



**Oregon**

Theodore R. Kubinski, Governor

**Department of Land Conservation and Development**

635 Capitol Street, Suite 150

Salem, OR 97301-2540

(503) 373-0050

Fax (503) 378-5518

[www.lcd.state.or.us](http://www.lcd.state.or.us)



**NOTICE OF ADOPTED AMENDMENT**

03/16/2009

**TO:** Subscribers to Notice of Adopted Plan  
or Land Use Regulation Amendments

**FROM:** Mara Ulloa, Plan Amendment Program Specialist

**SUBJECT:** City of Newberg Plan Amendment  
DLCD File Number 001-08

The Department of Land Conservation and Development (DLCD) received the attached notice of adoption. A Copy of the adopted plan amendment is available for review at the DLCD office in Salem and the local government office.

Appeal Procedures\*

**DLCD ACKNOWLEDGMENT or DEADLINE TO APPEAL:** Friday, March 27, 2009

This amendment was submitted to DLCD for review prior to adoption with less than the required 45-day notice. Pursuant to ORS 197.830(2)(b) only persons who participated in the local government proceedings leading to adoption of the amendment are eligible to appeal this decision to the Land Use Board of Appeals (LUBA).

If you wish to appeal, you must file a notice of intent to appeal with the Land Use Board of Appeals (LUBA) no later than 21 days from the date the decision was mailed to you by the local government. If you have questions, check with the local government to determine the appeal deadline. Copies of the notice of intent to appeal must be served upon the local government and others who received written notice of the final decision from the local government. The notice of intent to appeal must be served and filed in the form and manner prescribed by LUBA, (OAR Chapter 661, Division 10). Please call LUBA at 503-373-1265, if you have questions about appeal procedures.

**\*NOTE:** THE APPEAL DEADLINE IS BASED UPON THE DATE THE DECISION WAS MAILED BY LOCAL GOVERNMENT. A DECISION MAY HAVE BEEN MAILED TO YOU ON A DIFFERENT DATE THAT IT WAS MAILED TO DLCD. AS A RESULT, YOUR APPEAL DEADLINE MAY BE EARLIER THAN THE ABOVE DATE SPECIFIED.

**Cc:** Steve Olson, City of Newberg  
Gloria Gardiner, DLCD Urban Planning Specialist

Bill Holmstrom, DLCD Transportation Planner

<paa> YA/

2

# DLCD

## Notice of Adoption

THIS FORM **MUST BE MAILED** TO DLCD  
**WITHIN 5 WORKING DAYS AFTER THE FINAL DECISION**  
PER ORS 197.610, OAR CHAPTER 660 - DIVISION 18

In person  electronic  mailed

DATE  
M A R 0 9 2 0 0 9

DEPT OF  
LAND CONSERVATION  
AND DEVELOPMENT

For DLCD Use Only

Jurisdiction: **City of Newberg**

Local file number: **DCA-07-003**

Date of Adoption: **3/2/2009**

Date Mailed: **3/6/2009**

Was a Notice of Proposed Amendment (Form 1) mailed to DLCD? **Yes** Date: **1/14/2008**

- |   |   |
|---|---|
| <input type="checkbox"/> Comprehensive Plan Text Amendment        | <input type="checkbox"/> Comprehensive Plan Map Amendment |
| <input checked="" type="checkbox"/> Land Use Regulation Amendment | <input type="checkbox"/> Zoning Map Amendment             |
| <input type="checkbox"/> New Land Use Regulation                  | <input type="checkbox"/> Other:                           |

Summarize the adopted amendment. Do not use technical terms. Do not write "See Attached".

Changes parking requirements for multifamily dwellings and multiple single family dwellings on a single lot. Changes from a fixed requirement (2 parking spaces per dwelling unit) to a sliding scale based on the number of bedrooms in a unit. Requires larger projects to provide some unassigned and visitor parking spaces, and allows credit for adjacent on-street parking in some cases.

Does the Adoption differ from proposal? **Yes**, Please explain below:

Proposal was initiated by City Council to review parking and access standards for development with multiple single family dwellings on a single lot. It was determined that the access standards were adequate, but that the parking standards were not. The adopted changes to the parking standards are in accord with staff's recommendation (see Form 1).

Plan Map Changed from: **NA**

to: **NA**

Zone Map Changed from: **NA**

to: **NA**

Location: **R-2 and R-3 residential districts citywide**

Acres Involved: **NA**

Specify Density: Previous: **NA**

New: **NA**

Applicable statewide planning goals:

- |                                     |                          |                          |                          |                          |                          |                          |                          |                          |                                     |                          |                          |                          |                          |                          |                          |                          |                          |                          |
|-------------------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|-------------------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| <b>1</b>                            | <b>2</b>                 | <b>3</b>                 | <b>4</b>                 | <b>5</b>                 | <b>6</b>                 | <b>7</b>                 | <b>8</b>                 | <b>9</b>                 | <b>10</b>                           | <b>11</b>                | <b>12</b>                | <b>13</b>                | <b>14</b>                | <b>15</b>                | <b>16</b>                | <b>17</b>                | <b>18</b>                | <b>19</b>                |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Was an Exception Adopted?  YES  NO

Did DLCD receive a Notice of Proposed Amendment...

DLCD # 001-08  
(1664)

[15432]



45-days prior to first evidentiary hearing?  Yes  No  
If no, do the statewide planning goals apply?  Yes  No  
If no, did Emergency Circumstances require immediate adoption?  Yes  No

---

**DLCD file No.** \_\_\_\_\_

Please list all affected State or Federal Agencies, Local Governments or Special Districts:

None

---

Local Contact: **Steve Olson** Phone: (503) 537-1215 Extension: \_\_\_\_\_  
Address: **PO Box 970** Fax Number: **503-537-1272**  
City: **Newberg** Zip: **97132-** E-mail Address: **steve.olson@ci.newberg.or.us**

---

## ADOPTION SUBMITTAL REQUIREMENTS

This form **must be mailed** to DLCD **within 5 working days after the final decision**  
per ORS 197.610, OAR Chapter 660 - Division 18.

1. **Send this Form and TWO Complete Copies** (documents and maps) of the Adopted Amendment to:  

**ATTENTION: PLAN AMENDMENT SPECIALIST**  
**DEPARTMENT OF LAND CONSERVATION AND DEVELOPMENT**  
**635 CAPITOL STREET NE, SUITE 150**  
**SALEM, OREGON 97301-2540**
2. **Electronic Submittals:** At least **one** hard copy must be sent by mail or in person, but you may also submit an electronic copy, by either email or FTP. You may connect to this address to FTP proposals and adoptions: [webserver.lcd.state.or.us](http://webserver.lcd.state.or.us). To obtain our Username and password for FTP, call Mara Ulloa at 503-373-0050 extension 238, or by emailing [mara.ulloa@state.or.us](mailto:mara.ulloa@state.or.us).
3. **Please Note:** Adopted materials must be sent to DLCD not later than **FIVE (5) working days** following the date of the final decision on the amendment.
4. Submittal of this Notice of Adoption must include the text of the amendment plus adopted findings and supplementary information.
5. The deadline to appeal will not be extended if you submit this notice of adoption within five working days of the final decision. Appeals to LUBA may be filed within **TWENTY-ONE (21) days** of the date, the Notice of Adoption is sent to DLCD.
6. In addition to sending the Notice of Adoption to DLCD, you must notify persons who participated in the local hearing and requested notice of the final decision.
7. **Need More Copies?** You can now access these forms online at <http://www.lcd.state.or.us/>. Please print on **8-1/2x11 green paper only**. You may also call the DLCD Office at (503) 373-0050; or Fax



## ORDINANCE No. 2009-2710

---

---

**AN ORDINANCE AMENDING THE DEVELOPMENT CODE TO  
INCLUDE RULES REGARDING GENERAL PARKING, UNASSIGNED  
PARKING SPACES, VISITOR PARKING SPACES AND ADJACENT  
ON-STREET PARKING SPACES**

---

---

### RECITALS:

1. In 2007, the City Council asked the Planning Commission to have discussions regarding access standards and parking standards for condominium developments. The Planning Commission discussed this issue at a September 11, 2008 workshop and at its November 13, 2008 meeting.
2. The Planning Commission considered information regarding parking demand for different types of residential dwellings and reviewed other cities' parking standards. They also considered access standards for multifamily/condominium developments. They determined that the access standards did not need to be modified but that the parking standards should be modified. They adopted Planning Commission Resolution 2007-247 on November 13, 2008 recommending that the City Council amend the Development Code to require some unassigned parking spaces, require some visitor spaces for developments without adjacent on-street parking, allow a credit for some adjacent on-street parking, and base the parking requirements on the number of bedrooms in a dwelling unit. It also corrected a spelling error in the definition of a service drive.
3. The Traffic Safety Commission reviewed the recommendation at their January 12, 2009 meeting and voted unanimously to endorse the Planning Commission recommendation to City Council. Background information is contained in the attached Traffic Safety Commission staff report and meeting minutes.

### THE CITY OF NEWBERG ORDAINS AS FOLLOWS:

1. Section §151.003, Definitions, and section §151.612, Parking Space Requirements, shall be amended as follows:

Note: Deleted text is ~~struckout~~.  
Added text is underlined.

#### **§ 151.003 DEFINITIONS.**

**SERVICE DRIVE.** A vehicular access which provides ingress and egress from a driveway approach to an improved parking space(s). A **SERVICE DRIVER** is either a private street or a private drive as defined in this code.



**151.612 PARKING SPACES REQUIRED**

| Use   | Minimum Parking Spaces Required   |
|---|---|
| <b>RESIDENTIAL TYPES</b>  |   |
| Dwelling, multiple and multiple single family dwellings on a single lot<br><br><u>Studio or 1 bedroom unit</u><br><u>2 bedroom unit</u><br><u>3 and 4 bedroom unit</u><br><u>5 or more bedroom unit</u><br><br><ul style="list-style-type: none"> <li>• <u>Unassigned spaces</u></li> <li>• <u>Visitor spaces</u></li> <li>• <u>On-street parking credit</u></li> </ul> | 2 for each dwelling unit; where fractioned, next highest full unit<br><br><u>1 per dwelling unit</u><br><u>1.5 per dwelling unit</u><br><u>2 per dwelling unit</u><br><u>0.75 spaces per bedroom</u><br><br><u>If a development is required to have more than 10 spaces on a lot then it must provide some unassigned spaces. At least 15% of the total required parking spaces must be unassigned and be located for convenient use by all occupants of the development. The location shall be approved by the Director.</u><br><br><u>If a development is required to have more than 10 spaces on a lot then it must provide at least 0.2 visitor spaces per dwelling unit.</u><br><br><u>On-street parking spaces may be counted toward the minimum number of required spaces for developments required to have more than 10 spaces on a lot. The on-street spaces must be directly adjoining and on the same side of the street as the subject property, must be legal spaces that meet all City standards, and cannot be counted if they could be removed by future street widening or a bike lane on the street. When considering credit for on street parking, the access for emergency vehicles, the movement of traffic on the adjoining street and the livability of the neighborhood should be considered.</u> |
| Dwelling, single family or two family   | 2 for each dwelling unit on a single lot  |
| Fraternalities, sororities, cooperatives and dormitories  | 1 for each three occupants for which sleeping facilities are provided   |
| Hotels, motels, motor hotels, etc.  | 1 for each guest room   |
| Rooming or boarding houses  | 1 for each guest room   |

2. The findings in Exhibit "A" are hereby adopted.

➤ **EFFECTIVE DATE** of this ordinance is 30 days after the adoption date, which is: April 2, 2009.

**ADOPTED** by the City Council of the City of Newberg, Oregon, this 2<sup>nd</sup> day of March, 2009, by the following votes: **AYE: 6 NAY: 1 (MCKINNEY) ABSENT: 0 ABSTAIN: 0**

*Norma I. Alley*  
 \_\_\_\_\_  
 Norma I. Alley, City Recorder

**ATTEST** by the Mayor this 5<sup>th</sup> day of March, 2009.

*Bob Andrews*  
 \_\_\_\_\_  
 Bob Andrews, Mayor

**LEGISLATIVE HISTORY**

By and through Planning Commission at the 11/13/2008 meeting and Traffic Safety Commission at the 1/12/2009 meeting.

**EXHIBIT "A": FINDINGS**  
**Ordinance No. 2009-2710**  
Residential Parking Requirements  
File # DCA-07-003

**1. Procedures and Criteria that Apply – Newberg Development Code §151.122:**

- (a) The proposed change is consistent with and promotes the objectives of the Newberg Comprehensive Plan and this code;*
- (b) There is a public need for a change of the kind in question;*
- (c) The need will be best served by changing the classification of the particular piece of property in question as compared with other available property.*
- (d) Compliance with the State Transportation Planning Rule (OAR 660-012-0060) for proposals that significantly affect transportation facilities.*

**Finding:** The proposed amendment is consistent with and promotes the objectives of the Newberg Comprehensive Plan and this code as shown below. The current code allows multifamily developments to be built without unassigned parking and without visitor parking. This can lead to inefficiently used parking areas and to overflow parking problems in adjacent neighborhoods. The current code does not recognize that a small one bedroom apartment needs less parking than a five bedroom house, which can lead to an oversupply of parking in some areas, higher housing costs in multifamily developments, and not enough parking in some single family neighborhoods. The current code does not allow adjacent on-street parking to ever be taken into account, which can lead to unnecessarily large off-street parking areas and higher housing costs. The proposed amendment addresses these problems, so there is clearly a public need for the change in question. Criteria (c) and (d) are not applicable, as the amendment does not change the classification of a particular piece of property or significantly affect transportation facilities.

**NEWBERG COMPREHENSIVE PLAN**

**I. HOUSING**

**GOAL:** *To provide for a diversity in the type, density and location of housing within the City to ensure there is an adequate supply of affordable housing units to meet the needs of City residents of various income levels.*

**3. Mix Policies**

- j. The City shall encourage innovation in housing types and design as a means of offering a greater variety of housing and reducing housing costs.*
- m. Within the urban area, land use policies will attempt to provide a broad range of residential uses and encourage innovative development techniques*

**J. URBAN DESIGN**

**GOAL 1:** *To maintain and improve the natural beauty and visual character of the City.*

**4. Residential Areas Policies**

- b. The City will evaluate and encourage various innovative and alternative approaches to*



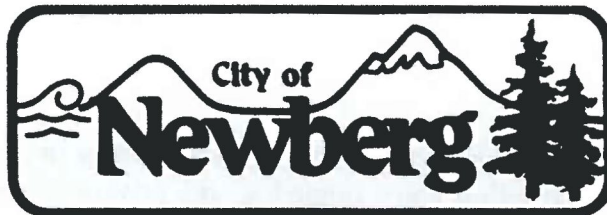
*zoning, including but not limited to the following: zero lot lines, cluster and density zoning, planned unit developments, performance standards and condominiums.*

*d. Special development and design standards shall be adopted in the Development Code to ensure that multi-family, attached single-family and manufactured home park/subdivision projects are aesthetically-pleasing and compatible with nearby lower-density residential development.*

**Finding:** The Comprehensive Plan Housing and Urban Design goals encourage the use of innovative housing types, such as condominium developments, as a means of offering a greater variety of housing and reducing housing costs. Restricting condominium developments by limiting the number of units that can access a private drive would be in conflict with these goals for greater variety and affordability in housing. Requiring that large multifamily developments have some unassigned parking improves the efficiency of the parking without raising housing costs by requiring additional parking. Allowing large multifamily developments credit for adjacent on-street parking helps reduce development costs. The Urban Design goals also call for development standards to ensure that multifamily developments are compatible with nearby lower-density residential development. Requiring some off-street visitor parking for large multifamily developments without adjacent on-street parking will reduce the impact of overflow parking on nearby lower-density neighborhoods. Changing the general parking requirements from 2 spaces per dwelling unit to a ratio based on the number of bedrooms makes the parking requirement similar to a performance standard. The amount of required parking would be proportional to the perceived impact of the number of bedrooms, as opposed to the current one-size-fits-all standard. For example, most dwelling units would still need two parking spaces per unit, but small one-bedroom units would only be required to have one parking space and large five-bedroom homes would be required to have four parking spaces.

## ATTACHMENT 1

City of Newberg  
414 E First Street  
P.O. Box 970  
Newberg, OR 97132



City Manager  
(503) 538-9421  
(503) 538-5013 Fax

### Planning and Building Department

P.O. Box 970 • 414 E First Street • Newberg, Oregon 97132 • (503) 537-1240 • Fax (503) 537-1272

**CITY OF NEWBERG  
DEVELOPMENT CODE AMENDMENT  
STAFF REPORT FOR THE TRAFFIC SAFETY COMMISSION**

**FILE NO:** DCA-07-003  
**REQUEST:** Amend the Newberg Development Code parking and access standards for multiple single family dwellings on a single lot and for multifamily dwellings  
**APPLICANT:** City of Newberg  
**PREPARED BY:** City of Newberg Planning Staff  
**DATE OF MEETING:** January 12, 2009

*ATTACHMENTS: The attachments to this staff report are available in electronic format at:  
<http://ci.newberg.or.us/website/Community%20Development/Planning/Multi-family%20access%20and%20parking/MFAP%20Staff%20Report%20attachments.pdf>*

Planning Commission Resolution No. 2007-247:

Exhibit A: Proposed Amendments

Exhibit B: Findings

1. Planning Commission minutes – 11/13/08
2. City Council Resolution 2007-2753
3. ITE Parking Generation studies
4. Parking standards from other cities' development codes
5. Site plans of existing condominium developments
6. Existing Newberg Development Code design review criteria, multifamily design standards, parking standards

**ACTION REQUIRED:** Your comments on the proposed change to the development code

#### **SUMMARY**

The current Development Code applies multifamily development standards to multiple single family detached dwellings on a single lot. These projects use internal private drives for access instead of public streets. The City Council is concerned that large developments that use private drives for access could have parking and access problems. The Council directed the Planning Commission to review the access and parking issues, consider innovative solutions, and make a recommendation to the Council. The Council also wanted the Traffic Safety Commission to review and comment on the Planning Commission's recommendation. The Planning Commission held a workshop on 9/11/08 and a hearing on 11/13/08 to consider the issues, and adopted Planning Commission Resolution 2007-247 (attached). This staff report and Resolution are now being forwarded to the Traffic Safety Commission for your comments.



## BACKGROUND

Several large condominium developments have been built in Newberg in recent years that consist of multiple single family detached dwellings on a single lot, with private drives for access. The City Council is concerned that large developments that use private drives for access have had parking and access problems. On December 17, 2007, the City Council approved Resolution 2007-2753, asking the Planning Commission to have discussions and make recommendations regarding access and parking standards for developments with multiple single family dwellings on a single lot. The City Council is asking the Traffic Safety Commission to review the recommendations before Council considers any action.

The Council intends that the amendment shown in Exhibit A of Resolution 2007-2753 (limiting the number of single family dwellings using a private drive to four) be considered a starting point. Additional or different standards may be considered through the process. The ultimate proposal may amend multiple sections of the Development Code.

The Development Code defines a single family dwelling as a detached building designed or used exclusively for the occupancy of one family and having housekeeping facilities for only one family. The Code definition does not differentiate between rental and owner-occupied properties, or between single family dwellings on individual lots or groups of single family dwellings on a large lot. When a developer proposes to build a project with multiple single family dwellings on a single lot, it is reviewed as a multifamily development. It has to meet the multifamily design standards in the Development Code, and earn enough points to be approved. After the project is built, the developer has the option of either renting out the units as a multifamily project or turning them into condominiums to enable them to be sold.

## DISCUSSION

### Access concerns:

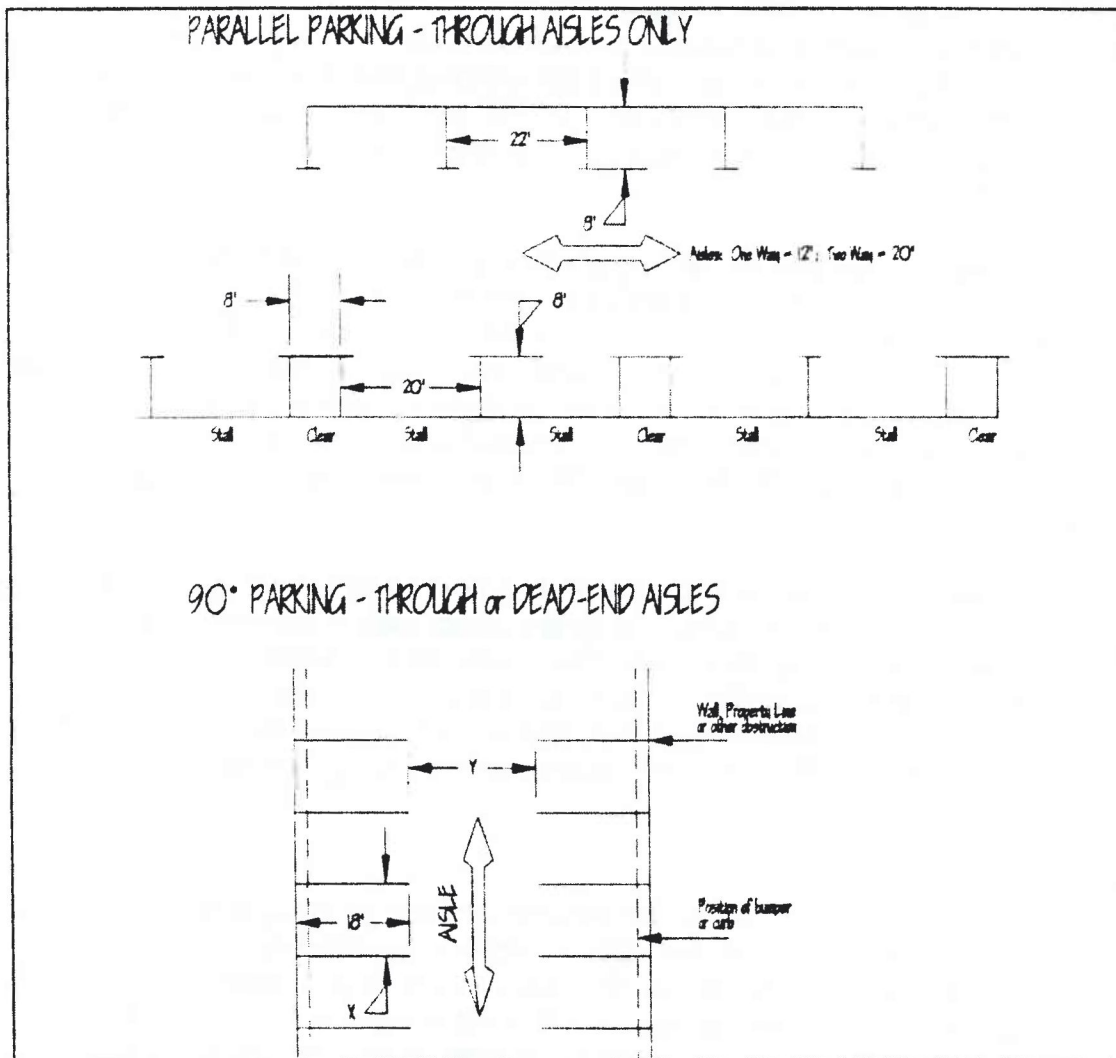
The Development Code prohibits new private streets for single family subdivisions because of concerns over fire access, parking enforcement and long-term maintenance. Recent large condominium developments with single family detached dwellings have been built with driveways that look like and function like private streets. The perception may be that these projects, since they are sold as condominiums rather than as a subdivision with houses on individual lots, are getting around the private street prohibition.

One option would be to prohibit new condominium development with multiple single family detached dwellings on a single lot. This could be done by changing the private street definition as follows:

**PRIVATE STREET.** A private way which affords principal means of access to three or more lots (see also service drive) or to four or more single family dwelling units.

It is important to note, however, that the private drives in these developments have been approved through a City design review process and do meet the Development Code design standards for driveways as well as the Fire Code standards for access. The condominium projects are reviewed and approved as multifamily projects by the City. The projects only change from rental properties to owner-occupied properties after the developer sets up a condominium agreement for the site. There is no difference between the driveway standards for these condominium projects and any

other multifamily project, so if the access or driveway standards are changed for condominium developments then they will also be changed for all multifamily developments. If the city finds that the access drives in these condominium projects are unsafe, then the driveway standards need to be changed so that all multifamily development will be considered safe. The Development Code parking & driveway design standards are shown below:



| TABLE OF DIMENSIONS (in feet)              |    |     |    |      |    |    |
|--|----|-----|----|------|----|----|
| Stall Width With Corresponding Aisle Width |    |     |    |      |    |    |
| Stall Width = X                            | 9  | 9.5 | 10 | 10.5 | 11 | 12 |
| Aisle Width = Y                            | 24 | 24  | 22 | 22   | 20 | 20 |



Most developments create 90 degree parking with 9'x18' parking spaces and 20-24 foot wide drive aisles. The Fire Code typically also requires 20 foot wide drive aisles on multifamily sites.

With regards to parking enforcement and maintenance issues, it is important to note that a condominium association is very different from a homeowner's association. If there are parking problems within the condominium development, they can be enforced by the condominium association. Condominium associations sometimes hire private towing companies to enforce visitor parking rules. The condominium association is also responsible for the long-term maintenance of the driveway and all other common property in the development, and, unlike a homeowner's association, cannot just choose to become inactive. The private drives within a condominium development are different from private streets and will probably not cause the same problems for residents or the public.

Lastly, if the city prohibits new condominium single family detached projects by restricting access, this may have a negative impact on the availability of new market-rate affordable housing. The recent condominium developments in the R-2 zone are the only new developments that have come close to the maximum density allowed in the R-2 zone. The higher than usual density has allowed the developers to offer lower prices, which has made these condominiums some of the most affordable new owner-occupied units in Newberg. A typical new single family detached condominium currently lists for \$170,000 - \$200,000, ranges from 1,000 – 1,200 square feet, and has a single car garage.

The Planning Commission does not recommend that new single family detached condominium projects be prohibited. The access driveways for these projects meet all required development code and fire code standards for multifamily projects. The condominium association should be able to address any parking enforcement and long-term maintenance issues. These condominium projects are denser than typical single family subdivisions, help us meet our target densities in the R-2 zone, and provide some of the most affordable new owner-occupied housing in Newberg.

**Parking concerns:**

There is a concern that these condominium projects may not have enough parking. The Newberg Development Code requires residential development, whether single family or multifamily, to build at least two off-street parking spaces per unit. Existing on-street parking cannot be counted as part of the available parking. There is also no requirement that development have adjacent on-street parking. Most of the condominium projects take access from streets (West First Street and River Street) that do not allow on-street parking. These projects are not building new internal streets, so they are not building more on-street parking. On-street parking serves as every neighborhood's overflow parking, so the lack of adjacent on-street parking could be a significant problem if these projects do not contain an adequate amount of off-street parking.

**Parking demand: How much parking is an adequate amount of off-street parking?**

One objective reference we can turn to is the ITE (Institute of Transportation Engineers) Parking Generation report, 3<sup>rd</sup> Edition. This report contains the results of parking demand studies completed for different types of residential and commercial development. The report notes that parking demand can vary due to many factors, so these numbers should only be used as a starting point. The



report also notes, however, that this is the best available data. The residential results are summarized below:

| <b>Residential Type</b>                | <b>Average Peak Period Parking Demand per Dwelling Unit</b> | <b>Parking Demand 85<sup>th</sup> Percentile</b> |
|--|---|--|
| Single family detached, individual lot | 1.83 vehicles   | 2.14 vehicles                                    |
| Low/mid-rise apartment                 | 1.20 vehicles   | 1.46 vehicles                                    |
| Rental townhouse                       | 1.73 vehicles   | 1.78 vehicles                                    |
| Owner-occupied condominium/townhouse   | 1.46 vehicles   | 1.68 vehicles                                    |

Newberg's Development Code requires two parking spaces per unit for each of the above types of residential development. The ITE data indicates that two spaces per dwelling unit is a good fit for the typical single family detached dwelling on an individual lot, or for a rental townhouse. Two spaces per unit appears to be higher than necessary for owner-occupied condominiums or townhouses, and quite high for low/mid-rise apartment units. The parking demand estimates include visitor parking.

**Assigned versus unassigned parking:**

Parking spaces in a multifamily or condominium development can be either assigned directly to each unit or left unassigned, so that they can be used by any resident or visitor. If each dwelling unit, regardless of the type, had parking assigned exclusively to the unit then each of these types of dwellings would require two spaces per unit, according to the ITE parking demand estimates. If some or all of the parking was unassigned, however, then the apartment units and the owner-occupied condominium/townhouses could probably operate with substantially less than two parking spaces per unit. For example, if an owner-occupied condominium project had 20 dwelling units and all the parking spaces were assigned to individual units then the development would need 40 parking spaces, or two per unit, to meet the parking demand of 1.46 vehicles per unit. This project would also need some visitor parking spaces or adjacent on-street parking, since visitors would not be able to park in the assigned parking spaces for other units even if the spaces were unused. This same project, however, could be developed with less parking and still meet the parking demand by making some of the parking spaces unassigned. A 20 unit owner-occupied condominium should only need 30 spaces to meet the parking demand (1.46 spaces per unit, including visitor parking) estimated by ITE if the spaces are used efficiently. If only one parking space was assigned to each unit and the remaining 10 spaces were grouped into an unassigned parking area for use by residents and visitors then the development would be able to meet the parking demand with 30 spaces instead of the 40 spaces required by the Development Code. This is an important point to consider, as the recent projects that have caused concern fit the owner-occupied condominium/townhouse category. If there is a problem with parking for these projects it may not be due to the overall amount of parking as much as how the parking is assigned to the units.

The location of the unassigned parking matters. Ten overflow parking spaces at the edge of a site are not as useful as ones mingled within a complex or centrally located. The code could require that unassigned parking spaces be located so that they are convenient for all residents and guests of the complex (for example, either centrally located or in convenient clusters throughout the complex). Sites can vary greatly in size and shape, however, and developers often need design flexibility in order to create a good site plan. It would probably be best to let the Planning Director or review body



have the discretion to judge whether or not this standard was met, instead of creating a rigid standard (such as all unassigned parking located at the center of the development, or located in small clusters of no more than three spaces).

**Garage spaces versus outdoor spaces:**

Another issue to consider is whether a parking space in a garage should count the same as an outdoor parking space. A typical design for many townhouses or small detached houses is to have a single-car garage with a single-car driveway in front (tandem parking), which meets the Newberg Development Code standard of two off-street parking spaces per unit. Many homeowners use their garage spaces for storage, however, effectively reducing the amount of off-street parking in a development. If the homeowner has a full garage and has two or more cars then at least one car will have to use either the unassigned or visitor parking on the site or use on-street parking. This problem is self-regulating to a degree. If a homeowner uses his or her garage for storage and finds that their development's visitor parking is full and they have to park several blocks away in on-street parking then the inconvenience will give them an incentive to make their garage usable for parking again. It is also true, however, that some new housing is built with inadequate outdoor storage, which makes it more likely that garages will be used for storage. One option would be to change the Development Code so that garage parking spaces would not count as off-street parking unless the unit also had a storage area of at least 100 square feet. This could increase the cost of new development, however. Another option would be to encourage the use of carports, which are less likely to be used for storage and would therefore be available for parking. Carports are often used for apartment projects and manufactured homes. Developers almost always add garages to new single family units, however, and it seems unlikely that replacing garages with carports would be accepted in the marketplace.

Can we require people to use their garages for parking? No. If the garage includes a good storage area, however, it is more likely that the garage will be available for parking.

**Learning from other cities' experiences:**

Another way to check if the ITE study results are reasonable and if the current Development Code standard of two spaces per dwelling unit is adequate is to examine other cities' development codes. Other cities have also addressed multifamily parking issues, of course, so it may be instructive to learn what their parking requirements are. We collected code information from several cities where the residents, like the residents of Newberg, rely on their cars for the vast majority of their work trips and shopping trips. We have also included the suggested standards from the Model Development Code and User's Guide for Small Cities published by the State Department of Land Conservation and Development. It is important to look at both multifamily and single family residential parking standards, as the single family dwelling condominium projects are first approved as multifamily projects and then later converted to owner-occupied units through a condominium process:

| <b>City of Sandy: Dwelling Types</b>     | <b>Minimum Required Parking Spaces</b>                                 |
|--|--|
| Single family detached/attached/duplexes | 2 per dwelling unit  |
| Multifamily                              | 1.5 per dwelling unit plus 1 visitor space for each 10 dwelling units. |

|  |   |
|--|---|
|  | If a multifamily development has more than 10 parking spaces then it must provide some unassigned spaces. At least 15% of the total required parking spaces must be unassigned and be located to be available for use by all occupants and guests of the development. |
|--|---|

| City of Bend: Dwelling Types  | Minimum Required Parking Spaces  |
|---|--|
| 1, 2 and 3 family dwellings   | 2 per dwelling unit  |
| Multifamily: 4 units and above<br>Studio or efficiency (under 500 sf)<br>1 bedroom unit<br>2 bedroom unit<br>3 or more bedroom unit | 1 per dwelling unit<br>1 per dwelling unit<br>1.5 per dwelling unit<br>2 per dwelling unit |

| City of McMinnville: Dwelling Types                     | Minimum Required Parking Spaces  |
|---|--|
| Single family and 2 family dwellings                    | 2 per dwelling unit with 4 or fewer bedrooms<br>1 additional space for every 2 additional bedrooms |
| Multifamily<br>1 and 2 bedroom units<br>3 bedroom units | 1.5 per dwelling unit<br>2 per dwelling unit   |

| City of Wilsonville: Dwelling Types   | Minimum Required Parking Spaces  |
|---|--|
| Single and attached units and any apartments (9 or fewer units)                                       | 1 per dwelling unit  |
| Apartments of 10 or more units<br>1 bedroom (less than 500 sf)<br>1 bedroom<br>2 bedroom<br>3 bedroom | 1 per dwelling unit<br>1.25 per dwelling unit<br>1.5 per dwelling unit<br>1.75 per dwelling unit   |
| On-street parking credit  | On-street parking spaces, directly adjoining and on the same side of the street as the subject property, may be counted towards meeting the minimum off-street parking standards |

| City of Corvallis: Dwelling Types   | Minimum Required Parking Spaces  |
|---|--|
| Single family detached/attached   | 2 per dwelling unit  |
| Duplex/attached/multidwelling<br>Studio or efficiency<br>1 bedroom unit<br>2 bedroom unit<br>3 bedroom unit | 1 per dwelling unit<br>1 per dwelling unit<br>1.5 per dwelling unit<br>2.5 per dwelling unit |



| <b>City of Grants Pass: Dwelling Types</b>  | <b>Minimum Required Parking Spaces</b>   |
|---|--|
| Only considers number of bedrooms, not type of dwelling unit.<br>Studio or 1 bedroom unit<br>2 bedroom unit<br>3 and 4 bedroom unit<br>5 or more bedroom unit | 1 per dwelling unit<br>1.5 per dwelling unit<br>2 per dwelling unit<br>0.75 spaces per bedroom |
| For projects not providing on-street parking add  | 0.2 spaces per dwelling unit for guests  |

| <b>Model Development Code and Users Guide for Small Cities (State of Oregon DLCD)</b>  | <b>Minimum Required Parking Spaces</b>  |
|--|---|
| Single family detached   | 2 per dwelling unit   |
| 2 and 3 family dwellings   | 1.5 per dwelling unit   |
| Multifamily and Single family attached<br>Studio or 1 bedroom units (less than 500 sf)<br>1 bedroom units (over 500 sf)<br>2 bedroom units<br>3 bedroom or greater units | 1 per dwelling unit<br>1.5 per dwelling unit<br>1.75 per dwelling unit<br>2 per dwelling unit   |
| On-street parking credit   | The amount of off-street parking required shall be reduced by one off-street parking space for every on-street parking space adjacent to the development. |

There are several conclusions one can draw from this review of other cities' parking standards. Most cities require 2 off-street parking spaces for detached single family dwellings, whether the units are on their own lots or are condominiums. Some of the cities are willing to give credit for adjacent on-street parking, and to reduce the required amount of off-street parking. Some cities recognize that the number of bedrooms in a unit may have more impact on parking demand than the type of the unit. Most of these cities require less parking than Newberg for apartments and condominiums/townhouses. Some of these cities recognize that whether the parking is assigned or unassigned makes a difference in the total amount of parking needed.

Newberg could consider requiring some visitor parking for larger projects (1 visitor space for every 10 dwelling units, similar to Sandy), giving credit for adjacent on street parking (similar to Wilsonville or the Model Development Code), or require visitor parking for projects that do not have adjacent on-street parking (0.2 spaces per dwelling unit, similar to Grants Pass). The visitor spaces could be required to be unassigned so they could be used efficiently.

Newberg could also consider basing the parking standards on the number of bedrooms in a unit, as most of these cities do for multifamily development and which Grants Pass does for all types of residential development. The Grants Pass approach has the virtues of simplicity (it does not matter whether the dwelling unit is single family or multifamily) and flexibility (the number of required spaces increases with the number of bedrooms, so a single family house with five bedrooms will require more parking than one with only two bedrooms). A typical 3 or 4 bedroom single family house would still need two parking spaces. A small studio apartment would only be required to have a single parking space, while a five bedroom single family house would be required to have 4



parking spaces. It should be noted that most single family houses already have 4 off-street parking spaces (two in the garage plus two in the driveway).

**Affordability concerns:** What are the impacts if Newberg requires more parking than necessary? Parking standards have a significant impact on housing affordability. Parking spaces cost money to build and pave, and create stormwater runoff that increases the need for stormwater pipes, detention facilities and water quality features (such as grass swales). The developer bears the burden of paying for these facilities. More importantly, parking and stormwater facilities also take up a large amount of space on a site, which limits the number of units that a developer can build on a property and increases the cost per unit for the developer and ultimately the residents.

**Overflow concerns:** There are also problems, of course, if a residential development does not provide enough parking. The overflow parking will go into nearby on-street parking, which may be inconvenient for the residents of the development and for the residents of the nearby neighborhoods, who also use that on-street parking for their overflow or visitor parking. Any reduction in parking standards would need to be done judiciously.

**Simple codes versus "More complex but more efficient" codes:** There is some virtue in simple code requirements such as Newberg's "two parking spaces per residential unit". Simple code requirements are easy to understand and to apply. Newberg's standard may err on the high side, however, which means that it raises the cost of new development. Most of the other development codes that we surveyed have more complex parking standards that result in a more efficient use of the onsite parking by either having some unassigned parking spaces, allowing less parking for units with less bedrooms, or allowing some credit for nearby on-street parking.

**Conclusions from a review of other cities' parking standards:**

Newberg's Development Code standard (two parking spaces per dwelling unit) for off-street parking appears reasonable for single family dwellings on individual lots. The standard appears somewhat high for rental or owner-occupied condominium/townhouses, and quite high for apartment units. This standard could reasonably be reduced for larger multifamily/condominium projects if the standard also required some off-street parking to be unassigned (so that the parking is efficiently used for residents and guests) and if they took into account adjacent on-street parking spaces. The standards could also be reasonably reduced for units with fewer bedrooms, such as studio or one bedroom apartments. Many other cities, such as Grants Pass, base the amount of required parking on the number of bedrooms in a dwelling. There is little support in other codes for increasing the amount of required parking to more than two spaces per dwelling unit; the exceptions are for units with five or more bedrooms, or for projects with no adjacent on-street parking.

**Do recent condominium projects in Newberg have adequate parking?**

There have been several condominium projects built in Newberg over the last few years. The Craftsman Square project and Sunnycrest project are both on West First Street, and the Riverpointe project is on River Street. The Craftsman Square condominiums consist of 18 single family detached dwellings on a single lot. The units do not have garages, but have three parking spaces (2 assigned, 1 labeled visitor) directly in front of each unit. There are also 2 unassigned parking spaces at one end of the site. The Sunnycrest condominiums consist of 30 single family detached dwellings on a single lot. Each unit has a single-car garage with two parking spaces in front, for a total of three parking spaces per unit. There are also 10 unassigned spaces located near the center of the development. The

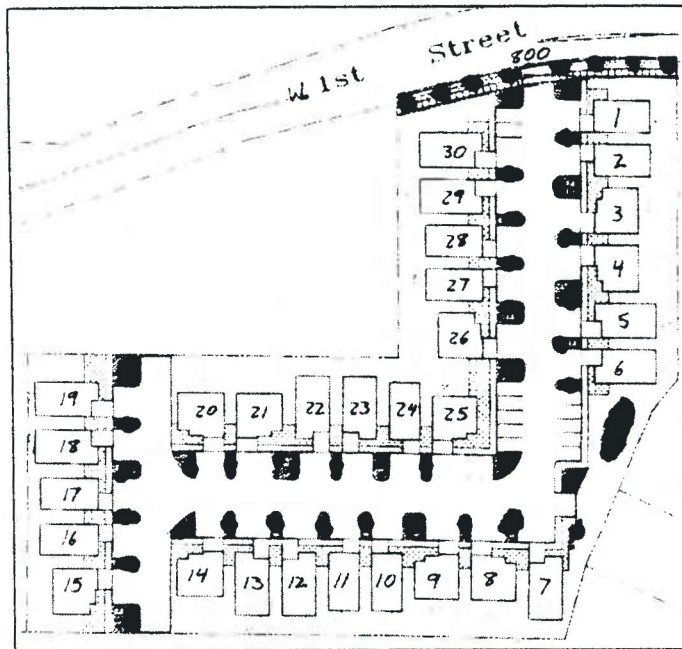


Riverpointe condominiums consist of 16 single family detached dwellings on a single lot and look like the Sunnycrest units; each unit has a single-car garage and two parking spaces, for a total of three parking spaces per unit. There are no unassigned parking spaces. None of these developments have adjacent on-street parking (no on-street parking is allowed on West First Street or River Street near these projects). Drawing on the ITE parking demand estimates and lessons from other cities parking standards, these condominium projects appear to have substantially more parking than they need. They have three spaces per unit, when the actual parking demand is probably 1.5 – 2 spaces per unit. The parking is directly in front of each unit, so the parking should be considered to be assigned to each unit. There is a significant amount of unassigned parking in the Sunnycrest development, a small amount in the Craftsman Square development, and no unassigned parking in the Riverpointe development. If these units had been built with two assigned off-street parking spaces per unit and included some unassigned parking for visitors then they would probably have had adequate parking. As it is, these projects substantially exceed the required standard by providing three off-street parking spaces per unit, with some additional unassigned parking on some projects. We conclude that the lack of adjacent on-street parking for these projects is more than offset by the extra off-street parking that was provided.

**Is there still a problem with our current development code standards?**

Yes. The primary reason that the recent condominium projects have adequate parking is that the developers had the foresight to include more than the minimum amount of parking. These projects probably could have been built with only two off-street parking spaces per unit, and with no unassigned visitor parking and no adjacent on-street parking. If these projects had been built to the minimum standard then they would have been less expensive per unit to build but would also have caused parking overflow problems in adjacent neighborhoods and would probably have had problems with illegal parking in the fire lanes. Newberg's Development Code parking standards should be revised to ensure that all new residential projects have adequate parking, while providing some flexibility to take into account factors such as the adjacent on-street parking and the number of bedrooms in the dwelling units.

**Examples: (next page)**

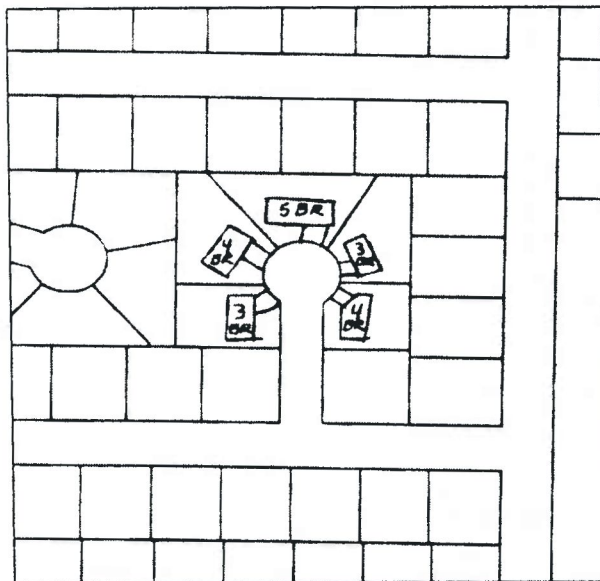


**30 SF detached condominium units on a single lot. Half are 2-BR, half are 3-BR.**

Current code: requires minimum 60 off-street parking spaces. No requirement for unassigned parking or visitor parking, even though there is no on-street parking on W. First Street.

Proposed code: requires minimum 53 off-street parking spaces (23 for the 2-BR units + 30 for the 3-BR units), of which at least 8 must be unassigned. Plus, requires 6 additional visitor parking spaces. Total minimum spaces = 59, of which 8 are unassigned and 6 are visitor spaces.

In addition, the proposed dwellings use a garage with a space in front (tandem) to provide parking for each unit. These spaces cannot be unassigned spaces since they are tandem spaces. This project would therefore have 60 spaces assigned to the units plus 8 additional unassigned spaces plus 6 visitor spaces (74 total required spaces).

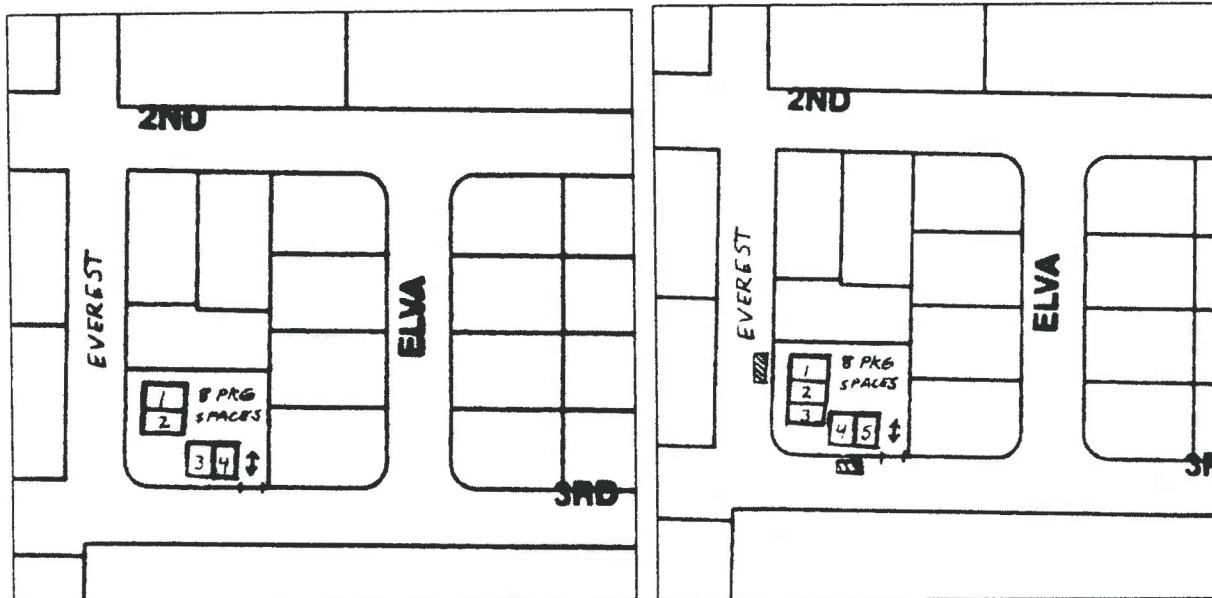


**5 SF detached units in a subdivision on individual lots**

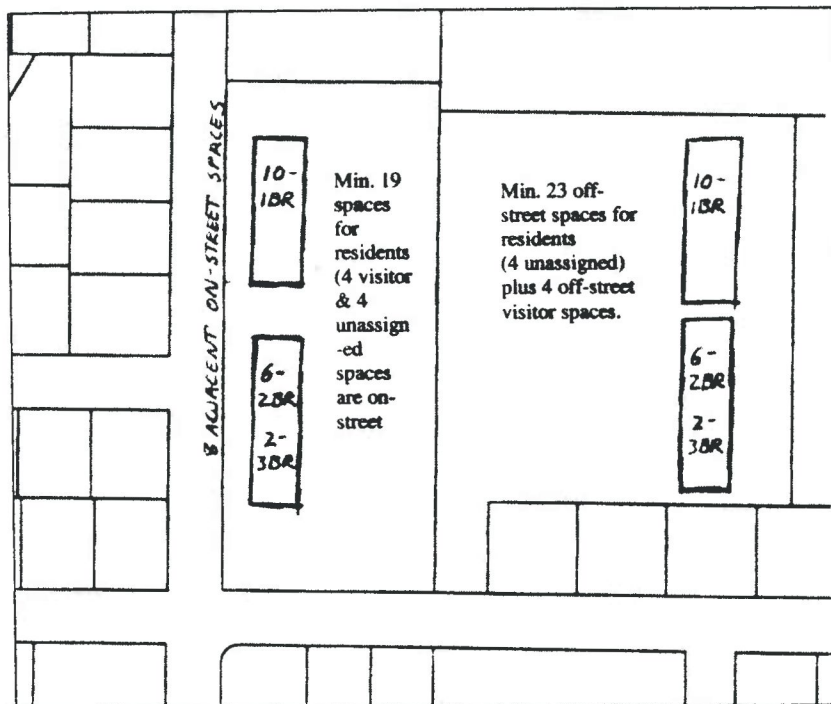
Current code: requires minimum 10 off-street parking spaces (2 per unit).

Proposed code: requires minimum 14 off-street parking spaces (2 per unit for the 3-BR and 4-BR units, and 4 for the 5-BR unit). Note that cul-de-sac subdivisions don't offer much on-street parking, so it is important to make sure the 5-BR house provides at least 4 off-street spaces to prevent overflow parking problems. Most developers build at least 4 off-street parking spaces (2 in the garage, 2 in the driveway) into a detached house, in any case.





**Example: how parking standards affect affordability. Habitat for Humanity project at Third and Everest.** Project was built with 4 SF townhouses on individual lots, and 8 off-street parking spaces (picture on left). If the project could have gotten credit for two of the adjacent on-street parking spaces (picture on right) then Habitat could have added a fifth unit to the project, and spread the cost of the land over 5 units.



**18 unit multifamily development (ten 1-BR units, six 2-BR units, two 3-BR units)**

This sketch shows two versions of the same multifamily development under the proposed code.

On the right: A flag lot with no adjacent on-street parking. The development would need at least 23 off-street spaces (4 unassigned) for residents, plus 4 visitor parking spaces.

On the left: A corner lot with 8 adjacent on-street parking spaces. The development could use the on-street spaces for credit (for 4 visitor spaces and 4 unassigned spaces) and would need at least 19 off-street parking spaces for residents.

## OPTIONS FOR A DEVELOPMENT CODE AMENDMENT

### **(A) Adopt the amendment as originally proposed.**

*Note: Deleted text is ~~struckout~~.*

*Added text is underlined.*

#### **§ 151.003 DEFINITIONS.**

**PRIVATE DRIVE.** A private way which affords principal means of access to two or fewer lots, or to four or fewer single family dwelling units (see also service drive).

**PRIVATE STREET.** A private way which affords principal means of access to three or more lots (see also service drive) or to four or more single family dwelling units.

**SERVICE DRIVE.** A vehicular access which provides ingress and egress from a driveway approach to an improved parking space(s). A **SERVICE DRIVER** is either a private street or a private drive as defined in this code.

Comment: This would limit the number of single family dwelling units that can share a driveway to four, which would prohibit future condominium projects with more than four single family detached units. It would also correct a spelling error in the "service drive" definition. There would be no changes to parking standards. This would eliminate a perceived access problem but would also prohibit new single family detached condominium projects, which provide some of Newberg's most affordable new single family detached dwellings. The Planning Commission does not recommend this option because it is questionable whether the private drives within these multifamily/condominium developments will have the same problems that private streets have had in Newberg. The condominium association will not be able to go inactive, as homeowner's associations often do, because it is responsible for the short-term and long-term maintenance of all of the common elements of the condominium. The condominium association can enforce parking regulations on its private drives, and will take care of the long-term maintenance of the private drives. The service drives in these projects meet all development code and fire code access standards for multifamily housing.

### **(B) Modify the amendment to delete the changes to the "private drive" and "private street" definitions, adopt language correcting the spelling error in the "service drive" definition, requiring some unassigned parking and visitor parking for larger projects, providing credit for adjacent on-street parking spaces, and basing the number of required spaces on the number of bedrooms in a unit.**

#### **§ 151.003 DEFINITIONS.**

**SERVICE DRIVE.** A vehicular access which provides ingress and egress from a driveway approach to an improved parking space(s). A **SERVICE DRIVER** is either a private street or a private drive as defined in this code.



**151.612 PARKING SPACES REQUIRED**

| Use  | <u>Minimum Parking Spaces Required</u>  |
|--|---|
| <b>RESIDENTIAL TYPES</b>   |   |
| <p>Dwelling, multiple or <u>two family or single family</u></p> <p><u>Studio or 1 bedroom unit</u><br/> <u>2 bedroom unit</u><br/> <u>3 and 4 bedroom unit</u><br/> <u>5 or more bedroom unit</u></p> <ul style="list-style-type: none"> <li>• <u>Unassigned spaces</u></li> <li>• <u>Visitor spaces</u></li> <li>• <u>On-street parking credit</u></li> </ul> | <p>2 for each dwelling unit; where fractioned, next highest full unit</p> <p><u>1 per dwelling unit</u><br/> <u>1.5 per dwelling unit</u><br/> <u>2 per dwelling unit</u><br/> <u>0.75 spaces per bedroom</u></p> <p><u>If a development is required to have more than 10 spaces on a lot then it must provide some unassigned spaces. At least 15% of the total required parking spaces must be unassigned and be located for convenient use by all occupants of the development. The location shall be approved by the Director.</u></p> <p><u>If a development is required to have more than 10 spaces on a lot then it must provide at least 0.2 visitor spaces per dwelling unit.</u></p> <p><u>On-street parking spaces may be counted toward the minimum number of required spaces for developments required to have more than 10 spaces on a lot. The on-street spaces must be directly adjoining and on the same side of the street as the subject property, must be legal spaces that meet all City standards, and cannot be counted if they could be removed by future street widening or a bike lane on the street.</u></p> |
| Dwelling, <u>single family or two family</u>   | 2 for each dwelling unit on a single lot  |
| Fraternities, sororities, cooperatives and dormitories   | 1 for each three occupants for which sleeping facilities are provided   |
| Hotels, motels, motor hotels, etc.   | 1 for each guest room   |
| Rooming or boarding houses   | 1 for each guest room   |

Comment: This would achieve the objective of using required parking efficiently by requiring some of the parking in large developments to be unassigned, and would ensure that large developments had some visitor parking if they did not have adjacent on-street parking. The Planning Commission recommends this option because it makes the required parking more efficient without increasing the total amount of parking, and ensures that developments on streets like West First Street that have no on-street parking will provide some visitor parking. This option allows small 1 bedroom units to have less parking, and requires larger 5 bedroom houses to provide more parking. This option makes no changes to the access standards, and does correct the spelling error in the "service drive" definition.

#### **PLANNING COMMISSION RECOMMENDATION**

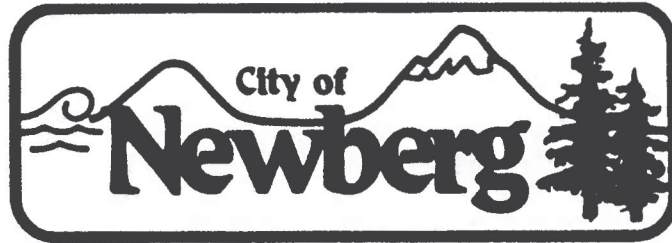
The Planning Commission recommendation was made after a workshop on 9/11/08 and a public hearing on 11/13/08, which included public testimony.

The Planning Commission adopted **Planning Commission Resolution 2007-247** as modified by option B above which recommends that the City Council adopt the proposed Development Code amendment regarding requirements for general parking, unassigned parking, visitor parking and adjacent on-street parking. It would also correct the spelling error in the "service drive" definition. It would make no changes to access standards.



Planning & Building.  
(503) 537-1240

City Attorney  
(503) 537-1206



**ATTACHMENT 2**

414 East First St.  
PO Box 970  
Newberg, OR 97132

---

---

**MEMORANDUM**

---

---

**TO:** NEWBERG CITY COUNCIL  
**FROM:** STEVE OLSON – ASSOCIATE PLANNER  
**SUBJECT:** TRAFFIC SAFETY COMMISSION MINUTES FROM JANUARY 12, 2009  
**DATE:** FEBRUARY 13, 2009

---

The minutes from the January 12, 2009 Traffic Safety Commission (TSC) are attached to this memorandum. The TSC reviewed these minutes at their February 9, 2009 meeting and noticed a spelling error on page 5 of the minutes (“gas tan” should have read “gas tank”). The minutes are therefore unsigned until this spelling error has been corrected. This spelling error was on an item unrelated to the proposed development code amendment that is the subject of Ordinance 2009-2710. The TSC made no other changes to the minutes.

Planning & Building : e-mail: [steve.olson@ci.newberg.or.us](mailto:steve.olson@ci.newberg.or.us) Fax: 503-537-1272  
Admin: 537-1261 Building: 537-1240 Public Works: 537-1273 Finance: 538-9421 Fire: 537-1230  
Library: 538-7323 Municipal Court: 537-1203 Police: 538-8321 Maintenance: 537-1234 Utilities: 537-1205  
Municipal Court Fax: 538-5393 Public Works Fax: 537-1277 Library Fax: 538-9720

**“Working Together For A Better Community-Serious About Service”**

**TRAFFIC SAFETY COMMISSION MINUTES**  
**7:00 p.m., Monday, January 12, 2009**  
**Public Safety Building, 401 E. Third Street, Newberg, OR**

*"Mission Statement: To give the citizens of Newberg a forum to voice traffic safety concerns, evaluate related issues, provide a liaison with the City and promote traffic safety within the community."*

**Members**

**Present:** Chair Michael Simpson      Jennifer Dawson (Vice Chair)  
Andrew Cookson      Bryce Jones      Neal Klein  
Dick Meyer      Lesley Woodruff      Ronald Sult

**Members**

**Absent:** Doris Brandt (excused)

**Ex Officio**

**Present:** Mayor Bob Andrews (arrived at 7:52 PM)

**Staff**

**Present:** Paul Chiu, Senior Engineer  
Tim Weaver, Police Sergeant  
Steve Olson, Assistant Planner  
Jennifer Nelson, Recording Secretary

**Others**

**Present:** Mike Willcuts, Susan Lundquist, Steve Gronli, Rick Olson, Tristan Hartfield,  
Michael Hartfield

**CHAIR MICHAEL SIMPSON CALLED THE MEETING TO ORDER AT 7:05 PM.**

Each Traffic Safety Commissioner gave a brief statement of introduction for the benefit of the newest member, Commissioner. Neal S. Klein.

**A) Nomination & election of 2009 Chairperson of the Traffic Safety Commission**

**MOTION: Jones/Cookson** to nominate Michael Simpson as the 2009 Chairperson of the Traffic Safety Commission. (7 Yes/0 No/1 Abstain [Simpson]/1 Absent [Brandt]) Motion carried.

**B) Nomination & election of 2009 Vice-Chairperson of the Traffic Safety Commission**

**MOTION: Simpson/Jones** to nominate Jennifer Dawson as the 2009 Vice-Chairperson of the Traffic Safety Commission. (7 Yes/0 No/1 Abstain [Dawson]/1 Absent [Brandt]) Motion carried.

**C) Review and approve minutes of November 10, 2008**



**MOTION: Simpson/Dawson** to approve the Traffic Safety Commission Minutes for November 10, 2008 as amended. (8 Yes/0 No/1 Absent [Brandt]) Motion carried.

**COMMUNICATIONS FROM THE FLOOR**

None.

**NEW BUSINESS**

**A) Planning request, parking related to new development (TSC-09-001)**

TIME – 7:54 PM

Mr. Steve Olson, Assistant Planner, presented the staff report with proposed changes utilizing PowerPoint for TSC commentary (see official meeting packet for full report).

Mr. Mike Willcuts, Coyote Homes, Inc., indicated he was available for questions.

Chair Simpson said he liked that affordable housing was and asked if there have been any problems with onsite parking or the proposed staff changes.

Mr. Willcuts stated he had not heard of any problems, they built with visitor parking in mind. He did not have any problems with the staff's recommendations.

Commissioner Dick Meyer commented on difficult economic times bringing grown children back home and the problems caused by several cars parked in front of the homes and the police department having to respond.

Mr. Tim Weaver, Police Sergeant, stated the problem does not usually come with the family that moves in initially but with the tenants they rent to later, usually a group of college students with multiple cars taking up parking. He said the other problem is abandoned cars in the midst of repairs and he would foresee a problem if fire trucks needed to get to these areas with congested parking.

**MOTION: Jones/Sult** to endorse **TSC-09-001** proposing amendments to the Newberg Development Code as presented to the TSC related to parking requirements for a new development. (8 Yes/0 No/1 Absent [Brandt]) Motion carried.

**OLD BUSINESS**

**A) River – Fourth 4-Way Stop Request (TSC-08-018)**

Mr. Paul Chiu, Senior Engineer, presented the staff report noting River Street has three times the amount of traffic than 4<sup>th</sup> Street and discussed background (see official meeting packet for full report).

Chair Simpson brought up the increased use of the boat ramp.

Sergeant Weaver spoke about the history of the use of these roads because of a prior landfill, which closed in the 1980's and as a main school route, which are not in play anymore.

Mr. Chiu stated the data did not quite warrant a 4-way stop at this intersection at this time and proposed a 2-way stop on 4<sup>th</sup> Street to meet the existing situation, removing the stop signs already in place on River Street. He spoke of an adjustment period that would most likely occur.

Mayor Bob Andrews asked staff what they would recommend for the intersection at River Street and 6<sup>th</sup> Street after looking at River and 4<sup>th</sup> Street since they would have the same traffic counts and could have the same basic reasons for a change. Staff stated they have not looked at that intersection, and could not give a well-informed answer. Staff discussed that the request came from Zion Lutheran preschool.

Chair Simpson opened public testimony.

Ms. Susan Lundquist, a teacher at Zion Lutheran preschool and kindergarten, spoke of her years standing outside greeting children at this intersection and the frequent incidents she has witnessed. She spoke of the new playground, the school's enclosed play structure and the need for crosswalks with the larger volume of pedestrian traffic. She stated there are 56 students at the school and 15% walk through this intersection each day. She said speeding was a problem as well as the on-street parking making visibility difficult.

Mr. Chiu again stated that although he could not make a recommendation for a 4-way stop at this intersection based on the data there were other factors to consider and crosswalks would be good at that location for the pedestrian crossings.

Commissioner Neal Klein asked staff what the criteria would need to be to warrant a 4-way stop at this intersection.

Mr. Chiu explained that the traffic volumes on the two streets would need to be closer in number or there would have to be enough documented accidents.

Commissioner Klein expressed concerns for pedestrians crossing from the east to the west side of River Street having a harder time maneuvering through traffic without a stop sign on River.

Chair Simpson agreed the weekend traffic to the boat ramp would make pedestrian crossing extremely difficult.

**MOTION: Jones/Klein to approve TSC-08-018 requesting a 4-way stop at River Street and 4<sup>th</sup> Street including the installation of four crosswalks as a limited decision. (8 Yes/0 No/1 Absent [Brandt]) Motion carried.**

Chair Simpson recessed at 8:20 PM and reconvened at 8:25 PM.

**B) Request for public hearing on Limited Decision for 4-Hour Parking Limit on Ninth –Industrial Parkway (TSC-08-019)**



Mr. Chiu presented the staff report, noting there were letters received in opposition to the limited decision requiring a public hearing to be set and notifications made (see official meeting packet for full report).

Chair Simpson explained the process to the citizens present and stated that testimony would be accepted this evening for consideration during the hearing.

Mr. Michael Hartfield stated he owns an industrial building in the area and spoke of an implied agreement with the City of Newberg that the parking there would remain unencumbered in front of his building. He stated the business there relies heavily on the on-street parking and it would cause problems to have employees leaving work every four hours to move their cars.

Chair Simpson explained this was a proposed solution to a request made by other businesses in the area to resolve issues caused by large trucks parking for extended periods and causing property damage.

Mr. Hartfield said he understood but felt a four-hour parking limit would be too restricting. He would like other options to be explored. He said they do not currently have any problems with trucks parking overnight in their area.

Chair Simpson expressed concerns that it would become a problem if parking was limited on 9<sup>th</sup> Street and the trucks would migrate to Industrial Parkway. He asked if an eight hour limit would be easier for the employees there.

Commissioner Bryce Jones asked how many employee-parking areas were needed.

Mr. Tristan Hartfield approached the commission to answer questions because he owns the business that occupies the building being discussed on Industrial Pkwy. He stated he has 17 employees per shift through the summer and one spot is left empty for handicap parking as well as others for compact parking. He stated he met all City parking requirements and alleged a 24-hour parking ban already existed on that road. He did not think there would be a problem with an 8-hour restriction but did not believe there should be any posted parking limits within an industrial district at all.

Sergeant Weaver questioned the supposed 24 hour parking limit and asked if it was posted.

Mr. Steve Gronli stated he received a ticket for such a violation twice on his vehicle.

Sergeant Weaver spoke of the TSC's interest in protecting residents from safety issues and the continued problem with trying to find a place for commercial drivers to park their trailers without causing problems for residents and businesses.

Mr. Rick Olson stated his reasons for the original request to limit the issue of truck parking on 9<sup>th</sup> Street, which is a no outlet street with damage in the turn around caused by these trucks. Originally, he requested "no overnight parking" signage, not a 4-hour limit.

Mr. Steve Gronli stated he owns a body shop/botanical shop on Industrial Parkway with nine employees and while he understands the reasoning behind the 4-hour limit now, he does not feel it resolves the long-term problem.

Chair Simpson agreed with the need for a long-term solution and discussed some of the reasons why landowners would not wish to create a truck parking area in Newberg. He reminded the audience that a decision would not be made this evening.

**MOTION: Woodruff/Cookson** to approve the request for a public hearing on **TSC-08-019**, a limited decision for a 4-hour parking limit on 9<sup>th</sup> Street and Industrial Parkway, to be held on at the March 9, 2009 Traffic Safety Commission meeting. (8 Yes/0 No/1 Absent [Brandt]) Motion carried.

Commissioner Lesley Woodruff expressed a desire to explore a more permanent solution to the need for truck parking in Newberg. Discussions followed about the pros and cons associated with this.

Chair Simpson asked staff to research the un-posted 24 hour parking limit brought up during testimonies this evening.

**C) Request for a handicapped parking space for a passenger on E Hancock, east of Sitka Avenue (TSC-08-020)**

Sergeant Weaver stated he did not request the presence of a representative from the Mid-Willamette Valley Rehabilitation Group in a timely manner for this evenings meeting.

**MOTION:** To table **TSC-08-020** approving the request for a handicapped parking space for a passenger on E. Hancock, east of Sitka Avenue until the next meeting with directions for staff to contact a representative from the Mid-Willamette Valley Rehabilitation Group to attend.

**STAFF REPORTS - GENERAL INFORMATION**

**A) Police**

Sergeant Weaver discussed a hit and run accident on Wyooski Road during the snow storms and the lack of leads on the case as of now. He discussed several DUII arrests during the Christmas season as well. He stated there has also been fire damage to one of the police motorcycles that was in for repair when the shop experienced a fire. The cost to replace the damaged saddle bags, gas tan, and tires on the motorcycle will be approximately \$4,500. He also discussed several new hires.

Mayor Andrews asked if there were any statistics on how many DUI's are local vs. passing through.

Sergeant Weaver stated it was about half and half and most of the arrests are made when police are called by other drivers on cell phones reporting erratic driving. Brief mention was made as to the danger of driving while on cell phones as well, which is the equivalent of .10 impairment.



**B) Engineering**

**• River – Eighth vegetation & crosswalk (TSC-8-02)**

Mr. Chiu reported the concerns with the vegetation at River Street and 8<sup>th</sup> Street are no longer an issue. The crosswalks at 6<sup>th</sup> Street cannot be installed until the weather permits; warmer temperatures are necessary.

**C) Items from Commissioners**

None.

**ADJOURN TO NEXT MEETING**

**MOTION: Sult/Cookson** to adjourn at 9:22 PM until the next meeting on February 9, 2009. (6 Yes/0 No/1 Absent [Brandt]). Motion carried.

---

**Jennifer L. Nelson**  
Recording Secretary

---

**Michael R. Simpson**  
Traffic Safety Commission Chair

**TRAFFIC SAFETY COMMISSION  
MEETING ROLL CALL & MOTIONS RECORDING FORM**

*"Mission Statement: To give the citizens of Newberg a forum to voice traffic safety concerns, evaluate related issues, provide a liaison with the City and promote traffic safety within the community."*

**DATE:** January 12, 2009

**LOCATION:** Public Safety Building – Training Room

**MOTIONS**

|   |                                |   |  |   |                         |                         |  |
|---|--------------------------------|---|--|---|-------------------------|-------------------------|--|
| √   | ATTENDANCE                     |   |  |   |                         |                         |  |
| √   | Michael Simpson,<br>Chair      | Abstain                                 | Yes  | Yes   | Yes                     | Yes                     |  |
| √   | Dick Meyer                     | Yes                                     | Yes  | Yes   | Yes                     | Yes                     |  |
| X   | Doris Brandt                   | Absent                                  | Absent                                       | Absent  | Absent                  | Absent                  |  |
| √   | Andrew Cookson                 | Yes                                     | Yes  | Yes   | Yes                     | Yes                     |  |
| √   | Jennifer Dawson,<br>Vice Chair | Yes                                     | Abstain                                      | Yes   | Yes                     | Yes                     |  |
| √   | Bryce Jones                    | Yes                                     | Yes  | Yes   | Yes                     | Yes                     |  |
| √   | Leland Parks                   | Yes                                     | Yes  | Yes   | Yes                     | Yes                     |  |
| √   | Ronald Sult                    | Yes                                     | Yes  | Yes   | Yes                     | Yes                     |  |
| √   | Lesley Woodruff                | Yes                                     | Yes  | Yes   | Yes                     | Yes                     |  |
| <b>RESOLUTION #:</b>  |                                | Nomination of Michael Simpson as Chair. | Nomination of Jennifer Dawson as Vice Chair. | Approve November 10 <sup>th</sup> Minutes as amended. | To endorse TSC-09-001   | To approve TSC-08-018   |  |
| <b>COMMISSIONERS THAT MOTIONED:</b><br>(1 <sup>ST</sup> & 2 <sup>ND</sup> ) |                                | Jones/<br>Cookson                       | Simpson/<br>Jones                            | Simpson/<br>Dawson                                    | Jones/Sult              | Jones/Klein             |  |
| <b>VOTE ON MOTION:</b>  |                                | 7 Yes/0 No/<br>1 Abstain/<br>1 Absent   | 7 Yes/0 No/<br>1 Abstain/<br>1 Absent        | 8 Yes/0 No/<br>1 Absent                               | 8 Yes/0 No/<br>1 Absent | 8 Yes/0 No/<br>1 Absent |  |
| <b>CONDITIONS:</b>  |                                | Sult closed nominations.                | Meyer closed nominations.                    | Minor correction to page 4. Change "on" to "one".     | N/A                     | Limited decision.       |  |

**STAFF PRESENT:**  
Paul Chiu, Senior Engineer  
Tim Weaver, Police Sergeant  
Steve Olson, Assistant Planner  
Jennifer Nelson, Recording Secretary

**OTHERS PRESENT:** Mike Willcuts, Susan Lundquist,  
Steve Gronli, Rick Olson, Tristan Hartfield, Michael Hartfield



**TRAFFIC SAFETY COMMISSION  
MEETING ROLL CALL & MOTIONS RECORDING FORM**

*"Mission Statement: To give the citizens of Newberg a forum to voice traffic safety concerns, evaluate related issues, provide a liaison with the City and promote traffic safety within the community."*

**DATE:** January 12, 2009  
**LOCATION:** Public Safety Building – Training Room

**MOTIONS**

|   |   |  |                     |   |  |  |  |  |
|---|---|--|---------------------|---|--|--|--|--|
| √ | <b>ATTENDANCE</b>   |  |                     |   |  |  |  |  |
| √ | Michael Simpson,<br><b>Chair</b>  | Yes  | N/A                 | Yes                                       |  |  |  |  |
| √ | Dick Meyer  | Yes  | N/A                 | Yes                                       |  |  |  |  |
| X | Doris Brandt  | Absent   | Absent              | Absent                                    |  |  |  |  |
| √ | Andrew Cookson  | Yes  | N/A                 | Yes                                       |  |  |  |  |
| √ | Jennifer Dawson,<br><b>Vice Chair</b>   | Yes  | N/A                 | Yes                                       |  |  |  |  |
| √ | Bryce Jones   | Yes  | N/A                 | Yes                                       |  |  |  |  |
| √ | Leland Parks  | Yes  | N/A                 | Yes                                       |  |  |  |  |
| √ | Ronald Sult   | Yes  | N/A                 | Yes                                       |  |  |  |  |
| √ | Lesley Woodruff   | Yes  | N/A                 | Yes                                       |  |  |  |  |
|   | <b>RESOLUTION #:</b>  | To approve the hearing on 3/9/09 for TSC-08-019  | To table TSC-08-020 | To adjourn until February 9 <sup>th</sup> |  |  |  |  |
|   | <b>COMMISSIONERS THAT MOTIONED:<br/>(1<sup>ST</sup> &amp; 2<sup>ND</sup>)</b> | Woodruff/<br>Cookson                             | Simpson             | Sult/Cookson                              |  |  |  |  |
|   | <b>VOTE ON MOTION:</b>  | 8 Yes/0 No/<br>1 Absent                          | N/A                 | 8 Yes/0 No/<br>1 Absent                   |  |  |  |  |
|   | <b>CONDITIONS:</b>  | Sergeant Weaver to contact rep from rehab group. | N/A                 | N/A                                       |  |  |  |  |



neopost

049J8204

\$02.21

Mailed From 9/

03/06/20

US POSTA

**CITY OF NEWBERG**

P.O. BOX 970

NEWBERG, OR 97132

*PLANNING*



*ATTN: PLAN AMENDMENT SPECIALIST  
DEPT. OF LAND CONSERVATION & DEVEL.  
635 CAPITOL ST. NE, SUITE 150  
SALEM, OR 97301-2540*