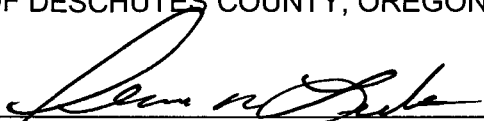




Section 2. FINDINGS. The Board adopts as its findings for this ordinance the Staff Report, attached as in Exhibit "B" to Ordinance 2006-004 and incorporated by reference herein.

DATED this 22<sup>nd</sup> day of March, 2006.

BOARD OF COUNTY COMMISSIONERS  
OF DESCHUTES COUNTY, OREGON

  
DENNIS R. LUKE, Chair

- absent -  
BEV CLARNO, Vice Chair

  
MICHAEL M. DALY, Commissioner

Date of 1<sup>st</sup> Reading: 1<sup>st</sup> day of March, 2006.

Date of 2<sup>nd</sup> Reading: 2<sup>nd</sup> day of March, 2006.

Record of Adoption Vote

Commissioner	Yes	No	Abstained	Excused
Dennis R. Luke	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Bev Clarno	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Michael M. Daly	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Effective date: 20<sup>th</sup> day of June, 2006.

ATTEST:

  
Recording Secretary

EXHIBIT "A"

**Chapter 18.124. SITE PLAN REVIEW**

**18.124.010. Purpose.**

**18.124.020. Elements of site plan.**

**18.124.030. Approval required.**

**18.124.040. Contents and procedure.**

**18.124.050. Decision on site plan.**

**18.124.060. Approval criteria.**

**18.124.070. Required minimum standards.**

**18.124.080. Other conditions.**

**18.124.090. Right of way improvement standards.**

**18.124.010. Purpose.**

DCC 18.124.010 provides for administrative review of the design of certain developments and improvements in order to promote functional, safe, innovative and attractive site development compatible with the natural and man-made environment.

(Ord. 91-020 § 1, 1991)

**18.124.020. Elements of site plan.**

The elements of a site plan are: The layout and design of all existing and proposed improvements, including, but not limited to, buildings, structures, parking, circulation areas, outdoor storage areas, bicycle parking, landscape areas, service and delivery areas, outdoor recreation areas, retaining walls, signs and graphics, cut and fill actions, accessways, pedestrian walkways, buffering and screening measures and street furniture.

(Ord. 93-043 § 22D, 1993; Ord. 93-005 § 6, 1993)

**18.124.030. Approval required.**

A. No building, grading, parking, land use, sign or other required permit shall be issued for a use subject to DCC 18.124.030, nor shall such a use be commenced, enlarged, altered or changed until a final site plan is approved according to DCC Title 22, the Uniform Development Procedures Ordinance.

B. The provisions of DCC 18.124.030 shall apply to the following:

1. All conditional use permits where a site plan is a condition of approval;

2. Multiple-family dwellings with more than three units;
3. All commercial uses that require parking facilities;
4. All industrial uses;
5. All other uses that serve the general public or that otherwise require parking facilities, including, but not limited to, landfills, schools, utility facilities, churches, community buildings, cemeteries, mausoleums, crematories, airports, parks and recreation facilities and livestock sales yards; and
6. As specified for Flood Plain Zones (FP) and Surface Mining Impact Area Combining Zones (SMIA).

C. The provisions of DCC 18.124.030 shall not apply to uses involving the stabling and training of equine in the EFU zone, noncommercial stables and horse events not requiring a conditional use permit.

D. Noncompliance with a final approved site plan shall be a zoning ordinance violation.

E. As a condition of approval of any action not included in DCC 18.124.030(B), the Planning Director or Hearings Body may require site plan approval prior to the issuance of any permits.

(Ord. 2003-034 § 2, 2003; Ord. 94-008 § 14, 1994; Ord. 91-038 § 1, 1991; Ord. 91-020 § 1, 1991; Ord. 86-032 § 1, 1986)

**18.124.040. Contents and procedure.**

A. Any site plan shall be filed on a form provided by the Planning Department and shall be accompanied by such drawings, sketches and descriptions necessary to describe the proposed development. A plan shall not be deemed complete unless all information requested is provided.

B. Prior to filing a site plan, the applicant shall confer with the Planning Director or his representative concerning the requirements for formal application.

C. After the pre-application conference, the applicant shall submit a site development plan, an inventory of existing plant materials including all trees six inches in diameter or

## EXHIBIT "A"

greater and other significant species, a landscape plan and architectural drawings including floor plans and elevations.

- D. The site plan shall indicate the following:
1. Access to site from adjacent rights of way, streets and arterial.
  2. Parking and circulation areas.
  3. Location, dimensions (height and bulk) and design of buildings and signs.
  4. Orientation of windows and doors.
  5. Entrances and exits.
  6. Private and shared outdoor recreation spaces.
  7. Pedestrian circulation.
  8. Public play areas.
  9. Service areas for uses such as mail delivery, trash disposal, above ground utilities, loading and delivery.
  10. Areas to be landscaped.
  11. Exterior lighting.
  12. Special provisions for handicapped persons.
  13. Existing topography of the site at intervals appropriate to the site, but in no case having a contour interval greater than 10 feet.
  14. Signs.
  15. Public improvements.
  16. Drainfield locations.
  17. Bicycle parking facilities, with location of racks, signage, lighting, and showing the design of the shelter for long term parking facilities.
  18. Any required bicycle commuter facilities.
  19. Other site elements and information which will assist in the evaluation of site development.
- E. The landscape plan shall indicate:
1. The size, species and approximate locations of existing natural plant materials proposed to be retained and new plant materials proposed to be placed on site.
  2. Proposed site contouring.
  3. An explanation of how drainage and soil erosion is to be dealt with during and after construction.

(Ord. 2003-034 § 2, 2003; Ord. 93-005 § 7, 1993; Ord. 91-020 § 1, 1991)

### 18.124.050. Decision on site plan.

- A. The Planning Director or Hearings Body may deny the site plan or approve it with such modifications and conditions as may be consistent with the Comprehensive Plan or the criteria and standards listed in DCC Title 18.
- B. The Planning Director or Hearings Body as a condition of approval may require that the applicant file with the County a performance bond or other security approved by the governing body to assure full and faithful performance of any required improvements. The bond shall be for the dollar amount plus 10 percent of the estimated cost of the improvements.
- C. Planning Director or Hearings Body review shall be subject to DCC Title 22, the Uniform Development Procedures Ordinance. (Ord. 91-020 § 1, 1991; Ord. 86-032 § 1, 1986)

### 18.124.060. Approval criteria.

Approval of a site plan shall be based on the following criteria:

- A. The proposed development shall relate harmoniously to the natural environment and existing development, minimizing visual impacts and preserving natural features including views and topographical features.
- B. The landscape and existing topography shall be preserved to the greatest extent possible, considering development constraints and suitability of the landscape and topography. Preserved trees and shrubs shall be protected.
- C. The site plan shall be designed to provide a safe environment, while offering appropriate opportunities for privacy and transition from public to private spaces.
- D. When appropriate, the site plan shall provide for the special needs of handicapped persons, such as ramps for wheelchairs and Braille signs.
- E. The location and number of points of access to the site, interior circulation patterns, separations between pedestrians and moving and parked vehicles, and the arrangement of parking areas in relation to buildings and

EXHIBIT "A"

structures shall be harmonious with proposed and neighboring buildings and structures.

- F. Surface drainage systems shall be designed to prevent adverse impacts on neighboring properties, streets, or surface and subsurface water quality.
- G. Areas, structures and facilities for storage, machinery and equipment, services (mail, refuse, utility wires, and the like), loading and parking and similar accessory areas and structures shall be designed, located and buffered or screened to minimize adverse impacts on the site and neighboring properties.
- H. All above-ground utility installations shall be located to minimize adverse visual impacts on the site and neighboring properties.
- I. Specific criteria are outlined for each zone and shall be a required part of the site plan (e.g. lot setbacks, etc.).
- J. All exterior lighting shall be shielded so that direct light does not project off-site.  
(Ord. 93-043 §§ 21, 22 and 22A, 1993; Ord. 91-038 § 1, 1991; Ord. 91-020 § 1, 1991)

**18.124.070 Required minimum standards.**

- A. Private or shared outdoor recreation areas in residential developments.
  - 1. Private Areas. Each ground-level living unit in a residential development subject to site plan approval shall have an accessible outdoor private space of not less than 48 square feet in area. The area shall be enclosed, screened or otherwise designed to provide privacy for unit residents and their guests.
  - 2. Shared Areas. Usable outdoor recreation space shall be provided for the shared use of residents and their guests in any apartment residential development, as follows:
    - a. Units with one or two bedrooms: 200 square feet per unit.
    - b. Units with three or more bedrooms: 300 square feet per unit.
  - 3. Storage. In residential developments, convenient areas shall be provided for the storage of articles such as bicycles,

barbecues, luggage, outdoor furniture, etc. These areas shall be entirely enclosed.

- B. Required Landscaped Areas.
  - 1. The following landscape requirements are established for multi-family, commercial and industrial developments, subject to site plan approval:
    - a. A minimum of 15 percent of the lot area shall be landscaped.
    - b. All areas subject to the final site plan and not otherwise improved shall be landscaped.
  - 2. In addition to the requirement of DCC 18.124.070(B)(1)(a), the following landscape requirements shall apply to parking and loading areas:
    - a. A parking or loading area shall be required to be improved with defined landscaped areas totaling no less than 25 square feet per parking space.
    - b. In addition to the landscaping required by DCC 18.124.070(B)(2)(a), a parking or loading area shall be separated from any lot line adjacent to a roadway by a landscaped strip at least 10 feet in width, and from any other lot line by a landscaped strip at least five feet in width.
    - c. A landscaped strip separating a parking or loading area from a street shall contain:
      - i. Trees spaced as appropriate to the species, not to exceed 35 feet apart on the average.
      - ii. Low shrubs not to reach a height greater than three feet zero inches, spaced no more than eight feet apart on the average.
      - iii. Vegetative ground cover.
  - 3. Landscaping in a parking or loading area shall be located in defined landscaped areas which are uniformly distributed throughout the parking or loading area.
  - 4. The landscaping in a parking area shall have a width of not less than five feet.
  - 5. Provision shall be made for watering planting areas where such care is required.

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6. Required landscaping shall be continuously maintained and kept alive and attractive.
7. Maximum height of tree species shall be considered when planting under overhead utility lines.

C. Nonmotorized Access.

1. Bicycle Parking. The development shall provide the number and type of bicycle parking facilities as required in DCC 18.116.031 and 18.116.035. The location and design of bicycle parking facilities shall be indicated on the site plan.
2. 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 pedestrian walkways, and similar techniques.
  - b. Pedestrian walkways shall connect building entrances to one another and from building entrances to public streets and existing or planned transit facilities. On-site walkways shall connect with walkways, sidewalks, bikeways, and other pedestrian or bicycle connections on adjacent properties planned or used for commercial, multi-family, public or park use.
  - c. Walkways shall be at least five feet in paved unobstructed width. Walkways which border parking spaces shall be at least seven feet wide unless concrete bumpers or curbing and landscaping or other similar improvements are provided which prevent parked vehicles from obstructing the walkway. Walkways shall be as direct as possible.
  - d. Driveway crossings by walkways shall be minimized. Where the walkway system crosses driveways, parking areas and loading areas, the walkway must be clearly identifiable through the use of elevation changes, speed bumps, a different paving material or other similar method.

- e. To comply with the Americans with Disabilities Act, the primary building entrance and any walkway that connects a transit stop to building entrances shall have a maximum slope of five percent. Walkways up to eight percent slope are permitted, but are treated as ramps with special standards for railings and landings.

D. Commercial Development Standards:

1. New commercial buildings shall be sited at the front yard setback line for lots with one frontage, and at both front yard setback lines for corner lots, and oriented to at least one of these streets, except in the Sunriver UUC Business Park (BP) District and the La Pine UUC Business Park (LPBP) District. The building(s) and any eaves, overhangs or awnings shall not interfere with the required clear vision area at corners or driveways.
2. To meet the standard in paragraph (1) of this subsection, buildings developed as part of a shopping complex, as defined by this title, and planned for the interior, rear or non-street side of the complex may be located and oriented toward private interior streets within the development if consistent with all other standards of paragraph (1) above and this paragraph. Interior streets used to satisfy this standard may have on-street parking and shall have sidewalks along the street in front of the building. Such sidewalks shall connect to existing or future sidewalks on public streets accessing the site. The master plan for the shopping complex shall demonstrate that at least one half of the exterior perimeter of the site that abuts each public street, will be developed with buildings meeting the standards of paragraphs (D)(1) or (D)(3) of this subsection.
3. An increase in the front yard setback may be allowed where the applicant can demonstrate that one or more of the following factors makes it desirable to site the new building beyond the minimum street setback:

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- a. Existing development on the site;
  - b. Lot configuration;
  - c. Topography of the lot;
  - d. Significant trees or other vegetative features that could be retained by allowing a greater setback;
  - e. Location of driveway access. Such an increase in the front yard shall be the minimum necessary to accommodate the reason for the increase.
  - f. Architectural features, driveways, landscaping areas equal to or greater than the depth of the structure, and outdoor commercial areas, when at least one half of the structure meets the minimum street setback.
4. Off-street motor vehicle parking for new commercial developments in excess of 10,000 square feet shall be located at the side or behind the building(s), except in the Sunriver UUC Business Park (BP) District. Off-street parking proposed with a shopping complex, as defined by this title, and intended to serve buildings located in the interior or rear of the complex may have parking in front of the building provided the overall master plan for the site satisfies paragraph (2) of this subsection.

(Ord. 2002-033 § 1, 2002; Ord. 2001-044 § 5, 2001; Ord. 97-078 § 7, 1997; Ord. 93-063 § 3, 1993; Ord. 93-043 § 22B, 1993; Ord. 93-005 § 8, 1993)

**18.124.080. Other conditions.**

The Planning Director or Hearings Body may require the following in addition to the minimum standards of DCC Title 18 as a condition for site plan approval.

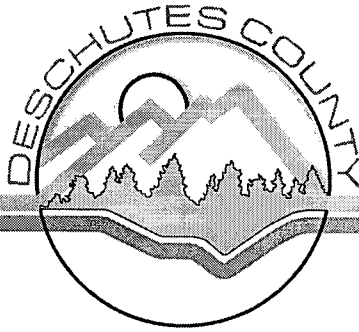
- A. An increase in the required yards.
- B. Additional off-street parking.
- C. Screening of the proposed use by a fence or landscaping or combination thereof.
- D. Limitations on the size, type, location, orientation and number of lights.
- E. Limitations on the number and location of curb cuts.

- F. Dedication of land for the creation or enlargement of streets where the existing street system will be impacted by or is inadequate to handle the additional burden caused by the proposed use.
- G. Improvement, including but not limited to paving, curbing, installation of traffic signals and constructing sidewalks or the street system that serves the proposed use where the existing street system will be burdened by the proposed use.
- H. Improvement or enlargement of utilities serving the proposed use where the existing utilities system will be burdened by the proposed use. Improvements may include, but shall not be limited to, extension of utility facilities to serve the proposed use and installation of fire hydrants.
- I. Landscaping of the site.
- J. Traffic Impact Study as identified in Title 17.16.115.
- JK. Any other limitations or conditions that are considered necessary to achieve the purposes of DCC Title 18.  
(Ord. 2006-005 § 1, 2006; Ord. 95-075 § 1, 1995; Ord. 93-043 § 22C, 1993)

**18.124.090. Right of way improvement standards.**

Any dedications or improvements to the road right of way required under DCC 18.124 shall meet the standards for road right of way improvements set forth in DCC Title 17 and any standards for right-of-way improvements set forth in DCC Title 18 for the particular zone in question.

(Ord. 97-003 § 4, 1997)



## Community Development Department

Planning Division Building Safety Division Environmental Health Division

117 NW Lafayette Avenue Bend Oregon 97701-1925  
(541)388-6575 FAX (541)385-1764  
<http://www.co.deschutes.or.us/cdd/>

### BOARD OF COUNTY COMMISSIONERS PUBLIC HEARING February 22, 2006

**STAFF:** Steve Jorgensen, Senior Transportation Planner

**Subject:** Ordinance 2006-004, amending the Deschutes County Code (DCC) Chapter 17.16, and Ordinance 2006-005, amending DCC Chapter 18.24 to Adopt Language that Requires Various Levels of Traffic Impact Analysis for Certain Land Use Applications.

#### INTRODUCTION:

The Deschutes County Community Development and Road Departments have operated for many years without clear and objective requirements for traffic impact studies. We have often relied on other jurisdiction's requirements as examples, and as such, the application of "example" requirements may have been inconsistent. These traffic studies are necessary to allow the Planning and Road Department staffs to equitably assess the impacts to traffic and County transportation facilities when certain land use actions are proposed. In addition to staff issues, applicants for land use permits often anticipate using our guidelines, yet when questioned, we have had to refer to non-County guidelines. The attached guidelines were drafted by the County Road Department and are intended to fill this void by creating a requirement based in DCC Title 17, and referenced in DCC Title 18.

#### ACTION:

The Planning Commission held a public hearing regarding this topic on December 8, 2005, and has forwarded a recommendation for approval to the Board of County Commissioners (BOCC). Staff requests that the BOCC hold a public hearing on the proposed Traffic Impact Study guidelines, including the text change in DCC Title 17.16, (Ordinance 2006-004, Attachment A), and the added text in DCC Title 18.124 (Ordinance 2006-005, Attachment B). Following the close of the hearing, staff seeks a recommendation from the BOCC for approval of these ordinances.

Please contact me at 6718 if you have questions or need additional information.

Attachments: A) Draft Ordinance 2006-004, Subdivision Code Amendment (Chapter 17.16)  
B) Draft Ordinance 2006-005, Zoning Code Amendment (Chapter 18.124)