on Millersburg Drive NE
Other Transportation Facilities	
Pedestrian Facilities	Existing sidewalks on both sides of Millersburg Drive NE
Bicycle Facilities	Existing bicycle lanes on both sides of Millersburg Drive NE
Transit Facilities	No existing transit facilities within the study area

The following sections summarize the existing conditions of the study area as well as the proposed site plan's impact to the surrounding transportation network.

EXISTING CONDITIONS

This section details the existing study area conditions including the proposed site development, existing bicycle and pedestrian facilities, existing transit facilities, roadway network, future planned projects, and existing traffic volumes and operations. Supporting details are provided in the appendix.

STUDY AREA

The proposed development includes a 28-unit mobile home park south of Millersburg Drive NE, shown in Figure 1. There will be one driveway access to Millersburg Drive NE from the site.

ROADWAY NETWORK

The roadways within the study area are City of Millersburg local roads. The transportation characteristics of the roadways within the study area are shown in Table 2. The table includes the functional classification, the number of travel lanes, posted speed, and the facilities for bicyclists and pedestrians.

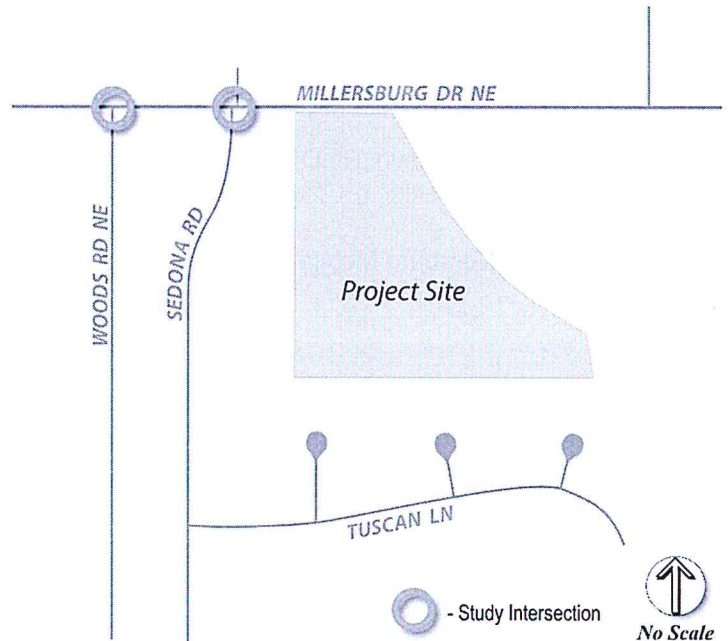


Figure 1: Study Area

Table 2: Existing Study Area Roadway Characteristics

Roadway	Functional Classification	Lanes	Posted Speed	Sidewalk	Bike Lanes
Millersburg Drive NE	Arterial	2	40	Yes	Yes
Sedona Road	Collector	2	25	Yes	No
Woods Road	Residential/Local	2	25	Yes	Yes

The functional classification specifies the purpose of the facility and is a determining factor of applicable cross-section, access spacing, and intersection performance standards.

EXISTING TRAFFIC VOLUMES

An analysis of the 2019 existing intersection operations was performed for the study intersections to ensure the transportation network meets City of Millersburg mobility targets. Intersections are the focus of the analysis because they are the controlling bottlenecks of traffic flow and the ability of a roadway system to carry traffic efficiently is nearly always diminished in their vicinity.

Intersection operations were analyzed for the AM and PM peak hours. Turning movement counts were collected on January 29, 2019 from 7 – 9 AM and 4 - 6 PM at each of the following study intersections.¹²

- Millersburg Drive NE/Woods Road
- Millersburg Drive NE/Sedona Road

Figure 2 shows the peak hour turn movement volumes, intersection traffic control, and lane configurations at the study intersections.

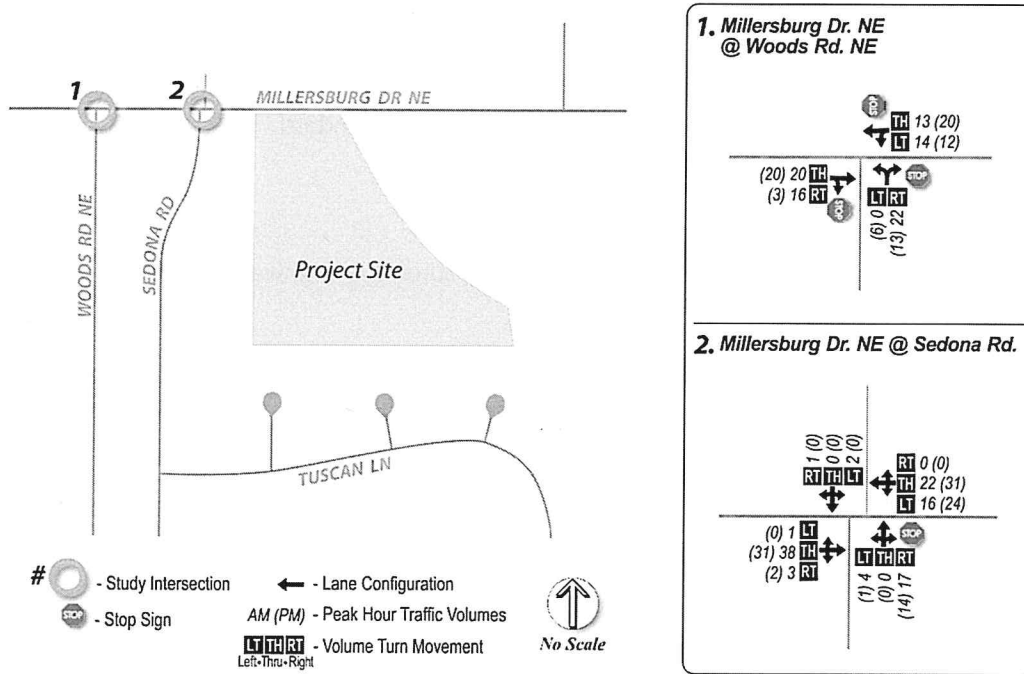


Figure 2: Existing Traffic Volumes

INTERSECTION PERFORMANCE MEASURES

Level of service (LOS) ratings and volume-to-capacity (v/c) ratios are two commonly used performance measures that provide a good representation of intersection operations. In addition, they are often incorporated into agency mobility standards.

- **Level of service (LOS):** A “report card” rating (A through F) based on the average delay experienced by vehicles at the intersection. LOS A, B, and C indicate conditions where traffic moves without significant delays over periods of peak hour travel demand. LOS D and

¹ Study intersections based on discussions with Janelle Booth, City of Millersburg. January 21, 2019.

² At the time of the traffic counts, road construction resulted in a lane closure on Millersburg Drive NE east of the project site. However, there are no convenient alternate routes to/from the study intersections and the lane closure likely had little effect on traffic patterns. This was confirmed through a comparison to 2015 traffic volumes included in the Millersburg TSP, which showed similar traffic patterns and significantly lower volumes than those collected for this traffic study.

E are progressively worse operating conditions. LOS F represents conditions where average vehicle delay has become excessive and demand has exceeded capacity. This condition is typically evident in long queues and delays.

- **Volume-to-capacity (v/c) ratio:** A decimal representation (typically between 0.00 and 1.00) of the proportion of capacity that is being used at a turn movement, approach leg, or intersection. It is determined by dividing the peak hour traffic volume by the hourly capacity of a given intersection or movement. A lower ratio indicates smooth operations and minimal delays. As the ratio approaches 0.95, congestion increases, and performance is reduced. If the ratio is greater than 1.00, the turn movement, approach leg, or intersection is oversaturated and usually results in excessive queues and long delays.

The City of Millersburg has adopted level-of-service standards³ for signalized and unsignalized intersections. For unsignalized intersections, LOS D or better is standard.

EXISTING TRAFFIC OPERATIONS

Existing study intersection operations were evaluated based on the Highway Capacity Manual 2010 for unsignalized intersections.⁴

Table 3 on the following page lists the study intersection’s existing volume to capacity (v/c) ratio, delay, and LOS. As shown, all intersections currently meet operating standards and mobility targets.

Table 3: 2019 Existing Peak Hour Study Intersection Operations

Intersection	Traffic Control	Mobility Targets/ Operating Standard	AM Peak			PM Peak		
			v/c	Delay	LOS	v/c	Delay	LOS
Millersburg Dr/ Woods Road	All-way stop	LOS D	0.05	7.1	A/A	0.05	7.3	A/A
Millersburg Dr/ Sedona Road	Two-way stop	LOS D	0.03	8.8	A/A	0.02	8.6	A/A

Two-Way Stop Controlled intersections:

- v/c = Volume-to-Capacity Ratio of Worst Movement
- Delay = Critical Movement Approach Delay (sec)
- LOS = Level of Service of Major Street/Minor Street

³ Page 13, Millersburg Transportation System Plan, Volume 1, December 2016.

⁴ Highway Capacity Manual, Transportation Research Board, Washington D.C., 2000 and 2010.

PROJECT IMPACTS

This section presents the anticipated number of trips generated by the proposed development, the distribution of trips within the study area, the future traffic volumes and operating conditions, the recommended mitigations, and a review of the preliminary site plan. Supporting information can be found in the appendix.

The proposed development involves the construction of a 28-unit mobile home park located off Millersburg Drive NE in Millersburg, Oregon. The development will be accessed through one existing driveway.

TRIP GENERATION

Trip generation is the method used to estimate the number of vehicles a development adds to site driveways and the adjacent roadway network during a specified period (i.e., such as the PM peak hour). Trip generation estimates are performed using trip rates surveyed at similar land uses, as provided by the Institute of Transportation Engineers (ITE).⁵

The proposed development is estimated to generate 298 daily trips including 25 (5 in, 20 out) AM peak hour trips and 19 (12 in, 7 out) PM peak hour trips. Table 4 lists the AM and PM peak hour vehicle trip generation estimates, which were used for intersection operations.

Table 4: Trip Generation Summary

Land Use (ITE Code)	Trip Generation Rate ^a (trips per unit)		Units	AM Peak Hour			PM Peak Hour			Daily Trips
	AM Peak	PM Peak		In	Out	Total	In	Out	Total	
Mobile Home Park (240)	0.89	0.68	28	5	20	25	12	7	19	298

^a Trip generation rate is back calculated from ITE rate equation.

It should be noted that the 28-unit mobile home park is intended for residents aged 55 or older, with a higher percentage of retired and non-working adults than a traditional mobile home park. As such, the actual number of trips generated by the development during peak hours will likely be lower than the estimates shown in Table 4.

TRIP DISTRIBUTION

Trip distribution provides an estimation of where project-related trips would be coming from and going to. It is given as percentages at key gateways to the study area and is used to route project trips through the study intersections. The trip distribution, estimated using the existing traffic counts, is shown in Figure 3 on the following page.

⁵ *Trip Generation Manual, 10th Edition*, Institute of Transportation Engineers, 2017.

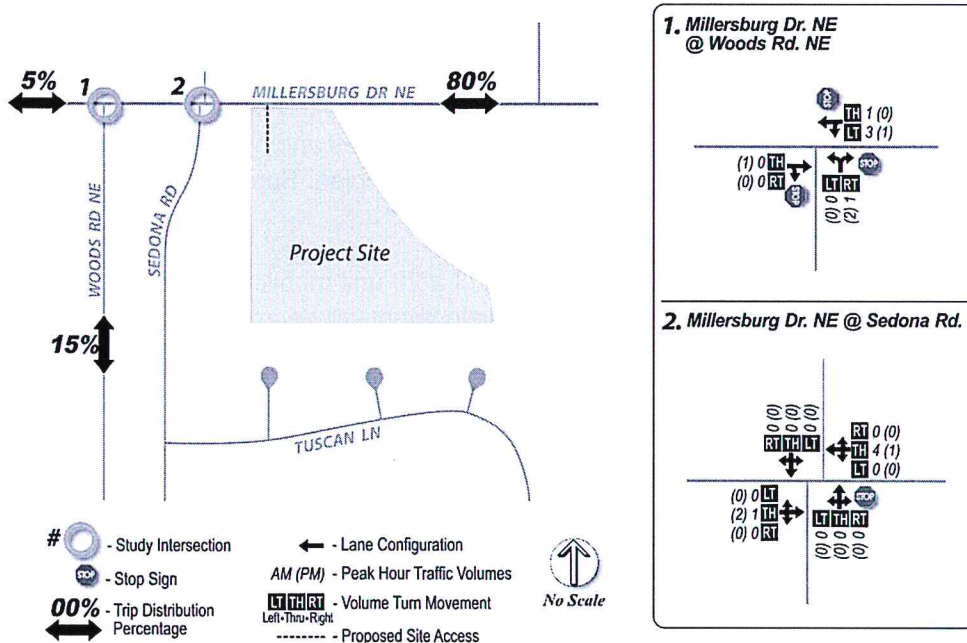


Figure 3: Project Trips and Trip Distribution

FUTURE TRAFFIC VOLUMES

Future traffic volumes were estimated and used to analyze future intersection operations under the build scenario. The future traffic volumes include two types of traffic: existing traffic and project generated trips. Figure 4 on the following page shows the expected future volumes for project build conditions.

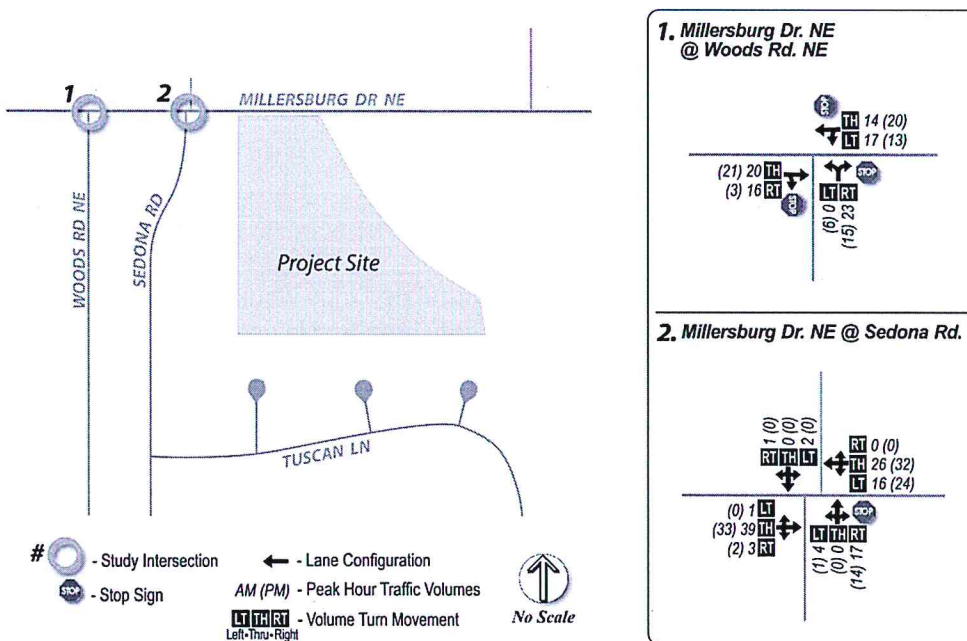


Figure 4: Existing + Build Traffic Volumes

FUTURE TRAFFIC OPERATIONS

Intersection operations analysis was performed for the future build scenario. The traffic conditions at the study intersections were determined based on the *2010 Highway Capacity Manual* methodology for unsignalized intersections. The estimated level of service (LOS) and volume to capacity ratio (v/c) of each study intersection for the two scenarios are shown in Table 5 below. As shown in Table 5, both study intersections meet operating standards.

Table 5: Existing + Project Intersection Operations

Intersection	Traffic Control	Mobility Targets/ Operating Standard	AM Peak			PM Peak		
			v/c	Delay	LOS	v/c	Delay	LOS
Millersburg Dr/ Woods Road	All-way stop	LOS D	0.05	7.1	A/A	0.05	7.3	A/A
Millersburg Dr/ Sedona Road	Two-way stop	LOS D	0.03	8.8	A/A	0.02	8.7	A/A

Two-Way Stop Controlled intersections:

- v/c = Volume-to-Capacity Ratio of Worst Movement
- Delay = Critical Movement Approach Delay (sec)
- LOS = Level of Service of Major Street/Minor Street

SITE PLAN REVIEW

A site plan provided by the project sponsor can be found in the appendix.

Site Access

There is one existing access to the site off Millersburg Drive NE. The site plan proposes that the existing driveway be closed, and a proposed new driveway would be located just 50 feet to the west of the existing driveway. The new driveway would provide full access to Millersburg Drive NE.

Access Spacing

- City Design Guidelines:
 - Minimum spacing between driveways on an arterial (Millersburg Drive NE) is 300 feet for a posted speed of 40 mph.
 - Minimum spacing between intersections on an arterial (Millersburg Drive NE) is 600 feet for a posted speed of 40 mph.
- City Land Use Development Code⁶ states: "Access to property at less than the designated spacing standards shall be allowed only if that property does not have any other reasonable

⁶ Section 5.122 (5)(g), City of Millersburg Development Code, Amended April 10, 2012.

access and designated spacing cannot be accomplished. Where possible, joint access should be considered.”

- History of Development:
 - In June 2008, the property owner was granted access to Millersburg Drive NE as part of a parcel partition approval, with the condition that the existing residential driveway would need to be vacated once the new access roadway is available to Parcel 1. See the Partition Request from June 2008.
 - Sedona Road was constructed around 2010, two years after the partition and access approval to the subject property. The subdivision served by Sedona Road was constructed over the next roughly seven years (completed in 2017).⁷
 - The spacing between Sedona Road and the proposed access is approximately 165 feet which does not meet the City’s access spacing guidelines.
 - Recommendation: Although the proposed access location does not meet City access spacing standards, the relatively low volume of traffic accessing the site is not expected to create any operational or safety issues at the site access or nearby intersections. The only other possible (though infeasible) location for an access to this parcel would be at the eastern edge of the property; However, this location would create left-turn conflicts with existing accesses on the north side of Millersburg Drive NE and would provide even less spacing between driveways. It is recommended that access to this property be provided as shown on the site plan.

Driveway Sight Distance

Based on preliminary observations, there are no existing sight distance concerns at the existing driveway or study intersections. However, prior to occupancy, sight distance at any existing any proposed access points will need to be verified, documented, and stamped by a registered professional Civil or Traffic Engineer licensed in the State of Oregon.

Site Circulation

The site plan shows an internal street, which loops through the site and connects to the access driveway. According to the Oregon Manufactured Dwelling and Park Specialty Code⁸, two-way streets within Mobile Home Parks that do not allow parking on either side must have a minimum pavement width of 20 feet. The internal street shows 20-foot width and is sufficient for two-way motor vehicle circulation.

Although this site is located in the City of Millersburg, the purpose statement⁹ of the Manufactured Dwelling and Park code states that no jurisdiction may require a development to exceed this code except where specifically permitted within the code.

⁷ Dates estimated from Google Earth historical aerial imagery.

⁸ Table 10-C, Oregon Manufactured Dwelling and Park Specialty Code, 2002.

⁹ Section 1-1.2, Oregon Manufactured Dwelling and Park Specialty Code, 2002.

Parking

The site plan shows a total of four visitor parking stalls on-site. Two stalls are located approximately 250 feet south of the site access and the other two stalls are located at the small community park, which is near the northeast corner of the site. There is no on-street parking and each mobile home unit has space for two vehicles under their carport.

Oregon Manufactured Dwelling and Park Specialty Code¹⁰ requires that two parking spaces be provided per dwelling unit. Additionally, one guest parking space shall be provided for every eight dwelling units. The parking facilities shown on the proposed site plan meet both of these requirements.

Bicycle and Pedestrian Facilities

The site plan shows new sidewalk facilities on all internal streets and a pedestrian crosswalk on the northwest corner of the internal street loop. This is sufficient to meet pedestrian needs on-site and adheres to Oregon Manufactured Dwelling and Park Specialty Code¹¹.

PROJECT SUMMARY

The proposed senior living mobile home development is anticipated to result in the following impacts:

Trip Generation and Intersection Operations

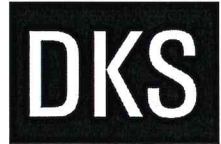
- The proposed development will include a 28-unit mobile home park.
- The future development is estimated to generate 298 daily trips including 25 (5 in, 20 out) AM peak hour trips and 19 (12 in, 7 out) PM peak hour trips.
- Both study intersections meet the City of Millersburg mobility targets with the addition of site generated trips.

Site Plan Evaluation

- The proposed access location does not meet City access spacing standards. However, the volume of traffic generated by this development is not expected to create any safety or operational concerns on the surrounding roadway network. City code guarantees that every parcel is permitted one access point, regardless of access spacing and the proposed access location is the best option for access to this parcel. It is recommended that access to this site be provided as shown on the site plan.
- The proposed site plan includes adequate space for two-way traffic on the internal street. Adequate pedestrian facilities and connections are included in the site plan.
- The site plan shows a total of 4 visitor parking stalls and two parking spaces per dwelling unit, which meets the minimum parking requirements.

¹⁰ Section 10-5.3, Oregon Manufactured Dwelling and Park Specialty Code, 2002.

¹¹ Section 10-5.4, Oregon Manufactured Dwelling and Park Specialty Code, 2002.



Appendix A – Site Plan

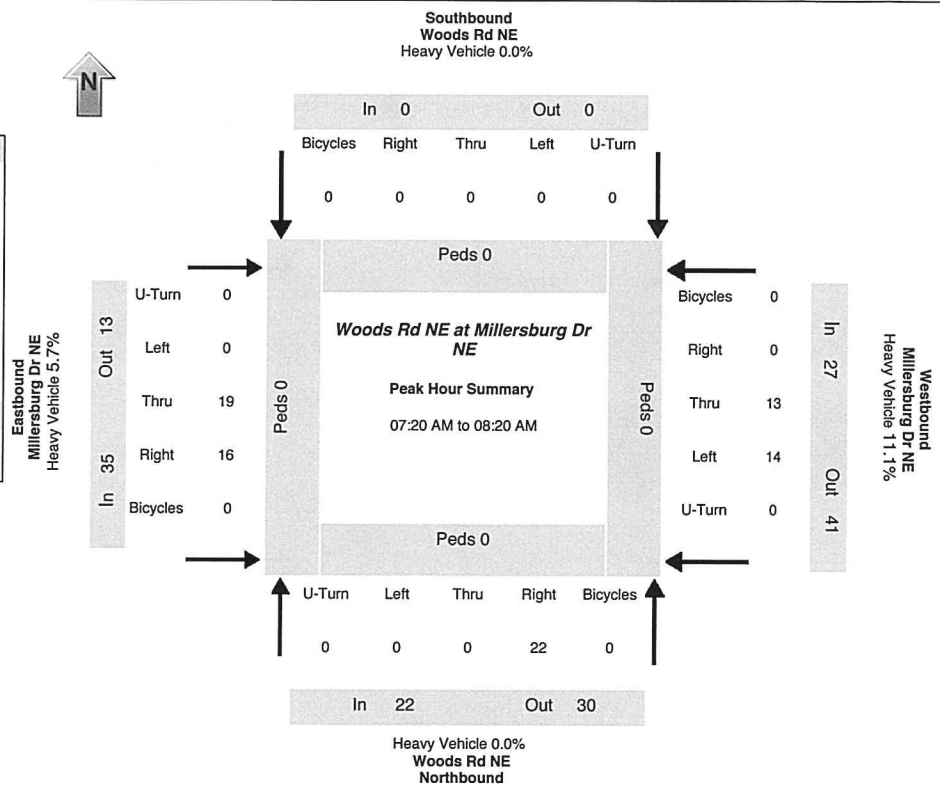


Appendix B – Existing Peak Hour Traffic Counts



KEY DATA NETWORK

Data Provided by K-D-N.com 503-594-4224	
N/S street	Woods Rd NE
E/W street	Millersburg Dr NE
City, State	Millersburg OR
Site Notes	
Location	44.69831 - -123.076197
Start Date	Tuesday, January 29, 2019
Start Time	07:00:00 AM
Weather	
Study ID #	
Peak Hour Start	07:20:00 AM
Peak 15 Min Start	08:05:00 AM
PHF (15-Min Int)	0.75

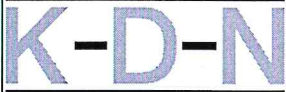


Peak-Hour Volumes (PHV)																							
Northbound				Southbound				Eastbound				Westbound				Entering		Leaving					
Left	Thru	Right	Uturn	Left	Thru	Right	Uturn	Left	Thru	Right	Uturn	Left	Thru	Right	Uturn	NB	SB	EB	WB	NB	SB	EB	WB
0	0	22	0	0	0	0	0	0	19	16	0	14	13	0	0	22	0	35	27	30	0	13	41

Percent Heavy Vehicles																							
0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	10.5%	0.0%	0.0%	7.1%	15.4%	0.0%	0.0%	0.0%	0.0%	5.7%	11.1%	3.3%	0.0%	15.4%	4.9%

PHV - Bicycles																PHV - Pedestrians					
Northbound				Southbound				Eastbound				Westbound				in Crosswalk					
Left	Thru	Right	Uturn	Left	Thru	Right	Uturn	Left	Thru	Right	Uturn	Left	Thru	Right	Uturn	Sum	NB	SB	EB	WB	Sum
0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

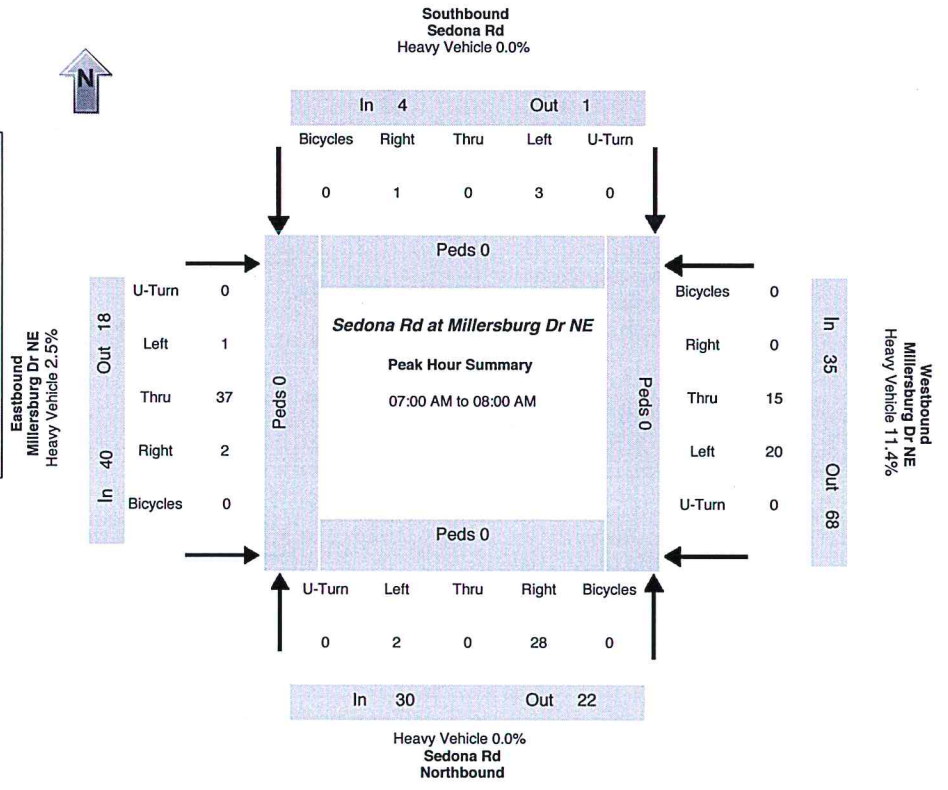
All Vehicle Volumes														15 Min	1 HR			
Time	Northbound Woods Rd NE				Southbound Woods Rd NE				Eastbound Millersburg Dr NE				Westbound Millersburg Dr NE				Sum	Sum
	Left	Thru	Right	Uturn	Left	Thru	Right	Uturn	Left	Thru	Right	Uturn	Left	Thru	Right	Uturn		
07:00:00 AM	0	0	2	0	0	0	0	0	0	3	0	0	1	0	0	0		
07:05:00 AM	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0		
07:10:00 AM	0	0	1	0	0	0	0	0	0	1	0	0	0	1	0	0	10	
07:15:00 AM	0	0	2	0	0	0	0	0	0	4	0	0	0	0	0	0	10	
07:20:00 AM	0	0	3	0	0	0	0	0	0	1	0	0	0	1	0	0	14	
07:25:00 AM	0	0	0	0	0	0	0	0	0	4	0	0	2	2	0	0	19	
07:30:00 AM	0	0	1	0	0	0	0	0	0	2	0	0	0	1	0	0	17	
07:35:00 AM	0	0	5	0	0	0	0	0	0	3	1	0	1	0	0	0	22	
07:40:00 AM	0	0	1	0	0	0	0	0	0	1	1	0	2	1	0	0	20	
07:45:00 AM	0	0	1	0	0	0	0	0	0	0	2	0	0	0	0	0	19	
07:50:00 AM	0	0	3	0	0	0	0	0	0	0	1	0	2	1	0	0	16	
07:55:00 AM	0	0	2	0	0	0	0	0	0	1	1	0	2	2	0	0	18	67
08:00:00 AM	0	0	2	0	0	0	0	0	0	2	0	0	0	1	0	0	20	66
08:05:00 AM	0	0	0	0	0	0	0	0	0	0	1	0	3	1	0	0	18	70
08:10:00 AM	0	0	3	0	0	0	0	0	0	4	5	0	1	2	0	0	25	82
08:15:00 AM	0	0	1	0	0	0	0	0	0	1	4	0	1	1	0	0	28	84
08:20:00 AM	0	0	0	0	0	0	0	0	0	2	2	0	0	1	0	0	28	84
08:25:00 AM	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	14	77
08:30:00 AM	0	0	0	0	0	0	0	0	0	0	2	0	0	1	0	0	9	76
08:35:00 AM	0	0	3	0	0	0	0	0	0	0	1	0	1	0	0	0	9	71
08:40:00 AM	0	0	0	0	0	0	0	0	0	2	2	0	0	2	0	0	14	71
08:45:00 AM	0	0	4	0	0	0	0	0	0	1	0	0	0	1	0	0	17	74
08:50:00 AM	1	0	2	0	0	0	0	0	0	1	2	0	0	0	0	0	18	73
08:55:00 AM	0	0	0	0	0	0	0	0	0	0	0	0	1	3	0	0	16	69



KEY DATA NETWORK

Data Provided by K-D-N.com 503-594-4224

N/S street	Sedona Rd		
E/W street	Millersburg Dr NE		
City, State	Millersburg OR		
Site Notes			
Location	44.698299	-	-123.075098
Start Date	Tuesday, January 29, 2019		
Start Time	07:00:00 AM		
Weather			
Study ID #			
Peak Hour Start	07:00:00 AM		
Peak 15 Min Start	07:20:00 AM		
PHF (15-Min Int)	0.80		



Peak-Hour Volumes (PHV)																							
Northbound				Southbound				Eastbound				Westbound				Entering				Leaving			
Left	Thru	Right	Uturn	Left	Thru	Right	Uturn	Left	Thru	Right	Uturn	Left	Thru	Right	Uturn	NB	SB	EB	WB	NB	SB	EB	WB
2	0	28	0	3	0	1	0	1	37	2	0	20	15	0	0	30	4	40	35	22	1	18	68
Percent Heavy Vehicles																							
0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	2.7%	0.0%	0.0%	10.0%	13.3%	0.0%	0.0%	0.0%	0.0%	2.5%	11.4%	9.1%	0.0%	11.1%	1.5%

PHV - Bicycles												PHV - Pedestrians									
Northbound				Southbound				Eastbound				Westbound				in Crosswalk					
Left	Thru	Right	Uturn	Left	Thru	Right	Uturn	Left	Thru	Right	Uturn	Left	Thru	Right	Uturn	Sum	NB	SB	EB	WB	Sum
0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

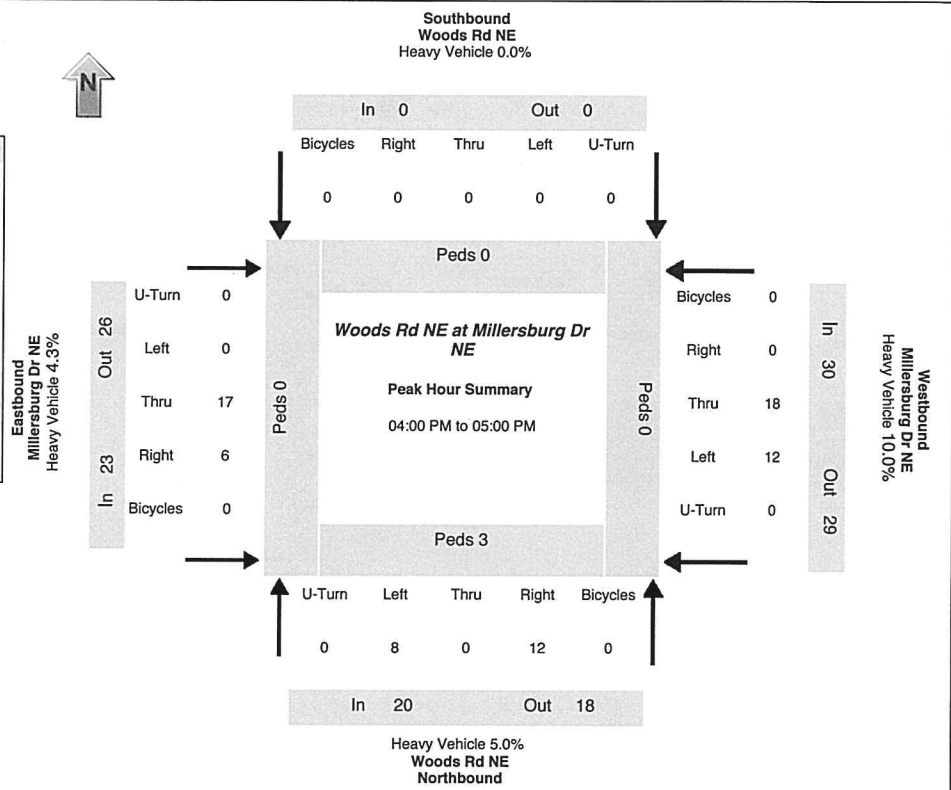
All Vehicle Volumes																		
Time	Northbound Sedona Rd				Southbound Sedona Rd				Eastbound Millersburg Dr NE				Westbound Millersburg Dr NE				15 Min Sum	1 HR Sum
	Left	Thru	Right	Uturn	Left	Thru	Right	Uturn	Left	Thru	Right	Uturn	Left	Thru	Right	Uturn		
07:00:00 AM	0	0	5	0	0	0	0	0	0	5	0	0	1	1	0	0		
07:05:00 AM	0	0	2	0	1	0	0	0	0	1	0	0	0	0	0	0		
07:10:00 AM	0	0	4	0	0	0	0	0	0	1	0	0	5	1	0	0	27	
07:15:00 AM	0	0	4	0	0	0	0	0	0	4	0	0	1	0	0	0	24	
07:20:00 AM	0	0	1	0	0	0	0	0	0	7	0	0	1	1	0	0	30	
07:25:00 AM	0	0	4	0	1	0	0	0	0	2	0	0	2	4	0	0	32	
07:30:00 AM	0	0	2	0	1	0	0	0	0	4	1	0	2	1	0	0	34	
07:35:00 AM	0	0	1	0	0	0	0	0	0	1	5	0	2	0	0	0	33	
07:40:00 AM	0	0	1	0	0	0	1	0	0	3	0	0	0	2	0	0	27	
07:45:00 AM	0	0	2	0	0	0	0	0	0	1	0	0	3	0	0	0	22	
07:50:00 AM	0	0	1	0	0	0	0	0	0	1	1	0	2	2	0	0	20	
07:55:00 AM	2	0	1	0	0	0	0	0	0	3	0	0	1	3	0	0	23	109
08:00:00 AM	1	0	0	0	0	0	0	0	0	3	0	0	0	0	0	0	21	101
08:05:00 AM	1	0	1	0	0	0	0	0	0	2	0	0	0	3	0	0	21	104
08:10:00 AM	0	0	2	0	0	0	0	0	0	3	0	0	2	3	0	0	21	103
08:15:00 AM	0	0	1	0	0	0	0	0	0	4	1	0	1	2	0	0	26	103
08:20:00 AM	0	0	1	0	0	0	0	0	0	2	0	0	1	1	0	0	24	98
08:25:00 AM	0	0	1	0	0	0	0	0	0	1	0	0	6	2	0	0	24	95
08:30:00 AM	0	0	1	0	0	0	0	0	0	0	0	0	1	1	0	0	18	87
08:35:00 AM	0	0	1	0	1	0	0	0	0	3	0	0	0	1	0	0	19	84
08:40:00 AM	0	0	1	0	0	0	0	0	0	2	0	0	1	2	0	0	15	83
08:45:00 AM	0	0	0	0	0	0	0	0	0	2	0	0	4	1	0	0	19	84
08:50:00 AM	0	0	2	0	0	0	0	0	0	2	2	0	0	0	0	0	19	83
08:55:00 AM	0	0	0	0	0	0	0	0	0	2	0	0	2	3	0	0	20	80



KEY DATA NETWORK

Data Provided by K-D-N.com 503-594-4224

N/S street	Woods Rd NE
E/W street	Millersburg Dr NE
City, State	Millersburg OR
Site Notes	
Location	44.69831 - -123.076197
Start Date	Tuesday, January 29, 2019
Start Time	04:00:00 PM
Weather	
Study ID #	
Peak Hour Start	04:00:00 PM
Peak 15 Min Start	04:20:00 PM
PHF (15-Min Int)	0.79



Peak-Hour Volumes (PHV)																							
Northbound				Southbound				Eastbound				Westbound				Entering				Leaving			
Left	Thru	Right	Uturn	Left	Thru	Right	Uturn	Left	Thru	Right	Uturn	Left	Thru	Right	Uturn	NB	SB	EB	WB	NB	SB	EB	WB
8	0	12	0	0	0	0	0	0	17	6	0	12	18	0	0	20	0	23	30	18	0	26	29
Percent Heavy Vehicles																							
0.0%	0.0%	8.3%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	5.9%	0.0%	0.0%	0.0%	16.7%	0.0%	0.0%	5.0%	0.0%	4.3%	10.0%	0.0%	0.0%	11.5%	6.9%

PHV- Bicycles														PHV - Pedestrians							
Northbound				Southbound				Eastbound				Westbound				in Crosswalk					
Left	Thru	Right	Uturn	Left	Thru	Right	Uturn	Left	Thru	Right	Uturn	Left	Thru	Right	Uturn	Sum	NB	SB	EB	WB	Sum
0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3	0	0	0	3

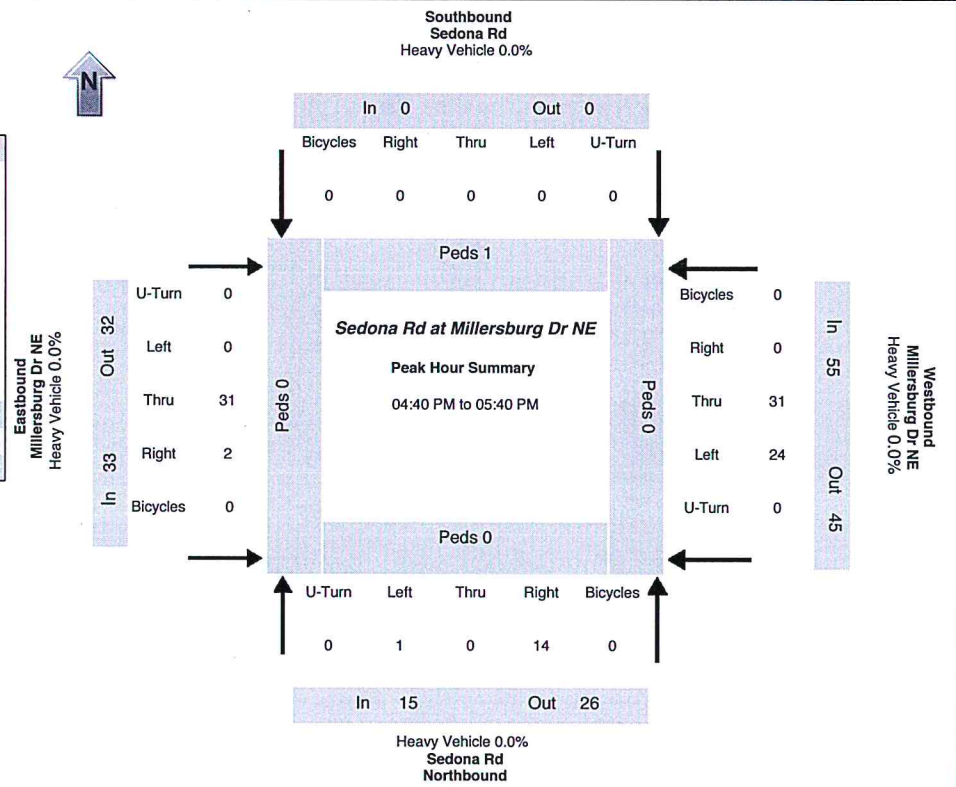
Time	Northbound Woods Rd NE				Southbound Woods Rd NE				Eastbound Millersburg Dr NE				Westbound Millersburg Dr NE				15 Min Sum	1 HR Sum
	Left	Thru	Right	Uturn	Left	Thru	Right	Uturn	Left	Thru	Right	Uturn	Left	Thru	Right	Uturn		
04:00:00 PM	0	0	2	0	0	0	0	0	0	0	1	0	3	1	0	0		
04:05:00 PM	2	0	0	0	0	0	0	0	0	2	0	0	0	4	0	0		
04:10:00 PM	1	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	17	
04:15:00 PM	0	0	1	0	0	0	0	0	0	0	1	0	2	0	0	0	14	
04:20:00 PM	0	0	2	0	0	0	0	0	0	3	1	0	0	3	0	0	15	
04:25:00 PM	0	0	1	0	0	0	0	0	0	1	1	0	1	1	0	0	18	
04:30:00 PM	1	0	0	0	0	0	0	0	0	3	0	0	4	1	0	0	23	
04:35:00 PM	1	0	2	0	0	0	0	0	0	1	0	0	0	3	0	0	21	
04:40:00 PM	2	0	1	0	0	0	0	0	0	2	0	0	0	1	0	0	22	
04:45:00 PM	1	0	1	0	0	0	0	0	0	1	0	0	2	0	0	0	18	
04:50:00 PM	0	0	0	0	0	0	0	0	0	3	1	0	0	3	0	0	18	
04:55:00 PM	0	0	2	0	0	0	0	0	0	1	1	0	0	0	0	0	16	73
05:00:00 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	12	67
05:05:00 PM	0	0	0	0	0	0	0	0	0	3	0	0	3	4	0	0	15	69
05:10:00 PM	0	0	1	0	0	0	0	0	0	0	1	0	0	0	0	0	13	69
05:15:00 PM	0	0	2	0	0	0	0	0	0	2	0	0	2	1	0	0	19	72
05:20:00 PM	0	0	1	0	0	0	0	0	0	3	0	0	0	2	0	0	15	69
05:25:00 PM	2	0	2	0	0	0	0	0	0	2	0	0	1	0	0	0	20	71
05:30:00 PM	0	0	1	0	0	0	0	0	0	1	0	0	4	5	0	0	24	73
05:35:00 PM	1	0	2	0	0	0	0	0	0	0	0	0	0	3	0	0	24	72
05:40:00 PM	0	0	0	0	0	0	0	0	0	0	1	0	1	1	0	0	20	69
05:45:00 PM	0	0	2	0	0	0	0	0	0	2	0	0	1	2	0	0	16	71
05:50:00 PM	0	0	0	0	0	0	0	0	0	0	0	0	1	1	0	0	12	66
05:55:00 PM	0	0	1	0	0	0	0	0	0	1	0	0	1	2	0	0	14	67

K-D-N

KEY DATA NETWORK

Data Provided by K-D-N.com 503-594-4224

N/S street	Sedona Rd
E/W street	Millersburg Dr NE
City, State	Millersburg OR
Site Notes	
Location	44.698299 - -123.075098
Start Date	Tuesday, January 29, 2019
Start Time	04:00:00 PM
Weather	
Study ID #	
Peak Hour Start	04:40:00 PM
Peak 15 Min Start	05:25:00 PM
PHF (15-Min Int)	0.74



Peak-Hour Volumes (PHV)																							
Northbound				Southbound				Eastbound				Westbound				Entering				Leaving			
Left	Thru	Right	Uturn	Left	Thru	Right	Uturn	Left	Thru	Right	Uturn	Left	Thru	Right	Uturn	NB	SB	EB	WB	NB	SB	EB	WB
1	0	14	0	0	0	0	0	0	31	2	0	24	31	0	0	15	0	33	55	26	0	32	45
Percent Heavy Vehicles																							
0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%

PHV - Bicycles														PHV - Pedestrians							
Northbound				Southbound				Eastbound				Westbound				in Crosswalk					
Left	Thru	Right	Uturn	Left	Thru	Right	Uturn	Left	Thru	Right	Uturn	Left	Thru	Right	Uturn	Sum	NB	SB	EB	WB	Sum
0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	1

Time	All Vehicle Volumes																15 Min Sum	1 HR Sum
	Northbound Sedona Rd				Southbound Sedona Rd				Eastbound Millersburg Dr NE				Westbound Millersburg Dr NE					
	Left	Thru	Right	Uturn	Left	Thru	Right	Uturn	Left	Thru	Right	Uturn	Left	Thru	Right	Uturn		
04:00:00 PM	1	0	1	0	0	0	0	0	0	3	0	0	1	3	0	0		
04:05:00 PM	0	0	1	0	0	0	1	0	0	2	0	0	1	3	0	0		
04:10:00 PM	0	0	2	0	0	0	0	0	0	0	0	0	0	1	0	0	20	
04:15:00 PM	0	0	2	0	0	0	0	0	0	0	0	0	1	2	0	0	16	
04:20:00 PM	0	0	0	0	0	0	0	0	0	6	0	0	1	3	0	0	18	
04:25:00 PM	0	0	1	0	0	0	0	0	0	2	0	0	2	2	0	0	22	
04:30:00 PM	0	0	1	0	0	0	0	0	0	2	0	0	2	3	0	0	25	
04:35:00 PM	0	0	0	0	0	0	0	0	1	1	0	0	1	4	0	0	22	
04:40:00 PM	0	0	0	0	0	0	0	0	0	4	1	0	1	1	0	0	22	
04:45:00 PM	0	0	1	0	0	0	0	0	0	1	0	0	3	2	0	0	21	
04:50:00 PM	0	0	1	0	0	0	0	0	0	3	0	0	1	3	0	0	22	
04:55:00 PM	0	0	0	0	0	0	0	0	0	4	0	0	5	0	0	0	24	88
05:00:00 PM	0	0	1	0	0	0	0	0	0	0	0	0	0	1	0	0	19	81
05:05:00 PM	1	0	0	0	0	0	0	0	0	3	0	0	2	5	0	0	22	84
05:10:00 PM	0	0	1	0	0	0	0	0	0	1	0	0	1	1	0	0	17	85
05:15:00 PM	0	0	0	0	0	0	0	0	0	3	0	0	3	2	0	0	23	88
05:20:00 PM	0	0	2	0	0	0	0	0	0	4	1	0	4	1	0	0	24	90
05:25:00 PM	0	0	1	0	0	0	0	0	0	2	0	0	2	3	0	0	28	91
05:30:00 PM	0	0	3	0	0	0	0	0	0	2	0	0	0	9	0	0	34	97
05:35:00 PM	0	0	4	0	0	0	0	0	0	4	0	0	2	3	0	0	35	103
05:40:00 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	2	0	0	29	98
05:45:00 PM	0	0	0	0	0	0	0	0	0	3	0	0	1	2	0	0	21	97
05:50:00 PM	0	0	3	0	0	0	0	0	0	1	0	0	2	3	0	0	17	98
05:55:00 PM	0	0	1	0	0	0	0	0	0	2	0	0	1	2	0	0	21	95



Appendix C – Existing HCM Analysis Results

Intersection	
Intersection Delay, s/veh	7.1
Intersection LOS	A

Movement	EBT	EBR	WBL	WBT	NBL	NBR
Lane Configurations	↗			↖	↘	
Traffic Vol, veh/h	20	16	14	13	0	22
Future Vol, veh/h	20	16	14	13	0	22
Peak Hour Factor	0.75	0.75	0.75	0.75	0.75	0.75
Heavy Vehicles, %	11	0	7	31	0	5
Mvmt Flow	27	21	19	17	0	29
Number of Lanes	1	0	0	1	1	0

Approach	EB	WB	NB
Opposing Approach	WB	EB	
Opposing Lanes	1	1	0
Conflicting Approach Left		NB	EB
Conflicting Lanes Left	0	1	1
Conflicting Approach Right	NB		WB
Conflicting Lanes Right	1	0	1
HCM Control Delay	7.1	7.4	6.6
HCM LOS	A	A	A

Lane	NBLn1	EBLn1	WBLn1
Vol Left, %	0%	0%	52%
Vol Thru, %	0%	56%	48%
Vol Right, %	100%	44%	0%
Sign Control	Stop	Stop	Stop
Traffic Vol by Lane	22	36	27
LT Vol	0	0	14
Through Vol	0	20	13
RT Vol	22	16	0
Lane Flow Rate	29	48	36
Geometry Grp	1	1	1
Degree of Util (X)	0.028	0.052	0.042
Departure Headway (Hd)	3.445	3.899	4.21
Convergence, Y/N	Yes	Yes	Yes
Cap	1035	921	853
Service Time	1.481	1.911	2.222
HCM Lane V/C Ratio	0.028	0.052	0.042
HCM Control Delay	6.6	7.1	7.4
HCM Lane LOS	A	A	A
HCM 95th-tile Q	0.1	0.2	0.1

Intersection												
Int Delay, s/veh	3.3											
Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations		↕			↕			↕			↕	
Traffic Vol, veh/h	1	38	3	16	22	0	4	0	17	2	0	1
Future Vol, veh/h	1	38	3	16	22	0	4	0	17	2	0	1
Conflicting Peds, #/hr	0	0	0	0	0	0	0	0	0	0	0	0
Sign Control	Free	Free	Free	Free	Free	Free	Stop	Stop	Stop	Stop	Stop	Stop
RT Channelized	-	-	None	-	-	None	-	-	None	-	-	None
Storage Length	-	-	-	-	-	-	-	-	-	-	-	-
Veh in Median Storage, #	-	0	-	-	0	-	-	0	-	-	0	-
Grade, %	-	0	-	-	0	-	-	0	-	-	0	-
Peak Hour Factor	76	76	76	76	76	76	76	76	76	76	76	76
Heavy Vehicles, %	0	3	0	10	13	0	0	0	0	0	0	0
Mvmt Flow	1	50	4	21	29	0	5	0	22	3	0	1

Major/Minor	Major1			Major2			Minor1			Minor2		
Conflicting Flow All	29	0	0	54	0	0	126	125	52	136	127	29
Stage 1	-	-	-	-	-	-	54	54	-	71	71	-
Stage 2	-	-	-	-	-	-	72	71	-	65	56	-
Critical Hdwy	4.1	-	-	4.2	-	-	7.1	6.5	6.2	7.1	6.5	6.2
Critical Hdwy Stg 1	-	-	-	-	-	-	6.1	5.5	-	6.1	5.5	-
Critical Hdwy Stg 2	-	-	-	-	-	-	6.1	5.5	-	6.1	5.5	-
Follow-up Hdwy	2.2	-	-	2.29	-	-	3.5	4	3.3	3.5	4	3.3
Pot Cap-1 Maneuver	1597	-	-	1502	-	-	852	769	1021	840	767	1052
Stage 1	-	-	-	-	-	-	963	854	-	944	840	-
Stage 2	-	-	-	-	-	-	943	840	-	951	852	-
Platoon blocked, %	-	-	-	-	-	-	-	-	-	-	-	-
Mov Cap-1 Maneuver	1597	-	-	1502	-	-	841	757	1021	812	755	1052
Mov Cap-2 Maneuver	-	-	-	-	-	-	841	757	-	812	755	-
Stage 1	-	-	-	-	-	-	962	853	-	943	828	-
Stage 2	-	-	-	-	-	-	929	828	-	929	851	-

Approach	EB	WB	NB	SB
HCM Control Delay, s	0.2	3.1	8.8	9.1
HCM LOS			A	A

Minor Lane/Major Mvmt	NBLn1	EBL	EBT	EBR	WBL	WBT	WBR	SBLn1
Capacity (veh/h)	981	1597	-	-	1502	-	-	879
HCM Lane V/C Ratio	0.028	0.001	-	-	0.014	-	-	0.004
HCM Control Delay (s)	8.8	7.3	0	-	7.4	0	-	9.1
HCM Lane LOS	A	A	A	-	A	A	-	A
HCM 95th %tile Q(veh)	0.1	0	-	-	0	-	-	0

Intersection						
Int Delay, s/veh	0					
Movement	EBT	EBR	WBL	WBT	NBL	NBR
Lane Configurations	↔			↔	↔	
Traffic Vol, veh/h	0	0	0	0	0	0
Future Vol, veh/h	0	0	0	0	0	0
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Free	Free	Free	Free	Stop	Stop
RT Channelized	-	None	-	None	-	None
Storage Length	-	-	-	-	0	-
Veh in Median Storage, #	0	-	-	0	0	-
Grade, %	0	-	-	0	0	-
Peak Hour Factor	90	90	90	90	90	90
Heavy Vehicles, %	2	2	2	2	2	2
Mvmt Flow	0	0	0	0	0	0

Major/Minor	Major1	Major2	Minor1	Minor2	Minor3
Conflicting Flow All	0	0	1	0	2
Stage 1	-	-	-	-	1
Stage 2	-	-	-	-	1
Critical Hdwy	-	-	4.12	-	6.42
Critical Hdwy Stg 1	-	-	-	-	5.42
Critical Hdwy Stg 2	-	-	-	-	5.42
Follow-up Hdwy	-	-	2.218	-	3.518
Pot Cap-1 Maneuver	-	-	1622	-	1021
Stage 1	-	-	-	-	1022
Stage 2	-	-	-	-	1022
Platoon blocked, %	-	-	-	-	-
Mov Cap-1 Maneuver	-	-	1622	-	1021
Mov Cap-2 Maneuver	-	-	-	-	1021
Stage 1	-	-	-	-	1022
Stage 2	-	-	-	-	1022

Approach	EB	WB	NB
HCM Control Delay, s	0	0	0
HCM LOS			A

Minor Lane/Major Mvmt	NBLn1	EBT	EBR	WBL	WBT
Capacity (veh/h)	-	-	-	1622	-
HCM Lane V/C Ratio	-	-	-	-	-
HCM Control Delay (s)	0	-	-	0	-
HCM Lane LOS	A	-	-	A	-
HCM 95th %tile Q(veh)	-	-	-	0	-

Intersection						
Int Delay, s/veh	0					
Movement	EBL	EBT	WBT	WBR	SBL	SBR
Lane Configurations		↕	↕		↕	
Traffic Vol, veh/h	0	0	0	0	0	0
Future Vol, veh/h	0	0	0	0	0	0
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Free	Free	Free	Free	Stop	Stop
RT Channelized	-	None	-	None	-	None
Storage Length	-	-	-	-	0	-
Veh in Median Storage, #	-	0	0	-	0	-
Grade, %	-	0	0	-	0	-
Peak Hour Factor	90	90	90	90	90	90
Heavy Vehicles, %	2	2	2	2	2	2
Mvmt Flow	0	0	0	0	0	0

Major/Minor	Major1	Major2	Minor2
Conflicting Flow All	1	0	0
Stage 1	-	-	1
Stage 2	-	-	0
Critical Hdwy	4.12	-	6.42
Critical Hdwy Stg 1	-	-	5.42
Critical Hdwy Stg 2	-	-	5.42
Follow-up Hdwy	2.218	-	3.518
Pot Cap-1 Maneuver	1622	-	1022
Stage 1	-	-	1022
Stage 2	-	-	-
Platoon blocked, %	-	-	-
Mov Cap-1 Maneuver	1622	-	1022
Mov Cap-2 Maneuver	-	-	1022
Stage 1	-	-	1022
Stage 2	-	-	-

Approach	EB	WB	SB
HCM Control Delay, s	0	0	0
HCM LOS			A

Minor Lane/Major Mvmt	EBL	EBT	WBT	WBR	SBLn1
Capacity (veh/h)	1622	-	-	-	-
HCM Lane V/C Ratio	-	-	-	-	-
HCM Control Delay (s)	0	-	-	-	0
HCM Lane LOS	A	-	-	-	A
HCM 95th %tile Q(veh)	0	-	-	-	-

Intersection	
Intersection Delay, s/veh	7.1
Intersection LOS	A

Movement	EBT	EBR	WBL	WBT	NBL	NBR
Lane Configurations	↗			↖	↘	
Traffic Vol, veh/h	20	3	12	20	6	13
Future Vol, veh/h	20	3	12	20	6	13
Peak Hour Factor	0.75	0.75	0.75	0.75	0.75	0.75
Heavy Vehicles, %	0	0	0	0	0	0
Mvmt Flow	27	4	16	27	8	17
Number of Lanes	1	0	0	1	1	0

Approach	EB	WB	NB
Opposing Approach	WB	EB	
Opposing Lanes	1	1	0
Conflicting Approach Left		NB	EB
Conflicting Lanes Left	0	1	1
Conflicting Approach Right	NB		WB
Conflicting Lanes Right	1	0	1
HCM Control Delay	7	7.3	6.8
HCM LOS	A	A	A

Lane	NBLn1	EBLn1	WBLn1
Vol Left, %	32%	0%	38%
Vol Thru, %	0%	87%	62%
Vol Right, %	68%	13%	0%
Sign Control	Stop	Stop	Stop
Traffic Vol by Lane	19	23	32
LT Vol	6	0	12
Through Vol	0	20	20
RT Vol	13	3	0
Lane Flow Rate	25	31	43
Geometry Grp	1	1	1
Degree of Util (X)	0.026	0.033	0.048
Departure Headway (Hd)	3.679	3.899	4.043
Convergence, Y/N	Yes	Yes	Yes
Cap	971	921	889
Service Time	1.709	1.913	2.054
HCM Lane V/C Ratio	0.026	0.034	0.048
HCM Control Delay	6.8	7	7.3
HCM Lane LOS	A	A	A
HCM 95th-tile Q	0.1	0.1	0.2

Intersection												
Int Delay, s/veh	3											
Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations		↕			↕			↕			↕	
Traffic Vol, veh/h	0	31	2	24	31	0	1	0	14	0	0	0
Future Vol, veh/h	0	31	2	24	31	0	1	0	14	0	0	0
Conflicting Peds, #/hr	0	0	1	1	0	0	0	0	0	0	0	0
Sign Control	Free	Free	Free	Free	Free	Free	Stop	Stop	Stop	Stop	Stop	Stop
RT Channelized	-	-	None	-	-	None	-	-	None	-	-	None
Storage Length	-	-	-	-	-	-	-	-	-	-	-	-
Veh in Median Storage, #	-	0	-	-	0	-	-	0	-	-	0	-
Grade, %	-	0	-	-	0	-	-	0	-	-	0	-
Peak Hour Factor	74	74	74	74	74	74	74	74	74	74	74	74
Heavy Vehicles, %	0	0	0	0	0	0	0	0	0	0	0	0
Mvmt Flow	0	42	3	32	42	0	1	0	19	0	0	0

Major/Minor	Major1		Major2		Minor1		Minor2					
Conflicting Flow All	42	0	0	46	0	0	151	151	45	159	152	42
Stage 1	-	-	-	-	-	-	45	45	-	106	106	-
Stage 2	-	-	-	-	-	-	106	106	-	53	46	-
Critical Hdwy	4.1	-	-	4.1	-	-	7.1	6.5	6.2	7.1	6.5	6.2
Critical Hdwy Stg 1	-	-	-	-	-	-	6.1	5.5	-	6.1	5.5	-
Critical Hdwy Stg 2	-	-	-	-	-	-	6.1	5.5	-	6.1	5.5	-
Follow-up Hdwy	2.2	-	-	2.2	-	-	3.5	4	3.3	3.5	4	3.3
Pot Cap-1 Maneuver	1580	-	-	1575	-	-	821	744	1031	811	743	1034
Stage 1	-	-	-	-	-	-	974	861	-	905	811	-
Stage 2	-	-	-	-	-	-	905	811	-	965	861	-
Platoon blocked, %	-	-	-	-	-	-	-	-	-	-	-	-
Mov Cap-1 Maneuver	1580	-	-	1574	-	-	807	728	1030	783	727	1034
Mov Cap-2 Maneuver	-	-	-	-	-	-	807	728	-	783	727	-
Stage 1	-	-	-	-	-	-	973	860	-	905	794	-
Stage 2	-	-	-	-	-	-	886	794	-	947	860	-

Approach	EB	WB	NB	SB
HCM Control Delay, s	0	3.2	8.6	0
HCM LOS			A	A

Minor Lane/Major Mvmt	NBLn1	EBL	EBT	EBR	WBL	WBT	WBR	SBLn1
Capacity (veh/h)	1011	1580	-	-	1574	-	-	-
HCM Lane V/C Ratio	0.02	-	-	-	0.021	-	-	-
HCM Control Delay (s)	8.6	0	-	-	7.3	0	-	0
HCM Lane LOS	A	A	-	-	A	A	-	A
HCM 95th %tile Q(veh)	0.1	0	-	-	0.1	-	-	-

Intersection						
Int Delay, s/veh	0					
Movement	EBT	EBR	WBL	WBT	NBL	NBR
Lane Configurations	↖			↗	↘	↙
Traffic Vol, veh/h	0	0	0	0	0	0
Future Vol, veh/h	0	0	0	0	0	0
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Free	Free	Free	Free	Stop	Stop
RT Channelized	-	None	-	None	-	None
Storage Length	-	-	-	-	0	-
Veh in Median Storage, #	0	-	-	0	0	-
Grade, %	0	-	-	0	0	-
Peak Hour Factor	90	90	90	90	90	90
Heavy Vehicles, %	2	2	2	2	2	2
Mvmt Flow	0	0	0	0	0	0

Major/Minor	Major1	Major2	Minor1	Minor2	Minor3
Conflicting Flow All	0	0	1	0	2
Stage 1	-	-	-	-	1
Stage 2	-	-	-	-	1
Critical Hdwy	-	-	4.12	-	6.42
Critical Hdwy Stg 1	-	-	-	-	5.42
Critical Hdwy Stg 2	-	-	-	-	5.42
Follow-up Hdwy	-	-	2.218	-	3.518
Pot Cap-1 Maneuver	-	-	1622	-	1021
Stage 1	-	-	-	-	1022
Stage 2	-	-	-	-	1022
Platoon blocked, %	-	-	-	-	-
Mov Cap-1 Maneuver	-	-	1622	-	1021
Mov Cap-2 Maneuver	-	-	-	-	1021
Stage 1	-	-	-	-	1022
Stage 2	-	-	-	-	1022

Approach	EB	WB	NB
HCM Control Delay, s	0	0	0
HCM LOS			A

Minor Lane/Major Mvmt	NBLn1	EBT	EBR	WBL	WBT
Capacity (veh/h)	-	-	-	1622	-
HCM Lane V/C Ratio	-	-	-	-	-
HCM Control Delay (s)	0	-	-	0	-
HCM Lane LOS	A	-	-	A	-
HCM 95th %tile Q(veh)	-	-	-	0	-

Intersection						
Int Delay, s/veh	0					
Movement	EBL	EBT	WBT	WBR	SBL	SBR
Lane Configurations		↖	↗		↖	↗
Traffic Vol, veh/h	0	0	0	0	0	0
Future Vol, veh/h	0	0	0	0	0	0
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Free	Free	Free	Free	Stop	Stop
RT Channelized	-	None	-	None	-	None
Storage Length	-	-	-	-	0	-
Veh in Median Storage, #	-	0	0	-	0	-
Grade, %	-	0	0	-	0	-
Peak Hour Factor	90	90	90	90	90	90
Heavy Vehicles, %	2	2	2	2	2	2
Mvmt Flow	0	0	0	0	0	0

Major/Minor	Major1	Major2	Minor2
Conflicting Flow All	1	0	0
Stage 1	-	-	1
Stage 2	-	-	0
Critical Hdwy	4.12	-	6.42
Critical Hdwy Stg 1	-	-	5.42
Critical Hdwy Stg 2	-	-	5.42
Follow-up Hdwy	2.218	-	3.518
Pot Cap-1 Maneuver	1622	-	1022
Stage 1	-	-	1022
Stage 2	-	-	-
Platoon blocked, %	-	-	-
Mov Cap-1 Maneuver	1622	-	1022
Mov Cap-2 Maneuver	-	-	1022
Stage 1	-	-	1022
Stage 2	-	-	-

Approach	EB	WB	SB
HCM Control Delay, s	0	0	0
HCM LOS			A

Minor Lane/Major Mvmt	EBL	EBT	WBT	WBR	SBLn1
Capacity (veh/h)	1622	-	-	-	-
HCM Lane V/C Ratio	-	-	-	-	-
HCM Control Delay (s)	0	-	-	-	0
HCM Lane LOS	A	-	-	-	A
HCM 95th %tile Q(veh)	0	-	-	-	-



Appendix D – Future HCM Analysis Results

Intersection	
Intersection Delay, s/veh	7.1
Intersection LOS	A

Movement	EBT	EBR	WBL	WBT	NBL	NBR
Lane Configurations	↶			↷	↶	↷
Traffic Vol, veh/h	20	16	17	14	0	23
Future Vol, veh/h	20	16	17	14	0	23
Peak Hour Factor	0.75	0.75	0.75	0.75	0.75	0.75
Heavy Vehicles, %	11	0	7	31	0	5
Mvmt Flow	27	21	23	19	0	31
Number of Lanes	1	0	0	1	1	0

Approach	EB	WB	NB
Opposing Approach	WB	EB	
Opposing Lanes	1	1	0
Conflicting Approach Left		NB	EB
Conflicting Lanes Left	0	1	1
Conflicting Approach Right	NB		WB
Conflicting Lanes Right	1	0	1
HCM Control Delay	7.1	7.4	6.6
HCM LOS	A	A	A

Lane	NBLn1	EBLn1	WBLn1
Vol Left, %	0%	0%	55%
Vol Thru, %	0%	56%	45%
Vol Right, %	100%	44%	0%
Sign Control	Stop	Stop	Stop
Traffic Vol by Lane	23	36	31
LT Vol	0	0	17
Through Vol	0	20	14
RT Vol	23	16	0
Lane Flow Rate	31	48	41
Geometry Grp	1	1	1
Degree of Util (X)	0.029	0.052	0.048
Departure Headway (Hd)	3.454	3.905	4.218
Convergence, Y/N	Yes	Yes	Yes
Cap	1031	920	852
Service Time	1.493	1.918	2.23
HCM Lane V/C Ratio	0.03	0.052	0.048
HCM Control Delay	6.6	7.1	7.4
HCM Lane LOS	A	A	A
HCM 95th-tile Q	0.1	0.2	0.2

Intersection												
Int Delay, s/veh	3.1											
Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations	↕			↕			↕			↕		
Traffic Vol, veh/h	1	39	3	16	26	0	4	0	17	2	0	1
Future Vol, veh/h	1	39	3	16	26	0	4	0	17	2	0	1
Conflicting Peds, #/hr	0	0	0	0	0	0	0	0	0	0	0	0
Sign Control	Free	Free	Free	Free	Free	Free	Stop	Stop	Stop	Stop	Stop	Stop
RT Channelized	-	-	None	-	-	None	-	-	None	-	-	None
Storage Length	-	-	-	-	-	-	-	-	-	-	-	-
Veh in Median Storage, #	-	0	-	-	0	-	-	0	-	-	0	-
Grade, %	-	0	-	-	0	-	-	0	-	-	0	-
Peak Hour Factor	76	76	76	76	76	76	76	76	76	76	76	76
Heavy Vehicles, %	0	3	0	10	13	0	0	0	0	0	0	0
Mvmt Flow	1	51	4	21	34	0	5	0	22	3	0	1

Major/Minor	Major1			Major2			Minor1			Minor2		
Conflicting Flow All	34	0	0	55	0	0	132	131	53	142	133	34
Stage 1	-	-	-	-	-	-	55	55	-	76	76	-
Stage 2	-	-	-	-	-	-	77	76	-	66	57	-
Critical Hdwy	4.1	-	-	4.2	-	-	7.1	6.5	6.2	7.1	6.5	6.2
Critical Hdwy Stg 1	-	-	-	-	-	-	6.1	5.5	-	6.1	5.5	-
Critical Hdwy Stg 2	-	-	-	-	-	-	6.1	5.5	-	6.1	5.5	-
Follow-up Hdwy	2.2	-	-	2.29	-	-	3.5	4	3.3	3.5	4	3.3
Pot Cap-1 Maneuver	1591	-	-	1500	-	-	845	763	1020	832	761	1045
Stage 1	-	-	-	-	-	-	962	853	-	938	836	-
Stage 2	-	-	-	-	-	-	937	836	-	950	851	-
Platoon blocked, %	-	-	-	-	-	-	-	-	-	-	-	-
Mov Cap-1 Maneuver	1591	-	-	1500	-	-	834	752	1020	805	750	1045
Mov Cap-2 Maneuver	-	-	-	-	-	-	834	752	-	805	750	-
Stage 1	-	-	-	-	-	-	961	852	-	937	824	-
Stage 2	-	-	-	-	-	-	923	824	-	928	850	-

Approach	EB	WB	NB	SB
HCM Control Delay, s	0.2	2.8	8.8	9.1
HCM LOS			A	A

Minor Lane/Major Mvmt	NBLn1	EBL	EBT	EBR	WBL	WBT	WBR	SBLn1
Capacity (veh/h)	978	1591	-	-	1500	-	-	872
HCM Lane V/C Ratio	0.028	0.001	-	-	0.014	-	-	0.005
HCM Control Delay (s)	8.8	7.3	0	-	7.4	0	-	9.1
HCM Lane LOS	A	A	A	-	A	A	-	A
HCM 95th %tile Q(veh)	0.1	0	-	-	0	-	-	0

Intersection						
Int Delay, s/veh	0					
Movement	EBT	EBR	WBL	WBT	NBL	NBR
Lane Configurations	↶			↷	↶	↷
Traffic Vol, veh/h	0	0	0	0	0	0
Future Vol, veh/h	0	0	0	0	0	0
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Free	Free	Free	Free	Stop	Stop
RT Channelized	-	None	-	None	-	None
Storage Length	-	-	-	-	0	-
Veh in Median Storage, #	0	-	-	0	0	-
Grade, %	0	-	-	0	0	-
Peak Hour Factor	90	90	90	90	90	90
Heavy Vehicles, %	2	2	2	2	2	2
Mvmt Flow	0	0	0	0	0	0

Major/Minor	Major1	Major2	Minor1	Minor2	Minor3
Conflicting Flow All	0	0	1	0	2
Stage 1	-	-	-	-	1
Stage 2	-	-	-	-	1
Critical Hdwy	-	-	4.12	-	6.42
Critical Hdwy Stg 1	-	-	-	-	5.42
Critical Hdwy Stg 2	-	-	-	-	5.42
Follow-up Hdwy	-	-	2.218	-	3.518
Pot Cap-1 Maneuver	-	-	1622	-	1021
Stage 1	-	-	-	-	1022
Stage 2	-	-	-	-	1022
Platoon blocked, %	-	-	-	-	-
Mov Cap-1 Maneuver	-	-	1622	-	1021
Mov Cap-2 Maneuver	-	-	-	-	1021
Stage 1	-	-	-	-	1022
Stage 2	-	-	-	-	1022

Approach	EB	WB	NB
HCM Control Delay, s	0	0	0
HCM LOS			A

Minor Lane/Major Mvmt	NBLn1	EBT	EBR	WBL	WBT
Capacity (veh/h)	-	-	-	1622	-
HCM Lane V/C Ratio	-	-	-	-	-
HCM Control Delay (s)	0	-	-	0	-
HCM Lane LOS	A	-	-	A	-
HCM 95th %tile Q(veh)	-	-	-	0	-

Intersection						
Int Delay, s/veh	0					
Movement	EBL	EBT	WBT	WBR	SBL	SBR
Lane Configurations		↕	↕		↕	
Traffic Vol, veh/h	0	0	0	0	0	0
Future Vol, veh/h	0	0	0	0	0	0
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Free	Free	Free	Free	Stop	Stop
RT Channelized	-	None	-	None	-	None
Storage Length	-	-	-	-	0	-
Veh in Median Storage, #	-	0	0	-	0	-
Grade, %	-	0	0	-	0	-
Peak Hour Factor	90	90	90	90	90	90
Heavy Vehicles, %	2	2	2	2	2	2
Mvmt Flow	0	0	0	0	0	0

Major/Minor	Major1	Major2	Minor2		
Conflicting Flow All	1	0	-	0	1 1
Stage 1	-	-	-	-	1 -
Stage 2	-	-	-	-	0 -
Critical Hdwy	4.12	-	-	-	6.42 6.22
Critical Hdwy Stg 1	-	-	-	-	5.42 -
Critical Hdwy Stg 2	-	-	-	-	5.42 -
Follow-up Hdwy	2.218	-	-	-	3.518 3.318
Pot Cap-1 Maneuver	1622	-	-	-	1022 1084
Stage 1	-	-	-	-	1022 -
Stage 2	-	-	-	-	- -
Platoon blocked, %		-	-	-	
Mov Cap-1 Maneuver	1622	-	-	-	1022 1084
Mov Cap-2 Maneuver	-	-	-	-	1022 -
Stage 1	-	-	-	-	1022 -
Stage 2	-	-	-	-	- -

Approach	EB	WB	SB
HCM Control Delay, s	0	0	0
HCM LOS			A

Minor Lane/Major Mvmt	EBL	EBT	WBT	WBR	SBLn1
Capacity (veh/h)	1622	-	-	-	-
HCM Lane V/C Ratio	-	-	-	-	-
HCM Control Delay (s)	0	-	-	-	0
HCM Lane LOS	A	-	-	-	A
HCM 95th %tile Q(veh)	0	-	-	-	-

Intersection	
Intersection Delay, s/veh	7.1
Intersection LOS	A

Movement	EBT	EBR	WBL	WBT	NBL	NBR
Lane Configurations	↶			↷	↶	↷
Traffic Vol, veh/h	21	3	13	20	6	15
Future Vol, veh/h	21	3	13	20	6	15
Peak Hour Factor	0.75	0.75	0.75	0.75	0.75	0.75
Heavy Vehicles, %	0	0	0	0	0	0
Mvmt Flow	28	4	17	27	8	20
Number of Lanes	1	0	0	1	1	0

Approach	EB	WB	NB
Opposing Approach	WB	EB	
Opposing Lanes	1	1	0
Conflicting Approach Left		NB	EB
Conflicting Lanes Left	0	1	1
Conflicting Approach Right	NB		WB
Conflicting Lanes Right	1	0	1
HCM Control Delay	7.1	7.3	6.8
HCM LOS	A	A	A

Lane	NBLn1	EBLn1	WBLn1
Vol Left, %	29%	0%	39%
Vol Thru, %	0%	88%	61%
Vol Right, %	71%	12%	0%
Sign Control	Stop	Stop	Stop
Traffic Vol by Lane	21	24	33
LT Vol	6	0	13
Through Vol	0	21	20
RT Vol	15	3	0
Lane Flow Rate	28	32	44
Geometry Grp	1	1	1
Degree of Util (X)	0.028	0.035	0.05
Departure Headway (Hd)	3.658	3.907	4.052
Convergence, Y/N	Yes	Yes	Yes
Cap	975	918	887
Service Time	1.693	1.922	2.064
HCM Lane V/C Ratio	0.029	0.035	0.05
HCM Control Delay	6.8	7.1	7.3
HCM Lane LOS	A	A	A
HCM 95th-tile Q	0.1	0.1	0.2

Intersection												
Int Delay, s/veh	2.8											
Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations	↕			↕			↕			↕		
Traffic Vol, veh/h	0	34	2	24	32	0	1	0	14	0	0	0
Future Vol, veh/h	0	34	2	24	32	0	1	0	14	0	0	0
Conflicting Peds, #/hr	0	0	1	1	0	0	0	0	0	0	0	0
Sign Control	Free	Free	Free	Free	Free	Free	Stop	Stop	Stop	Stop	Stop	Stop
RT Channelized	-	-	None	-	-	None	-	-	None	-	-	None
Storage Length	-	-	-	-	-	-	-	-	-	-	-	-
Veh in Median Storage, #	-	0	-	-	0	-	-	0	-	-	0	-
Grade, %	-	0	-	-	0	-	-	0	-	-	0	-
Peak Hour Factor	74	74	74	74	74	74	74	74	74	74	74	74
Heavy Vehicles, %	0	0	0	0	0	0	0	0	0	0	0	0
Mvmt Flow	0	46	3	32	43	0	1	0	19	0	0	0

Major/Minor	Major1			Major2			Minor1			Minor2		
Conflicting Flow All	43	0	0	50	0	0	156	156	49	164	157	43
Stage 1	-	-	-	-	-	-	49	49	-	107	107	-
Stage 2	-	-	-	-	-	-	107	107	-	57	50	-
Critical Hdwy	4.1	-	-	4.1	-	-	7.1	6.5	6.2	7.1	6.5	6.2
Critical Hdwy Stg 1	-	-	-	-	-	-	6.1	5.5	-	6.1	5.5	-
Critical Hdwy Stg 2	-	-	-	-	-	-	6.1	5.5	-	6.1	5.5	-
Follow-up Hdwy	2.2	-	-	2.2	-	-	3.5	4	3.3	3.5	4	3.3
Pot Cap-1 Maneuver	1579	-	-	1570	-	-	815	740	1025	805	739	1033
Stage 1	-	-	-	-	-	-	969	858	-	903	811	-
Stage 2	-	-	-	-	-	-	903	811	-	960	857	-
Platoon blocked, %	-	-	-	-	-	-	-	-	-	-	-	-
Mov Cap-1 Maneuver	1579	-	-	1569	-	-	801	724	1024	778	723	1033
Mov Cap-2 Maneuver	-	-	-	-	-	-	801	724	-	778	723	-
Stage 1	-	-	-	-	-	-	968	857	-	903	794	-
Stage 2	-	-	-	-	-	-	884	794	-	942	856	-

Approach	EB	WB	NB	SB
HCM Control Delay, s	0	3.1	8.7	0
HCM LOS			A	A

Minor Lane/Major Mvmt	NBLn1	EBL	EBT	EBR	WBL	WBT	WBR	SBLn1
Capacity (veh/h)	1005	1579	-	-	1569	-	-	-
HCM Lane V/C Ratio	0.02	-	-	-	0.021	-	-	-
HCM Control Delay (s)	8.7	0	-	-	7.3	0	-	0
HCM Lane LOS	A	A	-	-	A	A	-	A
HCM 95th %tile Q(veh)	0.1	0	-	-	0.1	-	-	-

Intersection						
Int Delay, s/veh	0					
Movement	EBT	EBR	WBL	WBT	NBL	NBR
Lane Configurations	↗			↖	↘	↙
Traffic Vol, veh/h	0	0	0	0	0	0
Future Vol, veh/h	0	0	0	0	0	0
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Free	Free	Free	Free	Stop	Stop
RT Channelized	-	None	-	None	-	None
Storage Length	-	-	-	-	0	-
Veh in Median Storage, #	0	-	-	0	0	-
Grade, %	0	-	-	0	0	-
Peak Hour Factor	90	90	90	90	90	90
Heavy Vehicles, %	2	2	2	2	2	2
Mvmt Flow	0	0	0	0	0	0

Major/Minor	Major1	Major2	Minor1	Minor2	Minor3
Conflicting Flow All	0	0	1	0	2
Stage 1	-	-	-	-	1
Stage 2	-	-	-	-	1
Critical Hdwy	-	-	4.12	-	6.42
Critical Hdwy Stg 1	-	-	-	-	5.42
Critical Hdwy Stg 2	-	-	-	-	5.42
Follow-up Hdwy	-	-	2.218	-	3.518
Pot Cap-1 Maneuver	-	-	1622	-	1021
Stage 1	-	-	-	-	1022
Stage 2	-	-	-	-	1022
Platoon blocked, %	-	-	-	-	-
Mov Cap-1 Maneuver	-	-	1622	-	1021
Mov Cap-2 Maneuver	-	-	-	-	1021
Stage 1	-	-	-	-	1022
Stage 2	-	-	-	-	1022

Approach	EB	WB	NB
HCM Control Delay, s	0	0	0
HCM LOS			A

Minor Lane/Major Mvmt	NBLn1	EBT	EBR	WBL	WBT
Capacity (veh/h)	-	-	-	1622	-
HCM Lane V/C Ratio	-	-	-	-	-
HCM Control Delay (s)	0	-	-	0	-
HCM Lane LOS	A	-	-	A	-
HCM 95th %tile Q(veh)	-	-	-	0	-

Intersection						
Int Delay, s/veh	0					
Movement	EBL	EBT	WBT	WBR	SBL	SBR
Lane Configurations		↕	↕		↕	
Traffic Vol, veh/h	0	0	0	0	0	0
Future Vol, veh/h	0	0	0	0	0	0
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Free	Free	Free	Free	Stop	Stop
RT Channelized	-	None	-	None	-	None
Storage Length	-	-	-	-	0	-
Veh in Median Storage, #	-	0	0	-	0	-
Grade, %	-	0	0	-	0	-
Peak Hour Factor	90	90	90	90	90	90
Heavy Vehicles, %	2	2	2	2	2	2
Mvmt Flow	0	0	0	0	0	0

Major/Minor	Major1	Major2	Minor2		
Conflicting Flow All	1	0	-	0	1
Stage 1	-	-	-	-	1
Stage 2	-	-	-	-	0
Critical Hdwy	4.12	-	-	-	6.42
Critical Hdwy Stg 1	-	-	-	-	5.42
Critical Hdwy Stg 2	-	-	-	-	5.42
Follow-up Hdwy	2.218	-	-	-	3.518
Pot Cap-1 Maneuver	1622	-	-	-	1022
Stage 1	-	-	-	-	1022
Stage 2	-	-	-	-	-
Platoon blocked, %		-	-	-	
Mov Cap-1 Maneuver	1622	-	-	-	1022
Mov Cap-2 Maneuver	-	-	-	-	1022
Stage 1	-	-	-	-	1022
Stage 2	-	-	-	-	-

Approach	EB	WB	SB
HCM Control Delay, s	0	0	0
HCM LOS			A

Minor Lane/Major Mvmt	EBL	EBT	WBT	WBR	SBLn1
Capacity (veh/h)	1622	-	-	-	-
HCM Lane V/C Ratio	-	-	-	-	-
HCM Control Delay (s)	0	-	-	-	0
HCM Lane LOS	A	-	-	-	A
HCM 95th %tile Q(veh)	0	-	-	-	-







William Eddings
1979 Clover Ridge NE
Albany, OR 97322

RE: Evening Star Application Status (City File No. CUP 19-01 and SP 19-01)

The City received your application for a manufactured home park, assigned file CUP 19-01 and SP 19-01. The application proposes to construct a 28 unit manufactured home park near the intersection of Sedona Road and Millersburg Drive. At this time the application has been reviewed for completeness as outlined in the Millersburg Code Section 2.130 and has been deemed **incomplete**. Please submit the following items:

1. Please provide section drawings showing the relationship between the proposed park and the residential development on the west and south of the proposed park. While some were provided, they did not provide the detail required to fully understand how the view of the existing homes will be impacted by the proposed development with newly planted screening vegetation and fully grown screening vegetation. Please be sure to show the sightlines of a viewer in the backyards of the homes, and the sightlines of viewers in the second story of the existing homes.
2. While a narrative was provided, the Millersburg Land Use Development Code indicates that the standards for a manufactured home park actually come from the Oregon Manufactured Dwelling and Park Specialty Code (OMDPS), please expand the narrative to demonstrate how the project conforms to the requirements of the OMDPS, Chapter 10.

Please contact City staff with any question regarding these additional items, or with questions regarding anything else. Additional copies of materials may be requested if the project is deemed complete. Please contact staff in writing if you do not intend to provide the additional information requested. If the City does not receive a response within 180 days the application may be deemed abandoned.

Matt Straite, Planning

CC: Norman Bickell 2232 42nd Av. Suite #771 Salem OR 97322

To : The City of Millersburg, Or

Jim Lepin, Mayor

Kevin Kreitman, City Manager

Janelle Booth, City Engineer

Matt Straite, Planner

RE: Evening Star Application (No. CUP 19-01 and SP 19-01)

The applicant has received notice that the City has deemed the application incomplete.

Regarding screening and buffering:

Applicant 's response: As previously addressed in the Applicant's Statement, the City's requirements are met. In addition to the Applicant's Statement the Applicant provided an engineered profile indicating a 6 foot hedge. Upon additional review, the Applicant would submit that under OMDPS Chapter 10-2.1 (a)

*The local planning department is given specific authority to establish reasonable criteria related to the following as long as the criteria for a park is not less than the minimum requirements in this code **and not greater than the requirements for single family uses in the underlying zone** : 6. The landscaping, fencing, and buffer zones around the perimeter of the park.*

The City's LUDC Section 5.134 (8) Buffering is not required for single-family residential properties. (11) Single-family and two-family dwellings and farming are exempt from the buffering and screening provisions.

The screening and buffering of the Applicant's park is greater than single family uses in the underlying zone(OMDPS 10-2.1(a)), therefore the screening and buffering violates OMDPS 10-2.1(a).

Regarding the park's conforming to OMDPS, Chapter 10:

Applicant's Response: The Applicant's park will meet the relevant criteria in Chapter 10, OMDPS, as indicated in the Applicant's Statement, Boatwright Engineering's drawings and calculations, DKS traffic study, Zion's wetland study. These include but are not limited to:

1. Street design (10-5)
2. Utilities(10-4)
3. Lighting (10-3.4)
4. Landscaping (10-2)
5. Driveways (10-5.2)
6. Parking (10-5.3)
7. Power Supply (10-4.2)
8. Pedestrian Access (10-5.4)
9. Park (10-7)
10. Mail Boxes
11. Signage(10-3)
12. Storm Water Drainage (10-4.3)

Regarding the abandonment of the application:

Applicant's response: The City's LUDC 2.130 (9) *The application shall be deemed complete if the Applicant supplies the missing information, or if the applicant refuses to submit the missing information, it shall be deemed complete on the 31st day after the application is received by the City.* Therefore this application cannot be abandoned in that the applicant has supplied all necessary documentation and the application should be deemed complete before the 30th day or no later than the 31st day from the City receiving the application.



Applicant, William L. Eddings

3-4-19

TO: Matt Straite, City Planner

FROM: Janelle Booth, Millersburg City Engineer

DATE: April 13, 2019

SUBJECT: CUP 19-01 and SP-01 - Engineering Comments

Engineering has reviewed the above project and has the following comments:

1. Access spacing is less than required per the Transportation System Plan (TSP) due to proximity to Sonora for either an intersection (600') or driveway (300'). Section 5.122 of the Millersburg LUDC states that access at less than the designated spacing standards shall be allowed if there are no other reasonable access options. Submitted traffic study indicates traffic impacts will be minimal and will not impact the LOS at either the intersection of Sonora and Millersburg Drive or Woods Road and Millersburg Drive.
2. Street width proposed is less than required by Millersburg LUDC. Private streets are permitted within mobile home parks and the design standards shall be the same as those required for public streets. Per the City's TSP, local streets with parking on one side must have a 32' pavement width. Local skinny streets with parking on one side must be 29' wide and are only allowed by approval of the Planning Commission. Local streets with no on-street parking are not allowed. Skinny streets and streets without adequate on-street parking present significant challenges to emergency vehicle access and local utility providers (garbage trucks). In addition, local law enforcement does not have jurisdiction to enforce no-parking requirements on private streets. Therefore, there is no mechanism to insure on-street parking will not occur. This can pose a health, safety, and welfare risk to citizens and property. If it is determined that the OMDPSC supersedes local land use codes, a 30' wide street with parallel parking on both sides per Table 10-C should be required to address utility provider and emergency access concerns.
3. A private water and sewer system shall be constructed to serve the development, with connections to the existing public water and sewer systems in Millersburg Drive meeting the requirements of the City of Albany Engineering Standards and the City of Albany Standard Construction Specifications. A single public water meter will be required to serve the development; individual public meters for individual dwellings are not allowed. It is the applicant's responsibility to determine the required meter size and fire flow bypass, if applicable, including any required vaults, to the satisfaction of the City Engineer.

4. All work on the public water and sewer system requires a Private Construction of Public Infrastructure (PCPI) permit, shall be designed by a registered engineer in the state of Oregon, and shall be performed by a licensed contractor conforming to the Albany Standard Construction Specifications. Applicant shall be responsible for all costs associated with the design and installation on the public water and sewer systems.
5. All required public improvement plans shall be submitted to the City for review and approved by the City prior to beginning construction. The engineering plans shall conform to the Albany Engineering design standards, to the satisfaction of the City Engineer. All utilities shall remain uncovered until inspected and approved by the City. All required public improvements shall be completed and approved by the City prior to issuance of building permits.
6. System Development Charges (SDCs) are due at the time of connection to the public water and sewer systems.
7. A right-of-way permit is required for any work in the public right-of-way, including utility connections, sidewalks, and driveways. All pavement patching work shall conform to the City of Millersburg Trench Backfill and Pavement Patching Standards. All work within the public right-of-way shall be performed by a licensed contractor and conform to the Albany Standard Construction Specifications, except as modified by the City of Millersburg Pavement Patching Standards.
8. LUDC Section 5.126(7) states, "Stormwater runoff rates for new developments shall not exceed bare land runoff rates" and 5.126(7)(g) states, "Runoff from impervious surfaces must be collected and transported to a natural or public drainage facility with sufficient capacity to accept the discharge."

The Developer is required to provide a site-specific drainage plan, including means to detain peak flows so that runoff rates for the new development do not exceed bare land runoff rates, along with supporting calculations to collect, route, and discharge stormwater to an approved discharge point. The drainage plan must be approved by the City Engineer prior to issuance of building permits. The drainage plans shall conform to the Albany Engineering design standards, to the satisfaction of the City Engineer.

9. All roof drains and yard drainage must be piped or trenched to an approved discharge point. Improved lots may not drain onto neighboring properties. Applicant must provide proposed drainage plan for approval.

10. Any offsite flows of stormwater onto the property are not subject to detention requirements, but must be appropriately routed to an approved discharge point without adverse impacts to upstream or downstream properties.
11. Obtain a 1200C Erosion Control Permit for all the disturbed ground, both on and off site that is in excess of one acre in addition to meeting all Albany Construction Standards (ACS). The applicant shall follow the latest requirements from DEQ for NPDES 1200-C Permit submittals. A copy of the approved and signed permit shall be provided to the City prior to any ground disturbing activities.
12. All agreements required as conditions of this approval must be signed and recorded.
13. Wetlands may be present on the site. Work within wetlands is subject to the requirements of the Authority Having Jurisdiction (AHJ).
14. This approval does not negate the need to obtain permits, as appropriate from other local, state or federal agencies, even if not specifically required by this decision.



NOTICE OF PUBLIC REVIEW
April 22, 2019, 6:00 p.m.
City Council Chambers
4222 Old Salem Road NE,
Millersburg, Oregon, 97321

The **MILLERSBURG PLANNING COMMISSION** will hold a Hearing at the above time and place to consider the request described below. The request may be heard later than the time indicated, depending on the agenda schedule. Interested parties are invited to send written comment. Failure of an issue to be raised or failure to provide sufficient specificity to afford the Commission an opportunity to respond to the issue precludes appeal to the Land Use Board of Appeals based on that issue.

The application, all documents and evidence submitted by or on behalf of the applicant and the applicable criteria are available for inspection at no cost or copies are available for a minimal cost. A staff report relating to the proposal will be available seven (7) days prior to the public hearing. For further information, contact Millersburg City Hall at (541) 928-4523.

- APPLICANTS:** William Eddings
- LOCATION:** The site has no address, it is located easterly of Sedona Road and southerly of Millersburg Drive (see backside of this notice).
- TAX LOT:** Township 10 South; Range 3 West; Section 17DD; Tax Lot 600.
- PARCEL SIZE:** 4.4 acres
- ZONING:** Rural Residential- 10 Acre Minimum- Urban Conversion
- REQUEST:** The applicant is proposing a Conditional Use Permit and Site Plan Review for a 28 space senior manufactured home park with four proposed guest parking spaces, drainage features, one open space area, landscaping, and one proposed point of access from Millersburg Drive.
- CRITERIA:** Millersburg Development Code; Section 2.400(2) and 2.500(2) and includes standards from Section 6.165 and 4.113.
- FILE No.:** CUP 19-01 and SP 19-01

The location of the meeting is accessible to the disabled. If you need any special accommodations to attend or participate in the meeting, please notify City Hall twenty-four (24) hours before the meeting. For further information, please contact City Hall at (541) 928-4523.

Vicinity Map CUP/SP 19-01



This product is for informational purposes only and may not have been prepared for, or be suitable for legal, engineering, or surveying purposes. Users of this information should review or consult the primary data and information sources to ascertain the usability of the information.

Notice sent April 3, 2019