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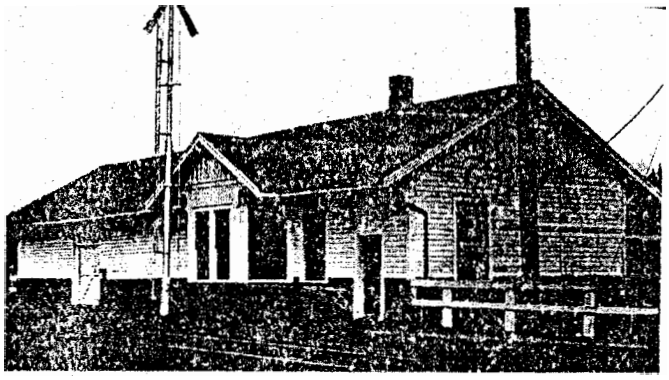
City of Elgin, Oregon

Highway 204 Enhancement & Downtown

MASTER PLAN

06/03



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City of Elgin, Oregon

Highway 204 Enhancement & Downtown Master Plan

Contents:

"This project is partially funded by a grant from the Transportation and Growth Management (TGM) Program, a joint program of the Oregon Department of Transportation and the Oregon Department of Land Conservation and Development. This TGM grant is financed, in part, by federal Transportation Equity Act for the 21st Century (TEA-21), local government, and the State of Oregon funds.

The contents of this document do not necessarily reflect views or policies of the State of Oregon."

City of Elgin, Oregon

Highway 204 Enhancement & Downtown Master Plan

Introduction

This document will serve as both the downtown management plan to guide development activity in the newly proposed downtown overlay district and the special transportation area (STA) plan to define the relationship between ODOT and the City of Elgin in regards to State Highways 82 and 204. As the STA plan for the City of Elgin this document has the primary goal to provide access to community activities, businesses and residences, and to accommodate pedestrian, and bicycle movements along and across the highway in the city's downtown overlay zone. This document and supporting policy changes recommended in the existing TSP should be adopted into the TSP and the City of Elgin Land Use Plan. Recommended code changes in the appendix should be adopted into the Elgin Municipal Code.

In the City of Elgin the areas along Highway 204 between 12th and 8th Streets and Highway 82 between Albany and Birch exemplify the design features of a historic downtown. Within this segment, buildings are spaced close together, parking is on street, and the posted speed limit is 25 m.p.h. The compact development pattern qualifies these areas for a STA highway segment designation.

District Boundaries

As Figure One indicates, the boundaries of the downtown overlay zone are those of the existing CBD zone PLUS the piece of land bounded by and including 8th Avenue and the railroad tracks to Detroit Street, the block bounded by Albany and Baltimore Streets, 8th and 9th Avenues, the industrial area bounded by Albany and Columbus Streets, 10th Avenue and the railroad track and one parcel deep on both sides of Division Street between 10th and 17th Avenues. This part of the zone along Highway 204 is included to ensure appropriate land uses and street design standards on this city gateway street.

This area is the downtown overlay district. The underlying zoning is in effect except where noted.

The boundaries of the special transportation district are contiguous with the boundaries of the existing April, 2003 Central Business District from Cedar to Baltimore Streets and from 6th to 12th Avenues.

Section:

1. Description of Planning Process

a. Goals

1) guide infrastructure improvements
2) improve economic and social vitality of the downtown
3) improve pedestrian accessibility and safety and vehicular safety
4) Capitalize on the new rail service to Joseph

b. Objectives

1) To install sidewalks and curb extensions to improve pedestrian safety
2)To develop and install a truck route to improve safety in the downtown core
3)To develop connections to the proposed rail service to Joseph
4) To develop a STA and enter into an agreement with ODOT to implement it.

c. Description of:

1) process

Task I

The development of the Highway 204/downtown plan is rooted in a public process consisting of a walking tour, four open workshops for residents and discussions with the Elgin Transportation Committee, City Council members, and stakeholders conversant with many of the problems/opportunities in the community.

The walking tour initiated the public workshop and provided anecdotal information for discussion. The first workshop was essentially reconnaissance/discussion and consultant analysis. Residents and stakeholders of Elgin were asked to describe necessary problems/opportunities to study for the improvement of Highway 204 and the downtown. These items were discussed and recorded where there was general agreement. After the residents' discussion the consultants also developed a list of problems/opportunities and prepared a site analysis. The combined analysis by residents and consultants were the basis of the project program, and in turn formed the basis of the Highway 204/Downtown Plan.

The second Transportation Committee meeting and residents' workshop was a presentation and discussion of a Highway 204/downtown draft plan. The basic plan was thought acceptable, although several modifications were suggested. Also presented was a consultant analysis of available land in the downtown, character of buildings, parking, base map, digital photos of the site, a video of the walk, and summaries of the walking tour, workshop and transportation committee meeting.

Task II

After the second workshop a downtown alternatives analysis report (Task II) was prepared, summarizing the essential transportation and urban design elements of the alternatives in text and graphics.

Task III

During this period we held a second community open house/workshop which included residents, and students. We conducted a downtown design work session for high school Students to brainstorm ideas about improving the downtown for the use of children. A five minute video was made of the children's discussion on the improvement of the downtown, and was shown to the residents' workshop that followed. The workshop included the discussion of plan alternatives, changes and the principles of walkable communities.

Task IV

A livability design report was prepared that included two conceptual site plan alternatives. In addition, the report included graphics illustrating the plan ideas. The

graphics included three birds-eye axonometrics and five street level perspectives. A transportation analysis summary was part of the report.

Task V
The third workshop was the presentation of the preferred alternative Highway 204/downtown plan. This presentation included preferred site plan and graphics from the report. This plan reflected changes in the program suggested by earlier discussions, repositioning the sites for the library and the post office. Consensus was achieved on the downtown master plan.

Task VI
Following the agreement of the preferred plan for the final downtown master plan, a presentation workshop was held to receive comments and develop consensus on implementation strategies and a capital improvement program that identifies potential funding sources as well as preliminary cost estimates for major improvements and street furniture.

Task VII
A final plan presentation workshop was held with City Council/Planning Commission, to review and discuss the final downtown master plan, TSP update and code implementation. Consensus was achieved on implementation strategy, improvement priorities, system linkage between activity centers and the final plan. Graphics presented were three birds-eye axonometric drawings and five street level perspectives/sketch vignettes

Task VIII
Following the final plan presentation workshop specific amendments for the City's comprehensive plan, zoning code, subdivision ordinance and street and access standards were prepared. This included a Main Street special district code section to the downtown master plan. Also included in the final plan are design standards/ guidelines and revisions to the TSP .

Task IX
The final two meetings with the Transportation Planning Committee and Planning Commission and one jointly with the City Council, presented the City's comprehensive plan, policies, zoning code and subdivision ordinances and new street and access management standards amendments for implementing the downtown master plan and TSP update.

2) Issues:

- Tourism - Crucial for economic development is the provision of reasons/places for visitors to stop and stay in Elgin
  - River Park
    - development of a River Park/RV park/camping area and day use (picnic area) are important
    - long term extension of the park along the river will increase visibility of the park from the downtown/Highway 82 and encourage its use for additional recreational activities

- develop a strong connection to downtown from the park - starting with the RV park
- raft put-in - provision for parking

o Skiing

The proposed Railway Inn could also be used for downhill/Nordic skiers/snow boarders. It should include a restaurant, large living room with natural materials, large fireplaces etc. The Inn will bring people to Elgin in all seasons.

- Ski train for Nordic skiers in road-less areas in winter and hikers in summer may be a long-term option

o Bicycling
- Bicycling/rail package - This is an additional group that might use a proposed inn

- Character/quality of downtown
  - o Storefront revitalization
    - Revitalization should continue to include buildings not originally participating Revitalization of buildings should be a restoration, rather than adopting a "style"
    - Design standards/guidelines should be prepared to ensure that new development and renovation enhances the quality and character of the downtown
  - o Tree planting
  - o Sidewalks
    - Sidewalks are not in good repair and are not required for all new or reconstruction projects
  - o Street widths
    - Align sidewalks on the East side of Highway 82
  - o Infill vacant properties with appropriate uses, scale, and character

Proposed new public places

- o New Public Square - an active center to attract people for:
  - Farmers' market (possibly more than once a week)
  - Craft market
  - Antique market
  - Food venders
  - Entertainment
- o Parking

New lot on Albany Street adjacent to Opera House - good visibility for tourist cars and trailers/RV's

New parking for train station - 70-80 cars

- Intermittent parking along Highway 204 to 17th Avenue
- Possible diagonal parking along 8th Ave. (Albany to Division)

- Railway - Develop a terminus for the Elgin/Joseph railway. This terminus should be very attractive, active and convenient for various types of excursions. It should encourage visitors to stay in Elgin before and after the excursion. Visitors need a

variety of places to stay, dine and for a variety of additional activities easily seen from the terminus. Parking should be convenient for a variety of vehicle types (cars, trailers, RV's) while being unobtrusive and small scale (rather than one big lot for 75 cars). There should be direct and convenient pedestrian access to the remainder of the downtown. The rail facilities should be easily visible from Highway 82 and from the downtown.

- o Station
- o Inn - As suggested above there is a need for an inn for people using the rail
- o Parking
- o Shopping (items "made in Eastern Oregon" etc.)
- o Restaurant/cafe

- Proposed new Public Buildings
  - o Library
  - o Post Office
  - o Swimming Pool/Recreation Center

- Housing Downtown
  - o Encourage mixed use development (housing, retail & offices) for a variety of incomes and family sizes

- Industrial Area
  - o Stronger connection to the downtown by providing sidewalks, street trees

- Existing Downtown Park
  - o Landscape park with trees
  - o Provide benches, trash receptacles, etc.

Highway 204, 8th to 17th Avenues (current project)

- o Corner of 8th Avenue and Division Street (Highway 204) is a major problem
  - · Congestion caused by trucks wanting to turn left and right on to Highway 82
  - · Dangerous for pedestrians crossing 8th Ave and Highway 204.
  - · Considerable noise and dirt caused by trucks on the main street (8th Ave.) reduces the quality and incentive for pedestrians
    Trucks should be diverted from the center of downtown
- Pedestrian Environment
  - · Lack of curb and sidewalks on portions of Highway204
  - · Traffic speeds interfere with pedestrian street crossings
  - o Curbs, bulb-outs, planting strip and sidewalks needed for each block along Highway 204 to 17th Avenue
    Typical street section that includes on street parking to be developed
    - · Individual anomalies such as school, post office and business needs and existing plantings are to be catered for

- Highway 82 - 8th Avenue (long term)
  - o Between Baltimore and Division streets and 8th Ave. is over wide (69 feet to building line) 60 feet is normal. Sidewalk could be enlarged to line up with remainder of the sidewalks. This will provide a special emphasis for the

downtown, provide additional space for pedestrian amenities and make a stronger connection to the station area. Required are:

- New sidewalks, curbs & gutters
- Lighting
- Bulb-outs
  Tree wells and grates
- Street trees
- Benches
  Trash receptacles
- Striped crossing at 8th Avenue & Highway 204

o New curbs and gutters, sidewalks, street lighting, tree wells and grates are required to ball field (or restaurant) in the industrial area.

Cedar Street

o As the connection from Highway 82 to the River Park (RV/day use/camping) this street and the junction with Highway 82 should have special attention.
  - Curbs, sidewalks and street trees along the street
  - Special event and signage at Highway 82

- Downtown Generally
  o Correct zoning anomalies (Downtown/General Commercial
  o Rail issues
    Planning for rail destination development should occur in a timely fashion to ensure that Elgin is the embarkation point.
    - Land for destination point needs to be purchased/leased
    - Rail station should be underway soon to convince County that Elgin should be the place of embarkation.

  o Cedar Street improvements - sidewalk to RV park
  o ODOT planning issues - coordination with design at beginning of project is crucial for an effective project
  o Right-of-way impacts should be worked out with people and businesses along the street at an early stage in the project.
  o Width of elements in right-of-way, dimension (60ft.) needs clarification
  o Mile post numbers should be translated to engineering scale
  o Modernization project shared between ODOT & DLCD
  o Super at 17th Avenue is a major concern to be removed
  o Special situations along Highway 204 school, post office, grocery store & Cizar's (early alternative proposals are to be supplied by consultants)
  o Sidewalks (trees) to ball park/restaurant
  o Availability of land survey should be carried out by consultants
    Station area
    Downtown

2. Results Of The Planning Effort

a) Key Ideas

1) Opportunities

- Station area - elements to support arrival and departure of train - Inn, restaurant, specialty shops, public square, forming a significant place for train boarding and community activities.
- Main Street special area with extra wide sidewalk (8th Ave. - train station, Baltimore to Division Streets) to connect the downtown to the train station
- Motel site for library/post office facing the downtown park
- Downtown park - landscape to make it a more attractive place
- Downtown quare - for celebrations and craft/farmer/antique markets
- River Park - continuation of existing park to make the river edge accessible
- Vacant land in downtown should be in filled with retail, offices with housing above
- Development of special transportation district
- Potential for development of municipal parking

2) Problems

- The noise, safety concerns, and disruption of truck traffic on Highways 204 and 82 is preventing the downtown from becoming an enjoyable pedestrian area
- 8th Avenue and Highway 204 traffic lanes are too wide enabling the trucks to move too quickly in this area.
- Signage is inadequate, unattractive, (quality and character) and not at all pedestrian scale
- There are quite a few potentially attractive buildings in the downtown that have not yet been renovated, and some that have not been renovated well
- There are gaps in the street edge (vacant or underutilized lots) where infill should occur
- Street edges should be remade to provide for street trees/grates

b) Design Concepts

Increase the economic and social opportunity and vitality of the downtown:
Increase the density of services and development:

- Bring residents to live in or in close proximity to the center to encourage pedestrian access
- Provide additional public places for social interaction and support of activities
- Enhance the attractiveness of the downtown, so residents and visitors will enjoy activities there
- Increase pedestrian safety along Highways 204 and 82
- Enhance the attractiveness of Highway 204 as a gateway into Elgin
- Improve the safety for children arriving by car to the school on Highway 204

3. Explanation Of Proposed Design Plan

a) Urban Design

Highway 204 & Downtown

Highway 204 was redesigned to improve the pedestrian connections between the downtown and the residences and schools accessed by this street. Major urban design

concepts are new street trees, tree grates, street lights to be placed along the Highway in a consistent pattern.

Similarly, the downtown with Highway 82 traversing its full length is proposed for redesign to accept new street trees (30 foot spacing), tree grates and street lights in a consistent pattern. One of the most important new projects in the downtown is widening the sidewalk on the West side from Division to Baltimore streets. Currently this street section has extra wide traffic lanes and is misaligned with the remainder of the street.

Proposed is an extra wide sidewalk of 19 feet. This change in dimension will even out the street and will provide extra space in this area for businesses to use or for festive activities. It will also give extra space in front of the Opera House and City Hall. With new street trees, grates and street lights this area will be a significant attractor for activity in the downtown.

In addition, the downtown plan proposes significant new development in infill and green field projects in and adjacent to the downtown. Proposed are a new train station, station square, mixed use development of two and three stories (housing and commercial) along the widened 8th Street between Baltimore and Detroit Streets and a new library on Baltimore Street across the street from City Hall.

New townhouses development and a park is proposed for the area west of the train station. This development would provide significant housing density adjacent to the center, encouraging residents to walk to shopping, work and entertainment.

New parks are proposed at the end of 8th Avenue adjacent to the Grand Ronde River and opposite the train station.

Highway 204/Downtown Urban Design Plan

Colored Aerial and Eye Level Perspectives

1. POST OFFICE
2. OFFICE / COMMERCIAL
3. LIBRARY
4. PARK
5. INN
6. HOUSING
7. FIRE STATION
8. TRAIN STATION SQUARE
9. TRAIN STATION
10. DOWNTOWN MUNICIPAL
11. GENERAL PARKING

SITE PLAN

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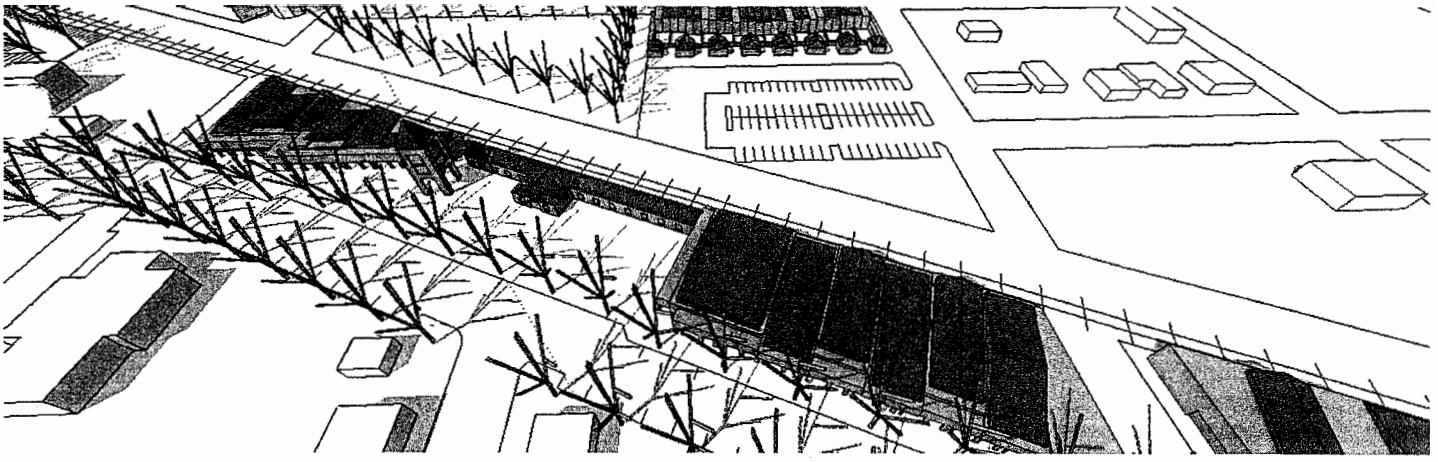
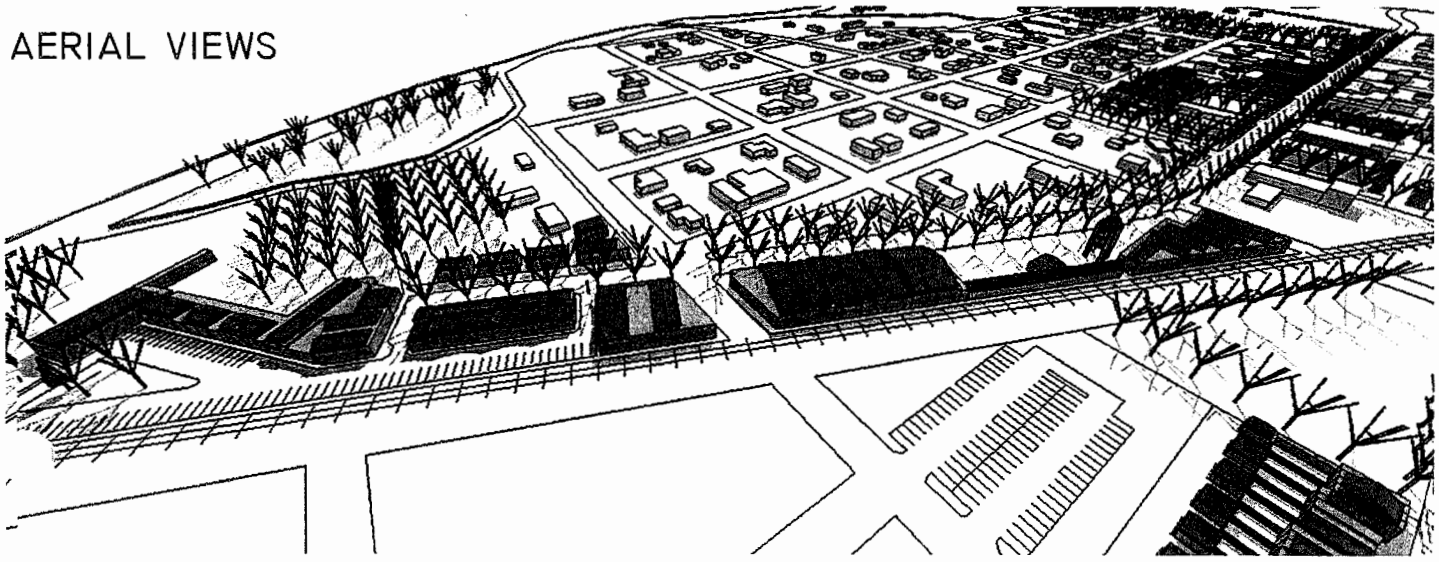
N

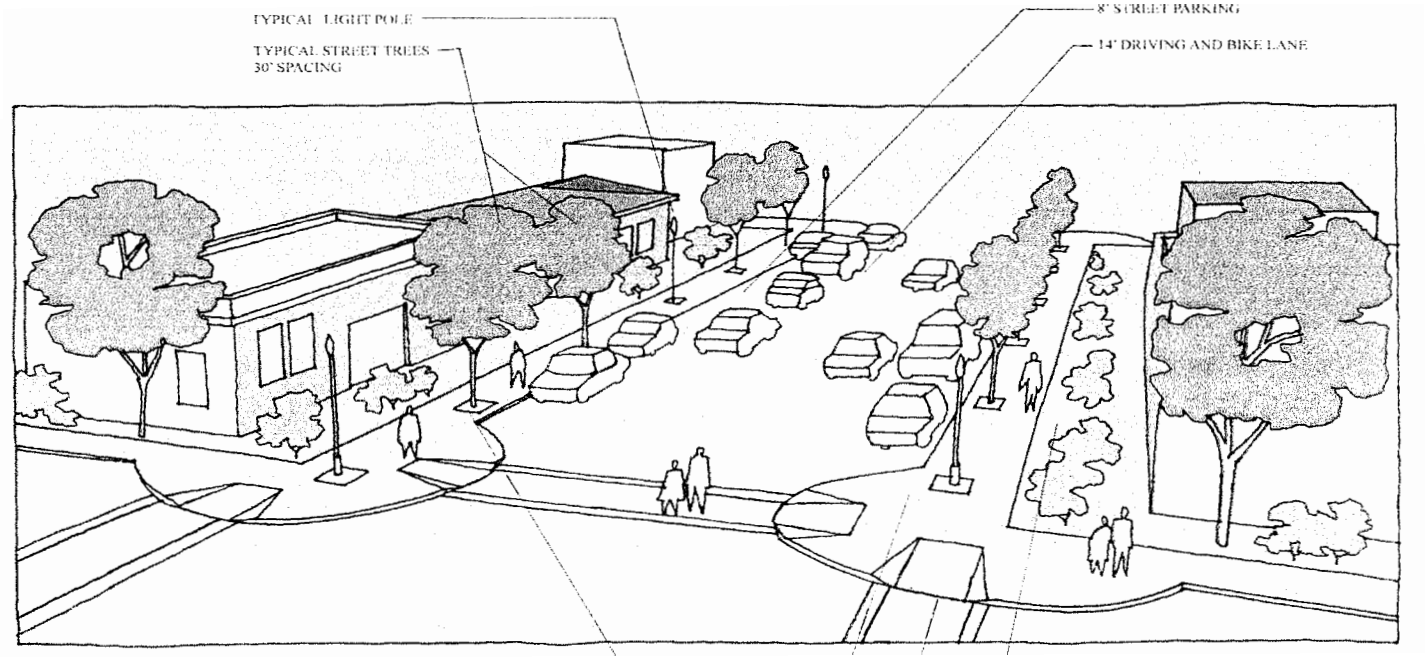
View of Proposed Library

Traffic Calming @ Intersection



AERIAL VIEWS





VIEW OF TYPICAL STRETCH
OF HIGHWAY 204

b) Traffic Planning
Highway 204 & downtown
Truck Route
The main intersection in downtown Elgin is where two state highways, Highway 82, a highway of statewide significance, and Highway 204, a highway of regional significance, come together. While both these highways operate at an acceptable LOS, a large number of trucks travel through the downtown throughout the day. The current downtown roadway configuration is not particularly pedestrian friendly, nor does it invite visitors to stop and explore in downtown Elgin.

Highway 82 makes a 90-degree turn in the middle of town at the intersection of Albany Street and 8th Avenue, and then intersects Highway 204 just one block south at Division Street. Currently there is a truck route posted for trucks traveling to and from Highway 82 (to Joseph) to Highway 204. This truck route directs trucks to use a route on Division Street between 7th and 8th Avenues and on 7th Avenue between Division Street and Albany Street, and is intended to reduce the number of trucks making sweeping turning movements in the downtown area. Unfortunately, this route is self enforced and many smaller to medium sized trucks ignore the route, since there is sufficient pavement in the downtown intersections to make necessary turning movements. In fact several log trucks were observed to make the movement from westbound Highway 82 to southbound Highway 82 to Westbound Hwy. 204 at about 20 mph without even tapping the brakes. This is very intimidating to pedestrians on the street who have little refuge from such traffic.

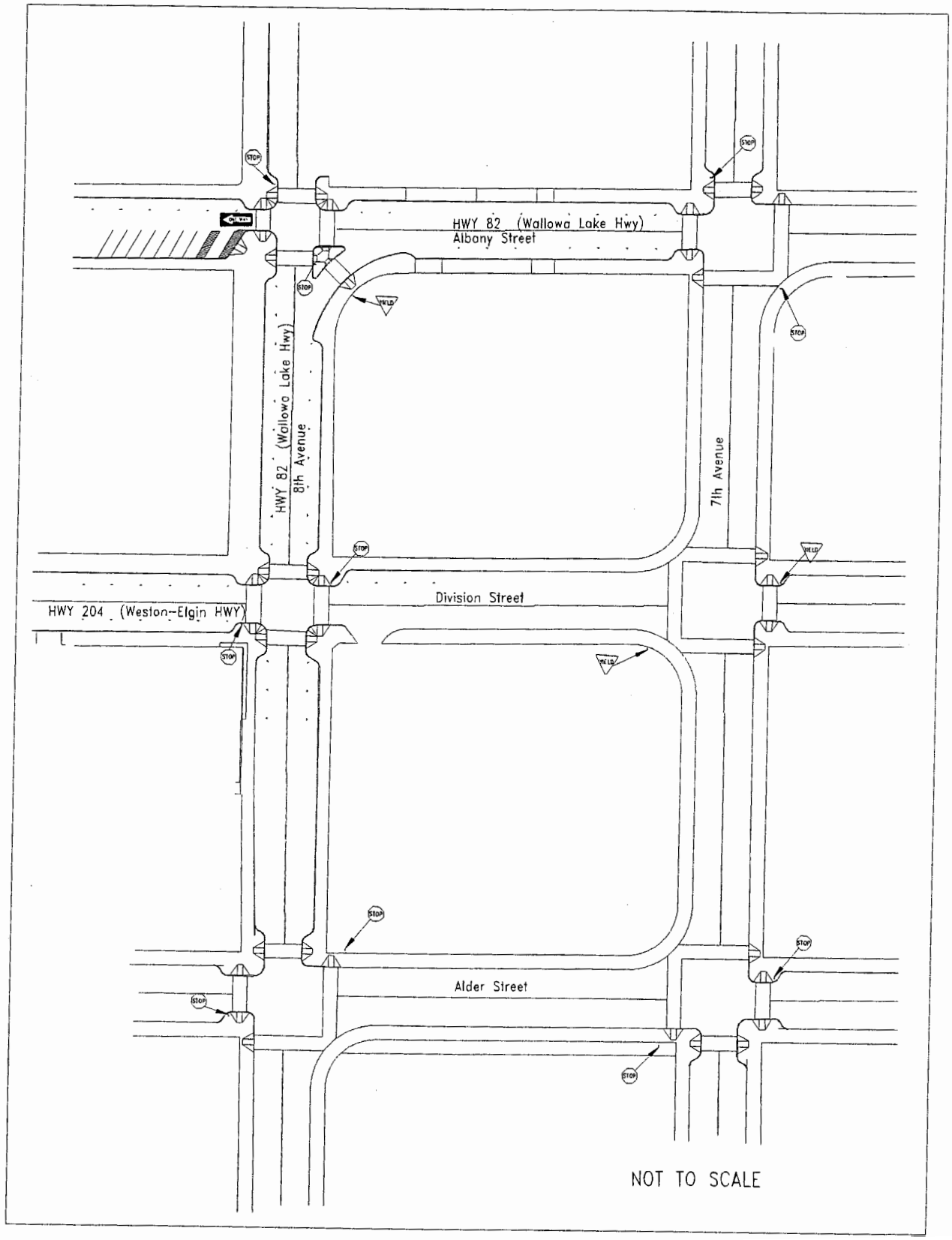
The other significant problem is the difficulty of turning from Highway 204 to Highway 82. The location of the building on the southwest corner in conjunction with the crosswalk location (stop bar) creates a sight distance problem to the south. To have adequate vision to search for a gap in traffic, vehicles must pull forward over the crosswalk and this is done routinely by passenger vehicles and trucks without regard to pedestrians standing on the corner. The physical geometry of the intersection is so constraining that trucks headed south must find a gap in both directions, because they are forced to pull out across the northbound lane to avoid hitting the building on the southwest corner. The fact that trucks must pull out across the northbound lane suggests that neither a traffic signal (which is not warranted), nor an all-way stop would be an adequate solution. Either type of traffic control would stop vehicles on the northbound approach, providing another constraining barrier for trucks to avoid when making the eastbound to southbound movement.

This plan recommends the development of a truck route and the installation of a "pork chop" island (See Figure3) on Highway 82 at the intersection of 8th Avenue and Albany Street. The truck route draws trucks away from the downtown core of 8th Avenue between Albany and Division Streets, and eliminates the turning movement onto Division Street from 8th Avenue. The truck route will require pavement and sidewalk upgrades on Alder and Division Streets between 7th Avenue and 8th Avenue, as well as improving 7th Avenue between Highway 82 and Alder Street. The truck route has complete curb extensions and incorporates a "pork chop" that allows northbound right turns with a yield control on Highway 82 at the intersection of Albany Street and 8th Avenue. This proposed truck route will have little impact on traffic flow for standard

vehicles on the state highways in terms of the traffic control they will encounter. The circumstances for the intersection of Albany Street and 8th Avenue are further improved by removing the somewhat confusing traffic control elements from this relatively non standard intersection. For example, unfamiliar drivers at the southbound approach will recognize that there is a stop sign for northbound vehicles, but may not be aware that northbound right-turning vehicles don't have to stop, causing a potential conflict. In addition, by eliminating two-way traffic on the eastbound approach at Albany Street and 8th Avenue, we remove all potential for conflicting traffic that eastbound to southbound Highway 82 might have to yield to. These changes should make the intersection easier to navigate and understand for unfamiliar drivers.

The "pork chop" serves several important purposes in the design. First, it significantly improves the pedestrian crossing by defining the crosswalks and reducing the primary crossing to a maximum of around 30 feet versus the 45-70 feet currently there. Second, it is the only element of the plan that truly enforces the desired truck route, because it is a physical barrier, essentially a filter that prevents unwanted truck traffic from entering the downtown. Finally, the pork chop coupled with the one-way entrance for the proposed off-street parking takes any ambiguity out of this non-standard intersection (i.e. the main route makes a 90 degree turn), but maintains the primary flow on Highway 82 without any additional stops (as would be the case if a full curb extension were built).

Figure Four: Truck Route and Support Improvements



4. Key Recommendations

a) Land Use and Zoning Recommendations

The zones within this overlay district are the CBD, an industrial area and residential 2 (R-2). The Industrial Zone southeast of the railroad track should be rezoned to CBD to support the expanding downtown area and the development potential of the new railroad service to Joseph. The Industrial Zone northwest of the railroad track should be zoned R-1to support the development of housing close to CBD.

Proposed Use Modifications in the CBD

- Allow dwelling units on the second floor as a permitted use in the CBD.
- Do not require off-street parking for uses in the CBD that would require 20 or fewer parking spaces based on the existing standards in the code.
- Make parking a conditional use for those uses that require 20 or fewer parking spaces
- Require new development buildings to be at least two stories and no more than four stories. This requirement does not apply to buildings that ADA would require to have elevators. ADA does not require buildings that are less than three stories or have less than 3,000 S.F. per story (ADA resource Guide 4.1.3)

Proposed Use Modifications in the Downtown Overlay District

- Allow professional uses as a permitted use
- Allow retail on the first floor of any building as a permitted use
- Apply design standards

Sidewalks

All arterial, collector and local streets within the downtown overlay district should have sidewalks with a minimum width of six feet. Specific standards by street classification are in Table 1. This standard should be adopted into the subdivision design standards section of the Elgin Municipal Code.

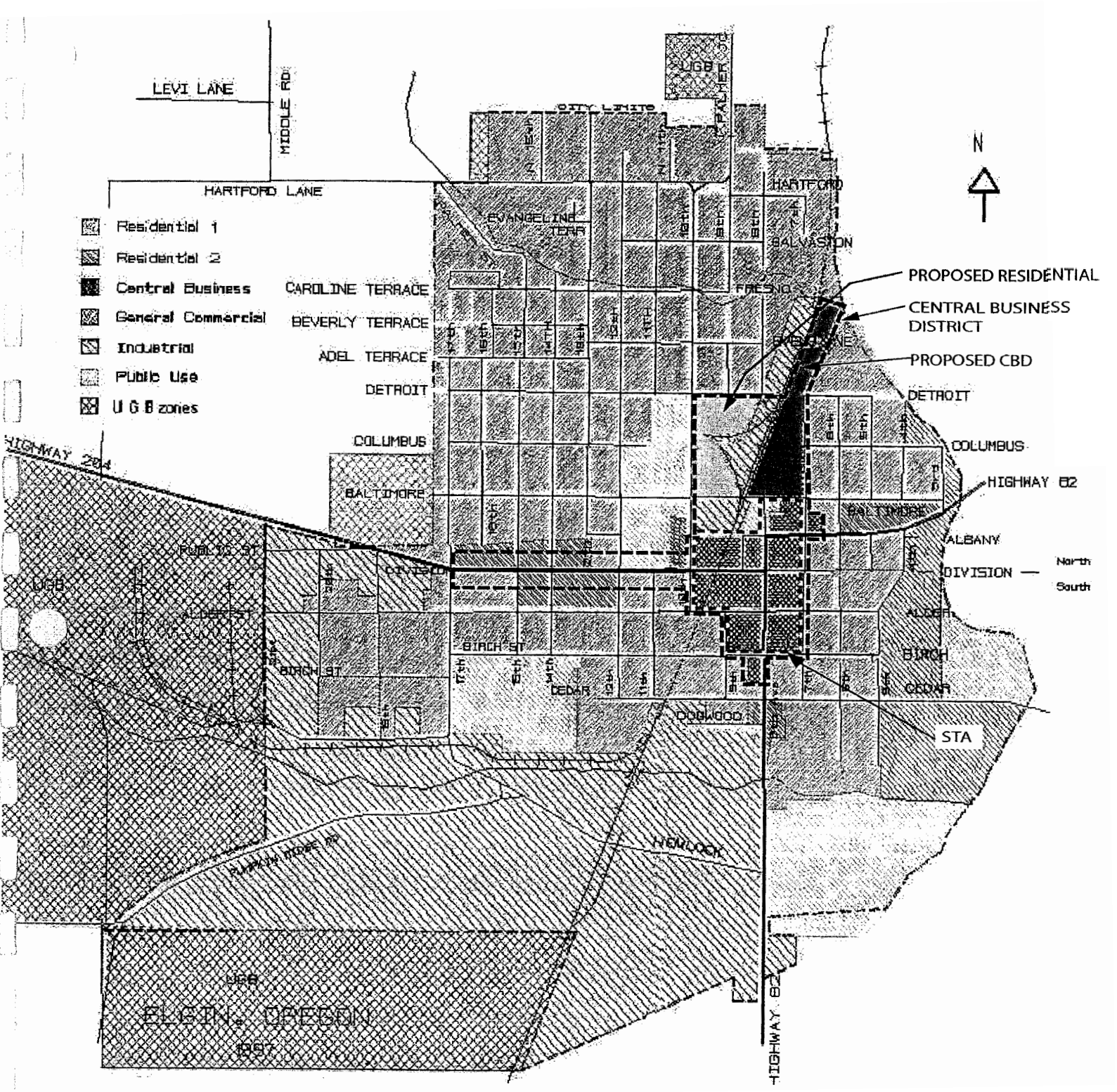
Bicycle Access

Arterial and collector streets with AADT of 4,000 vehicles or more within the downtown overlay district should have designated bike lanes or widened combined bicycle and motorized travel lanes. Specific standards presented by street classification are presented in Table 1. These standards should be adopted into the subdivision design standards section of the Elgin Municipal Code. To support bicycle access, the city should require bicycle parking facilities in the downtown, at schools and parks.

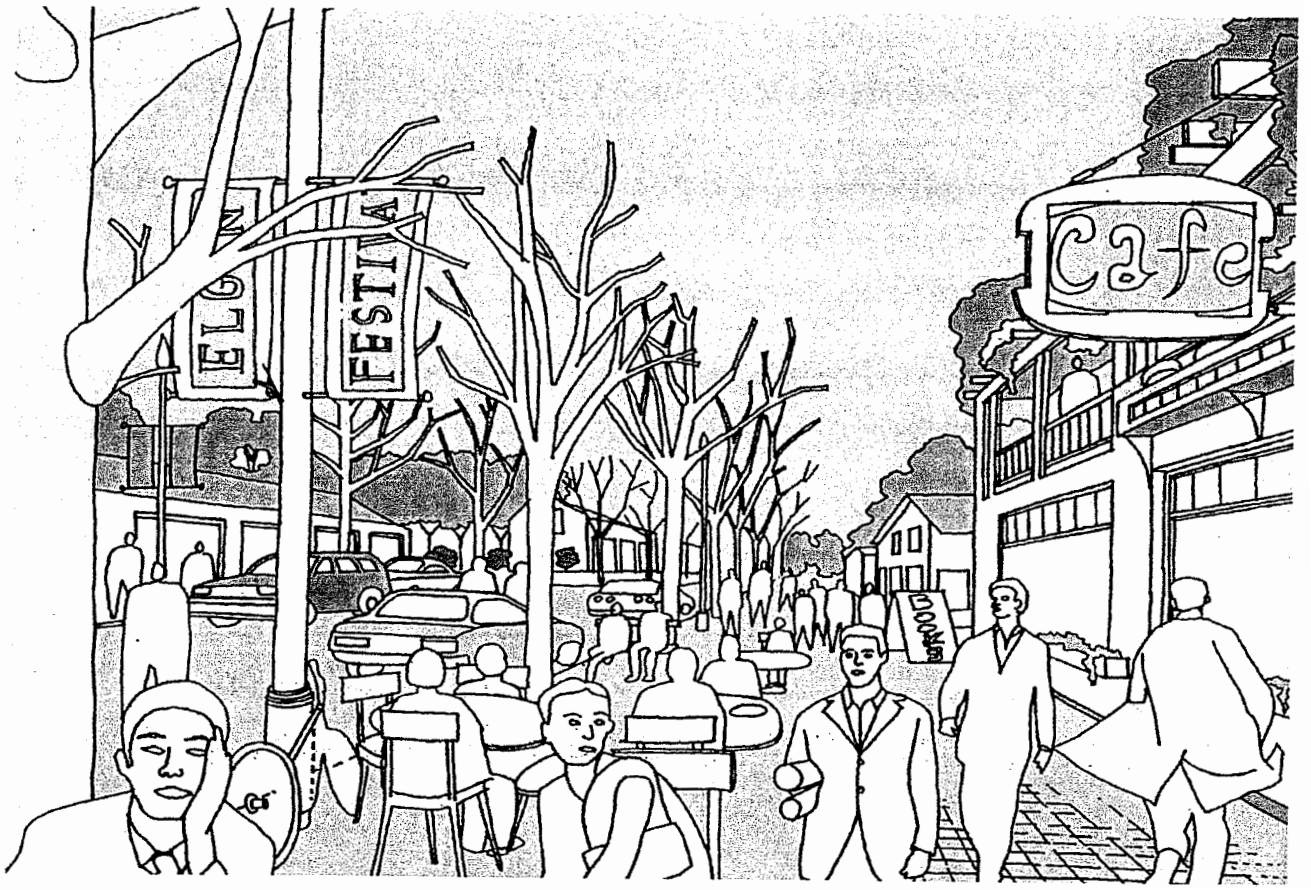
Adopt Municipal Code changes proposed in Appendix to implement zoning recommendations and to fully implement TSP

Adopt proposed TSP changes to implement Downtown Management Plan and to bring TSP into compliance

Zoning Map



CITY OF ELGIN ZONING MAP 06-01-03



View of Sidewalk Cafe

View of Train Station Plaza

5. Necessary infrastructure to support the Downtown Master Plan

a) Proposed New Public Development

The following projects are identified in Figure Two

- Plaza: The area for a new plaza is proposed at the visual end of 8th Avenue, adjacent to the train station. The designated position for the plaza is crucial to servicing the train and to the visibility of public markets for visitors driving through town. Visitors will be encouraged to stop and enjoy the activities of the market. The proposed plaza will also benefit from 70,000 sq.ft. of mixed use (commercial 25,000 sq.ft. and residential 30,000 sq.ft.) development in proximity to it. This combined housing and commercial is important to the vitality of the downtown and to the success of the plaza.

  Library: The position for the new Public Library is designated at the corner of 8th Avenue and Baltimore. The site was chosen because of its prominence in the town and its accessibility. Parking for the Library is designated for the off-street lot at the corner of 10th Avenue and Baltimore.

- Fire Station: The position for the new Fire Station is suggested for 10th Avenue between Baltimore and Albany. This is a central position in the town with good access.

- Post Office: The position for the new Post Office is suggested for the west side of 8th Avenue between Division and Alder. This is a prominent position in the town and can share parking with adjacent businesses.

- Parks:
  - Proposed are two new parks and the refurbishment of one existing park.

  - A new (#1) park is proposed opposite the train station. This is underutilized land between two marginally active rail lines. A park in this position will enhance the arrival area of passengers to Elgin provide outdoor space for new housing proposed for this area and will landbank this position should the rail no longer need the two spur tracks currently occupying the area.

  - A second new park (#2) is proposed for the end of 8th Avenue adjacent to the Grand Ronde River. This currently underutilized land is in an exceptional position in the town; one of the few places with visual (and potentially literal) access to the river near downtown. The views north up the Grand Ronde valley are quite beautiful. The park is adjacent to the proposed inn site and will increase its amenity.

    A third privately held park (#3), already existing in the center of the downtown, should be acquired by the City and refurbished to provide an attractive outdoor place in the center of the town. This park is at the junction of Highways 204 and 82. Everyone who goes through Elgin sees

this park. Its prominence in the town suggests it should be landscaped, furnished and maintained as an inviting place from which to enjoy the town.

b) Private Commercial Infill Development

This plan identifies several locations that are appropriate for commercial infill development. These positions designated #2 on the Preferred Master Plan are very important to completion of the streets in the center of town. These infill sites are usually parking lots or empty sites that prevent the town from reaching a visual quality that will induce visitors to stop and explore the town.

Not only is the infill of these sites important to the beauty of the town, but also the way in which they are developed. If the wrong buildings are built on these sites, the visual quality of the town will be compromised. To prevent inappropriate development, Community Design Guidelines/Standards should be prepared and incorporated in City ordinances to guide future development

c) Roadway and Transportation System Improvements

Highway 204 from 17th to Highway 82: Repair roadway install curbs, curb extensions, gutters, street lighting, and street trees every 30 feet or grouped to break up the line of street. This street section will include two14 foot combined bike and travel lanes, eight foot parking lanes on both sides and eight-foot sidewalks. This project will resolve access issues identified in the TSP for this street section. Widened sidewalks, curbs and curb extensions will improve pedestrian environment and safety as well as enhance this city gateway street and the existing historic downtown. Construction of this project is included in the STIP year 2003 for $2.4 million.

- **Truck Route:** This truck route travels from Albany to Alder on 7th and from 7th to 8th on Alder. This plan recommends the development of truck route and the installation of a pork chop island (See Figure3) on Highway 82 at the intersection of 8th Avenue and Albany Street. The truck route draws trucks away from downtown core of 8th Avenue between Albany and Division and eliminates the turning movement onto Division from 8th. The truck route will require pavement and sidewalk upgrades on Alder and Division Streets between 7th Avenue and 8th Avenue, as well as improving 7th Avenue between Highway 82 and Alder Street. The truck route has complete curb extensions and incorporates a "pork chop" which allows northbound right turns with a yield control on Highway 82 at the intersection of Albany Street and 8th Avenue. This proposed truck route this will have little impact on traffic flow for standard vehicles on the State Highways in terms of the traffic control that they will encounter. The circumstances for the intersection of Albany Street and 8th Avenue are further improved by removing the somewhat confusing traffic control elements from this relatively non standard intersection. This project will improve the quality and safety of the historic downtown. This project will be funded through a cooperative effort between ODOT and the City of Elgin
- **Highway 82/8th from Division to Baltimore**: Widen sidewalk to 19 feet on west side and restripe roadway for two fourteen foot combined bicycle and motorized vehicle lane and two eight foot parking lanes. Install curb extensions.

Install street furniture. This project will enhance the pedestrian environment of the historic downtown while improving safety.

- **Extend 8th north of Baltimore for 900 feet**: Pave, install new gutters and curbs, curb extensions, street trees and tree grates. Street will have two eleven-foot travel lane, two eight-foot parking lanes and two six foot sidewalks. This street extension will be classified as a collector street. This improvement will connect the existing historic downtown with the proposed rail station. Working with the City of Joseph and developers, the City of Elgin is exploring the development of a tourist train and rail connection to Joseph. This collector street will provide access to this new facility as well as extending the downtown toward the river.

- **Construct two new local streets**: Columbus Street, 9th to 10th and 9th Avenue Baltimore to Detroit. These local streets are 28 foot wide local streets that allow parking on both sides and have 6-foot sidewalks and four foot planter strips. These streets provide access to the proposed downtown housing.

  Build parking lot: Construct a 100 space municipal parking lot to the west of the buildings on 8th Street between Division and Albany. Owners of these properties include the city, the post office and the owner of the automotive store. This facility will allow the city to eliminate its requirement for off-street parking for small developments and use changes in the downtown thus improving access management and pedestrian accessibility.

  Restore historic train station site: To support the development of the Elgin to Joseph railway, this project will reconstruct the historic train station built in at the turn of the last century. This project includes a new pedestrian square and is a lynch pin in the revitalization of the downtown. It further helps connect the downtown to the riverfront. The rail service will provide a connection to Joseph.

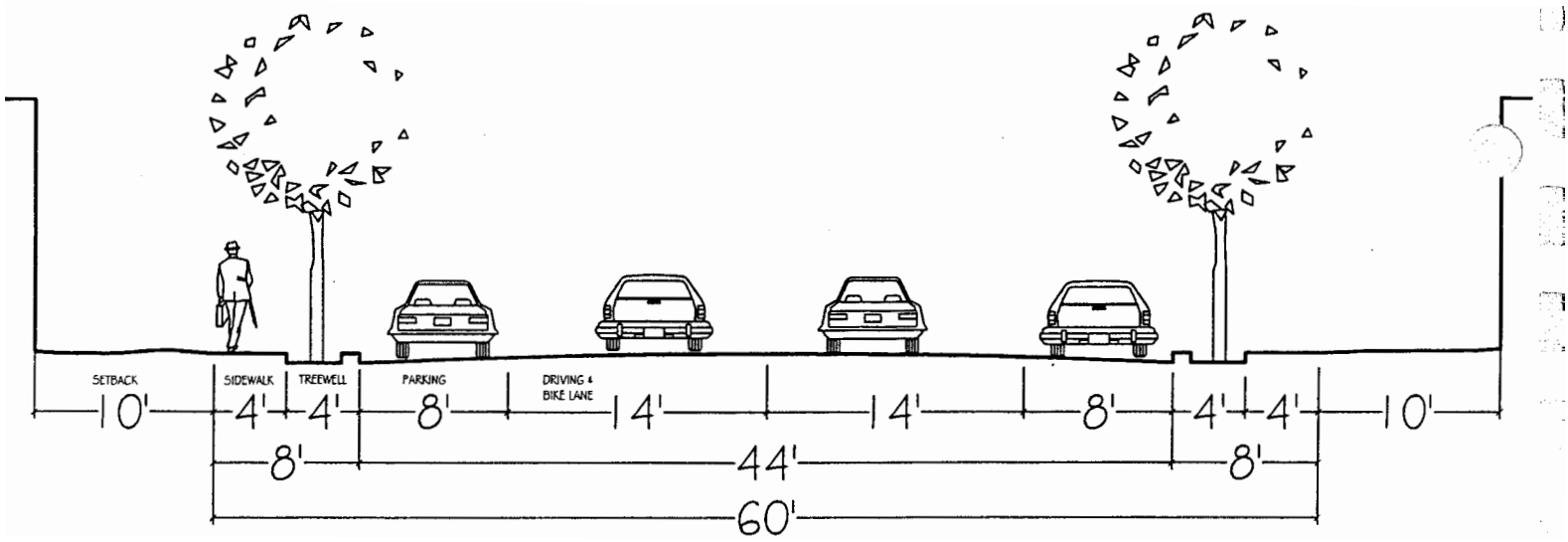
6. Roadway Sections and Design Standards

This section describes design standards for arterial, collector, and local streets within the downtown overlay district. Elgin classifies Highway 204 (Division Street) and Highway 82 as arterials. These are the only two arterials in the city. The design standards in Table One show treatments for different rights-of-way for arterials. These standards assume a widened combined bike and motorized travel lane on those sections of the arterials in which volumes are 4,000 AADT or above and/or speed is above 25 miles an hour.

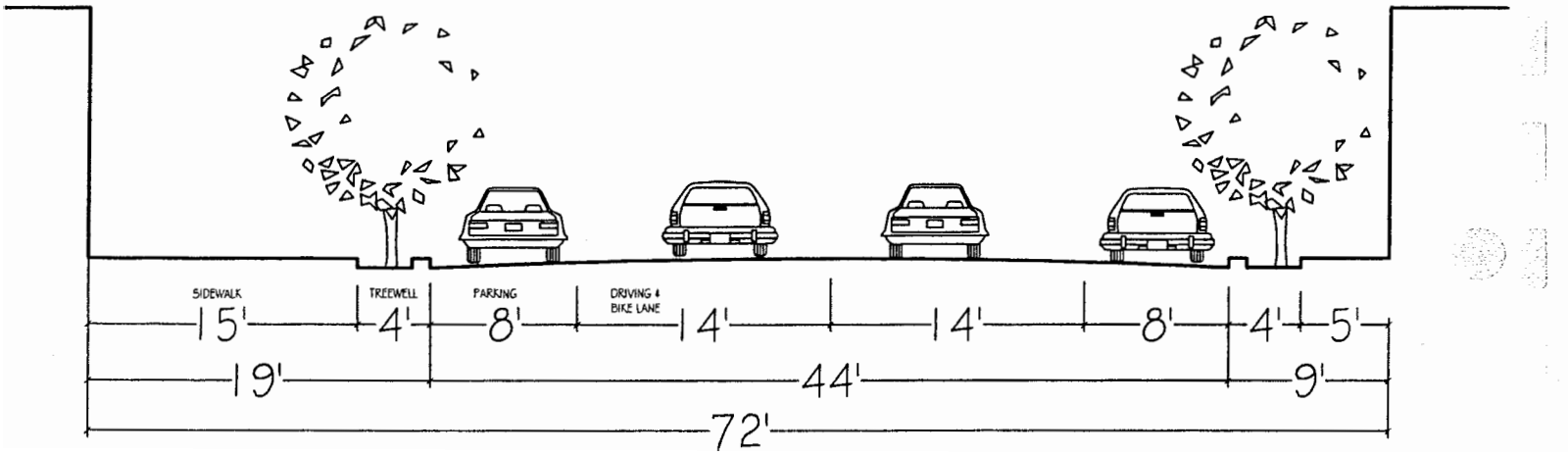
This table also presents design standards for new or upgraded local and collector streets within the downtown overlay district. These standards need to be adopted into the TSP and the subdivision section of the Municipal Code. This plan proposes a narrow 28-foot wide local street that includes travel in both directions with parking on both sides. The 48-foot right-of-way includes 10-foot sidewalks on both sides of the street. Collector streets have a 54-foot right-of-way with two eleven foot travel lanes, two eight foot parking lanes and eight foot sidewalks on both sides of the street.

Type	Existing ROW	Travel Lane	Parking	Sidewalk	Bike Lane
1. Arterial	60′	Combined 14′	Both sides 8′	Both sides 8′ **includes grates** for trees	Combined travel **lane**
2. Arterial	72′	Combined 14′	Both sides 8′	**Both sides 19′** and 9′ Each side has tree grates	**Combined**
3.Collector	54′	Two-way 11′	Both sides 8′	Both sides 6′ Each side has tree grates	Combined
4. Arterial	64′	Combined 14′	Both sides 8′	Both sides 11′ and 9′ with tree grates on both sides	Combined
5. Arterial	60'	Combine 14'	Both sides 8'	Both sides 8' Includes grates for trees	Combines
	New Construction ROW				
1.Collector	54′	11′	8′	Both sides 8′	Travels with traffic, less than 4,000 AADT and 25 mph speed limit
2. Minor Street	48′	Two-way roadway width 28′	Parking on both sides	Both sides 10′	Travels with traffic
3. Truck Route	60'	Two-way Roadway width 40'	No parking	Both sides 6' 4' planter strip	Travels with traffic

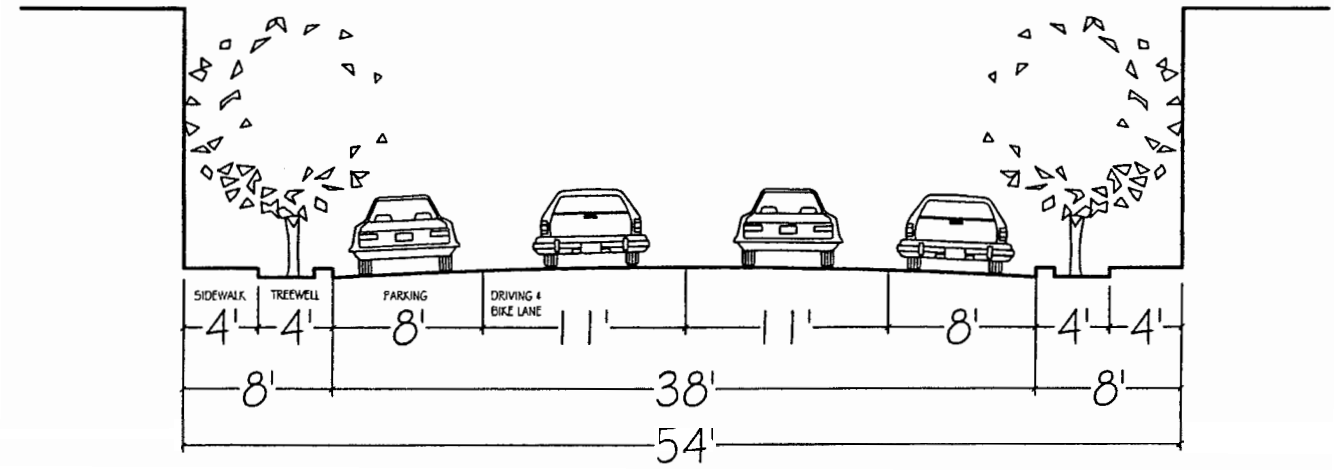
Highway 204/Downtown Cross Sections



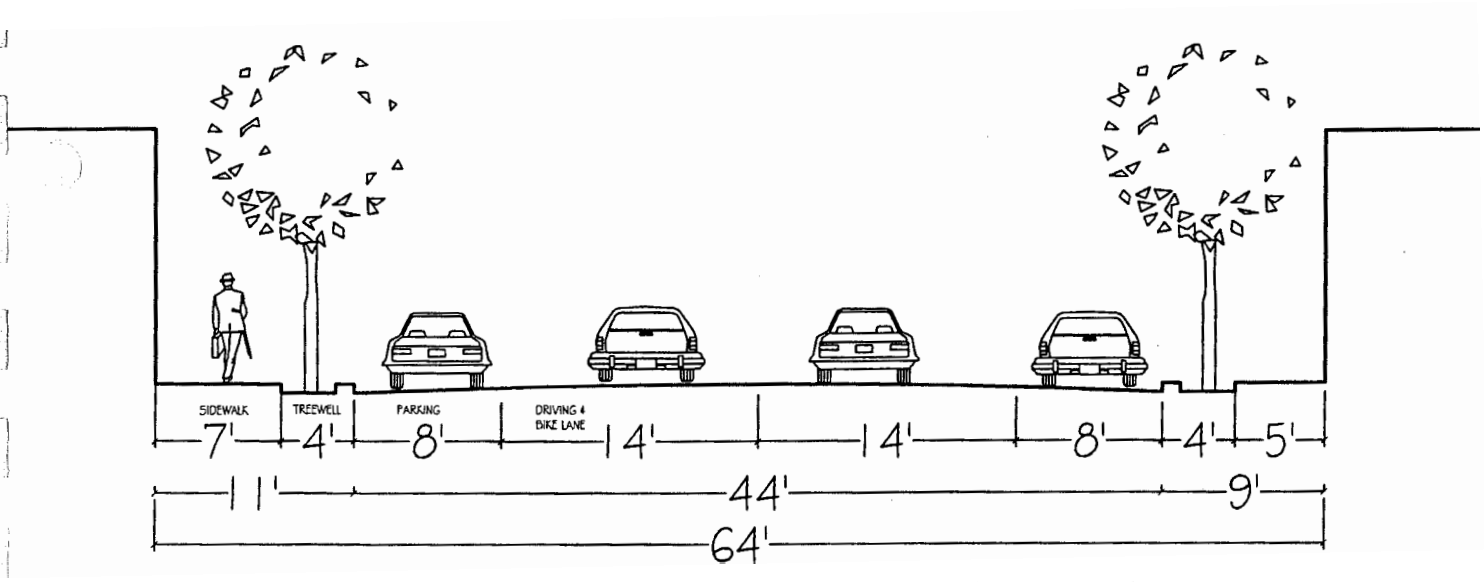
TYPICAL SECTION ALONG HWY 204



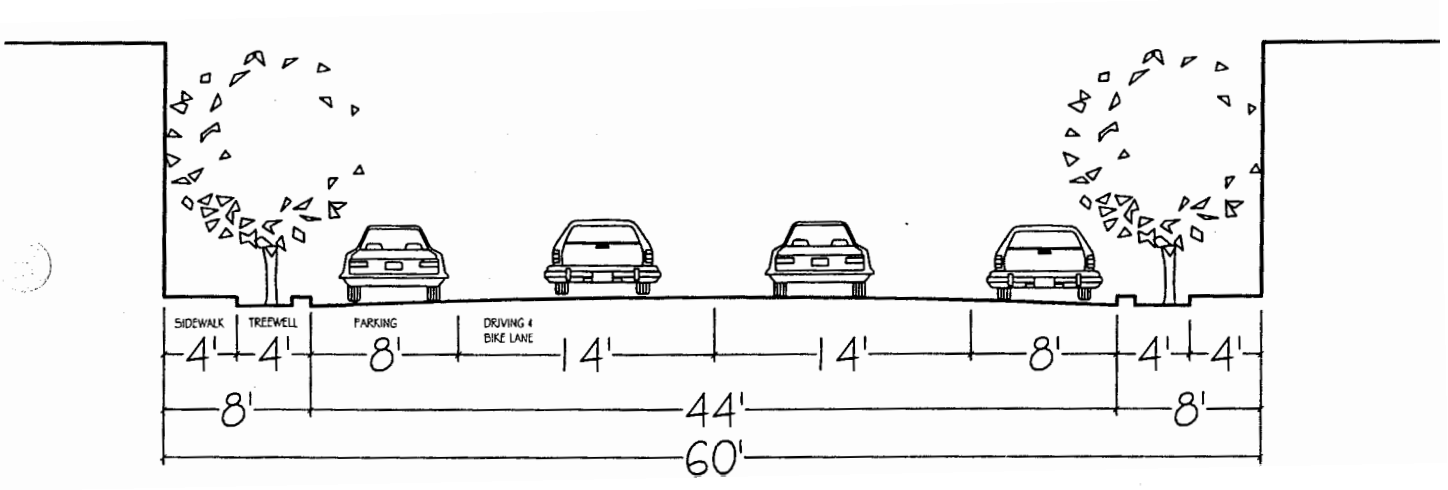
SECTION ALONG HWY 82- BETWEEN DIVISION AND BALTIMORE



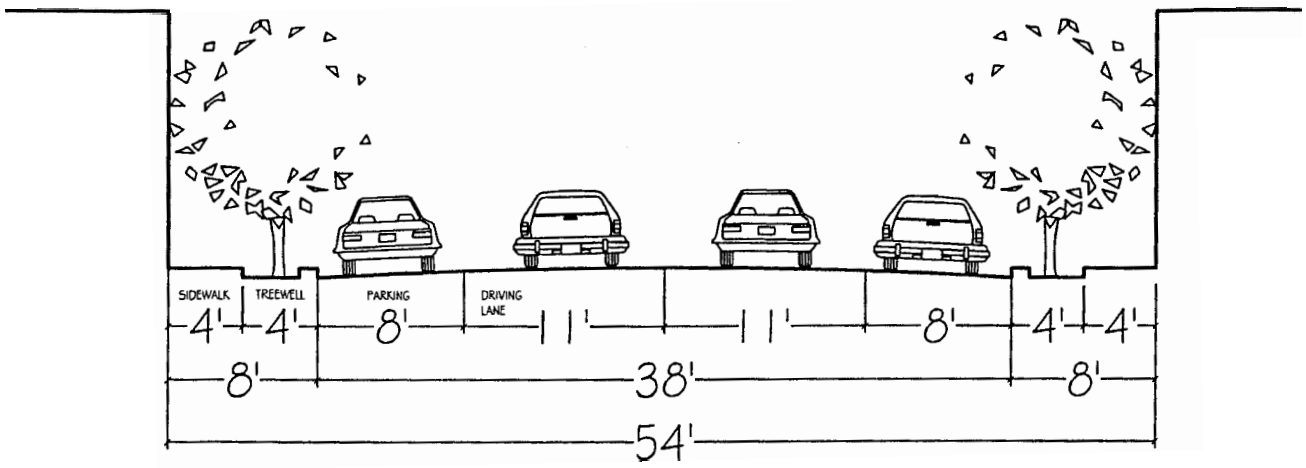
TYPICAL SECTION THRU CENTRAL BUSINESS DISTRICT (LOCAL ST)



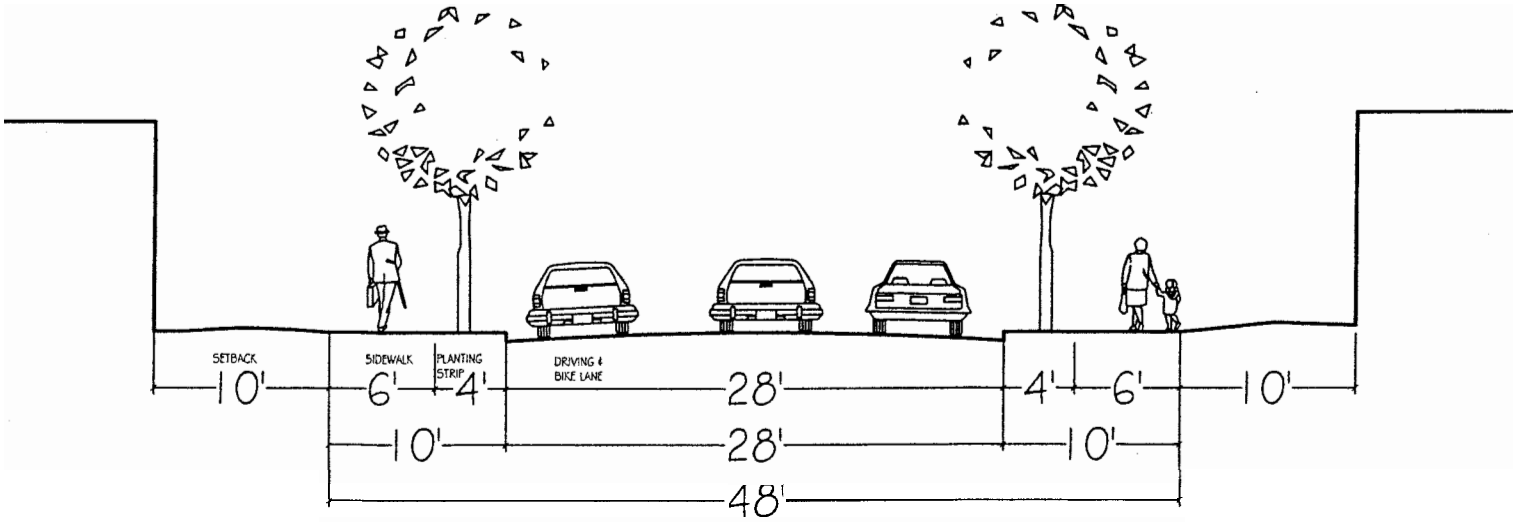
SECTION ALONG HWY 204 BETWEEN 8TH AVE. & RAILROAD



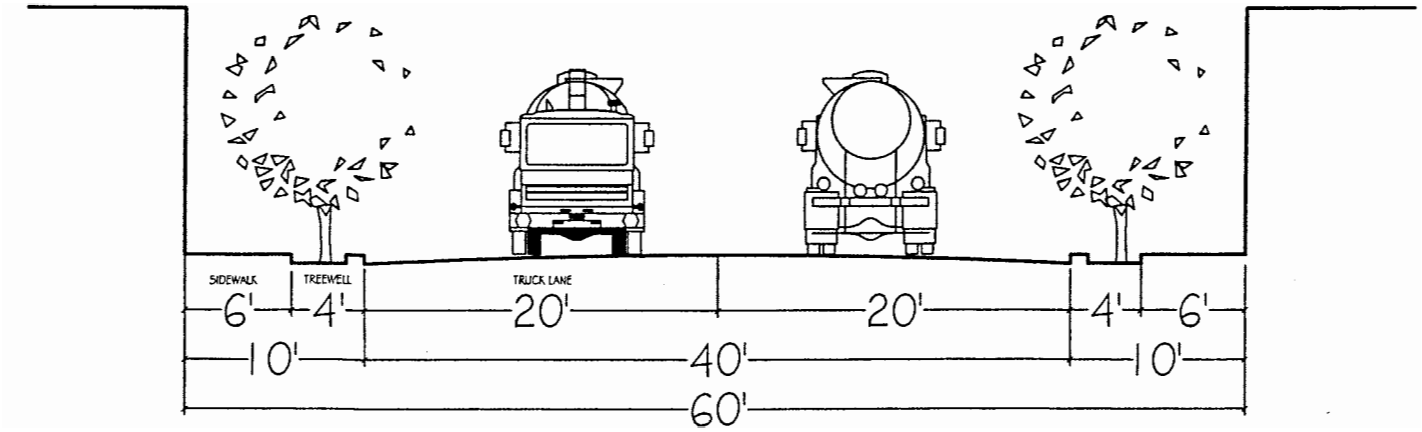
TYPICAL SECTION ALONG HWY 82 (8TH ST.)- DIVISION TO PHILIPS CREEK)



8TH ST. SECTION BETWEEN BALTIMORE AND DETROIT



TYPICAL SECTION OF LOCAL STREET IN CENTRAL BUSINESS DISTRICT (QUEUING ST)

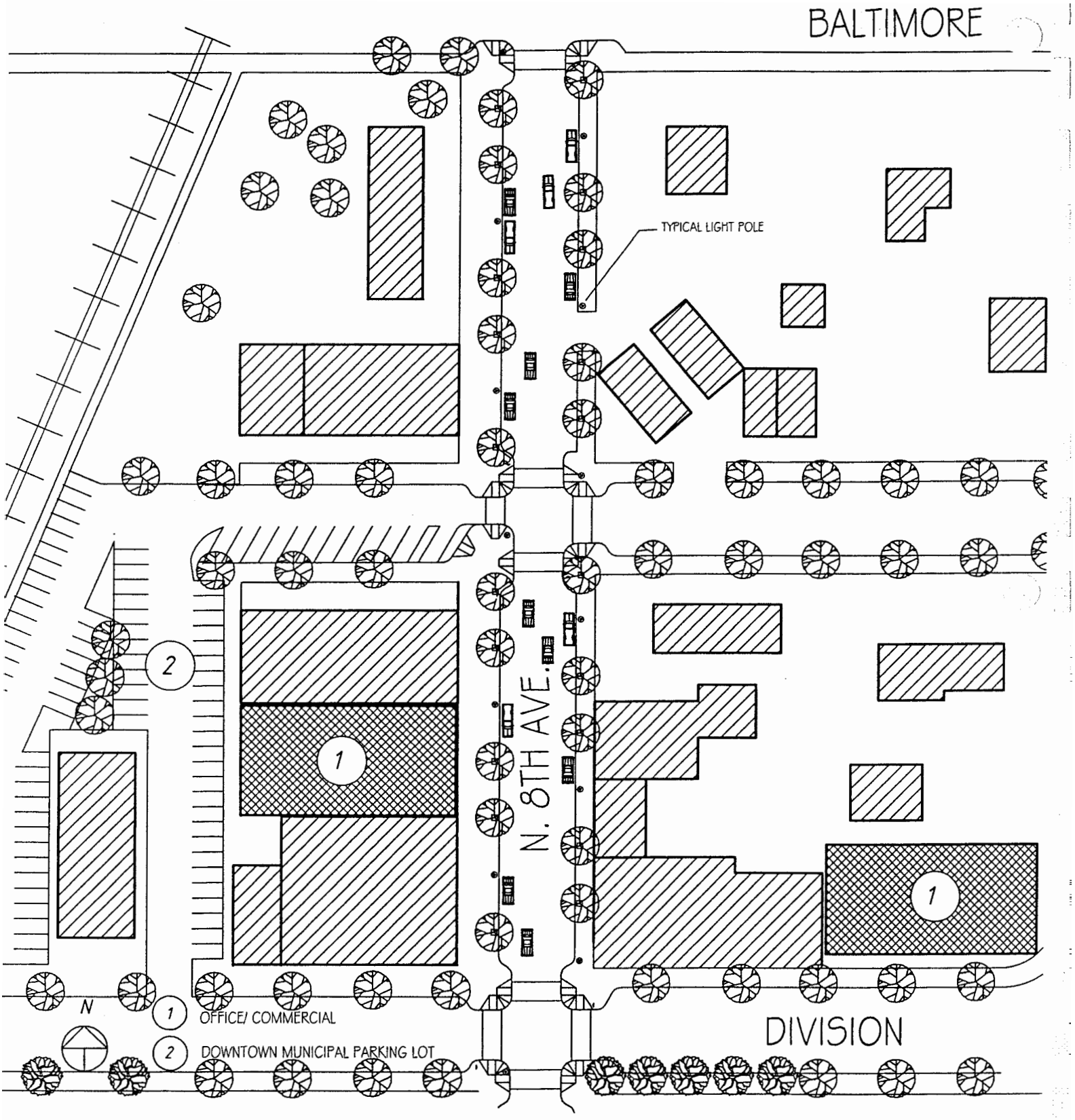


TRUCK ROUTE IN CENTRAL BUSINESS DISTRICT@ 7TH, DIVISION ,AND ALDER

Intersection Design Plan ODOT

7. **Streetscape Design Plans:** Plans showing sidewalk widths (where changes occur) position of trees, lights, benches, receptacles, etc.

CITY OF ELGIN HIGHWAY 204 ENHANCEMENT & DOWNTOWN MASTER PLAN



SITE PLAN FROM BALTIMORE TO DIVISION

0

200'

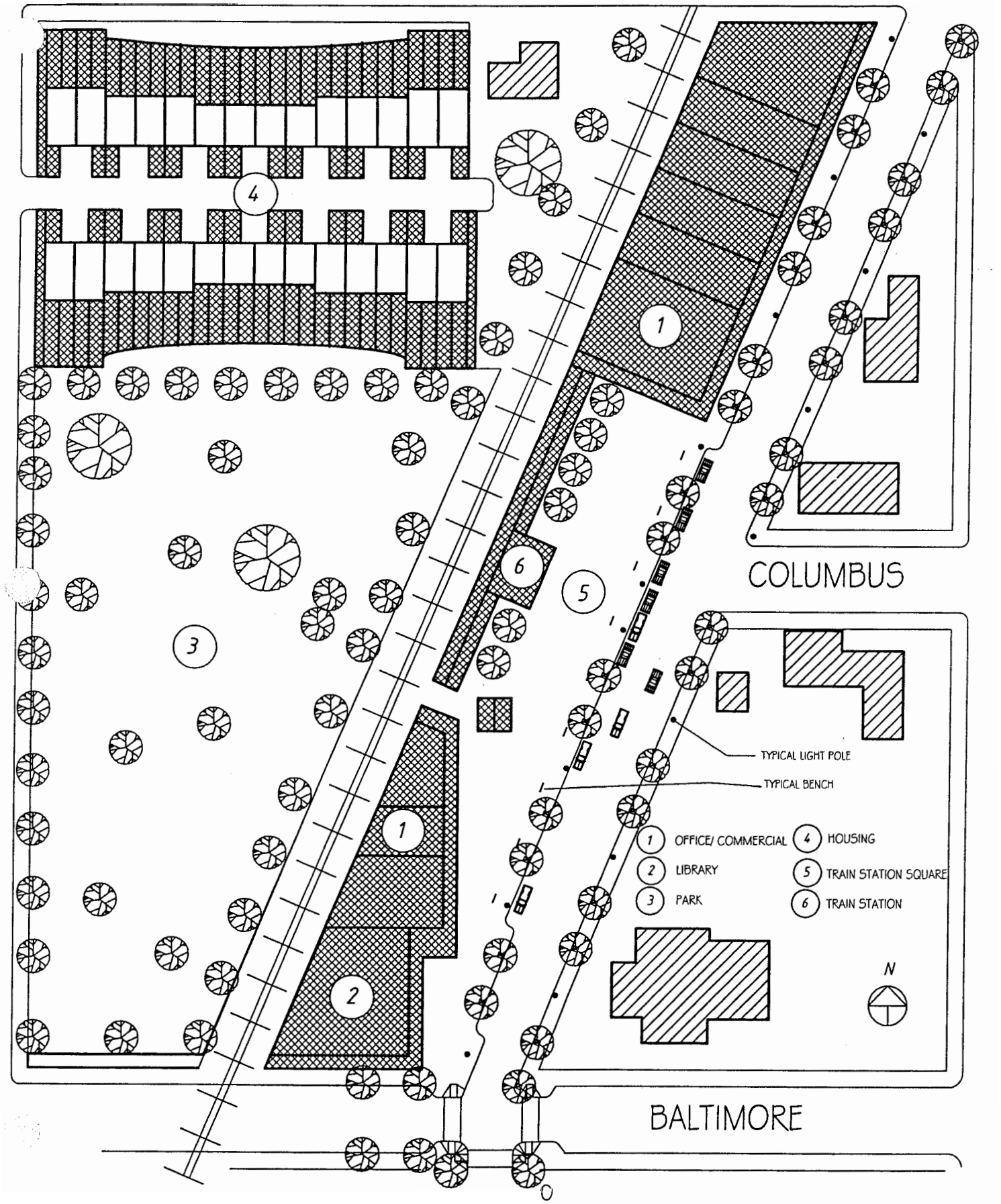
Elgin City Section

Proposed Truck Route

Scale 1:500 (Metric)

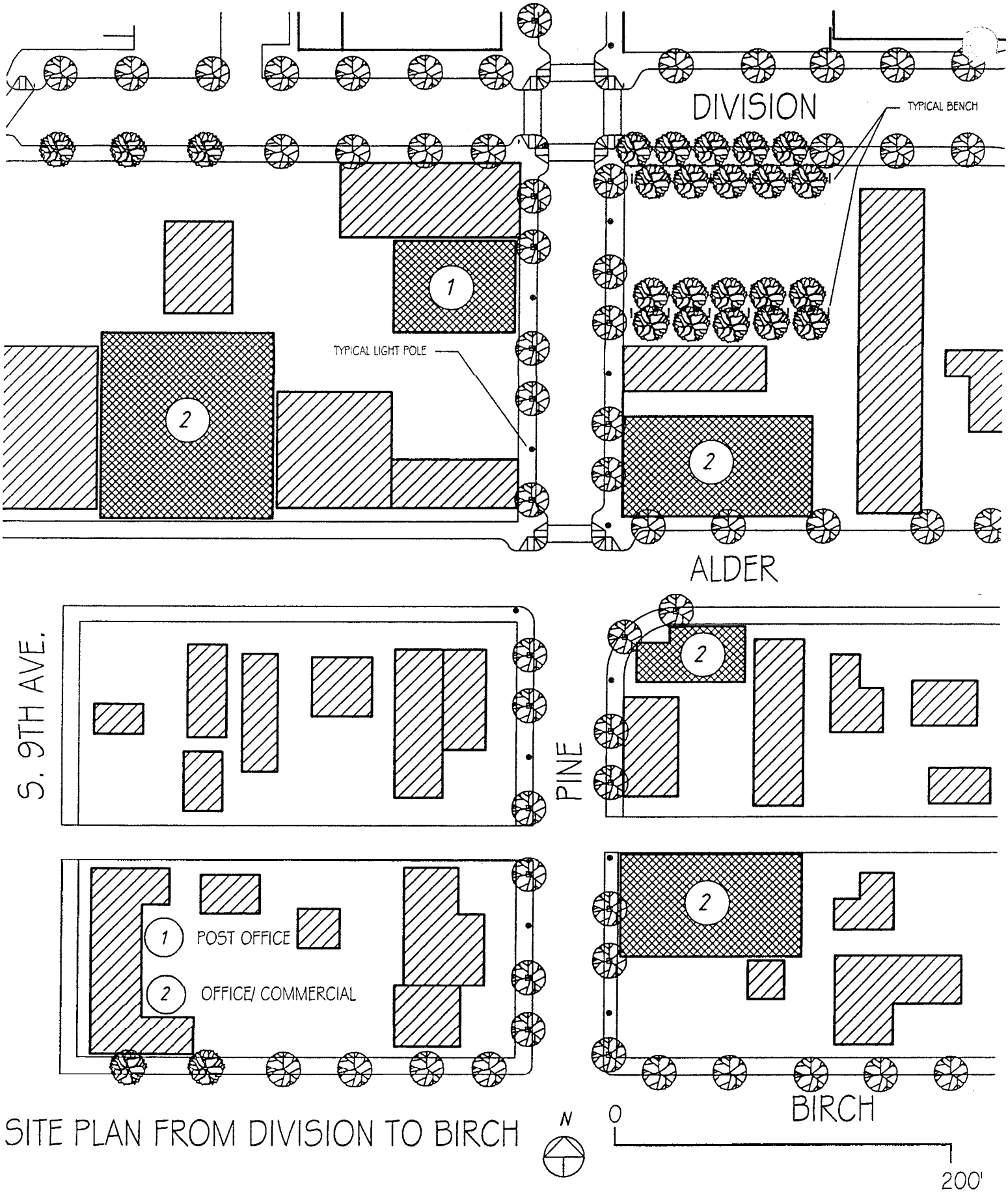
N

CITY OF ELGIN HIGHWAY 204 ENHANCEMENT & DOWNTOWN MASTER PLAN



TRAIN STATION AREA SITE PLAN

CITY OF ELGIN HIGHWAY 204 ENHANCEMENT & DOWNTOWN MASTER PLAN



SITE PLAN FROM DIVISION TO BIRCH

8. Summary Evaluation

a. Land uses

1) Land uses changes proposed in the STA (CBD) are:

- Change of industrial usage West of 8th Street to the railroad tracks, between Baltimore and Fresno to commercial
- Change of industrial usage West of railroad tracks to 10th Street, between Baltimore and Detroit to Residential (R2)

b. Building types

1) Building types proposed for the new commercial area are:

- Mixed use - two to three floors with commercial on the first floor and housing and/or office on the second and third floors
- Municipal buildings - library, post office, etc. on ground floor with housing and/or office above.
- Inn (1)
  Bed & Breakfast houses (3)

2) Building types proposed for Residential zoning in the STA are:

- Town houses (shared wall houses) with alley parking
- Apartments above commercial

c. Densities

1) Mixed use densities - zero lot line/3:1 FAR maximum - actual area is:
   - Commercial 30,000 sq.ft
   - Housing 30,000 sqft. (30 units)
2) Town houses 56 units at 1,450 sq.ft = 81,200 sq.ft.
3) Inn 10,320 sq.ft.
4) Bed & Breakfast 3,500 sq.ft. each

d. Cost analysis

1) Commercial 30,000 sq.ft.
   - Shell - $75.00 per sq.ft. = $2,250,000.00
   - TI - $ 20.00 per sq.ft. = $ 600,000.00

   Total Cost = $2,850,000.00
2) Town Houses 56 units = 81,200 sq.ft. x $65.00 (construction cost - including civil engineering) = $5,278,000.00
3) Inn - 10,320 sq.ft. X $80.00/sq.ft. = $825,600.00
4) Bed & Breakfast - 3,500 sq.ft. X $75.00 per sq.ft. = $262,500.00

e. Impact to City Codes and Policies

Comprehensive plan and Zoning changes are required. Design Standards/Guidelines are required to ensure new development that complements the character of the existing town.

f. Public infrastructure

Both the commercial and housing will require significant infrastructure investment. It is important to off set this cost with system development charges commensurate with the real cost to the city.

9. Parking Plan (located on the Conceptual Site Plan)

Parking

The plan proposes a 100 space public parking lot in the downtown area next to the courthouse extending through to Division and adjacent to the railroad tracks (See Figure 2) The availability of public parking (both on and off-street) will eliminate the need for most new development to provide parking. Large projects will still need to provide off-street parking. Siting public off-street parking in one location eliminates the need for additional curb cuts to serve private parking and improves land use. Fewer curb cuts translate into better pedestrian access and more on-street parking. The City now owns some of this land and believes it can obtain the rest. Large developments such as new housing or the railroad to Joseph will still need to provide their own parking. However, parking between the street and buildings should be discouraged and where possible removed. This form of parking reduces the urban quality of the historic town. The appendix presents the summary parking plan

10. Access Management (STA Plan) LTP

Access management is important to promoting safe and efficient travel for both local and long distance users along State Highways 204 and 84 in the City of Elgin. The 1999 *Oregon Highway Plan* specifies access management spacing standards and policies for state facilities. See Figure ..... Although the City of Elgin may designate state highways as arterial roadways within their transportation system, access management for these facilities follows the Access Management Spacing Standards of the 1999 Oregon Highway Plan. These spacing standards are based on highway classification, type of area and speed, which are shown in the appendix to this document. This section of the TSP describes the state highway access management objectives and specific highway segment where special access spacing standards apply.

Highways of Statewide Significance: Highway 82

Posted Speed③	Rural		Urban			
	Expressway **	Other	Expressway **	Other	UBA	STA
≥55	5280	1320	2640	1320		
50	5280	1100	2640	1100		
40 & 45	5280	990	2640	990		
30 & 35		770		770	720	④
≤25		550		550	520	④

Highways of Regional Significance: Highway 204* Measurement of the approach road spacing is from center to center on the same side of the roadway.

Posted Speed③	Rural		Urban			
	Expressway **	Other	Expressway **	Other	UBA	STA
≥55	5280	990	2640	990		
50	5280	830	2640	830		
40 & 45	5280	750	2640	750		
30 & 35		600		600	425	④
≤25		450		450	350	④

**Spacing for Expressway at-grade intersections only.

① Where a right of access exists, access will be allowed to a property at less than the designated spacing standard only if that property does not have reasonable access and the designated spacing cannot be accomplished. If possible, other options should be considered such as joint access.

Where the right of access exists, the number of approach roads (driveways) to a single property shall be limited to one, even when the property frontage exceeds the spacing standards. More than one approach road may be considered if, in the judgment of the Region Access Management Engineer, additional approach roads are necessary to accommodate and service the traffic to a property, and additional approach roads will not interfere with driver expectancy and the safety of the through traffic on the highway.
Approach roads shall be located where they do not create undue interference or hazard to the free movement of normal highway or pedestrian traffic. Locations on sharp curves, steep grades, areas of restricted sight distance or at points which interfere with the placement and proper functioning of traffic control signs, signals, lighting or other devices that affect traffic operation will not be permitted.

If a property becomes landlocked (no reasonable access exists) because an approach road cannot be safely constructed and operated, and all other alternatives have been explored and rejected, ODOT might be required to purchase the property. (Note: If a hardship is self-inflicted, such as by partitioning or subdividing a property, ODOT does not have responsibility for purchasing the property.

Both these highways run through the downtown area of Elgin. The City of Elgin is working with ODOT to adopt a STA designation for the CBD. Therefore the STA access of 550' for 82 and 350' for 204 would appl. However, in the

CBD blocks are 200 to 300 feet long. Therefore access management must be sensitive to the historic block length in the downtown.

Highway 82 through the City of Elgin is categorized in the 1999 Oregon Highway Plan as a Statewide Highway. The primary function of these highways is to provide connections to larger urban areas, ports, and major recreation areas of the state not served by freeways. The management objective of statewide urban highways is to provide high to moderate speed operations with limited interruptions in traffic flow. Highway 204 is categorized as a Regional Highway. The primary function of these highways is to provide connections within the region.

To assist in implementing state access management standards and policies, the 1999 Oregon Highway Plan also recognizes that state highways serve as main streets of many communities, such as downtown Elgin. Shorter block lengths and a well-developed grid system are important to a downtown area, along with convenient and safe pedestrian facilities. In general, downtown commercial arterial streets typically have blocks 200 to 400 feet long, driveway access sometimes as close as 100-foot intervals and occasionally, crosswalks, along with on street parking. The need to maintain these typical downtown characteristics must be carefully considered along with the need to maintain the safe and efficient movement of through traffic. The Oregon Highway Plan recognizes the main street function through the designation of Special Transportation Areas (STAs).

Access management in STAs corresponds to the existing city block for public road connections and discourages private driveways. However, where driveways are allowed and land use patterns permit, the minimum spacing for driveways is 175 feet or mid-block if the current city block spacing is less than 350 feet. In addition, the need for local street connections may outweigh the consideration of maintaining highway mobility within a STA.

This management plan does not require off-street parking for development that needs less than 20 spaces and makes parking for these projects a conditional use. Therefore in the Downtown Overlay Zone, the city should encourage those who wish to have parking and curb cuts to explore alternative options such as shared driveways and parking and use of existing alleyways.

Upon adoption of the Downtown Management Plan by the by the City Council and a finding of compliance with the Oregon Highway Plan, the City of Elgin and ODOT Region 5 may jointly designate the segments of Highways 82 and 204 as an STA through a Memorandum of Understanding (MOU). The MOU will incorporate by reference the Downtown Management Plan of the Elgin TSP and the following STA Management Plan provisions.

The City of Elgin STA boundaries are contiguous with those April 2003 CBD boundaries that are located completely within the urban growth boundary and city limits of the City of Elgin. This area contains the segment of Highway 82 from 7th Avenue to Birch Street and the segment of Highway 204 from 8th to 12th Avenue

The primary objective of the City of Elgin STA is to provide access to community activities, businesses and residences, and to accommodate pedestrian, and bicycle movements along and across the highway in the city's central business district.

The designation of a STA in the City of Elgin is intended to accommodate the existing public street spacing and compact development pattern. Specific access management conditions for the City of Elgin STA on Highways 204 and 84 include:

a) Minimum spacing for public road connections at the current city block spacing of 300 feet.
b) Public road connections are preferred over private driveways. Private driveways are discouraged in an STA.
c) Where land use patterns permit, ODOT will work with the City and property owners to identify appropriate access to adjacent property owners within the STA.
d) Where a right to access exists, access will be allowed to property at less than the designated spacing standard only if the property does not have reasonable alternative. If possible, other options should be considered, such as joint access.
e) Where a right to access exists, the number of driveways to a single property shall be limited to one. ODOT will work with the City and property owners if additional driveways are necessary to accommodate and service the traffic to the property, and will not interfere with driver expectancy and the safety of through traffic on the highway.
f) Driveways shall be located where they do not create undue interference or hazard to the free movement of normal highway or pedestrian traffic. Locations in areas of restricted sight distance or at points that interfere with the placement and proper functioning of traffic control signs, lighting or other devices that affect traffic operation will not be permitted.
g) If a property is landlocked (no reasonable alternative exists) because a driveway cannot be safely constructed and operated and all other alternatives have been explored and rejected, ODOT might be required to purchase the property. However, if a hardship is self-inflicted, such as by partitioning or subdividing a property, ODOT has no responsibility for purchasing the property.

Today, traffic on Highways 82 and 204 operate well within the ODOT Highway Mobility Standards volume to capacity ratio of 0.85 or less (currently 0.22 or less). Increase in traffic volumes over the 20-year projection period (to 2023) is expected to decrease performance (with a volume to capacity ratio of up to 0.38) but still stay within department standards for Highways 204 and 82 within the city's urban growth boundary.

To maintain highway mobility through a STA in the City of Elgin land use development decisions (within the urban growth boundary) shall not cause traffic flow to exceed a volume to capacity ratio of 0.85. The posted speed limit in the STA is currently and will remain at 25 miles per hour as allowed by state statute in a business district. Curb parallel parking is permitted in the STA, provided minimum sight distance requirements are met for all public road connections and private driveways. Parking in this area is adequate at this time.

The designation of a STA in the City of Elgin further identifies the need to accommodate pedestrian, and bicycle movements along and across the highway in the compact central

accommodate bicycle movements along the highway, widened combined lanes should be installed within the STA and extended from 17th to 8th streets on 204 and from 7th to 8th Avenues and from Albany to Birch Streets on Highway 82.

Another essential component to accommodate pedestrians in a STA is street crossings. This plan recommends curb extensions whenever possible at intersections where there is on-street parking and a striped crosswalk. Sidewalks will be required on both sides of the street and will be a minimum of six feet depending on available right-of-way. Improvements will be made in accordance with the Oregon Highway Design Manual and with ODOT approval.

Existing maintenance and operational strategies along Highways 204 and 82 will be employed within the STA, consistent with Oregon Revised Statute 373.020, as follows:

ODOT shall be responsible for the ongoing maintenance of:

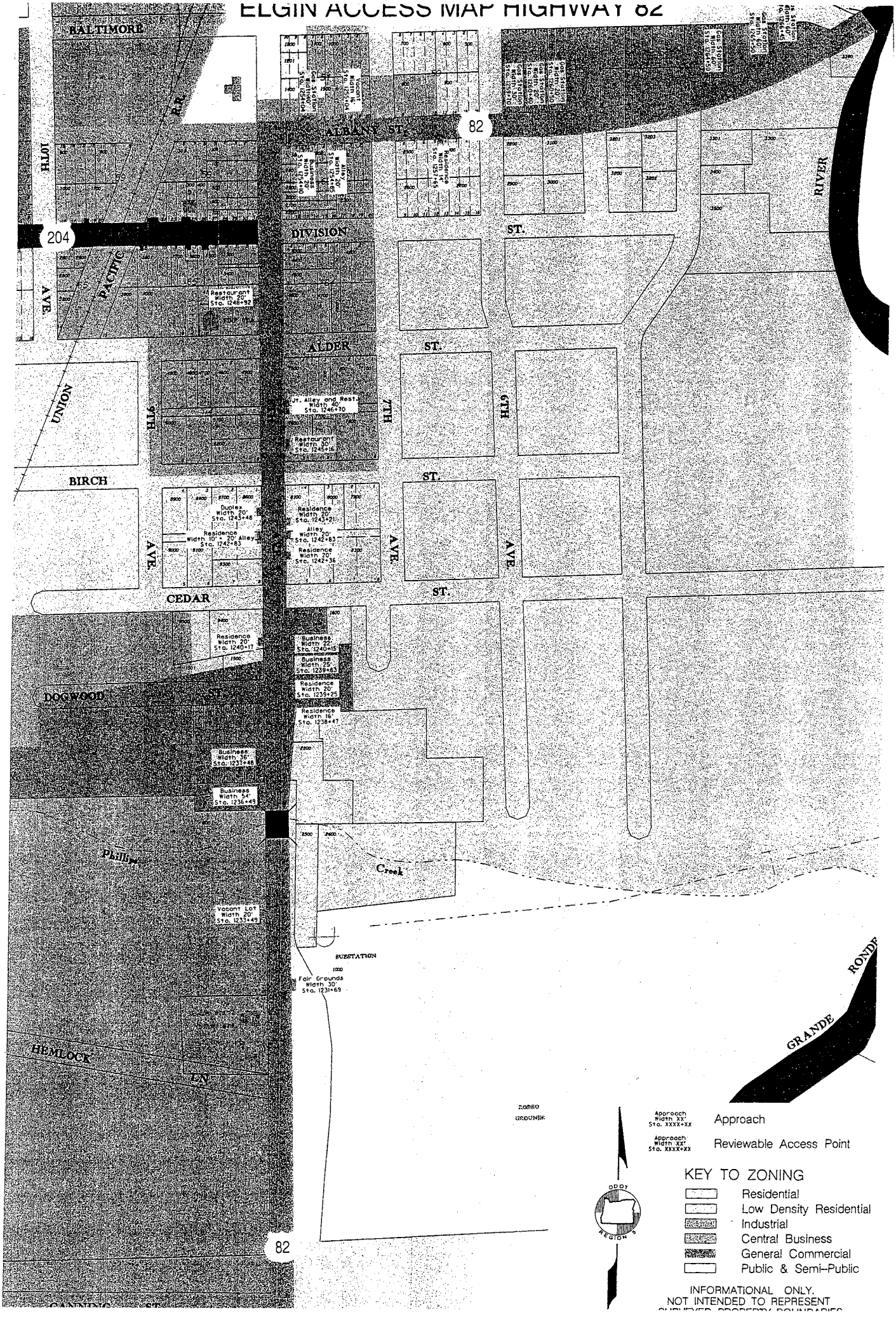
a) The roadway surface between curbs, or if no regular established curb, to that portion of right-of-way utilized for highway purposes
b) Painting centerline stripe
c) Designated school crosswalk delineation, directional and regulatory signs except those signs described as the City's responsibility
d) Plowing snow one blade-width of centerline stripe provided there are no conflicts with utilities.

City of Elgin shall be responsible for the on going maintenance of:

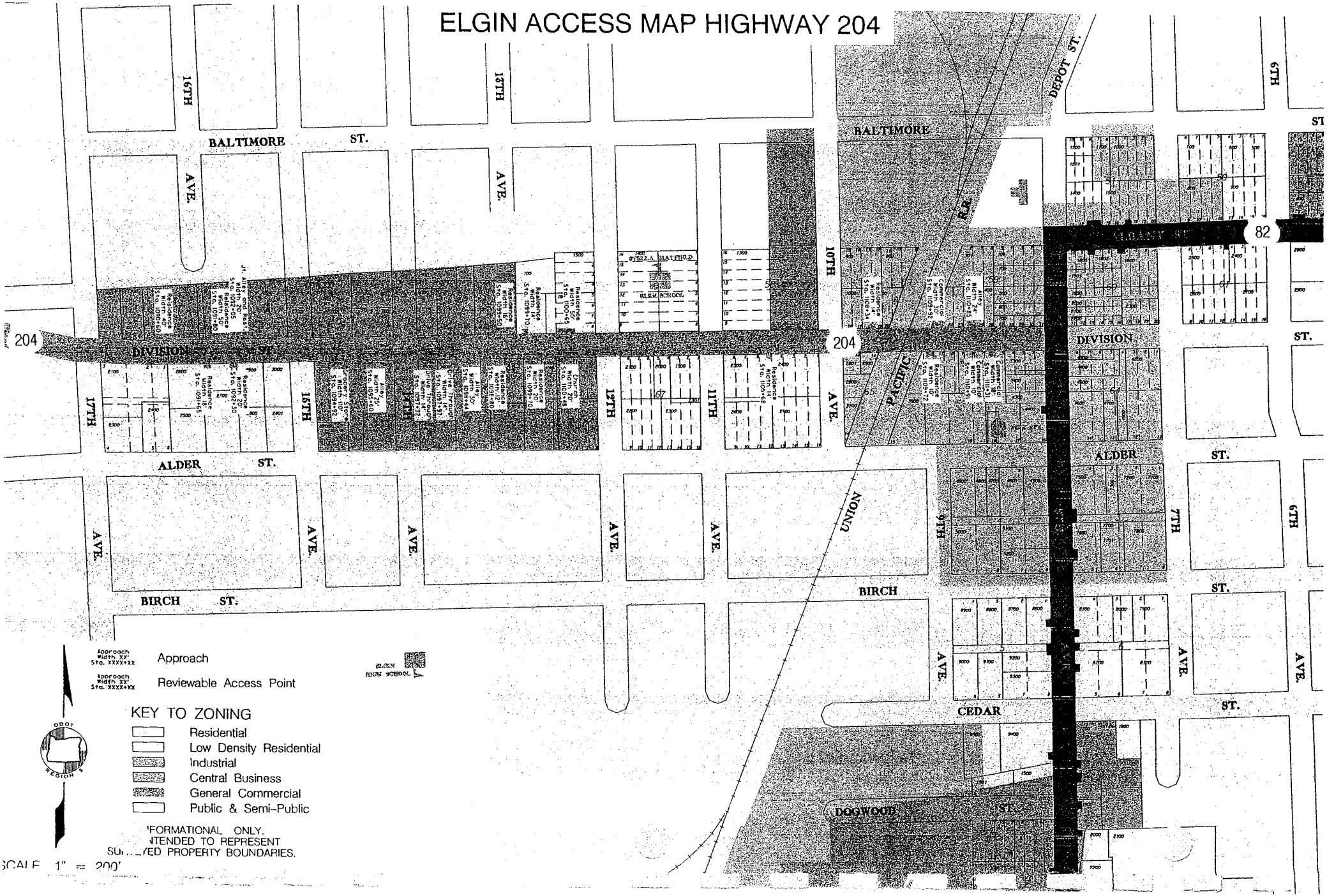
a) Storm sewer system
b) Sidewalks
c) Landscaping
d) Luminaries
e) U-turn signs, parking signs, and street name signs
f) Painting parking-stripes and other pavement delineation not described as ODOT's responsibility
g) Snow removal from parking strip.

Future improvements and modifications to the highway within the STA will include maintenance and operational strategies with ODOT and City approval.

ELGIN ACCESS MAP HIGHWAY 82



ELGIN ACCESS MAP HIGHWAY 204



11. Capital Plan

Capital Plan

Table Two presents transportation improvements, costs, potential funding source s and project priority. It should be noted neither the city of Elgin nor ODOT guarantee funding to complete projects listed in Table Two

Table Two: Capital Plan

Project	Cost	Funding	Priority
Downtown Truck Route	$850,000	ODOT/City	High
100 space municipal parking lot including landscaping and access.	$250,000	City, Opportunity Grant	High Can be done in installments
Highway 204 from 17th to Highway 82: Rebuild Roadway. Install curb, gutters, and sidewalk. Install curb extensions at intersections, and street trees every 30 feet.	$2.4 Million	ODOT/City Funded in STIP	High
Highway 82 from Division to Baltimore: Widen sidewalk to 19 feet on West side and re-stripe roadway for two fourteen foot combined bicycle and motorized vehicle lane and two eight foot parking lanes. Install curb extensions. Install trees and street furniture.	$70,000	TE, ODOT Bicycle/Ped program	High
Extend 8th Street north of Baltimore for 900 feet: Pave, install new gutters and curbs, curb extensions, street trees and tree grates, storm drainage system. Street will have two eleven-foot travel lanes, two 8-foot parking lanes and two 8-foot sidewalks.	$630,000	Opportunity Grants. TLC	Medium
Construct two new local streets 9th Avenue between Baltimore & Detroit (800 feet), and Columbus between 9th & 10th (270 feet). These local streets are 28 feet wide with parking on both sides and have 10-foot sidewalks, including storm drainage.	$600,000	City/Private Developer	Low
Restore historic train station site: To support the development of the Elgin to Joseph railway, this project will reconstruct the historic train station built in at the turn of the last century. This project includes a new pedestrian square.	$600,000	TE, TCSP, RHP	High

Note: Sanitary Sewer, Water, and Right-of-Way are not included in these estimates

Street Furniture

Based on consultation with the city of Elgin, this plan recommends the use of the following street furniture.

1. **Tree grate**: From URBAN ACCESSORIES (Northwest Recreation 503 248 7770)
   Kiva **3' diam. Or square** $ 358
   Required " S" frame $ 94

2. **Bench**: From TITAN (Northwest Recreation 503 248 7770)
   B-50, 6' $ 599

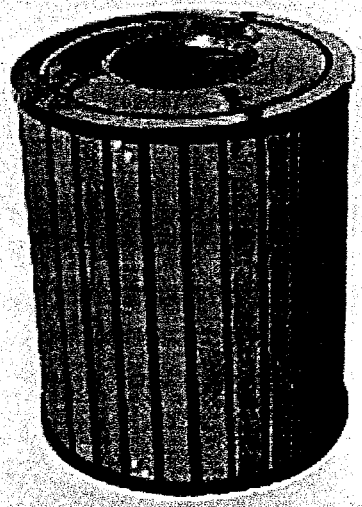
3. **Trash Receptacle**: From TITAN (Northwest Recreation 503 248 7770)
   TR-55, 35 gal. $ 599

4. **Bicycle Rack**: From BRP ENTERPRISES ,Inc. (Northwest Recreation 503 248 7770)
   FU2-02-SM-PF, Hunter color $ 270

5. **Street Light**: From HADCO (The Hy-Light Group, Inc. 503 693 8318)
   P-1150 Pole
   (2)*TF3* Teardrop
   CFA81 Double Fixture Arm
   $1800

Street Furniture Sheets

TITAN



TR-55 Trash Receptacle

35 gal. $599.00

Larger than the TR-35, with a more contemporary feel, this Trash Receptacle will compliment your project.

- 28 straight hardwood or plastic slats
- Dimensions: 36" H x 28.75" diameter
- Upper and lower rings are cast gray iron
- Polyester powdercoat finish, in standard black or other available colors
- Standard removable lid
- Uses 33 gallon polyethylene liner
- Ash/trash lid available

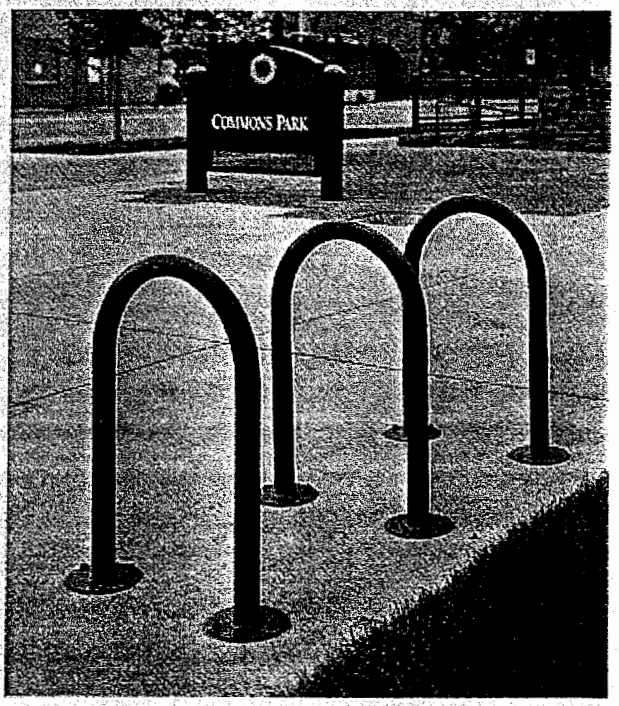
B-50 Victorian Bench

B-50 5' and 6' $599.00

Cast iron with wood or plastic slats. Titan bench products are hand-crafted from the finest materials available. Among the most durable benches made, they are designed to withstand years of use in some of the harshest environments known, and still maintain their lasting beauty, elegance and comfort.

RP ENTERPRISES, INC.

FU2-02-SM-PF {HUNTER}
COMMONS PARK, DENVER, CO

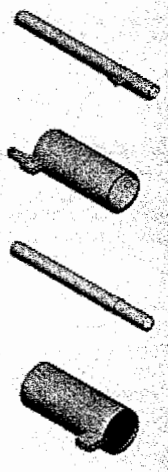


Removable bollard is a two piece unit: (1) post and (2) Permanent sleeve

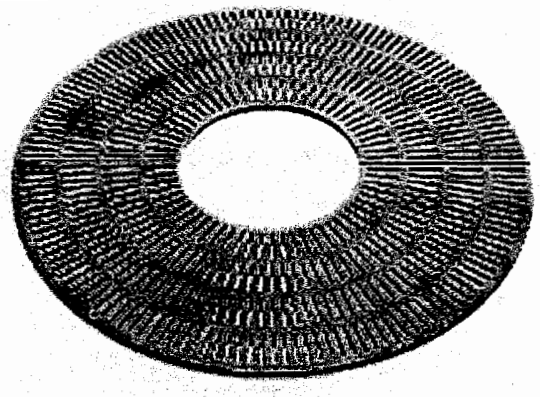
Detail showing locking bracket of the ground mounted permanent sleeve that received the post

The locking bracket, surface grade collar, and the bottom portion of the post that inserts into the permanent sleeve

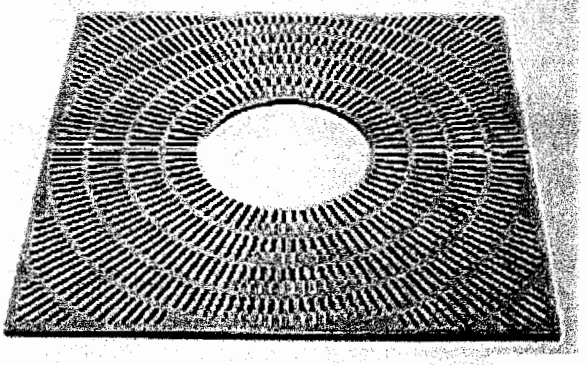
The locking bracket, surface grade collar, and the bottom portion of the post that inserts into the permanent sleeve



URBAN ACCESSORIES



*KIVA-RD
3', 4', 5', 6' RD

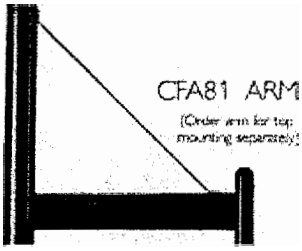


*KIVA-SQ
3', 42", 4', 5', 6' SQ
3X5', 4X6', 4X8', RCT

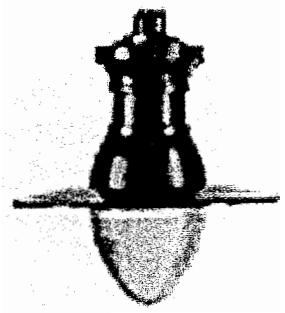
HADCO STREET LIGHT

P-1150
3" O.D.
7'6"-12'6"

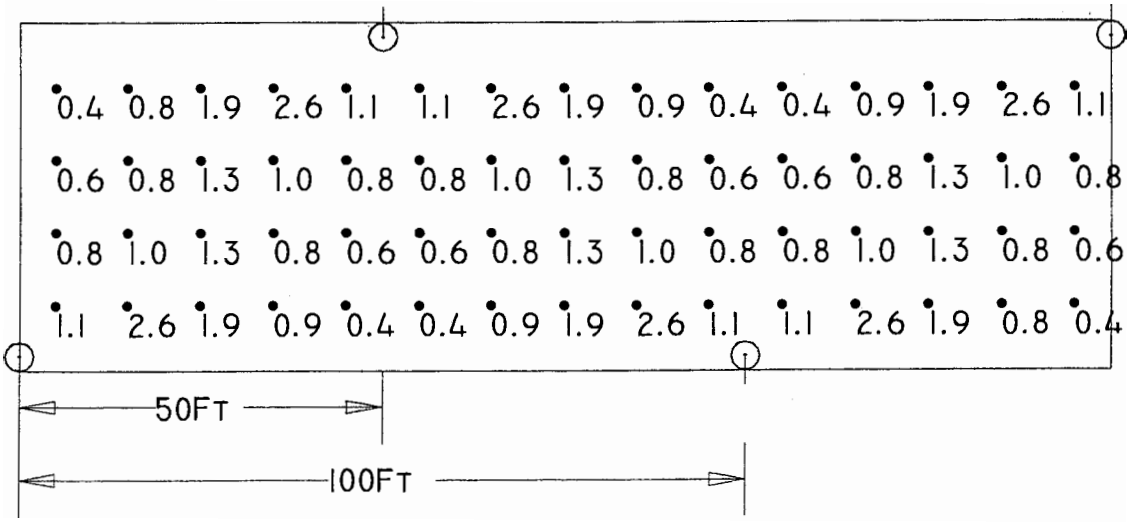
DOUBLE ARM



TEARDROP TF3



DOUBLE TEARDROP LUMINAIRE



LUMINAIRE SCHEDULE						
PROJECT: ALL PROJECTS						
SYMBOL	QTY	LABEL	ARRANGEMENT	LUMENS	LLF	DESCRIPTION
	4	TF7PAKL3, 100W HPS	SINGLE	9500	0.850	CFA61, P1710-14.5'

STATISTICAL AREA SUMMARY					
PROJECT: ALL PROJECTS					
LABEL	AVG	MAX	MIN	AVG/MIN	MAX/MIN
ROADWAY	1.14	2.6	0.4	2.85	6.50

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NOTES:
1. CALCULATIONS DO NOT SHOW THE EFFECTS OF SHADOWING CAUSED BY OBJECTS WITHIN THE AREA.
2. READINGS SHOWN ARE MAINTAINED HORIZONTAL FOOTCANDLES TAKEN AT GRADE.

PROJECT: CITY OF ELGIN

REP: KENNY HETTRICH

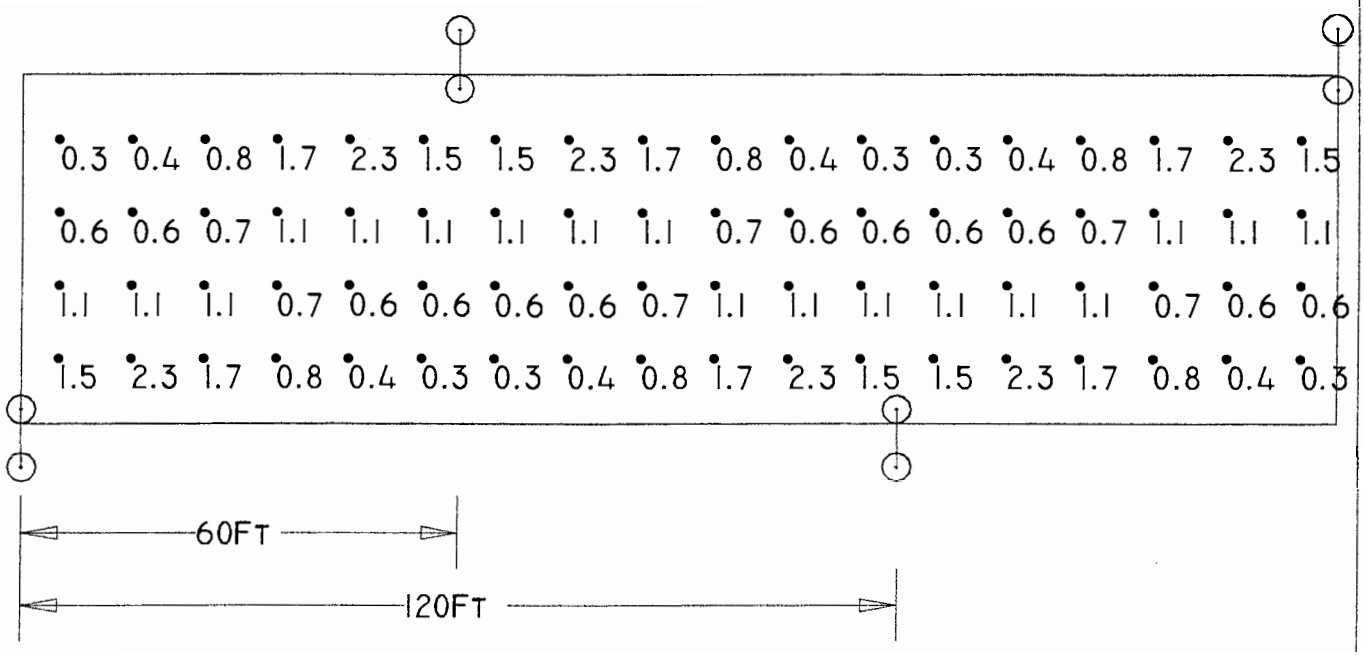
SCALE: 1" = 25'

PROJECT #: 051303-2

DATE: 05/15/03

SIZE: A

DRAWING: RESH WILHELM



LUMINAIRE SCHEDULE						
PROJECT: ALL PROJECTS						
SYMBOL	QTY	LABEL	ARRANGEMENT	LUMENS	LLF	DESCRIPTION
⊖—⊖	4	TF7PAKL3, 70W HPS,	BACK-BACK	6300	0.850	CFA62, PI710-14.5'

STATISTICAL AREA SUMMARY					
PROJECT: ALL PROJECTS					
LABEL	AVG	MAX	MIN	AVG/MIN	MAX/MIN
ROADWAY	1.02	2.3	0.3	3.40	7.67

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a GENLYTE company

PROJECT:
CITY OF ELGIN

REP:
KENNY HETTRICH

NOTES:
1. CALCULATIONS DO NOT SHOW THE EFFECTS OF SHADOWING CAUSED BY OBJECTS WITHIN THE AREA.
2. READINGS SHOWN ARE MAINTAINED HORIZONTAL FOOTCANDLES TAKEN AT GRADE.

SCALE: 1" = 25'

PROJECT #: 051303-3

DATE: 05/15/03

SIZE: A

DRAWING: RESH WILHELM

Funding Sources

While there are a few options for funding the projects proposed in this plan, it is true that these options are limited by local and state revenue shortfalls and timing. The federal government has just begun the reauthorization process for the next version of TEA-21 that Secretary Mineta is calling the Safe and Flexible Transportation Efficiency Act or SAFETEA. Therefore, it is not yet known what programs will be available under this new authorization.

The two major opportunities for funding are:

Funding that comes through ODOT including several federal programs and two state ones

- Funding that comes through the Northeast Oregon Economic Development District. This includes one state program and one federal program.

Funding Through ODOT

The federal government allocates funds from the federal gas tax to ODOT for distribution throughout the state. The larger areas receive funds directly from USDOT so smaller communities do not have to compete with the biggest communities.

ODOT allocates these funds through the use of the Statewide Transportation Improvement Program (STIP) that prioritizes transportation projects throughout the state. Identified in the STIP are projects that will enhance the statewide transportation system, their funding source and timeline. Projects are identified over a 3-year period and updated yearly. ODOT coordinates projects with local jurisdictions and verifies that the STIP is consistent with other plans including, corridor plans, TSPs, ODOT modal plans, and ISTEA planning requirements. Likewise, the Elgin TSP provides ODOT with 20-year local transportation improvement projects estimation.

The State is just now completing its process for the 2003-2007 STIP. The Highway 204 improvement project is included in this document. If Elgin wishes to get other projects included in future years, it must first adopt them into its local TSP and then work with ODOT and other communities in Region Five in a competitive process for limited funds.

Elgin has a possibility of winning funding for projects in years out past 2007. However, Congress and the President have just begun the very political process of reauthorization of federal funding. The following discussion assumes that Congress will pass a Bill that has similar funding sources.

Transportation and Community and System Preservation Pilot (TCSP) Program

This innovative program of TEA-21 provides funding for projects that address the link between land use, community quality of life and transportation. This is an annual competitive grant process with $25 million per year for FYs 2000 through 2003. The program will favor projects that partner with private sector interests to make transportation and land-use connections. Cities are eligible recipients of these grant funds. These discretionary grants can be used to plan and implement strategies that improve the efficiency of the transportation system; reduce environmental impacts of transportation; reduce the need for costly future public infrastructure investments; ensure efficient access to jobs, services, and centers of trade; Priority will be given to projects that demonstrate a commitment of non-federal resources. Projects that make use of in-kind contributions, including funding from local and private sources, will receive priority. Partnerships are encouraged and could include a broad range of traditional partners and non-traditional partners such as the general public, environmental community, businesses and other groups.

This program is not accepting any more applications under this transportation authorization. ODOT Region 5 staff say that eastern Oregon has not received any of this funding. The collector road to the train station and the train station and plaza might be a candidate for this funding source if there is another round.

Transportation for Livable Communities (LCI)

FTA has developed the Livable Communities Initiative (LCI) to strengthen the linkage between transportation services and the communities served. This program is targeting projects that utilize a collaborative public planning process and are transit or bicycle/pedestrian oriented, have significant local community benefits, and have been driven largely from a "bottom up" initiative. It promotes customer friendly, community oriented and well-designed facilities and services. This program would support projects that foster a safe and secure environment; sufficient pedestrian and bicycle access, and architecture that reflects the values of the community. LCI funds are available on a discretionary basis through ODOT and require an 11.5% match.

Transportation Enhancement Funding (TE)

TE funds are part of the overall Surface Transportation Program and stress mobility, protection of the human and natural environment, and community preservation, sustainability, and livability. Eligible projects include provision of facilities for pedestrians and bicycles; acquisition of scenic easements and scenic or historic sites; scenic or historic highway programs (*including the provision of tourist and welcome center facilities*); landscaping and other scenic beautification; historic preservation; rehabilitation and operation of historic transportation buildings, structures, or facilities (including historic railroad facilities and canals) and; preservation of abandoned railway corridors (including the conversion and use thereof for pedestrian or bicycle trails). These funds could be used for the proposed pedestrian and bicycle improvements to Highway 82 from Division to Baltimore. Depending on how the project is presented, the train station and plaza might be eligible for TE funds. However, usually these funds are used to RESTORE not reconstruct an historic building. It might be possible to package the project to make it eligible.

Region 5 staff note that the region may only get enough funds for one project in the next round of funding. Therefore competition will be high.

ODOT Pedestrian & Bicycle Facility Improvement Grant Program:
Cities, counties and ODOT cooperate to identify sections of urban highways, as well as local city streets and county roads, where improvements are needed for pedestrians and/or bicyclists. Examples of eligible projects include:

- Completing short missing sections of sidewalks;
- ADA upgrades;
- Crossing improvements (e.g. curb extensions, refuges, crosswalks)
- Intersection improvements (e.g. islands, realignment);
- Minor widening for bike lanes or shoulders.

ODOT will award grants of up to $200,000.The highway or street should have no modernization projects scheduled for the foreseeable future. Local funding match will count heavily in the scoring. Special consideration will be given to construction projects that consider the needs of school children, the elderly, the disabled, transit users and others unable to use a car. There must be support for the project from local elected officials.

The Oregon Transportation Infrastructure Act (OTIA)
The Oregon Transportation Investment Act (OTIA) provides $500 million for 173 construction projects that will improve pavement conditions, increase lane capacity, and improve bridges throughout Oregon. One example of a funded project is in La Grande. OR-82 Alternative Route Modernization project that would modernize the local street system (26th and 27th Streets, Cove/Buchanan Lane, and McAlister Road) connecting with Oregon Highway 82 to function as an alternative travel route to the state highway while preserving the state system capacity and increasing the safety of alternate modes of travel. This funding has been allocated already, but the legislature may authorize another round. Projects on 82 or 204 would be eligible.

Funding Through the Northeast Oregon Economic Development District

The Northeast Oregon Economic Development District is a public organization established in 1985 by an Intergovernmental Agreement among Baker, Union and Wallowa Counties to enhance community and economic development services in the region. NEOEDD facilitates the collection and prioritization of local projects for the Needs and Issues Inventory completed for the state of Oregon. Much like the STIP, this inventory allows state and federal agencies to consider local project priorities when making funding assistance decisions. Community, government and non-profit projects are included in the inventory. Elgin should make sure it includes these downtown projects in the next Needs and Issues Inventory, although funding through NEOEDD will be very limited in the next year.

Much of the federal funding will be allocated to projects that develop above average wage jobs. Tourism is not a priority economic development sector. Also, NEOEDD is unsure about the future of the opportunity grants. The state may use that money to cover budget shortfalls. Nonetheless, there are tow options that Elgin should consider for downtown project funding.

Community Facilities Loan and Grant Program

This is a program of the Department of Agriculture Rural Housing Service. Funds can be used to construct, enlarge, extend, or otherwise improve community facilities providing essential services to rural residents. Community facilities include but are not limited to those providing or supporting overall community development such as child care facilities, food recovery and distribution centers; assisted-living facilities; group homes, mental health clinics, and shelters; and education facilities. Projects comprise, community, social, cultural, **transportation**, industrial park sites, fire and rescue services, access ways, and utility extensions. All facilities financed in whole or in part with RHS funds must be for public use.

Grants for Public Works and Economic Development Facilities

The Economic Development Administration of the Department of Commerce provides this funding. Historically this would have been a good source of funding for downtown Elgin projects; much of the work in downtown Joseph was funded through this program. However, this program is focusing on creating above average wage jobs now and unless Elgin could make a good case for that, it will not be able to get EDA funds.

The program states that its purpose is to promote long-term economic development in areas experiencing substantial economic distress. EDA provides Public Works investments to support the construction of rehabilitation of essential public infrastructure and development facilities necessary to generate higher-skill, higher-wage jobs and private investment.

Acceptable projects include investments in facilities such as water and sewer system improvements, industrial access roads, industrial and business parks, port facilities, railroad sidings, distance learning facilities, skill-training facilities, business incubator facilities, redevelopment of brownfields, eco-industrial facilities, and telecommunications infrastructure improvements needed for business retention and expansion. Eligible activities include the acquisition, rehabilitation, design and engineering, or improvement of public land or publicly-owned and operated development facilities, including machinery and equipment. Projects may also include infrastructure for broadband deployment and other types of telecommunications-enabling projects and other kinds of technology infrastructure. Eligible projects must fulfill a pressing need of the area and must: 1) improve the opportunities for the successful establishment or expansion of industrial or commercial plants or facilities; 2) assist in the creation of additional long-term employment opportunities; or 3) benefit the unemployed/underemployed residents of the area or members of low-income families. In addition, all proposed investments must be consistent with the currently approved Comprehensive Economic Development Strategy for the area in which the project will be located, and the applicant must have the required local share of funds committed and available. Also, the project must be capable of being started and completed in a timely manner.

Opportunity Fund

Elgin has been successful in the past seeking state Opportunity Funds. If there is funding in the future, this certainly would be a good source for which to apply. The purpose of the Opportunity Fund is to support primary economic development in the Northeast Oregon Alliance region. Beginning with the 1999-2001 biennium, the Opportunity Fund was financed with up to 85% of the guideline funds allocated to the Northeast Oregon Alliance. The maximum amount available for a single project is $100,000. Project solicitation will occur twice a year, once in the fall and once in the spring.

The Opportunity Fund is designed to meet the goal of increasing the strategic performance and economic prosperity of the region. In order to make significant progress towards this goal, the region desires to fund projects which will make a major contribution to the economy of the region, and have a high current or potential level of value added to products produced in the region or that pay above average wages.

Guidelines and Eligibility Requirements

A key factor in determining eligibility for funds is whether a commitment of funds is required to influence the location, relocation, expansion or retention of a firm in the region. The fund is designed to assist economic development projects that affirm job retention and job creation opportunities with an emphasis on primary jobs such as manufacturing, production, warehousing, distribution, or other jobs that create new wealth for the Oregon economy. Normally, retail and service jobs do not meet this definition. Self-employment projects will not be required to generate proprietor income above the family wage rate.

Projects that may not result in direct job creation will be considered for funding if they can demonstrate the potential for significant contribution to the economy of the region. A project may be considered significant if it has been ranked through the applicant's county Needs and Issues Inventory (SCERT) process.

CHAPTER 2: GOALS AND OBJECTIVES

The following goals and objectives provide a framework against which to compare each element of the TSP; specifically, the potential transportation system improvement projects. These goals and objectives were developed with input from the Technical Advisory Committee.

OVERALL TRANSPORTATION GOAL

Develop a transportation system that enhances the livability of Elgin and the county and accommodates growth and development through careful planning and management of existing and future transportation facilities.

GOAL 1:

Improve and enhance safety and traffic circulation on the local street system.

Objectives:

A) Develop an efficient road network for Elgin and the county.
B) Improve and maintain existing roadways.
C) Ensure planning coordination between Elgin, the county, and the state.
D) Identify truck routes to reduce truck traffic in urban areas where needed.
E) Ensure that roads created in land division and development be designed to tie into existing and anticipated road circulation patterns.
F) Review and revise, if necessary, street cross section standards for local, collector, and arterial streets to enhance safety and mobility.
G) Evaluate the need for traffic control devices.
H) Analyze the safety of traveling speeds and consider proposals to modify posted speeds.
I) **Identify local problem spots and recommended solutions.**

GOAL 2:

Preserve the function, capacity, level of service, and safety of Oregon Highways 82 and 204.

Objectives:

A) Develop access management standards.
B) Develop alternative, parallel routes.
C) Promote alternative modes of transportation.
D) Promote demand management (rideshare, park & ride).
E) Promote transportation system management (median barriers, etc.)
F) Develop procedures to minimize impacts to and protect transportation facilities, corridors, or sites during the development review process.
G) Promote railroad freight service.

GOAL 3:

Identify the 20-year roadway system needs to accommodate developing or undeveloped areas without undermining the rural nature of Elgin.

Objectives:

A) Adopt policies and standards that address street connectivity, spacing, and access management.
B) Integrate new arterial and collector routes into improved grid systems with an emphasis on removing the pressure from traditionally heavy traffic collectors.
C) Examine improved access into and out of Elgin and the county for goods and services.

D) Explore improved access on and off arterials to encourage growth.
E) Determine whether there are opportunities to promote railroad freight service to reduce truck-related traffic.

GOAL 4:
Increase the use of alternative modes of transportation (walking, bicycling, rideshare/carpooling, and transit) through improved access, safety, and service.

Objectives:
A) Identify where shoulder bikeways are appropriate on rural collector and arterial roads.
B) Promote alternative modes and rideshare/carpool programs through community awareness and education.
C) Promote future expanded transit service by recommending funding to local transit efforts and seeking consistent state support.

GOAL 5: Strengthen the downtown though the development of a downtown management plan that focus on street improvements and pedestrian access

A) Develop Downtown Management Plan and seek funds to implement it
B) Develop and implement solutions to truck traffic in downtown
C) Ensure connection to the proposed rail service to Josepjh
D) Identify a Special Transportation Area in downtown and enter into an agreement with ODOT

CHAPTER 7: TRANSPORTATION SYSTEM PLAN AND RECOMMENDATIONS

Elements of the transportation plan include policies, street development standards, access management standards, transportation demand management measures, and modal plans.

Policies

The City shall coordinate with the Department of Transportation to implement the highway improvements listed in the Statewide Transportation Improvement Program (STIP) that are consistent with the Transportation System Plan and comprehensive plan.

It is the policy of the City to plan and develop a network of streets, accessways, and other improvements, including bikeways, sidewalks, and safe street crossings to promote safe and convenient bicycle and pedestrian circulation within the community.

The City shall require streets and accessways where appropriate to provide direct and convenient access to major activity centers, including downtown, schools, shopping areas, and community centers.

The City shall protect the function of existing and planned roadways as identified in the Transportation System Plan.

The City shall include a consideration of their impact on existing or planned transportation facilities in all land use decisions.

The City shall protect the function of existing or planned roadways or roadway corridors through the application of appropriate land use regulations.

The City shall consider the potential to establish or maintain accessways, paths, or trails prior to the vacation of any public easement or right-of-way.

The City shall preserve right-of-way for planned transportation facilities through exactions, voluntary dedication, or setbacks.

In areas of new development the City shall investigate the existing and future opportunities for bicycle and pedestrian accessways. Many existing accessways such as user trails established by school children distinguish areas of need and should be incorporated into the transportation system.

Bikeways shall be included on all new arterials and collectors within the Urban Growth Boundary.

Sidewalks shall be included on all new streets within the Urban Growth Boundary.

Retrofitting existing streets with sidewalks shall proceed on a prioritized schedule.

Priority shall be given to developing accessways to major activity centers within the Urban Growth Boundary, such as the downtown commercial center, schools, and community centers.

Bikeways and pedestrian accessways shall connect to local and regional travel routes.

Bikeways and pedestrian accessways shall be designed and constructed to minimize potential conflicts between transportation modes. Design and construction of such facilities shall follow the guidelines established by the Oregon Bicycle and Pedestrian Plan.

Maintenance and repair of existing bikeways and pedestrian accessways (including sidewalks) shall be given equal priority to the maintenance and repair of motor vehicle facilities

STREET DEVELOPMENT STANDARDS

Street development standards are an important component of the TSP because they direct the design of future street construction or re-construction. Therefore, street standards must reflect the kind of street development the City of Elgin wants to see in the future. Table 7-1 shows the current street development standards for areas outside the downtown overlay zone. Standards for the Downtown Overlay zone are specified in the Downtown Management Plan. During the TSP process, the Elgin TAC revisited these street standards and the recommended standards are shown in Table 7-2.

Table 7-1
Existing Street Development Standards for the City of Elgin

Type of Street	Minimum R-O-W	Roadway
Arterials	80'	44'
Collectors	60'	40'
Minor Streets	60'	40'
Minor street-narrow	40	28
Cul-de-sac streets less than 800' in continuous length	50'	36'
Radius for turn-around at end of cul-de-sac	45'	30'
Alleys	20'	20'

*Marginal access rights-of-way or private access easements shall not be less than 10% of street length, and shall be provided with utility easements on each side to provide 50' combined utility easement and right-of-way width.

City Arterial Streets

City arterials are the primary corridors of travel in Elgin. Arterials connect high activity areas, link Elgin with the state highway system, and link Elgin with outlying communities and regions. Arterials carry the highest traffic volumes.

Figure 7-1 shows the recommended cross section for city arterial streets in Elgin. Right-of-way width is 80 feet, with a 28-foot paved surface width. The right-of-way includes two, eight-foot parking lanes, two, eight-foot shoulders and, if designated in the Bicycle and Pedestrian Plan, the provision for sidewalks or shoulder bikeways.

City Collector Streets

Collector streets distribute traffic between local and collector streets. Collector streets also serve to access property.

Figure 7-1 shows the recommended cross section for city collectors in Elgin. The total right-of-way width is 60 feet, with a 24-foot paved surface width. The right-of-way includes two, eight-foot parking lanes, two, eight-foot shoulders and, if designated in the Bicycle and Pedestrian Plan, the provision for sidewalks or shoulder bikeways.

City Local Streets

The primary purpose of local streets is to access property. These streets typically have lower traffic volumes than arterial or collector streets.

Figure 7-1 shows the recommended cross section for Elgin's local streets. The total right-of-way width is 60 feet, with a 24-foot chip sealed surface. The right-of-way includes two, eight-foot parking lanes, two, eight-foot shoulders and, if designated in the Bicycle and Pedestrian Plan, the provision for sidewalks or shoulder bikeways.

Bicycle and Pedestrian Facilities

The Elgin Bicycle and Pedestrian Plan designates shared shoulder bikeways or separated bike lanes and sidewalks along selected Elgin streets. Average daily traffic, and in some cases, travel speed determined what type of facility would be added.

Table 7-2
Recommended Street Development Standards for the City of Elgin

	Arterial	Collector	Local	Local Street-narrow	Cul-de-sacs (<800' in continuous length)	Cul-de-sac radius	Alley
ROW	80'	60'	60'	40	50'	45'	20'
Surface width	28'	24'	24'	28	20'	30'	20'
Parking lane width	8'	8'	8'	8'	None	None	None
Base depth & material	9" deep 4" minus	8" deep 4" minus	8" deep 4" minus	8" deep 4" minus	8" deep 4" minus	8" deep 4" minus	8" deep 4" minus
Leveling course	4" deep 1.5" minus	4" deep 1.5" minus	4" deep 1.5" minus	4" deep 1.5" minus	4" deep 1.5" minus	4" deep 1.5" minus	4" deep 1.5" minus
Overlay material	3" asphalt concrete	2" asphalt concrete	2" chip seal (applied in 3 courses)	2" chip seal (applied in 3 courses)	2" chip seal (applied in 3 courses)	2" chip seal (applied in 3 courses)	2" crushed gravel
Shoulder width	8' chip seal	8' chip seal	8' crushed gravel	8' crushed gravel	8' crushed gravel	8' crushed gravel	None
Shoulder depth & material	Same as base + leveling course	Same as base + leveling course	Same as base + leveling course	Same as base + leveling course	Same as base + leveling course	Same as base + leveling course	None
Where designated: sidewalk & bicycle facilities	~~5~~8' sidewalks &/or shared shoulder bikeways (see Bike & Pedestrian Plan)	~~5~~6' sidewalks &/or shared shoulder bikeways (see Bike & Pedestrian Plan)	6~~5~~' sidewalks &/or shared shoulder bikeways (see Bike & Pedestrian Plan)	6' sidewalks &/or shared shoulder bikeways (see Bike & Pedestrian Plan)	5' sidewalks &/or shared shoulder bikeways (see Bike & Pedestrian Plan)	5' sidewalks &/or shared shoulder bikeways (see Bike & Pedestrian Plan)	

*Marginal access rights-of-way or private access easements shall not be less than 10% of street length, and shall be provided with utility easements on each side to provide a combined utility easement and access right-of-way width. Marginal access streets may be permitted for 2 to 5 dwellings, only where local street connectivity is not practical due to topographic constraints or existing development patterns preclude a through route extension.

ACCESS MANAGEMENT

Access management is an important means of transportation system protection. By managing the location, design, and number of access points to a transportation system, the overall system level of service can be maintained. Too many connections to state highways in the form of new driveways and public roads can degrade the function of the road by increasing congestion and causing traffic delays. Too many access points can also create safety problems by increasing the potential for traffic conflicts at intersections or driveways.

The Oregon Department of Transportation has an access management policy for the state highway system to protect the function of Oregon highways. State highways are divided into levels of importance to prioritize improvement needs and define operational objectives. The four levels of importance are interstate, statewide, regional, and district. The degree of access management coincides with each level of importance. A primary and secondary function is designated for each level of importance, as well as management objectives to guide highway operations. Elgin has one highway of statewide significance, Oregon Highway 82; and one highway of regional significance, Oregon Highway 204.

Table 7-3
Oregon State Highway Access Management Standards

Highway	Category	Level of Importance	Urban/ Rural	Intersection			
				Public Road		Private Drive	
				Type	Spacing	Type	Spacing
82	4	Statewide	Inside UGB	at-grade or interchange	1320'	L/R turns	500'
			Outside UGB	at-grade or interchange	5280'	L/R turns	1200'
204	5	Regional	Inside UGB	at-grade	1320'	L/R turns	300'
			Outside UGB	at-grade	2640'	L/R turns	500'

Source: Table 1 – Access Management Classification System, Appendix B, 1991 Oregon Highway Plan.

Highways of Statewide Significance-Highway 82

Posted Speed③	Rural		Urban			
	Expressway **	Other	Expressway **	Other	UBA	STA
≥55	5280	1320	2640	1320		
50	5280	1100	2640	1100		
40 & 45	5280	990	2640	990		
30 & 35		770		770	720	④
≤25		550		550	520	④

Highways of Regional Significance-Highway 204

Posted Speed③	Rural		Urban			
	Expressway **	Other	Expressway **	Other	UBA	STA
≥55	5280	990	2640	990		
50	5280	830	2640	830		
40 & 45	5280	750	2640	750		
30 & 35		600		600	425	④
≤25		450		450	350	④

* Measurement of the approach road spacing is from center to center on the same side of the roadway.

**Spacing for Expressway at-grade intersections only.

① Where a right of access exists, access will be allowed to a property at less than the designated spacing standard only if that property does not have reasonable access and the designated spacing cannot be accomplished. If possible, other options should be considered such as joint access.

Where the right of access exists, the number of approach roads (driveways) to a single property shall be limited to one, even when the property frontage exceeds the spacing standards. More than one approach road may be considered if, in the judgment of the Region Access Management Engineer, additional approach roads are necessary to accommodate and service the traffic to a property, and additional approach roads will not interfere with driver expectancy and the safety of the through traffic on the highway.

Approach roads shall be located where they do not create undue interference or hazard to the free movement of normal highway or pedestrian traffic. Locations on sharp curves, steep grades, areas of restricted sight distance or at points which interfere with the placement and proper functioning of traffic control signs, signals, lighting or other devices that affect traffic operation will not be permitted.

If a property becomes landlocked (no reasonable access exists) because an approach road cannot be safely constructed and operated, and all other alternatives have been explored and rejected, ODOT might be required to purchase the property. (Note: If a hardship is self-inflicted, such as by partitioning or subdividing a property, ODOT does not have responsibility for purchasing the property.

Both these highways run through the downtown area of Elgin. The City of Elgin is working with ODOT to adopt a STA designation for the CBD. Therefore the STA access of 550' for 82 and 350' for 204 would appl. However, in the CBD blocks are 200 to 300 feet long. Therefore access management must be sensitive to the historic block length in the downtown.

Potential Access Management Mitigation Measures

The frequency of access points to the state highway system can be managed in the following ways:

- Restrict the spacing between access points
- Share access points among adjacent properties
- Utilize access points on side streets, not the state system
- Construct frontage roads for the connection of new access points, instead of connecting to the state highway system
- Offset driveways to produce T-intersections so conflicts between driveway traffic and through traffic can be minimized
- Install raised median islands
- Add turn lane refuges

Recommended Access Management Policy

Union County and ODOT have collaborated with the jurisdictions in the county to develop a process for access management in conjunction with the 1991 Oregon Highway Plan. According to ORS 374.305, ODOT retains state highway access permitting authority, while within Elgin's UGB, Elgin retains land use authority. Together, ODOT and the City of Elgin developed a Memorandum of Understanding (MOU) detailing joint review of access points to the state system, and this MOU provides joint criteria by which access review is carried out (Appendix F).

All land within the Urban Growth Boundary (UGB) is divided into "urban" and "urbanizable" categories. Urban land is land that is built out. There are few opportunities for new or denser development. Urbanizable land is land between the built out, or urban area, and the UGB. Urbanizable land is typically sparsely developed with opportunities for new construction, and additional opportunities for driveways and new public streets. Existing accesses onto the state highway system at the time of TSP adoption are designated as conforming features. The existing block spacing of approximately 225 to 250 feet will not be affected by the spacing standards set forth in the TSP.

Included in Appendix E is a checklist designed to gauge the preliminary location and intensity of proposed development. The purpose of the checklist is to alert potential developers/property owners that they must coordinate with ODOT, Region 5 before planning development, such as architectural drawings or site plans, and address Elgin development standards. In part, the checklist asks whether the

property in question joins either Oregon Highway 82 or 204. If so, the checklist gives contact information so the developer/property owner can coordinate with ODOT prior to submitting any land use application.

All existing access points to Oregon Highways 82 and 204 within Elgin's UGB are mapped and any access points with potential safety hazards have been identified as Reviewable Access Points on the TSP Access Management Maps (Figures 7-2 and 7-3). The identification of potential safety hazard access points indicates an opportunity for ODOT review prior to Elgin's final decision on the land use application.

Elgin Urban TSP Area: If a property is proposed for new development or redevelopment and is identified on the TSP Access Management Maps (Figures 7-2 and 7-3) as a Reviewable Access Point, the applicant will coordinate with ODOT, Region 5 prior to submitting any land use application. Additionally, if a proposed property use will generate a change equal to 100 daily vehicle trips or more on Oregon Highways 82 or 204, then the applicant will coordinate with ODOT, Region 5 prior to submitting any land use application. All proposals accessing Oregon Highways 82 or 204 requiring a zone change or plan amendment will also be referred to ODOT, Region 5 prior to submitting any land use application. The purpose of ODOT, Region 5 review is so applicants have the benefit of ODOT comments prior to large financial expenditures (i.e. site plan preparation, architectural drawings, etc.).

There are several alternatives when considering Reviewable Access Points - the access onto the state highway is closed and moved to a side street, the access is combined with other accesses within the same block, the access is moved toward the center of the block in order not to conflict with intersection traffic, the access conforms to previously listed "Potential Access Management Mitigation Measures," or nothing is done and the access is left alone.

Elgin Urbanizable TSP Area: On the south end of Elgin and west of Oregon Highway 82, is an area that is urbanizable. There is an opportunity for one additional road connection onto Oregon Highway 82 based on the access management standards identified in the 1991 Oregon Highway Plan. The Boise Cascade Corporation private haul road is in the approximate location

of this future connection and could be upgraded to a collector street. To serve future industrial development in this area, additional driveways and streets could connect to the new collector street and not to the state highway system.

MODAL PLANS

Elgin modal plans were drafted using data collected from a physical inventory of existing conditions, previous plans, Technical Advisory Committee and public input, forecasts, and community goals. The modal plans address transportation needs over the next 20 years, taking into account projected traffic volume growth. The specifics of recommended transportation improvement projects may change slightly depending on the timing and location of projected growth in Elgin.

Street System Plan

Recommended improvements to the transportation system, including project priority and estimated cost, are listed in Tables 7-4 and 7-5. Table 7-4 lists state identified transportation system recommendations. Street system improvement projects identified by Elgin and refined by the Elgin TAC are listed in Table 7-5. Figure 7-4 shows project locations and is numbered based on Table 7-5. Figure 7-5 shows the preferred truck route alternative in detail.

Table 7-4
State Identified Transportation System Recommendations

State Identified Projects	Priority	Estimated Cost
Oregon Highway 82 Corridor Plan Project Recommendations		
~~Right-of-way Acquisition, Elgin to Joseph~~	~~High~~	~~$2,500,000~~
~~Elgin to Joseph Freight Rail Preservation Plan~~	~~High~~	~~$50,000~~
Elgin Section	High	$1,200,000
Umatilla County Line – NW City Limits (Elgin)	High	$12,300,000
Highway 204 Truck Connection*	~~Medium~~High	~~Option 1 = $60,000~~ $850,000~~Option 2 = $4,000,000~~
Grade Crossing Protection Program	Low	No Estimate
Railroad Track Improvement Program, La Grande to Elgin	Low	$1,200,000
Highway 82 Scenic Turnouts	Low	$300,000
Minam Grade (Phase 2)	Low	$5,000,000
*See description in Downtown Master Plan		

Table 7-5
Locally Identified Street System Recommendations

Locally Identified Projects	Priority	Estimated Cost
(A) New Fire Hall Site	High	$375,000
(B) Industrial Development	High	$1,920,000
(C) Residential Connectivity	High	*
~~(Alt. 7)~~ Oregon Highways 82/204 Intersection (Preferred Truck Route Alternative)*	High	$315,000
Highway 204 17th to Division	High	2.4 Million
Highway 82 Division to Baltimore sidewalks retriping curb extensions*	High	$70,000
Extend 8th north of Baltimore for 900 Feet *	High	$630,000
Restore Historic Train Station*	Medium	$450,000
100 space municipal parking lot*	High	$250,000
Access road toRailwood-Inkwood	Medium	$200,000

* Developers will pay the cost for new local streets as development occurs.

*See description in downtown master program

Bicycle and Pedestrian System Plan

Table 7-6 lists recommended bicycle and pedestrian projects from the Elgin Bicycle and Pedestrian Plan, which was adopted in 1996. Figure 7-6 shows bicycle and pedestrian improvement locations.

Table 7-6
Recommended Elgin Bicycle and Pedestrian Projects

Road Segment	Project Description	Length (miles)	Priority	Cost (1996 dollars)
8th Avenue (Hwy 82)				
Phillips Creek Bridge to 5th Ave	(2) 6' sidewalks	.32	Medium -High	$37,800
Division Street (Hwy 204)				
8th Ave to 17th Ave	(2) 6' sidewalks & paint crosswalks	.44	High	$105,800
Birch Street				
8th Ave to 17th Ave	(2) 14' travel lanes + (2) 8' gravel parking lanes + (2) 5' sidewalks	.44	High	$160,143
Cedar Street				
8th Ave to Elgin E.C.L.	(2) 14' travel lanes + (2) 8' gravel parking lanes + (2) 5' sidewalks	.38	Medium -High	$119,402
Detroit Street				
10th Ave to 15th Ave	(2) 12' travel lanes + (2) 8' gravel parking lanes + (1) 5' sidewalk on south side	.24	Medium -High	$51,078
Hartford Lane				
10th Ave to Palmer St	(2) 12' travel lanes + (2) 4' paved shoulder bikeways + (1) 8' gravel parking lane & (1) 5' sidewalk on north side	.42	High	$278,643
Palmer Street				
Hartford Ln to Carolyn Terrace	(2) 12' travel lanes	.20	Medium -High	$178,120
10th Avenue				
Division St to Hartford Ln	(2) 12' travel lanes + (2) 4' paved shoulder bikeways + (2) 8' gravel parking lanes + (1) or (2) 5' sidewalks	.52	High	$418,530
14th Avenue				
Division St to Birch St	(2) 12' travel lanes + (2) 8' gravel parking lanes + (2) 5' sidewalks	.11	High	$31,891
15th Avenue				
Carolyn Terrace to Division St	(2) 12' travel lanes + (2) 8' gravel parking lanes	.38	Medium -High	$80,258
17th Avenue				
Division St to Birch St	(2) 12' travel lanes + (1) 8' gravel parking lane on west side + (2) 5' sidewalks	.11	Medium -High	$28,560

Transportation Demand Management Plan

Transportation demand management promotes efficient utilization of the existing transportation system

rather than widening or constructing new roadways. Some successful techniques include ridesharing, telecommuting, encouraging the use of other modes, and staggering work schedules. Many of these strategies work best when focused on high density employment areas.

Encouraging other modes, such as bicycle and pedestrian facilities, could reduce some traffic congestion and such facilities are being recommended in all local bicycle and pedestrian plans. Telecommuting and staggered work schedules provide for employee work schedule flexibility, less onsite parking demand, and reduced peak hour traffic flows.

Community Connection is pursuing the implementation of intercity bus service, and is currently developing a 5-year plan for the identification of transit needs and funding sources. Intercity bus service would incorporate the area industrial parks and may reduce congestion.

No costs have been estimated for the transportation demand management plan.

Public Transportation Plan

Wallowa Valley Stage Line, Blue Mountain Cab Company, Greyhound Bus Lines, and Mid-Columbia Bus Company offer a variety of privately owned public transportation services for Union County and the City of Elgin. Public transportation is also provided through the Union County Transportation Coalition. The Coalition includes Community Connection, New Day Enterprises, and the Center for Human Development (CHD). Clients of these various organizations make up the majority of transit trips, but the general public is also served by Community Connection. Shelter from the Storm and Union/Wallowa Veteran's Services provide client transport as well.

Wallowa Valley Stage Line, Blue Mountain Cab Company, Greyhound Bus Lines, and Mid-Columbia Bus Company have no plans for service expansion.

The Union County Transportation Coalition is working toward the implementation of a fixed point system in the La Grande area, and eventually instituting intercity bus service connecting Union County communities and linking with Baker and Wallowa Counties. The Coalition is currently formulating a 5-year plan that identifies countywide transit needs and funding opportunities to meet those needs.

Fixed point bus service would include connecting the court system, Eastern Oregon University, and mental and public health services with Max Square, the downtown intermodal transportation hub, and with the senior center and businesses along Island Avenue (Oregon Highway 82) in La Grande. Fixed point bus service would ultimately connect with outlying communities, including Elgin, and could provide increased mobility within the Union County community. Intercity transit service would also reserve capacity on the state highway system by providing alternatives to auto travel.

Rail Transportation Plan

There is local interest in restoring AMTRAK service to La Grande, and ODOT's Rail Section is currently pursuing restoration at this time. As passenger rail develops in other parts of Oregon, an extension of this service to the east may be considered within the 20-year planning period. According to the ODOT Rail Section, there is a tentative proposal to implement a fleet of small, efficient trains for express service in the Willamette Valley within the next 20 years. This would serve as a test case to gauge support and ridership, and if successful, may be extended to the eastern region of the state.

In 1994, the Idaho Northern and Pacific petitioned the Surface Transportation Board to abandon roughly 61 miles of track between Elgin and Joseph, which lies mostly in Wallowa County. This abandonment petition was approved March 12, 1997 by the Surface Transportation Board. The Oregon

Highway 82 Corridor Plan identifies the acquisition of the INP railroad right-of-way to be used as a multi-use path between Elgin and Joseph as a potential improvement project.

Discussion between Union County and Wallowa County is ongoing. Additionally, the Oregon Parks and Recreation Department is pursuing a grant application for Statewide Transportation Enhancement (TEA-21) funds through the Oregon Department of Transportation for the purchase of the abandoned rail corridor between Elgin and Joseph. There is local support for the preservation of the abandoned Idaho Northern and Pacific railroad right-of-way for a multi-use path between Elgin and Joseph.

Air Transportation Plan
The La Grande/Union County Airport Master Plan Update was adopted by Union County in 1998 and identifies a 20-year capital improvement plan for airport expansion. A detailed description of airport improvement projects is listed in the La Grande/Union County Airport Master Plan Update and the Union County TSP.

Pipeline Transportation Plan
The two major pipelines that traverse Union County are the Chevron and Northwest Natural Gas Pipelines. The pipelines are projected to provide adequate capacity over the next 20 years.

Water Transportation Plan
The City of Elgin has no navigable waterways, therefore Elgin has no waterborne transportation services.

TRANSPORTATION SYSTEM PLAN IMPLEMENTATION PROGRAM

The implementation program includes a 20-year TSP Capital Improvement Program, which identifies project priorities for the next 20 years. High priority projects are those scheduled to be undertaken in the next 5 years, medium priority projects are those scheduled to be undertaken in the next 5 to 10 years, and low priority projects are those scheduled to be undertaken between the next 10 to 20 years. This Capital Improvement Program shall be updated yearly by resolution, if determined necessary by the Elgin City Council. Table 7-7 includes the Capital Improvement Program, project priority, and estimated project cost. These projects originate from several sources including the Oregon Highway 82 Corridor Plan, the Elgin Bicycle and Pedestrian Plan, and locally identified TSP projects. Bicycle and pedestrian facilities are listed in 1996 dollars. The timing of these projects may change based on staff and financial resources.

Table 7-7
TSP Capital Improvement Program

Project	Estimated Cost
High Priority	
~~Right-of-way Acquisition, Elgin to Joseph~~	~~$2,500,000~~
~~Elgin to Joseph Freight Rail Preservation Plan~~	~~$50,000~~
~~New Fire Hall Site~~	~~$375,000~~
Residential Connectivity	**
Industrial Development	$1,920,000
Oregon Highways 82/204 Intersection (Locally Identified Truck Route Option)	~~$315,000~~$850,000
Elgin Section	$1,200,000
~~Umatilla County Line – NW City Limits (Elgin)~~	~~$12,300,000~~
8th Avenue – Phillips Creek Bridge to 5th Avenue*	$37,800
Division Street – 8th Avenue to 17th Avenue*	$105,800
Birch Street – 8th Avenue to 17th Avenue*	$160,143
Cedar Street – 8th Avenue to East City Limit*	$119,402
Detroit Street – 10th Avenue to 15th Avenue*	$51,078
Hartford Lane – 10th Avenue to Palmer Street*	$278,643
Palmer Street – Hartford Lane to Carolyn Terrace*	$178,120
10th Avenue – Division Street to Hartford Lane*	$418,530
14th Avenue – Division Street to Birch Street*	$31,891
15th Avenue – Carolyn Terrace to Division Street*	$80,258
17th Avenue – Division Street to Birch Street*	$28,560
Municipal parking lot	215,000
Highway 82 from Division to Baltimore	$70,000
Reconstruct historic train station site	$600,000
Medium Priority	
~~Highway 204 Truck Connection (Highway 82 Corridor Plan Options)~~	~~Option 1 = $60,000~~ ~~Option 2 = $4,000,000~~
~~Highway 82 from Division to Baltimore~~ Extend 8th north of Baltimore for 900 feet ~~Reconstruct historic train station~~	$630,000
Low Priority	
Grade Crossing Protection Program	No Estimate
Railroad Track Improvement Program, La Grande to Elgin	$1,200,000
Highway 82 Scenic Turnouts	$300,000
Minam Grade (Phase 2)	$5,000,000

*Elgin Bicycle and Pedestrian Plan

**Developers will pay the cost for new local streets as development occurs.

17.04 GENERAL PROVISIONS

Sections:

17.04.010 Short title.

This title shall be known as the zoning ordinance of the city of Elgin and the map provided for herein shall be known as the zoning map of the city of Elgin. Said map and all explanatory matter thereon are adopted as a part of this title. (Ord. 5-1983 par 1.01)

17.04.020 Scope.

No building or structure or land within the boundaries of the city of Elgin shall hereafter be used and no building or part thereof or any structure of part thereof shall be erected, moved or altered unless in conformity with the regulations specified in this title for the district or zone in which it is located, except as otherwise provided herein. No permit for the construction or alteration of any building or structure shall be issued unless the plans, specifications and intended use of such building or structure conform in all respects with the provisions of this title. (Ord. 5-1983 par 1.02)

17.04.030 Minimum requirements for general welfare.

The provisions of this title shall be deemed the minimum requirements for the preservation of the public safety, health, convenience, comfort and general welfare of the people of the city of Elgin, Oregon. (Ord. 5-1983 par 1.03)

17.04.040 Building permits Occupancy permits.

No building or structure hereafter erected shall be constructed, occupied or used, nor shall the use of a building be changed from a use limited to one district or zone to that of any other district or zone as defined by this title until a building permit has been issued by the city of Elgin or its designated agent. (Ord. 5-1983 par 1.04)

17.04.050 Duty of enforcement.

It shall be the duty of the zoning officer, or committee who shall be designated by the city council, to see that this title is enforced. (Ord. 5-1983 par 1.05)

17.04.060 Illegal occupancy.

Any use of any land or any building which deviates from or violates any of the provisions of this title shall be termed an illegal use and the person or persons responsible therefor shall be subject to the penalties herein provided. (Ord. 5-1983 par 1.06)

17.04.070 Ownership.

Any person or persons purchasing property under contract, for the purposes of this title, shall be deemed to be the owner or

owners of the property covered by the contract. The city council may require satisfactory evidence of such contract to purchase. (Ord. 5-1983 par 1.07)

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CHAPTER 17.08 DEFINITIONS

Sections:

17.08.010 Definitions.

17.08.010 Definitions.

The following words and phrases when used in this title shall have the meanings attributed to them in this section, excepting in those instances where the context clearly indicates a different meaning.

Words used in the present tense include the future; the singular number includes the plural, and the plural the singular; the word lot includes the word plot and the word building includes the word structure.

Access. A way or means of approach to provide pedestrian, bicycle, or motor vehicular entrance or exit to a property.

Accessway. *A walkway that provides pedestrian and bicycle passage either between streets or from a street to a building or other destination such as a school, park, or transit stop. Accessways generally include a walkway and additional land on either side of the walkway, often in the form of an easement or right-of-way, to provide clearance and separation between the walkway and adjacent uses. Accessways through parking lots are generally physically separated from adjacent vehicle parking or parallel vehicle traffic by curbs or similar devices and include landscaping, trees, and lighting. Where accessways cross driveways, they are generally raised, paved, or marked in a manner that provides convenient access for pedestrians.*

"Accessory building" means any subordinate building, the use of which is incidental, appropriate and subordinate to that of the main building.

"Accessory use" means any use incidental, appropriate and subordinate to the main use of a lot or building.

"Area of special flood hazard" means the land in the floodplain within a community subject to a one percent or greater chance of flooding in any given year. Designation on maps always includes the letters A or V.

"Base flood" means the flood having a one percent chance of being equaled or exceeded in any given year. Also referred to as the "one hundred (100) year flood." Designation on maps always includes the letters A or V.

Bicycle. A vehicle designed to operate on the ground on wheels, propelled solely by human power, upon which any person or persons may ride, and with two tandem wheels at least 14 inches in diameter. An adult tricycle is considered a bicycle.

Bicycle Facilities. A general term denoting improvements and provisions made to accommodate or encourage bicycling, including parking facilities and all bikeways.

Bikeway. Any road, path, or way that is some manner specifically open to bicycle travel, regardless of whether such facilities are designated for the exclusive use of bicycles or are shared with other transportation modes. The five types of bikeways are:

a. Multi-use Path. A paved 10 to 12-foot wide way that is physically separated from motorized vehicular traffic; typically shared with pedestrians, skaters, and other non-motorized users.

b. Bike Lane. A 4 to 6-foot wide portion of the roadway that has been designated by permanent striping and pavement markings for the exclusive use of bicycles.

c. Shoulder Bikeway. The paved shoulder of a roadway that is 4 feet or wider; typically shared with pedestrians in rural areas.

d. Shared Roadway. A travel lane that is shared by bicyclists and motor vehicles.

e. Multi-use Trail. An unpaved path that accommodates all-terrain bicycles; typically shared with pedestrians.

"Building site" means the ground area of a building or buildings together with all open spaces required by this title, and which site has its principal frontage upon a public or private street.

"Comprehensive land use plan or land use plan" means maps and written goals and policies related to land use, public facilities and services, transportation, housing and urbanization, and adopted by the city as plan for future development, and to promote the public health, safety and general welfare.

Corner Clearance. The distance from an intersection of a public or private road to the nearest access connection, measured from the closest edge of the pavement of the intersecting road to the closest edge of the pavement of the connection along the traveled way.

Cross Access. A service drive providing vehicular access between two or more contiguous sites so the driver need not enter the public street system.

Dwelling, Multiple-Family. "Multiple-family dwelling" means a building used or arranged for use as the home or abode of three or more families, living independently of each other and doing their own cooking in said building and shall include flats and apartments.

Dwelling, Single-Family. "Single-family dwelling" means a detached building used or arranged for use as the home of one family.

Dwelling, Two-Family. "Two-family dwelling" means a building used or arranged for use as the home or abode of but two families, living independently of each other, and in which not more than five boarders or lodgers shall be accommodated by each family.

"Dwelling unit" means one or more rooms in a building designed for occupancy by one family and not having more than one cooking

facility.

"Family" means an individual, or any number of persons related or bearing a generic character of a family unit living together in a dwelling unit, or a group of not more than five persons (excluding servants) who need not be related by blood or marriage, living together as a single nonprofit housekeeping unit.

Functional Area (Intersection). That area beyond the physical intersection of two roads that comprises decision and maneuver distance, plus any required vehicle storage length.

Functional Classification. A system used to group public roadways into classes according to their purpose in moving vehicles and providing access.

Garage, Private. "Private garage" means a garage for not more than three automobiles, for storage only, and intended for private use, but in which space may be rented for storage of not more than two noncommercial automobiles, by other than the occupants of the buildings to which such garage is accessory.

Garage, Public. "Public garage" means a building other than a private garage used for the care, repair, parking or storage of automobiles.

"Grade (ground level)" means the average elevation of the finished ground elevation at the centers of all walls of a building, except that if a wall is parallel to and within five feet of a sidewalk, the sidewalk elevation nearest the center of the wall shall constitute the ground elevation.

"Height of building" means the vertical distance from the grade to the highest point of the coping of a flat roof, to the deck line of a mansard roof, or the center height between the highest and lowest points on other types of roofs.

"Home occupation" means a lawful occupation carried on by a resident of a dwelling, where the occupation is secondary to the main use of the property as a residence.

Joint Access (or Shared Access). A driveway connecting two or more contiguous sites to the public street system.

"Livestock or farm animals" means domestic animals kept for profit or hobby, including the feeding, breeding or fattening of such animals, or dairying or poultry raising, excluding swine.

"Lot" means a parcel or tract of land.

"Low investment accessory structures" means a structure which is incidental, appropriate or subordinate to the main use of the property and which has a relatively low investment such as haysheds, loafing barns or animal shelters.

"Lowest floor" means the lowest floor of the lowest enclosed area (including basement). An unfinished or flood-resistant enclosure, usable solely for parking of vehicles, building access or storage, in an area other than a basement area, is not considered a building's lowest floor; provided, that such enclosure is not built so as to render the structure in violation of the applicable nonelevation design requirements of this title found at Section 17.48.050(A)(2).

"Manufactured home" means a single-family dwelling structure, having at least one thousand (1,000) square feet of floor area, built at a factory and transported to a home site for permanent installation.

"Mobile home" means a portable structure or trailer manufactured primarily for use as a single-family dwelling with less than one thousand (1,000) square feet of floor space.

"Manufactured or mobilehome park or subdivision" means a parcel (or contiguous parcels) of land divided into two or more manufactured home lots for rent or sale which are defined as nonfarm dwellings.

Neighborhood Activity Center. An attractor or destination for residents of surrounding residential areas. Includes, but is not limited to existing or planned schools, parks, shopping areas, transit stops, employment areas.

Nonconforming Access Features. Features of the property access that existed prior to the date of ordinance adopting and do not conform with the requirements of this ordinance.

"Nonconforming building or use" means a lawful building or use existing at the time of adoption of the ordinance codified in this title or any amendment thereto, and which does not conform with the regulations of the zone in which it is located.

"Owner" means the party or parties having the fee interest in land, except that where land is subject to a real estate sales contract, "owner" means the contract vendee, and except where land is being transferred through some other land sales instrument "owner" shall be the purchaser that holds security interest.

Parking Area, Automobile. "Automobile parking area" means a rectangle not less than twenty (20) feet long and 9.5 feet wide together with maneuvering and access space within a public parking area, or a building, exclusive of driveways, ramps, columns, office and work areas, for the temporary parking or storage of one automobile of standard size.

Parking Area, Public. "Public parking area" means privately or publicly owned property, other than streets or alleys, used for the parking of four or more automobiles and open for public use, whether free, for accommodation of clients or customers, or for hourly, daily or monthly rental fees.

Pedestrian Facilities. A general term denoting improvements and provisions made to accommodate or encourage walking, including sidewalks, accessways, crosswalks, ramps, paths, and trails.

"Public uses" means uses which are pursued by or affect all of the people or community.

Reasonably direct. A route that does not deviate unnecessarily from a straight line or a route that does not involve a significant amount of out-of-direction travel for likely users.

Safe and convenient. Bicycle and pedestrian routes that are:

a. Reasonably free from hazards, and

b. Provides a reasonably direct route of travel between destinations, considering that the optimum travel distance is one-half mile for pedestrians and three miles for bicyclists.

"Semipublic uses" means uses which are pursued by or affect a specific group or organization which are open to the public.

"Start of construction" includes substantial improvement, and

means the date the building permit was issued, provided the actual start of construction, repair, reconstruction, placement or other improvement was within one hundred eighty (180) days of the permit date. The actual start means either the first placement of permanent construction of a structure on a site, such as the pouring of slab or footings, the installation of piles, the construction of columns, or any work beyond the stage of excavation; or the placement of a manufactured home on a foundation. Permanent construction does not include land preparation, such as clearing, grading and filling; nor does it include the installation of streets and/or walkways; nor does it include excavation for a basement, footings, piers or foundation or the erection of temporary forms; nor does it include the installation on the property of accessory buildings, such as garages or sheds not occupied as dwelling units or not part of the main structure.

"Street line" means the right-of-way line separating a private or public area from the lot areas.

Stub-out (Stub-street). A portion of a street or cross access drive used as an extension to an abutting property that may be developed in the future.

"Travel trailer" means a trailer house not more than ten (10) feet in body width or more than sixty (60) feet in body length, designed primarily for temporary occupancy and for travel, recreational and vacation uses.

"Travel trailer or mobile home park (or campground)" means a parcel of land used for the accommodation of two or more travel trailers or similar recreation vehicles occupied as living or sleeping quarters, or two or more camping spaces.

"Use" means the purpose for which a structure is designed, arranged or intended or for which land is maintained or occupied.

Walkway. A hard-surfaced area intended and suitable for pedestrians, including sidewalks and the surfaced portions of accessways.

Yard, Front. "Front yard" means an open, unoccupied space on the same lot with a building, measured between the nearest front line of the building and the street line of the lot. In the instance of a corner lot, the front yard shall be on the narrowest street frontage, and the street side yard on the widest street frontage.

Yard, Rear. "Rear yard" means an open, unoccupied space on the same lot with a building, measured between the nearest rear line of the building and the rear line of the lot, unobstructed upward.

Yard, Side. "Side yard" means an unoccupied space on the same lot with a building, between the front and rear yard measured horizontally at right angles from the side lot line to the nearest point on a building. (Ord. 122 par 2, 1997; Ord. 6-1987 par 1 (part); Ord. 5-1983 par 2.00)

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CHAPTER 17.12 ZONING DISTRICTS DESIGNATED

Sections:

Sections:

17.24.010 Purpose.

The central business zone (CBZ) is intended to provide areas for the development of intensive services and retail commercial activities which can be accessed by pedestrian traffic. (Ord. 5-1983 par 6.01)

17.24.020 Uses permitted outright.

In a central business zone (CBZ), the following uses and their accessory uses are permitted outright:

A. Retail selling of primarily shelf goods, i.e., food store, drugstore, hardware store, etc.
B. Professional office.
C. Eating or drinking establishment.
D. Commercial recreation facility.
E. Banks and other financial institutions.
F. Furniture and household furnishing sales and service.
G. Beauty shop, barbershop or related personal service.
H. Repair of items sold by a use permitted outright. (Ord. 5-1983 par 6.02)

I Dwelling units above the first floor of any building

J. Industrial Light manufacture (e.g.) small-scale crafts, electronic equipment, bakery, funiture, similar goods when in conjunction with retail."

17.24.030 Conditional uses permitted.

In a central business zone (CBZ), the following uses and their accessory uses are permitted by conditional use approval in accordance with Chapter 17.44:

A. Public use.
B. Semipublic use.
C. Apartments and multifamily dwellings.
D. Hotels and accessory uses.
E. Bus depot.
F. Indoor theater.
G. ~~G.~~ Taxi service.
H. Off-street parking for sites that would require fewer than 20 parking spaces as defined in 17.40.080
~~H~~I. Other uses similar to those enumerated which can meet the following criteria to the satisfaction of the city council:

1. The use is compatible with outright and conditional uses listed.
2. The use would not interfere seriously with established and accepted practices on adjacent lands.
3. The use would not materially alter the stability of the overall land use pattern of the area.
4. The proposed use can comply with the standards of this zone.
5. The use can comply with such other conditions as the city council or its designate considers necessary. (Ord. 5-1983 par 6.03)

17.24.040 Dimension and area requirements.

In the central business zone (CBZ), the following dimension and area requirements shall be followed:

A. Yard Requirements. There shall be no required yard setbacks in the CBZ except where required for clear vision around intersections (Section 17.40.090).

B. Minimum Lot Size Requirements.

1. There shall be no required lot area for commercial uses.

2. The lot size for residential units shall comply with standards required in the R-I zone, except occupancy of existing structures within the CBZ may be allowed if the occupancy complies with State Building Code. ~~Off-street parking shall be provided at a basis of one space per unit.~~

C. Site Development Standards. All sales displays and storage shall be conducted within an enclosed building. (Ord. 5-1983 par 6.04)

D. ~~All~~ new building must be at a minimum two stories. This does not apply to public buildings or any other building that would require an elevator to meet ADA accessibility standards.

CHAPTER 17.28 GENERAL COMMERCIAL (C-1) ZONE

Sections:

17.28.010 Purpose.

The general commercial (C-1) zone is intended to provide areas for retail sales and service which normally require a large space area for the building and parking and which are normally vehicular accessed. (Ord. 5-1983 par 7.01)

17.28.020 Uses permitted outright.

In a general commercial (C-1) zone, the following uses and their accessory uses are permitted outright:

A. Any use permitted outright in the R-1 zone.

B. Any use permitted outright in the CBZ.

C. Automobile, boat and RV sales, new and used, with repair and service incidental to the sales thereof. Sales area permitted outside the building.

D. Frozen food lockers.

E. Retail store.

F. Service station.

G. Self-service and automatic car wash.

H. Laundry and dry cleaning.

I. Taxidermist.

J. Mortuary and funeral home.

K. Motels and hotels.

L. Commercial storage garages.

M. Veterinary clinic.

N. Repair facilities.

O. Equipment rental.

listed below:

Horse, mule, burro	10,000 sq. ft. of area
Cow	10,000 sq. ft. of area
Goat	5,000 sq. ft. of area
Sheep	5,000 sq. ft. of area

2. The number of chickens, fowl or rabbits over the age of six months shall not exceed one for each five hundred (500) square feet of land.

3. Adequate fences and corrals shall be required to keep animals off from adjacent lands.

4. Barns, corrals, pens, sheds, and other structures sheltering animals shall be located a minimum of thirty-five (35) feet from a side or rear property line and fifty (50) feet from the front property line. (Ord. 5-1983 par 9.04)

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CHAPTER 17.40 PROVISIONS APPLICABLE TO ALL ZONES

Sections:

17.40.010 Reduction in area of lots.

No lot or contiguous lots under the same ownership shall be reduced below the minimum area and lot dimensions required by this title. (Ord. 5-1983 par 10.01)

17.40.020 Only one principal building on any lot.

No dwelling shall be erected on a lot which does not abut at least one street for a minimum distance of twenty (20) feet. No building in the rear of a principal building on the same lot may be used for residential purposes, except for employment of the occupants of the principal building and their immediate families. (Ord. 5-1983 par 10.02)

17.40.030 Yard spaces shall not overlap.

No part of a yard or other open space required around any building for the purpose of complying with the provisions of this title shall be included as part of a yard or other open space required under this title for another building. (Ord. 5-1983 par 10.03)

17.40.040 Lot of record exemption.

Where the owner of a lot or lots of official record at the time of the enactment of the ordinance codified in this title does not own sufficient space in said lot or lots to enable him to conform to the yard and other requirements of this title, such lot or lots may be used as a building site; provided, that the yard space and other requirements shall conform as closely as possible in the opinion of the citycouncil to the requirements for the district in which the property is located. (Ord. 5-1983 par 10.04)

17.40.050 Front yards.

The front yard requirements of this title shall not apply where the average depth of the existing front yard on developed lots, located within one hundred (100) feet on each side of the lot and within the same block and zone, and fronting on the same street as such lot, is less than the minimum required front yard depth. In such cases the depth of the front yard on such lots shall not be less than the average existing front yard depth on the developed lots. (Ord. 5- 1983 par 10.05)

17.40.060 Existing buildings and nonconforming uses.

A. When a property or an existing building at the time of the passage of the ordinance codified in this title has a use which was legal prior to the passage of said ordinance, such may continue, even though it is not in conformity with these zoning regulations. Except as below, if the use of the building or premises is changed, it shall be changed to a use conforming to the zoning regulations and after such change, it will not be permissible to change back again to the original nonconforming use.

B. A nonconforming use shall not be extended; however, the extension of a nonconforming use to any portion of a building which was arranged or designed for such nonconforming use at the time of the passage of the ordinance codified in this title shall not be deemed the extension of a nonconforming use.

C. If a nonconforming use is discontinued for a period of ninety (90) days, the same cannot be again continued. If a building is unoccupied on the effective day of the ordinance codified in this title, then the last use shall be considered to be the use of record and the ninety (90) day period of discontinuance shall commence on the effective date of said ordinance.

D. When a building having a nonconforming use is damaged by fire or other natural causes, and is not reconstructed within two years, then such building shall not be rebuilt unless in its construction and uses, it conforms fully to the requirements of this title and other ordinances of the city. Any reconstruction must be kept within the old foundation.

E. No building or structure shall be moved from one lot or premises to another unless such building or structure conforms to all the provisions of the applicable zone. (Ord. 5-1983 par 10.06)

17.40.070 Completion of buildings.

Nothing in this title shall require any change in the plans, construction, alteration or designated use of a building upon which construction was actually begun previous to the passage of the ordinance codified in this title. However, such entire building must be completed in accordance with the original plans within one year from the date of commencing construction. (Ord. 5-1983 par

10.07)

17.40.080 Off-street parking.

The following off-street parking requirements shall be provided at the time a building or structure is constructed or substantially altered, or there is a change in use of an existing structure for all zones except the CBZ:

A. Residences or Other Dwelling Units.

1. Two spaces per single-family, duplex or mobilehome residence.

2. One and one-half spaces each, for more than two dwelling units.

3. Off-street parking spaces for dwellings shall be located on the same lot with the dwelling.

B. Other Uses.

1. Assembly-Type Use. One space per one hundred (100) square feet of assembly area.

2. Motel or Resort. One space per unit.

3. Office or Retail. One space per three hundred (300) feet of area.

4. Restaurant or Tavern. One space per two hundred (200) square feet of seating area.

5. Warehouse. One space per two thousand (2,000) square feet of warehouse area.

6. Other Uses. As determined by the council. (Ord. 5-1983 par 10.08)

C. Off Street Parking Requirements in the CBD

1. For all uses that require 20 spaces or more as specified in 17.40.080 A and B they shall provide the number of spaces as specified in those sections except for housing which shall provide one space per dwelling unit and 0.5 spaces for dedicated senior housing.

2. For all uses that require less than 20 spaces as specified in 17.40.080, they shall not require the provision of any off-street parking

17.40.084 Minimum Bicycle Parking

The following Special Minimum Standards state the required minimum number of bicycle parking spaces:

- *Parking Lots. All public and commercial parking lots and parking structures shall provide a minimum of one bicycle parking space for every 10 motor vehicle parking spaces.*

- *Schools. Elementary and middle schools, both private and public, shall provide one bicycle parking space for every 10 students and employees. High schools shall provide one bicycle parking space for every 5 students and employees. All spaces shall be sheltered under an eave, overhang, independent structure, or similar cover.*

- *In the CBD. In downtown areas with on-street parking, bicycle parking for customers shall be provided along the street at a rate of at least one space per use. Spaces may be clustered to serve up to six (6) bicycles; at least one cluster per block shall be provided. Bicycle parking spaces shall be located in front of the stores along the street, either on the sidewalks in specially constructed areas such as pedestrian curb extensions. Inverted "U" style racks are recommended. Bicycle*

parking shall not interfere with pedestrian passage, leaving a clear area of at least 5 feet. Customer spaces are not required to be sheltered. Sheltered parking (within a building, or under an eave, overhang, or similar structure) shall be provided at a rate of one space per 10 employees, with a minimum of one space per store.

Multi-Family Residences. Every residential use of four (4) or more dwelling units shall provide at least one sheltered bicycle parking space for each unit. Sheltered bicycle parking spaces may be located within a garage, storage shed, basement, utility room or similar area. In those instances in which the residential complex has no garage or other easily accessible storage unit, the required bicycle parking spaces shall be sheltered under an eave, overhang, an independent structure, or similar cover.

Office and Industrial Parks. A minimum of two bicycle parking spaces per use shall be required.

17.40.086 *Pedestrian Access and Circulation.*

a) Internal pedestrian circulation shall be provided in new commercial, office, and multi-family residential developments through the clustering of buildings, construction of hard surface walkways, landscaping, accessways, or similar techniques.

b) *All site plans (industrial and commercial) shall clearly show how the site's internal pedestrian and bicycle facilities connect with external existing or planned facilities or systems.*

c) On-site facilities shall be provided that accommodate safe and convenient pedestrian and bicycle access within new subdivisions, multi-family developments, planned development, shopping centers, and commercial districts, and connecting to adjacent residential areas and neighborhood activity centers within one-half mile of the development. Residential developments shall include streets with sidewalks and accessways. Pedestrian circulation through parking lots shall be provided in the form of accessways.

17.40.090 Clear vision area.

Clear vision areas shall be provided with the following dimensions:

A. A clear vision area shall be a triangular area on a lot at the intersection of two streets, two sides of which are lot lines measured a distance of thirty (30) feet from the corner intersection of the lot lines. The third side of the triangle is a line across the corner of the lot joining the ends of the other two sides. Where the lot lines at intersections have rounded corners, the lot lines will be extended in a straight line to the point of intersection.

B. The clear vision area shall contain no plantings, walls, fences, structures or other temporary or permanent obstructions exceeding three feet in height measured from the grade of the street centerline, except that trees exceeding this height may be

located in this area, provided all branches and foliage are removed to a height of eight feet above the grade. (Ord. 5-1983 par 10.09)

17.40.100 Accessory uses.

An accessory use shall comply with all requirements for a principal use, except as this title specifically allows to the contrary, and shall comply with the following limitations:

A. An accessory structure or use shall only be approved provided the principal use has been established.

B. An accessory structure not used for human habitation and separated from the main building may be located in the required rear and side yard, except in the required street side yard of a corner lot, provided it is not closer than five feet to a property line. (Ord. 5-1983 par 10.10)

17.40.110 Temporary use.

The city council may issue a temporary use permit to allow the short-term use of a site by a mobile or temporary structure or activity. Such structures or activities may not be ordinarily allowed in the particular zone, but are necessary for some useful purpose, and, because of the temporary nature, will not adversely impact the neighborhood or city. The city council may require that certain measures be taken to protect neighboring uses or the city as a whole. Temporary use permits will be processed in the same manner as development permits and may be granted for any period of time up to one year, subject to renewal if necessary. (Ord. 5-1983 par 10.11)

17.40.120 Joint and Cross Access

1. Adjacent commercial or office properties classified as major traffic generators (i.e. shopping plazas, office parks), shall provide a cross access drive and pedestrian access to allow circulation between sites.

2. A system of joint use driveways and cross access easements shall be established wherever feasible and shall incorporate the following:

a. A continuous service drive or cross access corridor extending the entire length of each block served to provide for driveway separation consistent with the access management classification system and standards.

b. A design speed of 10 mph and a maximum width of 20 feet to accommodate two-way travel aisles designated to accommodate automobiles, service vehicles, and loading vehicles;

c. Stub-outs and other design features to make it visually obvious that the abutting properties may be tied in to provide cross-access via a service drive;

d. A unified access and circulation system plan for coordinated or shared parking areas is encouraged.

3. Shared parking areas shall be permitted as a reduction in required parking spaces if peak demands do not occur at the same time periods.

4. Pursuant to this section, property owners shall:

a. Record an easement with the deed allowing cross access to and from other properties served by the joint use driveways and cross access or service drive;

b. Record an agreement with the deed that remaining access rights along the roadway will be dedicated to the City and pre-existing driveways will be closed and eliminated after construction of the joint-use driveway;

c. Record a joint maintenance agreement with the deed defining maintenance responsibilities of property owners.

5. The City may reduce required separation distance of access points where they prove impractical, provided all of the following requirements are met:

a. Joint access driveways and cross access easements are provided in accordance with this section.

b. The site plan incorporates a unified access and circulation system in accordance with this section.

c. The property owner enters into a written agreement with the (city/county), recorded with the deed, that pre-existing connections on the site will be closed and eliminated after construction of each side of the joint use driveway.

6. The City may modify or waive the requirements of this section where the characteristics or layout of abutting properties would make a development of a unified or shared access and circulation system impractical.

Access Connection and Driveway Design

1. Driveways shall meet the following standards:

a. If the driveway is a one way in or one way out drive, then the driveway shall be a minimum width of 10 feet and shall have appropriate signage designating the driveway as a one way connection.

b. For two-way access, each lane shall have a minimum width of 10 feet.

2. Driveway approaches must be designed and located to provide an exiting vehicle with an unobstructed view. Construction of driveways along acceleration or deceleration lanes and tapers shall be avoided due to the potential for vehicular weaving conflicts.

3. The length of driveways shall be designed in accordance with the anticipated storage length for entering and exiting vehicles to prevent vehicles from backing into the flow of traffic on the public street or causing unsafe conflicts with on-site circulation.

Requirements for Phased Development Plans

1. *In the interest of promoting unified access and circulation systems, development sites under the same ownership or consolidated for the purposes of development and comprised of more than one building site shall be reviewed as single properties in relation to the access standards of this ordinance. The number of access points permitted shall be the minimum number necessary to provide reasonable access to these properties, not the maximum available for that frontage. All necessary easements, agreements, and stipulations shall be met. This shall also apply to phased development plans. The owner and all lessees within the affected area are responsible for compliance with the requirements of this ordinance and both shall be cited for any violation.*

2. *All access must be internalized using the shared circulation system of the principal development or retail center. Driveways shall be designed to avoid queuing across surrounding parking and driving aisles.*

Nonconforming Access Features

1. *Legal access connections in place as of (date of adoption) that do not conform with the standards herein are considered nonconforming features and shall be brought into compliance with applicable standards under the following conditions;*

   a. *When new access connection permits are requested;*

   b. *Change in use or enlargements or improvements that will increase trip generation.*

Reverse Frontage

1. *Lots that front on more than one street shall be required to locate motor vehicle accesses on the street with the lower functional classification.*

2. *When a residential subdivision is proposed that would abut an arterial, it shall be designed to provide through lots along the arterial with access from a frontage road or interior local road. Access rights of these lots to the arterial shall be dedicated to the City and recorded with the deed. A berm or buffer yard may be required at the rear of through lots to buffer residences from traffic on the arterial. The berm or buffer yard shall not be located with the public right-of-way.*

Connectivity

1. *The street system of proposed subdivisions shall be designed to connect with existing, proposed, and planned streets outside of the subdivision as provided in this Section.*

2. Wherever a proposed development abuts unplatted land or a future development phase of the same development, street stubs shall be provided to provide access to abutting properties or to logically extend the street system into the surrounding area. All street stubs shall be provided with a temporary turn-around unless specifically exempted by the Public Works Director, and the restoration and extension of the street shall be the responsibility of any future developer of the abutting land.

3. Minor collector and local residential access streets shall connect with surrounding streets to permit the convenient movement of traffic between residential neighborhoods or facilitate emergency access and evacuation. Connections shall be designed to avoid or minimize through traffic on local streets. Appropriate design and traffic control such as four-way stops and traffic calming measures are the preferred means of discouraging through traffic.

Access Variances

1. The granting of the variation shall be in harmony with the purpose and intent of these regulations and shall not be considered until every feasible option for meeting access standards is explored.

2. Applicants for a variance from these standards must provide proof of unique or special conditions that make strict application of the provisions impractical. Applicants shall include proof that:

a. Indirect or restricted access cannot be obtained;

b. No engineering or construction solutions can be applied to mitigate the condition; and

c. No alternative access is available from a street with a lower functional classification than the primary roadway.

3. No variance shall be granted where such hardship is self-created.

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17.40.130 Standards for Transportation Projects

All transportation facilities will conform with the Transportation System Plan street development standards. Changes in the specific alignment of proposed public roads and highways shall be permitted without plan amendment if the new alignment falls within a transportation corridor identified in the Transportation System Plan. Transportation projects involving the operation, maintenance, repair, and preservation of existing facilities that are consistent with the Transportation System Plan, the classification of that roadway and approved road standards shall be allowed, except where specifically regulated (i.e. within a floodplain). Dedication of right-of-way, authorization of construction and the construction of facilities and improvements shall be allowed, where the improvements are

consistent with the Transportation System Plan, the classification of the roadway and approved road standards. For state projects that require an Environmental Impact Statement (EIS) or Environmental Assessment (EA), the draft EIS or EA shall serve as the documentation for local land use review, if local review is required. More specifically, uses will be permitted as follows:

(A) Uses Permitted Outright

1. Normal operation, maintenance, repair, and preservation activities associated with transportation facilities.
2. Installation of culverts, pathways, fencing, guardrails, lighting, and similar types of improvements that take place within the existing right-of-way.
3. Projects specifically identified in the Transportation System Plan as not requiring further land use regulation.
4. Landscaping as part of a transportation facility.
5. Emergency measures as necessary for the safety and protection of property.
6. Acquisition of right-of-way for public roads, highways, and other transportation projects identified in the Transportation System Plan are permitted outright, except for those that are located in exclusive farm or forest zones.

(B) Conditional Uses Permitted

Construction, reconstruction, or widening of highways, roads, bridges, or other transportation projects that are: (1) not specifically identified in the Transportation System Plan or (2) not designed and constructed as part of a subdivision or planned development subject to site plan and /or conditional use review, shall comply with the Transportation System Plan and applicable standards, and shall address the following

1. criteria. For state projects that require an EIS or EA, the draft EIS or EA shall be reviewed and used as the basis for findings to comply with the following criteria:

- **The project is designed to be compatible with existing land use and social patterns,** including noise generation, safety, and zoning.
- The project is designed to minimize avoidable environmental impacts, to identified wetlands, wildlife habit, air and water quality, and cultural resources.
- The project preserves or improves the safety and function of the facility through access management, traffic calming, or other design features.
- The project includes provision for bicycle and pedestrian circulation as consistent with the Land Use Plan and other requirements of this ordinance.

2. Construction of rest areas, weigh stations, and temporary storage and processing sites.
3. If review under this section indicates that the use or activity is inconsistent with the Transportation System Plan, the procedure for a plan amendment, including any necessary goal exceptions, shall be undertake prior to or in conjunction with the conditional permit review.

CHAPTER 17.44 CONDITIONAL USES

Chapters:

provisions of this subsection based on their development and/or review of the structural design, specifications and plans. Such certifications shall be provided to the county building inspector.

2. Nonresidential structures that are elevated, not floodproofed, must meet the same standards for space below the lowest floor.

3. Applicants floodproofing nonresidential buildings shall be notified that flood insurance premiums will be based on rates that are one foot below the floodproofed level (e.g., a building constructed to the base flood level will be rated as one foot below that level).

C. Manufactured Homes. All manufactured homes to be placed or substantially improved within Zones A1-30, AH and AE shall be elevated on a permanent foundation such that the lowest floor of the manufactured home is at or above the base flood elevation and be securely anchored to an adequately anchored foundation system in accordance with the provisions of Section 17.48.040(B).

D. Floodways. Since the floodway is an extremely hazardous area due to the velocity of floodwaters which carry debris, potential projectiles, and have erosion potential, the following provisions apply:

1. Encroachments are prohibited, including fill, new construction, substantial improvements, and other development unless certification by a registered professional engineer orarchitect is provided demonstrating that encroachments shall not result in any increase in flood levels during the occurrence of the base flood discharge.

2. If subsection (D)(1) of this section is satisfied, all new construction and substantial improvements shall comply with all applicable flood hazard reduction provisions of Sections 17.48.040 and 17.48.050 limitations.

3. Prohibit the placement of any manufactured homes, except in an existing manufactured home park or existing manufactured home subdivision. (Ord. 5-1983 par 12.03(part))

17.48.060 Warning and disclaimer of liability.

The degree of flood protection required by this chapter is considered reasonable for regulatory purposes and is based on scientific and engineering considerations. Larger floods can and will occur on rare occasions. Flood heights may be increased by man-made or natural causes. This chapter does not imply that land outside the areas of special flood hazards or uses permitted within such areas will be free from flooding or flood damages. This chapter shall not create liability on the part of the city of Elgin, or the Federal Emergency Management Agency for any flood damages that result from reliance on this chapter or any administrative decision lawfully made thereafter. (Ord. 5-1983 par 12.04)

Chapter 17.50 Downtown Overlay Zone

17.50.010 Purpose: The downtown overlay zone is a superimposed zone applied in combination with existing identified zones for the purpose of promoting the a vital active pedestrian oriented district to support and transition to the CBD

17.50.020The downtown overlay zone is identified as a superimposed zone over the existing Elgin plan/zoning map.

17.50.030Permitted Uses
Professional uses
Retail on the first floor of any building
15.50.040 Design Standards: The city administrator shall provide a developer with a copy of the downtown overlay design standards and check list. The developer shall be responsible for implementing a majority of the design standards in a commercial or multifamily residential project.

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CHAPTER 17.52 VARIANCES

Sections:

17.52.010 Authorization to grant or deny variances.

The city council may authorize variances from the requirements of this title where it can be shown that, owing to special and unusual circumstances related to a specific piece of property, the literal interpretation of this title would cause undue or unnecessary hardship, except that no variance shall be granted to allow the use of property for purposes not authorized within the zone in which the proposed use would be located. In granting a variance the city council may attach conditions which it finds necessary to protect the best interests of the surrounding property or neighborhood and to otherwise achieve the purposes of this title. (Ord. 5-1983 par 13.01)

17.52.020 Conditions for granting of variance.

No variance shall be granted by the city council unless it can be shown that all of the following conditions exist:

A. Exceptional or extraordinary conditions applying to the property that do not apply generally to other properties in the same zone or vicinity, which conditions are a result of lot size or shape, topography, or other circumstances over which the applicant has no control.

B. The variance is necessary for the preservation of a property right of the applicant substantially the same as is possessed by owners of other property in the same zone or vicinity.

C. The authorization of the variance shall not be materially detrimental to the purposes of this title, be injurious to the property in the zone or vicinity in which the property is located, or be otherwise detrimental to the objectives of any municipal development plan or policy.

D. The variance request is the minimum variance from the provisions and standards of this title which will alleviate the hardship. (Ord. 5-1983 par 13.02)

17.52.030 Variance procedure.

The procedure to be followed in applying for and acting on a

variance shall be substantially the same as provisions for a conditional use, except that notice of the public hearing need only be mailed to property owners within three hundred (300) feet of the applicant's property. (Ord. 5-1983 par 13.03)

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CHAPTER 17.56 SITE PLAN REVIEW

Sections:

17.56.010 Purpose and intent.

The purpose of this chapter is to explain the type of information which must be included on all site plans as well as explain the site plan review process. Compliance with this chapter is necessary, where required by this title, prior to a building permit being issued. (Ord. 5-1983 par 14.01)

17.56.020 Site plan contents.

All site plans shall include the following information as well as any additional information which may be required by the city council:

A. Lot dimensions;

B. Existing and proposed structures: location, dimensions, height, size and type;

C. Existing and proposed fences and signs: height, size and type;

D. Off-street parking: location, number and size of spaces, traffic flow;

E. Access points, including loading and unloading areas~~,~~ and proposed connections to adjoining streets in order to insure adequate traffic circulation for Elgin's transportation system

F. Existing and proposed lighting;

G. Landscaping, type of irrigation;

H. All existing and proposed utility lines and size;

I. Any elevation lines at five-foot intervals. (Ord. 5-1983 par 14.02)

J. The location width and purpose of easements

K. The location and design of existing bicycle and pedestrian facilities including bicycle parking facilities

L. If direct access to Oregon Highway 82 or 204 is proposed, access must be provided in a manner consistent with the access management provisions and spacing standards set for the in the Transportation System Plan. For areas within the CBD, access will be consistent with the Special Transportation Area Plan. Within the CBD, efforts must be made to limit access points though the use of:

1. Shared driveways
2. Alleyways
3. Shared Parking

17.56.30 Site Plan Review Procedures for Access Management

1. Applicants shall submit a preliminary site plan for review by City of Elgin. At a minimum, the site plan shall show:

a. Location of existing and proposed access point(s) on both sides of the road where applicable;

b. Distances to neighboring constructed access points, median openings (where applicable), traffic signals (where applicable), intersections, and other transportation features on both sides of the property;

c. Number and direction of lanes to be constructed on the driveway plus striping plans;

d. All planned transportation features (such as sidewalks, bikeways, auxiliary lanes, signals, etc.);

e. Parking and internal circulation plans including walkways and bikeways;

f. A detailed description of any requested variance and the reason the variance is requested.

2. Subdivision and site plan review shall address the following access criteria:

a. All proposed roads shall follow the natural topography and preserve natural features of the site as much as possible. Alignments shall be planned to minimize grading.

b. Access shall be properly placed in relation to sight distance, driveway spacing, and other related considerations, including opportunities for joint and cross access.

c. The road system shall provide adequate access to buildings for residents, visitors, deliveries, emergency vehicles, and garbage collection.

d. An internal pedestrian system of sidewalks or paths shall provide connections to parking areas, entrances to the development, and open space, recreational, and other community facilities associated with the development. Streets shall have sidewalks on both sides. Pedestrian linkages shall also be provided to the peripheral street system.

e. The access shall be consistent with the access management standards adopted in the Transportation System Plan.

3. Any application that involves access to the State Highway System shall be reviewed by the Oregon Department of Transportation for conformance with state access mangment standards

17.56.030 Complete information.

Site plans shall be submitted to and reviewed by the city council unless otherwise specified under the individual zones or title provision. Said site plan shall be accepted only if all the

necessary information is provided in diagram form or written explanation and accompanied by any necessary filing fee. The site plan will be either approved, conditionally approved pending modification or denied. (Ord. 5-1983 par 14.03)

17.56.040 Review criteria.

All site plans shall be reviewed to determine their compliance with the purpose and intent of the applicable portion of this title where they are to be constructed. If the proposed site plan would substantially depreciate property values in the vicinity or would unreasonably interfere with the use or enjoyment of the property in the vicinity by the occupants or endanger the public peace, health, safety or general welfare, such site plan shall be denied. (Ord. 5-1983 par 14.04)

17.56.050 Performance agreement.

A. A signed performance agreement shall be required and a bond, cash deposit, or other mutually agreeable means of insuring compliance may be required in order to insure completion of the approved site plan.

B. No deviation from the approved site plan will be permissible without approval of the city council. (Ord. 5-1983 par 14.05)

CHAPTER 17.60 AMENDMENTS

Sections:

17.60.010 Initiation.

The council may on its own motion, or upon property owner petition, after public notice and hearing, amend the text of the Elgin land use plan and the zoning or partition and subdivision Ordinance, and the Transportation System Plan—and change plan and zone boundaries. (Ord. 5-1983 par 15.01)Amendments will address Transportation System Plan policies and standards.

17.60.020 Notice.

A. A plan or zoning map change may be made only after notice to the owners of record of the properties within the area proposed for change, and to those other property owners of record within the area determined by the council to be that which is logical for inclusion in the change, and to those property owners within two hundred (200) feet of such areas. Width of streets and of alleys shall be excepted in the measurement of areas mentioned above.

B. A proposal to amend the land use plan or zoning or partition and subdivision ordinance or Transportation System Plan to adopt a new land use

regulation shall be submitted to the Director of the Oregon Department of Land Conservation and Development and the Oregon Department of Transportation Region 5 office at least forty-five (45) days before the final city council hearing on adoption. The proposal submitted shall contain ~~four~~ three copies of the text and any supplemental information the city believes is necessary to inform the Director of DLCD and ODOT Region 5 as to the effect of the proposal and shall
indicate the date of the final hearing on adoption by the city council. (Ord. 5-1983 par 15.02)

17.60.030 Petitions.

A. All changes except those initiated by the city council shall be made upon petition bearing the signatures of fifty (50) or more percent of the owners of record of the property within the area proposed for amendment, and within two hundred (200) feet from the boundaries of such area. Width of streets and alleys excepted. Such petition shall properly identify the property proposed for amendment and shall contain the correct addresses of those owners of record concerned in the area proposed for amendment and within all surrounding areas as set forth above.

B. The petition shall set forth the proposed change and the reason for the change in question. Prior to any hearing, the city council shall review the petition and determine if additional area should be included for amendment consideration.

C. The costs to consider any amendment not initiated by the city council shall be paid by the petitioners prior to the hearing. (Ord. 5-1983 par 15.03)

17.60.040 Public hearing.

A. The city council shall afford all interested persons an opportunity to be heard on the amendment proposal, at a public hearing. The time and place of same to be stated in notices mailed to the last known addresses of all property owners of record within the area proposed for amendment and in the contiguous area, as set forth above.

B. Notice of said public hearing shall be published in accord with state law, and in no case shall be published less than once within the week in which the meeting is to be held and shall state the facts pertinent to the hearing. If a petition is presented protesting against said amendment proposal, duly signed by fifty-one (51) or more percent of the owners of record, of the area proposed for amendment and the area within two hundred (200) feet of such as defined above, then the proposed amendment shall not be allowed. (Ord. 5-1983 par 15.04)

17.60.~~050~~ 060 Notice of final action.

Notice of city council final action shall be given in the following:

A. The signed copy of each amendment to the land use plan or a land use regulation shall be maintained on file in the office of the city clerk. Additional copies shall be made available to the public.

B. ~~Four~~ Threecopies of the ordinance amending the land use plan or land use regulation, or new land use regulations and findings to support the adoption shall be mailed or otherwise submitted to the

Director of the Oregon DLCD and ODOT Region Five within five days after the final
decision by the city council. (Ord. 5-1983 par 15.05)

17.60.050 Findings

In considering an amendment, the City Council shall seek to determine that:

a) **The change is in accord with the Land Use Plan for the area, and**

b) **There has either been a substantial change in the character of the area since the current zoning was adopted which warrants changing the zone, or the zoning adopted for the area was in error, and**

c) **If the amendment significantly affects a transportation facility, the amendment shall assure that land uses are consistent with the function, capacity, and level of service of the facility identified in the Transportation System Plan. This shall be accomplished by one of the following:**

- **Limiting allowed land uses to be consistent with the planned function of the transportation facility;**
- **Amending the Transportation System Plan to ensure that existing, improved, or new transportation facilities are adequate to support the proposed land uses consistent with the requirement of the Transportation Planning Rule; or,**
- **Altering land use designations, densities, or design requirements to reduce demand for automobile travel and meet travel needs through other modes.**

A plan or land use regulation amendment significantly affects a transportation facility if it:

- **Changes the functional classification of an existing or planned transportation facility;**
- **Changes standards implementing a functional classification system;**
- **Allows types or levels of land use that would result in levels of travel or access that are inconsistent with the functional classification of a transportation facility; or**
- **Would reduce the level of service of the facility below the minimum acceptable level identified in the Transportation System Plan.**

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CHAPTER 17.64 ADMINISTRATION AND ENFORCEMENT

Sections:

17.64.010 Appeals from rulings on permits.

Any interested citizen of the city may appeal to the city council any ruling pertaining to the granting or denial of any permit applied for under this title when such ruling is adverse to his interests, by filing with the city recorder within ten (10) days from such ruling a written notice stating with reasonable accuracy the particular ruling from which appeal is made, and state the grounds therefor. Thereupon, the recorder shall forthwith obtain all papers constituting the record upon which the action appealed from is based, and refer the same to the city council. The city council may request any additional evidence as either deems relevant to the issues involved, and within thirty (30) days and after a public hearing thereon, the city council shall have the

Appendix III - Proposed Subdivision, chapter 16

SUBDIVISIONS -
CHAPTERS
16.04 General Provisions
16.08 Application and Tentative Plan
16.12 Final Plat
16.16 Design Standards
16.20 Improvements
16.24 Street Creation and Approval
16.28 Exceptions, Modifications, Appeals and Enforcement

Chapter 16.04 GENERAL PROVISIONS
Sections:

16.04.010 Title.
This title shall be known as the subdivision and partition ordinance of the city of Elgin, Oregon. (Ord. 1-1990 par 1)

16.04.020 Purpose.
The purpose of this title is to allow for the orderly and economic development of land under the jurisdiction of the city of Elgin, Oregon.
This title provides rules, regulations and standards to govern the approval of subdivisions and partitions. This title is intended to insure adequate provision for traffic movement, light and air, water supply, sewerage, drainage, and community facilities, and in general to protect the public health, safety and welfare. (Ord. 1-1990 par 2)

16.04.030 Approval of subdivisions and partitions.
All subdivisions, partitions, and streets or ways created for the purpose of partitioning land shall be approved by the city council in accordance with these regulations and the Transportation System Plan(TSP). A person desiring to subdivide land, partition land or create a street or way for the purpose of partitioning, shall submit tentative plans and final documents for approval as provided in this title, the TSP and in the state law. (Ord. 1-1990 par 3)

If any parcel of land proposed for development joins Oregon Highways 82 or 204 then the applicant shall notify ODOT, Region 5 Office prior to submitting any land use application. The purpose for this contact is to involve ODOT, Region 5 at the beginning of the

application process so that the property owner/developer has the benefit of ODOT comments prior to submitting a site plan, conditional use application, or tentative plat map. The identification of access points with potential safety hazards indicates an opportunity for ODOT review prior to Elgin's final decision on the land use application.

16.04.040 Definitions.

"Building" means a structure built for the support, shelter or enclosure of persons, animals, chattels or property of any kind.

"Building line" means a line on a plat indicating the limit beyond which buildings or other structures may not be erected. "City" means the city of Elgin, Oregon, or that person authorized by the council to act on behalf of the city.

"Comprehensive plan" means any plan or plans adopted by the city council for the guidance of growth and improvement of the city. Such plan(s) may include land use, transportation, public facilities and services, and similar elements, any of which may be adjusted from time to time to meet changing conditions or unanticipated problems and conditions affecting the public or landowners.

"Council" means the Elgin city council.

"Developer" means the property owner or authorized representative thereof partitioning or subdividing land.

"Easement" means a grant of the right to use a strip of land for specific purposes.

"Frontage" means all of the property abutting a street.

"Lot" means a unit of land that is created by a subdivision of land.

"Lot, Double Frontage" means a lot having frontage on two parallel or approximately parallel streets other than alleys. "Major partition" means a partition creating two or three parcels, and which includes the creation of a road or street, i.e., utilization of a means of access not previously approved for partitioning or subdividing.

"Minor partition" means a partition creating two or three parcels, and which does not include the creation of a road or street, or utilization of a means of access not previously approved for partitioning or subdividing.

"Parcel" means a unit of land that is created by a partitioning of land.

"Partition land" means to divide an area or tract of land into two or three parcels of land within a calendar year, but does not include the following:

1. A division of land resulting from lien foreclosure,

foreclosure of a recorded contract for the sale of real property or the creation of cemetery lots;

2. An adjustment of a property line by the relocation of a common boundary where an additional unit of land is not created and where the existing unit of land reduced in size by the adjustment is not reduced below the minimum lot size established by an applicable zoning ordinance; or

3. A sale or grant by a person to a public agency or public body for state highway, county road, city street or other right-of-way purposes; provided, that such road or right-of-way complies with the applicable comprehensive plan and ORS 215.213(2)(q) to (s) and 215.283(2)(p) to (r).

"Partition plat" means and includes a final map and other writing containing all the descriptions, locations, specifications, provisions and information concerning a major or minor partition.

"Partitioner" means any person commencing proceedings under this title to effect a partition of land hereunder for himself or for another.

"Pedestrian way" means a dedicated right-of-way or easement for pedestrian traffic.

"Person" mean an individual, firm, partnership, corporation, company, association, syndicate or any legal entity, and including any trustee, receiver, assignee or other similar representative thereof.

"Planning official" means the council or that official designated by the city council to administer this title or parts thereof.

"Plat" means a final subdivision plat, replat or partition plat.

"Replat" means a final map of the reconfiguration of lots and easements of a recorded subdivision or partition plat and other writings containing all the descriptions, locations, specifications, dedications and provisions and information concerning a recorded partition or subdivision.

"Reservestrip" means a narrow strip of land adjacent to a right-of-way dedicated to exclusive vehicular ingress or egress from the right-of-way. Also called street plugs.

"Right-of-way" means the area between boundary lines of a street or other easement.

"Roadway" means the portion or portions of a street right-of-way developed for vehicular traffic.

"Sidewalk" means a pedestrian walkway with permanent surfacing.

"Street" means a public or private way which is used or intended to provide ingress or egress to one or more lots, parcels, areas or tracts of land, excluding a private way that is created to provide ingress or egress to such land in conjunction with forestry, mining or agricultural uses.

"Alley" means a narrow street through a block primarily for access by service vehicles to the back or side of properties fronting on another street.

"Arterial" means a street of considerable continuity which is primarily for inter-communication between large areas, and identified as an arterial street in the comprehensive plan.

"Collector" means a street supplementary to the arterial street system and a means of intercommunication between this system and smaller areas; used partly by through traffic and partly for access to abutting properties, and identified as a collector street in the comprehensive plan.

"Cul-de-sac (dead end street)" means a short street with one end open to traffic and the other terminated by a vehicle turnaround.

"Half street" means a portion of the width of a street, usually along the edge of a subdivision, where the remaining portion of the street could be provided in another subdivision.

"Marginal access street" means a cul-de-sac street, driveway, lane or frontage road, generally providing access to a limited number of abutting lots.

"Minor streets" means a street used primarily for access to abutting lots, and having greater anticipated traffic demands than marginal access streets.

"Subdivide land" means to divide land into four or more lots within a calendar year.

"Subdivider" means any person commencing proceedings under this title to effect a subdivision of land herein for himself or for another.

"Subdivision" means either an act of subdividing land or an area or tract of land subdivided.

"Tentative plan" means that drawing and related material submitted

as a preliminary plat by a subdivider or partitioner. (Ord. 1-1990 par 4)

16.04.050 Scope of regulations.

A. This title shall be applicable to creation or adjustment of all lots and parcels.

B. Partition and subdivision plats, and streets and ways created for the purpose of dividing land shall be approved by the city in accordance with these regulations prior to the sale of any such lot or parcel. All changes in property boundary lines shall be in accordance with these regulations.

C. A person desiring to subdivide or partition land within the incorporated area of the city shall submit tentative plans and final documents for approval as provided in this title and state law.

D. Recording of a Lot or Parcel. No lot or parcel created by subdividing or by major or minor partitioning shall be submitted for recording with the Union county clerk nor have any validity unless it has been approved as required by this title.

E. No person shall dispose of, transfer or sell, any lot in any partition or subdivision with respect to which approval is required by this title.

In negotiating to sell a lot in a subdivision or convey any interest in a parcel in any partition a person may use the approved tentative plan for such subdivision or partition.

F. Permits. No building permit, or permit for the connection to a water or a sewage disposal system shall be issued for any structure on a parcel or lot in a partition or subdivision for which the tentative plan or plat has not been approved and recorded in a manner prescribed in this title.

G. The city will withhold all public improvements, including maintenance of streets and roads, from a partition or subdivision which has not been approved and recorded in the manner prescribed in this title. (Ord. 1-1990 par 5)

Chapter 16.08 APPLICATION AND TENTATIVE PLAN

Sections:

16.08.010 Application. A partitioner or subdivider shall submit an application on forms provided by the city accompanied by a tentative plan showing the general design of the proposed subdivision or partition accompanied by the prescribed fee. (Ord. 1-1990 par 5A)

If any parcel of land joins Oregon Highways 82 or 204 then the applicant shall notify and coordinate with the City of Elgin and the ODOT District Manager (ODOT, Region 5) prior to submitting any land use application. The purpose for this contact is to involve ODOT at the beginning of the application process so that the property owner/developer has the benefit of ODOT comments prior to submitting a site plan, conditional use application, or tentative plat map. The identification of access points with potential safety hazards indicates an opportunity for ODOT review prior to Elgin's final decision on the land use application.

16.08.020 Submission of tentative plan.

The partitioner or subdivider shall prepare a tentative plan, together with improvement plans and other supplementary materials as specified in this title. The partitioner or subdivider shall submit five copies of the tentative plan to the planning official at least fifteen (15) days prior to the city council meeting at which the tentative plan will be considered. The tentative plan need not be a finished drawing as required for a final plat, but it should show all pertinent information to scale in order that the council may properly review the proposed development. Upon receipt of the tentative plan the city recorder shall schedule a public hearing before the council to review, accept testimony, deliberate and make a decision on the tentative plan. The city recorder shall give notice ten days prior to the public hearing to affected agencies, interested persons and adjacent landowners within three hundred (300) feet of the external property boundaries. (Ord. 1-1990 par 5B)

16.08.030 Scale.

The tentative plan shall be drawn on a sheet eighteen (18) by

twenty-four (24) inches in size at a scale of one inch equals one hundred (100) feet. (Ord. 1-1990 par 6)

16.08.040 General information.

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

A. Proposed name of a subdivision shall not duplicate, sound like or resemble the name of another subdivision in the county and shall be approved by the council;

B. Date, north point and scale of drawing;

C. Appropriate identification clearly stating the map is a tentative plan;

D. Location of the partition or subdivision sufficient to define the location and boundaries of the proposed tract;

E. Names and addresses of the owner, partitioner or subdivider, and engineer or surveyor. (Ord. 1-1990 par 7)

16.08.050 Existing conditions.

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

A. The location, widths and names of both opened and unopened streets within or adjacent to the tract, together with easements and other important features, such as section lines, corners, city boundary lines and monuments;

B. Contour lines having the following minimum intervals: two-foot contour intervals for ground slopes of less than ten (10) percent, and ten (10) foot contour lines for slopes of more than ten (10) percent. The elevations of all control points which are used to determine the contours shall be indicated and must be the United States Geodetic Survey;

C. The location within the partition or subdivision and in the adjoining streets and property of existing sewers, water mains, culverts, drain pipes, and electric lines proposed to service the property;

D. Zoning within and adjacent to the tract. (Ord. 1-1990 par 8)

16.08.060 Proposed design.

The following information shall be included on the tentative plan:

A. The location, width, names, approximate grade of all streets. The relationship of all streets to any projected streets as shown

on any
plan adopted by the city, or, if no such plan has been adopted, as may
be identified by the city council in order to assure adequate traffic
circulation;

B. The location, width and purpose of easements;

C. The location and approximate dimensions, and proposed parcel
or lot numbers of all parcels and lots and block numbers or letters of
all blocks. (Ord. 1-1990 par 9)

D.The location and design of existing and proposed bicycle and pedestrian facilities, including bicycle parking facilities.

E. If direct access to Oregon Highways 82 or 204 is proposed, access must be provided in a manner consistent with the access management provisions and spacing standards identified in the Transportation System Plan and approved by ODOT. Within the Downtown Overlay District, the plan must show why access to Highways 82 or 204 is necessary. The plan should consider shared driveways or the use of alleyways if access is necessary

16.08.070 Partial development.

Where the plat contains only part of the tract owned or controlled
by the developer, the city council may require a sketch of a tentative
layout for streets in the unpartitioned or unsubdivided portion to insure adequate traffic and pedestrian circulation. (Ord.
1-1990 par 11)

16.08.080 Supplementary information with tentative plan. The
following information shall be required by the city and, if it can not
be shown practicably on the tentative plan, it shall be submitted in
separate statements accompanying the tentative plan: A. A vicinity map, showing existing adjacent ownership to the proposed partition or subdivision, and showing how proposed streets and utilities
may be extended to connect to existing and proposed streets and utilities;

B. Proposed deed restrictions, if any, in outline form;

C. Improvements to be made by the developer and the approximate time
such improvements are to be completed. Sufficient detail regarding proposed improvements shall be submitted so that they may be checked for
compliance with city-approved standards, and with the objectives of this
title, state laws, and other applicable city ordinances. If the nature
of the improvements is such that it is impractical to prepare all necessary details prior to the approval of the tentative plan, the

additional details shall be submitted at least thirty (30) days prior to the time approval of the final plat is requested;

D. All persons offering for filing an approved plan, plat or replat of subdivisions or partitions for a parcel of land outside the boundaries of an irrigation district, drainage district, water control district, or district improvement company must file a statement of water rights. If a water right is appurtenant to the lands of the subdivision or partition the statement of water rights and a copy of the plan, plat or replat must be submitted to the Oregon Water Resources Department. A copy of the acknowledgment from the Water Resources Department must be submitted with the plan, plat or replat to the Union County clerk.

(Ord. 1-1990 par 12)

16.08.090 **Supplemental plans with tentative plan.**

The following information shall be submitted with the tentative plan:

A. Proposed street designation, e.g., arterial, collector, etc., and approximate centerline profiles with extensions for a reasonable distance beyond the limits of the proposed partition or subdivision showing the approximate grade of streets and the nature and extent of street construction;

B. A plan for domestic water supply, including the source, and plans for water lines;

C. Proposals for sewage disposal, storm-water drainage and flood control, including profiles of proposed drainage ways;

D. Proposals for other improvements such as television cable service, telephone, electric and gas utilities;

E. Present and future service capability of the school district;

F. Such additional information as may be required by the city to insure compliance with the objectives of this title. (Ord. 1-1990 par 12A)

G. Traffic Studies. All land use actions, new developments, and/or redevelopments accessing the transportation system will need to provide traffic impact studies to the city and appropriate agencies (Union County and/or ODOT) if the proposed use meets one or more of the following traffic impact study thresholds. All traffic impact studies will need to be prepared by a registered professional engineer.

1. The proposed use shall impose an undue burden on the public transportation system. For development that are likely to generate more than 400 average daily motor vehicle trips (ADTs), the applicant shall provide adequate information, such as a traffic impact study or traffic counts, to demonstrate the level of impact to the surrounding street system.

2. Trip Generation Threshold - 50 newly generated vehicle trips, inbound and outbound during the adjacent street peak hour.

3. Mitigation Threshold - installation of any traffic control device and/or construction of any geometric improvements that will affect **the progression or operation of traffic traveling, entering, or existing** the highway.

4. Heavy Vehicle Trip Generation Threshold - 20 newly generated heavy vehicle trips (inbound and outbound) during the day.

The determination of impact or effect and the scope of the impact study shall be coordinated with the provider of the affected transportation facility. The Trip Generation estimates should be based on the latest addition of the Institute of Transportation Engineers Trip Generation Manual. The developer shall be required to mitigate impacts attributable to the project.

16.08.100 Preliminary review of proposal.

The planning official shall within ten (10) days furnish one copy of the tentative plans and supplementary material to each local, state or federal official or agency that may have an interest or responsibility in the proposal. These agencies will be given a reasonable time to review the plan, suggest revisions, and return the plans to the city. (Ord. 1-1990 par 13)

16.08.110 Consideration of the tentative plan.

A. At the next available regular city council meeting following submission of the proposed plat, the city council shall review the plan and the reports of the officials and agencies listed above. The city council may approve the tentative plan as submitted or as it may be modified. If the city council does not approve the plan, it shall express its disapproval and its reasons therefor.

B. No plat for any proposed subdivision or partition may be considered for approval until the tentative plan has been approved by the city council. Approval by the city council of such tentative plan

shall be binding upon the city for the purposes of the preparation of the subdivision or partition plat.

C. No tentative plan for a proposed subdivision and no tentative plan for a proposed major partition shall be approved unless:

1. The streets and roads are laid out so as to conform to the plat of subdivisions and major partitions already approved for adjoining property as to width, general direction and in all other respects unless the city determines it is in the public interests to modify the street or road pattern;

2. Streets and roads held for private use are clearly indicated on the tentative plan and all reservations or restrictions relating to such private roads and streets are set forth thereon;

3. The tentative plan complies with the applicable zoning ordinance and regulations that are then in effect.

D. The action of the city council shall be noted on two copies of the tentative plan, including reference to any attached documents describing conditions imposed by the council. The city council shall return one copy to the developer and retain the other. (Ord. 1-1990 par 14)

Chapter 16.12 FINAL PLAT

Sections:

16.12.010 Submission of final plat.

Within one year after approval of the tentative plan, the developer shall cause the partition or subdivision or any part thereof to be surveyed and a final plat prepared in conformance with the tentative plan as approved. Upon completion of improvement requirements, the developer shall submit the original and five prints of the final

plat, and any supplementary information to the planning official. If the developer wishes to proceed with the partition or subdivision after the expiration of the one-year period following the approval of the tentative plan by the council, he must resubmit his tentative plan to the council and make any revisions which the council considers necessary to meet changed conditions. (Ord. 1-1990 par 15)

16.12.020 Final plat requirements.

The final plat, known as the partition plat or subdivision plat, shall conform to surveying requirements in ORS 92.050 through 92.080, except any parcels created that are greater than ten (10) acres need not be surveyed or monumented. In addition to specific action in Oregon Revised Statutes, the following information shall be shown on the final plat:

A. The date, scale, north point, explanation and controlling topography such as bluffs, creeks, and other bodies of water, and existing features such as highways and railroads;

B. Legal description of the tract boundaries;

C. Name of the owner, partitioner or subdivider and surveyor;

D. The exact location and width of streets and easements intersecting the boundary of the tract;

E. The width of the portion of streets being dedicated, with the width of any existing right-of-way, and the width on each side of the centerline. For streets on curvature, curve data shall be based on the street centerline. In addition to the centerline dimensions, the radius and central angle shall be indicated;

F. Lot numbers beginning with the number 1 and numbered consecutively in each block, and the area of each lot containing one acre or more to the nearest hundredth of an acre;

G. Block letters beginning with letter A and continuing consecutively without omission or duplication throughout a subdivision. The letters shall be solid, of sufficient size and thickness to stand out and be so placed as not to obliterate any figure. Block letters in an addition to a subdivision of the same name shall be a continuation of the lettering in the original subdivision;

H. The City shall preserve right-of-way for planned transportation facilities through exactions, voluntary dedications or

setbacks so that ~~L~~ land parcels to be dedicated for any purpose, public or private, to be distinguished from lots intended for sale;

I. Building setback lines, if any, are to be made a part of the partition or subdivision restrictions;

J. The following certificates which may be combined where appropriate:

1. A certificate signed and acknowledged by all parties having any record title interest in the land partitioned or subdivided, consenting to the preparation and recording of the plat,

2. A certificate signed and acknowledged as above, dedicating all rights-of-way, parcels or lots of land shown on the final map intended for any public use. Streets and roads for public use are dedicated without any reservation or restriction other than reversionary rights upon vacation,

3. An affidavit signed by the registered surveyor responsible for the land survey and final map per ORS 92.070,

4. Other certifications now or hereafter required by law.

(Ord. 1-1990 par 16)

16.12.030 Supplementary information with final plat.

The following data shall accompany the final plat:

A. A preliminary title report issued by a title insurance company in the name of the owner of the land, showing all parties whose consent is necessary and their interest in the premises;

B. Certification that domestic water and sewage disposal systems are available to the lot line of each and every lot in a subdivision and assurance by the subdivider the systems will be installed, or alternative systems will be provided according to ORS 92.090(4) and (5) provisions;

C. A copy of any deed restrictions applicable to the partition or subdivision;

D. A certificate by the city that the partitioner or subdivider has complied with one of the following alternatives:

1. All improvements have been installed in accordance with the requirements of these regulations and with the action of the council in giving approval of the tentative plan, or

2. An agreement has been executed as provided in Sections 16.20.010 and 16.20.020 to assure completion of required improvements.

(Ord. 1-1990 par 17)

16.12.040 Technical review.

Upon receipt by the city, the final plat and other accompanying data shall be reviewed by the planning official. The planning official may make such checks in the field as are necessary to verify that the plat is correct, and city representatives may enter the property for this purpose. Certification by the county surveyor shall be used to determine that the plat and survey are technically correct. The planning official shall review the final plat and documents to determine the following:

A. Private streets and roads conform to the tentative plan;

B. Subdivision or partition plat conforms with any applicable zoning ordinances and regulations that are in effect; C. Donation and explanation of common improvements are recorded and referenced on the partition or subdivision plat; D. The final plat conforms with the approved tentative plan;

E. Compliance with other provisions of Oregon Revised Statutes and this title. (Ord. 1-1990 par 18)

16.12.050 Approval of final plat.

If the planning official determines that the final plat conforms fully with all applicable regulations and standards, he shall so advise the mayor. The final plat shall then be placed on the next feasible council agenda, and if the council agrees that the partition or subdivision has complied with the requirements for tentative plan and final plat approval, it shall be approved and signed. If the city council does not approve the plat, it shall advise the developer of the changes or additions that must be made and shall afford him an opportunity to make the necessary changes. Approval shall be indicated by signature of the mayor. (Ord. 1-1990 par 19)

16.12.060 Before recording partition or subdivision plat with county clerk.

A. Petitioner or subdivider shall file a statement of water rights with the Water Resources Department and a copy of acknowledgment from the Water Resources Department when required and per provisions in ORS 92.120(5) and 92.122.

B. All ad valorem taxes shall be paid per ORS 92.095.

C. The partitioner shall submit the final plat for approval by the county surveyor per ORS 92.100(3) provisions. The county surveyor

shall collect from the partitioner a fee of one hundred dollars ($100.00) plus five dollars ($5.00) for each parcel in the partition.

D. The subdivider shall submit the final plat for approval by the county surveyor, county assessor and city council before recording with the county clerk per ORS 92.100(1) and (2). The subdivider shall pay the county surveyor per the same fee schedule in subsection C of this section. (Ord. 1-1990 par 20)

16.12.070 Recording partition or subdivision plat with county clerk.

The partition or subdivision plat when approved as required and upon payment of the fees provided by law shall be recorded with the county clerk. Approval of the final plat shall be null and void if the plat is not recorded within thirty (30) days after the date the last required signature has been obtained or within ninety (90) days after council approval. (Ord. 1-1990 par 21)

16.12.080 Amendments to recorded partition and subdivision plats.

A. Any recorded partition or subdivision plat may be a amended by an affidavit of correction per ORS 92.170 provisions. B.

Any recorded partition or subdivision plat may be replatted per ORS 92.180 through 92.190 provisions.

C. Any boundary of lots or parcels in a recorded subdivision or partition plat may be adjusted as long as no new parcels or lots are created, the adjustment does not reduce a lot or parcel below the minimum parcel size of the applicable zone(s), and each adjusted boundary is surveyed and filed with the county survey and recorded with the county clerk. (Ord. 1-1990 par 22)

Chapter 16.16 DESIGN STANDARDS

Sections:

16.16.010 Principles of acceptability.

Partitions and subdivisions shall conform to the city comprehensive land use plan and related ordinances and shall take into consideration anticipated surrounding area development. Partitions and subdivisions shall also conform to the requirements of state law (particularly ORS Chapter 92), and the standards established by this title. (Ord. 1-1990 par 26)

16.16.020 Streets.

A. General. The location, width and grade of streets shall be considered in their relation to existing and planned streets, to topographical conditions, to public utilities, services, convenience and safety, and to the proposed use of the land to be served by the streets. The arrangement of streets in partitions and subdivisions shall either:

1. Provide for the continuation or appropriate projection of existing principal streets in surrounding areas; or

2. Conform to a plan for the neighborhood approved or adopted by the council.

B(1). Minimum Right-of-Way and Roadway Widths. These standards are for all streets except those in the Downtown Overlay District. The widths of streets and roadways in feet and construction standards for streets and roadways shall be adequate to fulfill city specifications as provided for in this title and unless otherwise indicated in the comprehensive plan, shall not be less than the minimum shown in the ~~following table:~~ Table &-2 of the Transportation Systems Plan for dimension streets standards for arterial, collector marginal access streets, alleys and cul-de-sacs

~~Minimum Type of Street Right-of-Way Roadway~~

	~~(feet)~~	~~(feet)~~
~~Arterials~~	~~80~~	~~44~~
~~Collector~~	~~60~~	~~40~~
~~Minor Streets~~	~~60~~	~~40~~
~~Cul-de-sac streets less than 800 feet in continuous length~~	~~50~~	~~36~~
~~Radius for turnaround at end of cul-de-sac~~	~~45~~	~~30~~

~~Alleys 20 20~~

	Arterial	Collector	Local	Local narrow Street	Cul-de-sacs (<800' in continuous length)	Cul-de-sac radius	...ey
ROW	80'	60'	60'	40	50'	45'	20'
Surface width	28'	24'	24'	28	20'	30'	20'
Parking lane width	8'	8'	8'	8'	None	None	None
Base depth & material	9" deep 4" minus	8" deep 4" minus	8" deep 4" minus	8" deep 4" minus	8" deep 4" minus	8" deep 4" minus	8" deep 4" minus
Leveling course	4" deep 1.5" minus	4" deep 1.5" minus	4" deep 1.5" minus	4" deep 1.5" minus	4" deep 1.5" minus	4" deep 1.5" minus	4" deep 1.5
Overlay material	3" asphalt concrete	2" asphalt concrete	2" chip seal (applied in 3 courses)	2" chip seal (applied in 3 courses)	2" chip seal (applied in 3 courses)	2" chip seal (applied in 3 courses)	2" crushe gravel
Shoulder width	8' chip seal	8' chip seal	8' crushed gravel	8' crushed gravel	8' crushed gravel	8' crushed gravel	None
Shoulder depth & material	Same as base + leveling course	Same as base + leveling course	Same as base + leveling course	Same as base + leveling course	Same as base + leveling course	Same as base + leveling course	None

dew[illegible]k & icy[illegible] icilities	Minimum 8' sidewalks Bikeway for streets with less than 4,000 ADT 14 foot combined bike travel lane. For more than 4,000 ADT Five' Bike Lane	Minimum 8' sidewalks bike lanes travel with traffic if less than 4,000 ADT	6' sidewalks bicycles travel with traffic	6'sidewalks bikes travel with traffic	5' sidewalks &/or shared shoulder bikeways (see Bike & Pedestrian Plan)	5' sidewalks &/or shared shoulder bikeways (see Bike & Pedestrian Plan)	None

B(2) Minimum Right-of-Way and Roadway Widths for Streets in the Downtown Overlay District

Type	**Existing ROW**	**Travel Lane**	**Parking**	**Sidewalk**	**Bike Lane**
1. Arterial	60'	Combined 14'	Both sides 8'	Both sides 8' includes grates for trees	Combined travel lane
2. Arterial	72'	Combined 14'	Both sides 8'	Both sides 19' and 9' Each side has tree grates	Combined
3.Collector	54'	Two-way 11'	Both sides 8'	Both sides. 6' Each side has tree grates	Combined
4. Arterial	64'	Combined 14'	Both sides 8'	Both sides. 11' and 9' with tree grates on both sides	Combined
5. Arterial	60'	Combine 14'	Both sides 8'	Both sides 8' Includes grates for trees	Combines
	New Construction ROW				
1.Collector	54'	11'	8'	Both sides 8'	Travels with traffic less than 4,000 AADT and 25 mph speed limit
2. Minor Local Street	48'	Two-way roadway width 28'	Parking on both sides	Both sides 10' with Greenbelt	Travels with traffic

Where existing conditions, particularly the topography or size and shape of land parcels, make it otherwise impractical to provide buildable lots, the council may accept a narrower right-of-way than indicated above. If necessary, slope easements may be required.

C. Marginal Access. Marginal access rights-of-way or private access easements shall not be less than ten (10) percent of street length, and shall be provided with utility easements on each side to provide a fifty (50) foot combined utility easements and access right-of-way width.

D. Reserve Strips. Reserve strips or street plugs controlling the access to streets will not be approved unless necessary for the protection of the public welfare or of substantial property rights. The control and disposal of the land comprising such strips shall be placed within the jurisdiction of the council.

E. City of Elgin Street Alignment. So far as practical, ~~streets other than minor streets~~ proposed arterial and collector streets shall be in alignment with existing streets by continuations of the centerlines thereof. Staggered street alignment resulting in þTþ intersections shall wherever practical leave a minimum distance of two hundred (200) feet between the centerlines of streets having approximately the same direction, and otherwise shall not be less than one hundred twenty-five (125) feet.

F. Intersection Angles. Streets shall be laid out to intersect at angles as near to right angles as practical except where topography requires a lesser angle, but in no case shall the acute angle be less than seventy-five (75) degrees unless there is a special intersection design. ~~The intersection of arterial or collector streets with other arterial or collector streets shall have at least one hundred (100) feet of tangent adjacent to the intersection. Other streets, except alleys, shall have at least fifty (50) feet of tangent adjacent to the intersection.~~ Intersections which contain an acute angle of less than seventy-five (75) degrees or which include an arterial street shall have a minimum corner radius sufficient to allow for a roadway radius of twenty (20) feet and maintain a uniform width between the roadway and the right-of-way line.

G. Existing Streets. When existing streets adjacent to or

within a tract are of inadequate width, additional right-of-way shall be provided at the time of partitioning or subdividing.

H. Half Streets. Half streets, while generally not acceptable, may be approved where essential to the reasonable development of the partition or subdivision, when in conformity with the other requirements of these regulations, and when the council finds it will be practical to require the dedication of the other half when the adjoining property is partitioned or subdivided. When a half street is adjacent to a tract to be partitioned or subdivided, the other half of the street shall be platted within such tract. Reserve strips and street plugs may be required to preserve the objectives of half streets. No parcels or lots shall be allowed to develop on the half street until the remaining half of the street is dedicated and improved as provided in this title.

I Cul-de-Sacs and Accessways

~~I. Cul-de-Sacs. A cul-de-sac shall be as short as possible and shall have a maximum length of four hundred (400) feet and serve no more than eighteen (18) single-family dwellings. A cul-de-sac shall terminate with a turn around.~~ *a) Cul-de-sacs or permanent dead-end streets may be used as part of a development plan; however, through streets are encouraged except where topographical, environmental, or existing adjacent land use constraints make connecting streets infeasible. Where cul-de-sacs are planned, accessways shall be provided connecting the ends of cul-de-sacs to each other, to other streets, or to neighborhood activity centers.*

b)Accessways for pedestrians and bicyclists shall be 10 feet wide and located within a 20-foot-wide right-of-way or easement. If the streets within the subdivision are lighted, the accessways shall also be lighted. Stairs or switchback paths may be used where grades are steep.

c)Accessways for pedestrians and bicyclists shall be provided at mid-block where the block is longer than 600 feet.

d)The City may determine, based upon evidence in the record, that an accessway is impracticable. Such evidence may include but is not limited to:

i) Physical or topographic conditions make an accessway connection impractical. Such conditions include but are not limited to freeways, railroads, extremely steep slopes, wetlands, or other bodies of water where a connection cannot reasonable be provided.

ii)Buildings or other existing development on adjacent lands physically preclude a connection now or in the future, considering potential for redevelopment.

iii)Where accessways would violate provisions of leases, easements, covenants, restrictions, or other agreements existing as of May 1, 1995 that preclude a required accessway connection.

J. Street Names. Except for extensions of existing streets no street name shall be used which will duplicate or be confused with the name of existing streets. Street names and numbers shall conform to the established pattern in the city and shall be subject to the approval of the council.

K. Grades and Curves. Centerline radii of curves shall not be less than three hundred (300) feet on arterials, two hundred (200) feet on collectors, or one hundred (100) feet on other streets, and shall be to an even ten (10) feet. In flat areas allowance shall be made for finished street grades having a minimum slope, preferably, of at least 0.3 percent.

L. Streets Adjacent to Railroad Right-of-Way. Wherever the proposed partition or subdivision contains or is adjacent to a railroad right-of-way, provision may be required for a street approximately parallel to and on each side of such right-of-way at a distance suitable for the appropriate use of the land between the streets and the railroad. The distance shall be determined with due consideration at cross streets of the minimum distance required for approach grades to a future grade separation and to provide sufficient depth to allow vegetative screen planting along the railroad right-of-way.

M. Alleys. Alleys shall be provided in commercial and industrial districts, unless other permanent provisions for access to off-street parking and loading facilities are approved by the council. The corners of alley intersections shall have a radius of not less than twelve (12) feet. Alleys shall have a twenty (20) foot road and right-of-way width.

(Ord. 1-1990 par 27)

N. Frontage streets. Where a partition or subdivision abuts or contains an existing arterial street, the Council may require frontage streets or other such treatment as may be

necessary for adequate protection of abutting properties, and to afford separation of through and local traffic in order to preserve the arterial level of service.

O.Access Spacing Standards. The highest priority shall be placed on providing access to property adjoining Oregon Highways 82 or 204 from city streets, combining driveways, or providing access points in the middle of the block. Access management policies for the City of Elgin set forth in the Transportation System Plan will be observed.

Table 7-3
Oregon State Highway Access Management Standards

Highway 82-Statewide Highway
(Measurement is in Feet)*

Posted Speed③	Rural		Urban			
	Expressway **	Other	Expressway **	Other	UBA	STA
≥55	5280	1320	2640	1320		
50	5280	1100	2640	1100		
40 & 45	5280	990	2640	990		
30 & 35		770		770	720	④
≤25		550		550	520	④

Highway 204-Regional Highway
(Measurement is in Feet)*

Posted Speed③	Rural		Urban			
	Expressway **	Other	Expressway **	Other	UBA	STA
≥55	5280	990	2640	990		
50	5280	830	2640	830		
40 & 45	5280	750	2640	750		
30 & 35		600		600	425	④
≤25		450		450	350	④

* Measurement of the approach road spacing is from center to center on the same side of the roadway.

**Spacing for Expressway at-grade intersections only.

① Where a right of access exists, access will be allowed to a property at less than the designated spacing standard only if that property does not have reasonable access and the designated spacing cannot be accomplished. If possible, other options should be considered such as joint access.

Where the right of access exists, the number of approach roads (driveways) to a single property shall be limited to one, even when the property frontage exceeds the spacing standards. More than one approach road may be considered if, in the judgment of the Region Access Management Engineer, additional approach roads are necessary to accommodate and service the traffic to a property, and additional approach roads will not interfere with driver expectancy and the safety of the through traffic on the highway. Approach roads shall be located where they do not create undue interference or hazard to the free movement of normal highway or pedestrian traffic. Locations on sharp curves, steep grades, areas of restricted sight distance or at points which interfere with the placement and proper functioning of traffic control signs, signals, lighting or other devices that affect traffic operation will not be permitted.

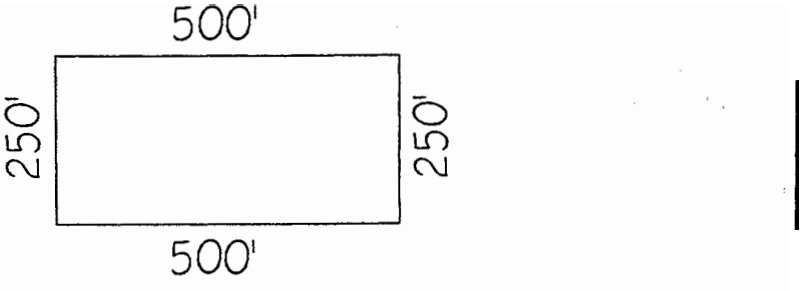
If a property becomes landlocked (no reasonable access exists) because an approach road cannot be safely constructed and operated, and all other alternatives have been explored and rejected, ODOT might be required to purchase the property. (Note: If a hardship is self-inflicted, such as by partitioning or subdividing a property, ODOT does not have responsibility for purchasing the property.

R. Shared Access. Proposed subdivisions with frontage on Oregon Highways 82 or 204 shall be designed to share access points from the highway. If access from a city street is possible, then access shall not be allowed onto the state highway. If access from a city street becomes available, then conversion to that access is encouraged, along with closing the state highway access. Normally, a maximum of 2 state highway accesses may be allowed regardless of the number of lots or businesses served.

16.16.030 Blocks.

A. General. The length, width and shape of blocks shall take into account the need for adequate lot size and street width.

B. Size. ~~No block shall be more than one thousand (1,000)~~500 ~~feet in length between s~~treet corner lines The perimeter of a block shall not exceed 1,500 feet with a block depth of no greater than 250 feet unless it is adjacent to an arterial street or unless the location of adjoining streets justifies ~~an~~ an exception.



2. . **Blocks abutting Oregon Highways 82 and 204 shall coincide with the existing block length of 225 to 250 feet, in accordance with the access management standards identified in the Transportation System Plan.**

C. Easements.

1. Utility Lines. Easements for sewers, water mains, electric lines, or other public utilities shall be provided whenever necessary. The easements shall be at least twelve (12) feet wide or as otherwise approved by the city.

2. Watercourses. If a partition or subdivision is traversed by a watercourse such as a drainage way, channel or stream, there shall be provided a stormwater easement or drainage right-of-way conforming substantially with the lines of the watercourse, and such further width as will be adequate for the purpose. Streets or parkways parallel to major water-courses may be required.

3. Pedestrian Ways. When desirable for public convenience, pedestrian ways may be required to connect cul-de-sacs or to pass through unusually long or oddly shaped blocks. It shall be the responsibility of the developer to install ~~four~~ six-foot minimum sidewalks where pedestrian ways are required.

4. Emergency Vehicle Access. When necessary or desirable for public safety, emergency vehicle ways may be required to connect to cul-de-sacs or to pass through unusually long or oddly shaped blocks.

(Ord. 1-1990 par 28)

16.16.040 Lots.

A. Size and Shape. Lot size, shape and orientation shall be appropriate for the location of the partition or subdivision and for the type of use contemplated. No lot shall be dimen-sioned to contain part of an existing or proposed street. Lot dimension and areas shall conform to the zoning and land use requirements.

B. Access. Each lot shall abut upon a street other than an alley for a minimum width of at least twenty (20) feet.

C. Lot Side Lines. The side lines of lots, so far as practicable, shall run at right angles to the street upon which the lots face, or on curved streets shall be radial to the curve where practical.
(Ord. 1-1990 par 29)

16.16.050 Building lines.
If special building setback lines are to be established in the partition or subdivision, they should be shown on the partition or subdivision plan or included in the deed restrictions. (Ord. 1-1990 par 30)

Chapter 16.20 IMPROVEMENTS

Sections:

16.20.010 Agreement for improvements.
Before council approval of the final plat, the partitioner or subdivider shall either install required improvements and repair existing streets and other public facilities damaged in the development of the partition or subdivision, or execute and file with the city an agreement between himself and the city specifying the period within which required improvements and repairs shall be completed. The agreement shall provide that if the work is not completed within the period specified, the city may complete the work and recover the full cost and expense thereof from the partitioner or subdivider. The agreement may provide for the construction of the improvements in units, and for an extension of time under specified conditions. Minimum units will be one block of street frontage. (Ord. 1- 1990 par 30A)

16.20.020 Bond.
A. The partitioner or subdivider shall file with the agreement, to assure his full and faithful performance thereof, one of the following:
1. A surety bond executed by a surety company authorized to transact business in the state of Oregon in a form approved by the city attorney;
2. An agreement, duly signed and executed by the partitioner

or subdivider, assigning his account in a legal savings institution in the state of Oregon to the city of Elgin;

3. Cash.

B. Such assurance of full and faithful performance shall be for a sum determined by the city to be at least twenty-five (25) percent greater than the estimated cost to cover the cost of the improvements and repairs, including related city expenses. The performance bond shall guarantee the improvement to be free of defects for one year after written acceptance by the city.

C. If the partitioner or subdivider fails to carry out provisions of the agreement and the city has unreimbursed costs or expenses resulting from such failure, the city shall call on the bond, savings account or cash deposit for reimbursement. If the amount of the bond, savings account or cash deposit exceeds the cost and expense incurred by the city, the city shall release the remainder. If the amount of the bond, savings account or cash deposit is less than the cost and expense incurred by the city, the partitioner or subdivider shall be liable to the city for the difference. (Ord. 1-1990 par 30B)

16.20.030 Improvement procedures.

In addition to other requirements, improvements installed by the partitioner or subdivider, either as a requirement of these regulations or at his own option, shall conform to the requirements of this title and improvement standards or specifications adopted by the city and shall be installed in accordance with the following procedure:

A. Work shall not be commenced until plans have been reviewed and approved by the city. To the extent necessary for evaluation of the partition or subdivision proposal, such plans may be required before approval of the final map. All plans shall be prepared on reproducible material in accordance with the requirements of the city.

B. Work shall not be commenced until the city has been notified in advance, and if work is discontinued for any reason, it shall not be resumed until the city has been notified. Notification shall be given two days in advance of initiating work.

C. Required improvements shall be inspected by and

constructed to the satisfaction of the city. The city may require changes in typical sections and details if unusual conditions arising during construction warrant such change in the public interest.

D. Underground utilities, sanitary sewers and storm drains installed in streets by the partitioner or subdivider shall be constructed prior to the surfacing of the streets. Stubs for service connections for underground utilities and sanitary sewers shall be placed to lengths that will avoid the need to disturb street improvements when service connections are made. All stubs will be marked and identified in the concrete curbs. E. A map showing all public improvements as built shall be filed with the city upon completion of the improvements. (Ord. 1-1990 par 31)

16.20.040 Improvement requirements.

The following improvements shall be installed at the expense of the partitioner or subdivider:

A. Water Supply. Lots within a partition or subdivision shall be served by a domestic water supply system conforming to the city's approved specifications.

B. Sewage Disposal. Lots within a partition or subdivision shall be served by a sewage disposal system conforming to city-approved specifications.

C. Drainage. Grading shall be performed and drainage facilities installed as determined necessary by the city to provide proper drainage within the partition or subdivision and other affected areas in order to assure healthful, convenient conditions for the residents of the partition or subdivision and for the general public. Drainage facilities in the partition or subdivision shall be connected to drainage ways or storm sewers outside the partition or subdivision. Dikes and pumping systems shall be installed if necessary to protect the partition or subdivision against flooding or other inundation.

D. Streets and Sidewalks. The partitioner or subdivider shall improve streets in the partition or subdivision and the extension of such streets to the paving line of existing streets with which such streets intersect in accordance with city-approved specifications. Such improvements shall include proper base, curbs and pavement. ~~A five-foot sidewalk on each side of the street within the partition or subdivision~~

~~may also be required~~ Sidewalks are required on all streets. It shall be the responsibility of the developer to provide 6' wide sidewalks except in the Downtown Overlay District where sidewalks on local streets shall be 10' including a greenbelt.. Any or all of these street and sidewalk improvements may be required on an existing street which abuts the partition or subdivision.

E. Monuments. Upon completion of street improvements, monuments shall be reestablished in monument boxes at every street intersection and points of curvature or as required by the city.

F. No parcel or lot shall be sold on any given block until all of the above improvements have been installed and approved by the city in the street right-of-way that the parcels or lots front upon. All blocks in which parcels or lots are to be offered for sale shall adjoin previously improved street rights-of- way.

G. All public utilities such as electricity, telephone and television cable services and mains shall be underground to city-approved specifications.

H. The partitioner or subdivider shall install street and pedestrian way lights to city- approved specifications. (Ord. 1-1990 par 32)

Chapter 16.24 STREET CREATION AND APPROVAL

Sections:

16.24.010 Creation of streets not within a subdivision.

A. Creation of Streets. The creation of all streets not within a subdivision shall meet the standards for streets within a subdivision. Creation of such streets may be initiated by the council or county court by resolution or by property owner or his authorized agent by request.

B. Any person wishing to create a public or private road or utilize an existing private road for purposes other than agriculture, forestry or mining, shall make written application for consideration by the council.

C. Application for road approval shall comply with applicable tentative plan and final plat procedures and standards as provided in this title.

D. Once road improvements are completed, or performance bonds have been approved for such, a centerline survey, deed, and a description of the proposed right-of-way shall be submitted to the council. Deeds shall have the signatures of all owners of property to be dedicated.

E. Upon final approval by the council, and recording of the survey and deed, final plat partition or subdivision procedures can be completed.

F. Expiration times for approval to create roads shall be the same as for tentative plans and final plats. (Ord. 1-1990 par 23)

16.24.020 Creation of ways.

Streets providing access to allow the partitioning of land shall conform to the standards for streets in a subdivision, except that a private easement-of-way may be established without full compliance with these regulations. Such way may be approved by the council if it is the only reasonable method by which a parcel or parcels may be provided with access. A copy of the proposed document to create the easement shall be submitted to the council at least fifteen (15) days prior to the council meeting at which consideration is requested. The document and such information as may be submitted shall be reviewed by the council and, if assurances of adequate utility access as well as vehicular access is provided, the request may be approved. (Ord. 1-1990 par 24)

Chapter 16.28 EXCEPTIONS, MODIFICATIONS, APPEALS AND ENFORCEMENT

Sections:

16.28.010 Exceptions in case of large scale development.

The council may modify the standards and requirements of this title

if the partition or subdivision plat comprises a planned unit development. The council shall determine that such modifications are not detrimental to the public health, safety and welfare and that adequate provision is made within the development for traffic circulation, open space and other features that may be required in the public interest.
(Ord. 1-1990 par 33)

16.28.020 Modification application.

Modifications of the partition and subdivision dimensions can, upon application to the council, be approved to alleviate hardships, provided all of the following conditions can be found to exist:

A. Exceptional or extraordinary circumstances apply to the property which do not apply generally to other properties in the same zone or vicinity, and result from tract size or shape, topography or other circumstances over which the owners of property since enactment of the ordinance codified in this title have had no control;

B. The modification will be in accord with the purpose of this title;

C. The interests of the public will be preserved, and such action(s) will not set a trend; and

D. That the modification will be the minimum needed to alleviate the hardship, and will not result in an undesirable change in area land values or property uses, or be otherwise injurious to other property in the area.

In approving a modification, the council may require such conditions as determined desirable to insure that the purposes of this title will be carried out, and that the uses provided for by the modification(s) will be compatible with surrounding area development.

The council shall deny application for modification(s) if all of the conditions above are not found to exist. (Ord. 1-1990 par 34)

16.28.030 Council action on modifications.

In granting or denying a modification the council shall make a written record of its findings which address the conditions in Section 16.28.020. In addition, when granting a modification, the council shall specifically describe the modification and any conditions which they may

designate.

The city recorder shall keep the findings on file as a matter of public record. (Ord. 1-1990 par 35)

16.28.040 Appeal.

Decisions of the council may be appealed by either the requestor or any aggrieved resident.

A. If new information is to be presented, the council may hear an appeal of an earlier decision. Written notice of the appeal must be filed with the city recorder within ten (10) days after the decision. The notice of appeal shall state the nature of the decision or requirement and the grounds for the appeal, and include the new information to be submitted.

B. The city council shall hold a hearing on the appeal within thirty (30) days from the time the appeal is filed or its next available scheduled council meeting. The city council may continue the hearing for good cause. Following the hearing the city council may change or modify its earlier decision if such action complies with the spirit and intent of this title. The disposition of the appeal shall be final. (Ord. 1-1990 par 36)

16.28.050 Amendments.

An amendment to the text of this title may be initiated by the council, or by application of a property owner or his authorized agent.

Consideration of an amendment shall be made by the council at a public hearing. The planning official shall maintain a record of amendments to the text of this title in a form convenient for public use. (Ord. 1-1990 par 37)

16.28.060 Hearings.

Any hearing to consider a modification, amendment or appeal request shall be held only after publishing public notice of the hearing at least ten (10) days prior to the hearing in a newspaper of general circulation published in the area in which the land affected is situated.

Such notice shall indicate the time, place and purpose of the hearing, and a description of the land to be affected thereby. A hearing may be recessed providing the time and place to reconvene are indicated prior to the recess. (Ord. 1-1990 par 38)

16.28.070 Fees.

For the purpose of partially defraying the expense involved in investigating matters connected with applications and appeals and the action taken thereon, each activity initiated by property owners or contract purchasers shall be accompanied by a fee in accordance with a fee schedule approved by council resolution. (Ord. 1-1990 par 39)

16.28.080 Interpretation of provisions.

The council shall be responsible for interpreting the provisions of this title. (Ord. 1-1990 par 40)

16.28.090 Violation-Penalty.

In addition to penalties provided by state law, any person who violates or fails to comply with any provisions of this title shall, upon conviction thereof, be punished by a fine as provided in the Elgin zoning ordinance. (Ord. 1-1990 par 42) □

Appendix IV

DOWNTOWN ALTERNATIVES ANALYSIS

Introduction

This project is intended to deal with many issues in the downtown area, some of which are the street cross-section and urban character, parking, and truck circulation. Currently there is a funded project to rebuild Highway 204 from with parking, curb and gutter, sidewalks, and street lights from Downtown Elgin out to 17th Street. The primary objective of this report, prepared by NWS Traffic Engineering, is to deal with truck routing and circulation issues within the downtown area. The current alternatives have been developed in conjunction with ODOT staff, the City of Elgin Transportation Committee and with other consultants on this project, Donald B. Genasci and Associates, and Landsman Transportation Planning. The alternates are still in the review process.

Problem Statement

The main intersection in downtown Elgin is where two state highways, Highway 82, a highway of statewide significance, and Highway 204, a highway of regional significance, come together. Due to the industrial and commercial interests in and around Elgin, a very high number of trucks need to traverse this intersection daily. This does present some problems for the citizens who work and shop downtown because the current downtown configuration is not particularly pedestrian friendly, nor does it look inviting for travelers to stop and shop.

One of the primary problems is the network layout. Highway 82 makes a 90 degree turn in the middle of town at the intersection of Albany Street and 8th Avenue, and then intersects Highway 204 just one block south at Division Street. Currently there is a truck route posted for trucks traveling to or from Highway 82 (to Joseph) to Highway 204. This truck route directs trucks onto Division Street between 7th and 8th Avenues and onto 7th Avenue between Division Street and Albany Street, and is intended to reduce the number of trucks making sweeping turning movements in the downtown area. Unfortunately, this route is self enforced and many of smaller to medium sized trucks ignore the route since there is plenty of pavement in the downtown intersections to make necessary turning movements. In fact, several log trucks were observed to make the movement from Westbound Hwy. 82 to Southbound Hwy. 82 to Westbound Hwy. 204 at about 20 mph without even tapping the brakes. This is very intimidating to pedestrians on the street that have little refuge from such traffic.

The other significant problem is the difficulty of turning from Highway 204 to Highway 82. The location of the building on the southwest corner in conjunction with the crosswalk location (stop bar), creates a sight distance problem to the south. To have adequate vision to search for a gap in traffic vehicles must pull forward over the crosswalk and this is done routinely by passenger vehicles and trucks without regard to whether a pedestrian is standing on the corner or not. The physical geometry of the intersection is so constraining that trucks headed south must find a gap in both directions because they are forced to pull out across the northbound lane in order to avoid hitting the

building on the southwest corner. The fact that trucks must pull out across the northbound lane suggests that neither a traffic signal (which ODOT will not allow because it does not meet warrant standards), nor an all-way stop would be an adequate solution. Stopped vehicles on the northbound approach would be just another constraining barrier for trucks to maneuver around when making the eastbound to southbound movement.

This is a very difficult problem with no perfect solution. Many different solutions have been explored in the past, including widening the curb radii at specific corners to allow even large vehicles through downtown, a bypass route to the south, a traffic signal at the intersection of Highways 204 and 82, and alternate truck routes similar to those presented in this report.

In order to attempt to develop a solution, many factors must be considered, including the potential cross section, on-street and off-street parking, physical improvements to the roadway network, and traffic and quality of life impacts on the affected intersections.

Cross Section Alternatives

An important element in the plan is the selection of appropriate roadway cross-sections for the downtown area. The current Highway 204 project will need to have a standard cross section that it will apply to the typical 60 foot right-of-way. Though the final proposed cross section has not been finalized, the current preferred alternative has 14 foot travel lanes (for shared vehicle and bicycle traffic), 8 feet for parking/curb extensions, a 2 foot planting strip and a 6 foot sidewalk. In the downtown there is a 66 foot cross section on Highway 204 for one block (east of 8th Avenue) where the proposal is 14 foot travel lanes (for shared vehicle and bicycle traffic), 7 feet for parking/curb extensions, 3 foot tree wells and a 9 foot clear sidewalk. Similar roadway cross sections are proposed for Highway 82 in the future, with variations in right-of-way being apportioned to the sidewalk area.

Parking & Curb Extensions

It is important that on-street and off-street parking be included in the final parking plan for the City. The downtown alternatives analysis includes maintaining and enhancing parking wherever possible on the street as well as considering options for off-street parking such as behind the Post Office on the northwest corner of the intersection of Highway 82 (8th Ave) and Highway 204 (Division Street).

A key element for both the cross-section and parking elements is the proposed curb extensions. These curb extensions in conjunction with wider sidewalk will make the downtown much more inviting to pedestrians. It allows for a refuge for pedestrians providing for better visibility and shortening the crossings, and in the case of the eastbound approach on Highway 204 at Highway 82, will push the stop bar forward to the point where sight distance for turning is no longer a problem. In addition, the curb extensions will provide a definite visual cue different from the route signing that you are entering a downtown area. The curb extensions based on their presence or absence will more or less guide the trucks along the proposed truck route. Finally, the curb extensions

will act somewhat as a traffic calming device which will hopefully keep speeds down, particularly near the intersection of Highway 204 and Highway 82.

Of particular importance to the proposed truck route is the pork chop island (shown in two of the three alternatives) on Highway 82 at the intersection of 8th Avenue and Albany Street. This pork chop serves several important purposes in the design. First, it significantly improves the pedestrian crossing since today there is no definition of the crosswalks and reduces the primary crossing to a maximum of around 28 feet versus the 45-70 feet that currently is required. Second, it is the only element of the plan that truly enforces the desired truck route, because it is a physical barrier, essentially a filter, that prevents unwanted truck traffic from entering the downtown. Finally, the pork chop coupled with the one-way entrance for off-street parking takes any ambiguity out of this non-standard intersection (i.e. the main route makes a 90 degree turn), but maintains the primary flow on Highway 82 without any additional stops (as would be the case if a full curb extension were built).

Truck Routing Possibilities

Truck traffic downtown at the intersection of Highway 82 & 204 has been a point of discussion and frustration for many years with the residents of Elgin. Many potential solutions have been considered, none of which are currently accepted or funded. The discussions in open house meetings and meetings with Elgin Transportation Committee have focused on moving the trucks out of the downtown area to the extent feasible by creating an alternate truck route. Though there is precedence in Oregon for utilizing alternate truck routes to avoid the downtown, Lebanon being the most obvious example, it is not practical to regulate trucks (based on recent court decisions) in order to force them to use a specific route. This project focused on creating favorable conditions for turning trucks on the truck route, while incorporating curb extensions in the downtown area that would essentially filter out large trucks.

Alternatives

Prior to developing alternatives, NWS Traffic Engineering reviewed previous suggestions for alternative truck routes from the TSP and also from an Oregon Downtown Development Association (ODDA) report prepared in May of 1991. Based on this review and feedback from the Elgin Transportation Committee, NWS Traffic Engineering prepared three alternatives for presentation based on variations of the ODDA proposed truck route (Note that the alternatives presented here have some similarities to a concept presented by Mr. Brent Silver in a 1999 public meeting). In general the alternatives will require pavement and sidewalk upgrades on Alder and Division Streets between 7th Avenue and 8th Avenue, as well as improving 7th Avenue between Highway 82 and Alder Street. Also included in these improvements will be curb extensions at various locations along the route, depending on the alternate being reviewed. Some off-street parking is assumed to be installed with one-way entry access located at the intersection of Albany Street and 8th Avenue. One of the primary reasons for choosing the ODDA alternatives is to minimize construction costs as well as minimizing impact to the residential areas that surround the downtown area. Before talking about the proposed truck route alternatives,

some past alternatives from the Elgin Transportation System Plan, dated August 1999 that were not considered in this analysis should be discussed.

Elgin TSP Alternatives

The 1999 Elgin TSP includes some alternatives in Appendix D which are worthy of brief discussion. Alternative 1 from the TSP would cut back the curb radius on the west corners of the intersection of Highway 204 and Highway 82 allowing trucks additional room to make their sweeping turns. In addition it would shift traffic to the east, eliminating eastside on-street parking. This alternative is very cost effective, but doesn't really meet the desire to improve the downtown and provide pedestrian/visitor friendly atmosphere. This alternative doesn't shift the bulk of the traffic or turning movements out of downtown, it does nothing to improve the pedestrian accommodations, and it actually detracts from downtown atmosphere by shifting moving traffic closer to eastside pedestrians and removing critical eastside parking where travelers would be most likely want to park as they pass through town. Alternatives 2 through 5 from the TSP have are truck route alternatives similar to those presented in this analysis, however each has significant flaws, either in adding additional rail crossings, failing to solve the complete problem, or having too much impact on surrounding neighbors (with additional cost over the alternatives presented here). Alternative 6 in the TSP is development of a truck Bypass to Highway 204 and is discussed later in this report. Alternative 7 from the TSP is a representation of Mr. Silver's proposal, similar to that presented below. This alternative appeared to be the local favorite at that time.

The following is a brief discussion of three alternatives (all variations of the same basic solution) that were presented at a previous Transportation Committee meeting and Open House on October 29th, 2002.

Alternate 1 – Curb Extensions and All-Way Stop Control

This alternative, shown in Figure 1, is the most restrictive of the three, with full curb extensions at the intersections of Albany Street and 8th Avenue (Highway 82) and Highway 82 and Highway 204. The alternative utilizes all-way stop control at both intersections which would be rather cumbersome for drivers, but would provide the best pedestrian environment. This alternative would force all trucks onto the truck route as presented in Figures 4 through 11.

Alternate 2 – Curb Extensions and Partial Truck Route

This alternative, shown in Figure 2, is the least restrictive of the three, allowing through vehicles on Highway 82 including RV's and smaller trucks (up to a WB-40 which has a 33 foot trailer) to pass through without much difficulty. However, RV's and small trucks wanting to turn from southbound Hwy. 82 to westbound Hwy. 204 or turning from eastbound Hwy. 204 to southbound Hwy. 82 will surely be forced to use the truck route. This alternate has complete curb extensions as well but incorporates a "pork chop" which allows northbound right turns with a yield control on Highway 82 at the intersection of Albany Street and 8th Avenue. Therefore this alternative has little impact on traffic flow for vehicles on the State Highways in terms of the traffic control that they will encounter. The circumstances for the intersection of Albany Street and 8th Avenue are further

improved by removing the somewhat confusing traffic control elements from this relatively non standard intersection. For example, unfamiliar drivers at the southbound approach will recognize that there is a stop sign for northbound vehicles, but may not be aware that northbound right-turning vehicles don't have to stop causing a potential conflict. In addition, by eliminating two-way traffic on the eastbound approach at Albany Street and 8th Avenue, we remove all potential for conflicting traffic that eastbound to southbound Highway 82 may have to yield to. These changes should make the intersection easier to navigate and understand for unfamiliar drivers.

Alternate 3 – Curb Extensions and Full Truck Route

This alternate, shown in Figure 3, has all of the same attributes of Alternate 2 except that it is more restrictive, not allowing small trucks to make the westbound to southbound left-turn at Albany Street and 8th Avenue. This truck route is our preferred alternative and additional discussion and analysis will be provided on this alternative later

Boise Cascade/Hemlock Bypass Route

This is a proposed alternative that would incorporate portions of Hemlock Street along with a private road owned by Boise Cascade. This solution would divert eastbound to southbound truck traffic from Highway 204 to Highway 82 and northbound to westbound truck traffic from Highway 82 to Highway 204 away from downtown Elgin. Ideally, if this project were funded, it would make the lower portion of the previously proposed alternatives (7th Avenue from Division Street to Alder Street and Alder Street from 7th Avenue to 8th Avenue) would be an interim solution for trucks moving to or from Highway 204 to Highway 82 south of town. This project is quite costly and was roughly estimated at $4 million by ODOT back in 1995, which translates to almost $5 million today. The project has been submitted for Region 5 as one of three current Freight Mobility Projects, however it is not included currently in the 02-05 Statewide Transportation Improvement Program (STIP) or the 04-07 Draft STIP, and more competing projects are likely to be submitted.

Preferred Alternative – Alternative 3, Full Truck Route

Currently Alternate 3, which is shown in Figure 3, is the preferred alternative that has been advanced for further study. Figure 4 shows the proposed truck signing route and Figures 5 through 10 show all the different turning paths through the truck route for a truck which has a 53 foot trailer. The truck shown is ODOT's Interstate Design Vehicle and is the worst case truck scenario (without special permit) that would use this proposed truck route. The figures are a realistic approximation, showing the tracking of the front wheels as well as the tracking (or off-tracking) of the rear wheels of the trucks. In addition, we show in Figure 11, the different turning movements that a motor home with a small trailer could make through the downtown network (note RV's would have to utilize the truck route from eastbound Highway 204 to southbound Highway 82 and for southbound Highway 82 to westbound Highway 204). Finally, Figure 12 shows the vehicle characteristics for the design vehicles utilized for Figures 5 through 11.

There is no doubt that any one of these alternatives will accomplish the primary goals of the City of improving the pedestrian environment and reducing the truck traffic in the

downtown core. Pedestrian crossings in the downtown core will be reduced from 44-60 feet to between 24 and 28 feet (depending on the final cross-sections selected). The curb extensions will provide much needed visibility and refuge for pedestrians wishing to cross downtown streets. Accompanied by wider sidewalks, and street trees, the downtown will become a much more inviting place for travelers to stop and visit.

Level of Service Analysis

In order to determine the Level of Service (LOS) at the critical intersections, NWS Traffic Engineering has performed an unsignalized LOS analysis based on volumes from the Elgin TSP that have been projected to 2003 and 2023. For the intersection of Highway 204 and Highway 82 we analyzed LOS under 2003 and 2023 for both AM & PM periods for the Existing (No Change) conditions and all three alternatives. We took the limited truck data we had available from the TSP and made reasonable estimates as to how this truck traffic would be redistributed for each alternative. With this data we used *2000 Highway Capacity Manual* to estimate LOS, delay, and volume to capacity ratio (V/C). The results of this analysis are presented in Table 2 which is the intersection of Highway 204 and Highway 82, Table 3 which is the intersection of Highway 82 and 7th Avenue, and Table 4 which is the intersection of Highway 82 and Alder Street. Table 1 below shows the basis for LOS and delay for signalized and unsignalized intersections. Delay is a measure that can easily be presented and understood, however the key number in the analysis is the V/C ratio.

Table 1. Level of Service (LOS) Criteria based on the Highway Capacity Manual

Level of Service (LOS)	Unsignalized Intersections Control Delay (sec/veh)	Signalized Intersections Control Delay (sec/veh)
A	0-10	≤10
B	>10-15	>10-20
C	>15-25	>20-35
D	>25-35	>35-55
E	>35-50	>55-80
F	>50	>80

ODOT defines the maximum acceptable V/C ratio to be 0.80 for facilities of this type. None of the analyzed scenarios analyzed approaches this level of V/C with the worst case in the preferred alternative being 0.37 during the PM Peak hour in 2023, therefore meeting the requirements of the *1999 Oregon Highway Plan.*

In general the analysis works out to LOS based on delay PM analysis is slightly worse than AM (though there are more trucks in the AM peak hour), and of course the conditions in 2023 are somewhat worse than in 2003. Also the addition of the truck route does create some minimal additional delay to the side street movements. Though the All-Way stop analysis may appear to be the best case, it is deceptive in that the 8 or 9 seconds of delay applies to all vehicles at the intersection and not just those on the minor street (Highway 204 and Division Street). There is no circumstance where this proposed truck route will create serious concerns regarding LOS at the stop controlled intersection based on reasonable growth projections.

To look further, some simple gap analysis was analyzed at the intersection of Highway 204 and Highway 82. During the AM peak the worst case is for westbound trucks. It is assumed that a sufficient crossing gap for trucks is 10.5 seconds based on *A Policy on Geometric Design of Highways and Streets, 2001*, published by the American Association of State Highway and Transportation Officials (AASHTO). Utilizing a negative exponential probability analysis it is predicted that there will be 120 gaps available of 10.5 seconds or greater to serve the 24 trucks on the westbound approach predicted in 2023 AM Peak Hour. Similarly, it is predicted that there will be 122 gaps available of 10.5 seconds or greater to serve the 15 trucks on the westbound approach predicted in 2023 PM Peak Hour.

Please note that this analysis does not take into account the mid-day hours (unfortunately this data is not currently available). These are the hours when the overall traffic most likely decreases, but truck traffic increases becoming a larger proportion of overall traffic. It is during this time when people are more active downtown and trucks seemingly are turning in all directions that large volume of trucks downtown is really a problem.

Cost

The cost of this project including sidewalk and street improvements, as well as curb extensions, is estimated to be approximately $1.1 million (in 2003). This cost does not include additional features such as utilities, street lights, or storm drainage.

Potential Issues

The need for the proposed truck route has been discussed and the positive aspects of the specific alternatives have been elaborated upon. So now it is important to note that there are still some major issues that affect the viability of this project, or at least need to be considered in the design of the route as well as nearby features.

Project Phasing

This project obviously needs to go through some additional stages of development, design, and funding. Currently the Highway 204 project is funded and advancing as planned. Ideally curb extensions would be included as part of this improvement at the intersection of Highway 82. Realistically, this is probably not practical since curb extensions would force many trucks onto a truck route that has yet to be approved or upgraded to a suitable standard for truck traffic. Hopefully, the City and ODOT can work together to consider some minor improvements at this intersection in the interim.

Potentially Shifting Problem to a New Location

One primary concern is if this potential truck route is simply shifting the problem to a new location. The many truck turning movements that currently occur at the intersection of Highway 204 and Highway 82 will primarily be shifted one block east to the intersection of Division Street and 7th Avenue. The question to the citizens of Elgin and ODOT then becomes, "Is this acceptable, and will it be better than we had before?" On the positive side, it removes most truck traffic from the primary downtown pedestrian district and shopping area (except for the through movements on Division Street). On the

negative end, there are some residences abutting 7th Avenue that may be impacted, mostly during daylight hours, by the additional truck traffic. Another negative impact is the that the large curb radii (45 feet) proposed for the west corners of 7th Avenue and Division Street will create rather large pedestrian crossing distances which are not desirable. However, it is still better to have that situation at this intersection versus the intersection of Highway 204 and Highway 82.

Parking and Sight Distance Issues for Proposed Library and Post Office

One negative element of the proposed truck route is that most on-street parking on the route, particularly on 7th Avenue will need to be removed to allow the trucks ample room to turn. This would not be a problem except that the City is considering purchasing the property just west of 7th Avenue between Division Street and Alder Street for a future post office and City Library. Limited parking on the street will mean that the design for these facilities will have to contain sufficient on-site parking. The site design for the property will also have to consider maintaining ample sight distance so turning trucks can see around the corners. The largest trucks may have to "negotiate" their movement around these corners with traffic on other approaches. Additional sound proofing for the library walls may be an important consideration also.

Truck Issues

Obviously, a truck route such as this proposes some inconvenience for drivers such as adding additional stops, turning movements and in the case of trucks traveling on Highway 204 to and from LaGrande (on Highway 82), some out of direction travel. No specific study has been performed to determine the best traffic control (i.e. Stop and Yield signs) on the truck route. The signing in the figures is an initial suggestion based partly on current signage as well as the need to balance speed control and minimize stops (which will increase pollution and noise). In this case the out of direction travel only amounts to two additional blocks. If the Boise Cascade/Hemlock Street bypass is built, then this will provide an alternate route from Highway 204 to and from Highway 82 to the south. The final concern to consider here is the possibility of a truck becoming trapped in the downtown area after missing the signs for the truck route. In most instances there is a safe (and rather inconvenient) exiting route with one exception. Trucks coming into town heading westbound could get trapped. In the rare case this would happen (since drivers almost always have to go through Elgin to come back into Elgin this way) the drive may have to drive over the pork chop potentially wiping out the stop sign.

Conclusions & Recommendations

In summary, this report discusses elements of a selection of proposed truck routing alternatives that are meant to alleviate the downtown area of a large number of through and turning trucks. In addition to the truck route; curb extensions, widened sidewalks, street trees, code changes, architectural coordination for downtown structures, and a plan for on- and off-street parking, are all a part of a larger plan to improve the pedestrian friendliness and character of downtown Elgin. This Downtown Alternatives Analysis shows that it may be feasible to consider this alternative truck route as a solution to the problem of trucks in downtown more seriously.

Appendix V

DOWNTOWN DESIGN OVERLAY

Purpose

A special set of design standards apply to all attached residential, commercial, industrial and mixed-use structures located within the downtown area. The purpose of these standards is to assure a high quality, pedestrian-oriented development pattern in the downtown area consistent with the vision expressed in the Elgin Downtown Plan. The provisions of this Overlay district do not change the base zoning or range of uses permitted on a property except as described in this section. When standards contained in this Overlay district differ from standards for the base zone, these standards prevail.

Applicability

All attached residential, commercial, industrial and mixed-use structures located within the downtown area as shown on zoning plan

Development Review Process

All attached residential, commercial, industrial and mixed-use structures located within the downtown area shall be reviewed and approved following the requirements of Design Review. Approval criteria includes a finding that a proposal meets 95% of the standards contained in this section.

Residential Uses Permitted

Multi-family dwellings, attached single-family dwellings, and residential uses contained in mixed-use development projects are permitted within the Downtown Design Overlay Zone. New detached single-family dwellings are not permitted. For residential only projects, the R-3 Standards for Multifamily Dwellings shall apply.

1. Standards for Attached Residential Structures

The standards of this section apply to development of new primary and attached accessory structures in the Downtown Design Overlay Zone. The addition of an attached accessory structure to a primary structure, where all the uses on the site are residential, is also subject to this Section.

A. **Landscaping**. Landscaping must be provided between structures and the street, as follows:

1. Foundation landscaping. All street-facing elevations must have landscaping along their foundation. The landscaped area may be along the outer edge of a porch instead of the foundation. This landscaping

requirement does not apply to portions of the building facade that provide access for pedestrians or vehicles to the building. The foundation landscaping must meet the following standards:

a. The landscaped area must be at least 3 feet wide;

b. There must be at least one three-gallon shrub for every 3 lineal feet of foundation; and

c. Ground cover plants must fully cover the remainder of the landscaped area; and

2. Front yard trees. There must be at least one tree in front of each residential structure. On corner lots, there must be one tree for each 30 feet of frontage on the side street.

B. **Building setback on public streets and plaza.**

1. Where the building has frontage on CBD streets or plaza, the following standards must be met.

a. A building wall that faces the street or plaza must be set back no more than 0 feet from the lot line. Where the site has two frontages that are on the street or plaza, this standard must be met on both frontages. Where there are more than two such frontages, this standard must be met on any two frontages;

b. For ground floor residential uses, the building wall may be set back from the lot line to allow for a front porch at a main entrance. The maximum setback is 12 feet. The area between the building and an adjacent street or plaza must be hard-surfaced for use by pedestrians as an extension of the sidewalk; and

c. For each 100 square feet of hard-surface area between the building and the lot line at least one of the following amenities must be provided.

A bench or other seating;

- A tree;

A landscape planter;

- A drinking fountain;

- A kiosk.

C. **Residential buffer**. Where a site zoned Downtown Design Overlay abuts or is across a street from an R3 zone, the following is required:

1. On sites that abut a lower density zone the following must be met:

a. In the portion of the site within 25 feet of the lower density residential zone, the building height limits are those of the adjacent residential zone; and

b. A 10 foot deep area landscaped to at least the adjacent standard must be provided along any lot line that abuts the lower density residential zone.

2. On sites across the street from a lower density zone the following must be met:

a. On the portion of the site within 15 feet of the intervening street, the height limits are those of the lower density residential zone across the street; and

b. A 10 foot deep area landscaped to at least the adjacent standard must be provided along the property line across the street from the lower density residential zone. Pedestrian and bicycle access is allowed, but may not be more than 6 feet wide.

D. **Building height.** Except as provided in Subsection C, above, structures in the Downtown Design Overlay Zone may be up to 55 feet in height.

E. **Large building elevations divided into smaller areas**. The front elevation of large structures must be divided into smaller areas or planes. When the front elevation of a structure is more than 750 square feet in area, the elevation must be divided into distinct planes of 500 square feet or less. For the purpose of this standard, areas of wall that are entirely separated from other wall areas by a projection, such as the porch or a roof over a porch, are also individual building wall planes. This division can by done by:

1. A porch, a dormer that is at least 4 feet wide, or a balcony that is at least 2 feet deep and is accessible from an interior room;

2. A bay window that extends at least 2 feet; or

3. Recessing a section of the facade by at least 2 feet; the recessed section must be at least 6 feet long.

F. **Roofs**. Primary structures must have either:

1. A sloped roof with a pitch that is no flatter than 6/12 and no steeper than 12/12; or

2. A roof with a pitch of less than 6/12 if either:

a. The space on top of the roof is used as a deck or balcony that is no more than 150 square feet in area and is accessible from an interior room; or

b. A cornice that meets the following:

1. There must be two parts to the cornice. The top part of the cornice must project at least 6 inches from the face of the building and be at least 2 inches further from the face of the building than the bottom part of the cornice.

2. The height of the cornice is based on the height of the building as follows:

- Buildings 10 feet or less in height must have a cornice at least 12 inches high.
- Buildings greater than 10 feet and less than 30 feet in height must have a cornice at least 18 inches high.
- Buildings 30 feet or greater in height must have a cornice at least 24 inches high.

G. Main entrance.

1. Location of main entrance. The main entrance of each primary structure must face the street lot line. The following are exceptions to this standard:

   a. On corner lots the main entrance may face either of the streets or be oriented to the corner.

   b. For buildings that have more than one main entrance, only one entrance must meet this requirement.

   c. Entrances that face a shared landscaped courtyard, landscaped to at least the General Landscaping standard, are exempt from this requirement.

2. Front porch at main entrance. There must be a front porch at all main entrances that face the street. If the porch projects out from the building it must have a roof. If the roof of a required porch is developed as a deck or balcony it may be flat. If the main entrance is to a single dwelling, the covered area provided by the porch must be at least 6 feet wide and 4 feet deep. If the main entrance is to more than one dwelling unit, the covered area provided by the porch must be at least 9 feet wide and 7 feet deep.

3. Covered balcony. Attached houses have the option of providing a covered balcony at all main entrances that face a street instead of a front porch. The covered area provided by the balcony must be at least 48 square feet, a minimum of 8 feet wide and no more than 15 feet above grade. The covered balcony must be accessible from the interior living space of the house.

4. Ornamental columns. If the front porch or covered balcony at a main entrance provides columns as corner supports, the columns must be ornamental columns that meet one of the following standards. Wrought iron style porch supports do not meet this standard:

    a. Large columns that are divided visually into clear areas of top, center, and bottom. Large rectilinear columns are at least 8" x 8", large rounded columns have a diameter of at least 8 inches; or

    b. Groupings of 2, 3, or 4 small columns that are divided visually into clear areas of top, center, and bottom. Small rectilinear columns are at least 6" x 6", small rounded columns have a diameter of at least 8 inches.

5. Openings between porch floor and ground. Openings of more than 1 foot between the porch floor and the ground must be covered with a solid material or lattice.

H. Vehicle areas

1. Alleys. If the site is served by an alley, access for motor vehicles must be from the alley, not from a street frontage.

2. Vehicle areas between the building and the street. There are no vehicle areas allowed between the building and the street. If a site has two street lot lines, this standard must be met on both frontages. If a site has more than two street lot lines, this standard must be met on two frontages.

    An exception is allowed for single dwelling developments. Each dwelling unit in a single dwelling development is allowed one 9-foot wide driveway

3. Parking areas in the front setback. Parking areas may not be located in the front setback.

4. Attached garages. When parking is provided in a garage attached to the primary structure and garage doors face a street the following standards must be met:

    a. The garage must not be more than 40 percent of the length of the frontage or 8 feet long, whichever is greater;

    b. The front of the garage can be no closer to front lot line than the front facade of the house;

    c. Garage doors that are part of the street-facing elevations of a primary structure may be no more than 75 square feet in area; and

    d. There may be no more than one garage door per 16 feet of building frontage.

5. Driveways. Driveways for attached houses must meet the following See Figures XX for examples of driveways that meet the standard.

    a. Driveways may be paired so that there is a single curb-cut providing access to two attached houses. The maximum width allowed for the paired driveway is 18 feet; and

    b. There must be at least 18 feet between single or paired driveways. Distance between driveways is measured along the front property line.

I. **Foundation material.** Plain concrete block or plain concrete may be used as foundation material if the foundation material is not revealed more than 3 feet above the finished grade level adjacent to the foundation wall.

J. **Exterior finish materials.**

1. Plain concrete block, plain concrete, corrugated metal, plywood and sheet pressboard are not allowed as exterior finish material, except as secondary finishes if they cover no more than 10 percent of the surface area of each facade. Composite boards manufactured from wood or other products, such as hardboard or hardplank, may be used when the board product is less than 6 inches wide.

2. Where wood products are used for siding, the siding must be shingles, or horizontal siding, not shakes.

3. Where horizontal siding is used, it must be shiplap or clapboard siding composed of boards with a reveal of 3 to 6 inches, or vinyl or aluminum siding which is in a clapboard or shiplap pattern where the boards in the pattern are 6 inches or less in width.

K. **Windows.** Street-facing windows must meet the following. Windows in rooms with a finished floor height 4 feet or more below grade are exempt from this standard:

1. Each window must be square or vertical;

2. A horizontal window opening may be created when:

    a. Two or more vertical windows are grouped together to provide a horizontal opening, and they are either all the same size, or no more than two sizes are used. Where two sizes of windows are used in a group, the smaller window size must be on the outer edges of the grouping. The windows on the outer edges of the grouping must be vertical; the center window or windows may be vertical, square, or horizontal; or

    b. There is a band of individual lites across the top of the horizontal window. These small lites must be vertical and cover at least 20 percent of the total height of the window.

L. **Trim.** Trim must mark all building rooflines, porches, windows and doors on all elevations. The trim must be at least 3-1/2 inches wide. Buildings with an exterior material of stucco or masonry are exempt from this standard.

M. **Roof-mounted equipment**. All roof-mounted equipment, including satellite dishes and other communication equipment, must be screened in one of the following ways. Solar heating panels are exempt from this standard:

1. A parapet as tall as the tallest part of the equipment;

2. A screen around the equipment that is as tall as the tallest part of the equipment; or

3. The equipment is set back from the street-facing perimeters of the building 3 feet for each foot of height of the equipment.

N. **Exterior stairs and fire escapes.** Exterior stairs, other than those leading to a main entrance, must be at least 40 feet from all streets. Fire escapes must be at least 40 feet from all streets.

O. **Roof eaves.** Roof eaves must project from the building wall at least 12 inches on all elevations. Buildings that take advantage of the cornice option are exempt from this standard.

2. Standards for All Commercial, Industrial and Mixed Use Structures

The standards applicable of this section apply to development of all primary non-residential only structures in Downtown Design Overlay zone. These standards also apply to exterior alterations in this zone.

A. **Building placement and the street**. Landscaping, an arcade, or a hard-surfaced expansion of the pedestrian path must be provided between a structure and the street. All street-facing elevations must meet one of the following options.

Structures built to the street lot line are exempt from the requirements of this subsection. Where there is more than one street lot line, only those frontages where the structure is built to the street lot line are exempt from the requirements of this paragraph.

1. Foundation landscaping option. All street-facing elevations must have landscaping along their foundation. This landscaping requirement does not apply to portions of the building facade that provide access for pedestrians or vehicles to the building. The foundation landscaping must meet the following standards:

a. The landscaped area must be at least 3 feet wide;

d. There must be at least (1) three-gallon shrub for every 3 lineal feet of foundation; and

e. Ground cover plants must fully cover the remainder of the landscaped area.

2. Arcade option. All street-facing elevations must have an arcade as a part of the primary structure that meets the following requirements:

   a. The arcade must be at least 6 feet deep between the front elevation and the parallel building wall;

   b. The arcade must consist of a series of openings at least 6 feet wide, have columns with a minimum dimension of 8" and which run the full length of the street facing elevation;

   c. The arcade elevation facing a street must be at least 18 feet in height and at least 25 percent solid, but no more than 50 percent solid; and

   d. The arcade must be open to the air on 3 sides; none of the arcade's street facing or end openings may be blocked with walls, glass, lattice, glass block or any other material; and

   e. Each dwelling that occupies space adjacent to the arcade must have its main entrance opening into the arcade.

3. Hard-surface sidewalk extension option. The area between the building and the street lot line must be hard-surfaced for use by pedestrians as an extension of the sidewalk.

   a. The building walls may be set back no more than 10 feet from the street lot line.

   b. For each 100 square feet of hard-surface area between the building and the street lot line at least one of the following amenities must be provided. Structures built within 2 feet of the street lot line are exempt from the requirements of this paragraph.

      1. A bench or other seating;

      2. A tree;

      3. A landscape planter;

      4. A drinking fountain;

      5. A kiosk.

B. **Improvements between buildings and plaza.** Where the ground floor of a building is housing ground floor commercial, industrial or residential uses, and the building has frontage on the plaza, the following standards must be met.

Proposals required to meet this standard are exempt from the requirements of Subsection A, Building Placement and the Street.

1. A building wall that faces the or plaza must be set back no more than 0 feet from the lot line. Where the site has two frontages that are on the or plaza, this standard must be met on both frontages. Where there are more than two such frontages, this standard must be met on any two frontages;

2. For ground floor residential uses, the building wall may be set back from the lot line to allow for a front porch at a main entrance. The maximum setback is 12 feet. The area between the building and an adjacent or plaza must be hard-surfaced for use by pedestrians as an extension of the sidewalk; and

3. For each 100 square feet of hard-surface area between the building and the lot line at least one of the following amenities must be provided. Structures built within 2 feet of the street lot line are exempt from the requirements of this paragraph.

   a. A bench or other seating;

   b. A tree;

   c. A landscape planter;

   d. A drinking fountain;

   e. A kiosk.

C. **Reinforce the corner**. On structures with at least two frontages on the corner where two city walkways meet:

   1. The primary structures on corner lots at the property lines or must be within 10 feet of both street lot lines. Where a site has more than one corner, this requirement must be met on only one corner;

   2. At least one of the street-facing walls must be at least 40 feet long;

   3. The highest point of the building's street-facing elevations at a location must be within 25 feet of the corner;

   4. The location of a main building entrance must be on a street-facing wall and either at the corner, or within 25 feet of the corner; and

   5. There is no parking within 40 feet of the corner

D. **Residential Buffer**. Where a site zoned Downtown Design Overlay abuts or is across a street from an R3 zone, the following is required:

   1. On sites that abut a lower density zone the following must be met:

a. In the portion of the site within 25 feet of the lower density residential zone, the building height limits are those of the adjacent residential zone; and

b. A 10 foot deep area landscaped to at least the XX standard must be provided along any lot line that abuts the lower density residential zone.

2. On sites across the street from a lower density zone the following must be met:

a. On the portion of the site within 15 feet of the intervening street, the height limits are those of the lower density residential zone across the street; and

b. A 10 foot deep area landscaped to at least the XX standard must be provided along the property line across the street from the lower density residential zone. Pedestrian and bicycle access is allowed, but may not be more than 6 feet wide.

E. Building height.

1. Maximum height. Except as provided in Subsection D, above, structures may be up to 55 feet in height.

2. Minimum height. Primary buildings must be at least 16 feet in height.

F. Main entrance.

1. Location of main entrance. The main entrance of the Primary structure must face the street lot line, or plaza. Where there is more than one street lot line, or plaza, the entrance may face either of them or to the corner. For residential developments there are the following exceptions:

a. For buildings that have more than one main entrance only one entrance must meet this requirement.

b. Entrances that face a shared landscaped courtyard, landscaped to at least the XX General Landscaping standard, are exempt from this requirement.

2. Front porch at main entrances to residential uses in a mixed-use development. There must be a front porch at the main entrance to residential portions of a mixed-use development, if the main entrance faces a street. If the porch projects out from the building it must have a roof. If the roof of a required porch is developed as a deck or balcony it may be flat. If the main entrance is to a single dwelling unit, the covered area provided by the porch must be at least 6 feet wide and 4 feet deep. If the main entrance is to porch provides the entrance to 2 or more than one

dwelling units, the covered area provided by the porch must be at least 9 feet wide and 7 feet deep.

G. Vehicle areas.

1. Access to vehicle areas and adjacent residential zones. Access to vehicle areas must be located at least 20 feet from any adjacent residential zone.

2. Parking lot coverage. No more than 50 percent of the site may be used for vehicle areas.

3. Vehicle area screening. Where vehicle areas are across a local street from a R1, R2 or R3 zone, there must be a 6-foot wide landscaped area along the street lot line that meets the XX standard. Vehicle areas across a local street from a R1, R2 or R3 zone are subject to the standards of Subsection D. Residential Buffer, above.

H. Exterior finish materials.

Plain concrete block, plain concrete, corrugated metal, plywood and sheet pressboard are not allowed as exterior finish material, except as secondary finishes if they cover no more than 10 percent of the surface area of each facade. Composite boards manufactured from wood or other products, such as hardboard or hardplank, may be used when the board product is less than 6 inches wide. Foundation material may be plain concrete or plain concrete block when the foundation material does not extend for more than 3 feet above the finished grade level adjacent to the foundation wall.

2. Where there is an exterior alteration to an existing building, the exterior finish materials on the portion of the building being altered or added must visually match the appearance of those on the existing building. However, if the exterior finishes and materials on the existing building do not meet the standards of Paragraph H.1, above, any material that meets the standards of Paragraph H.1 may be used.

I. **Roof-mounted equipment**. All roof-mounted equipment, including satellite dishes and other communication equipment, must be screened in one of the following ways. Solar heating panels are exempt from this standard.

1. A parapet as tall as the tallest part of the equipment;

2. A screen around the equipment that is as tall as the tallest part of the equipment; or

3. The equipment is set back from the street-facing perimeters of the building 3 feet for each foot of height of the equipment.

J. **Ground floor windows**. All exterior walls on the ground level which face a street lot line, sidewalk, plaza or other public open space or right-of-way must meet the following standards:

1. The windows must be at least 50 percent of the length and 25 percent of the ground level wall area. Ground level wall areas include all exterior wall areas up to 9 feet above the finished grade. The requirement does not apply to the walls of residential units or to parking structures when set back at leas 5 feet and landscaped to at least a XX standard.

2. Required window areas must be either windows that allow views into working areas or lobbies, pedestrian entrances, or display windows set into the wall. The bottom of the windows must be no more than 4 feet above the adjacent exterior grade.

K. **Distinct ground floor.** This standard applies to buildings that have any floor area in non-residential uses. The ground level of the primary structure must be visually distinct from upper stories. This separation may be provided by:

1. A cornice above the ground level;

2. An arcade;

3. Changes in material or texture; or

4. A row of clerestory windows on the building's street facing elevation.

L. **Roofs**. Buildings must have either:

1. A sloped roof with a pitch no flatter than 6/12; or

2. A roof with a pitch of less than 6/12 and a cornice that meets the following:

   a. There must be two parts to the cornice. The top part of the cornice must project at least 6 inches from the face of the building and be at least 2 inches further from the face of the building than the bottom part of the cornice. See Figure XX.

   b. The height of the cornice is based on the height of the building as follows:

      1. Buildings 10 feet or less in height must have a cornice at least 12 inches high.

      2. Buildings greater than 10 feet and less than 30 feet in height must have a cornice at least 18 inches high.

      3. Buildings 30 feet or greater in height must have a cornice at least 24 inches high.

M. **Base of buildings**. Buildings must have a base on all street-facing elevations. The base must be at least 2 feet above grade and be distinguished from the rest of the building by a different color or material.

Appendix VI

DESIGN STANDARDS FOR THE CBD ZONE

CHECKLIST

Applicability

New Buildings:

In addition to the zoning standards of Section 3.13 CBD regarding permitted uses, dimensional standards, parking sign and other standards of the Rainier Zoning Code, all new development in the CBD Zone is subject to Design Review approval under the provisions of Section 6.7, and at least 75% of the design standards listed below, found in Section 3.13.01.

Existing Buildings: When a building permit is required for the significant modification or expansion of an existing building, the extent of design review and the required design standards listed below is limited to the improvements that are the subject of the building permit. When a change in use in an existing building is proposed for a new use, and the new use is more intensive in any external impact, as determined by the Planning and Public Works Directors, Design Review is required under the provisions of Section 6.7, and the request in not subject to the CBD design standards of Section 3.13.01. External impact includes, but is not limited to, traffic, parking, trucks, increase in public facilities, hours of operation and noise. Any outside storage or display areas shall be approved through Design Review.

Design Standards for Attached Residential Structures

The standards of this section apply to development of primary and attached residential accessory structures in the CBD Zone.

A. Landscaping

_____ 4pts. 1. Foundation landscaping

a. 3' wide

b. One 3 gallon shrub every 3'

c. Ground cover

_____ 4pts. 2. Front yard trees: At least 1 tree per residence. Corner lots one per 30' on side street.

B. Building Setback on Public Streets, Riverfront Walk and Public Plazas

_____ 4pts. 1. Primary building may not be setback more than 18' from front property line.

Or,

_____ 4pts. 2. When building faces the river walk or a public plaza:

a. There is a 0' setback on all such frontages.

b. For ground floor residential there is a maximum 6' setback.

c. Optional: For each 100 sq. ft. of hard surface areas between the building and the lot line at least one of the following amenities must be provided. Structures built within 2' if the street lot line are exempt.

- A bench or other seating
- A tree
- A landscape planter
- A kiosk

C. Residential Buffer (not optional)

Provide a transition in scale where the CBD is adjacent to a lower density residential zone. Where a site zoned CBD abuts or is across the street from an R1or R2 zone the following is required:

1. In the portion of the site within 25' of the lower density residential zone, the building height limits are those of the adjacent residential zone; and
2. A 10' deep landscaped area must be provided along any lot line that abuts the lower density residential zone. To provide visual separation enough high shrubs to form a 6' high screen that is 95% opaque year around shall be provided. In addition, one tree is required per 30 linear feet of landscaped area, or the equivalent. A 6' high masonry wall may be substituted for the shrubs, but the trees and appropriate ground cover are still required. When applied along a street line, the screen or wall is to be placed along the interior side of the landscaped area. A 6' wide bicycle or pedestrian path is permitted to provide access through the buffer.

On sites across the street from a lower density zone the following must be met:

1. On the portion of the site within 15' of the intervening street, the height limits are those of the lower density residential zone across the street; and
2. The landscape standard in C. 2 above must be met.

D. Building Height (not optional)

Except for visual buffers in C. above, structures in the CBD zone may be no more than 55' high.

E. Standard to Avoid Large Monumental Buildings: (not optional)

Provide for variety and articulation of buildings similar to the existing development pattern in downtown. The front elevation of large structures must be divided into smaller areas or planes. When the front elevation of a structure is more than 750 square feet in area, the elevation must be divided into distinct places of 500 square feet or less. For the purpose of this standard, areas of wall that are entirely separated from other wall areas by a projection, such as the porch or a roof over a porch, are also individual building wall planes. This division can be done by:

1. A porch, a dormer that is at least 4' wide, or a balcony that is at least 2 ' deep and is accessible from an interior room.
2. A bay window that extends at least 2'; or
3. Recessing a section of the façade by at least 2' and the recessed section must be at least 6' long.

F. Roofs

Roofs should have significant pitch, or if flat, be designed with a cornice or parapet.

_____ 4pts. 1. A sloped roof with a pitch no flatter than 6/12 and no steeper than 12/12.

Or,

_____4pts 2. A roof with less than a 6/12 pitch if either:

a. The space on top of the roof is used as a deck or balcony that is no more than 150 square feet in area and is accessible from the interior; or

b. A cornice or parapet that meets the following: There must be two parts to the cornice or parapet. The top part must project at least 6 inches from the face of the building and be at least 2 inches further from the face of the building that the bottom part. For buildings 10 feet or less in height the cornice or parapet must be at least 12 inches high. For buildings between 10 and 30' high the cornice or parapet must be at least 18 inches high. Buildings over 30' must have a cornice at least 24" high.

G. Main Entrance

_____ 4 pts. 1. Locate the main entrance of each primary structure facing the street lot line. The following are exceptions to this standard:

a. On corner lots the main entrance may face either street, or may face the corner.

b. In the event of multiple entrances, only one must face the street.

c. Entrances that face a landscaped courtyard are exempt.

_____ 4pts. 2. There must be a front porch at all main entrances that face the street. If it projects out from the building it must have a roof. If the roof is developed as a balcony or deck

it may be flat. If the main entrance is to a single dwelling, the covered area provided by the porch must be at least 6' wide and 4' deep. If the main entrance is to more than one dwelling unit, the covered area provided but the porch must be at least 9' wide and 7' deep.

4. Optional Covered Balcony: Attached houses may provide a covered balcony at all main entrances that face a street instead of a front porch. The covered area provided by the balcony must be at least 48 square feet, a minimum of 8' wide and no more than 15' above grade. The covered balcony must be accessible from the interior living space of the house.
5. Optional Additional Ornamental Columns: If the front porch or covered balcony at the main entrance provides columns as corner supports, the columns must be ornamental and meet one of the following standards. Wrought iron style porch supports do not meet this standard:

    a. Large columns that are divided visually into clear areas of top, center, and bottom. Large rectilinear columns are at least 8" x 8"; large rounded columns have a diameter of at least 8"; or groupings of 2, 3, or 4 small columns that are divided visually into clear areas of top, center and bottom. Small rectilinear columns are at least 4" x 4", and small rounded columns have a diameter of at least 4".
    b. Openings between porch floor and ground floor of more than 1' between the porch floor and the ground floor must be covered with a solid material or lattice.

H. Vehicle Areas

_____ 4 pts. 1. Alleys. If the site is served by an alley, vehicles access must be from the alley, not a street.

_____ 4 pts. 2. Vehicle areas between the building and the street. Except for allowed parking in front of approved garages, there are no vehicle areas allowed between the building and the street. If a site has two street lot lines, this standard must be met on both frontages. If a site has more than two street lot lines, this standard must be met on two frontages. An exception is allowed for single dwelling developments. Each dwelling unit in a development is allowed one 9' wide driveway.

_____ 4 pts. 3. Parking areas in the front setback. Except for allowed parking in front of approved garages, parking areas may not be located in the front setback.

4. Attached garages. When parking is provided in a garage attached to the primary structure and garage doors face a street the following standards must be met:

_____ 4 pts. a. The garage must be no more than 40% of the length of the frontage, or 8' long, whichever is greater.

_____ 4 pts. b. The front of the garage can be no closer to the front lot line than the front façade of the house. A setback of at least 4 ' is desirable.

_____ 4 pts. c. Unless the garage serves three or more residential units, garage doors that are part of the street facing elevations of a primary structure may be no more than 75 square feet in areas; and

_____ 4 pts. d. There may be no more than one garage door per 16' of building frontage.

5. Driveways. For attached houses driveways must meet the following two standards:

_____ 4 pts. a. Driveways must be paired to that there is a single curb-cut providing access to two attached houses. The maximum width allowed for the paired driveway is 18'; and

_____ 4 pts. b. There must be at least 18' between single or paired driveways. Distance between the driveways is measured along the front property line.

I. Foundation Material

_____ 4 pts. 1. Plain concrete block or plain concrete may be used as foundation material if the foundation material is not revealed more than 3 feet above the finished grade level adjacent to the foundation wall.

J. Exterior Finish Materials

_____ 4 pts. 1. Plain concrete block, plain concrete, corrugated metal, full-sheet plywood, synthetic stucco, and sheet pressboard are not allowed as exterior finish material, except as secondary finishes if they cover no more than 10% of the surface area of each façade.

_____ 4 pts. 2. Where wood products are used for siding, the siding must be shingles, or horizontal siding, not shakes

_____ 4 pts. 3. Where horizontal siding is used, it must be shiplap or clapboard siding composed of boards with an exposure of 3 to 6 inches, or vinyl or aluminum siding which is in a clapboard or shiplap pattern where the boards in the pattern are 6 inches or less in width.

K. Windows

Street-facing windows must meet the following. Windows in rooms with a finished floor height 4' or more below grade are exempt from this standard:

_____ 4 pts. 1. Each window must be square or vertical.

_____ 4 pts. 2. A horizontal window may be created when:

a. Two or more vertical windows are grouped together to provide a horizontal opening, and they are either all the same size, or no more than two sizes are used. When two sizes of window are used in a group, the smaller window size must be on the outer edges of the grouping. The windows on the outer edge of

the grouping must be vertical; the center windows may be vertical, square or horizontal; or

b. There is a band of individual lites across the top of the horizontal window. These small lites must be vertical and cover at least 20% of the total height of the window.

L. Trim

_____ 4 pts. 1. Trim must mark all building rooflines, porches, windows and doors on all elevations. The trim must be at least 3 ½ inches wide. Buildings with an exterior material of stucco or masonry are exempt from this standard.

M. Roof-Mounted Equipment

_____ 4 pts. 1. All roof-mounted equipment, including satellite dishes and other communication equipment, must be screened in **one of the following ways, excluding solar heating** panels.

a. A parapet as tall as the tallest part of the equipment.

b. A screen around the equipment that is as tall as the tallest part of the equipment; or

c. The equipment is set back from the street-facing perimeter of the building at least 3' for each foot of height of the equipment.

N. Exterior Stairs and Fire Escapes

_____ 4 pts. 1. Exterior stairs, other than those leading to a main entrance, must be at least 40 feet from all streets. Fire escapes must be at least 40 feet from all streets.

O. Roof Eaves

_____ 4 pts. 1. Roof eaves must project from the building wall at least 12 inches on all elevations. Buildings that take advantage of the cornice option are exempt from this standard.

Total: 100 points

Design Standards for All Commercial, Industrial and Mixed-Use Structures

The standards in this section apply to development of all new primary non-residential only structures in the CBD Zone. These standards also apply to exterior alterations in the zone, when the exterior alteration requires full compliance with the requirements of the applicable building codes as defined in the applicability section on page 1 of this checklist.

A. Building Placement and the Street

_____ 7.2 pts. 1. This standard applies to commercial or mixed-use structures that are set back from the property line. Landscaping, an arcade, or a hard-surfaced expansion of the pedestrian path must be provided between a structure and the street. Structures built to the street lot line are exempt from the requirements of this subsection. Comply with one of the following:

a. Foundation landscaping option: All street-facing elevations must have landscaping along their foundation, except at pedestrian or vehicle access points. The landscaped area must be at least 3' wide. There must be a least one 3-gallon shrub for every 3 lineal feet of foundation. Ground cover must cover the remaining area.

b. Arcade option: All street-facing elevations must have an arcade as a part of the primary structure. The arcade must be at least 6' deep between the front elevation and the parallel building wall. The arcade must consist of a series of opening that are each at least 6' wide. The arcade should run the full length of the street facing elevation. The arcade elevation facing the street must be at least 14' in height and at least 25% solid, but not more than 50% solid. The arcade must arcade must be open to the air on 3 sides; none of the street facing or end openings may be blocked with walls, glass, lattice, glass block or any other material Each dwelling that occupies space adjacent to the arcade must have its main entrance opening into the arcade.

c. Hard-surface sidewalk extension option: The area between the building and the street lot line must be hard-surfaced for use by pedestrians as an extension of the sidewalk. The building walls may be set back no more than 6' from the street lot line.

d. Optional additional standard: For each 100 sq. ft. of hard surface areas between the building and the lot line at least one of the following amenities must be provided. Structures built within 2' if the street lot line are exempt.

- A bench or other seating
- A tree
- A landscape planter
- A kiosk

B. Improvements Between Buildings and Riverfront Walk and Public Plazas

_____ 7.2 pts. 1. This applies to buildings that are close to the street. Proposals required to meet this standard are exempt from subsection A. above. Where the ground floor of a building is housing ground floor commercial, industrial or residential uses, and the building has frontage on the riverfront walk or public plazas, all of the following standards must be met.

a. A building that faces the riverfront walk or designated public plaza must be setback no more than 0' from the lot line. Where the site has two frontages that are on the riverfront walk or plaza, this standard must be met on both frontages. Where there are more than two frontages, this standard must be met on two frontages.

b. For ground floor residential uses, the building wall may be set back from the lot line to allow a front porch at the main entrance. The maximum setback is 6'. The area between the building and an adjacent riverfront walk or plaza must be hard-surfaced for use by pedestrians as an extension of the sidewalk, and

c. For each 100 sq. ft. of hard surface areas between the building and the lot line at least one of the following amenities must be provided. Structures built within 2' of the street lot line are exempt.

- A bench or other seating
- A tree
- A landscape planter
- A kiosk

C. Reinforce the Corner

_____ 7.2 pts. 1. On structures with at least two frontages on the corner where two city walkways meet all of the following standards shall be met:

a. The primary structures on corner lots at the property lines must be within 6' of both street lot lines. Where a site has more than one corner, this requirement must be met on one corner only.

c. At least one of the street-facing walls must be at least 40' long.

d. The highest point of the building's street-facing elevations at a location must be within 25' of the corner.

e. The location of a main building entrance must be on a street-facing wall and either at the corner, or within 25 feet of the corner; and

f. There is no parking allowed within 40 feet of the corner.

D. Residential Buffer (not optional)

Provide a transition in scale where the CBD is adjacent to a lower density residential zone. Where a site zoned CBD abuts or is across the street from an R1, R2 or R3 zone the following is required:

1. In the portion of the site within 25' of the lower density residential zone, the building height limits are those of the adjacent residential zone; and

2. A 10' deep landscaped area must be provided along any lot line that abuts the lower density residential zone. To provide visual separation enough high shrubs to form a 6' high screen that is 95% opaque year around shall be provided. In addition, one tree is required per 30 linear feet of landscaped area, or the equivalent. A 6' high masonry wall may be substituted for the shrubs, but the trees and appropriate ground cover are still required. When applied along a street line, the screen or wall is to be placed along the interior side of the landscaped area. A 6' wide bicycle or pedestrian path is permitted to provide access through the buffer.

On sites across the street from a lower density zone the following must be met:

1. On the portion of the site within 15' of the intervening street, the height limits are those of the lower density residential zone across the street; and

2. The landscape standard in D. 2 above must be met

E. Building Height

1. Maximum height up to 55 feet except as provided in Subsection D. above.

_____ 7.2 pts. 2. Primary buildings must be at least 16 feet.

F. Main Entrance

_____ 7.2 pts. 1. Locate the main entrance facing the street lot line, riverfront walk or plaza. Where there is more than one street lot line, riverfront walk or plaza, the entrance may face either of them or to the corner. For residential developments buildings that have more than one main entrance must meet this requirement. Entrances that face a shared landscape courtyard are exempt from this standard.

_____ 7.2 pts. 2. There must be a front porch at all main entrances that face the street. If it projects out from the building it must have a roof. If the roof is developed as a balcony or deck it may be flat. If the main entrance is to a single dwelling, the covered area provided by the porch must be at least 6' wide and 4' deep. If the main entrance is to more than one dwelling unit, the covered area provided but the porch must be at least 9' wide and 7' deep.

G. Vehicle Areas

_____ 7.2 pts. 1. Access to vehicle areas and adjacent residential zones. Access must be located at least 20' from any adjacent residential zone.

_____ 7.2 pts. 2. Parking lot coverage. No more than 50% of the site may be used for vehicle parking.

_____ 7.2 pts. 3. Vehicle area screening. Where vehicle areas are across a local street from a R1, R2 or R3 zone there must be a 6' wide landscaped area along the street lot line in accordance with the Residential Buffer standards in subsection D. 2. above.

H. Exterior Finish Materials

_____ 7.2 pts. 1. Plain concrete block, plain concrete, corrugated metal, full-sheet plywood, synthetic stucco, and sheet pressboard are not allowed as exterior finish material, except as secondary finishes if they cover no more than 10% of the surface area of each façade. Composite boards manufactured from wood or other products, such as hardboard or hardieplank, may be used when the board product is less than 6" wide. Foundation material may be plain concrete or plain concrete block when the foundation material does not extend more than 3' above the finished grade level adjacent to the foundation wall.

Where there is an exterior alteration to an existing building, the exterior finish materials on the portion of the building being altered or added must visually match the appearance of those on the existing building unless the exterior finishes and materials on the existing building do not meet the standards above any material that meets the standards above may be used.

I. Roof Mounted Equipment

_____ 7.2 pts. 1. All roof-mounted equipment, including satellite dishes and other communication equipment, must be screened in one of the following ways, excluding solar heating panels.

a. A parapet as tall as the tallest part of the equipment.

b. A screen around the equipment that is as tall as the tallest part of the equipment; or

c. The equipment is set back from the street-facing perimeter of the building at least 3' for each foot of height of the equipment.

J. Ground Floor Windows

All exterior walls on the ground level which face a street lot line, sidewalk, plaza or other public open space or right-of-way must meet the following standards:

_____ 7.2 pts. 1. The windows must be at least 50% of the length and 25% of the ground level wall areas. Ground level wall areas include all exterior wall areas up to 9' above the finished

grade. The requirement does not apply to the walls of residential units or to parking structures when set back at least 5' and landscaped.

_____ 7.2 pts. 2. Required window areas must be either windows that allow views into working areas or lobbies, pedestrian entrances, or display windows set into the wall. The bottom of the windows must be no more than 4' above the adjacent exterior grade.

K. Distinct Ground Floor

This applies to buildings that have any floor area in non-residential uses. The ground level of the primary structure must be visually distinct from upper stories. The separation may be provided any <u>one</u> of the following ways:

_____ 7.2 pts. 1. A cornice above the ground level;

2. An arcade;

3. Changes in material or texture; <u>or</u>

4. A row of clerestory windows on the building's street facing elevation.

L. Roofs

Roofs should have significant pitch, or if flat, be designed with a cornice or parapet.

_____ 7.2pts. 1. A sloped roof with a pitch no flatter than 6/12 and no steeper than 12/12.

Or,

_____ 7.2pts 2. A roof with less than a 6/12 pitch if either:

a. The space on top of the roof is used as a deck or balcony that is no more than 150 square feet in area and is accessible from the interior; or

b. A cornice or parapet that meets the following: There must be two parts to the cornice or parapet. The top part must project at least 6 inches from the face of the building and be at least 2 inches further from the face of the building that the bottom part. For buildings 10 feet or less in height the cornice or parapet must be at least 12 inches high. For buildings between 10 and 30' high the cornice or parapet must be at least 18 inches high. Buildings over 30' must have a cornice at least 24" high.

Total 100.8 points

Appendix VII
Parking in Downtown Elgin

Downtown Elgin, bounded by Baltimore, Alder, 7th and 9th (excluding those streets) has a total of 122 on-street parking spaces. See attached figure. Recent observation on a cold November weekday suggests that not more than about 30 spaces are occupied at one time. Two places that are sometimes crowded are the street in front of the Post Office and 8th Avenue near Division. However even when these areas are full, parking is available within one block or less.

As the downtown develops, this area will need more parking. The city development code Chapter 17.40.080 requires new development to provide off-street parking by use. For example, a single-family dwelling requires two parking spaces; an office or store requires one space per 300 feet of area and a restaurant or tavern one space per 200 square feet of sitting area. These requirements tend to be greater than necessary in a downtown area that has many uses close together and an on-street parking supply. It is not unusual for downtown requirements to be as little as one space per 800 SF of commercial development. These requirements should be modified to require fewer or no off-street parking spaces in the downtown for all but the largest developments.

In fact if Elgin develops enough public off-street parking in the downtown it will not need nor will private parking be desirable. Siting public off-street parking in one location eliminates the need for additional curb cuts to serve private parking and improves land use. Fewer curb cuts translate into better pedestrian access and more on-street parking. Based on a proposal by a group of high school students, we propose placing up to 103 public off-street parking spaces next to the courthouse extending through to Division and adjacent to the railroad tracks. The City now owns some of this land and believes it can obtain the rest. This public parking can serve the parking needs of any future downtown development

Future possible build out for downtown Elgin includes a 6,000 SF library, the relocation of the post office to Alder and 7th, the development of a tourist train that can serve up to 250 riders and the addition of 38,000 SF of commercial development. Assuming that all the new commercial space is either office or retail the present Elgin parking standard would require 126 new off-street parking spaces. A standard of one space per 400 SF would require 95 spaces. The 103 spaces in the proposed public lot would meet those parking needs.

Assuming a standard of 1 space per 400-800 SF the library would require about 7-14 off-street parking spaces. We recommend placing up to 20 public off-street parking next to the library for easy access and to meet the needs of disabled users and families.

While no standard exists for tourist train parking, it is reasonable to assume that this will be a family activity. Therefore we assume that this will need 2.5 parking spaces per train seat for a total of 100 parking spaces. The City should require this use have parking to meet its own needs because it is somewhat removed from the downtown area and has a large demand.

Recommendations

To encourage downtown development, eliminate the need for additional curb cuts and strengthen the street edge, we recommend the City:

- Develop a municipal off street parking lot,
- Repeal off-street parking requirements downtown for new development of less than 10,000 SF or that attracts fewer than 20 trips at its peak hour. The City should make it a conditional use and not permit any off-street parking as an outright use but allow developers to present a case for the need for parking.

We also recommend that the city sign on-street parking for RVs on Baltimore and encourage RV drivers to park there before they get into downtown.