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Article 3 - Community Design Standards

Chapters:

- 3.1 Design Standards Administration
- 3.2 Building Orientation and Design
- 3.3 Access and Circulation
- 3.4 Landscaping, Fences and Walls, [*Outdoor Lighting*]
- 3.5 Parking and Loading
- 3.6 Public Facilities
- [3.7 Signs]

Background: Article 3 provides standards for development and changes of use. The standards address site and lot layout and design, access, circulation, landscaping, parking, loading, and public facilities. Article 3 also provides general guidance for drafting sign regulations applicable to downtowns, main streets, and similar areas. Not every standard will apply to all of the actions (permits and approvals) under Article 4. Chapter 3.1 outlines the provisions of Article 3 that apply to each type of action, though cities will need to customize the code and establish the types of approvals, and development thresholds, to which the design standards apply.

Chapter 3.1 - Design Standards Administration

Sections:

3.1.010 Purpose

3.1.020 Applicability

3.1.010 Purpose

Article 3 contains design standards for the built environment. The standards are intended to protect the public health, safety, and welfare through multimodal accessibility and interconnectivity, and through the provision of parking, landscaping, *[and] adequate public facilities[, and appropriate signage]*.

3.1.020 Applicability

The provisions Article 3 apply to permits and approvals granted under this Code, and other City actions, as summarized in Table 3.1.020.

3.1 – Design Standards Administration | Applicability

Table 3.1.020 Applicability of Design Standards to Approvals and Permits						
Approvals*	3.2 Building Design	3.3 Access Circulation	3.4 Landscapes & Screening	3.5 Parking & Loading	3.6 Public Facilities	3.7 Signs
Zoning Checklist Review	Review and determine whether land use application is required.					
Access or Approach Permit	N	Y	N	Y	Y	N
Adjustment	Individual chapters may apply, depending on the adjustment request.					
Annexation	N	N	N	N	Y	N
Building Permit	The City reviews building plan proposals through a Type I (Zoning Checklist) procedure and determine which standards apply.					
Code Interpretation	Standards are subject to City interpretation under Chapter 1.5.					
Code Text Amendment	Chapters apply where amendment affects design standards.					
Comprehensive Plan Map Amendment	N	N	N	N	Y	N
Conditional Use Permit	Y	Y	Y	Y	Y	Y
Home Occupation	N	N	N	N	N	Y
Legal Lot Determination	N	Y	N	N	Y	N
Master Planned Development	Y	Y	Y	Y	Y	Y
Modification to Approval or Condition of Approval	Individual chapters may apply, depending on the modification request.					
Non-Conforming Use or Structure, Expansion of	Y	Y	Y	Y	Y	Y
Partition or Re-plat of 2-3 lots (See also, Chapter 4.3)	Y (if bldg exists)	Y	Y (for flag lot)	Y (if use exists)	Y	N
Property Line Adjustments, including Lot Consolidations (See also, Chapter 4.3)	Y (if bldg exists)	Y	Y (for flag lot)	Y (if use exists)	Y	N
Site Design Review (See also, Chapter 4.2)	Y	Y	Y	Y	Y	Y
Subdivision or Replat of >3 lots (See also, Chapter 4.3)	Y (if bldg exists)	Y	Y (for flag lot)	Y (if use exists)	Y	N
Adjustments	Individual chapters may apply, depending on the variance request.					
Zoning District Map Change	N	N	N	N	Y	N

* The applicant may be required to comply with the design standards of other agencies, such as a road authority or natural resource regulatory agency. The City’s failure to notify the applicant of any requirement or procedure of another agency shall not invalidate a permit or other decision made by the City under this Code.

Chapter 3.2 – Building Orientation and Design

Sections:

- 3.2.010 Purpose
- 3.2.020 Applicability
- 3.2.030 Residential Buildings
- 3.2.040 Non-Residential Buildings
- 3.2.050 Civic Space and Pedestrian Amenities
- 3.2.060 Drive-Up and Drive-Through Uses and Facilities
- [3.2.070 Reserved for Special District Design Standards]

The Model Code is not a form-based code; rather it uses the platform of a traditional zoning ordinance to implement the smart growth principles of compact development, mixed-use, transportation efficiency, full utilization of urban services, and human-scale design. Cities can build on this model by adopting special design standards or form-based codes for specific neighborhoods or districts. Section 3.2.070 and the overlay zone chapters in Article 2 (placeholders) allow for this. Similarly, the Model Code does not have a specific chapter containing green building standards, nor is does it contain a green building rating system such as LEED; though the model is intended to help small cities move in the direction of sustainability, in both the built and natural environments. For example, in addition to the smart growth principles listed above, the model promotes water conservation through water-conserving landscapes (xeriscaping) in chapter 3.4, and provides options for using renewable energy.

3.2.010 Purpose

Chapter 3.2 regulates the placement, orientation, and design of buildings. The regulations are intended to protect public health, safety, and welfare through clear and objective standards that promote land use compatibility and livability, while protecting property values and ensuring predictability in the development process. In summary, Chapter 3.2 is intended to create and maintain a built environment that:

- A.** is conducive to walking and bicycling [*while providing convenient access to transit*];
- B.** provides natural surveillance of public spaces, or “eyes on the street,” for crime prevention and security;
- C.** reduces dependency on the automobile for short trips, thereby conserving energy and reducing unwanted congestion;
- D.** encourages the use of water-conserving landscaping;
- E.** allows for the integration of surface water management facilities within parking lots and landscape areas; [*and*]
- F.** supports small-scale energy generation, through the use of solar, wind, and renewable sources [*. / ; and*]
- [G.** *creates a sense of place that is consistent with the character of the community, including historical development patterns and the community vision.*]

3.2.020 Applicability

Chapter 3.2 applies to all new *[buildings / buildings, except single-family detached homes]*, and exterior alterations to existing buildings. *[The (City decision-making body), through a (Type II / III) procedure, may grant adjustments to Chapter 3.2, pursuant to the criteria of Chapter 4.7 Adjustments and Variances. (Elaborate as needed, specifying any limitation on the types of standards that may be adjusted and by how much.)]*

3.2.030 Residential Buildings

User's Guide: Section 3.2.030 is intended to provide clear and objective building design standards for residential development, addressing the design issues that are most frequently cited as concerns in small cities: basic site planning, streetscape appearance, avoidance of conflicts between vehicles and pedestrians, and the design and orientation of garages. The model should be adapted to include standards that address local design objectives, including, where applicable, historic preservation.

A. Purpose. The following requirements are intended to create and maintain a built environment that is conducive to walking; reduces dependency on the automobile for short trips; provides natural surveillance of public spaces; addresses the orientation and design of garages; *[and]* creates a human-scale design, e.g., with buildings placed close to streets or other public ways and large building walls divided into smaller planes with detailing; *and maintains the historic integrity / architectural character of the community*.

B. Building Orientation. Residential buildings that are subject to the provisions of this chapter, pursuant to Section 3.2.020, shall conform to all of the following standards:

Insert the graphics pages that apply, and add text references to graphics. If your city chooses not to regulate single-family dwelling design, exclude the single-family dwelling graphics.

- I. Building Orientation to Street.** Except as provided below, dwelling units shall orient toward a street, have a primary entrance opening toward the street, and be connected to the right-of-way with an approved walkway or residential front yard.
 - a. A dwelling may have its primary entrance oriented to a yard other than the front or street yard where the only permitted access to the property is from a shared driveway or flag lot drive and orienting the dwelling entrance to the street is not practical due to the layout of the lot and driveway.
 - b. Where there is no adjacent street to which a dwelling may be oriented, or it is not practical to orient a dwelling to an adjacent street due to lot layout, topographic, or other characteristics of the site, the dwelling may orient to a walkway, courtyard, open space, common area, lobby, or breezeway (i.e., for multiple family buildings).
 - [c. Where a flag lot is permitted, building orientation shall conform to the provisions for flag lots under Chapter 4.3.]*

- 2. Limitation on Parking Between Primary Entrance and Street.** Off-street parking is not allowed between a primary building entrance and the street to which it is oriented, except that assisted living facilities, group care facilities, and similar institutional-residential uses serving clients with disabilities may have one driveway located between the primary building entrance and an adjacent street as required to serve as a drop-off or loading zone, provided the primary building entrance shall connect to an adjacent street by a pedestrian walkway that conforms to the standards of Section 3.3.030. The intent of this exception is to provide for one drop-off or loading zone while maintaining a direct, convenient, and safe

3.2 – Building Orientation and Design | Residential Buildings

pedestrian access to a primary building entrance.

- 3. Build-to Line.** Where a new building is proposed in a zone that requires a build-to line per Section 2.2.040, the building shall comply with the build-to line standard and the development shall meet the standards for pedestrian access under Section 3.3.030.

C. Garages. The following standards apply to all types of vehicle storage, including, but not limited to, buildings, carports, canopies, and other permanent and temporary structures. The standards are intended to balance residents' desire for a convenient, safe, and private vehicle access to their homes with the public interest in maintaining safe and aesthetically pleasing streetscapes. The standards therefore promote pedestrian safety and visibility of public ways, while addressing aesthetic concerns associated with street-facing garages.

Insert the graphics pages that apply, and add text references to graphics. If your city chooses not to regulate single-family dwelling design, exclude the single-family dwelling graphics.

- 1. Alleys and Shared Drives.** Where a dwelling abuts a rear or side alley, or a shared driveway [*including flag lot drives,*] the garage or carport opening(s) for that dwelling shall orient to the alley or shared drive, as applicable, and not a street.
- 2. Setback for Garage Opening Facing Street.** No garage or carport opening shall be placed closer than 20 feet to a street right-of-way[. / ; *except where the City approves a reduced setback and parking in front of garages is restricted (for example, as part of an approval for a hillside development or development adjacent to a natural feature).*]
- 3. Width of Garage Openings Facing Street.** Where one or more garage openings face a street, the total width of all garage openings on that building elevation shall not exceed 50 percent of the width of that elevation[. / ; *except this standard does not apply where the garage opening is recessed behind the front elevation of the dwelling by not less than [three - six] feet for its entire width, or where all garage openings are placed behind the primary entrance to the dwelling. An arbor, portico, or similar architectural feature extending the entire width of the garage may be used as the basis of measuring the garage recess.*] A garage opening is considered to be facing a street where the opening is parallel to, or within 45 degrees of, the street right-of-way line.

[4. Three-Car and Wider Garages. *Where three or more contiguous garage parking bays are proposed facing the same street, the garage opening closest to a side property line shall be recessed at least two feet behind the adjacent opening(s) to break up the street-facing elevation and diminish the appearance of the garage from the street. Side-loaded garages, i.e., where the garage openings are turned away from the street, are exempt from this requirement.]*

[5. Garages for Duplex Dwellings. *Duplex design shall conform to Section 2.3.060.]*

D. Architecture. The following standards require variation in architectural plans to avoid monotony in new developments. The standards support the creation of architecturally varied neighborhoods, whether a

3.2 – Building Orientation and Design | Residential Buildings

neighborhood develops all at once or one lot at a time, avoiding homogeneous street frontages that detract from the community's appearance. The standards are applied through the Site Design Review process for new townhome dwellings and new multifamily dwellings[, and through the Zoning Checklist (Type I) review process prior to issuance of building permits for new single-family dwellings and new duplex dwellings.] In addition to the following requirements, duplexes, townhomes, and multifamily projects shall conform to the special use standards of Chapter 2.3. [The City, upon the applicant's request, may approve a subdivision or site design review application with house plans pre-designated for specific lots, thus avoiding the need for future design review for those lots.]

Insert the graphics pages that apply, and add text references to graphics. If your city chooses not to regulate single-family dwelling design, exclude the single-family dwelling graphics.

- I. **Detailed Design.** Dwelling designs shall incorporate not fewer than [four] architectural features per dwelling unit from a-k below. Applicants are encouraged to use those elements that best suit the proposed building style and design.
 - a. Covered front porch: not less than [six] feet in depth and not less than [30] percent of the width of dwelling, excluding the landing for dwelling entrance.
 - b. Dormers: minimum of [two] required for each single-family dwelling and [one] each for other dwellings; must be a functional part of the structure, for example, providing light into a living space.
 - c. Recessed entrance: not less than [three] feet deep.
 - d. Windows: not less than [30] percent of surface area of all street-facing elevation(s).
 - e. Window trim: minimum [four]-inch width (all elevations).
 - f. Eaves: overhang of not less than [12] inches.
 - g. Offset: offset in facade or roof (see subsection 2, "Articulation").
 - h. Bay window: projects from front elevation by [12] inches.
 - i. Balcony: one per dwelling unit facing street.
 - j. Decorative top: e.g., cornice or pediment with flat roof or brackets with pitched roof.
 - k. Other: feature not listed but providing visual relief or contextually appropriate design similar to options a-j, as approved by the [Planning Official] through a Type II procedure.

2. Articulation

The following standards are intended to break up large building walls and promote human-scale design. Choose from the two options below and adapt to your community. Option A is simple, as it breaks up elevations by requiring at least one “break” for every 30-40 feet of horizontal building dimension. Option B provides more flexibility for design but may be more time-consuming to administer. Option B avoids large uninterrupted building planes, whether oriented horizontally or vertically, by requiring breaks for every 500-600 square feet of surface area. Insert the graphics pages that apply, and add text references to graphics.

[OPTION A] Plans for *[residential buildings / multifamily or townhome buildings]* shall incorporate design features such as varying rooflines, offsets, balconies, projections (e.g., overhangs, porches, or similar features), recessed or covered entrances, window reveals, or similar elements that break up otherwise long, uninterrupted elevations. Such elements shall occur at a minimum interval of *[30-40]* feet, and each floor shall contain at least two elements from the following options:

- a. Recess (e.g., porch, courtyard, entrance balcony, or similar feature) that has a minimum depth of *[four]* feet;
- b. Extension (e.g., floor area, porch, entrance, balcony, overhang, or similar feature) that projects a minimum of two feet and runs horizontally for a minimum length of *[four]* feet; or
- c. Offsets or breaks in roof elevation of *[two]* feet or greater in height.

[OPTION B] When the front, side, or rear elevation of any *[residential building / multifamily or townhome building]* is more than *[500-600]* square feet in area, that elevation must be divided into distinct planes of not more than *[500-600]* square feet subject to the following standards:

- a. Areas of wall planes that are entirely separated from other wall planes (e.g., wall or roof offsets, bays, stoops, canopies, porches, balconies, chimneys, dormers, and similar architectural projections or recesses) are those that are separated from the adjacent building plane by a depth of not less than *[two]* feet for a length of not less than *[six]* feet.
- b. Where horizontal features such as cornices, pediments, belt courses, canopies (e.g., covered porches), or bellybands are used to break a wall plane, they must be at least *[one]* foot in height across the width of the elevation.
- d. Roofs must provide offsets or breaks in roofline with at least one break of at least *[two]* feet for every *[90]* lineal feet of roofline. Roof offsets, cross gables, and similar interruptions are examples of acceptable breaks in roofline on sloped roofs. On flat roofs, stepped parapets or cornices proportioned to the building elevation may be used to meet this standard.

Subsection 3 House Plan Variety is recommended for communities that are concerned about production builders replicating the same building plan over and over, creating monotonous streetscapes. The standards require adjacent building plans look different from one another as viewed from the street. The standards are intended to apply only to new developments, not houses on existing lots. Cities should establish size thresholds so that the standards apply only to large subdivisions and multifamily projects with several buildings. Insert the graphics pages that apply, and add text references to graphics.

[3. House Plan Variety. *No two directly adjacent or opposite dwelling units in a single-family development, or buildings in a multifamily development, may possess the same front or street-facing elevation. This standard is met when front or street-facing elevations differ from one another by no fewer than [#] of the elements listed in a-g below. Where facades repeat on the same block face, they must have at least [three] intervening lots between them that meet the above standard.*

- a. *Materials – The plans specify different exterior cladding materials, a different combination of materials, or different dimensions, spacing, or arrangement of the same materials. This criterion does not require or prohibit any combination of materials; it only requires that plans not repeat or mirror one another. Materials used on the front facade must turn the corner and extend at least [two] feet deep onto the side elevations.*
- b. *Articulation – The plans have different offsets, recesses, or projections; or the front building elevations break in different places. For example, a plan that has a stoop entry (recess) varies from one that has an entry under a front porch (projection). For this criterion to apply, a recess must have a minimum depth of [four] feet and a projection or offset must be at least [four] feet in depth.*
- c. *Variation in Roof Elevation – The plans have different roof forms (e.g., gable versus gambrel or hip), different roof height (by at least [10] percent), different orientation (e.g., front-facing versus side-facing gable), or different roof projections (e.g., with and without dormer or shed, or different type of dormer or shed).*
- d. *Entry or Porch – The plans have different configuration or detailing of the front porch or covered entrance.*
- e. *Fenestration – The plans have different placement, shape, or orientation of windows or different placement of doors.*
- f. *Height – The elevation of the primary roofline (along the axis of the longest roofline) changes by not less than [four] feet from building to building, or from dwelling unit to dwelling unit (e.g., townhome units), as applicable. Changes in grade of [eight] feet or more from one lot to the adjacent lot are counted toward change in height for purposes of evaluating facade variation.*
- g. *Color Palette – Complementary variation in color palette.]*

[4. Materials and Color. *Building exteriors shall conform to the following standards. The (City decision-making body) may approve adjustments to the standards as part of a Site Design Review approval, pursuant to Chapter 4.2 and Chapter 4.7, respectively.]*

The following provisions are placeholders. Cities should refer to adopted design guidelines or standards for materials used in specific neighborhoods or districts.

3.2 – Building Orientation and Design | Residential Buildings

- a. *Primary Materials.* [Permitted exterior cladding materials include the following, and other materials found to be similar in appearance and durability, subject to Site Design Review / Exterior cladding materials may not consist of]: [placeholder].
- b. *Secondary Materials.* Any of the materials listed above as permitted may also be used as secondary materials or accents. In addition, the following materials are allowed as secondary materials, trims, or accents (e.g., flashing, wainscoting, awnings, canopies, signs, ornamentation) when non-reflective and compatible with the overall building design, subject to approval through Site Design Review: [placeholder]
- c. *Substitute Materials.* Substitute materials that are equal in appearance and durability to those listed in subsections 1 and 2 may be approved through Site Design Review. The applicant will be required to provide specifications from the manufacturer.
- d. *Color.* [Color schemes shall conform to the adopted color palette on file at the City Hall.] Reflective, luminescent, sparkling, and “day-glow” colors and finishes are prohibited.
- e. *Historic District and Historic Buildings.* [Refer to special regulations or overlay zone.]

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3.2 – Building Orientation and Design | Residential Buildings

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3.2 – Building Orientation and Design | Residential Buildings

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3.2 – Building Orientation and Design | Residential Buildings

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3.2 – Building Orientation and Design | Non-Residential Buildings

3.2.040 Non-Residential Buildings

User's Guide: Section 3.2.040 provides one set of design standards for non-residential buildings. The standards are intended to address the issues that are most frequently cited as concerns in small cities: basic site planning standards, pedestrian-oriented design, and architectural standards aimed at protecting small-town character. These standards support well-placed, well-planned commercial, mixed-use, and institutional buildings. The model should be adapted to include standards that address local design objectives, including, where applicable historic preservation, while providing flexibility for institutional uses such as hospitals, airports, places of worship, schools and colleges.

A. Purpose and Applicability. The following requirements apply non-residential development, including individual buildings and developments with multiple buildings such as shopping centers, office complexes, mixed-use developments, and institutional campuses. The standards are intended to create and maintain a built environment that is conducive to pedestrian accessibility, reducing dependency on the automobile for short trips, while providing civic space for employees and customers, supporting natural surveillance of public spaces, and creating human-scale design. The standards require buildings placed close to streets, with storefront windows (where applicable), with large building walls divided into smaller planes, and with architectural detailing. *[The standards are also intended to promote compatibility with the historic development pattern / architectural character of the community].*

User's Guide: Additional (optional) purpose and intent language is offered below. Insert statements as numbered subsections and add punctuation, as needed.

[The standards are intended to enhance / support the continued development of the city, reinforcing it as an attractive place to work, shop, and conduct business.

[The standards respond to and reconcile the historical context of the city with more contemporary building practices. The standards draw on the architectural vocabulary of the city's historic districts, while allowing a contemporary interpretation of older building forms and styles scaled to fit the community. It is not the City's intent to create an architectural theme, but rather to ensure that new buildings and exterior alterations fit within the context of their surroundings and contribute toward the development of compact, walkable commercial and mixed-use districts. Specifically, the standards:

draw upon the local vocabulary of building styles and elements, including compatibility with locally significant historic structures where applicable;

create a sense of street enclosure with appropriate building heights and detailing;

address differences in building scale between different zoning districts;

require the use of contextually appropriate materials, textures and colors;

promote a storefront character (windows, pedestrian shelter, furnishings, etc.);

encourage a diversity of building facades and rooflines that fall into a consistent rhythm;

promote corner lots as focal points;

improve the streetscape with adequate civic space, street furnishings and public art; and

encourage energy and water conservation, and the use of renewable resources.]

B. Building Orientation. The following standards apply to new buildings *[and building additions that are subject to Site Design Review. The (City decision-making body) may approve adjustments to the standards as part of a Site Design Review approval, pursuant to Chapter 4.2 and Chapter 4.7, respectively.]*

User's Guide: The following standards are intended to promote well-placed and well-designed buildings that enhance the public streetscape. The code has built-in exceptions for certain situations where compliance with the standards is not practical. Chapter 4.7 Adjustments and Variances, and Chapter 4.8 Master Planned Developments, provide additional flexibility, as needed. Insert the graphics pages that apply, and add text references to graphics.

- I. Buildings subject to this Section shall conform to the applicable build-to line standard in Table 2.2.040. The standard is met when at least *[50]* percent of the abutting street frontage has a building placed no farther from at least one street property line than the build-to line in Table 2.2.040 *[/i>; except in the D / MS zone, at least 80 percent of the abutting street frontage shall have a building placed no farther from at least one street property line than the required Build-to-Line.] The *[City decision-making body]*, through Site Design Review, may waive the build-to line standard where it finds that one or more of the conditions in subsections (a)-(g) occurs.
 - a. A proposed building is adjacent to a single-family dwelling, and an increased setback promotes compatibility with the adjacent dwelling.
 - b. The standards of the roadway authority preclude development at the build-to line.
 - c. The applicant proposes extending an adjacent sidewalk or plaza for public use, or some other pedestrian amenity is proposed to be placed between the building and public right-of-way, pursuant to Section 3.2.050 and subject to Site Design Review approval.
 - d. The build-to line may be increased to provide a private open space (e.g., landscaped forecourt), pursuant to Section 2.3.070, between a residential use in a mixed-use development (e.g., live-work building with ground floor residence) and a front or street property line.
 - e. A significant tree or other environmental feature precludes strict adherence to the standard and will be retained and incorporated in the design of the project.
 - f. A public utility easement or similar restricting legal condition that is outside the applicant's control makes conformance with the build-to line impracticable. In this case, the building shall instead be placed as close to the street as possible given the legal constraint, and pedestrian amenities (e.g., plaza, courtyard, landscaping, outdoor seating area, etc.) shall be provided within the street setback in said location pursuant to Section 3.2.050.
 - g. An expansion is proposed on an existing building that was lawfully created but does not conform to the above standard, and the building addition moves in the direction of compliance where practicable.*
2. Except as provided in subsections 3.2.040.C(5)-(6), below, all buildings shall have at least one primary entrance (i.e., tenant entrance, lobby entrance, breezeway entrance, or courtyard entrance) facing an abutting street (i.e., within 45 degrees of the street property line); or if the building entrance must be

3.2 – Building Orientation and Design | Non-Residential Buildings

turned more than 45 degrees from the street (i.e., front door is on a side or rear elevation) due to the configuration of the site or similar constraints, a pedestrian walkway must connect the primary entrance to the sidewalk in conformance with Section 3.3.030.

3. Off-street parking, trash storage facilities, and ground-level utilities (e.g., utility vaults), and similar obstructions shall not be placed between building entrances and the street(s) to which they are oriented. To the extent practicable, such facilities shall be oriented internally to the block and accessed by alleys or driveways.
4. Off-street parking shall be oriented internally to the site to the extent practicable, and shall meet the Access and Circulation requirements of Chapter 3.3, the Landscape and Screening requirements of Chapter 3.4, and the Parking and Loading requirements of Chapter 3.5.
5. Where a development contains multiple buildings and there is insufficient street frontage to meet the above building orientation standards for all buildings on the subject site, a building's primary entrance may orient to plaza, courtyard, or similar pedestrian space containing pedestrian amenities and meeting the requirements under Section 2.3.090, subject to Site Design Review approval. When oriented this way, the primary entrance(s), plaza, or courtyard shall be connected to the street by a pedestrian walkway conforming to Section 3.3.030.

C. Large-Format Developments. Plans for new developments, or any phase thereof, with a total floor plate area (ground floor area of all buildings) greater than [40,000] square feet, including land divisions in the [D / MS, GC, and LI / ME] zones, shall meet all of the following standards in subsections 1-9, below. *The (City decision-making body) may approve adjustments to the standards as part of a Site Design Review approval, pursuant to Chapter 4.2 and Chapter 4.7, respectively.*

The following standards are intended to address problems of transportation connectivity and pedestrian safety associated with “big box” developments and conventional strip-commercial shopping centers. Insert the graphics pages that apply, and add text references to graphics.

1. The site plan or preliminary subdivision plan, as applicable, shall comply with the street connectivity standards of Section 3.6.020. The plan approval shall bind on all future phases of the development, if any, to the approved block layout.
2. Except as provided by subsection 3.2.040(C)(6)-(9), below, the site shall be configured into blocks with building pads that have frontage onto improved streets meeting City standards, and shall contain interior parking courts and with interconnected pedestrian walkways.
3. The build-to line standards in Table 2.3.030 shall be met across not less than [50] percent of the site's street frontage, consistent with subsection 3.2.040(B), except the build-to standard does not apply where a railroad, expressway, water body, topographic constraint, or similar physical constraint makes it impractical to orient buildings to a particular street or highway.

3.2 – Building Orientation and Design | Non-Residential Buildings

4. Walkways shall connect the street right-of-way to all primary building entrances, and shall connect all primary building entrances to one another, including required pedestrian crossings through interior parking areas, if any, in accordance with Section 3.3.030. The *[City decision-making body]* may condition development to provide facilities exceeding those required by Section 3.3.030, including a requirement for lighting, stairways, ramps, and midblock pedestrian access ways (e.g., to break up an otherwise long block) to ensure reasonably safe, direct, and convenient pedestrian circulation.
5. Buildings placed at a block corner shall have a primary entrance oriented to the block corner. That entrance shall be located within *[20-40]* feet of the corner and shall have a direct and convenient pedestrian walkway connecting to the corner sidewalk.
6. All buildings shall orient to a street, pursuant to subsection 3.2.040.B. Where it is not practical to orient all buildings to streets due to existing parcel configuration or a similar site constraints, buildings may orient to a “shopping street” providing, at a minimum, on-street parking (parallel or angled parking), *[8-10]*-foot sidewalks (which shall include a *[four]*-foot zone for street trees and furnishings such as benches and other street furniture), and pedestrian-scale lighting.
7. Each building that is proposed as orienting to a shopping street shall comply with the orientation standards of Section 3.2.040.B in reference to the shopping street, and shall have at least one primary entrance oriented to the shopping street.
8. Where a building fronts both a shopping street and a public street, that building shall contain at least one primary entrance oriented to each street; except that an entrance is not required where the public street is not improved with a sidewalk and the City determines that sidewalk improvements to the public street cannot required as a condition of approval.
9. All other provisions of this Code apply to large-format developments.

D. Primary Entrances and Windows. The following standards apply to new buildings *[and building additions that are subject to Site Design Review. The (City decision-making body) may approve adjustments to the standards as part of a Site Design Review approval, pursuant to Chapter 4.2 and Chapter 4.7, respectively.]*

The standards are intended to address the issues that are most frequently cited as concerns in small cities: avoiding suburban building designs (require detailed storefront design) and maintaining a compatible building scale. Not every community will need all of the following provisions. Insert the graphics pages that apply, and add text references to graphics.

1. **All Elevations of Building.** Architectural designs shall address all elevations of a building. Building forms, detailing, materials, textures, and color shall to contribute to a unified design with architectural integrity. Materials used on the front façade must turn the building corners and include at least a portion of the side elevations, consistent with the building’s overall composition and design integrity.
2. **Pedestrian Entrances.** Ground level entrances oriented to a street shall be at least partly transparent for natural surveillance and to encourage an inviting and successful business environment. This standard may be met by providing a door with a window(s), a transom window above the door, or sidelights beside the door. Where ATMs or other kiosks are proposed on any street-facing elevation, they shall be visible from the street for security and have a canopy, awning, or other weather protection shelter.

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3. **Corner Entrances.** Buildings on corner lots are encouraged to have corner entrances. Where a corner entrance is not provided, the building plan *[should / shall]* provide an architectural element or detailing (e.g., tower, beveled corner, art, special trim, etc.) that accentuates the corner location.
4. **Street Level Entrances.** All primary building entrances shall open to the sidewalk and shall conform to Americans with Disabilities Act (ADA) requirements, as applicable. Primary entrances above or below grade may be allowed where ADA accessibility is provided.
5. **Windows – General.** Except as approved for parking structures or accessory structures, the front/street-facing elevations of buildings shall provide display windows, windowed doors, and where applicable, transom windows to express a storefront character.
6. **Storefront Windows.** Storefront windows shall consist of framed picture or bay windows, which may be recessed. *[Framing shall consist of trim detailing such as piers or pilasters (sides), lintels or hoods (tops), and kick plates or bulkheads (base)—or similar detailing—consistent with a storefront character.]* The ground floor, street-facing elevation(s) of all buildings shall comprise at least *[60]* percent transparent windows, measured as a section extending the width of the street-facing elevation between the building base (or *[30]* inches above the sidewalk grade, whichever is less) and a plane *[72]* inches above the sidewalk grade.
7. **Defined Upper Story(ies).** Building elevations shall contain detailing that visually defines street level building spaces (storefronts) from upper stories. The distinction between street level and upper floors shall be established, for example, through the use of awnings, canopies, belt course, or similar detailing, materials, or fenestration. Upper floors may have less window area than ground floors, but shall follow the vertical lines of the lower level piers and the horizontal definition of spandrels and any cornices. *[Upper floor window orientation shall primarily be vertical, or have a width that is no greater than height. Paired or grouped windows that, together, are wider than they are tall, shall be visually divided to express the vertical orientation of individual windows.]*
8. **Buildings Not Adjacent to a Street.** Buildings that are not adjacent to a street or a shopping street, such as those that are setback behind another building and those that are oriented to a civic space (e.g., internal plaza or court), shall meet the *[60]* percent transparency standard on all elevations abutting civic spaces(s) and on elevations containing a primary entrance.
9. **Side and Rear Elevation Windows.** All side and rear elevations, except for zero-lot line or common wall elevations, where windows are not required, shall provide not less than *[30]* percent transparency.
10. **Window Trim.** At a minimum, windows shall contain trim, reveals, recesses, or similar detailing of not less than *[four]* inches in width or depth as applicable. The use of decorative detailing and ornamentation around windows (e.g., corbels, medallions, pediments, or similar features) is encouraged.
11. **Projecting Windows, Display Cases.** Windows and display cases shall not break the front plane of the building (e.g., projecting display boxes are discouraged). For durability and aesthetic reasons, display cases, when provided, shall be flush with the building façade (not affixed to the exterior) and integrated into the building design with trim or other detailing. Window flower boxes are allowed provided they do not encroach into the pedestrian through-zone.

12. Window Exceptions. The *[City decision-making body]* may approve an exception to the above standards where existing topography makes compliance impractical. Where an exception to the window transparency requirement is made for parking garages or similar structures, the building design must incorporate openings or other detailing that resembles the window patterns (rhythm and scale).

E. Articulation and Detailing. The following standards apply to new buildings *[and building additions that are subject to Site Design Review. The (City decision-making body) may approve adjustments to the standards as part of a Site Design Review approval, pursuant to Chapter 4.2 and Chapter 4.7, respectively.]*

The following standards are intended to avoid blank walls and maintain a compatible building scale. Insert the graphics pages that apply, and add text references to graphics.

- 1. Articulation.** All building elevations that orient to a street or civic space must have breaks in the wall plane (articulation) of not less than one break for every *[30]* feet of building length or width, as applicable, as follows:
 - a. A “break” for the purposes of this subsection is a change in wall plane of not less than *[24]* inches in depth. Breaks may include but are not limited to an offset, recess, window reveal, pilaster, frieze, pediment, cornice, parapet, gable, dormer, eave, coursing, canopy, awning, column, building base, balcony, permanent awning or canopy, marquee, or similar architectural feature.
 - b. The *[City decision-making body]* through Site Design Review may approve detailing that does not meet the *[24-]inch break-in-wall-plane standard* where it finds that proposed detailing is more consistent with the architecture of *[historically significant or historic-contributing]* buildings existing in the vicinity.
 - c. Changes in paint color and features that are not designed as permanent architectural elements, such as display cabinets, window boxes, retractable and similar mounted awnings or canopies, and other similar features, do not meet the *[24-]inch break-in-wall-plane standard*.
 - d. Building elevations that do not orient to a street or civic space need not comply with the *[24-]inch break-in-wall-plane standard* but should complement the overall building design.
- 2. Change in Materials.** Elevations should incorporate changes in material that define a building’s base, middle, and top, as applicable, and create visual interest and relief. Side and rear elevations that do not face a street, public parking area, pedestrian access way, or plaza may utilize changes in texture and/or color of materials, provided that the design is consistent with the overall composition of the building.
- [3. Horizontal Lines.** *New buildings and exterior remodels shall generally follow the prominent horizontal lines existing on adjacent buildings at similar levels along the street frontage. Examples of such horizontal lines include but are not limited to: the base below a series of storefront windows, an awning or canopy line, a belt course between building stories, a cornice, or a parapet line. Where existing adjacent buildings do not meet the City’s current building design standards, a new building may establish new horizontal lines.*
- 4. Ground Floor and Upper Floor Division.** *A clear visual division shall be maintained between the ground level floor and upper floors, for example, through the use of a belt course, transom, awning, canopy, or similar division.*

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5. **Vertical Rhythms.** *New construction or front elevation remodels shall reflect a vertical orientation, either through breaks in volume or the use of surface details.]*
- F. **Pedestrian Shelters.** *The following standards apply to new buildings [and building additions that are subject to Site Design Review. The (City decision-making body) may approve adjustments to the standards as part of a Site Design Review approval, pursuant to Chapter 4.2 and Chapter 4.7, respectively.]*

The following standards are intended promote pedestrian-oriented, human-scale design. Insert the graphics pages that apply, and add text references to graphics.

1. **Minimum Pedestrian Shelter Coverage.** Permanent awnings, canopies, recesses, or similar pedestrian shelters shall be provided along at least [75] percent of the ground floor elevation(s) of a building where the building abuts a sidewalk, civic space, or pedestrian access way. Pedestrian shelters used to meet the above standard shall extend at least [five] feet over the pedestrian area; except that the [City decision-making body], through Site Design Review, may reduce the above standards where it finds that existing right-of-way dimensions, easements, or building code requirements preclude standard shelters. In addition, the above standards do not apply where a building has a ground floor dwelling, as in a mixed-use development or live-work building, and the dwelling has a covered entrance.
2. **Pedestrian Shelter Design.** Pedestrian shelters shall comply with applicable building codes, and shall be designed to be visually compatible with the architecture of a building. If mezzanine or transom windows exist, the shelter shall be below such windows where practical. Where applicable, pedestrian shelters shall be designed to accommodate pedestrian signage (e.g., blade signs), while maintaining required vertical clearance.

G. Mechanical Equipment

1. **Building Walls.** Where mechanical equipment, such as utility vaults, air compressors, generators, antennae, satellite dishes, or similar equipment, is permitted on a building wall that abuts a public right-of-way or civic space, it shall be screened pursuant to Chapter 3.4. Standpipes, meters, vaults, and similar equipment need not be screened but shall not be placed on a front elevation when other practical alternatives exist; such equipment shall be placed on a side or rear elevation where practical. *[Equipment for micro-generation or small-scale renewable energy (e.g., mini-wind turbines, solar panels, and similar features) are subject to the Special Use requirements of Section 2.3.190.]*
2. **Rooftops.** Except as provided below, rooftop mechanical units shall be setback or screened behind a parapet wall so that they are not visible from any public right-of-way or civic space. Where such placement and screening is not practicable, the [City decision-making body] may approve painting of mechanical units in lieu of screening; such painting may consist of muted, earth-tone colors that make the equipment visually subordinate to the building and adjacent buildings, if any.
3. **Ground-Mounted Mechanical Equipment.** Ground-mounted equipment, such as generators, air compressors, trash compactors, and similar equipment, shall be limited to side or rear yards and screened with fences or walls constructed of materials similar to those on adjacent buildings. Hedges,

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trellises, and similar plantings may also be used as screens where there is adequate air circulation and sunlight, and irrigation is provided. The City may require additional setbacks and noise attenuating equipment for compatibility with adjacent uses.

H. Civic Space. Commercial development projects shall provide civic space pursuant to Section 3.2.080.

I. Drive-Up and Drive-Through Facilities. Drive-up and drive-through facilities shall comply with the requirements of Section 3.2.060.

J. Upper Story Step-Back. *The purpose of the height step-back is to maintain a consistent building scale as viewed from the street, to provide for compatibility between development in the [D / MS] zone and residential [RL] districts, and to provide for solar gain and light filtering down to the street. Upper-story step-back surfaces designed balconies, rooftop gardens, or other private open spaces in mixed-use developments, may be used to satisfy the multifamily open space standards in Section 2.3.70.*

The following standards address the issues that are most frequently cited as concerns in small cities: avoiding the appearance of high-density development (or buildings that appear out of scale) and providing for a transition or compatible building scale adjacent to single-family residences, without requiring discretionary design review procedures or conditional use permits for commercial development. Reference graphic with height step-back labeled.

- 1. [D / MS] zone:** *Where the height of a proposed building, or building addition, in the [D / MS] zone exceeds [35-45] feet, that portion of the building exceeding [35-45] feet in height shall step-back at least [four] feet from the front plane of the subject building that is closest to the street. A similar step-back is required where the subject site abuts, or is on the opposite side of the same street from, an RL zone.]*
- 2. [Specify Other Zones, as needed]:** *Where the building proposed in the [X] zone exceeds [35] feet in height, it shall step-back at least [#] feet from the front plane of the building that is closest to the street; a similar step-back is required where the subject site abuts, or is on the opposite side of the same street from, an RL zone.]*

[K. Materials and Color. *Building exteriors shall conform to the following standards. The (City decision-making body) may approve adjustments to the standards as part of a Site Design Review approval, pursuant to Chapter 4.2 and Chapter 4.7, respectively.]*

The following provisions are placeholders. Cities should refer to adopted design guidelines or standards for materials used in specific neighborhoods or districts.

- 1. Primary Materials.** *[Permitted exterior cladding materials include the following, and other materials found to be similar in appearance and durability, subject to Site Design Review / Exterior cladding materials may not consist of placeholder].*
- 2. Secondary Materials.** *Any of the materials listed above as permitted may also be used as secondary materials or accents. In addition, the following materials are allowed as secondary materials, trims, or accents (e.g., flashing, wainscoting, awnings, canopies, signs, ornamentation) when non-reflective and compatible with the overall building design, subject to approval through Site Design Review: [placeholder]*

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3. **Substitute Materials.** *Substitute materials that are equal in appearance and durability to those listed in subsections 1 and 2 may be approved through Site Design Review. The applicant will be required to provide specifications from the manufacturer.*
4. **Color.** *[Color schemes shall conform to the adopted color palette on file at the City Hall.] Reflective, luminescent, sparkling, and “day-glow” colors and finishes are prohibited.*
5. **Historic District and Historic Buildings.** *(Refer to special regulations or overlay zone.)]*

[L. Mixed-Use Building Height Bonus. *Where Section 2.2.040 provides for a building height bonus for mixed-use development, the (City decision-making body) may approve, approve with conditions, or deny a proposed height bonus if all of the following criteria are met:*

1. *The proposed height increase is for the sole purpose of allowing a residential use above a permitted commercial, civic, or institutional use; or is required to accommodate structured parking.*
2. *The proposed building complies with the upper story step-back requirements of subsection 3.2.040.J.*
3. *The proposed increase in height is compatible with adjacent uses and structures, or can be made compatible through reasonable conditions of approval. For the purposes of this subsection, a finding of compatibility means that the proposed height increase does not create a fire hazard; does not conflict with a locally or federally designated historic landmark or district, or with a building or district the City recognizes as being eligible for the National Register of Historic Places; and does not create excessive glare, shade, noise, or privacy concerns for existing adjacent residential uses.]*

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3.2 – Building Orientation and Design | Non-Residential Buildings

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3.2 – Building Orientation and Design | Non-Residential Buildings

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3.2.050 Civic Space and Pedestrian Amenities

User's Guide: Well-designed civic space is as important as building design and the provision of centralized parking to the success of a downtown, main street district, or commercial center. Civic spaces include areas that are improved with a plaza, patio, courtyard, widened sidewalk, or similar pedestrian space adjacent to a street or within a public open space.

The minimum civic space and pedestrian improvement standards should be scaled to your community and should implement adopted policy. Ideally, a city would have a plan in place guiding downtown or main street development and revitalization, and the civic space standards would be consistent with the plan. Where no plan exists, the standards should have built-in flexibility. For example, the code might exempt redevelopment projects in areas with historic structures, where civic space improvements would be inconsistent with the historic development pattern.

In addition, or as an alternative, to the civic space standards, cities can establish a system development charge that pays for civic space improvements in a defined area, such as a downtown district. That revenue can be used to leverage additional resources for civic space improvements (e.g., urban renewal, grants, and economic improvement district funds). Again, this approach would work best with an adopted plan in place.

Insert the graphics pages that apply, and add text references to graphics.

A. Purpose. This section provides standards for civic spaces where such areas are required or provided voluntarily. Civic spaces allow for light and air circulation, visual relief, pedestrian resting areas, and opportunities for socialization in the most densely developed parts of the city. The code allows projects within *[(name zones or specific street frontages)]* to meet minimum landscape area standards of Chapter 3.4 by providing civic space adjacent to street frontages or in courtyards or plazas between buildings, instead of with planted areas elsewhere on a lot as is typically done for residential developments.

B. Applicability. All new *[commercial developments / developments]* *[with more than (x) square feet of gross leasable floor area or (y) square feet of site area]* *[within (name base zone(s) or overlay(s))]* are required to meet the standards of this section.

C. Standards.

I. Civic Space Standards. Except as provided by subsections 3.2.050.C(3)-(4), below, at least *[3]* percent of every development site shall be designated and improved as civic space (plaza, landscaped courtyard, or similar space) that is accessible to the general public, pursuant to all of the following standards in subsections a-e:

- a. The highest priority locations for civic space improvements are those with the highest pedestrian activity (e.g., street corners and pedestrian access ways), as generally illustrated.
- b. Civic spaces shall abut a public right-of-way or otherwise be connected to and visible from a public right-of-way by a sidewalk or pedestrian access way. Access ways shall be identifiable with a change in paving materials (e.g., pavers inlaid in concrete or a change in pavement scoring patterns or texture).
- c. Where public access to a civic space is not practical due to existing development patterns, physical site constraints, or other hardship presented by the applicant, the City may allow a private area,

3.2 – Building Orientation and Design | Civic Space and Pedestrian Amenities

such as an outdoor eating area attached to a restaurant, in finding the project complies with the standard.

- d. All civic spaces shall have dimensions that allow for reasonable pedestrian access. For example, by extending the width of an existing sidewalk by *[four]* feet, a developer might provide space for an outdoor eating area; whereas a larger development at a street corner could meet the standard by creating a plaza adjacent to a building entrance.
- e. Civic space improvements shall conform to Chapter 3.4 Landscaping, Fences and Walls.

2. **Pedestrian Improvements in Civic Spaces.** Except as provided by subsections 3.2.050.C(3)-(4), below, where this section requires the provision of civic space, such space shall be improved with pedestrian amenities, pursuant to the following standards in subsections a-e:

- a. Pedestrian amenities shall be provided in an amount equal to or greater than *[0.5]* percent of the estimated construction cost of the proposed building(s). A licensed architect, landscape architect, or other qualified professional, shall prepare cost estimates for civic space improvements, which shall be subject to review and approval by the *[Planning Official]*.
- b. Pedestrian amenities include plaza surfaces (e.g., pavers, landscapes, etc.), sidewalk extensions (e.g., with outdoor cafe space), street furnishings (e.g., benches, public art, pedestrian-scale lighting, water fountains, trash receptacles, bus waiting shelters, shade structures, or others), way-finding signs, or similar amenities, as approved by the *[Planning Official / Planning Commission]*.
- c. Where a civic space adjoins a building entrance it should incorporate a permanent weather protection canopy, awning, pergola, or similar feature, consistent with Section 3.2.040.F.
- d. The City may accept pedestrian amenities proposed within a public right-of-way (e.g., street corner or mid-block pedestrian access way) and grant the developer credit toward fulfilling the above improvement standard.
- e. The cost of a proposed public parking facility may be subtracted from building costs used in the assessment of civic space improvements.

3. **Exception for Minor Projects.** Building additions and remodels are not required to provide civic space where the estimated cost of the proposed building improvement is less than *[50]* percent of the existing assessed value of improvements on the subject site. Cost estimates are based on those used to estimate building permit fees, or other independent and credible source, subject to review and approval by the *[Planning Official]*. Assessed values shall be the market value of record at the *[name]* County Assessor's Office.

*[4. **Exception for In Lieu Fee.** Where the City finds that the creation of civic space is not practicable based on the project location or other relevant factors, it may accept an in lieu fee which shall be proportionate to the estimated cost of land and improvements (on-site) that otherwise would have been required. In such case, a licensed architect, landscape architect, or other qualified professional, shall prepare cost estimates for civic space improvements, which shall be subject to review and approval by the City Planning Official.]*

3.2 – Building Orientation and Design | Civic Space and Pedestrian Amenities

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3.2.060 Drive-up and Drive-through Uses and Facilities

User's Guide: Cities should discourage drive-up and drive-through facilities, such as at fast food restaurants, banks, and pharmacies, in downtowns, main streets, and other walkable centers. These uses create safety concerns for pedestrians and bicyclists. They can also create traffic operations problems on adjacent streets. Another option is to prohibit drive-up and drive-through uses, or limit them to properties where they already exist.

The model code recommends cities require conditional use permits for drive-up and drive-through facilities where the use is allowed. The following design standards are intended to mitigate traffic operations and safety concerns associated with these uses. The standards supplement the conditional use permit criteria of Chapter 4.4. See sample graphic.

- A. Purpose.** Where drive-up or drive-through uses and facilities are allowed, they shall conform to all of the following standards, which are intended to calm traffic, provide for adequate vehicle queuing space, prevent automobile turning movement conflicts, and provide for pedestrian comfort and safety.
- B. Standards.** Drive-up and drive-through facilities (i.e., driveway queuing areas, customer service windows, teller machines, kiosks, drop-boxes, or similar facilities) shall meet all of the following standards:
1. The drive-up or drive-through facility shall orient to and receive access from a driveway that is internal to the development and not a street, as generally illustrated.
 2. The drive-up or drive-through facility shall not be oriented to street corner.
 3. The drive-up or drive-through facility shall not be located within [20] feet of a street right-of-way.
 4. Drive-up and drive-through queuing areas shall be designed so that vehicles will not obstruct any street, fire lane, walkway, bike lane, or sidewalk.
 - [5. *In the [(name of zone or overlay)] district, no new drive-up or drive-through facility is allowed within [400] linear feet of another drive-up or drive-through facility, where the existing drive-up or drive-through facility lawfully existed as of the date of an application for a new drive-up or drive-through facility.*]

[3.2.070 *Reserved for Special District Design Standards*]

User's Guide: This section is a placeholder for standards that apply only to specific subareas or under certain situations. For example, different building design standards might be required for historic districts, or where the city has adopted a specific area plan. Alternatively, special district requirements can be incorporated into the code as overlay zones in Article 2.

Chapter 3.3 - Access and Circulation

Sections:

- 3.3.010 Purpose
- 3.3.020 Applicability
- 3.3.020 Vehicular Access and Circulation
- 3.3.030 Pedestrian Access and Circulation

3.3.010 Purpose

Chapter 3.3 contains standards for vehicular and pedestrian access, circulation, and connectivity. The standards promote safe, reasonably direct, and convenient options for walking and bicycling, while accommodating vehicle access to individual properties, as needed[. / and access to transit.]

3.3.020 Applicability

Chapter 3.3 applies to new development and changes in land use necessitating a new or modified street or highway connection. Except where the standards of a roadway authority other than the City supersede City standards, Chapter 3.3 applies to all connections to a street or highway, and to driveways and walkways. *[The (City decision-making body), through a (Type II / III) procedure, may grant adjustments to Chapter 3.2, pursuant to the criteria of Chapter 4.7 Adjustments and Variances. (Elaborate as needed, specifying any limitation on the types of standards that may be adjusted and by how much.)]* For street improvement requirements, refer to Section 3.6.020.

3.3 – Access and Circulation | Vehicular Access and Circulation

3.3.030 Vehicular Access and Circulation

User's Guide: This section implements Transportation Planning Rule requirements related to access management and is intended to be consistent with ODOT access management requirements for state highways under OAR 734-051. Insert the graphics pages that apply, and add text references to graphics.

- A. Purpose and Intent.** Section 3.3.030 *[implements the street access policies of the City of (name) Transportation System Plan / serves as the street access management policy of the City of (name) until such time as the City adopts a Transportation System Plan.]* It is intended to promote safe vehicle access and egress to properties, while maintaining traffic operations in conformance with adopted standards. “Safety,” for the purposes of this chapter, extends to all modes of transportation.
- B. Permit Required.** Vehicular access to a public street (e.g., a new or modified driveway connection to a street or highway) requires an approach permit approved by the applicable roadway authority. *[The City Planning Official reviews permit requests for connections to City streets through a Type III procedure.]*
- C. Traffic Study Requirements.** The City, in reviewing a development proposal or other action requiring an approach permit, may require a traffic impact analysis, pursuant to Section 3.6.020, to determine compliance with this code.
- D. Approach and Driveway Development Standards.** Approaches and driveways shall conform to all of the following development standards:
1. The number of approaches on higher classification streets (e.g., collector and arterial streets) shall be minimized; where practicable, access shall be taken first from a lower classification street.
 2. Approaches shall conform to the spacing standards of subsections E and F, below, and shall conform to minimum sight distance and channelization standards of the roadway authority.
 3. Driveways shall be paved and meet applicable construction standards. *[Where permeable paving surfaces are allowed or required, such surfaces shall conform to applicable Engineering Design Standards].*
 4. The *[City decision-making body]* may limit the number or location of connections to a street, or limit directional travel at an approach to one-way, right-turn only, or other restrictions, where the roadway authority requires mitigation to alleviate safety or traffic operations concerns.
 5. Where the spacing standards of the roadway authority limit the number or location of connections to a street or highway, the *[City decision-making body]* may require a driveway extend to one or more edges of a parcel and be designed to allow for future extension and inter-parcel circulation as adjacent properties develop. The *[City decision-making body]* may also require the owner(s) of the subject site to record an access easement for future joint use of the approach and driveway as the adjacent property(ies) develop(s).
 6. Where applicable codes require emergency vehicle access, approaches and driveways shall be designed and constructed to accommodate emergency vehicle apparatus and shall conform to applicable fire protection requirements. The *[City decision-making body]* may restrict parking, require signage, or require other public safety improvements pursuant to the recommendations of an emergency service provider.

3.3 – Access and Circulation | Vehicular Access and Circulation

7. As applicable, approaches and driveways shall be designed and constructed to accommodate truck/trailer-turning movements.
8. *[Except where the (City decision-making body) and roadway authority, as applicable, permit an open access with perpendicular or angled parking (See Section 3.3.030.J), d/D]* Driveways shall accommodate all projected vehicular traffic on-site without vehicles stacking or backing up onto a street.
9. Driveways shall be designed so that vehicle areas, including, but not limited to, drive-up and drive-through facilities and vehicle storage and service areas, do not obstruct any public right-of-way.
10. Approaches and driveways shall not be wider than necessary to safely accommodate projected peak hour trips and turning movements, and shall be designed to minimize crossing distances for pedestrians.
11. As it deems necessary for pedestrian safety, the *[City decision-making body]*, in consultation with the roadway authority, as applicable, may require that traffic-calming features, such as speed tables, textured driveway surfaces (e.g., pavers or similar devices), curb extensions, signage or traffic control devices, or other features, be installed on or in the vicinity of a site as a condition of development approval.
12. Construction of approaches along acceleration or deceleration lanes, and along tapered (reduced width) portions of a roadway, shall be avoided; except where no reasonable alternative exists and the approach does not create safety or traffic operations concern.
13. Approaches and driveways shall be located and designed to allow for safe maneuvering in and around loading areas, while avoiding conflicts with pedestrians, parking, landscaping, and buildings.
14. Where sidewalks or walkways occur adjacent to a roadway, driveway aprons constructed of *[concrete]* shall be installed between the driveway and roadway edge. The roadway authority may require the driveway apron be installed outside the required sidewalk or walkway surface, consistent with Americans with Disabilities Act (ADA) requirements, and to manage surface water runoff and protect the roadway surface.
15. Where an accessible route is required pursuant to ADA, approaches and driveways shall meet accessibility requirements where they coincide with an accessible route.
16. The *[City decision-making body]* may require changes to the proposed configuration and design of an approach, including the number of drive aisles or lanes, surfacing, traffic-calming features, allowable turning movements, and other changes or mitigation, to ensure traffic safety and operations.
17. Where a new approach onto a state highway or a change of use adjacent to a state highway requires ODOT approval, the applicant is responsible for obtaining ODOT approval. The *[City decision-making body]* may approve a development conditionally, requiring the applicant first obtain required ODOT permit(s) before commencing development, in which case the City will work cooperatively with the applicant and ODOT to avoid unnecessary delays.
18. Where an approach or driveway crosses a drainage ditch, canal, railroad, or other feature that is under the jurisdiction of another agency, the applicant is responsible for obtaining all required approvals and permits from that agency prior to commencing development.
19. Where a proposed driveway crosses a culvert or drainage ditch, the *[City decision-making body]* may require the developer to install a culvert extending under and beyond the edges of the driveway on both sides of it, pursuant to applicable *[public works / engineering]* design standards.

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20. Except as otherwise required by the applicable roadway authority or waived by the [City Engineer / Public Works Director], temporary driveways providing access to a construction site or staging area shall be paved or graveled to prevent tracking of mud onto adjacent paved streets.

[21. Development that increases impervious surface area shall conform to the storm drainage and surface water management requirements of Section 3.6.050.]

E. Approach Separation from Street Intersections. Except as provided by Section 3.3.030.H, the following minimum distances shall be maintained between approaches and street intersections, where distance is measured from the edge of an approach surface to the edge of the roadway at its ultimate designated width:

Insert standards from the local jurisdiction's transportation system plan; or, where no transportation plan exists, determine appropriate standards in coordination with city engineering and public works staff, and staff from other roadway authorities, as applicable. The standards should balance the need for reasonable development opportunities with traffic operations and safety for all modes of transportation. Revise the standards of Section 3.3.030.D, above, as needed.

1. On an arterial street: [100] feet, except as required by ODOT, pursuant to Oregon Administrative Rule (OAR) 734-051, for state highways
2. On a collector street: [50] feet
3. On a local street: [20] feet

F. Approach Spacing. Except as provided by Section 3.3.030.H or as required to maintain street operations and safety, the following minimum distances shall be maintained between approaches, where distance is measured from the edge of one approach to the edge of another:

User's Guide: Cities should use standards from the local jurisdiction's transportation system plan; or where no transportation plan exists, determine appropriate standards based on a collaborative discussion with the city's engineering and public works staff or consultants. The standards should balance the need to provide for reasonable development opportunities with safety and traffic operations. As approaches occur more frequently on busy streets, the more potential there is for conflicts between vehicles (i.e., conflicting turning movements) and between vehicles and pedestrians. The following standards for arterials streets are based on the highway approach spacing standards in Oregon Administrative Rules (OAR) 734-051 for highway segments with speeds between 25-45 miles per hour.

1. On an arterial street: [150-360] feet based on speed limit or posted speed, as applicable, except as otherwise required by ODOT for a state highway, pursuant to Oregon Administrative Rules (OAR) 734-051
2. On a collector street: [50-100] feet
3. On a local street: [20] feet, or the [City decision-making body] may approve closer spacing where necessary to provide for on-street parking (e.g., between paired approaches)

- G. Vision Clearance.** No visual obstruction (e.g., sign, structure, solid fence, or shrub vegetation) between [three feet] and [eight feet] in height shall be placed in “vision clearance areas” at street intersections, as illustrated. The minimum vision clearance area may be modified by the [City decision-making body] through a Type I procedure, upon finding that more or less sight distance is required (i.e., due to traffic speeds, roadway alignment, etc.). Placement of light poles, utility poles, and tree trunks should be avoided within vision clearance areas.
- H. Exceptions and Adjustments.** The [City decision-making body] may approve adjustments to the spacing standards of subsections E and F, above, where an existing connection to a City street does not meet the standards of the roadway authority and the proposed development moves in the direction of code compliance. The [City decision-making body] through a Type II procedure may also approve a deviation to the spacing standards on City streets where it finds that mitigation measures, such as consolidated access (removal of one access), joint use driveways (more than one property uses same access), directional limitations (e.g., one-way), turning restrictions (e.g., right-in/right-out only), or other mitigation alleviate all traffic operations and safety concerns.
- I. Joint Use Access Easement and Maintenance Agreement.** Where the City approves a joint use driveway, the property owners shall record an easement with the deed allowing joint use of and cross access between adjacent properties. The owners of the properties agreeing to joint use of the driveway shall record a joint maintenance agreement with the deed, defining maintenance responsibilities of property owners. The applicant shall provide a fully executed copy of the agreement to the City for its records, but the City is not responsible for maintaining the driveway or resolving any dispute between property owners.
- J. Frontage Driveways and Street-Side Parking Bays.** *The (City decision-making body), in consultation with the roadway authority, as applicable, may permit an open access with perpendicular or angled parking adjacent to a public street where an existing street does not contain parallel parking, and the proposed development does not warrant a street widening to provide parallel parking pursuant to Chapter 3.6. The open access area shall conform to the City’s street construction standards for paving (, storm drainage and surface water management,) and the requirements of the roadway authority if different from the City’s. The (City decision-making body) may also require, based on existing and projected pedestrian activity, that a sidewalk or a walkway be installed along the full frontage of the site pursuant to Section 3.3.040.]*

3.3 – Access and Circulation | Vehicular Access and Circulation

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3.3 – Access and Circulation | Vehicular Access and Circulation

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3.3.040 Pedestrian Access and Circulation

User's Guide: This section implements Transportation Planning Rule (TPR) requirements related to pedestrian access and is intended to be consistent with the TPR provisions for multi-modal mixed-use areas. Note that the block length and perimeter standards are being consolidated in Chapter 3.6, which contains public improvement standards for subdivisions and site developments. In addition, the new building orientation and design standards of Chapter 3.2 are meant to complement the pedestrian circulation requirements of Section 3.3.040. Insert the graphics pages that apply, and add text references to graphics.

A. Purpose and Intent. Section 3.3.040 *[implements the pedestrian access and connectivity policies of City of (name) Transportation System Plan / serves as the pedestrian access and circulation policy of the City of (name) until such time as the City adopts a Transportation System Plan.]* It is intended to provide for safe, reasonably direct, and convenient pedestrian access and circulation.

B. Standards. Developments shall conform to all of the following standards for pedestrian access and circulation:

- 1. Continuous Walkway System.** A pedestrian walkway system shall extend throughout the development site and connect to adjacent sidewalks, if any, and to all future phases of the development, as applicable.
- 2. Safe, Direct, and Convenient.** Walkways within developments shall provide safe, reasonably direct, and convenient connections between primary building entrances and all adjacent parking areas, recreational areas, playgrounds, and public rights-of-way conforming to the following standards:
 - a. The walkway is reasonably direct. A walkway is reasonably direct when it follows a route that does not deviate unnecessarily from a straight line or it does not involve a significant amount of out-of-direction travel.
 - b. The walkway is designed primarily for pedestrian safety and convenience, meaning it is reasonably free from hazards and provides a reasonably smooth and consistent surface and direct route of travel between destinations. The *[City decision-making body]* may require landscape buffering between walkways and adjacent parking lots or driveways to mitigate safety concerns.
 - c. The walkway network connects to all primary building entrances, consistent with the building design standards of Chapter 3.2 and, where required, Americans with Disabilities Act (ADA) requirements.
- 3. Vehicle/Walkway Separation.** Except as required for crosswalks, per subsection 4, below, where a walkway abuts a driveway or street it shall be raised *[six]* inches and curbed along the edge of the driveway or street. Alternatively, the *[City decision-making body]* may approve a walkway abutting a driveway at the same grade as the driveway if the walkway is physically separated from all vehicle-maneuvering areas. An example of such separation is a row of bollards (designed for use in parking areas) with adequate minimum spacing between them to prevent vehicles from entering the walkway.
- 4. Crosswalks.** Where a walkway crosses a parking area or driveway (“crosswalk”), it shall be clearly marked with contrasting paving materials (e.g., pavers, light-color concrete inlay between asphalt, or similar contrasting material). The crosswalk may be part of a speed table to improve driver-visibility of pedestrians. *[Painted or thermo-plastic striping and similar types of non-permanent applications are discouraged, but may be approved for lesser used crosswalks not exceeding [24] feet in length.]*

3.3 – Access and Circulation | Pedestrian Access and Circulation

- 5. Walkway Width and Surface.** Walkways, including access ways required for subdivisions pursuant to Chapter 4.3, shall be constructed of concrete, asphalt, brick or masonry pavers, or other durable surface, as approved by the City Engineer, and not less than *[five - six]* feet wide. Multi-use paths (i.e., designed for shared use by bicyclists and pedestrians) shall be concrete or asphalt and shall conform to the transportation standards of Section 3.6.020.
- 6. Walkway Construction.** Walkway surfaces may be concrete, asphalt, brick or masonry pavers, or other City-approved durable surface meeting ADA requirements. Walkways shall be not less than *[four]* feet in width, except that concrete walkways a minimum of *[six]* feet in width are required in commercial developments and where access ways are required for subdivisions under Chapter 4. The *[City decision-making body]* may also require *[six-]*foot wide, or wider, concrete sidewalks in other developments where pedestrian traffic warrants walkways wider than *[four]* feet.
- [7. Multi-Use Pathways.** *Multi-use pathways, where approved, shall be [10-12] feet wide and constructed of [asphalt / concrete,] consistent with the [applicable Engineering / Public Works Design Standards.]*

Insert Graphics Page Here

3.4 – Landscaping, Fences and Walls, [Outdoor Lighting] | Purpose

Chapter 3.4 - Landscaping, Fences and Walls, [Outdoor Lighting]

Sections:

- 3.4.010 Purpose
- 3.4.020 Applicability
- 3.4.030 Landscaping and Screening
- 3.4.040 Fences and Walls
- [3.4.050 Outdoor Lighting]

User's Guide: This update simplifies the landscape, fence, and wall standards. The landscape conservation section of the previous model code has been removed because the provisions were not sufficiently coordinated with Goal 5. The update implements ORS 105.980 related to xeriscaping (drought-tolerant landscaping), and it responds to small cities' requests for basic lighting standards.

3.4.010 Purpose

Chapter 3.4 contains standards for landscaping and screening, fences, [and] accessory walls[, and outdoor lighting]. The regulations are intended to protect public health, safety, and welfare by reducing development impacts (e.g., glare, noise, and visual impacts) on adjacent uses; minimizing erosion; slowing the rate of surface water runoff, thereby reducing infrastructure costs; buffering pedestrians from vehicle maneuvering areas; cooling buildings and parking lots in summer months with shade; and enhancing the city's appearance.

3.4.020 Applicability

A. Section 3.4.030 establishes design standards for landscaping and screening. Projects requiring Site Design Review or Land Division approval shall meet the landscape standards of the applicable zone, including the standards in Table 2.2.040 and any Special Use requirements under Chapter 2.4, and the requirements of Section 3.4.030. Property owners are required to maintain landscaping and screening pursuant to subsection 3.4.030.G.

B. Section 3.4.040 establishes design standards for when a fence or a wall not attached to a building is to be erected, extended, or otherwise altered. It also applies to situations where this code requires screening or buffering (e.g., outdoor or unenclosed storage uses). The standards of Section 3.4.040 supplement the development standards in Table 2.2.040 and any applicable Special Use requirements under Chapter 2.4.

[C. Section 3.4.050, *Outdoor Lighting*, applies to all new outdoor lighting, i.e., lighting that is installed after (effective date).]

[C/D.] [The (City decision-making body), through a (Type II / III) procedure, may grant adjustments to Chapter 3.2, pursuant to the criteria of Chapter 4.7 Adjustments and Variances. (Elaborate as needed, specifying any limitation on the types of standards that may be adjusted and by how much.)]

3.4.030 Landscaping and Screening

User's Guide: This section implements ORS 105.980, which relates to xeriscaping. Insert the graphics pages that apply, and add text references to graphics.

- A. General Landscape Standard.** All portions of a lot not otherwise developed with buildings, accessory structures, vehicle maneuvering areas, or parking shall be landscaped.
- B. Minimum Landscape Area.** All lots shall conform to the minimum landscape area standards of the applicable zoning district, as contained in Table 2.2.040. The *[City decision-making body]*, consistent with the purposes in Section 3.4.010, may allow credit toward the minimum landscape area for existing vegetation that is retained in the development.
- C. Plant Selection.** A combination of deciduous and evergreen trees, shrubs, and ground covers shall be used for all planted areas, the selection of which shall be based on local climate, exposure, water availability, and drainage conditions, among other factors. When new vegetation is planted, soils shall be amended and irrigation shall be provided, as necessary, to allow for healthy plant growth. The selection of plants shall be based on all of the following standards and guidelines:
1. Use plants that are appropriate to the local climate, exposure, and water availability. The presence of utilities and drainage conditions shall also be considered. The City may rely on *[Oregon State University Extension Service bulletins / University of Washington Urban Forestry Program guidelines / other]* expert sources in evaluating landscape plans.
 2. Plant species that do not require irrigation once established (naturalized) are preferred over species that require irrigation.
 3. Trees shall be not less than *[two]*-inch caliper for street trees and *[1.5]*-inch caliper for other trees at the time of planting. Trees to be planted under or near power lines shall be selected so as to not conflict with power lines at maturity.
 4. Shrubs shall be planted from *[five]*-gallon containers, minimum, where they are for required screens or buffers, and *[two]*-gallon containers minimum elsewhere.
 5. Shrubs shall be spaced in order to provide the intended screen or canopy cover within *[two]* years of planting.
 6. All landscape areas, whether required or not, that are not planted with trees and shrubs or covered with allowable non-plant material, shall have ground cover plants that are sized and spaced to achieve plant coverage of not less than *[50-75]* percent at maturity. *[The (City decision-making body) may reduce this standard by [one-half] where a project proposal includes preserving a Heritage Tree / one or more of the following species: (list locally approved species)].*
 7. Bark dust, chips, aggregate, or other non-plant ground covers may be used, but shall cover not more than *[25-50]* percent of any landscape area. Non-plant ground covers cannot be a substitute for required ground cover plants.
 8. Where storm water retention or detention, or water quality treatment facilities are proposed, they shall be planted with water-tolerant species.

3.4 – Landscaping, Fences and Walls, [Outdoor Lighting] | Landscaping and Screening

9. Existing mature trees that can thrive in a developed area and that do not conflict with other provisions of this Code shall be retained where specimens are in good health, have desirable aesthetic characteristics, and do not present a hazard.
10. Landscape plans shall avoid conflicts between plants and buildings, streets, walkways, utilities, and other features of the built environment.
11. Evergreen plants shall be used where a sight-obscuring landscape screen is required.
12. Deciduous trees should be used where summer shade and winter sunlight is desirable.
13. Landscape plans should provide focal points within a development, for example, by preserving large or unique trees or groves or by using flowering plants or trees with fall color.
14. Landscape plans should use a combination of plants for seasonal variation in color and yearlong interest.
15. Where plants are used to screen outdoor storage or mechanical equipment, the selected plants shall have growth characteristics that are compatible with such features.
16. Landscape plans shall provide for both temporary and permanent erosion control measures, which shall include plantings where cuts or fills, including berms, swales, storm water detention facilities, and similar grading, is proposed.
17. When new vegetation is planted, soils shall be amended and irrigation provided, as necessary, until the plants are naturalized and able to grow on their own.

D. [Downtown / Main Street] District Streetscape Standard. Developers of projects within the [D / MS zones] can meet the landscape area requirement of subsection 3.4.030.B, in part, by installing street trees in front of their projects. The [City decision-making body] shall grant credit toward the landscape area requirement using a ratio of 1:1, where one square foot of planted area (e.g., tree well or planter surface area) receives one square foot of credit. The [City decision-making body] may grant additional landscape area credit by the same ratio where the developer widens the sidewalk or creates a plaza or other civic space pursuant to Section 3.2.050.

- E. Parking Lot Landscaping.** All of the following standards shall be met for parking lots. If a development contains multiple parking lots, then the standards shall be evaluated separately for each parking lot.
1. A minimum of [10] percent of the total surface area of all parking areas, as measured around the perimeter of all parking spaces and maneuvering areas, shall be landscaped. Such landscaping shall consist of canopy trees distributed throughout the parking area. A combination of deciduous and evergreen trees, shrubs, and ground cover plants is required. The trees shall be planned so that they provide [a partial / # percent] canopy cover over the parking lot within [#] years. At a minimum, one tree per [12] parking spaces on average shall be planted over and around the parking area.
 2. All parking areas with more than [20] spaces shall provide landscape islands with trees that break up the parking area into rows of not more than [10-12] contiguous parking spaces. Landscape islands and planters shall have dimensions of not less than [48] square feet of area and no dimension of less than [six] feet, to ensure adequate soil, water, and space for healthy plant growth.

3.4 – Landscaping, Fences and Walls, *[Outdoor Lighting]* | Landscaping and Screening

3. All required parking lot landscape areas not otherwise planted with trees must contain a combination of shrubs and groundcover plants so that, within *[two]* years of planting, not less than *[50-75]* percent of that area is covered with living plants.
4. Wheel stops, curbs, bollards, or other physical barriers are required along the edges of all vehicle-maneuvering areas to protect landscaping from being damaged by vehicles. Trees shall be planted not less than *[two]* feet from any such barrier.
5. Trees planted in tree wells within sidewalks or other paved areas shall be installed with root barriers, consistent with applicable nursery standards.

F. Screening Requirements. Screening is required for outdoor storage areas, unenclosed uses, and parking lots, and may be required in other situations as determined by the *[City decision-making body]*. Landscaping shall be provided pursuant to the standards of subsections 1-3, below:

1. **Outdoor Storage and Unenclosed Uses.** All areas of a site containing or proposed to contain outdoor storage of goods, materials, equipment, and vehicles (other than required parking lots and service and delivery areas, per Site Design Review), and areas containing junk, salvage materials, or similar contents, shall be screened from view from adjacent rights-of-way and residential uses by a sight-obscuring fence, wall, landscape screen, or combination of screening methods. See also Section 3.4.040 for related fence and wall standards.
2. **Parking Lots.** The edges of parking lots shall be screened to minimize vehicle headlights shining into adjacent rights-of-way and residential yards. Parking lots abutting a sidewalk or walkway shall be screened using a low-growing hedge or low garden wall to a height of between *[three]* feet and *[four]* feet.
3. **Other Uses Requiring Screening.** The *[City decision-making body]* may require screening in other situations as authorized by this Code, including, but not limited to, outdoor storage areas, blank walls, Special Uses pursuant to Chapter 2.4, *[flag lots,]* and as mitigation where an applicant has requested an adjustment pursuant to Chapter 4.7.

G. Maintenance. All landscaping shall be maintained in good condition, or otherwise replaced by the property owner.

3.4 – Landscaping, Fences and Walls, [*Outdoor Lighting*] | Landscaping and Screening

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3.4.040 Fences and Walls

User's Guide: Insert the graphics pages that apply, and add text references to graphics.

- A. Purpose.** This section provides general development standards for fences, and walls that are not part of a building, such as screening walls and retaining walls.
- B. Applicability.** Section 3.4.040 applies to all fences, and walls that are not part of a building, including modifications to existing fences and walls. This section supplements the development standards of Table 2.2.040.
- C. Height.**
- 1. Residential Zones.** Fences and freestanding walls (i.e., exclusive of building walls) for residential uses shall not exceed the following heights above grade, where grade is measured from the base of the subject fence or wall:
 - a. Within Front or Street-Side Yard Setback: [four] feet; except the following additional height is allowed:
 - (1) A fence may be constructed to a maximum height of [six] feet where it is located on a street-side yard and is setback not less than [three] feet from the street-side property line behind a landscaped area.
 - (2) A fence may be constructed to a maximum height of [six] feet where the fence is of open chain link or other “see-through” composition that allows [90] percent light transmission.
 - (3) One incidental garden structure (e.g., arbor or gate) not exceeding [eight] feet in height and [six] feet in width is allowed within a front or street-facing yard provided it does not encroach into a required clear vision area.
 - b. Within an Interior Side or Rear Yard Setback: [six] feet; except the fence or wall height, as applicable, shall not exceed the distance from the fence or wall line to the nearest primary structure on an adjacent property.
 - 2. Non-Residential Zones.** Fences and freestanding walls (i.e., exclusive of building walls) for non-residential uses shall not exceed the following height above grade, where grade is measured from the base of the subject fence or wall:
 - a. Within Front or Street-Side Yard Setback: [four] feet, except the following additional height is allowed for properties located within an industrial, public, or institutional zone:
 - (1) A fence or wall may be constructed to a maximum height of [six] feet where the fence is setback behind the front or street side property line behind a [five]-foot landscape buffer.
 - (2) A fence or wall may be constructed to a maximum height of [eight] feet where the fence or wall is setback behind the front or street side property line behind a [10]-foot landscape buffer.
 - (3) Where approved by the City Planning Official, a fence constructed of open chain link or other

3.4 – Landscaping, Fences and Walls, *[Outdoor Lighting]* | Fences and Walls

“see-through” composition that allows *[90]* percent light transmission may reach a height of up to *[eight]* feet.

- b. Within an Interior Side or Rear Yard Setback: *[eight]* feet; except the fence or wall height, as applicable, shall not exceed the distance from the fence or wall line to the nearest primary structure on an adjacent property.

3. **All Zones.** Fences and walls shall comply with the vision clearance standards of Section 3.3.020. Other provisions of this Code, or the requirements of the roadway authority, may limit allowable height of a fence or wall below the height limits of this section.

D. Materials.

User’s Guide: The list of fence and wall materials below should be customized to meet the needs of your community. Some cities prefer to list only prohibited materials, while others specifically list those that are allowed. In either case, the code should allow flexibility, and anticipate that some “undesirable” materials, when applied artistically and in the right context, can be a positive addition to the community.

[1. Permitted fence and wall materials include weather-treated wood; untreated cedar and redwood; metal (e.g., chain link, wrought iron, and similar fences); bricks, stone, masonry block, formed-in-place concrete, or similar masonry; vinyl and composite (e.g., recycled) materials designed for use as fencing; and similar materials as determined by the [Planning Official]. In addition, evergreen hedges are considered screening walls for the purpose of this chapter, subject to Site Design Review approval.]

[2. Prohibited fence and wall materials include straw bales, tarps, barbed or razor wire (except in an Industrial zone); scrap lumber, untreated wood (except cedar or redwood), corrugated metal, sheet metal, scrap materials; dead, diseased, or dying plants; and materials similar to those listed herein.]

- E. **Permitting.** *[(A Type I approval is required / A land use permit is not required) to install a fence of [six] feet or less in height, or a wall that is [four] feet or less in height.]* All other walls and fences require review and approval by the *[Planning Official / City Engineer through a Type I procedure]*. The *[City decision-making body]* may require installation of walls or fences as a condition of approval for development, as provided by other Code sections. A building permit may be required for some fences and walls, pursuant to applicable building codes.

- F. **Maintenance.** Fences and walls shall be maintained in good condition, or otherwise replaced by the property owner.

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3.4 – Landscaping, Fences and Walls, [Outdoor Lighting] | Fences and Walls

[3.4.050 Outdoor Lighting]

User's Guide: This is a cursory example of outdoor lighting standards and guidelines. See the Dark Sky Society web site for more specific examples: <http://www.darkskysociety.org/>.

[A. Purpose. *This section contains regulations requiring adequate levels of outdoor lighting while minimizing negative impacts of light pollution.*

B. Applicability. *All outdoor lighting shall comply with the standards of this section.*

C. Standards.

1. *Light poles, except as required by a roadway authority or public safety agency, shall not exceed a height of [20] feet; except that pedestal- or bollard-style lighting is the preferred method illuminating walkways. This limitation does not apply to flag poles, utility poles, and streetlights.*
2. *Where a light standard is placed over a sidewalk or walkway, a minimum vertical clearance of [eight] feet shall be maintained.*
3. *Outdoor lighting levels shall be subject to review and approval through Site Design Review. As a guideline, lighting levels shall be no greater than necessary to provide for pedestrian safety, property or business identification, and crime prevention. [See also, the City of (name) Dark Sky Ordinance and Sign Code.]*
4. *Except as provided for up-lighting of flags and permitted building-mounted signs, all outdoor light fixtures shall be directed downward, and have full cutoff and full shielding to preserve views of the night sky and to minimize excessive light spillover onto adjacent properties.*
5. *Lighting shall be installed where it will not obstruct public ways, driveways, or walkways.*
6. *Walkway lighting shall have a minimum average illumination of not less than [0.2] foot-candles.*
7. *Active building entrances shall have a minimum average illumination of not less than [2.0] foot-candles.*
8. *Surfaces of signs shall have an illumination level of not more than [2.0] foot-candles.*
9. *Parking lots and outdoor services areas, including quick vehicle service areas, shall have a minimum illumination of not less than [0.2] foot-candles, average illumination of approximately [0.8] foot-candles, and a uniformity ratio (maximum-to-minimum ratio) of not more than [20:1].*
10. *Where illumination grid lighting plans cannot be reviewed or if fixtures do not provide photometrics and bulbs are under 2,000 lumens, use the following guidelines:*
 - (a) *Poles should be no greater in height than four times the distance to the property line.*
 - (b) *Maximum lumen levels should be based on fixture height.*
11. *Where a light standard is placed within a walkway, an unobstructed pedestrian through zone not less than [36 inches] wide shall be maintained.*
12. *Lighting subject to this section shall consist of materials approved for outdoor use and shall be installed according to the manufacturer's specifications.*

- D. Permitting.** *[(A Type I approval is required / A land use permit is not required) to install or replace outdoor lighting (pursuant to the City of (name) Dark Sky Ordinance).] The (City decision-making body) may require lighting as a condition of approval for some projects, pursuant to other Code requirements.*
- E. Maintenance.** *For public health and safety, outdoor lighting shall be maintained in good condition, or otherwise replaced by the property owner.]*

3.5 – Parking and Loading | Purpose

Chapter 3.5 - Parking and Loading

Sections:

3.5.010 Purpose

3.5.020 Applicability General Regulations

3.5.030 Automobile Parking

3.5.040 Bicycle Parking

3.5.050 Loading Areas

User's Guide: Chapter 3.5 is intended to help small cities manage automobile and bicycle parking, consistent with smart development principles. Codes that require excessive surface parking waste land resources and increase our reliance on the automobile by spreading uses apart. Parking consumes land that could otherwise be used for employment, housing, open space, or other uses.

Because off-street parking requirements are often in direct conflict with local goals for historic preservation, urban design, efficient transportation, and environmental quality, the standards should be flexible. In many cases, individual buildings, and entire downtown and main street districts, could not be rebuilt today under some cities' parking regulations, because the codes require more parking than there is available land. Large paved areas also contribute to storm water runoff and can create heat islands, where the temperature is greater than the surrounding area. These conditions can reduce water quality and lead to greater energy consumption through increased use of air conditioning in buildings and automobiles.

This chapter provides automobile and bicycle parking standards for selected uses, and general loading area standards for commercial and industrial uses. The model code does not contain standards for all of the uses listed in Article 2, because it is intended to be flexible and allow for individual determinations. Rarely does one size fit all. The intent is to require the right amount of parking, and not more than is needed. Where the minimum parking ratios in the code do not fit a particular use or situation, the code allows for individual parking determinations based on specific characteristics of the use, and the supply and utilization of existing on- and off-street parking.

The model code encourages parking management through reductions in required parking where appropriate, use of shared parking where uses with different peak customer hours agree to pool their parking supply, reductions in required parking in areas with frequent transit or bicycle use, and other methods of parking management. The model code is designed to minimize the negative effects of parking while meeting the needs of households and businesses. For examples of parking management strategies, please refer to the TGM Publications web site: <http://www.oregon.gov/LCD/TGM/pages/publications.aspx>.

By using the standards in Chapter 3.5 in conjunction with other model code standards, such as those for building orientation, pedestrian access, and interconnected streets with sidewalks and on-street parking, your code can help support attractive and walkable developments that conserve land and while providing for needed parking.

3.5.010 Purpose

Chapter 3.5 contains requirements for automobile and bicycle parking. The code is intended to be flexible in requiring adequate parking, rather than a minimum number of parking spaces, for each use. It provides standards for the location, size, and design of parking areas to ensure such areas can be accessed safely and efficiently. The code also encourages non-motorized transportation by requiring bicycle parking for some uses.

3.5.020 Applicability and General Regulations

- A. Where the Regulations Apply.** The regulations of this chapter apply to all parking areas in all zones, at all times, whether parking is required by this Code or put in for the convenience of property owners or users.
- B. Occupancy.** All required parking areas must be developed in accordance with the requirements of this code prior to occupancy of any structure on the subject site. Where landscaping, screening or other improvements are required pursuant to this Code, all such improvements must be installed and approved by the *[Planning Official]* prior to occupancy.
- C. Calculations of Amounts of Required and Allowed Parking.**
1. When computing parking spaces based on floor area, parking structures and non-leasable floor spaces, such as storage closets, mechanical equipment rooms, and similar spaces, are not counted.
 2. The number of parking spaces is computed based on the primary uses on the site except as stated in subsection 3, below. When there are two or more separate primary uses on a site, the minimum and maximum parking for the site is the sum of the required or allowed parking for the individual primary uses. For shared parking, see Section 3.5.030.D below.
 3. When more than *[20]* percent of the floor area on a site is in an accessory use, the required or allowed parking is calculated separately for the accessory use. An example would be a 10,000 square foot building with a 7,000 square foot warehouse and a 3,000 square foot accessory retail area. The minimum and maximum parking would be computed separately for the retail and warehouse uses.
 - [4. Required parking spaces periodically used for the storage of equipment or goods may be counted toward meeting minimum parking standards, provided that such storage is an allowed use under Section 2.2.030, and is permitted as a Temporary Use under Section 2.3.150.]*
- D. Use of Required Parking Spaces.** Except as otherwise provided by this section, required parking spaces must be available for residents, customers, or employees of the use. Fees may be charged for the use of required parking spaces. Required parking spaces may not be assigned in any way to a use on another site, except for shared parking pursuant to Section 3.5.030.D.
- E. Proximity of Parking to Use.** Required parking spaces for residential uses must be located on the site of the use or on a parcel or tract owned in common by all the owners of the properties that will use the parking area. Required parking spaces for nonresidential uses must be located on the site of the use or in a parking area that has its closest pedestrian access point within *[400-600]* feet of the site.
- F. Improvement of Parking Areas.** Motorized vehicle parking is allowed only on streets with an improved shoulder of sufficient width; within garages, carports, and other approved structures; and on driveways or parking lots that have been developed in conformance with this Code. For applicable design standards, see Chapter 3.2 Building Orientation and Design, Chapter 3.3 Access and Circulation, Chapter 3.4 Landscaping and Screening, and Chapter 3.6 Public Facilities.

3.5 – Parking and Loading | Automobile Parking

3.5.030 Automobile Parking

A. Minimum Number of Off-Street Automobile Parking Spaces. Except as provided by subsection 3.5.030.A, or as required for Americans with Disabilities Act compliance under subsection 3.5.030.G, off-street parking shall be provided pursuant to one of the following three standards:

1. The standards in Table 3.5.030.A;
2. A standard from Table 3.5.030.A for a use that the *[Planning Official]* determines is similar to the proposed use; or
3. Subsection 3.5.030.B Exceptions, which includes a Parking Demand Analysis option.

Table 3.5.030.A – Automobile Parking Spaces by Use	
Use Categories (Chapter 5 contains examples of uses and definitions.)	Minimum Parking per Land Use (Fractions are rounded down to the closest whole number.)
Residential Categories	
Household Living	
Single-Family Dwelling, including manufactured homes on lots	one space per dwelling
Duplex	two spaces per duplex (one space per dwelling unit)
Accessory Dwelling (second dwelling on a single-family lot)	two spaces total for primary dwelling and accessory dwelling
Multifamily	one space per dwelling unit
Group Living, such as nursing or convalescent homes, rest homes, assisted living, congregate care, and similar special needs housing	0.5 space per four bedrooms

User's Guide: Some codes provide a graduated standard for multifamily dwellings, requiring fewer parking spaces for smaller (one-bedroom or studio) apartments and more parking for apartments with two or three bedrooms. However, the relationship between the size of an apartment, or the number of bedrooms, is not always a good indicator of parking demand, which is more sensitive to location (e.g., proximity to frequent transit) and demographics (e.g., age of residents, household size, etc.). The suggested standard of one space per dwelling unit is on the low end and assumes the property is not well served by transit. Housing developers can always choose to provide more or less parking based on projected needs, and pursuant to the parking analysis option described below.

Table 3.5.030.A – Automobile Parking Spaces by Use	
Use Categories (Chapter 5 contains examples of uses and definitions.)	Minimum Parking per Land Use (Fractions are rounded down to the closest whole number.)
Commercial Categories	
Commercial Outdoor Recreation	per Conditional Use Permit review (Chapter 4.4)
Bed and Breakfast Inn	two spaces per use, plus one space for each bedroom offered as lodging
Educational Services, not a school (e.g., tutoring or similar services)	one space per 300 sq. ft. floor area
Entertainment, Major Event	per Conditional Use Permit review (Chapter 4.4)
Hotels, Motels, and similar uses	0.75 space per guest room. See also, parking requirements for associated uses, such as restaurants, entertainment uses, drinking establishments, assembly facilities.
Mortuary or Funeral Home	one space per 300 sq. ft. floor area
Offices	General Office: one space per 500 sq. ft. floor area
	Medical or Dental Office: one space per 500 sq. ft. floor area
Outdoor Recreation, Commercial	per Conditional Use Permit review (Chapter 4.4)
Surface Parking Lot, when not accessory to a permitted use	per Conditional Use Permit review (Chapter 4.4)
Quick Vehicle Servicing or Vehicle Repair	two spaces, excluding vehicle service or queuing area, or per Conditional Use Permit review (Chapter 4.4)
Retail Sales and Commercial Service	<u>Bank</u> : one space per 300 sq. ft. floor area
User's Guide: A city's min. parking ratio for retail uses is often good indicator of whether the code is efficient or encourages sprawl development. The parking mins. recommended here, which are well below the industry standard of 3-4 spaces per 1,000 square feet of retail, and the max. under subsection C, are intended to discourage sprawl.	<u>Retail</u> : one space per 400 sq. ft. floor area, except one space per 1,000 sq. ft. for bulk retail (e.g., auto sales, nurseries, lumber and construction materials, furniture, appliances, and similar sales)
	<u>Restaurants and Bars</u> : one space per 200 sq. ft. floor area
	<u>Health Clubs, Gyms, Continuous Entertainment (e.g., bowling alleys)</u> : one space per 300 sq. ft.
	<u>Theaters and Cinemas</u> : one space per six seats
Self-Service Storage	two spaces, plus adequate space for loading and unloading
Industrial Categories	
Industrial Service	one space per 1,000 sq. ft. of floor area
Manufacturing and Production	one space per 1,000 sq. ft. of floor area; or as required by Conditional Use Permit review (Chapter 4.4)
Warehouse and Freight Movement	0.5 space per 1,000 sq. ft. of floor area; or as required by Conditional Use Permit review (Chapter 4.4)
Waste-Related	per Conditional Use Permit review (Chapter 4.4)
Wholesale Sales, e.g., Building Materials, Heavy Equipment, Agricultural Supplies, etc.	one space per 1,000 sq. ft.

3.5 – Parking and Loading | Automobile Parking

Table 3.5.030.A – Automobile Parking Spaces by Use	
Use Categories (Chapter 5 contains examples of uses and definitions.)	Minimum Parking per Land Use (Fractions are rounded down to the closest whole number.)
Institutional Categories	
Basic Utilities	Parking based on applicant’s projected parking demand, subject to City approval
Community Service, including Government Offices and Services	Parking based on applicant’s projected parking demand, subject to City approval, except as specifically required elsewhere in this table for individual uses (See public assembly, office, retail, housing, etc.)
Daycare	Family Daycare: 1 space, plus required parking for dwelling
	Daycare Center: 1 space per 400 sq. ft. of floor area
Medical Center or Hospital	one space per 300 sq. ft. floor area
Parks and Open Space	Parking based on projected parking demand for planned uses
Public Assembly	one space per 75 sq. ft. of public assembly area; or as required by Conditional Use Permit (Chapter 4.4)
Religious Institutions and Houses of Worship	one space per 75 sq. ft. of main assembly area; or as required by Conditional Use Permit (Chapter 4.4)
Schools	Pre-School through Middle-School: one space per classroom
	High Schools: seven spaces per classroom
	Colleges: one space per 400 sq. ft. of floor area exclusive of dormitories, plus one space per two dorm rooms
Other Categories	
Accessory Uses	Parking standards for accessory uses are the same as for primary uses, but are pro rated based on the percentage of estimated overall parking demand, subject to City review and approval.
Agriculture	None, except as required for accessory uses
Radio Frequency Transmission Facilities	None, except as required by Conditional Use Permit (Chapter 4.4)
Temporary Uses	Parking standards for temporary uses are the same as for primary uses, except that the [City decision-making body] may reduce or waive certain development and designs standards for temporary uses.
Transportation Facilities (operation, maintenance, preservation, and construction)	None, except for park-and-ride facilities; and where temporary parking is required for construction staging areas

B. Exceptions and Reductions to Off-Street Parking.

User's Guide: The following provisions are intended to promote compact, pedestrian-oriented development by reducing or waiving minimum off-street parking requirements in some situations. The recommended exemption for uses in a downtown or main street district (subsection I) should be coordinated with an overall parking strategy for the district; for example, through the provision of public parking facilities, shared parking agreements, time limits, metering of on-street parking spaces in the downtown core, or other measures applicable to your community, off-street parking standards may not be necessary. Your city should also consider whether it is appropriate to charge a fee to help off-set the development of new parking facilities, i.e., in lieu of requiring parking for individual developments. Some downtowns also have urban renewal districts that develop parking; and some may have economic improvement districts, business improvement districts, or other privately funded organizations that manage downtown parking and other amenities. For more information, please refer to the TGM publications website: www.oregon.gov/LCD/TGM/Pages/publications.aspx.

1. There is no minimum number of required automobile parking spaces for uses within the *[Downtown / Main Street / Downtown-Core Area]* zone; *except that where a change of use or new development occurs, the owner may be required to pay a fee toward Downtown/Main Street Parking District improvements, pursuant to Ordinance #.*
2. The applicant may propose a parking standard that is different than the standard under subsections 3.5.030.A(1) and (2), above, for review and action by the *[Planning Official / Planning Commission]* through a Type *[II / III]* procedure. The applicant's proposal shall consist of a written request and a parking analysis prepared by a qualified professional. The parking analysis, at a minimum, shall assess the average parking demand and available supply for existing and proposed uses on the subject site; opportunities for shared parking with other uses in the vicinity; existing public parking in the vicinity; transportation options existing or planned near the site, such as frequent bus service, carpools, or private shuttles; and other relevant factors. *[The (City decision-making body) through a (Type III) procedure may reduce the off-street parking standards of Table 3.5.030.A for sites with one or more of the following features:*
 - a. *Site has a bus stop with frequent transit service located adjacent to it, and the site's frontage is improved with a bus stop waiting shelter, consistent with the standards of the applicable transit service provider: Allow up to a [20] percent reduction to the standard number of automobile parking spaces;*
 - b. *Site has dedicated parking spaces for carpool or vanpool vehicles: Allow up to a [10] percent reduction to the standard number of automobile parking spaces;*
 - c. *Site has dedicated parking spaces for motorcycles, scooters, or electric carts: Allow reductions to the standard dimensions for parking spaces;*
 - d. *Site has more than the minimum number of required bicycle parking spaces: Allow up to a [5-10] percent reduction to the number of automobile parking spaces.]*
3. The number of required off-street parking spaces may be reduced through the provision of shared parking, pursuant to Section 3.5.030.D.
- [4. The [Planning Official] through a [Type I / II] procedure may reduce the off-street parking standards of Table 3.5.030.A by one parking space for every two on-street parking spaces located adjacent to the subject site, provided the parking spaces meet the dimensional standards of Section 3.5.030.E.]*

3.5 – Parking and Loading | Automobile Parking

C. Maximum Number of Off-Street Automobile Parking Spaces. The maximum number of off-street automobile parking spaces allowed per site equals the minimum number of required spaces, pursuant to Table 3.5.030, times a factor of:

1. [1.2] spaces for uses fronting a street with adjacent on-street parking spaces; [or]
2. [1.5] spaces, for uses fronting no street with adjacent on-street parking[. / ; or]
3. [A factor determined pursuant to subsection 3.5.030.C(3), Parking Analysis Option.]

D. Shared parking. Required parking facilities for two or more uses, structures, or parcels of land may be satisfied by the same parking facilities used jointly, to the extent that the owners or operators show that the need for parking facilities does not materially overlap (e.g., uses primarily of a daytime versus nighttime nature; weekday uses versus weekend uses), and provided that the right of joint use is evidenced by a recorded deed, lease, contract, or similar written instrument establishing the joint use. Shared parking requests shall be subject to review and approval through Site Plan Review.

User’s Guide: The following minimum dimensions are intended to provide for efficient parking lot design. The “standard” widths are comparable to the standards that some communities use for compact parking spaces. Developers may choose to provide some larger spaces (e.g., for recreational vehicles or trucks), but the Model Code does not recommend requiring larger spaces. Each community should determine whether to allow larger spaces based on local needs.

E. Parking Stall Design and Minimum Dimensions. Where a new off-street parking area is proposed, or an existing off-street parking area is proposed for expansion, the entire parking area shall be improved in conformance with this Code. At a minimum the parking spaces and drive aisles shall be paved with asphalt, concrete, or other City-approved materials, provided the Americans with Disabilities Act requirements are met, and shall conform to the minimum dimensions in Table 3.5.030.E and the figures below. All off-street parking areas shall contain wheel stops, perimeter curbing, bollards, or other edging as required to prevent vehicles from damaging buildings or encroaching into walkways, landscapes, or the public right-of-way. Parking areas shall also provide for surface water management, pursuant to Section 3.6.050.

PARKING ANGLE < °	CURB LENGTH	STALL DEPTH		AISLE WIDTH		BAY WIDTH		STRIPE LENGTH
		SINGLE D1	DOUBLE D2	ONE WAY A1	TWO WAY A2	ONE WAY B1	TWO WAY B2	
90°	8'-6"	18'	36'	23'	23'	59'	59'	18'
60°	10'	20'	40'	17'	18'	57'	58'	23'
45°	12'	18'-6"	37'	13'	18'	50'	55'	26'-6"
30°	17'	16'-6"	33'	12'	18'	45'	51'	32'-8"
0°	22'	8'-6"	17'	12'	18'	29'	35'	8'-6"

*See also, Chapter 3.2 Building Orientation and Design for parking location requirements for some types of development; Chapter 3.3 Access and Circulation for driveway standards; and Chapter 3.4 for requirements related to Landscaping, Screening, Fences, Walls, and Outdoor Lighting.

- F. Adjustments to Parking Area Dimensions.** The dimensions in subsection 3.5.030.E are minimum standards. The *[City decision-making body]*, through a Type II / III procedure, may adjust the dimensions based on evidence that a particular use will require more or less maneuvering area. For example, the *[City decision-making body]* may approve an adjustment where an attendant will be present to move vehicles, as with valet parking. In such cases, a form of guarantee must be filed with the City ensuring that an attendant will always be present when the lot is in operation.
- G. Americans with Disabilities Act (ADA).** Parking shall be provided consistent with ADA requirements, including, but not limited to, the minimum number of spaces for automobiles, van-accessible spaces, location of spaces relative to building entrances, accessible routes between parking areas and building entrances, identification signs, lighting, and other design and construction requirements.
- [H. Electric Charging Stations.** *Charging stations for electric vehicles are allowed as an accessory use to parking areas developed in conformance with this Code, provided the charging station complies with applicable building codes and any applicable state or federal requirements. Charging stations are considered accessory to a permitted use and are not considered a quick vehicle service use where such parking comprises less than (X)% of all on-site parking.]*

3.5 – Parking and Loading | Automobile Parking

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3.5.040 Bicycle Parking

A. Standards. Bicycle parking spaces shall be provided with new development and, where a change of use occurs, at a minimum, shall follow the standards in Table 3.5.040.A. Where an application is subject to Conditional Use Permit approval or the applicant has requested a reduction to an automobile-parking standard, pursuant to subsection 3.5.030.B, the [City decision-making body] may require bicycle parking spaces in addition to those in Table 3.5.040.A.

Table 3.5.040.A Minimum Required Bicycle Parking Spaces	
Use	Minimum Number of Spaces
Multifamily Residential (not required for parcels with fewer than 4 dwelling units)	2 bike spaces per 4 dwelling units
Commercial	2 bike spaces per primary use or 1 per 5 vehicle spaces, whichever is greater
Industrial	2 bike spaces per primary use or 1 per 10 vehicle spaces, whichever is greater
Community Service	2 bike spaces
Parks (active recreation areas only)	4 bike spaces
Schools (all types)	2 bike spaces per classroom
Institutional Uses and Places of Worship	2 bike spaces per primary use or 1 per 10 vehicle spaces, whichever is greater
Other Uses	2 bike spaces per primary use or 1 per 10 vehicle spaces, whichever is greater

B. Design. Bicycle parking shall consist of staple-design steel racks or other City-approved racks, lockers, or storage lids providing a safe and secure means of storing a bicycle[, consistent with the City of [name] Design Standard Manual].

C. Exemptions. This section does not apply to single-family and duplex housing, home occupations, and agricultural uses. The [City decision-making body] may exempt other uses upon finding that, due to the nature of the use or its location, it is unlikely to have any patrons or employees arriving by bicycle.

D. Hazards. Bicycle parking shall not impede or create a hazard to pedestrians or vehicles, and shall be located so as to not conflict with the vision clearance standards of Section 3.3.020.

3.5 – Parking and Loading | Bicycle Parking

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3.5 – Parking and Loading | Bicycle Parking

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3.5 – Parking and Loading | Loading Areas

3.5.050 Loading Areas

User's Guide: The following standards for loading area are intended to be flexible in order to conserve land and not require loading areas where they are not needed. The exception providing for temporary on-street loading and unloading is meant to conserve land for employment uses, particularly in downtown and main street areas where off-street parking is limited and may not be conveniently located for deliveries. Some cities' codes prohibit vehicles backing onto a public right-of-way (except single-family uses), so it is important to check for that restriction and allow reasonable exceptions for temporary loading and unloading.

- A. Purpose.** The purpose of Section 3.5.050 is to provide adequate loading areas for commercial and industrial uses that do not interfere with the operation of adjacent streets.
- B. Applicability.** Section 3.5.050 applies to uses that are expected to have service or delivery truck visits. It applies only to uses visited by trucks with a *[40-foot or longer wheelbase,]* at a frequency of *[one or more vehicles per week]*. The *[City decision-making body]* shall determine through Site Design Review the number, size, and location of required loading areas, if any.
- C. Standard.** Where an off-street loading space is required, it shall be large enough to accommodate the largest vehicle that is expected to serve the use without obstructing vehicles or pedestrian traffic on adjacent streets and driveways. The *[City decision-making body]* may restrict the use of other public rights-of-way, so applicants are advised to provide complete and accurate information about the potential need for loading spaces.
- D. Placement, Setbacks, and Landscaping.** Loading areas shall conform to the Building Orientation and Design standards of Chapter 3.2, the Access and Circulation standards of Chapter 3.3, and the Landscaping and Screening standards of Chapter 3.4. Where parking areas are prohibited between a building and the street, loading areas are also prohibited.
- E. Exceptions and Adjustments.** The *[City decision-making body]*, through Site Design Review, may approve a loading area adjacent to or within a street right-of-way where it finds that loading and unloading operations are short in duration (i.e., less than one hour), infrequent, do not obstruct traffic during peak traffic hours, do not interfere with emergency response services, and are acceptable to the applicable roadway authority.

Chapter 3.6 - Public Facilities

Sections:

- 3.6.010 Purpose and Applicability
- 3.6.020 Transportation Standards
- 3.6.030 Public Use Areas
- 3.6.040 Sanitary Sewer and Water Service Improvements
- 3.6.050 *[Storm Drainage and Surface Water Management Facilities]*
- 3.6.060 Utilities
- 3.6.070 Easements
- 3.6.080 Construction Plan Approval
- 3.6.090 Facility Installation
- 3.6.100 Performance Guarantee and Warranty

User's Guide: Before using the following provisions to draft new code, cities should review their existing facility master plans and standards, including provisions for transportation, water, sewer, and storm drainage and surface water management improvements, and requirements of utility service providers. It is important to ensure that the plans do not conflict with new code provisions. The standards recommended in this chapter are based on best practices. Some facility master plan provisions may need to be updated for consistency with new code provisions, and some model code provisions may need to be adjusted to conform to existing conditions in your community.

3.6.010 Purpose and Applicability

- A. Purpose.** The standards of Chapter 3.6 implement the public facility policies of the City of *[name]* Comprehensive Plan and adopted City master plans.
- B. Applicability.** Chapter 3.6 applies to all new development, including projects subject to Land Division (Subdivision or Partition) approval and developments subject to Site Design Review where public facility improvements are required. All public facility improvements within the city shall occur in accordance with the standards and procedures of this chapter. When a question arises as to the intent or application of any standard, the *[City decision-making body]* shall interpret the Code pursuant to Chapter 1.5.
- C. *[Public Works / Engineering] Design Standards.*** All public facility improvements, including, but not limited to, sanitary sewer, water, *[and]* transportation*], surface water and storm drainage, and parks]* projects, whether required as a condition of development or provided voluntarily, shall conform to the City of *[name]* *[Public Works/Engineering Design Standards Manual]* (“Design Manual”). Where a conflict occurs between this Code and the Manual, the provisions of this Code shall govern.
- D. Public Improvement Requirement.** No building permit may be issued until all required public facility improvements are in place and approved by the Public Works Director, or otherwise bonded, in conformance with the provisions of this Code and the Design Manual. Improvements required as a condition of development approval, when not voluntarily provided by the applicant, shall be roughly proportional to the impact of the development on public facilities. Findings in the development approval shall indicate how the required improvements directly relate to and are roughly proportional to the impact of development.

3.6 – Public Facilities | Transportation Standards

3.6.020 Transportation Standards

User's Guide: This section implements Transportation Planning Rule (TPR) requirements that require development standards promoting efficient, multi-modal transportation. It is also intended to be consistent with the TPR provisions for multi-modal mixed-use areas.

A. General Requirements.

1. Except as provided by subsection 5, below, existing substandard streets and planned streets within or abutting a proposed development shall be improved in accordance with the standards of Chapter 3.6 as a condition of development approval.
2. All street improvements, including the extension or widening of existing streets and public access ways, shall conform to Section 3.6.020, and shall be constructed consistent with the City of *[name][Engineering Design Standards Manual]*.

User's Guide: The above text should be customized to your city. All street standards should be incorporated into the code. Where a city has adopted a Transportation System Plan, it should incorporate the street improvement standards of the plan into this chapter, including the dimensional standards of Table 3.6.020.C. Cities should review their public works and engineering design standards to ensure there are no conflicts. Some older public works standards require excessive roadway widths, limit on-street parking, and do not meet current state requirements under the Transportation Planning Rule (OAR 660-012) for pedestrian, bicycle, and transit facility improvements.

3. All new streets shall be contained within a public right-of-way. Public access ways (e.g., pedestrian ways) may be contained within a right-of-way or a public access easement, subject to review and approval of the *[City decision-making body]*.
4. The purpose of this subsection is coordinate the review of land use applications with roadway authorities and to implement Section 660-012-0045(2)(e) of the state Transportation Planning Rule, which requires the City to adopt a process to apply conditions to development proposals in order to minimize impacts and protect transportation facilities. The following provisions also establish when a proposal must be reviewed for potential traffic impacts; when a Traffic Impact Analysis must be submitted with a development application in order to determine whether conditions are needed to minimize impacts to and protect transportation facilities; the required contents of a Traffic Impact Analysis; and who is qualified to prepare the analysis.
 - a. When a Traffic Impact Analysis is Required. The City or other road authority with jurisdiction may require a Traffic Impact Analysis (TIA) as part of an application for development, a change in use, or a change in access. A TIA shall be required where a change of use or a development would involve one or more of the following:
 - (1) A change in zoning or a plan amendment designation;
 - (2) Operational or safety concerns documented in writing by a road authority;
 - (3) An increase in site traffic volume generation by *[300]* Average Daily Trips (ADT) or more;
 - (4) An increase in peak hour volume of a particular movement to and from a street or highway by *[20]* percent or more;

- (5) An increase in the use of adjacent streets by vehicles exceeding the 20,000 pound gross vehicle weights by 10 vehicles or more per day;
 - (6) Existing or proposed approaches or access connections that do not meet minimum spacing or sight distance requirements or are located where vehicles entering or leaving the property are restricted, or such vehicles are likely to queue or hesitate at an approach or access connection, creating a safety hazard;
 - (7) A change in internal traffic patterns that may cause safety concerns; or
 - (8) A TIA required by ODOT pursuant to OAR 734-051.
- b. Traffic Impact Analysis Preparation. A professional engineer registered by the State of Oregon, in accordance with the requirements of the road authority, shall prepare the Traffic Impact Analysis.
5. The [City Official] may waive or allow deferral of standard street improvements, including sidewalk, roadway, bicycle lane, undergrounding of utilities, and landscaping, as applicable, where one or more of the following conditions in (a) through (d) is met. Where the [City Official] agrees to defer a street improvement, it shall do so only where the property owner agrees not to remonstrate against the formation of a local improvement district in the future.
- a. The standard improvement conflicts with an adopted capital improvement plan.
 - b. The standard improvement would create a safety hazard.
 - c. It is unlikely due to the developed condition of adjacent property that the subject improvement would be extended in the foreseeable future, and the improvement under consideration does not by itself significantly improve transportation operations or safety.
 - d. The improvement under consideration is part of an approved partition in the [RL or RM] and the proposed partition does not create any new street.

B. Street Location, Alignment, Extension, and Grades.

1. All new streets, to the extent practicable, shall connect to the existing street network and allow for the continuation of an interconnected street network, consistent with adopted public facility plans and pursuant to subsection 3.6.020.D Transportation Connectivity and Future Street Plans.
2. Specific street locations and alignments shall be determined in relation to existing and planned streets, topographic conditions, public convenience and safety, and in appropriate relation to the proposed use of the land to be served by such streets.
3. Grades of streets shall conform as closely as practicable to the original (pre-development) topography to minimize grading.
4. New streets and street extensions exceeding a grade of 15 percent over a distance more than 200 feet, to the extent practicable, shall be avoided. Where such grades are unavoidable, the [City decision-making body] may approve an exception to the 200-foot standard and require mitigation, such as a secondary access for the subdivision, installation of fire protection sprinkler systems in dwellings, or other mitigation to protect public health and safety.
5. Where the locations of planned streets are shown on a local street network plan, the development shall

3.6 – Public Facilities | Transportation Standards

implement the street(s) shown on the plan.

6. Where required local street connections are not shown on an adopted City street plan, or the adopted street plan does not designate future streets with sufficient specificity, the development shall provide for the reasonable continuation and connection of existing streets to adjacent developable properties, conforming to the standards of this Code.
7. Existing street-ends that abut a proposed development site shall be extended with the development, unless prevented by environmental or topographical constraints, existing development patterns, or compliance with other standards in this Code. In such situations, the applicant must provide evidence that the environmental or topographic constraint precludes reasonable street connection.
8. Proposed streets and any street extensions required pursuant to this section shall be located, designed, and constructed to allow continuity in street alignments and to facilitate future development of vacant or redevelopable lands.

C. Rights-of-Way and Street Section Widths. The standards contained in Table 3.6.020.C are intended: to provide for streets of suitable location, width, and design to accommodate expected vehicle, pedestrian, and bicycle traffic; to afford satisfactory access to law enforcement, fire protection, sanitation, and road maintenance equipment; and to provide a convenient and accessible network of streets, avoiding undue hardships to adjoining properties. Where a range of street width or improvement options is indicated, the *[City decision-making body]* shall determine requirements based on the advice of a qualified professional and all of the following factors:

1. Street classification and requirements of the roadway authority, if different than the City's street classifications and requirements;
2. Existing and projected street operations relative to applicable standards;
3. Safety of motorists, pedestrians, bicyclists^[, and transit users], including consideration of accident history;
4. Convenience and comfort for pedestrians ^[and / ,] bicyclists^[, and transit users];
5. Provision of on-street parking;
6. Placement of utilities;
7. Street lighting;
8. Slope stability, erosion control, and minimizing cuts and fills;
9. Surface water management and storm drainage requirements;
10. Emergency vehicles or apparatus and emergency access, including evacuation needs;
11. Transitions between varying street widths (i.e., existing streets and new streets); and
12. Other factors related to public health, safety, and welfare.

Table 3.6.020.C Street, Sidewalk, and Bikeway Standards*

Street Type	Ave. Daily Trips (ADT)	Right-of-Way Width	Curb-to-Curb Paved Width	Within Curb-to-Curb Area				Curbs	Planting Strips or Tree Wells	Side-walks
				Motor Vehicle Travel Lanes	Median or Center Turn Lane	Bike Lanes	On-Street Parking			
Arterials	8,000-30,000 ADT									
Boulevards:										
2-Lane Boulevard		61'-87'	34'	11'	None	2 at 6'	8' bays	6"	7'-12'	5'-12'
3-Lane Boulevard		73'-99'	46'	11'	12'	2 at 6'	8' bays	6"	7'-12'	5'-12'
5-Lane Boulevard		95'-121'	68'	11'	12'	2 at 6'	8' bays	6"	7'-12'	5'-12'
Avenues:										
2-Lane Avenue	3,000 to 10,000 ADT	59'-86'	32'-33'	10'-10.5'	none	2 at 6'	8' bays	6"	7'-12'	5'-12'
3-Lane Avenue		70.5'-97.5'	43.5'-44.5'	10'-10.5'	11.5'	2 at 6'	8' bays	6"	7'-12'	5'-12'
Collectors	1,500-5,000 ADT									
Residential:					As per traffic calming					
No Parking		49'-51'	22'	11'			None	6"	7'-8'	5'-12'
Parking One Side		50'-56'	25'-27'	9'-10'			7' lane	6"	7'-8'	5'-12'
Parking Both Sides		57'-63'	32'-34'	9'-10'			7' lanes	6"	7'-8'	5'-12'
Commercial Streets:					As per traffic calming					
Parallel One Side		55'-65'	28'	10'			8' lane	6"	7'-8'	6'-12'
Parallel Both		63'-73'	36'	10'			8' lanes	6"	7'-8'	6'-12'

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Table 3.6.020.C Street, Sidewalk, and Bikeway Standards*

Street Type	Ave. Daily Trips (ADT)	Right-of-Way Width	Curb-to-Curb Paved Width	Within Curb-to-Curb Area				Curbs	Planting Strips or Tree Wells	Sidewalks
				Motor Vehicle Travel Lanes	Median or Center Turn Lane	Bike Lanes	On-Street Parking			
Sides										
Commercial Streets (continued)										
Diagonal Parking One Side		65'-74'	37'	10'			Varies	6"	7'-8'	6'-12'
Diagonal Parking Both Sides		81'-91'	54'	10'			Varies	6"	7'-8'	6'-12'
Local Streets	Less than 1,500 ADT									
Residential:										
Parking One Side*		46'-57'	23'-24'	16'-17' (queuing)			7' lane	6"	4'-12'	4'-6'
Parking Both Sides		44'-64'	28'	14' (queuing)			7' lanes	6"	4'-12'	4'-6'
No Parking		36'-56'	20'	20'			None	6"	4'-12'	4'-6'
Commercial:	See Collector standards for commercial streets.									

*All streets shall be improved in accordance with the construction standards and specifications of the applicable roadway authority, including requirements for pavement, curbs, drainage, striping, and traffic control devices. Where a park strip is provided it shall consist of a minimum [4-8]-foot-wide strip between the sidewalk and the curb or roadway. Where a swale is provided, it shall either be placed between the roadway and sidewalk or behind the sidewalk on private property, subject to City approval and recording of required public drainage way and drainage way maintenance easements. Streets with parking on one side only should be avoided. When used, they must be posted NO PARKING.

Insert Graphics Page Here

D. Transportation Connectivity and Future Street Plans. The following standards apply to the creation of new streets:

User’s Guide: The model code’s maximum block length standards are intended to encourage a high degree of street interconnectivity. Neighborhoods, downtowns, and other areas with a high degree of interconnectivity tend to be more walkable than those with fewer connections because they offer shorter or more direct routes for pedestrians. Long blocks, and cul-de-sacs that do not offer pedestrian connections, discourage walking.

One way to quantify interconnectivity on a neighborhood-scale is to measure the number of intersections in a given area (intersection density). The Green Building Council’s Leadership through Energy and Environmental Design (LEED) for Neighborhood Development recommends 90-140 intersections per square mile. While measuring intersection density in this manner may not be practical for reviewing small subdivisions, it is an interesting way to look at a city.

Some real estate listing services provide a “walkability score,” of which intersection density is one factor. Other factors include street design (availability of sidewalks and safe crossings), traffic accident rates, urban design (location of parking and proximity of destinations), and weather. When a neighborhood has a strong network of internal streets and good connections to surrounding areas, pedestrians, bicyclists, and drivers can move more efficiently and more safely.

- 1. Intersections.** Streets shall be located and designed to intersect as nearly as possible to a right angle. Street intersections shall have a minimum intersection angle of 75 degrees. All legs of an intersection shall meet the above standard for at least 100 feet back from the point of intersection. No more than two streets shall intersect, i.e., creating a four-legged intersection, at any one point. Street jogs and intersection offsets of less than 125 feet are not permitted. Intersections shall be designed to facilitate storm water runoff into City-approved storm water facilities.
- 2. Access Ways.** The [City decision-making body], in approving a land use application with conditions, may require a developer to provide an access way where the creation of a cul-de-sac or dead-end street is unavoidable and the access way connects the end of the street to another street, a park, or a public access way. Where an access way is required, it shall be not less than [10] feet wide and shall contain a minimum [six]-foot-wide paved surface or other all-weather surface approved by the [City decision-making body]. Access ways shall be contained within a public right-of-way or public access easement, as required by the City.
- 3. Connectivity to Abutting Lands.** The street system of a proposed subdivision shall be designed to connect to existing, proposed, and planned streets adjacent to the subdivision. Wherever a proposed development abuts unplatted land or a future development phase of an existing development, street stubs shall be provided to allow access to future abutting subdivisions and to logically extend the street system into the surrounding area. Street ends shall contain turnarounds constructed to Uniform Fire Code standards, as the City deems applicable, and shall be designed to facilitate future extension in terms of grading, width, and temporary barricades.
- 4. Street Connectivity and Formation of Blocks.** In order to promote efficient vehicular and pedestrian circulation throughout the city, subdivisions and site developments shall be served by an interconnected street network, pursuant to the standards in subsections (a) through (d) below. Distances are measured from the edge of street rights-of-way. Where a street connection cannot be made due to physical site constraints, approach spacing requirements, access management requirements, or similar restrictions; where practicable, a pedestrian access way connection shall be provided pursuant to Chapter 3.3.

- a. Residential zones: Minimum of [200]-foot block length and maximum of [600]-foot length; maximum [1,400]-foot block perimeter;
 - b. [Downtown / Main Street] zone: Minimum of [200]-foot length and maximum of [400]-foot length; maximum [1,200]-foot perimeter;
 - c. General Commercial zone and Light Industrial zone: Minimum of [100]-foot length and maximum of [600]-foot length; maximum [1,400]-foot perimeter; and
 - d. Not applicable to General Industrial zone.
5. A cul-de-sac street shall only be used where the [City decision-making body] determines that environmental or topographical constraints, existing development patterns, or compliance with other applicable City requirements preclude a street extension. Where the City determines that a cul-de-sac is allowed, all of the following standards shall be met:
- a. The cul-de-sac shall not exceed a length of [400] feet, except where the [City decision-making body] through a [Type III/III] procedure determines that topographic or other physical constraints of the site require a longer cul-de-sac. The length of the cul-de-sac shall be measured along the centerline of the roadway from the near side of the intersecting street to the farthest point of the cul-de-sac.
 - b. The cul-de-sac shall terminate with a circular or hammer-head turnaround meeting the Uniform Fire Code and the standards of Table 3.6.020.C.
 - c. The cul-de-sac shall provide, or not preclude the opportunity to later install, a pedestrian and bicycle access way between it and adjacent developable lands. Such access ways shall conform to Section 3.3.020.D(3).
6. **Future Street Plan.** Where a subdivision is proposed adjacent to other developable land, a future street plan shall be filed by the applicant in conjunction with an application for a subdivision in order to facilitate orderly development of the street system. The plan shall show the pattern of existing and proposed future streets from the boundaries of the proposed land division and shall include other divisible parcels within [600] feet surrounding and adjacent to the proposed subdivision. The street plan [is binding and shall guide / is not binding, but is intended to show] potential future street extensions with future development. The plan must demonstrate, pursuant to City standards, that the proposed development does not preclude future street connections to adjacent development land.
- [7. Except where approved as part of a Master Planned Development pursuant to Chapter 4.8, private streets and gated drives serving more than [two] dwellings (i.e., where a gate limits access to a development from a public street), are prohibited.]
- E. Engineering Design Standards.** Street design shall conform to the standards of the applicable roadway authority; for City streets that is the [Engineering/Public Works Design Standards Manual]. Where a conflict occurs between this Code and the [Manual], the provisions of this Code shall govern.
- User's Guide:** Cities should review their existing engineering and public works design standards and recommend revisions where those standards conflict with smart development objectives. For example, street standards that require excessively wide roadways and do not provide adequate pedestrian and bicycle facilities should be updated per the model code.
- F. Fire Code Standards.** Where Fire Code standards conflict with City standards, the City shall consult with the [Fire Marshal] in determining appropriate requirements. The City shall have the final determination regarding applicable standards.

3.6 – Public Facilities | Transportation Standards

- G. Substandard Existing Right-of-Way.** Where an existing right-of-way adjacent to a proposed development is less than the standard width, the Planning Commission may require the dedication of additional rights-of-way at the time of Subdivision, Partition, or Site Plan Review, pursuant to the standards in Table 3.6.020.C.
- H. Traffic Calming.** The City may require the installation of traffic calming features such as traffic circles, curb extensions, reduced street width (parking on one side), medians with pedestrian crossing refuges, speed tables, speed humps, or special paving to slow traffic in neighborhoods or commercial areas with high pedestrian traffic.
- I. Sidewalks[, Planter Strips, and Bicycle Lanes].** Except where the [City decision-making body] grants a deferral of public improvements, pursuant to Chapter 4.2 or Chapter 4.3, sidewalks[, planter strips, and bicycle lanes] shall be installed concurrent with development or widening of new streets, pursuant to the requirements of this chapter. Maintenance of sidewalks and planter strips in the right-of-way is the continuing obligation of the adjacent property owner.
- J. Streets Adjacent to Railroad Right-of-Way.** When a transportation improvement is proposed within [300] feet of a railroad crossing, or a modification is proposed to an existing railroad crossing, the Oregon Department of Transportation and the rail service provider shall be notified and given an opportunity to comment, in conformance with the provisions of Article 4. Private crossing improvements are subject to review and licensing by the rail service provider.
- K. Street Names.** No new street name shall be used which will duplicate or be confused with the names of existing streets in the City of [name] or vicinity.
- L. Survey Monuments.** Upon completion of a street improvement and prior to acceptance by the City, it shall be the responsibility of the developer's registered professional land surveyor to provide certification to the City that all boundary and interior monuments have been reestablished and protected.
- M. Street Signs.** The city, county, or state with jurisdiction shall install all signs for traffic control and street names. The cost of signs required for new development shall be the responsibility of the developer. Street name signs shall be installed at all street intersections. Stop signs and other signs may be required.
- N. Streetlight Standards.** Streetlights shall be relocated or new lights installed, as applicable, with street improvement projects. Streetlights shall conform to City standards, or the requirements of the roadway authority, if different than the City.
- O. Mail Boxes.** Mailboxes shall conform to the requirements of the United States Postal Service and the State of Oregon Structural Specialty Code.
- User's Guide:** The State of Oregon requires cities to develop standards for clustered mailboxes (ORS 227.455).
- P. Street Cross-Sections.** The final lift of pavement shall be placed on all new constructed public roadways prior to final City acceptance of the roadway unless otherwise approved by the [City decision-making body].

3.6.030 Public Use Areas

User's Guide: Section 3.4.200 provides minimal discretionary standards for park and school site dedications and improvements for large subdivisions. This section should be tailored to be consistent with city policy, particularly where cities have adopted system development charges or other ordinances for parkland acquisition and improvements. If development in your city occurs mostly through small infill projects, it may be necessary to purchase land for parks or schools in advance, ahead of growth. The benefit of this approach is that land prices will likely be lower than after the area develops.

A. Dedication of Public Use Areas.

1. Where a proposed park, playground, or other public use shown in a plan adopted by the City is located in whole or in part in a subdivision, the City may require the dedication or reservation of this area on the final plat for the subdivision, provided that the impact of the development on the City park system is roughly proportionate to the dedication or reservation being made.
2. The City may purchase or accept voluntary dedication or reservation of areas within the subdivision that are suitable for the development of parks and other public uses; however, the City is under no obligation to accept such areas offered for dedication or sale.

B. System Development Charge Credit. Dedication of land to the City for public use areas, voluntary or otherwise, shall be eligible as a credit toward any required system development charge for parks.

3.6.040 Sanitary Sewer and Water Service Improvements.

User's Guide: This section should be refined based on adopted sewer and water master plans and input from your city's public works and engineering staff.

- A. Sewers and Water Mains Required.** All new development is required to connect to City water and sanitary sewer systems. Sanitary sewer and water system improvements shall be installed to serve each new development and to connect developments to existing mains in accordance with the adopted facility master plans and applicable *[Engineering/Public Works Design Standards]*. Where streets are required to be stubbed to the edge of the subdivision, sewer and water system improvements and other utilities shall also be stubbed with the streets, except as may be waived by the *[City decision-making body]* where alternate alignment(s) are provided.
- B. Sewer and Water Plan Approval.** Development permits for sewer and water improvements shall not be issued until the *[City Engineer / Public Works Director]* has approved all sanitary sewer and water plans in conformance with City standards.
- C. Over-Sizing.** The City may require as a condition of development approval that sewer and water lines serving new development be sized to accommodate future development within the area as projected by the applicable facility master plans, and the City may authorize other cost-recovery or cost-sharing methods as provided under state law.
- D. Inadequate Facilities.** Development permits may be restricted or rationed by the Planning Commission where a deficiency exists in the existing water or sewer system that cannot be rectified by the development and which, if not rectified, will result in a threat to public health or safety, surcharging of existing mains, or violations of state or federal standards pertaining to operation of domestic water and sewerage treatment systems. The *[City decision-making body]* may require water booster pumps, sanitary sewer lift stations, and other critical facilities be installed with backup power.

3.6.050 *[Storm Drainage and Surface Water Management Facilities]*

User's Guide: This section should be refined based on adopted storm drainage or surface water management master plans and input from your city's public works and engineering staff.

- A. General Provisions.** The City shall issue a development permit only where adequate provisions for storm water runoff have been made in conformance *[with the City's Storm Drainage / Surface Water Master Plan]*.
- B. Accommodation of Upstream Drainage.** Culverts and other drainage facilities shall be large enough to accommodate existing and potential future runoff from the entire upstream drainage area, whether inside or outside the development. Such facilities shall be subject to review and approval by the City Engineer.
- C. Effect on Downstream Drainage.** Where it is anticipated by the City Engineer that the additional runoff resulting from the development will overload an existing drainage facility, the City shall withhold approval of the development until provisions have been made for improvement of the potential condition or until provisions have been made for storage of additional runoff caused by the development in accordance with City standards.
- D. Over-Sizing.** The City may require as a condition of development approval that sewer, water, or storm drainage systems serving new development be sized to accommodate future development within the area as projected by the applicable facility master plan, provided that the City may grant the developer credit toward any required system development charge for the same pursuant to the System Development Charge.
- [E. Existing Watercourse.** *Where a proposed development is traversed by a watercourse, drainage way, channel, or stream, there shall be provided a storm water easement or drainage right-of-way conforming substantially with the lines of such watercourse and such further width as will be adequate for conveyance and maintenance to protect the public health and safety.]*

3.6 – Public Facilities | Utilities

3.6.060 Utilities

User's Guide: This section should be refined based on adopted utility master plans and input from utility service providers.

The following standards apply to new development where extension of electric power or communication lines is required:

- A. General Provision.** The developer of a property is responsible for coordinating the development plan with the applicable utility providers and paying for the extension and installation of utilities not otherwise available to the subject property.
- B. Underground Utilities.**
- 1. General Requirement.** The requirements of the utility service provider shall be met. All utility lines in new subdivisions, including, but not limited to, those required for electric, communication, and lighting, and related facilities, shall be placed underground, except where the *[City decision-making body]* determines that placing utilities underground would adversely impact adjacent land uses. The *[City decision-making body]* may require screening and buffering of above ground facilities to protect the public health, safety, or welfare.
 - 2. Subdivisions.** In order to facilitate underground placement of utilities, the following additional standards apply to all new subdivisions:
 - a. The developer shall make all necessary arrangements with the serving utility to provide the underground services. Care shall be taken to ensure that no above ground equipment obstructs vision clearance areas for vehicular traffic, per Chapter 3.3 Access and Circulation.
 - b. The *[City decision-making body]* reserves the right to approve the location of all surface-mounted facilities.
 - c. All underground utilities installed in streets must be constructed and approved by the applicable utility provider prior to the surfacing of the streets.
 - d. Stubs for service connections shall be long enough to avoid disturbing the street improvements when service connections are made.
- C. Exception to Undergrounding Requirement.** The *[City decision-making body]* may grant exceptions to the undergrounding standard where existing physical constraints, such as geologic conditions, streams, or existing development conditions make underground placement impractical.

3.6.070 Easements

User's Guide: This section should be refined based on adopted facility master plans and input from your city's public works and engineering staff.

- A. Provision.** The developer shall make arrangements with the City and applicable utility providers for each utility franchise for the provision and dedication of utility easements necessary to provide full services to the development.
- B. Standard.** Utility easements shall conform to the requirements of the utility service provider. All other easements shall conform to the City of [(name) *Engineering Design Standards / Public Works Design Standards*].
- C. Recordation.** All easements for sewers, storm drainage and water quality facilities, water mains, electric lines, or other utilities shall be recorded and referenced on a survey or final plat, as applicable. See Chapter 4.2 Site Plan Review, and Chapter 4.3, Land Divisions.

3.6 – Public Facilities | Construction Plan Approval

3.6.080 Construction Plan Approval

User's Guide: This section should be refined based on input from your city's public works and engineering staff.

No development, including sanitary sewers, water, streets, parking areas, buildings, or other development, shall be undertaken without plans having been approved by the City of [name], permit fees paid, and permits issued. Permit fees are required to defray the cost and expenses incurred by the City for construction and other services in connection with the improvement. Permit fees are as set by City Council resolution.

3.6.090 Facility Installation

User's Guide: This section should be refined based on input from your city's public works and engineering staff.

- A. Conformance Required.** Improvements installed by the developer, either as a requirement of these regulations or at the developer's option, shall conform to the requirements of this chapter, approved construction plans, and to improvement standards and specifications adopted by the City.
- B. Adopted Installation Standards.** The City of *[name]* has adopted *[Engineering / Public Works Design Standards]* for public improvements and private utility installation within the public right-of-way.
- C. Commencement.** Work in a public right-of-way shall not begin until all applicable agency permits have been approved and issued.
- D. Resumption.** If work is discontinued for more than *[six]* months, it shall not be resumed until the Public Works Director is notified in writing and grants approval of an extension.
- E. City Inspection.** Improvements shall be constructed under the inspection of the *[City Engineer / Public Works Director]*. The *[City Engineer / Public Works Director]* may approve minor changes in typical sections and details if unusual conditions arising during construction warrant such changes in the public interest, except that substantive changes to the approved design shall be subject to review under Chapter 4.6, Modifications to Approved Plans and Conditions of Approval. Any survey monuments that are disturbed before all improvements are completed by the developer or subdivider shall be replaced prior to final acceptance of the improvements.
- F. Engineer's Certification and As-Built Plans.** A registered civil engineer shall provide written certification in a form required by the City that all improvements, workmanship, and materials are in accord with current and standard engineering and construction practices, conform to approved plans and conditions of approval, and are of high grade, prior to City's acceptance of the public improvements, or any portion thereof, for operation and maintenance. The developer's engineer shall also provide *[two]* sets of "as-built" plans for permanent filing with the City. If required by the City, the developer or subdivider shall provide a warranty bond pursuant to Section 3.6.100.

3.6 – Public Facilities | Performance Guarantee and Warranty

3.6.100 Performance Guarantee and Warranty

User's Guide: This section should be refined based on input from your city's public works and engineering staff.

- A. Performance Guarantee Required.** The City at its discretion may approve a final plat or building permit when it determines that at least [75] percent of the public improvements required for the site development or land division, or phase thereof, are complete and the applicant has an acceptable assurance for the balance of said improvements. The applicant shall provide a bond issued by a surety authorized to do business in the state of Oregon, irrevocable letter of credit from a surety or financial institution acceptable to the City, cash, or other form of security acceptable to the City.
- B. Determination of Sum.** The assurance of performance shall be for a sum determined by the City Engineer as required to cover the cost of the improvements and repairs, including related engineering and incidental expenses, plus reasonable inflationary costs. The assurance shall not be less than [110] percent of the estimated improvement costs.
- C. Itemized Improvement Estimate.** The applicant shall furnish to the City an itemized improvement estimate, certified by a registered civil engineer, to assist the City in calculating the amount of the performance assurance.
- D. Agreement.** A written agreement between the City and applicant shall be signed recorded. The agreement may include a provision for the construction of the improvements in stages and for the extension of time under specific conditions. The agreement shall contain all of the following:
1. The period within which all required improvements and repairs shall be completed;
 2. A provision that if work is not completed within the period specified, the City may complete the work and recover the full cost and expenses from the applicant;
 3. The required improvement fees and deposits.
- E. When Applicant Fails to Perform.** In the event the applicant fails to carry out all provisions of the agreement and the City has un-reimbursed costs or expenses resulting from such failure, the City shall call on the bond, cash deposit, or letter of credit for reimbursement.
- F. Termination of Performance Guarantee.** The applicant shall not cause termination, nor allow expiration, of the guarantee without first securing written authorization from the City.
- G. Warranty Bond.** A warranty bond good for [two] years is required on all public improvements and landscaping when installed in the public right-of-way. The warranty bond shall equal [15] percent of the total cost of improvements and begin upon acceptance of said improvements by the City.

[Chapter 3.7 Signs]

User's Guide: This section is a placeholder for the city's sign regulations. Some cities maintain separate ordinances for signs, while others include sign regulations in their zoning and development codes. The Model Code does not recommend specific sign regulations other than the general guidance for signs as related to home businesses in Chapter 2.4, building design in Chapter 3.2, and way-finding in Chapter 3.3.