



**City Council**

Mayor  
Jim Fairchild

Council President  
Ken Woods, Jr.

Councilor  
Brian Dalton

Councilor  
Warren Lamb

Councilor  
Jackie Lawson

Councilor  
Kevin Marshall

Councilor  
Wes Scroggin

Councilor  
David Shein

Councilor  
David Voves

Councilor  
LaVonne Wilson

**Staff**

City Manager  
Jerry Wyatt

Asst. City Manager  
Kim Marr

City Attorney  
Lane Shetterly

Community Development  
Director  
Jason Locke

Finance Director

Fire Chief  
Bill Hahn

Interim Police Chief  
Tom Simpson

Public Works Director  
Fred Braun

# Dallas City Council Agenda

Monday, November 17, 2008, 7:00 p.m.

Mayor Jim Fairchild, Presiding

Dallas City Hall

187 SE Court Street

Dallas, Oregon 97338

*All persons addressing the Council will please use the table at the front of the Council. All testimony is electronically recorded. If you wish to speak on any agenda item, please raise your hand to be recognized after the Mayor calls the item, or sign in on the provided card.*

<u>ITEM</u>	<u>RECOMMENDED ACTION</u>
1. ROLL CALL	
2. PLEDGE OF ALLEGIANCE TO THE FLAG	
3. APPROVAL OF MINUTES Approval of minutes of the Nov 3, 2008, Council meeting	p. 3 Confirmation
4. SWEARING IN NEW OFFICERS	
5. REPORTS OR COMMENTS FROM THE COUNCIL MEMBERS a. Council President's monthly report for October	p. 7 Discussion
6. QUESTIONS OR COMMENTS FROM THE AUDIENCE <i>This time is provided for citizens to address the Council or introduce items for Council consideration on any matters other than those on the agenda.</i>	
7. PUBLIC HEARINGS <i>(Public comment will be allowed on items appearing on this portion of the agenda following a brief staff report presenting the item and action requested. The Mayor may limit testimony.)</i>	
8. REPORTS OF SPECIAL COMMITTEES AND CITY OFFICERS City Manager's Reports	
a. Quarterly budget report	p. 8 Information
b. Community Holiday Feed	p. 9 Information
c. Adoption of City Manager evaluation process	p. 11 Motion

# Dallas City Council Agenda

## Page 2

### Our Vision

*Our vision is to foster an environment in which Dallas residents can take advantage of a vital, growing, and diversified community that provides a high quality of life.*

### Our Mission

*The mission of the City of Dallas is to maintain a safe, livable environment by providing open government with effective, efficient, and accountable service delivery.*

### Our Motto

*Commitment to the Community.  
People Serving People.*

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- d. Downtown Task Force Report [p. 16](#) Information
- e. Report on the Nov 12, 2008 Planning Commission Mtg [p. 17](#) Discussion
- f. Code Assistance Workshop [p. 18](#) Motion
- g. Department reports for the month of October [p. 46](#) Information
- h. Blue Garden Update Information
- i. Council Photo [p. 67](#) Confirmation
- j. Other

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## 9. COMMUNICATIONS AND PETITIONS

- a. OLCC Application – Capricorn Catering [p. 68](#) Motion
- b. Letter from Chamber regarding Tree Lighting [p. 72](#) Information

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## 10. RESOLUTIONS

- a. Resolution No. 3175 - A Resolution approving an exemption from competitive bidding for the design and installation of certain systems and components at the Dallas Aquatic Center [p. 73](#) Roll Call Vote

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## 11. FIRST READING OF ORDINANCE

- a. Ordinance No. 1693 – An Ordinance adopting the Transportation System Plan (TSP), Volume 1, Sections 1-8 and Volume II, Appendices, dated November 17, 2008, as a chapter of the Dallas Comprehensive Plan and repealing current transportation data, projects, language and policies [p. 80](#) First reading
- b. Ordinance No. 1694 - An Ordinance adopting amendments to the Dallas Development Code [p. 132](#) First reading

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## 12. SECOND READING OF ORDINANCE

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## 13. OTHER BUSINESS

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## 14. ADJOURNMENT

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**DALLAS CITY COUNCIL**  
**Monday, November 3, 2008**  
**Council Chambers**

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The Dallas City Council met in regular session on Monday, November 3, 2008, at 7:00 p.m. in the Council Chambers of City Hall with Mayor Fairchild presiding.

**ROLL CALL**

Council members present were: Council President Ken Woods, Jr., Councilor Brian Dalton, Councilor Warren Lamb, Councilor Jackie Lawson, Councilor Kevin Marshall, Councilor Wes Scroggin, Councilor David Shein, Councilor Dave Voves, and Councilor LaVonne Wilson.

Also present were: City Manager Jerry Wyatt, City Attorney Lane Shetterly, Interim Police Chief Tom Simpson, Public Works Director Fred Braun, Community Development Director Jason Locke, Planner I John Swanson, Fire Chief Bill Hahn, and Recording Secretary Emily Gagner.

**PLEDGE OF ALLEGIANCE TO THE FLAG**

Mayor Fairchild led the Pledge of Allegiance to the Flag.

**APPROVAL OF MINUTES**

Mayor Fairchild declared the minutes of the October 20, 2008, Council meeting approved as presented.

**REPORTS OR COMMENTS FROM COUNCIL MEMBERS**

**COMMITTEE REPORTS OF OCTOBER 27, 2008**

**Building and Grounds Committee Meeting – Councilor Warren Lamb, Chair**

Councilor Lamb stated it was a short agenda, noting Mr. Locke provided a good report, which was included in the minutes.

**Public Works Committee Meeting – Councilor Jackie Lawson, Chair**

Councilor Lawson stated there was a planting event in Rotary Park and thirty volunteers showed up to help plant donations from three area nurseries. Staff has submitted a grant application for the ASR Cycle 7 testing and an application for an Economic Development Grant of \$3 million for a \$3.5 million project on Monmouth Cutoff Road between Uglow and Godsey.

Councilor Shein asked for more information regarding the Levens Street Bridge and the difference of opinion with the contractor. Mr. Shetterly indicated he sent a letter giving them until Friday of this week to respond. The contractor claims it was a design defect, but the contract is very clear about the requirements for the fill under the approach slabs. It looks like they did not submit evidence that they were testing the soil compaction as required. Mr. Shetterly explained that failing a favorable response from the contractor, the City will contract to have the bridge repaired and go after the original contractor to pay the bill.

Councilor Lawson noted the Committee had a number of people from Walnut Avenue come to the meeting. The conclusion of the Committee was that they took the appropriate action a year ago when this item was initially brought before the committee. There have been no accidents that would have been mitigated with the stop sign the neighborhood requested. She explained some interim solutions the Committee discussed, including striping down the center of the road and lending residents the radar gun to monitor speed. Mr. Wyatt indicated staff could also track the speed of the traffic with the traffic counter and place the speed trailer in the neighborhood.

**MAYOR’S MONTHLY REPORT FOR OCTOBER**

There were no questions about the Mayor’s monthly report for October.

Mayor Fairchild stated he was reappointed to the League of Oregon Cities Oregon State Community Development Committee representing part of the League of Oregon Cities (LOC). The committee met today and is working to be proactive getting things developed. He indicated they got an interesting financial report from the state regarding the forecast. It isn’t pretty, but it isn’t as bad as the states around us.

1 **QUESTIONS OR COMMENTS FROM THE AUDIENCE**

2 There were no questions or comments from the audience.

3 **PUBLIC HEARINGS**

4 **A PUBLIC HEARING ON THE AQUATIC CENTER ENERGY EFFICIENCY MEASURES**  
5 **REQUEST FOR PROPOSAL EXEMPTION**

6 Mayor Fairchild opened the public hearing at 7:13 PM.

7 Mr. Locke indicated this was a follow-up on the discussion regarding implementation of energy  
8 efficiency measures at the Dallas Aquatic Center. He explained that when the Council directed  
9 staff to prepare the Request for Proposal (RFP), staff realized that we would have to prepare  
10 some findings and request an exemption from competitive bidding per our City Code and Oregon  
11 Revised Statutes. Mr. Locke stated the council packet includes the notice that was published and  
12 the proposed findings supporting the exemption from competitive bidding requirements and use  
13 of the RFP design/build method of procurement for those energy efficiency measures. Staff has  
14 developed findings that relate to requirements in our Municipal Code for an exemption, which  
15 include items such as not excluding companies, retaining a high level of competition, and  
16 potential significant cost savings using this process. Staff feels the design/build process will give  
17 a better, more integrated product at a lower cost. He stated there are a number of companies that  
18 have expressed interest in bidding. He stated staff is requesting that Council direct staff to  
19 prepare a resolution adopting the findings for the exemption.

20 There was no testimony from the public or the Council. Mayor Fairchild closed the public  
21 hearing at 7:16 PM.

22 Councilor Shein moved to direct staff to prepare a resolution adopting the proposed findings for  
23 the project. The motion was duly seconded and CARRIED UNANIMOUSLY with Council  
24 President Ken Woods, Jr., Councilor Brian Dalton, Councilor Warren Lamb, Councilor Jackie  
25 Lawson, Councilor Kevin Marshall, Councilor Wes Scroggin, Councilor David Shein, Councilor  
26 Dave Voves, and Councilor LaVonne Wilson voting YES.

27 **REPORTS OF SPECIAL COMMITTEES AND CITY OFFICER**

28 **CENSUS 2010**

29 Mr. Wyatt stated staff is involved directly in providing information to the census bureau.

30 Mr. Locke stated the federal government conducts a census every year, in which they acquire a  
31 variety of information. In the last two censuses, they have increased their partnership with local  
32 governments to make sure they get an accurate count. Mr. Locke introduced Gladys Romero  
33 from the U.S. Census Bureau.

34 Gladys Romero, Partnership Specialist for the U.S. Census Bureau, stated they are required by  
35 the Constitution to conduct a count of the population every ten years. They have done this since  
36 1790 in the years ending in 0. She indicated more than \$300 billion is allocated each year in  
37 federal funds based on the census, including funding for housing, social services and education.  
38 The census data also determines how many seats each state holds in Congress.

39 Ms. Romero stated the reason she was here was to ask for help. First, she asked the Council to  
40 issue a proclamation in support of Census 2010. Second, she asked the Council to form a  
41 Complete Count Committee, which would be formed by representatives of all people in Dallas  
42 that are leaders that could spread the word that the census is safe and everyone should  
43 participate. She noted there have been some changes for Census 2010, including the elimination  
44 of the long form.

45 Ms. Romero provided a sample of the census proclamation and a guide for the Complete Count  
46 Committee.

47 Mayor Fairchild indicated that the census results are very important when the city applies for  
48 grants and other funding. He stated he and Mr. Locke would work together on Census 2010.

49 Councilor Dalton asked when the information would be made available from the 2010 Census.

1 Ms. Romero stated the President must have the information by December 31, 2010 and the final  
2 releases come out in April or May 2011.

3 Ms. Romero stated she is looking forward to working with the City of Dallas.

#### 4 DOWNTOWN TASK FORCE UPDATE

5 Mr. Wyatt explained that John Swanson is the staff person working with the Downtown Task  
6 Force. He noted they didn't realize their last meeting was only four days before the Council  
7 meeting, so they will present their full report at the next meeting.

8 Mr. Swanson thanked each of the eleven members of the task force, who met three times in the  
9 past month in a roundtable format. He indicated there is plenty of work to be done in the  
10 downtown right now. Mr. Swanson then reviewed the recommendations of the Task Force.

11 Councilor Shein stated he would like someone to inventory the overhead wires that are  
12 unnecessary, which is an aesthetic issue. Mr. Swanson indicated that is one of the items on the  
13 complete list generated by the task force.

14 Councilor Dalton indicated it would be useful if we could assign responsibility to get the work  
15 done with as much specificity as possible. It's critical to get these tasks done.

16 Councilor Lamb asked who the task force reports to. Mr. Swanson stated the City Manager  
17 asked the task force to look at the key issues in the downtown for a limited time. They did a lot  
18 of work in the month of October and are asking for authorization to continue the work possibly  
19 through the end of the year. Councilor Lamb stated he sees giving the task force to the end of  
20 the year and then giving the Council something to look at.

21 Councilor Scroggin stated he agrees with Councilor Dalton. On his list, he has identified which  
22 issues are City, County, Chamber or other organization. He stated if he doesn't see anything  
23 happening on these items, he doesn't want to be involved.

24 Councilor Wilson indicated she doesn't believe the task of the task force was necessarily to  
25 identify who would do the items, but to make recommendations to the Council. The Council  
26 should then decide who will complete the tasks. She stated the task force's work was  
27 outstanding in the sense that things were brought out that were possibly not previously identified.  
28 She noted there was a very good sharing of ideas, but they need more time to cement things. She  
29 explained that anything that comes out of the task force will be run through the Council.

30 Councilor Lamb stated he appreciates the time people put into this, but what they did is  
31 something that has been addressed by other committees but never communicated. The  
32 Commercial Core Committee accomplished a lot of this that was never addressed. Councilor  
33 Wilson stated that hopefully this will be the time these things do get addressed.

34 Councilor Shein reinforced that this is all good, but unless it translates into tangible action it is  
35 not much use. Councilor Wilson stated it is the Council's responsibility to take the lead and they  
36 may not have done that in the past.

37 Councilor Marshall stated that this task force sounds like it covered a broader spectrum than  
38 some of the other committees who only looked at park benches or the core area. He indicated it  
39 seems like a good approach.

40 Council President Woods stated he would hope someday the City would include all aspects of  
41 the business community. He indicated we tried doing this in the '80's and there was a separation  
42 between North Dallas and the downtown, but it is one business community. North Dallas is the  
43 entrance to downtown Dallas and if it's not pretty and filled up, people won't come downtown.  
44 He would like to see a North Dallas or Phase 2 of the business district to try to make it all work  
45 together and not have any separation. Mr. Wyatt indicated one Council goal is to improve the  
46 entrances into our community.

#### 47 BLUE GARDEN UPDATE

48 Mr. Wyatt stated that right after the last Council meeting, he did make contact with Ms.  
49 Goodman and he has made sure she hired a structural engineer. She can now obtain a roofing  
50 permit and he anticipates within the next few days it will be issued. Mr. Wyatt stated staff is  
51 working on helping the adjacent properties now. City crews have been out with the rains and  
52 Forbes was called to clean out the drains from the alley to the storm line. Roofing material has  
53 been delivered to the Blue Garden site and the owner is very interested in getting the building

1 completed. Mr. Wyatt indicated Ms. Goodman wanted to tell the Council that we have her  
2 attention and her intention is to have a viable business in Dallas.  
3 Councilor Shein asked how long it would be to complete the work once the roofing permit is  
4 issued. Mr. Wyatt stated they can start immediately, but it depends on the crew when it is  
5 completed. Mr. Wyatt stated he will keep in contact with Ms. Goodman.  
6 Councilor Dalton stated the building is already saturated with water and asked if there was any  
7 way to address the probable mold problem. Mr. Shetterly stated the Council has no jurisdiction  
8 in the mold arena. Mr. Wyatt stated the health inspector can say it is unhealthy.

9 OTHER

10 **COMMUNICATIONS AND PETITIONS**

11 **RESOLUTIONS**

12 **FIRST READING OF ORDINANCE**

13 **SECOND READING OF ORDINANCE**

14 **OTHER BUSINESS**

15 Mayor Fairchild stated he had talked with Val Unger at Polk County and if anyone is interested  
16 in election returns, they will be available within a few minutes after 8:00 Tuesday night.

17 There being no further business, the meeting adjourned at 8:08 p.m.

18 Read and approved this \_\_\_\_\_ day of \_\_\_\_\_ 2008.

19  
20  
21 \_\_\_\_\_ Mayor

22 ATTEST:  
23 \_\_\_\_\_  
24 City Manager

# MEMORANDUM

**Date:** November 4, 2008  
**To:** Mayor Fairchild and City Council Members  
**From:** Council President Ken Woods, Jr.  
**Cc:** City Manager Jerry Wyatt  
**Subject:** Council President's October 2008 Monthly Report

October 3 9:00 – 6:30 PM  
**League of Oregon Cities (LOC) Annual Conference, Salem**

October 4 6:00 – 8:30 PM  
**LOC Annual Banquet, Salem**

October 6 9:00 – 10:00 AM  
**LOC Ethics Seminar**

7:00 – 8:50 PM  
**Dallas City Council Meeting**

October 8 12:00 – 1:00 PM  
**Dallas City Council Workshop, Capital Improvement Projects**

October 12 5:00 – 9:00 PM  
**Dallas City Council Annual Dinner**

October 16 12:00 – 1:15 PM  
**Dallas Economic Development Commission**

5:30 – 6:45 PM  
**Urban Renewal Advisor Committee**

October 20 7:00 – 8:50 PM  
**Dallas City Council Meeting**

October 27 11:00 – 12:00 PM  
**ODOT-MWACT Hwy 18-Red Prairie Rd Safety Project Ribbon Cutting**

Ken Woods

# DALLAS CITY COUNCIL REPORT

**TO: MAYOR JIM FAIRCHILD AND CITY COUNCIL**

<i>City of Dallas</i>	<b>Agenda Item No. 8 a</b>	<b>Topic:</b> Quarterly Budget Report
<b>Prepared By:</b> Emily Gagner	<b>Meeting Date:</b> November 17, 2008	<b>Attachments:</b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>Approved By:</b> Jerry Wyatt		

RECOMMENDED MOTION:

None

BACKGROUND:

At the Council meeting we will be briefing the Council on the revenue and expenditures for the first quarter of FY 2008-09. Andy Parks, Interim Finance Director, will be at the meeting to answer any questions you have.

FISCAL IMPACT:

None

ATTACHMENTS:

None

# DALLAS CITY COUNCIL REPORT

**TO: MAYOR JIM FAIRCHILD AND CITY COUNCIL**

<i>City of Dallas</i>	<b>Agenda Item No. 8 b</b>	<b>Topic:</b> Community Holiday Feed
<b>Prepared By:</b> Emily Gagner	<b>Meeting Date:</b> November 17, 2008	<b>Attachments:</b> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
<b>Approved By:</b> Jerry Wyatt		

RECOMMENDED MOTION:

None

BACKGROUND:

This year, the City employees will be hosting a community dinner. This “Holiday Feed” will be available to those members of our community in need. We are still working out the final details, but we do know that it will be held on December 23 from 4:00 – 6:00 p.m. in the Civic Center. We are all very excited for this opportunity to help our community. If you are interested in helping, please contact Kim Marr or me.

FISCAL IMPACT:

Minimal

ATTACHMENTS:

Flyer

# The 1st City of Dallas Community Holiday Dinner

**December 23rd**

**4 pm – 6 pm**

**Dallas City Hall / Civic Center**

*Hosted by the City of Dallas employees*

Families in need can pick up

**FREE** tickets at the

**Dallas Resource Center**

**(326 Main Street).**



Limited tickets are available and will be provided on a first come, first served basis.

Please call the Dallas Resource Center at 503-623-8429 with questions.

# DALLAS CITY COUNCIL REPORT

**TO: MAYOR JIM FAIRCHILD AND CITY COUNCIL**

<i>City of Dallas</i>	<b>Agenda Item No. 8 c</b>	<b>Topic:</b> City Manager's Annual Evaluation
<b>Prepared By:</b> Emily Gagner	<b>Meeting Date:</b> November 17, 2008	<b>Attachments:</b> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
<b>Approved By:</b> Jerry Wyatt		

RECOMMENDED MOTION:

Move to affirm the City Manager's evaluation process using the previously approved performance evaluation form.

BACKGROUND:

Attached is a blank copy of the evaluation form the Council approved in May 2007. The Council must affirm that it will use the same process to evaluate the City Manager as it has used in previous years. The City Manager's evaluation should be returned by Monday, November 24 to City Hall. Please address them to the attention of Mayor Fairchild.

We have set the executive session to discuss the evaluation on December 1, after the regular Council meeting.

FISCAL IMPACT:

None

ATTACHMENTS:

Evaluation Form

City of Dallas  
Performance Evaluation

City Manager

**PURPOSE**

The purpose of the employee performance evaluation and development report is to increase communication between the City Council and the City Manager concerning the performance of the City Manager in the accomplishment of his/her assigned duties and responsibilities, and the establishment of specific work-related goals and objectives.

**PROCESS**

The City Council shall conduct an initial six-month review and an annual review and evaluation of the City Manager's work performance. The results of such evaluation shall commend areas of good performance and point out areas for improvement. It shall also be the basis for contract extension and compensation decisions.

1. If the criteria, standards and policy directives change, a public process is to be followed as outlined in ORS 192.660(1)(i), which provides for an opportunity for public comments on the proposed process.
2. Evaluation forms are distributed to all Council members by the second meeting in November.
3. Each Councilor completes the form, signs, dates and returns it to the Mayor by the first meeting in December.
4. The Mayor and Council President will summarize the results of the evaluation forms as submitted.
5. A summary will be distributed to the Council prior to the executive session evaluation meeting.
6. The Council meets with the City Manager in executive session to review the evaluation, unless the City Manager requests an open hearing.
7. After the executive session, the City Manager will be given copies of the composite evaluation and the individual Councilor's evaluations.

**INSTRUCTIONS**

Review the City Manager's work performance for the entire period; try to refrain from basing judgement on recent events or isolated incidents only. Disregard your general impression of the City Manager and concentrate on one factor at a time. Often policies and goals take several years to fully implement, so evaluation should consider effectiveness of planning and implementation, not whether full completion has occurred.

Evaluate the City Manager on the basis of standards you expect to be met for the job to which assigned considering the length of time in the job. Check the number that most accurately reflects the level of performance for the factor appraised using the rating scale described below. If you did not have an opportunity to observe a factor during this evaluation period, please indicate so in the "Not Observed" column next to the factor.

# CITY MANAGER PERFORMANCE EVALUATION

## Rating Scale Definitions (1-5)

Unsatisfactory (1)	The employee's work performance is inadequate and definitely inferior to the standards of performance required for the job. Performance at this level cannot be allowed to continue.
Improvement Needed (2)	The employee's work performance does not consistently meet the standards of the position. Serious effort is needed to improve performance.
Meets Job Standard (3)	The employee's work performance consistently meets the standards of the position.
Exceeds Job Standard (4)	The employee's work performance is frequently or consistently above the level of a satisfactory employee, but has not achieved an overall level of outstanding performance.
Outstanding (5)	The employee's work performance is consistently excellent when compared to the standards of the job.

## I. PERFORMANCE EVALUATION AND ACHIEVEMENTS

1. City Council Relationships                        1     2     3     4     5   Not observed

Comments: \_\_\_\_\_  
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2. Public Relations                                1     2     3     4     5   Not observed

Comments: \_\_\_\_\_  
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3. Effective Leadership of Staff                1     2     3     4     5   Not observed

Comments: \_\_\_\_\_  
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**4. Fiscal Management**

1 2 3 4 5 Not observed

Comments:

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**5. Communication**

1 2 3 4 5 Not observed

Comments:

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**6. Personal Traits**

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Comments:

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**7. Intergovernmental Affairs**

1 2 3 4 5 Not observed

Comments:

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# DALLAS CITY COUNCIL

## REPORT

**TO: MAYOR JIM FAIRCHILD AND CITY COUNCIL**

<i>City of Dallas</i>	<b>Agenda Item No.</b> 88 <i>a</i>	<b>Topic:</b> Downtown Task Force
<b>Prepared By:</b> John Swanson	<b>Meeting Date:</b> November 17, 2008	<b>Attachments:</b> <input type="checkbox"/>
<b>Approved By:</b> Jerry Wyatt		

RECOMMENDED ACTION:

None.

A final written report on Downtown Dallas Task Force Findings and Recommendations, including recommended assignments of responsibilities, will be produced and presented in January 2009.

BACKGROUND:

On October 6, 2008, at the City Council meeting, the Downtown Task Force was launched. City Council required that the Downtown Task Force report back to Council on Nov. 3, 2008 to communicate findings and recommendations to mitigate challenges and capture opportunities in Downtown Dallas.

At the November 3rd Council meeting, Staff presented a verbal report to City Council outlining preliminary findings and recommendations to be followed by a written report of Task Force findings and recommendations prepared by staff to be presented to council at the second meeting in November. The Task Force received several constructive comments from City Councilors that mostly focused on “who is responsible” for implementation of the Task Force’s recommendations. Identification of responsible parties for action items emerged as a primary directive and the Task Force will complete its work with this important facet of Downtown development in mind.

At the November 3<sup>rd</sup> Council meeting, staff represented the Task Force membership’s desire to continue to meet through the rest of the year and that we should hold off on a final report to City Council until AFTER we have had several more meetings and can conclude our findings and recommendations more completely. Taking the feedback from the City Council into consideration, the Task Force intends to continue meeting regularly through November and December.

FISCAL IMPACT:

None

ATTACHMENTS:

None

**City of Dallas Planning Commission  
City Hall Council Chambers  
187 SE Court St.**

**WEDNESDAY**  
**November 12, 2008 - 7:00 p.m.**

**AGENDA**

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF MINUTES - Regular meeting of October 14, 2008 and workshop of November 6, 2008.
4. PUBLIC COMMENT – This is an opportunity for citizens to speak to items not on the agenda (3 minutes per person please.)
5. ELECTION - Vice President
6. ANNOUNCEMENT OF PUBLIC HEARING GUIDELINES  
(Copies available in the slots at the door.)
7. PUBLIC HEARINGS

- A) A public hearing on the application of Robert D and Irene M Profit, owners, to consider a Partition of one lot into 2 lots for Tax Lot 7.5.28BD 11500, at 350 NE Evergreen Court, in an RS, Residential Single Family, zone.

A motion was made, seconded, and carried to approve the request, subject to the four (4) conditions listed in the staff report.

- B) A public hearing on the application of Ron Schulson, applicant, and Jerry L Flaming and Christine A Flaming, owners, to consider a Partition of one lot into 2 lots for Tax Lot 7.5.34CO 700, at 1500 SE Willow Lane, in an RA, Residential Agriculture, zone.

A motion was made, seconded, and carried to approve the request, subject to the four (4) conditions listed in the staff report.

- C) A public hearing on the application of LS Construction Co, applicant, and Les Schwab Tire Centers of Portland, owner, to consider a Conditional Use to allow four storage contains for Tax Lot 7.5.28CC 801, 121 Main Street, in an CG, Commercial General, zone.

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POSTPONED TO 12/9/08

8. OTHER BUSINESS
  - A) Review Code Assistance Draft Action Plan.
  - B) Training Session discussion.

# DALLAS CITY COUNCIL REPORT

**TO: MAYOR JIM FAIRCHILD AND CITY COUNCIL**

<i>City of Dallas</i>	<b>Agenda Item No. 8 f</b>	<b>Topic:</b> Code Assistance Workshop
<b>Prepared By:</b> Jason Locke, Com. Dev. Director	<b>Meeting Date:</b> November 17, 2008	<b>Attachments:</b> Yes <input type="checkbox"/> No
<b>Approved By:</b> Jerry Wyatt		

**RECOMMENDED ACTION:**

Set the date for a joint Council/Planning Commission workshop for Thursday, December 4 from 6:30 to 8:00 pm. (We will also invite the public and the stakeholders who participated in the code review interviews)

**BACKGROUND:**

The city has been participating in the Code Assistance process offered by the Department of Land Conservation and Development (DLCD) since August. The process was undertaken in order to 1) evaluate our Development Code and make changes to ensure consistency with the Comprehensive Plan 2) make the Code easier to use and understand for staff and the public 3) provide flexibility, and 4) incorporate smart growth principles. The consultant, Scot Siegel, has met with city staff as well as stakeholders to evaluate the city’s development code and discuss the issues. Based on this information, he has developed a draft action plan and Code outline. The purpose of the workshop is to bring the Council and Planning Commission up to speed on the project, answer questions, and ascertain that the process is on the right track. If it is determined that the project is headed in the right direction, Phase 2 of the project would be started in January 2009, which would consist of more stakeholder and public meetings, Planning Commission and staff involvement, and a revised Development Code by June 2009. We would then hold public hearings to adopt the revised Code.

**FISCAL IMPACT:**

None. The project is being funded through the Transportation and Growth Management program of DLCD.

**ATTACHMENTS:**

- 1) Code Assistance Action Plan
- 2) Summary of Stakeholder meetings
- 3) Code Evaluation



## Memorandum

**To:** Jason Locke, Community Development Director – City of Dallas  
**From:** Scot Siegel, AICP, LEED AP  
**CC:** Matt Crall, Project Manager, TGM Program  
**Date:** November 6, 2008  
**Re:** *City of Dallas TGM Code Assistance – Action Plan for Public Review*

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This memo contains our proposed action plan and outline for updating the City of Dallas Development Code. The action plan incorporates input from the community focus group meetings held on October 17<sup>th</sup>, where we presented an evaluation of the city's land use policies and codes, and input from the Technical Advisory Committee.

The purpose of the plan is to summarize key priorities identified by the city and focus group participants and outline an approach for rewriting the Dallas Development Code, consistent with planning best practices and Oregon law. We look forward to presenting the plan to the public on December 4<sup>th</sup>.

The Oregon Transportation and Growth Management (TGM) Program is committed to helping the city prepare policy and code amendments in a follow-up project, provided the amendments are consistent with TGM objectives (i.e., integrated land use-transportation planning) and the approach is acceptable to local officials. Therefore, it is important that we receive public input on the action plan.

### Key Questions

Reviewers of this document should consider the following questions:

1. Have we correctly identified the community's most important priorities with regard to local land use regulation?
2. Are there other issues that should be addressed?
3. How can we best work with the Dallas community through subsequent phases of the Development Code update?

## Key Priorities

The following “priorities” (not listed in order) are based on the September 22, 2008 Siegel Planning memorandum entitled, *City of Dallas Development Code – Initial Evaluation*, and input from the focus groups on October 17, 2008:

1. Add flexibility for employment uses, including both commercial and light industrial development; provide supportive development standards.
2. Clarify and streamline city codes related to mixed use development within designated mixed use nodes and in commercial districts.
3. Define “Innovative Techniques” to promote “affordable high density housing while conserving existing neighborhoods and natural resources.”  
(Comprehensive Plan, Section 3.4) Amend the code to:
  - Allow housing on small lots, including zero lot line/common wall homes, where appropriate, subject to design standards
  - Provide greater certainty for the full range of housing types and densities needed in Dallas, consistent with the Dallas Comprehensive Plan and applicable State statutes (ORS 197.296 & 197.303-307).
  - Provide standards for infill development (e.g., partitions, flag lots, etc.); code requirements (setbacks, building heights, access drives, fences and screening, etc.) should address the adjacent neighborhood context
  - Consider providing two options for development review for flexibility: *clear and objective standards* and *discretionary standards*
  - Require transitions between more and less intensive zoning districts – building height, setbacks, parking, landscaping, building design, etc. – based on the character and scale (form) of desired development.
4. Updated city street standards consistent with the Transportation System Plan, which is scheduled for adoption this month.
5. Update the City’s Planned Unit Development provisions with more specific standards for open space and to ensure that adjustments to code standards result in appropriate community values being achieved through development.
6. Update the city’s parking standards to be consistent with current smart growth practices. For example, the provision allowing off-street parking standards to be reduced for mixed-use projects, or where a “parking study” supports the reduction, should be better defined so that it can be applied consistently. Parking standards should differentiate between the downtown, where on-street parking is provided, and other commercial areas where on-street parking is limited or non-existent. (See Article IV, pages 18-22)
7. Update the Development Code to encourage sustainable development practices. The Dallas Comprehensive Plan discusses *sustainability* in general as it relates to economic development and natural resources, but it does not address sustainability or green building technology directly. City staff requested guidance toward implementing sustainable development through code changes. While there are limits to what can be accomplished through

land use regulations, we have suggested some ways that the city can encourage green technology in new development. For more information, please see our evaluation memo dated September 22, 2008 and the outline below, and refer to the U.S. Green Building Council web site: [www.usgbc.org](http://www.usgbc.org).

8. Implement the suggestions of participants in the October 17 focus groups:
  - Flexible zoning for mid-size retail (e.g., grocery)
  - Flexible zoning for light industrial/office/commercial
  - Update the lot standards (area, coverage, setbacks) for different types of housing, including common wall homes, and homes with porches or patios
  - Keep code simple
  - Provide a *Clear Path* for land use and development decision making
  - Keep local business stakeholders involved in code update
  - Add pre-application procedure to code
  - Tailor submittal requirements based on level of review (e.g., pre-app, preliminary plan, final plat, construction permits)
  - Incorporate stormwater runoff “water quality” standards into code
  - Separate engineering design standards from land use provisions to avoid conflicts between planning and engineering documents
  - Ensure appropriate transitioning of street widths from existing streets to streets developed under new standards
  - Allow bonding of improvements with final plat
  - Provide standards for zero lot line and attached housing
  - Require the dedication and improvement of open space for parks in new developments; and allow payment of an in lieu fee where a subdivision is too small to require a park
  - Create an environmental overlay zone that facilitates density transfers (i.e., transfer density away from wetlands to more suitable areas), consistent with the Comprehensive Plan
  - Balance flexibility and certainty in development review (e.g., two-tracks for design review)
  - Update and clarify the city’s land use administrative procedures
  - Educate planning commission and involve commissioners in code update
  - Continue roundtable discussions with stakeholders as code is updated

### Action Plan

The following pages contain an outline for updating the Dallas Development Code. The outline also highlights code provisions that might require amendments to the Dallas Comprehensive Plan. The outline follows the format of the Oregon TGM Model Code (<http://www.oregon.gov/LCD/TGM/modelCode05.shtml>); however, the content will be tailored to meet the needs of the City of Dallas.



Recommended next steps:

1. Confirm the city's priorities for this project (see pages 1-3)
2. Present the plan and outline to the public
3. Identify any elements that need to be added or removed from the outline
4. Prepare a work program, including public involvement, for the code update

*For further information and background on this project, please refer to the Siegel Planning memorandum dated September 22, 2008.*

### City of Dallas Development Code Outline

The following outline is intended to provide a roadmap for revising the City of Dallas Development Code. The outline follows the format and organization of Oregon's Model Development Code for Small Cities (2<sup>nd</sup> Edition, 2005). The Model Code combines zoning and subdivision regulations into one code document similar the existing City of Dallas Development Code.

The Model Code differs from Dallas' existing regulations in that it provides a more comprehensive set of land use and transportation standards. It also provides a more current set of administrative procedures, consistent with State requirements. The model provides illustrated definitions and graphically-based code standards which will assist applicants and decision makers in understanding the intent of the regulations. This can help improve the quality of development.

One of the key deficiencies that we discovered with Dallas' existing code is the lack of clear requirements and approval criteria for some types of applications. The Model Code will be helpful in this regard. The model articulates in detail the steps that should be followed in processing various types of land use applications, consistent with State laws. The Model Code was developed by the TGM Program; officials from both the Department of Land Conservation and Development and Oregon Department of Transportation were involved in its creation.

In the process of rewriting the Dallas Development Code it will be necessary to update some provisions of the Model Code which are outdated. Some state laws have changed since the model was last updated in 2005. The following outline identifies some of those changes. For more information on the model code, please refer the following web site:

<http://www.oregon.gov/LCD/TGM/modelCode05.shtml>

### *Reading the Outline*

The *italicized text* indicates how the Model Code provisions will be tailored to meet the city’s needs, including updates and additions to the model. The intent is to use the model as a framework; while some provisions may be used directly, or with only minor editing, other provisions will be carried over from Dallas’ existing Development Code. Where state laws have changed since 2005, the Dallas code update will reflect current state statutes.

### **Development Code Outline**

## **Article 1 – General Provisions**

### *Chapter 1.1 – User’s Guide*

*This chapter describes the general organization of the code and how to use it. Each article should begin with a list of chapters, and each chapter should begin with a table of contents listing the sections within. The table of contents can be hyperlinked to individual chapters and sections for publication on the city’s web site.*

### *Chapter 1.2 – Title, Purpose and General Administration*

#### Sections:

- 1.2.100 Title
- 1.2.200 Purpose
- 1.2.300 Compliance and Scope
- 1.2.200 Rules of Code Construction (modeled after City of Portland code)*
- 1.2.300 Development Code Consistency with Plan and Laws
- 1.2.400 Land Use Consistent With Development Code
- 1.2.500 Pre-Existing Approvals
- 1.2.600 Building Permit and Certificate of Occupancy
- 1.2.700 Official Action

*Describes the code title, purpose, scope, code language construction, relationship to Comprehensive Plan and Zoning (Land Use Districts) Map, required compliance with code, legal status of pre-existing approvals (prior to effective date of code), and other code mechanics.*

### *Chapter 1.3 – Land Uses and Building Types*

*Chapter 1.3 will describe land uses allowed under the City’s various land use districts. For each land use category, the model code provides a description of key characteristics, examples (including examples of accessory uses) and exceptions. This approach allows for interpretation and flexibility over time in response to changes in the market and technological changes. We will also create an illustrated catalogue of selected “building types” that can be referenced within each land use chapter. This will provide the foundation for drafting design standards.*

### Introduction to the Land Use and Building Type Categories

- 1.3.100 Purpose
- 1.3.200 Category Titles
- 1.3.300 Classification of Uses and Building Types

*Chapter 4.8 will provide criteria and procedures for making similar use rulings and other code interpretations.*

### Residential Building Types and Uses

- 1.3.100 Residential Building Types
- 1.3.110 Group Living Uses
- 1.3.120 Household Living Uses

*The model code breaks down housing types within each category. Examples of household living include: single family non-attached, single family attached, accessory dwelling, duplex, cottage cluster, manufactured home on a lot, manufactured home park, zero lot line not attached, and multifamily housing. Group living regulations will conform to State statutes for group care homes and group care facilities.*

### Commercial and Mixed Use Building Types and Uses

*Create a hierarchy of building types scaled to Dallas commercial areas – i.e., CBD, Neighborhood Centers, and General Commercial areas. Include mixed use example.*

- 1.3.200 Commercial and Mixed Use Building Types
- 1.3.210 Commercial Outdoor Recreation
- 1.3.220 Commercial Parking
- 1.3.230 Quick Vehicle Servicing
- 1.3.240 Major Event Entertainment
- 1.3.250 Educational Services, Commercial
- 1.3.260 Office (*including office uses in commercial and employment zones*)
- 1.3.270 Retail Sales and Service
- 1.3.280 Self-Service Storage
- 1.3.290 Vehicle Repair

### Industrial Use Categories

- 1.4.300 Industrial Service
- 1.4.310 Manufacturing and Production
- 1.4.320 Warehouse, Freight Movement, and Distribution
- 1.4.330 Waste-Related
- 1.4.340 Wholesale Sales

### Institutional Use Categories

- 1.4.400 Basic Utilities



- 1.4.410 Colleges
- 1.4.420 Community Service
- 1.4.430 Daycare
- 1.4.450 Medical Centers
- 1.4.460 Parks and Open Areas
- 1.4.470 Religious Institutions and Places of Worship
- 1.4.480 Schools

#### Other Use Categories

- 1.4.500 Agriculture
- 1.4.510 *Reserved*
- 1.4.520 Open Space and Conservation-Related Uses
- 1.4.530 Radio Frequency Transmission Facilities
- 1.4.540 Rail Lines and Utility Corridors

## Article 2 - Land Use Districts

### *Chapter 2.1 - Organization of Land Use Districts*

#### Sections:

- 2.1.100 Classification of Land Use Districts
- 2.1.200 Land Use District Map
- 2.1.300 Determination of Land Use District Boundaries

*Dallas' existing zoning districts should be updated to reflect the purpose and intent of each district. The districts should be grouped in chapters, including: Residential Districts; Commercial Districts; Industrial Districts; Park and Open Space District; and Overlay Districts (e.g., Flood Hazard, Historic Preservation).*

*Each chapter will contain a purpose statement, a user-friendly table identifying allowed uses (permitted uses, conditional uses, and uses subject to special standards), a table with development standards (height, setbacks, coverage, landscape area, floor area, etc.), special use provisions, and building design standards, as appropriate.*

*Detailed requirements for site design (landscaping, parking, access, and circulation) will be contained in Article 3 below. Sign regulations may be included in Article 3 of the Development Code or maintained under a separate chapter of the Dallas Municipal Code, to be determined.*

*Implementing regulations for Mixed Use Nodes should be provided either as stand-alone chapters or integrated with the above chapters. The Dallas Comprehensive Plan should be amended to facilitate mixed use development, for example, by removing the requirement that mixed use nodes be developed with multifamily housing before commercial uses are allowed.*

*Plan policies for mixed use nodes should provide guidelines for master planning of mixed use nodes; the code should establish flexible development standards for mixed*

*use areas that address community priorities such housing variety, employment, open space, street connectivity, surface water management, natural areas and tree protection, contextual design, buffers, transitions between land use districts, etc.*

## **Chapter 2.2 - Residential Land Use Districts**

### Sections:

- 2.2.100 Residential Districts – Purpose and Applicability (*Update or replace the following zones: Residential Agricultural; Residential Low Density; Residential Medium Density; Residential High Density*)
- 2.2.110 Residential Districts – Allowed Land Uses
- 2.2.120 Residential Districts – General Development Standards
- 2.2.130 Residential Districts – Exceptions to General Development Standards
- 2.2.140 Residential Districts – Infill Standards
- 2.2.150 Residential Districts – Housing Density
- 2.2.160 Residential Districts – Lot Coverage [*and Impervious Surfaces*]
- 2.2.170 Residential Districts – Building Height: Measurement and Exceptions
- 2.2.180 Residential Districts – Building Orientation
- 2.2.190 Residential Districts – Architectural Design Standards (*clear and objective standards for multifamily, small lot single family, and duplex housing; with discretionary design review option*)
- 2.2.200 Residential Districts – Special Use Standards

*The model code provides standards for special uses, such as duplexes, townhomes, multifamily developments, accessory dwellings, neighborhood commercial uses (e.g., when allowed in a PUD), manufactured homes and manufactured home parks (per ORS 197.475-490), bed and breakfast inns, short-term vacation rentals, and other uses. We will recommend standards for Dallas using the model code provisions as a starting point for discussion.*

## **Chapter 2.3 – Commercial Districts**

### Sections:

- 2.3.100 Commercial Districts – Purpose and Applicability (*Commercial Neighborhood; Commercial General; Central Business District*)
- 2.3.110 Commercial Districts – Allowed Land Uses
- 2.3.120 Commercial Districts – General Development Standards
- 2.3.130 Commercial Districts – Exceptions to General Development Standards
- 2.3.140 Commercial Districts – Lot Coverage [*and Impervious Surface*]
- 2.3.150 Commercial Districts – Building Orientation and Commercial Blocks
- 2.3.160 Commercial Districts – Building and Structure Height; Mixed-Use Bonus
- 2.3.170 Commercial Districts – Architectural Design Standards
- 2.3.180 Commercial Districts – Civic Spaces and Pedestrian Amenities
- 2.3.190 Commercial Districts – Special Use Standards

*Potential policy issues to be discussed include mixed-use development (streamlining and flexibility in CN and CBD), commercial design standards (large-format versus small-scale commercial uses), and incentives for mixed-use development.*

#### **Chapter 2.4 – Industrial (I) District**

Sections:

- 2.4.100 Industrial Districts – Purpose and Applicability (*Industrial Light; Industrial Heavy; and a new Mixed Use Employment District allowing light industrial, commercial and limited residential uses*)
- 2.4.110 Industrial Districts – Allowed Uses
- 2.4.120 Industrial Districts – General Development Standards (height, setbacks, coverage, etc.)
- 2.4.130 Industrial Districts – Site Layout and Design (buffering, screening, etc.)

#### **Chapter 2.5 – Open Space (OS) District**

Sections:

- 2.5.100 Park/Open Space District – Purpose
- 2.5.110 Park/Open Space District – Allowed Uses
- 2.5.120 Park/Open Space District – General Development Standards (height, setbacks, coverage, etc.)

#### **Chapter 2.6 – Overlay (O) Districts**

Sections:

- 2.6.100 Wyatt Node Overlay
- 2.6.200 La Creole Node Overlay
- 2.6.300 Barberry Node Overlay
- 2.6.400 Flood Hazard Overlay
- 2.6.500 Wetlands and Riparian Areas Overlay
- 2.6.500 Historic/Cultural Resources Overlay

### **Article 3 – Community Design Standards**

*Standards for subdivisions, streets, landscape areas, parking, access and circulation should be updated using the model code as a framework and general guide.*

*Regulatory policies contained in the Transportation System Plan, including access standards, required right-of-way and street sections, and administrative procedures for access management and zone changes will be incorporated into the code as required by the Transportation Planning Rule. Public Works standards (standards, specifications and details) and similar provisions for water, storm drainage and sanitary sewer should be referenced, but not duplicated in the code.*

*The code should use a combination of minimum standards and incentives, and provide guidelines for adjusting minimum standards. The code should encourage green technology solutions where practical (e.g., water efficiency, surface water*



*management, energy performance, use of recycled or rapidly renewable materials, or other innovative design features) and provide incentives for projects that go above and beyond minimum code requirements (e.g., density bonuses for mixed-use projects, increased lot coverage for structured parking, increased height for solar or wind energy, etc.).*

*Typically it is beyond the scope of the TGM Code Assistance Program to do substantive work on sign regulations, environmental (e.g., wetlands) regulations, historic preservation programs or similar work lacking a clear land use-transportation relationship. The code will provide placeholders for these elements.*

### **Chapter 3.0 - Design Standards Administration**

#### Sections:

- 3.0.100 Design Standards - Purpose
- 3.0.200 Design Standards - Applicability

### **Chapter 3.1 — Access and Circulation**

#### Sections:

- 3.1.100 Purpose
- 3.1.200 Vehicular Access and Circulation
- 3.1.300 Pedestrian Access and Circulation

*Model Code Chapter 3.1 will be compared to Dallas' transportation system plan and updated as appropriate.*

### **Chapter 3.2 — Open Space, Landscaping, Street Trees, Fences and Walls**

#### Sections:

- 3.2.100 Purpose
- 3.2.200 Open Space (*include tree protection provisions as needed*)
- 3.2.300 Landscaping
- 3.2.400 Street Trees
- 3.2.500 Fences and Walls

### **Chapter 3.3 — Parking and Loading**

#### Sections:

- 3.3.100 Purpose
- 3.3.200 Applicability
- 3.3.300 Automobile Parking Standards (*revise existing standards to address downtown development and smart growth objectives; provide incentives for structured parking where it is economically feasible*)
- 3.3.400 Bicycle Parking Standards
- 3.3.500 Loading

### **Chapter 3.4 – Public Facilities**

#### Sections:

- 3.4.010 Purpose and Applicability
- 3.4.100 Transportation Standards – *Incorporate the Transportation System Plan code provisions and reference Dallas’ public works design standards. Update right-of-way and street section standards.*
- 3.4.200 Public Use Areas – *Require some open space in all projects under Chapter 3.2. Provide options for “public” park land dedications and improvements in subdivisions and PUDs based on size of project: e.g., land dedication and improvements (with credit toward system development charge), in lieu fee/SDCs, or combination.*
- 3.4.300 Sanitary Sewer and Water Service Improvements – *Reference Dallas public works design standards*
- 3.4.400 Storm Drainage Improvements -- *Reference Dallas public works design standards*
- 3.4.500 Utilities – *Require developer coordination with other service districts and private utilities, as applicable*
- 3.4.600 Easements
- 3.4.700 Construction Plan Approval and Assurances – *Reference Dallas public works design standards and plan review procedures, or recommend new procedures per the model code.*
- 3.4.800 Installation

### **Chapter 3.5 – Signs**

#### Sections:

*Existing sign regulations should be carried over into a new code or maintained in a separate chapter of Dallas Municipal Code, to be determined. See above comment regarding TGM Code Assistance.*

### **Chapter 3.6 – Other Standards**

#### Sections:

*Placeholder as needed (e.g., outdoor lighting, telecommunication facilities, etc.).*

## Article 4 – Administration of Land Use and Development

Articles 4 and 5 provides detailed application requirements and decision making procedures for all land use applications, consistent with the Model Code.<sup>1</sup>

### Chapter 4.1— Types of Review Procedures

#### Sections:

- 4.1.100 Purpose and Applicability of Review Procedures
- 4.1.200 Type I Procedure (*ministerial approvals – do not require public notice*)
- 4.1.300 Type II Procedure (*administrative staff approvals – with public notice*)
- 4.1.400 Type III Procedure (*quasi-judicial decisions – with public hearing*)
- 4.1.500 Type IV Procedure (*legislative decisions – public hearings with PC & CC*)
- 4.1.600 General Provisions Applicable to All Reviews (*e.g., pre-application conferences, application submittals, completeness reviews, etc.*)
- 4.1.700 Special Procedures
- 4.1.800 Neighborhood Contact (*consider whether developers should be required to notify and meet with adjacent property owners before submitting an application, e.g., for large or potentially controversial projects*)
- 4.1.900 Traffic Impact Studies (*implements Transportation Planning Rule*)

### Chapter 4.2 - Land Use Review and Site Design Review

#### Sections:

- 4.2.100 Purpose
- 4.2.200 Applicability
- 4.2.300 Land Use Review Procedure and Approval Criteria (*land use reviews not involving a land division, site design, or conditional use application*)
- 4.2.400 Site Design Review - Application Review Procedure
- 4.2.500 Site Design Review - Application Submission Requirements
- 4.2.600 Site Design Review Approval Criteria
- 4.2.700 Performance Guarantee
- 4.2.800 Conformance With Permit Approval; Modifications; Permit Expiration

### Chapter 4.3 - Land Divisions and Property Line Adjustments

#### Sections:

- 4.3.100 Purpose
- 4.3.110 General Requirements
- 4.3.112 Pre-planning for Large Sites and for Properties Within a Designated Mixed Use Node (*code should require applicants to demonstrate how their project fits within an overall master plan*)
- 4.3.115 Flexible Lot Size; Flag Lots; Lots Accessed by Mid-Block Lanes (*infill*)
- 4.3.120 Approval Process – General Provisions

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<sup>1</sup> The Model Code does not include legal and technical updates since 2005. The Dallas Development Code will need to incorporate all updates since 2005.

- 4.3.130 Preliminary Plat Submission Requirements
- 4.3.140 Preliminary Plat Approval Criteria
- 4.3.150 Adjustments to Public Improvement Standards (*should explain the difference between adjustments to land use regulations and adjustments to public works standards, which are not land use decisions*)
- 4.3.160 Final Plat: Submission Requirements and Approval Criteria
- 4.3.170 Public Improvements
- 4.3.180 Performance Guarantee
- 4.3.190 Filing and Recording
- 4.3.200 Re-platting and Vacation of Plats
- 4.3.210 Property Line Adjustments

#### ***Chapter 4.4 - Conditional Use Permits***

##### Sections:

- 4.4.100 Conditional Use Permits – Purpose
- 4.4.200 Conditional Use Permits - Approvals Process
- 4.4.300 Conditional Use Permits - Application Submission Requirements
- 4.4.400 Conditional Use Permits - Criteria and Conditions of Approval

#### ***Chapter 4.5 - Master Planned Developments (replaces PUD chapter)***

##### Sections:

- 4.5.100 Master Planned Development - Purpose
- 4.5.110 Master Planned Development – Applicability (*Article 2 should allow PUD overlay in any zones subject to approval under Chapter 4.5*)
- 4.5.120 Master Planned Development - Review and Approvals Process
- 4.5.130 Master Planned Development - Modifications to District Standards Contained in Article 2 and Design Standards Contained in Article 3
- 4.5.140 Master Planned Development - Overlay Zone and Concept Plan Submission
- 4.5.150 Master Planned Development - Overlay Zone and Concept Plan Approval Criteria (*add criteria for quality open space and other public amenities; consider requiring a percentage of affordable housing where applicant is requesting additional dwelling units above base zone density*)
- 4.5.160 Master Planned Development - Administrative Procedures
- 4.5.170 Master Planned Development - Detailed Development Plan Submission Requirements (*includes preliminary subdivisions*)
- 4.5.180 Master Planned Development - Detailed Development Plan Approval Criteria
- 4.5.190 Master Planned Development - Processing of Land Use Reviews, Site Design Reviews, and Final Plats in Areas Subject to Master Planned Development Approval

#### ***Chapter 4.6 - Modifications to Approved Plans and Conditions of Approval***

##### Sections:

- 4.6.100 Modifications - Purpose
- 4.6.200 Modifications - Applicability



- 4.6.300 Major Modifications - Application Requirements and Approval Criteria
- 4.6.400 Minor Modifications - Application Requirements and Approval Criteria

**Chapter 4.7 - Land Use District Map and Text Amendments**

Sections:

- 4.7.100 Amendments – Purpose
- 4.7.200 Legislative Amendments
- 4.7.300 Quasi-Judicial Amendments (*e.g., application of Master Planned Development Overlay under Chapter 4.5*)
- 4.7.400 Conditions of Approval on Quasi-Judicial Amendments
- 4.7.500 Record of Amendments
- 4.7.600 Transportation Planning Rule Compliance

**Chapter 4.8 - Code Interpretations**

Sections:

- 4.8.100 Interpretations – Purpose
- 4.8.200 Code Interpretation Procedure
- 4.9.300 Legal Lot Determinations (*new section implementing HB 2723*)

**Chapter 4.9 - Miscellaneous Permits**

Sections:

- 4.9.100 Temporary Use Permits
- 4.9.200 Home Occupation Permits

**Article 5 — Exceptions to Code Standards**

*5.1 Variances*

*5.2 Non-Conforming Uses and Development*

*5.3 Lots of Record (see also, Section 4.9.300)*

**Article 6 — Definitions, Rules of Measurement, Exhibits**

**Chapter 6.1 — Definitions**

Sections:

- 1.3.100 Purpose
- 1.3.200 Applicability
- 1.3.300 Definitions



*Chapter 6.2 — Rules of Measurement*

Sections:

- 1.3.100 Purpose*
- 1.3.200 Applicability*
- 1.3.300 Definitions*
- 1.3.400 Rules of Measurement*

**Appendix –Register of Code Interpretations, Similar Use  
Rulings, Planned Developments and Development  
Agreements**

**DALLAS CODE ASSISTANCE  
STAKEHOLDER FOCUS GROUPS 10.17.08**

Group 1

Eli Boylan, Dallas Builder

Chelsea Pope, Dallas Chamber of Commerce

John Swanson, City of Dallas

Nancy Rogers, Realtor, Windermere/Western View Properties, Dallas

Bill Woodrum, Realtor, Windermere/Western View Properties, Dallas

**Summary of Comments (paraphrased)**

***Problems with plan policy:***

- Logical phasing of public facilities, and developer options for sewer
- Conversion of EFU land to urban development
- Lack of viable grocery store sites with appropriate zoning
- Mixed use nodes: requiring residential (multifamily occupancy) before commercial

***Problems with code:***

- Lack of clear path, predictability at due-diligence stage
- Conditions of approval indicate deficiencies in code
- Inconsistency in variance approval indicates deficiencies in code
- Inflexible setback standards – “one-size fits all” not conducive to quality development
- Setback standards needed for porches, patio covers, etc.
- Lot standards are an impediment to housing variety (e.g., lot size)
- Flag lot standards needed (e.g., driveways, easements, setbacks, etc.)
- Excessive local street standards
- Excessive parking standards, particularly in downtown

***Solutions:***

- Encourage commercial and light industrial development for economic vitality
- Flexible zoning for mid-size retail (e.g., grocery)
- Flexible zoning for light industrial/office/commercial
- Keep code simple
- Provide a *Clear Path* for land use and development decision making
- Keep local business stakeholders involved in code update

**DALLAS CODE ASSISTANCE  
STAKEHOLDER FOCUS GROUPS 10.17.08**

Group 2

Eric Jamieson, General Counsel, JWF Co

Paul Trahan, VP Land Acquisition & Development, Fife Group

Don Pike, Dallas Builder

Tom Gilson, City of Dallas Public Works

**Summary of Comments (paraphrased)**

***Problems with plan policy:***

- Unwritten policies regarding “Priority Development” areas
- Mixed use nodes: requiring residential (multifamily occupancy) before commercial
- Some properties improperly zoned (e.g., Industrial next to Victoria Place)
- Minimum lot size of 8,000 square feet too large adjacent to commercial areas

***Problems with code:***

- Lack of clear path, predictability
- Inflexible standards – “one-size fits all” not conducive to quality development
- PUDs required for innovative projects, though PUD code is insufficient
- Open space requirements not economically feasible for small projects
- City needs pocket park standard for new subdivisions and PUDs
- Specific area plans (nodes) need to be refined to address conditions on the ground
- Code should address transitions between higher densities and established single family
- The City has a history of interpreting planned local street alignments too rigidly (nodes)
- Lack of environmental overlay a problem with regard to transferring density (wetlands)
- Lot standards are an impediment to housing variety (e.g., lot size, setbacks, etc)
- Small lot zoning district needed for transition areas next to commercial districts
- Excessive local street standards
- Driveway grade standard (15%) needs to be more flexible for existing lots
- Local Improvement Districts (e.g., sewer, streets, etc.) enabling code needed
- Requiring final asphalt lift prior to final plat is a problem (vandalism, deterioration, etc)

***Solutions:***

- Agreement on concepts proposed in Siegel memo dated 9/22/08
- Add pre-application procedure to code
- Tailor submittal requirements based on level of review (e.g., pre-app, preliminary plan, final plat, construction permits)

- Incorporate water quality standards into code (by reference okay)
- Separate engineering design standards from zoning and land use provisions
- Allow transitioning of street widths from old standard to new standards
- Allow bonding of improvements with final plat
- Provide standards for zero lot line and attached housing
- Provide standards for pocket parks
- Provide environmental overlay – sending areas for density transfers
- Balance flexibility and certainty in new development standards (e.g., two-tracks)
- Provide infill development standards
- Update and clarify administrative procedures
- Educate planning commission and involve commissioners in code update
- More roundtable discussions with stakeholders as code is updated



## Memorandum

**To:** Participant, Dallas Development Code Update  
**From:** Scot Siegel, Project Manager  
**Cc:** Jason Locke, Community Development Director - City of Dallas  
Matthew Crall, Contract Manager - Oregon TGM Program  
**Date:** September 22, 2008  
**Re:** *City of Dallas Development Code – Initial Evaluation*

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Thank you for agreeing to participate in Dallas's Development Code evaluation. This summer, the City of Dallas was awarded a grant from Oregon's TGM Code Assistance program to perform the evaluation. Siegel Planning is the project consultant. Your interview is scheduled for **Friday, October 17<sup>th</sup> in the City Hall Council Chambers at \_\_\_time\_\_\_**

We are just beginning the process of reviewing the city's existing regulations and recommending updates to the Development Code. We have reviewed the City of Dallas Comprehensive Plan, Transportation System Plan, and Development Code using Oregon's Transportation and Growth Management (TGM) "Smart Development Principles" and related guidance documents. A Technical Advisory Committee consisting of city staff and representatives from the Oregon Department of Transportation and Department of Land Conservation and Development met on September 16<sup>th</sup> to begin identifying project priorities.

The following summarizes our evaluation to date and presents some initial discussion items for our meeting in October. The Dallas Development Code is available online at: <http://www.ci.dallas.or.us/index.asp?nid=64>

### Project Objectives

Our work plan for the assessment phase of the project consists of the following tasks, to be completed by January 2009.

- Evaluate the city's comprehensive plan policies and land use regulations and identify areas for improvement consistent with Smart Development principles:
  - Efficient use of land and energy resources
  - Full utilization of urban services
  - Mix of uses
  - Transportation options

- Detailed, human-scale design
- Interview city officials, local residents and business representatives for their input on improving the Dallas Development Code.
- Present the evaluation to the public, solicit input, and recommend changes to the Dallas Development Code accordingly.
- Review proposed recommendations with local decision makers and determine an action plan for the second phase of this project which would draft code amendments for adoption by the City Council.

The Smart Development Principles listed above are further described in the Oregon Transportation and Growth Management (TGM) Program's *Smart Development Code Handbook* and TGM's series of model code handbooks, all of which are available online at [www.oregon.gov/LCD/TGM/publications.shtml](http://www.oregon.gov/LCD/TGM/publications.shtml)

The above principles apply differently in different communities. For example, the concept of *efficient land use*, or compact development, would be defined in terms of building types, densities, and lot sizes that are relevant to Dallas. Similarly, design-based codes (i.e., *detailed, human scale design*) will draw on the positive aspects of Dallas's existing architecture and urban form. Code revisions will address historic development patterns, topography, transportation network (including the railroad and highways), natural features, and economic opportunities. We will have a chance to discuss all this in more detail when we meet in October.

### General Observations

Dallas has experienced considerable growth since the Development Code was last rewritten in 1998. The code has been amended several times over the past ten years, however, not in a comprehensive manner. As a result, the document contains several inconsistencies, errors, and omissions (e.g., changes in state law). We have reviewed the code with an eye toward such housekeeping changes, as well as policy-related changes that we believe are necessary.

In our initial review of the code and in our meeting with city staff the following issues emerged with respect to the Dallas's Comprehensive Plan and Development Code (CDC). This not a comprehensive review or audit; rather it is a starting point for discussing the community's goals for a code update. As other issues are raised by local officials and citizens, we will address them in the final Action Plan recommendations.

1. While the code is concise and fairly well organized with tables and section numbering, it is missing some key elements found in modern zoning and development codes. One example is the lack of design standards or guidelines for commercial development and small lot housing. Illustrated standards can help explain the code's intent, particularly where discretion is involved in applying the standards.



2. More importantly, there is an overall disconnect between the plan and code. Some plan policies are not fully articulated in the code while the code presents obstacles to realizing other goals. For example, Comprehensive Plan Sections 2.6 and 3.2, Mixed Use Nodes, establish benchmarks for commercial and multifamily land use in planned centers. While the code is consistent with the plan, it does not explain how the benchmarks are to be achieved. Presumably the land use allocation occurs during the master plan process when properties are rezoned (CDD Chapter 3.9). This presents a problem as the mixed use parcels are owned by multiple property owners with different timetables for development and competing interests. Who gets commercial? Who gets multifamily? What if the market is more favorable for one or the other?
3. Housing is another example of where the code does not appear to meet the plan's intent. The plan recommends "Innovative Techniques" to promote "affordable high density housing while conserving existing neighborhoods and natural resources." (Comprehensive Plan, Section 3.4) Existing regulatory obstacles are summarized as follows:
  - a. Housing on small lots (<4,000 square feet) is not permitted without approval of a Planned Development. There are many examples of small house plans, including attached and detached houses, that might fit nicely into a mixed use node or adjacent to the downtown. Should the code allow small lot housing by right in these areas if appropriate design standards are in place?
  - b. Some code standards conflict with one another. For example, the standards for lot size, building coverage, lot dimensions, open space, parking appear to prevent someone from building at planned densities. A property owner or applicant would not know this without testing the code. As a result, the standards may lead to unrealistic expectations about what can be developed. (See Article II, pages 9 and 14-15, Tables 2.2.2 and 2.3.2)
  - c. The existing use-based zoning districts discourage needed housing. While the code has clear and objective standards for multifamily and single family housing, other uses such as duplexes, cottage housing, live-work, co-housing, and assisted living options do not have clear and objective standards. For example, duplexes are allowed subject to approval of conditional use permits. This requirement conflicts with Oregon Revised Statute 197.307, which requires cities to provide clear and objective standards for needed housing. Conditional use permits and planned developments involve discretionary approvals that discourage private investment in alternative housing types. (See Article II, pages 4 and 12)
  - d. Opposition to new housing development is often based on perceptions of crowding, reduced property values, traffic, noise, loss of sunlight and views, privacy, and other compatibility issues. These are legitimate reasons for adopting zoning regulations. However, neighbors' concerns

often have more to do with design than land use. The code lacks development and design standards which could address many of these issues. For example, the “Limited Use” standards under Section 2.2.50 (Article II, pages 4-8) do not address context-sensitive design. The code allows reductions in lot size (below 6,000 square feet) where homes provide a paved walkway, front porch, and recessed garage; but it does not consider compatibility. A design-based code would address building forms/mass, setbacks, and architecture detailing, as well as parking, landscaping, and other criteria, based on the character and scale of surrounding development.

- e. As national and regional growth trends shift from greenfield development at the edge of a community to infill and redevelopment of close-in neighborhoods, “compatibility” concerns will only grow. This could become a problem in established neighborhoods where a property owner wishes to divide an oversized lot, or develop a second story addition and the code does not provide clear direction. Infill development standards can help in this regard by addressing building-to-building relationships (e.g., orientation, height, scale, materials, privacy, etc.), and by establishing requirements for access, setbacks, parking, buffering, and architectural compatibility.
  - c. The city’s existing requirements for accessory dwelling units appear overly restrictive. The minimum lot size for accessory dwellings (150% of the base standard), conditional use permit requirements, and the requirement that ADUs be placed “behind the front elevation” severely limit the location and type of ADUs that may be developed. (See Article II, page 7) A revised code should address different types of accessory dwellings, including those inside primary dwellings and those placed above detached garages or workshops and studios.
4. The Comprehensive Plan encourages housing above permitted commercial uses in the Downtown (CBD), Neighborhood Commercial (NC) zone, and in Mixed-Use (MU) nodes. However, the 35 foot height limit in the CN, CG, and MU zones discourages housing above retail. Where mixed use development is permitted, the code should allow a building height of 45 feet (mid-gable) or 50 feet maximum. (See Article II, page 19) Currently, the code allows a “waiver” of building heights in planned developments (Article III, page 27), but it does not provide any criteria for granting waivers.
  5. The historic areas of Dallas exhibit many of the smart development practices that are typical of small cities that developed in the early 1900s. The downtown is compact and walkable. Older neighborhoods contain a mixture of housing types, and an occasional neighborhood commercial use. Neighborhoods have tree-lined streets with sidewalks connecting to nearby schools and other services. Residents have convenient access to the library, city and county offices, and parks. The downtown is also served by public



- transportation. Yet the existing code does not reflect this development pattern.
6. Outside the downtown, city plans express a vision of traditional neighborhood development. City policy and codes encourage new mixed-use neighborhoods in designated “nodes.” However, the plan for these areas has not been realized. Much of the land remains vacant, and there is a sense that the existing code discourages “nodal” development.
  7. Staff indicated that the Weyerhaeuser property south of downtown offers an excellent opportunity for commercial or industrial revitalization in a planned mixed employment area. Again, there is a concern that existing city regulations may pose obstacles to redevelopment.
  8. The differences between the Industrial Light and Industrial Heavy zoning districts are slight. The zones could be consolidated and amended to provide greater flexibility for economic development and business park master planning. Property owners should be consulted regarding their long-term plans so that the code can support coordinated development, including reuse or redevelopment of existing industrial sites. (See Article II, pages 20-22)
  9. Staff expressed the concern that the code does not support or require quality community design. City staff would like to explore alternatives to “use-based” codes and rely more on design-based performance standards, particularly for commercial development, infill housing, and mixed-use nodes.
  10. The City’s street standards are excessive. Roadway widths in new subdivisions are typically 36 feet (curb-to-curb); the proposed Transportation System Plan code amendments, which are currently under review, should address this. Local residential streets should be no wider than 30 feet curb-to-curb where parking is provided; exceptions should be allowed for narrower streets where it is demonstrated that they offer advantages for traffic calming and can work for emergency service providers.
  11. City staff expressed frustration with the current Planned Development code. The code allows considerable flexibility in development (e.g., land use, lot size, dimensions, density transfer, etc.) but does not ensure a fair benefit to the community. The code requires open space but lacks clear standards for quality, usable open space. Furthermore, there may be other values that the community would want to promote, such as affordable housing or sustainable/green building technology. The Comprehensive Plan encourages affordable housing options and sustainable development but the code does not address these goals directly.
  12. The development standards in Article IV should be updated to reflect smart growth principles. For example, downtown Dallas could not be rebuilt in its present form under the current parking code, which requires of one (1) space per 200 square feet of retail floor area and one (1) space per 100 square feet of restaurant floor area. Likewise, the parking standards may prevent the city from achieving its goals for the mixed use nodes. The minimum parking



ratios should be reduced to reflect current best practices (e.g., 3-4 spaces per 1,000 square feet of retail), and the code should allow alternatives such as shared parking, payment in-lieu of parking (e.g., funding for public parking facilities), and other measures. Projects that incorporate structured parking for high density housing or multiple uses should be encouraged. The provision allowing off-street parking standards to be reduced for mixed-use projects, or where a “parking study” supports the reduction, should be better defined (See Article IV, pages 18-22)

13. The Dallas Comprehensive Plan discusses *sustainability* in general as it relates to economic development and natural resources, but it does not address sustainability and green technology in a comprehensive way. Increasingly, communities are turning to the concept of the “triple bottom line” as a guiding principle for policy making and code implementation. The triple bottom line embraces the idea that projects and programs should have a net positive impact *socially, environmentally, and economically*. While there are limits to what can be accomplished through land use regulations, the code can encourage energy and water conservation and reduce utility costs, for example, through “smart” building, site design, and landscape standards. There are now many good examples of how cities can codify these principles through land use standards and incentives. (See the U.S. Green Building Council’s web site: [www.usgbc.org](http://www.usgbc.org)) As we move forward with the Smart Development Code Evaluation, we can discuss some different approaches with the community.

*A brief summary of the Dallas Comprehensive Plan policies is attached to this memo. The summary is provided as supporting information to assist in your review.*

## Before We Meet

Thank you for agreeing to participate in the evaluation of the city’s Development Code. Please consider the following questions before we meet, and come to the meeting on [date & time] prepared to discuss them and any other thoughts you have on this topic:

- What are Dallas’ most important qualities?
- What are the most important issues the community faces in planning for future growth?
- What are the strengths and weaknesses of the current development code and land use permitting process?
- Do you agree with the issues outlined in this memo?
- Which suggestions, if any, are not appropriate, and why?
- Other issues or concerns that we should be aware of?
- How can we best work with the community in updating the code?



If you have any questions or comments before our meeting, please contact [city contact].

Thank you for taking time to assist us with this project. I look forward to meeting with you.



## A Brief Overview of Dallas Comprehensive Plan Polices

The full plan text and maps are online at: <http://www.ci.dallas.or.us/index.asp?nid=62>

The Dallas Comprehensive Plan is organized into the following chapters: “Sustainable Economy,” “Livable Neighborhoods,” “Parks and Open Space,” “Multi-Modal Transportation,” and “Public Facilities.” The plan is implemented through the Dallas Development Code (CDC), Dallas Public Facilities Plan, and Transportation System Plan. The existing plan provisions are summarized below.

### ***Sustainable Economy***

The city’s economic policies focus on diversifying the local economy with environmentally compatible uses that draw on the local workforce and take advantage of workforce training and related grants. The city intends to provide a range of appropriately zoned sites for new industry, and envisions development of a planned industrial and business park.

Industrial land use policies refer to supporting the Ash Creek Water Control District, requiring “master planning” of industrial/business park areas, planning land use buffers between industrial development and residential areas, and encouraging growth in employment support services.

The plan recommends maintaining the Central Business District (CBD) as the principal commercial and cultural center of the city, locating state and federal agencies in the CBD, improving access and off-street parking facilities in the CBD, and providing a convenient route for traffic not destined for the CBD.

Outside the CBD, the plan recommends clustering uses (i.e., in planned centers), avoiding strip commercial development, and encouraging medical-related uses to locate in the vicinity of the community hospital.

### ***Mixed Use Commercial Nodes***

The plan designates Mixed Use Nodes in the LaCreole, Barberry, and Wyatt subareas. The LaCreole node is intended to accommodate large-scale commercial uses with multifamily housing and open space. The Barberry and Wyatt nodes are intended to accommodate neighborhood commercial uses with multifamily housing and open space. The Development Code requires “master planning” of each area prior to rezoning to ensure coordinated, multi-modal development. The plan states that a percentage of the land in each node must be developed with multifamily uses before commercial uses are allowed in the node.

### ***Livable Neighborhoods***

The residential land use policies require new neighborhoods be located within 1.5 miles of a planned commercial center. Neighborhoods are to contain a “fair share” of multifamily housing, which is to be located adjacent to planned commercial centers and/or arterial or collector streets. The highest density housing is to be located adjacent to the CBD or planned neighborhood shopping centers.

Within the three designated Mixed Use Nodes, the plan and CDC require master planning of parcels before land can be rezoned for multifamily use. Mixed use master plans must provide a percentage of land for multifamily, open space and recreational uses. Once land is zoned for multifamily use it is supposed to be reserved “exclusively for that purpose.” (See above discussion regarding development of multifamily uses preceding commercial rezoning.) The plan encourages but does not require vertically mixed (residential above commercial) development in the downtown and in mixed use nodes.

The neighborhood land use policies require the development of an interconnected, “grid” system of streets in new subdivisions. The intent is to minimize the use of cul-de-sacs, double-frontage (through) lots, and “walled subdivisions.” Pedestrian and bicycle access is to be provided between all residential areas, parks, and commercial centers. Park land is to be provided based on adopted level of service standards.

The plan contains “Phasing and Adequate Public Facilities” provisions that prioritize extension of urban services to land inside the city limits (infill), before extending services outside the city. Services may be extended only to properties within the urban growth boundary and only upon annexation.

Finally, the comprehensive plan recommends the use of “Innovative Techniques” to promote affordable high density housing while conserving existing neighborhoods and natural resources. The plan recommends enactment of “minimum” residential densities, master planning (as discussed above), and planned unit developments. The Development Code currently provides for these techniques.

*Note: This is a partial summary of the plan policies. For detail, please review the plan online at: <http://www.ci.dallas.or.us/index.asp?nid=62>*

## COMMUNITY DEVELOPMENT

<b>City Manager</b>	Jerry Wyatt	<b>Building Official</b>	Ted Cuno
<b>Director</b>	Jason Locke	<b>Building Inspector</b>	Troy Skinner
<b>Assistant</b>	Laurie Roberts	<b>Planner</b>	John Swanson
<b>Building &amp; Grounds</b>	Ken Stoller		

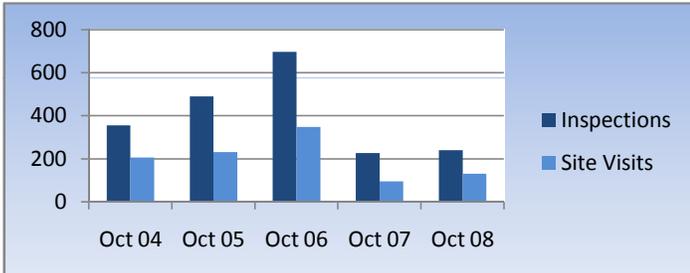
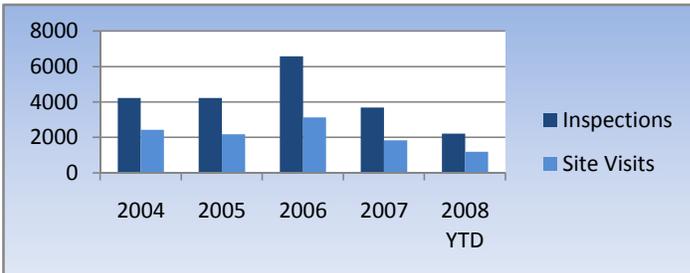
### October 2008 Monthly Report - Planning & Building

REVENUES		Month	Fiscal YTD
Planning	Oct-08	\$ 1,850	\$ 10,775
Building	Oct-07	\$ 13,832	\$ 79,724

#### LAND USE APPLICATIONS

	Sign	Home Occupation	Conditional Use	Variance	Partition / Replat	Subdivision	Street Plan	Annexation	Zone Change
Oct-08	1	0	1	0	1	0	0	0	0
YTD 2008	13	8	4	4	5	0	0	0	1
Oct-07	2	0	1	0	0	0	0	0	1
Total 2007	15	5	7	10	8	3	0	1	5

#### INSPECTIONS AND SITE VISITS

<b>Monthly:</b> Inspections - 241      Site Visits - 131	<b>Year to Date:</b> Inspections - 2,216      Site Visits - 1,202
	

#### BUILDING PERMIT SUMMARY

Permit Use	Oct-08	Oct-07	YTD Total 2008	Annual Total 2007	YTD Valuation 2008	Annual Valuation 2007
New Single Family	3	2	29	71	\$5,749,344	\$14,792,450
New Duplexes	0	0	0	0	0	0
New Multifamily	0	0	1	1	390,000	272,792
Residential Remodel	3	3	56	47	1,631,594	1,188,903
Residential Accessory Building	0	1	4	21	59,891	379,298
New Commercial	1	0	15	12	3,724,861	4,199,410
Commercial Remodel	6	4	45	34	949,193	1,347,583
New Industrial	0	0	1	0	1,302,945	0
Industrial Remodel	0	0	0	0	0	0
Public Building	1	1	5	10	17,900	140,159
Mobile Home Accessory	0	0	0	0	0	8,040
Misc./No Fee Permits	0	0	0	0	0	0
<b>Total All Categories</b>	<b>14</b>	<b>11</b>	<b>156</b>	<b>197</b>	<b>\$13,825,727</b>	<b>\$22,328,635</b>

# DALLAS AQUATIC CENTER

**City Manager -** Jerry Wyatt  
**Director -** Jason Locke  
**Supervisor -** Tina Paul

## OCTOBER 2008 MONTHLY REPORT

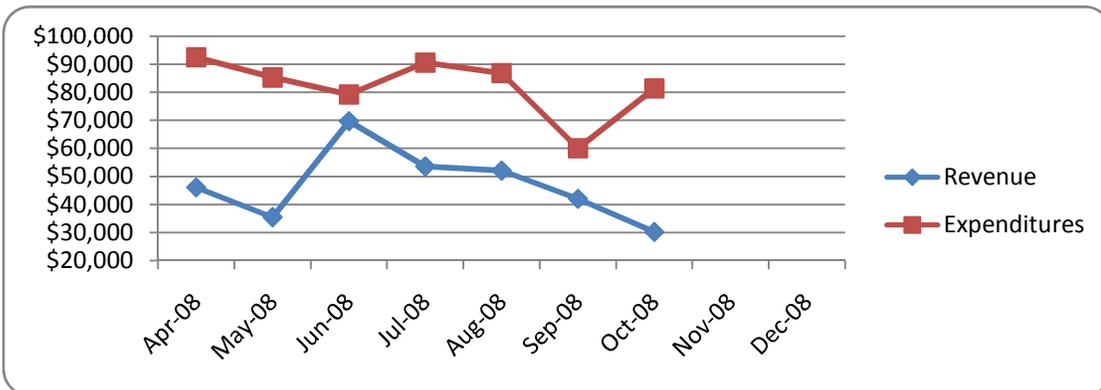
REVENUE		Oct-08	Fiscal YTD
General Admission		\$9,660	\$75,023
Annual Membership		8,930	35,843
Concessions		4,934	27,334
Pool Rental/Parties		1,620	5,250
Other		5,057	29,048
	Oct-08	\$30,201	\$172,498
	Oct-07	\$24,258	\$142,400

Current Members:	
Annual	599
3-month Water Aerobics	31

Monthly Attendance:	
October	7,749

**R/E Ratio = 52.2%**  
 (Revenue/Expenditure)

EXPENDITURES		Month	Fiscal YTD
	Oct-08	\$81,371	\$330,484
	Oct-07	\$76,312	\$312,110



Utility Costs:		Oct-08	Fiscal YTD
Natural Gas		\$12,043	\$34,374
Electricity		\$7,265	\$31,250

**Whats New:**

- \* Water aerobics classes are averaging 12-20 people, a big increase over past years
- \* The Blue Dolphins Swim Team and the Dallas H.S swim team have begun practices
- \* The Halloween Special Event was a great success, drawing about 240 kids. Fun was had by all
- \* All our agreements with outside entities such as West Valley Hospital are being updated

**Dallas Public Library  
Monthly Report for October 2008**

**Circulation Statistics**

<b>Adult</b>	<b>Oct 2008</b>	<b>Oct 2007</b>	<b>Children</b>	<b>Oct 2008</b>	<b>Oct 2007</b>
<b>Print Materials</b>	7447	7127	<b>Print Materials</b>	2752	2518
<b>Books on Tape/CD</b>	527	415	<b>Books on Tape/CD</b>	157	172
<b>AV Materials</b>	1162	833	<b>AV Materials</b>	901	623
<b>Misc. items</b>	1097	2082			
<b>2008 Year to Date 105,739</b>			<b>2008 Year to Date 39,830</b>		
<b>Remote Renewals</b>	<b>870</b>	<b>2008 Year to Date 8730</b>			
<b>Combined Total 154,299</b>					

**Additional Activity**

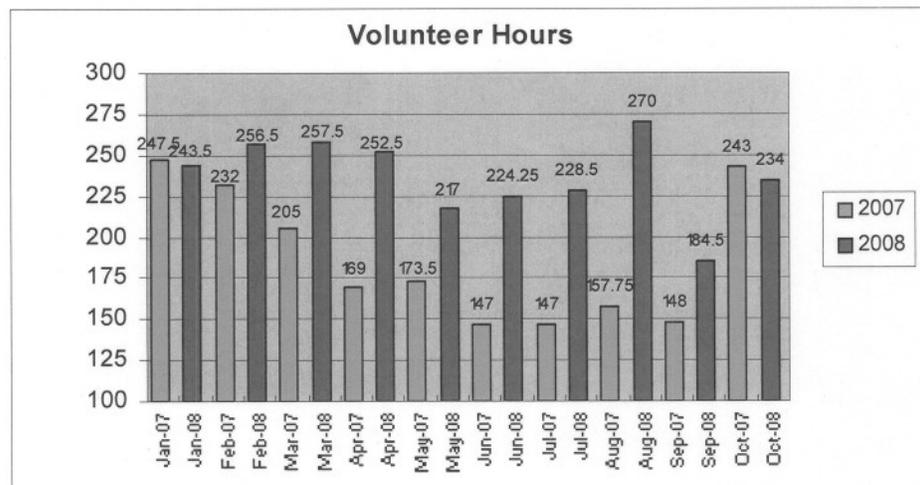
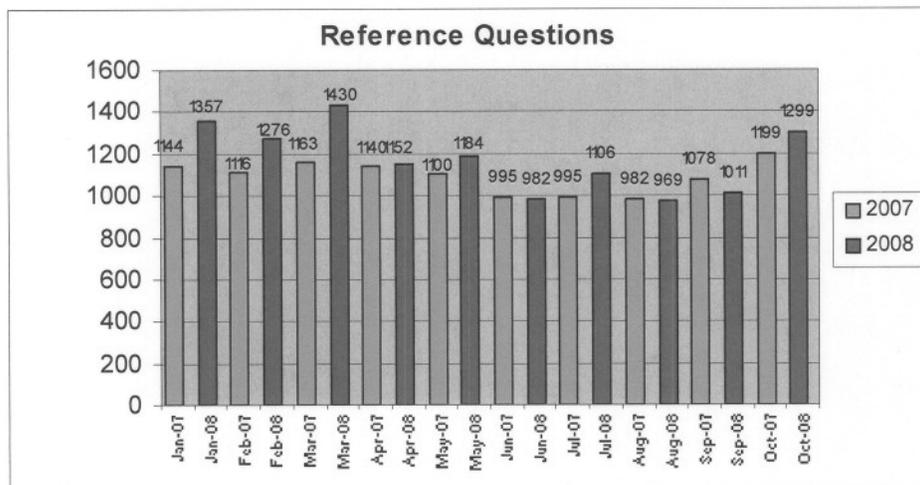
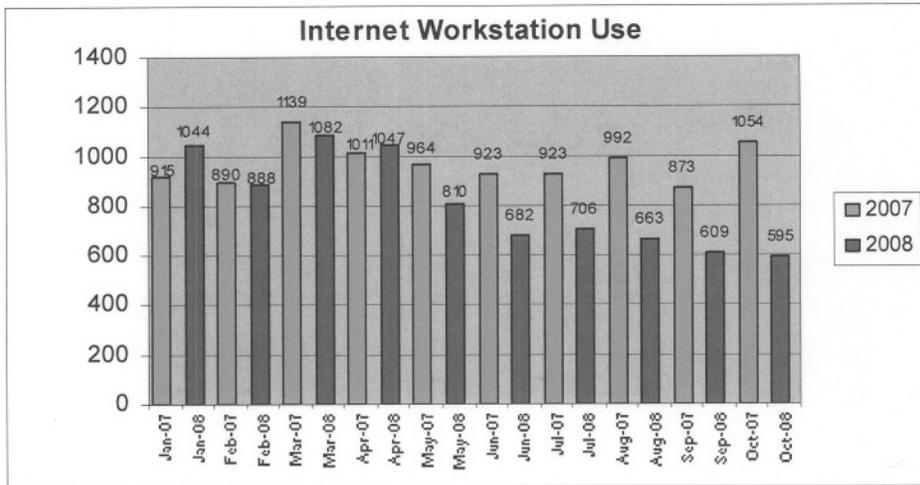
	<b>October 2008</b>	<b>October 2007</b>	<b>Year to Date 2008</b>
<b>Non-Resident User Fees</b>	\$ 870.00	\$ 470.00	\$ 5105.00
<b>Fines Collected</b>	\$ 688.26	\$ 1363.71	\$ 8521.16
<b>Photocopies</b>	\$ 116.58	\$ 108.80	\$ 8597.05
<b>Reference Questions</b>	1299	1199	11,766
<b>Volunteer Hours</b>	234	243	2368.25

**Registered Patrons – October 2008**

<b>City Residents</b>		<b>Non-Resident – Fee Paid</b>		<b>Non-Resident - Restricted</b>	
<b>Adult</b>	5570	<b>Adult</b>	361	<b>Adult</b>	1199
<b>Child</b>	1628	<b>Child</b>	74	<b>Child</b>	412
<b>YA (12-17)</b>	502	<b>YA (12-17)</b>	37	<b>YA (12-17)</b>	163
<b>Total</b>	<b>7700</b>	<b>Total Fee</b>	<b>472</b>	<b>Kids C.A.R.E.</b>	462
				<b>Total Restricted</b>	<b>2236</b>
<b>Non-Resident Total 2708</b>					
<b>Total Registered Patrons 10,408</b>					

In addition, the month of October found the Children's Room buzzing with excitement as the Fall Sessions of Infants/Toddlers and Preschool Storytimes continue to be a popular activity. A total of 382 of our youngest patrons enjoyed hearing stories, music and in general participating in these exciting, fun-filled activities.

## Dallas Public Library Monthly Report for October 2008



**DALLAS LIBRARY BOARD  
CITY HALL  
October 21, 2008**

The Library Board met on Tuesday, October 21, 2008 at 4:02 pm in the City Hall Conference Room. Board members present were Grace Scatterday, Darla Newton, Marianne Moore, Gwen VanDenBosch, and new Board member Morty Feder. In addition to the Board, Mayor Jim Fairchild and Library Supervisor Donna Zehner were present.

The minutes from the July meeting were reviewed and approved by the Board.

New Board member Morty Feder was introduced and general introductions were made by other members of the Board.

The Library Supervisor provided the Board with a report on the current status of the Library. The discussion focused primarily on physical changes that have occurred in the Library. The re-arrangement of various collections, the donation of oak book shelves to go along with the wonderful donation of music on cd. And, of course the Library continues to be a very busy place. In looking at the Agenda, it was decided to hold the review of notebooks as the final item on the Agenda.

A final update on the Summer Reading Program was given, recognizing the many great programs and the wonderful attendance at each of the events. The Storytimes were well attended, as usual, and the Children's Room was "summertime" active. Fall sessions of Infants/Toddlers and Preschool Storytimes have begun and again are well attended.

As mentioned several months ago, the Self-Check system is almost completed and hopefully, error free. It should be installed in the next few weeks. Both staff and patrons are looking forward to this new feature. Both staff and volunteers will be available to show patrons how to use this new program.

CCRLS completed a series of major software upgrades. As always, that leaves everyone with a new learning curve. However, everyone is excited about some of the new changes, especially the fix for the glitch that was preventing use of the Self-check system.

It was also shared with the Board that the Library just this past week lost a wonderful volunteer and member of the Friends. Larry Carruthers passed away unexpectedly. His father, Gale Carruthers, was checking on him and made the sad discovery. Gale has been Vice-President of the Friends for many years and Larry began volunteering through Gale's connection to the Friends. Larry volunteered each week at the Library and assisted with set up and take down for most of our programs at the Library, and certainly was a big help at the annual Book Sale. Through donations by various staff, volunteers and the Friends, books will be purchased in recognition of his volunteer efforts and as a memorial tribute to him.

Friends update on activities at the Library included a final update for the Summer Book Sale. A total dollar amount for the Book Sale this year is \$1785.20.

The Friends are continuing to scan the Chautauqua catalog, in preparation for selecting additional programs for the upcoming year. However, the first Chautauqua Program is already scheduled for Saturday, November 1, 2008 at 11:15am. This program will be presented by Dennis Jenkins of the University of Oregon on “**Obsidian: History through the Volcanic Glass Window**”. Everyone is invited.

The final item for discussion was the review of member’s notebooks for currency of contents. At the conclusion of the review, all members of the Board ended with notebooks containing current policies, procedures, etc., with the exception of the **Cell Phone Users** sheet. Copies of this will be brought to the next meeting.

There being no further business, the next meeting date was set for January 20, 2009

The meeting was adjourned at 5:06 pm.

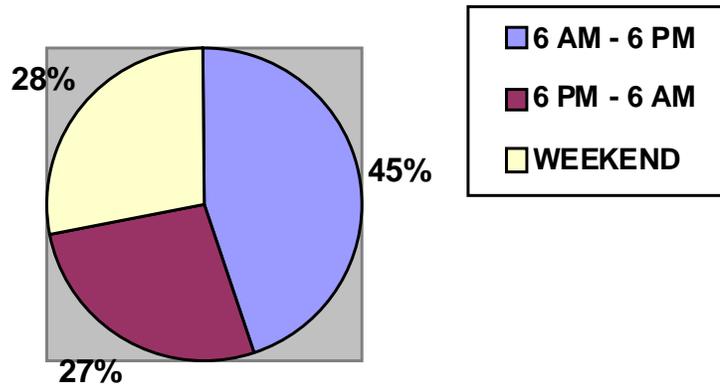
## COUNCIL REPORT – OCTOBER 2008

**To:** Mayor & City Council Members

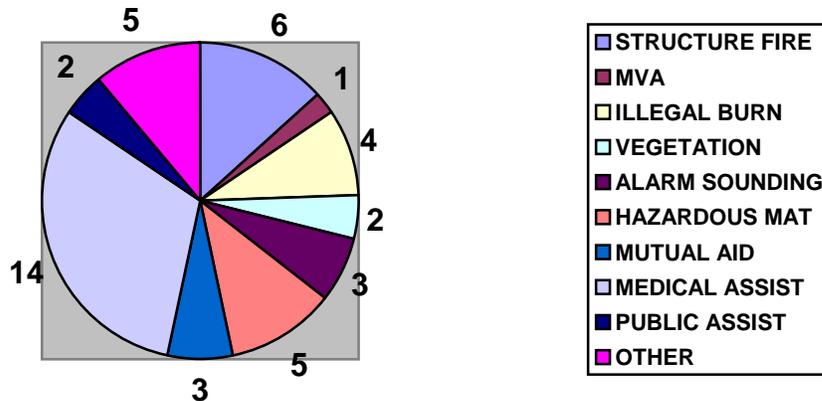
**From:** Fire Chief

**Dallas Fire Department:**

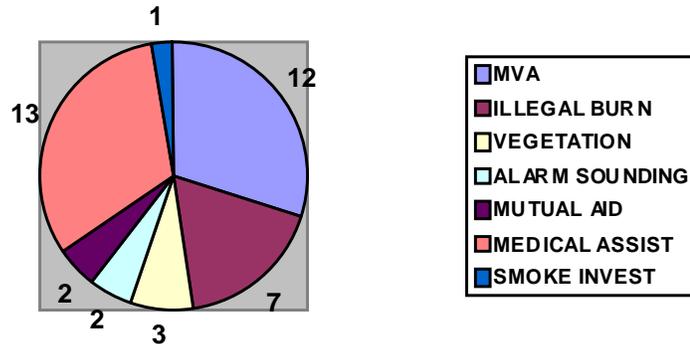
Station 100 responded to 85 calls of which 38 were between 6 AM – 6 PM, 23 between 6 PM – 6 AM and 24 during the weekend.



City Responded to the following incidents during the month from station 100.



Rural responses by station 110 during the month were for the following incidents.



Josh Darland and Bill Hahn attended a two-day training class at the Department of Public Safety Standards and Training. The class was "Beyond Hoses and Helmets" that discussed marketing and sales of fire departments.

Sean Condon attending training on Juvenile Firesetter Intervention taught at Tualatin Valley Fire and Rescue.

Fire Chief attended the Willamette Valley Communications 911 Advisory committee meeting. Chief Hahn will be serving the budget committee for the new year's planning of the 2009 – 2010 budget.

Ethics and Harassment training were provided at the City and all volunteers were required to attend.

Volunteer members conducted an Open House at the training site to educate the public on the need for an upgraded training site.

On October 11 and 18 the volunteer members canvassed the City handing out information flyers on the upcoming bond measure. There was very minimal opposition to the bond and the majority of members received positive remarks.

A Town Hall meeting was provided for the community to allow citizen to obtain information on the bond. Only one member of the community attended.

Bill Hahn and Eriks Gabliks provided information on the bond to members of the Chamber of Commerce on October 20<sup>th</sup>.

The fire department extrication team conducted training at Boardman and LaGrande.

Fire trucks were out on Halloween night providing candy to those children that were out "Trick or Treating."

Volunteer fire captain Shaun Wagner was recognized by the City Council as the volunteer of the quarter for the City.

**Dallas Emergency Medical Service:**

Emergency Medical Director Todd Brumfield attended the Annual EMS Conference held in Bend. During the conference Todd took a two-day training course to become a certified Infection Control Officer.

Total calls for the year are presently 1877. That is on track to finish close to last year, with an increase of transports during the year.

# MEMORANDUM

## *DALLAS POLICE DEPARTMENT MONTH OF OCTOBER '08*

**TO: JERRY WYATT**

**November 17, 2008**

**FROM: INTERIM CHIEF TOM SIMPSON**

### *Some of the current trends and observations are:*

The first of our new quarterly training days were held during this month. The training event was successful and staff members received required update training on such topics as firearms qualifications, Use of Force, Blood-borne Pathogens, HAZMAT, and training on Less Lethal options such as Taser, pepper spray and the Less Lethal beanbag shotguns. The training sessions have been configured to deliver a variety of required training to all officers and are presented in two separate, 12 hour, training days each quarter.

Lt Dankenbring, and Senior Officers Huey & Welsh attended a one-day Field Training officer update session in Salem @ DPSST. This was designed to bring them current as to how DPSST's new 16-week academy curriculum correlates to the new officers' field training once they return to the agency.

We have completed the hiring process to bring Sunny McKnight on as a lateral-entry police officer to replace Donnie Vidrio who was hired by Salem PD. McKnight has 12 years of prior experience as a Salem officer, and is married to Kent McKnight who works for Dallas Public Works (Shops), and resides here in Dallas.

The hiring process has now been completed with the hiring of Jim Wadsworth as an entry-level police officer to start increasing our patrol strength, so we can better provide efficient police services to the community. Jim currently lives in Salem and looks forward to moving into our community in the future.

## OCTOBER 2008

### **The following is a summary of traffic violations committed:**

22 Speeding Violations  
08 License Violation  
04 Insurance Violations  
08 Moving Violations  
02 Safety belt Violations

### **Investigations / Calls for Service by this Department**

52	Animal Ordinance Offenses	Clear by Arr	09
05	Assaults	Clear by Arr	09
20	Criminal Mischief	Clear by Arr	03
01	Child Neglect	Clear by Arr	01
03	Disorderly Conduct	Clear by Arr	03
03	DUII	Clear by Arr	02
01	Driving While Suspended	Clear by Arr	01
04	Drug Offenses	Clear by Arr	04
03	Fail Carry Present License	Clear by Arr	03
03	Fail Perform Duties Driver	Clear by Arr	03
01	Furnishing Alcohol to Minor	Clear by Arr	01
08	Harassment	Clear by Arr	04
08	Minor in Possession Alcohol	Clear by Arr	08
01	Menacing	Clear by Arr	01
02	Ordinance Offenses	Clear by Arr	00
02	Reckless Driving	Clear by Arr	02
03	Recklessly Endangering	Clear by Arr	02
01	Refusal Breathalyzer	Clear by Arr	01
01	Resisting Arrest	Clear by Arr	01
02	Runaway	Clear by Arr	02
04	Sex Offense	Clear by Arr	00
01	Strangulation	Clear by Arr	01
36	Thefts	Clear by Arr	10
02	Trespass	Clear by Arr	01
01	Unlawful Use Motor Vehicle	Clear by Arr	00
14	Warrants	Clear by Arr	14
97	Assist Public		
70	Assist Law		
26	Suspicious Activity		
10	Suspicious Vehicles		
08	Suspicious Persons		

- 26 Disturbances
- 08 911 Hangup
- 19 Welfare Checks
- 09 Assist Traffic
- 25 False Alarms
- 13 Civil Complaints
- 15 Noise Complaints
- 17 FIR (Field Investigation Report)

**Arrests by this Department**

- 10 Animal Ordinance Offenses
- 05 Assault
- 03 Criminal Mischief
- 04 Disorderly Conduct
- 04 DUII's
- 04 Drug Offenses
- 01 Driving While Suspended
- 03 Fail Carry & Present License
- 01 Furnishing Alcohol to Minor
- 04 Harassment
- 01 Menacing
- 08 Minor in Possession Alcohol
- 01 Reckless Driving
- 01 Refusal Breathalyzer
- 01 Resisting Arrest
- 02 Runaway
- 04 Sex Offenses
- 01 Stalking Violation
- 01 Strangulation
- 10 Thefts
- 01 Trespass
- 14 Warrants

**84 TOTAL ARRESTS** (Arrests for Oct '07: `134 )

**TOTAL CALLS FOR SERVICE: 879 TOTAL (Last yr: 1092 )**

165 Case Numbers

714 Event Numbers

**JUVENILES**

Thirteen juveniles were referred to juvenile authorities for their actions

# **COMMUNITY SERVICE REPORTS**

## **October 2008**

### ***COMMUNITY PROGRAMS***

*Community Service Officer ~ Jennifer Croll*

Officer Croll has been actively involved in multiple events this month, including the:

Neighborhood Watch Program, and as a result of the letters sent to citizens in the community, positive feedback was received. Starter packets have now been sent out to begin the process to expand this program.

After DARC, a community program for grades 6 through 12, where various sporting events are offered at the Dallas High School. There events are generally held two Saturday's per month.

Two community events were held during Halloween; the First Annual Dallas Aquatic Center Treasure Chest festivity, and the Morrison Trick n' Treat event. Both events were well attended and considered a success.

There were two department tours held at City Hall this month. Mayor Jim Fairchild & Valerie Unger, the County Clerk, were the tour guides for one event, and the Cub Scouts took a tour and learned about fingerprint processing with Officer Croll.

Officer Croll and Sally Davies gave Safehouse presentations at Lyle school. There were approximately 60 students that participated in this event.

Officer Croll attended Basic Crime Prevention for one week at the new academy in Salem.

## Animal Control

*Community Service Officer ~ Todd Pendley*

There has been an increase in the amount of dog licenses issued to Dallas residents. Thanks to efforts of our police and volunteer staff, we are currently averaging in excess of 100 issuances per month.

## Code Enforcement

*Community Service Officer ~ Ed Totten*

### DALLAS POLICE DEPARTMENT CODE ENFORCEMENT REPORT

**October 2008**

Community Service Officer Totten

<u>NUMBER OF TOWED VEHICLES</u>	<u>0</u>
<u>NUMBER OF CITATIONS ISSUED</u>	<u>18</u>
<u>NUMBER OF FOLLOW-UP ACTIVITIES COMPLETED</u>	<u>117</u>

#### NEW CASES STARTED:

<u>DCC # 5.584-INOPERABLE VEHICLES (PRIVATE PROPERTY)</u>	<u>14</u>
<u>DCC # 6.320-VEHICLES STORED ON STREET/PARK STRIP</u>	<u>20</u>
<u>DCC # 6.505-ABANDONED VEHICLES</u>	<u>13</u>
<u>DCC # 5.582-JUNK</u>	<u>1</u>
<u>DCC # 5.556-SCATTERING RUBBISH (PRIVATE PROPERTY)</u>	<u>10</u>
<u>DCC # 6.315-TRUCK PARKING</u>	<u>0</u>
<u>DCC # 6.310-PROHIBITED STOPPING &amp; PARKING</u>	<u>0</u>
<u>DCC # 5.276-CAMPING ON PUBLIC PROPERTY</u>	<u>0</u>
<u>DCC # 6.605-PARKING REGULATIONS (CAMPING)</u>	<u>1</u>
<u>DCC # 6.125-OBSTRUCTING STREETS OR SIDEWALKS</u>	<u>3</u>
<u>DCC # 5.588-GRAFFITI</u>	<u>0</u>
<u>DCC # 5.552- ATTRACTIVE NUISANCES</u>	<u>0</u>

#### HABITUAL PROBLEMS/OTHER ISSUES:

Tom and Vicki Smith at 520 SE Hankel Street are working to comply with Dallas City Ord#5.556. (scattering rubbish)

#### NARRATIVE:

Eighteen citations were issued for parking violations.

#### APPROVED:

# DEPARTMENT OF PUBLIC WORKS

## Monthly Report for October 2008

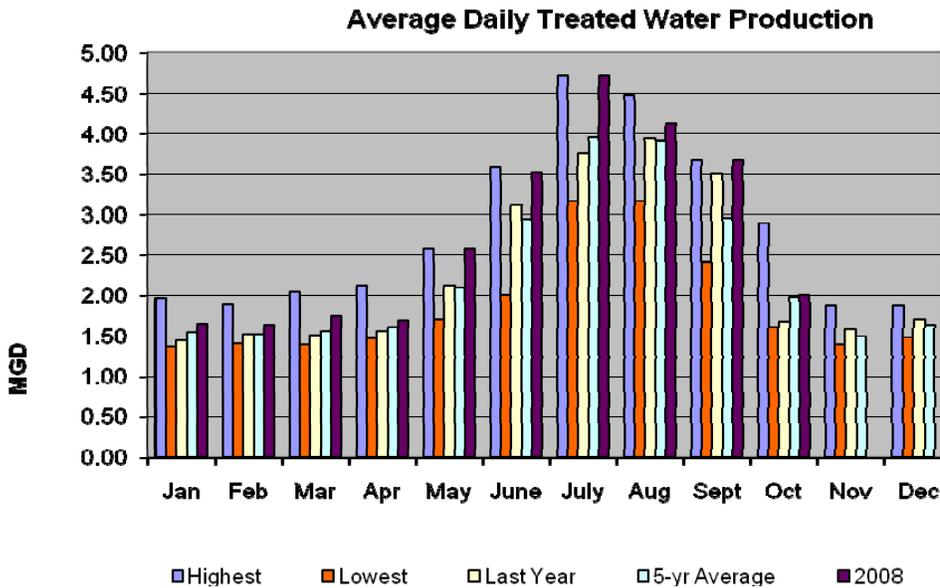
### Water Division

	<u>2008</u>	<u>Unit</u>		<u>2007</u>	<u>Unit</u>
Total Discharge to Town	61.9	MG		54.35	MG
Total Water Raw	57.5	MG		52.17	MG
Peak Day	(Oct. 1) 2.89	MG	(Oct. 11)	2.58	MG
Daily Average-Raw	1.86	MGD		1.75	MGD
Daily Average-City	2.00	MGD		1.68	MGD
Backwash Water	2.09	MG		2.13	MG
Filter to Waste	.19	MG		0.31	MG
Flushing	.15	MG		0.25	MG
Discharge Water	.10	MG		0.10	MG
ASR Discharged					
Average High Temp	63 ° F			60.2 ° F	
Average Low Temp	41 ° F			42.8 ° F	
Total Precipitation	.96	Inches		4.24	Inches

### Mercer Dam and Watershed:

Reporting normal. Valve was opened to 11.7 MGD for flushing on October 13; weirs were pulled on Rickreall, Canyon, and Applegate on October 9. Visual inspections on October 6, 10, 13, 17, 20, and 27 and walking inspections on October 3 and 24.

Date	Dam Level	Discharge Rate	Rickreall Creek	Canyon Creek	Applegate Creek
10-3-08	52.3	5.7 MGD	10.04 CFS 6.49 MGD	.30 MGD	.10 MGD
10-6-08	55.9	5.5 MGD	Over Weir	.71 MGD	.16 MGD
10-9-08	58.8	5.9 MGD	Over Weir	.71 MGD	.12 MGD
10-13-08	58.6	11.7 MGD			
10-20-08	56.5	11.7 MGD			
10-27-08	53.2	11.7 MGD			
10-31-08	51.0	11.7 MGD			



*\*Note: Usage continues to be at/near all-time highs*

**Intake Pump Station:** Reporting normal. We worked on getting the old intake pumps ready to run, the screen with the timers are okay to run, and the Air burst system has been completed.

**Water Treatment Plant:** Reporting normal. CH2M Hill is working on the filter gremlins. Built and completed a walk & bridge to the ASR. Began a new paperwork management system.

**Reservoirs:** Reporting normal.

**New Services:** Three new services this month at ¾" and one 2 inch.

¾" 522 SE Mifflin

¾" 1183 SW Linden Lane

¾" 1122 SW Forestry Lane

2" 960 SE Monmouth Cut-off

**Leak Repairs:**

Webb Lane: Repaired leak on 2" Blue Brute Pipe

Webb Lane & Perrydale Road: Repaired leak and replaced 2" valve

**Worked on:** Tapped a 2" service for Mak Metals, changed over the 16" high pressure line at Clay Street to the new Main Street Water Tank, pressure tested and chlorinated the new 14" Cherry Street line, read meters, and provided meter maintenance. The Cherry Street 6" line was blown-off, tested, chlorinated, and the tie-overs were completed; turned off and cutoff the old line at 2" corp.

# Wastewater Division

## Effluent Flow

		<u>2008 Units</u>		<u>2007 Units</u>
Monthly Total Flow		44.08 MG		57.89 MG
Peak Day Flow	(Oct. 3)	2.12 MG	(Oct. 20)	3.79 MG
Daily Average Flow		1.42 MG		1.87 MG

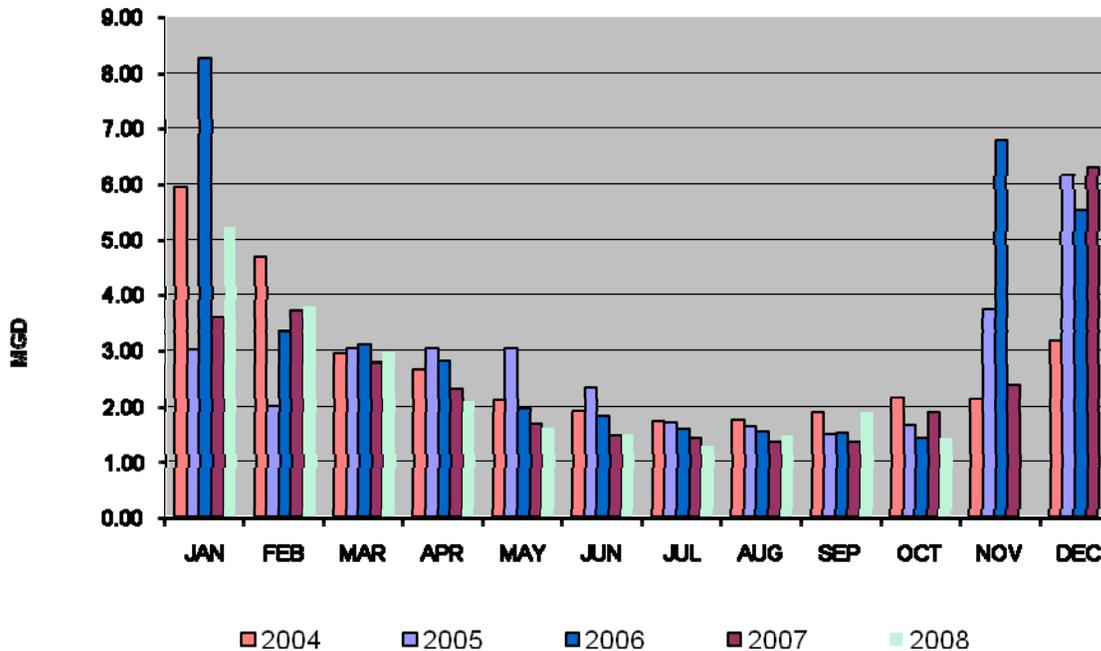
## Plant Maintenance

- ✓ Beautification of plant grounds: mow grass, remove tree leaves, and spray herbicide on weeds.
- ✓ Aerobic digester sump pump will be pulled for servicing.
- ✓ Ultraviolet (UV) disinfection hydraulic pump removed from UV system for servicing.
- ✓ Influent pump mechanical seal replaced.

## Plant Performance

The plant experienced high ammonia levels in early October. Staff ran tests and found an older bacteria population. The problem was solved by wasting older bacteria to establish younger bacteria. Soon after the process change, ammonia levels reduced dramatically in the effluent.

**Effluent - Average Daily Discharge by Month**

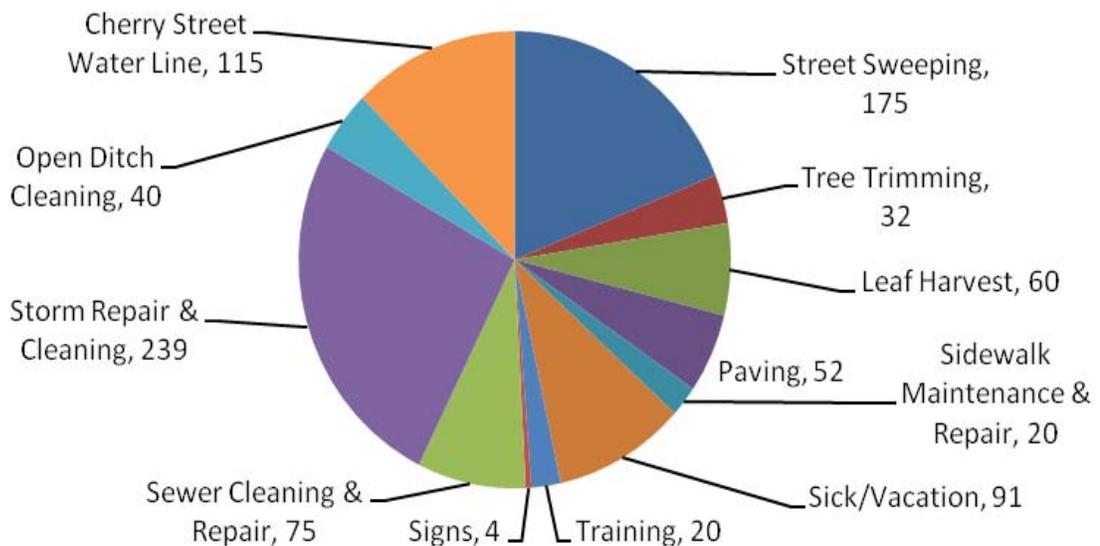


# Street and Construction Division

## Maintenance:

Catch basin maintenance, cold patching, curb and sidewalk repair, equipment and vehicle upkeep and repair, manhole grouting, mowing of City properties and/or rights of way, open ditch maintenance, painting of streets, plug and patching, preventative maintenance on sewer lift stations, reimbursable work, sanitary rehabilitation, sanitary repair and cleaning, service repair, shop and office, sign work, storm repair, street sweeping, tree trimming, unimproved streets and alleys, utility locates, and various other maintenance duties.

## October Hours



## Parks

### The Parks department provided the following routine services:

- ✓ Cleaned Japanese pond
- ✓ Regular mowing of all parks
- ✓ Weed shrub beds and landscape areas
- ✓ Performed monthly safety check of playground equipment on October 17, 2008
- ✓ Bring in park tables for winter storage
- ✓ Shut down and drain all irrigation lines for winter
- ✓ Mulch or accumulate leaves from lawn areas
- ✓ Removed leaves from trails
- ✓ Closed and winterized restrooms
- ✓ Cancel garbage service winter (on call only)
- ✓ Prune or remove trees
- ✓ Pick up fallen limbs
- ✓ Prune shrubs
- ✓ Equipment service checked and/or repaired
- ✓ Equipment antifreeze checked and/or changed
- ✓ Removed leaves from park building roofs
- ✓ Winterized all backflows
- ✓ Stopped all turf irrigation
- ✓ Trimmed 101 core area trees with R & R Tree Service
- ✓ Rotary Park improvement by adding concrete, plants, bark, and hydroseed
- ✓ Removed four dead cedars and one pine tree from various locations

# Engineering

## Subdivisions:

- Cynthian Oaks, Phase 2: Waiting for detention as-builts.
- Oak View Estates: Construction Underway.

## Commercial Developments:

- Trinity Lutheran Church: Grading permit issued (August).
- DRV Ellendale Duplexes: Construction underway.
- Jasper Crossing Phase I: Construction underway.
- Ellendale Manor: Construction on-hold.
- MAK Metals: Construction underway.

## Programs / Projects:

- Phase II/ Monitoring: Plan approved by DEQ; fourth sampling event completed, preliminary results reviewed.
- Levens Street Bridge Replacement: Discussing fixes w/contractor.
- SE Monmouth Cut-off / Uglow Ave Intersection: Project review scheduled.
- Main St Water Reservoir: Pipe installed in Main Street. Tank constructed, painting complete; final piping, site grading, and road construction underway.
- Downtown Parking Lot: Preliminary design and estimate completed.
- Maple Street Sewer: Project on hold.
- Intake Upgrade: Testing underway.
- PLC Upgrade: New PLC online. Operations/reporting software development underway.
- Clay Street Storm Sewer: Project on hold.
- Updating City of Dallas Construction Specification book.
- Cherry Street Water Transmission Line: Construction underway.
- Loan funding approved for Mercer Dam outlet pipe repair.

## Routine Work:

- Map Updates: Ongoing
- Utility Locates: Normal
- Engineering, Project Scoping, Public Assistance: Normal
- Planning Commission / City Council / Community Development Team: Normal
- Watershed: Attended meetings/project coordination Rickreall and Luckiamute Watershed Councils.
- WWTF-NPDES: Submitted required reports.
- Water Treatment Facility/Water Supply: ASR grant application for feasibility studies submitted and recommended for award.
- Tracking Backflow testing.
- Pavement Management: Information analysis.
- Sidewalk Inspections: Ongoing.
- Weed Abatement: Season Completed.

# Administrative Services Division Activities

## Project Management

- Continued tracking engineering task orders
- Reviewed invoices for payment recommendation
- Communication with various project managers on status of projects
- Reviewed contract documents
- Project meetings
- Project management

## Public Information

- Web Page monitoring & updates for new web page
- Channel 17 notices

## Safety

- MSDS updates
- Safety meetings

## Additional Projects

- OECD Water improvement documentation and reimbursement request
- ASR pump station project and grant application
- 2 MG reservoir tank project
- Rotary Park improvement planning, coordination, and Saturday planting event
- Cherry Street water project
- Farmhouse rental agreement
- Arboretum assistance
- Downtown tree trimming contract
- Capital Improvement Project (CIP)
- AMR project coordination
- EDA grant review and meetings
- Prepare quotes for tank diving
- Lead and copper testing followup

## Shop Services

- Ongoing maintenance on vehicles, machinery & construction equipment
- Annual maintenance on Falls City fire apparatus
- Began in-house repairs on 1998 backhoe. This work would have previously been sent out of town for repair. Staff is working hard to save City funds.

Shop services hours were divided into the following areas:

Community Development	4.50 hrs.
EMS	55.50 hrs.
Falls City Fire	19.50 hrs.
Fire	7.50 hrs.
Outside Labor (Work performed within another division)	8.00 hrs.
Parks	15.50 hrs.
Police	25.50 hrs.
Public Works	198.00 hrs.
Rural Fire	15.50 hrs.
Water	2.00 hrs.

## Support Services

- Administrative support for Public Works
- Code Enforcement
- SOGs

# DALLAS CITY COUNCIL REPORT

**TO: MAYOR JIM FAIRCHILD AND CITY COUNCIL**

<i>City of Dallas</i>	<b>Agenda Item No. 8 i</b>	<b>Topic:</b> Council Photo
<b>Prepared By:</b> Emily Gagner	<b>Meeting Date:</b> November 17, 2008	<b>Attachments:</b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>Approved By:</b> Jerry Wyatt		

RECOMMENDED MOTION:

None

BACKGROUND:

The Council has not had a group photo taken in some time. We are proposing having the photographer come January 20<sup>th</sup> or February 2<sup>nd</sup> at 6:30 p.m., before the Council meeting.

FISCAL IMPACT:

None

ATTACHMENTS:

None

# DALLAS CITY COUNCIL

## REPORT

**TO: MAYOR JIM FAIRCHILD AND CITY COUNCIL**

<i>City of Dallas</i>	<b>Agenda Item No.</b> <b>9 a</b>	<b>Topic:</b> OLCC Liquor License Application for New Outlet
<b>Prepared By:</b> Emily Gagner	<b>Meeting Date:</b> November 17, 2008	<b>Attachments:</b> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
<b>Approved By:</b> Jerry Wyatt		

### RECOMMENDED MOTION:

Recommend to the OLCC to grant the license for a new business at 1635 SE Miller Avenue for Capricorn Catering.

### BACKGROUND:

The City received an OLCC application for a new business at 1635 SE Miller Avenue for Capricorn Catering.

The Police Chief has reviewed the application and has no items of concern. I recommend endorsement of this application.

### FISCAL IMPACT:

None

### ATTACHMENTS:

OLCC License Application for Capricorn Catering

Name Scan ✓  
DL ✓  
Incident Scan ✓  
CCH ✓  
Date 10/23/08 by [Signature]

# OREGON LIQUOR CONTROL COMMISSION LIQUOR LICENSE APPLICATION

**PRINT OR TYPE**

Application is being made for:

### LICENSE TYPES

- Full On-Premises Sales (\$402.60/yr)
  - Commercial Establishment
  - Caterer
  - Passenger Carrier
  - Other Public Location
  - Private Club
- Limited On-Premises Sales (\$202.60/yr)
- Off-Premises Sales (\$100/yr)
  - with Fuel Pumps
- Brewery Public House (\$252.60)
- Winery (\$250/yr)
- Other: \_\_\_\_\_

### ACTIONS

- Change Ownership
- New Outlet
- Greater Privilege
- Additional Privilege
- Other \_\_\_\_\_

**FOR CITY AND COUNTY USE ONLY**  
The city council or county commissioner

\_\_\_\_\_  
(name of city or county)

recommends that this license be:

Granted  Denied

By: \_\_\_\_\_  
(signature) (date)

Name: \_\_\_\_\_

Title: \_\_\_\_\_

### OLCC USE ONLY

Application Rec'd by: \_\_\_\_\_

Date: \_\_\_\_\_

90-day authority:  Yes  No

Applying as:

- Limited Partnership
- Corporation
- Limited Liability Company
- Individuals

1. Entity or Individuals applying for the license: [See SECTION 1 of the Guide]

① Steve Segal ③ \_\_\_\_\_  
 ② \_\_\_\_\_ ④ \_\_\_\_\_

2. Trade Name (dba): Cupricorn Catering

3. Business Location: 1635 S.E. Miller Ave Dallas, Polk, OR 97338  
(number, street, rural route) (city) (county) (state) (ZIP code)

4. Business Mailing Address: 1635 S.E. Miller Ave Dallas, OR 97338  
(PO box, number, street, rural route) (city) (state) (ZIP code)

5. Business Numbers: 503-507-5788  
(phone) (fax)

6. Is the business at this location currently licensed by OLCC?  Yes  No

7. If yes to whom: \_\_\_\_\_ Type of License: \_\_\_\_\_

8. Former Business Name: \_\_\_\_\_

9. Will you have a manager?  Yes  No Name: Steve Segal  
(manager must fill out an individual history form)

10. What is the local governing body where your business is located? Dallas  
(name of city or county)

11. Contact person for this application: Steve Segal 503-507-5788  
(name) (phone number(s))  
1635 S.E. Miller Ave Dallas, OR 97338 S.Segal@usfamily.net  
(address) (fax number) (e-mail address)

I understand that if my answers are not true and complete, the OLCC may deny my license application.

Applicant(s) Signature(s) and Date:

① [Signature] Date 10/23/08 ③ \_\_\_\_\_ Date \_\_\_\_\_  
 ② \_\_\_\_\_ Date \_\_\_\_\_ ④ \_\_\_\_\_ Date \_\_\_\_\_

**1-800-452-OLCC (6522)**  
[www.oregon.gov/olcc](http://www.oregon.gov/olcc)

(rev. 12/07)



# OREGON LIQUOR CONTROL COMMISSION INDIVIDUAL HISTORY

PLEASE PRINT OR TYPE

**YOU MUST ANSWER ALL QUESTIONS ON THIS FORM. IF THE QUESTION DOES NOT APPLY, WRITE N/A IN THE SPACE. ATTACH ADDITIONAL SHEETS IF NECESSARY.**

Trade Name (d.b.a.): Copricorn Catering City: Dallas

1. Name: Segal Steve Bruce  
(last) (first) (middle)

2. Other names used (maiden, other): \_\_\_\_\_

3. Residence Address: 1635 S.E. Miller Dallas, OR 97338  
(number and street) (city) (state) (ZIP code)

4. Home Phone: (503) Business Phone: (503) 507-5788

5. \*SSN: \_\_\_\_\_ Place of Birth: \_\_\_\_\_ DOB: \_\_\_\_\_ Sex: M\_ F\_  
(State/Country) (mm) (dd) (yyyy)

6. Driver License or State ID #: \_\_\_\_\_ State: \_\_\_\_\_ Spouse's name: \_\_\_\_\_

7. List all states, other than Oregon, where you have lived during the past ten years:  
Washington

8. Do you currently hold, or have you ever held a liquor license in this or any other state? \_\_\_ Yes  No  
If yes, when, where and name of premises? \_\_\_\_\_

9. In the past twelve years, have you been convicted of **any** violation, misdemeanor or felony? \_\_\_ Yes  No  
If yes, what, when and where? \_\_\_\_\_

10. Have you ever entered into a diversion agreement? \_\_\_ Yes  No  
If yes, when and where? \_\_\_\_\_

11. Do you have any arrests or citations that have not been resolved? \_\_\_ Yes  No  
If yes, arrested/cited for: \_\_\_\_\_ Date \_\_\_\_\_ County/City/State/ \_\_\_\_\_

12. If you are applying for a retail liquor license:  
a. Do you have any financial interest, direct or indirect, in any manufacturer or distributor of alcohol? \_\_\_ Yes  No If yes, what and where: \_\_\_\_\_  
b. Does any person having a financial or ownership interest in a manufacturer or distributor have an interest in, or potential claim upon your business or premises, for instance through investment, a loan, lease or contract? \_\_\_ Yes  No If yes, who? \_\_\_\_\_

13. Have you ever had a warning, violation, suspension, fine, cancellation or refusal as a licensee or service permittee, in Oregon or any other state? \_\_\_ Yes  No If yes, when: \_\_\_\_\_ where: \_\_\_\_\_

**I UNDERSTAND THE OLCC WILL USE THE ABOVE INFORMATION TO CHECK FOR CRIMINAL RECORDS. I UNDERSTAND IF MY ANSWERS ARE NOT TRUE AND COMPLETE, THE OLCC MAY DENY MY LICENSE APPLICATION.**

Applicant Signature: Steve Segal Date: 10/23/08

**\*SOCIAL SECURITY NUMBER DISCLOSURE** As part of your application for an initial or renewal license, Federal and State laws require you to provide your Social Security Number (SSN) to the Oregon Liquor Control Commission (OLCC) for child support enforcement purposes (42 USC § 666(a)(13) & ORS 25.785). The OLCC will refuse a license to any applicant or licensee who fails to provide his/her SSN. Your SSN will be used only for child support enforcement purposes unless you sign below.  
Based on our authority under ORS 471.311 and OAR 845-005-0312(6), we are requesting your voluntary consent to use your SSN for the following administrative purposes only: to match your license application to your Alcohol Server Education records (where applicable), and to ensure your identity for criminal records checks. OLCC will not deny you any rights, benefits or privileges otherwise provided by law if you do not consent to use of your SSN for these administrative purposes (5 USC § 552(a)). If you consent to these uses, please sign here:  
Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_



**1-800-452-OLCC (6522)**  
www.oregon.gov/olcc

(rev. 12/07)



# OREGON LIQUOR CONTROL COMMISSION BUSINESS INFORMATION

Please Print or Type

Applicant Name: Steve Segal Phone: 503-507-5788

Trade Name (dba): Capricorn Catering

Business Location Address: 1635 S.E. Miller Ave

City: Dallas ZIP Code: 97338

### DAYS AND HOURS OF OPERATION

*Hours are open to each clients needs*

Business Hours: open

Outdoor Area Hours: open

The outdoor area is used for:

Sunday \_\_\_\_\_ to \_\_\_\_\_  
 Monday \_\_\_\_\_ to \_\_\_\_\_  
 Tuesday \_\_\_\_\_ to \_\_\_\_\_  
 Wednesday \_\_\_\_\_ to \_\_\_\_\_  
 Thursday \_\_\_\_\_ to \_\_\_\_\_  
 Friday \_\_\_\_\_ to \_\_\_\_\_  
 Saturday \_\_\_\_\_ to \_\_\_\_\_

Sunday \_\_\_\_\_ to \_\_\_\_\_  
 Monday \_\_\_\_\_ to \_\_\_\_\_  
 Tuesday \_\_\_\_\_ to \_\_\_\_\_  
 Wednesday \_\_\_\_\_ to \_\_\_\_\_  
 Thursday \_\_\_\_\_ to \_\_\_\_\_  
 Friday \_\_\_\_\_ to \_\_\_\_\_  
 Saturday \_\_\_\_\_ to \_\_\_\_\_

Food service Hours: \_\_\_\_\_ to \_\_\_\_\_  
 Alcohol service Hours: \_\_\_\_\_ to \_\_\_\_\_  
 Enclosed, how \_\_\_\_\_  
 The exterior area is adequately viewed and/or supervised by Service Permittees.  
 \_\_\_\_\_ (Investigator's Initials)

Seasonal Variations:  Yes  No If yes, explain: Xmas Parties; Summer wedding

### ENTERTAINMENT

Check all that apply:

- Live Music
- Recorded Music
- DJ Music
- Dancing
- Nude Entertainers
- Karaoke
- Coin-operated Games
- Video Lottery Machines
- Social Gaming
- Pool Tables
- Other: \_\_\_\_\_

### DAYS & HOURS OF LIVE OR DJ MUSIC

Sunday \_\_\_\_\_ to \_\_\_\_\_  
 Monday \_\_\_\_\_ to \_\_\_\_\_  
 Tuesday \_\_\_\_\_ to \_\_\_\_\_  
 Wednesday \_\_\_\_\_ to \_\_\_\_\_  
 Thursday \_\_\_\_\_ to \_\_\_\_\_  
 Friday \_\_\_\_\_ to \_\_\_\_\_  
 Saturday \_\_\_\_\_ to \_\_\_\_\_

### SEATING COUNT

Restaurant: \_\_\_\_\_ Outdoor: \_\_\_\_\_  
 Lounge: \_\_\_\_\_ Other (explain): Hotels  
 Banquet: 400 Total Seating: 400

**OLCC USE ONLY**

Investigator Verified Seating: \_\_\_\_ (Y) \_\_\_\_ (N)  
 Investigator Initials: \_\_\_\_\_  
 Date: \_\_\_\_\_

I understand if my answers are not true and complete, the OLCC may deny my license application.

Applicant Signature: Steve Segal Date: 10-23-08

1-800-452-OLCC (6522)  
www.oregon.gov/olcc

(rev. 12/07)

November 10, 2008

Jerry Wyatt  
City of Dallas  
PO Box 67  
Dallas, OR 97338

Dear Mr. Wyatt and Members of the Council,

We looking forward to our annual Christmas Tree Lighting Ceremony by Santa, scheduled for Friday, December 5th. We are expecting a large crowd again this year and are planning accordingly. We request the following assistance from the City;

- The parking stalls around the courthouse lawn, specifically; East Main, South Mill and North Court Streets, be closed for public parking from 3:00PM thru 9:00PM.
- A police escort for Santa and his entourage. We will have several cars from the Dallas Cruisers and motorcycles from the DOGG's Club arriving with Santa. We would work with the Police Department in determining the best location to start from, and would want the escort to bring the vehicles to the Courthouse Lawn at approximately 6:30PM.
- The use of candlesticks and caution tape to assist in crowd control.

We appreciate the continued support of the City in our effort to host events for our community. Please let me know if you have any questions, concerns or recommendations.

Thank you for your continued support!

Sincerely,



Chelsea Pope  
Executive Director

cc: Dallas Area Chamber of Commerce Board of Directors

RESOLUTION NO. 3175

A Resolution approving an exemption from competitive bidding for the design and installation of certain systems and components at the Dallas Aquatic Center

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DALLAS,  
ACTING AS THE LOCAL CONTRACT REVIEW BOARD FOR THE CITY OF DALLAS:

Section 1. The City Council hereby exempts from competitive bidding a contract for the design and installation of certain energy systems and components at the Dallas Aquatic Center as set forth in and according to the Background, Findings and Conclusions set forth in Exhibit "A", attached hereto and by reference adopted and incorporated herein.

Section 2. This Resolution shall be effective upon its passage.

Adopted November 17, 2008

Approved November 17, 2008

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JAMES B. FAIRCHILD, MAYOR

ATTEST:

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JERRY WYATT, CITY MANAGER

## EXHIBIT “A”

### **FINDINGS SUPPORTING AN EXEMPTION FROM COMPETITIVE BIDDING REQUIREMENTS AND USE OF THE REQUEST FOR PROPOSALS (RFP) DESIGN/BUILD METHOD OF PROCUREMENT FOR THE DESIGN AND INSTALLATION OF CERTAIN SYSTEMS AND COMPONENTS AT THE CITY'S AQUATIC CENTER**

Before the Dallas City Council, Acting as the Local Contract Review Board, City of Dallas, Oregon

In the Matter of the Exemption Request of )  
The Community Development Department )  
City of Dallas Aquatic Center )

#### **FINDINGS OF FACT**

Dallas City Code (DCC), Section 2.368, contains the local authority, process, and criteria for exemptions from competitive bidding with regard to public improvement contracts. ORS 279C.335(1) requires, with certain exceptions, that all public improvement contracts be based on competitive bids and, under ORS 279C.375, awarded to the lowest responsive and responsible bidder. ORS 279C.335(2) permits the Local Contract Review Board, as the municipality's contract review authority, to grant, under certain conditions, specific exemptions from the requirement for competitive bidding upon the approval of specified findings.

OAR 137-049-0620, division 249 allows the Local Contract Review Board to exempt a public improvement contract from the requirements to be competitively bid, provided written findings supporting the use of a non-competitive bid process show compliance with OAR 137-049-0600 to 137-049-0690 and applicable statutes.

The Dallas City Council is the Local Contract Review Board for the City of Dallas, as provided in DCC 2.366.

A hearing for review and proposed adoption of these findings was held at 7:00 PM on November 3, 2008, in the City Hall Council Chambers at 187 SE Court Street, Dallas, Oregon, 97338, as published in the public notice in the Daily Journal of Commerce on 20, 2008, and in the Polk County Itemizer-Observer on October 22, 2008 .

#### **I. BACKGROUND**

The Community Development Department obtained the services of Enertia Energy, Inc., 9400 SW Beaverton-Hillsdale Hwy, Beaverton, Oregon, 97005, to conduct an energy audit of the Dallas Aquatic Center. It was not the intent of the energy audit to provide detailed analysis of and solutions to each and every system at the facility. The goal of the energy audit was to evaluate opportunities and describe methods and procedures that can be taken to reduce the energy use of the facility, and thus reduce the facility's energy bill.

The measures that save electricity and / or natural gas may be eligible for a Business Energy Tax Credit using a Pass-Through Partner Option, which could provide the City with approximately 25.5% of the project cost (or the incremental cost of a high efficiency project compared to a standard code efficiency project). The measures may also be eligible for rebates through the Energy Trust of Oregon, which could provide an additional 25% of the project cost.

Enertia Energy has estimated the potential tax credits and rebates at this point, and further steps must be taken to submit an application to determine the actual tax credits and rebates available through the Oregon Department of Energy and the Energy Trust of Oregon.

### **Proposed Aquatic Center Energy Efficiency Measures (EEMs)**

**(Note: These EEMs may change if deemed necessary)**

- **EEM 2: Replace (5) Existing Pool Pumps with New Higher Efficiency Pumps:** Five existing pool pumps (Wading pool, Spa pool, Lazy River, Water Feature, and Slide) are so over-sized they require discharge balance valves to be closed 50% or more. Without the balance valves closed to this level, the existing pumps would cavitate and/or pump too much water, which would disrupt the pool filtration systems. The result is that pumps are less efficient than optimal because they need to overcome the artificial pressure induced by the balance valves. Replacing these three pumps with new pumps sized for the proper flow and pressure will save energy in three ways: higher pump efficiency, reduced flow possible in some pumps, and reduced artificial head pressure from balance valves.
- **EEM 6: Replace (2) Existing Boilers with Two or Three New High Efficiency Condensing Boilers:** The existing gas boilers generate hot water (180 F to 140 F, depending on outside air temperature) to heat the five pools and to provide for space heating throughout the facility. These units operate with an estimated efficiency of 82%. These two units can be replaced with new high efficiency condensing style boilers that can operate with an estimated efficiency of 90%, resulting in natural gas savings. It is assumed that two or three new boilers will be required with a total gas input rating of 6,000,000 Btu/hr combined.
- **EEM 9: Expand Five Pool Heat Exchangers and Replace Nine Hot Water Heating Coils so Condensing Boiler System can Operate with Return Water Temperature < 110 F:** The operating efficiency of the new high efficiency condensing boilers recommended in EEM 6 is dependent on the return water temperature: the lower the return water temperature, the higher the operating efficiency. When the return water temperature is below 110 F the boiler will operate in “condensing” mode – which implies that so much heat is extracted from the exhaust flue that water will condense inside the exhaust flue. The more water that condenses, the more efficient the boiler operates. This EEM would either replace existing heat exchangers with larger heat exchangers or install additional heat exchangers so that the boiler can operate with a return water temperature below 110 F throughout the year. This will also require a sophisticated control strategy, ideally that resets the hot water supply temperature based upon the hot water valve positions.
- **EEM 10: Install Heat Recovery System for Locker Rooms:** The locker rooms are heated by an air handler that provides 100% outside air, and an exhaust air fan that exhausts all the air from the space. This EEM evaluates installing a heat recovery system to remove some of the heat from the exhaust air and use it to pre-heat the outside air that is delivered to the

rooms. While there are several types of heat recovery systems that can be installed, this EEM assumes a glycol runaround loop will be installed. This system will install a coil in the exhaust air connected to a coil in the outside supply air, and a circulating pump. Controls will be required to circulate the glycol fluid between these coils whenever the outside air needs heating before being delivered to the locker rooms.

- **EEM 11: Install Advanced Automatic DDC Control Strategies (Reset Natatorium Total Airflow & % OA based on Actual Load & Occupancy):** This measure would install two advanced control strategies to generate energy savings from the natatorium air handling system while providing proper indoor air quality. One strategy is to automatically reduce the total airflow into and out of the natatorium based on the natatorium space humidity. Another strategy is to automatically reduce the amount of outside air delivered into the natatorium based on the natatorium space humidity. Both strategies need to be implemented in a coordinated fashion to maximize energy savings and maintain space humidity below 60%.
- **EEM 16: Install High Efficiency Fluorescent Light Fixtures in Natatorium:** There are (42) existing metal halide fixtures in the natatorium, each with a 400-watt probe start metal halide lamp and ballast. These fixtures can be removed and new fluorescent fixtures installed with high efficiency lamps and ballasts that consume less energy than the existing metal halide lights. Due to the harsh environment of the natatorium, additional specifications will be required so that the installed fixtures can withstand the environment and perform as well as the existing fixtures. It is assumed that approximately (84) new 8' fixtures would be installed mounted approximately 10-12 feet above the decking. It is assumed the fixtures would be suspended by aircraft cable or chains and mounted in solid rows around the perimeter of the pools.
- **EEM 18: Install Unglazed Solar System to Heat Pool Water:** Install roof-mounted solar collectors to directly heat the pool water from April through October. Pool water heating is the most cost effective renewable energy project available in this climate and it utilizes a relatively simple technology that is less expensive to install than other solar systems. It is assumed that (77) 4'x14' black plastic collectors will be mounted on the roof of the natatorium. Pool water will be automatically directed through these collectors to be heated from mid-April through mid-October, whenever there is sufficient sunlight available.

The City of Dallas is proposing to implement the 7 identified Energy Efficiency Measures (EEM) listed above.

The Community Development Department proposes utilizing a design/build contract delivery methodology to obtain proposals for the project, maximize energy savings, and earn energy credits and rebates available through the Oregon Department of Energy and the Energy Trust of Oregon.

The estimated cost of the project is \$650,000, including the proposed cost savings outlined above.

In order to limit the risk of increases in the cost of materials, labor and other components of the project, it is recommended that the proposed Request for Proposals be issued by not later than December 20, 2008, and that the contract be let by not later than February 27, 2009.

The exempted procurement process for this project includes the following: 1) A Request for Proposals (RFP) process pursuant to OAR 137-049-0640 to procure a Design-Build contract with a contractor.

## **II. FINDINGS REGARDING REQUIRED CRITERIA**

ORS 279C.330 provides that: "Findings" means the justification for a contracting agency conclusion that includes, but is not limited to, information regarding: (a) Operational, budget and financial data; (b) Public benefits; (c) Value Engineering; (d) Specialized expertise required; (e) Public safety; (f) Market conditions; (g) Technical complexity; and (h) Funding sources." The Community Development Department finds that many of these criteria support the decision to use the design-build contracting method for implementing the EEM's at the Aquatic Center. This finding is supported by the following:

- 1) **Operational, Budget and Financial Data:** Limited funding is available for the acquisition and installation of the identified EEM's. The optimum systems that provide the greatest value to the City will include energy savings features identified in the Enertia Energy audit and recommended energy efficiency measure identified.
- 2) **Public Benefits:** Utilization of the design/build contract delivery process will allow the City to consolidate responsibilities for the entire project to a single Contractor. Due to the need to carefully coordinate system design, equipment performance parameters, and installation quality control, it is difficult for the City to separate areas of responsibility for system performance issues under the conventional design/bid/build procurement procedure.
- 3) **Value Engineering:** Value Engineering will be part of the selection process used to determine which proposing firm would provide the best combined value for the City.
- 4) **Specialized Expertise Required:** Specialized expertise will be required to coordinate, procure, and install, and program various products, services, and supplies needed to provide a system that meets the performance requirements of this contract and energy savings, particularly given the complex nature of natatorium operations. Contractor will have to coordinate equipment delivery with project delivery while minimally impacting the operation of the facility.
- 5) **Public Safety:** Public safety will be maintained by design and construction activities ensuring interruptions to the Aquatic Center operations are minimized and that there is no risk to facility users during system replacement.
- 6) **Market Conditions:** The specialty products, services, and supplies needed under this contract are not particularly impacted by market conditions.
- 7) **Technical Complexity:** Implementation of this project involves a number of issues of technical complexity. Special skills and expertise are needed for optimizing system components to maximize energy savings and meet performance criteria and to ensure system interoperability.

### **III. FINDINGS REGARDING COMPETITION**

ORS 279C.335(2) requires the City to make certain findings as a part of exempting public improvement contracts or classes of public improvement contracts from competitive bidding. ORS 279C.335(2)(a) requires an agency to find that: "It is unlikely that the exemption will encourage favoritism in the awarding of public improvement contracts or substantially diminish competition for public improvement contracts." See also DCC 2.368(2)(d). The Community Development Department finds that selecting the contractor through an exempted competitive proposal selection process in accordance with OAR 125-249-0620 and 125-249-0630, and DCC 2.368, will not inhibit competition or encourage favoritism. This finding is supported by the following facts:

- 1) The proposed design/build alternative contract delivery methodology is a competitive proposal process that allows the City to select a firm to provide and install the identified EEM's to provide the best value to the City.
- 2) Competitively bidding this type of work creates additional confusion and uncertainty in the public contracting process. Simple price competition is not feasible, nor desirable due to the need to coordinate design, equipment selection, and quality of installation to achieve the performance requirements and energy savings.
- 3) The Design-Build Contractor will be selected through an open and competitive process as prescribed by ORS 279C.400 to .410 and related administrative rules.

### **IV. FINDINGS REGARDING SIGNIFICANT COST SAVINGS**

ORS 279C.335(2) requires that a contracting agency make certain findings in requesting approval of the exemption of a certain public improvement contract or class of public improvement contracts from competitive bidding. ORS 279C.335(2)(b) requires an agency to find that "The awarding of public improvement contracts under the exemption will result in substantial cost savings to the public contracting agency." See also DCC 2.368(2)(c). This finding is supported by the following facts:

- 1) Because this work will integrate specialized equipment into an operating system, a requirement to competitively bid this type of acquisition would create additional expense and lead to uncertainty regarding installation coordination with system design and equipment selection. Each procurement process and contract change will increase the cost of the project and extend the project schedule. Extending the project schedule will increase construction administration and project management cost and would result in lost revenue.
- 2) An exemption from competitive bidding will allow the City to take advantage of contractor expertise and value engineering during the proposal phase of the project versus having to address future change orders.

## V. CONCLUSION

Use of a Request for Proposals for the Design-Build method of contracting for the implementation of the identified Energy Efficiency Measures at the Aquatic Center is an appropriate use of that alternative contracting method under OAR 137 -049-0620. Additionally, an exemption from competitive bidding requirements is justified under the criteria outlined in ORS 279C.330 and DCC 2.368, findings have been developed in compliance with ORS 279C.335(2) and DCC 2.368(2), and the Community Development Department will perform the post project evaluation required by ORS 279C.355. Based upon the previously listed findings, the Community Development Department specifically concludes that:

- 1) It is unlikely the exemption will encourage favoritism in the awarding of public contracts or substantially diminish competition for public contracts; and
- 2) The exemption will result in substantial cost savings to the affected City services provided.

# DALLAS CITY COUNCIL REPORT

**TO: MAYOR JIM FAIRCHILD AND CITY COUNCIL**

<i>City of Dallas</i>	<b>Agenda Item No. 11 a</b>	<b>Topic: TSP Ordinance</b>
<b>Prepared By:</b> Jason Locke	<b>Meeting Date:</b> November 17, 2008	<b>Attachments:</b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>Approved By:</b> Jerry Wyatt		

**RECOMMENDED ACTION:**

Move Ordinances # 1693 to a second reading.

**BACKGROUND:**

At the conclusion of the public hearing on the TSP, the Council directed staff to prepare additional language regarding bike routes as well as possibly adding a bridge at Mill Street to the TSP. Staff has done both, and the Mill Street Bridge project was added as a bicycle/pedestrian bridge at a cost of \$250,000. The necessity of making it a full use bridge is questionable, and probably will not be needed in the future (however, if a full use bridge is determined to be needed at a later date, the TSP can be amended at that time). The cost of a full-use bridge would likely exceed \$1.5 million.

**ATTACHMENTS:**

- 1) Amended pages from the TSP addressing bicycle routes and adding the Mill St. pedestrian /bicycle bridge to the medium term projects and adding \$250,000 to the total project costs to reflect these changes.

have been identified and recommended for bicyclists based on the assumption that these roads will neither be reconstructed nor widened in the foreseeable future.

### SW Levens Street: Bicycle Lane versus Bicycle Route

Levens exists today as a signed bicycle route and provides one of four crossings of Rickreall Creek in the city, as well as direct access to Dallas City Park, an elementary school, downtown Dallas, neighborhoods, and a future extension of the Rickreall Creek Trail. The roadway is a very desirable route for bicyclists and pedestrians. Levens is also a designated truck route and conflicts are inherent. Due to the limited number of north-south travel options for motor vehicles, pedestrians, and bicyclists, re-routing the trucks may not be feasible or practical. Thus, this plan recommends the consideration of striped bicycle lanes on Levens from Ellendale to Academy Street, and a bicycle route through around downtown that can feed safely into the core area. Bicycle lanes will provide additional separation from motor vehicle traffic for both bicyclists and pedestrians.

### Bicycle Route Recommendations



**Sign OBD11-1,  
Destination**

*Oregon Department of  
Transportation*

Bicycle routes are the preferred bikeway treatment in Dallas due to their low implementation cost and maintenance requirements. Many local roads in Dallas are suitable as bicycle routes and can easily complement a comprehensive network of bicycle lanes. Bicycle routes are used to designate urban roadways as a preferable travel route for bicyclists. This includes using comprehensive signing with arrows and destination information (see graphic at left). Traffic calming and restricted through access for motor vehicles are two tools that can be used to make a bicycle route truly a preferential travel route for bicyclists.

## Programmatic Recommendations: Bicycle Facilities

### Bicycle Parking Recommendations

Bicycle parking, consisting primarily of bicycle racks, should be installed on public property, or available to private entities on an at-cost basis. Bike racks are provided at many local schools and at downtown locations in Dallas, but overall the lack of safe and secure bicycle parking is a concern of bicyclists who may wish to ride to work or to shop. Theft and vandalism of bicycles, especially now that bicycles are often valued between \$250 and \$2,000, is a major impediment to bicycle riding. A systematic program to improve the quality and increase the quantity of bicycle end-of-trip facilities will be implemented in Dallas.

### Increase Public Bicycle Parking Facilities

Bike racks should be provided at public destinations, including community and recreation centers, parks, and schools. All bicycle parking should be in a safe, secure, covered area (if possible). Bicycle parking on sidewalks in commercial areas should be provided according to specific design criteria, reviewed by merchants and the public, and installed as demand warrants. As a general rule, 'U' type racks bolted into the sidewalk are preferred on downtown sidewalks, to be located intermittently and/or at specific bicycle destinations.

B-10	Stripe bicycle lanes on Main Street from north end of couplet to Washington Street	Short
B-11	Construct bicycle lanes on Jefferson Street from north end of couplet to Washington Street	Short
B-20	Add bicycle route signs on Walnut Avenue from Levens Street to LaCreole Drive	Short
B-21	Add bicycle route signs on Main Street from Washington Street to Ash Street	Short
B-22	Add bicycle route signs on Jefferson Street from Washington Street to Ash Street	Short
B-23	Add bicycle route signs on Hayter Street from Maple Street to Oakdale Avenue	Short
B-24	Add bicycle route signs on Oakdale Avenue from Hayter Street to Fairview Avenue	Short
B-25	Add bicycle route signs on Maple Street from Fairview Avenue to terminus of Maple Street	Short
B-12	Add bicycle route signs on River Drive from W Ellendale Avenue to Mill Street and bike/pedestrian bridge	Medium
B-13	Stripe bicycle lanes on Orchard Drive from Kings Valley Highway to city limits	Medium
B-14	Stripe bicycle lanes on Polk Station Road from Kings Valley Highway to Dallas Rickreall Highway	Medium
B-15	Add bicycle route signs on Hawthorne Avenue from Dallas Rickreall Highway to Barberry Avenue	Medium
B-16	Stripe bicycle lanes on Hankel Street from Hawthorne to Main Street	Medium
B-27	Construct bicycle lanes on Dallas Rickreall Highway from LaCreole to eastern city limits	Long
B-5	Construct bicycle lanes on Fir Villa Road from Dallas Rickreall Highway to Miller Avenue	Long
B-7	Construct bicycle lanes on Monmouth Cut-Off Road/Uglove Avenue from Mill Street to city limits	Long
B-17	Construct bicycle lanes on Godsey Road from Miller Avenue to Monmouth Cut-Off	Long
B-19	Construct bicycle lanes on Washington Street and Fairview Avenue from Jefferson Street to city limits	Long

\* The "project number" identified in this column corresponds to the labels on Figure 7-9.

IN ADDITION TO THE LIST OF BICYCLE FACILITY IMPROVEMENTS ABOVE, ALL NEW STREETS RECOMMENDED IN THE STREET SYSTEM PLAN ARE EXPECTED TO BE BUILT TO CITY DESIGN STANDARDS, WHICH WILL INCLUDE BICYCLE LANES. THE RECOMMENDED MULTI-USE RICKREALL CREEK TRAIL IS LISTED IN THE PREVIOUS TABLE OF PEDESTRIAN IMPROVEMENTS.

## Bicycle Lane Recommendations

Generally, bicycle lanes are recommended on all ODOT roadways, which also serve as the principal arterials in the community. These roadways accommodate the highest volumes of traffic, often traveling at high speeds, particularly near the city limits. Bicycle lanes on these roadways are recommended based on guidance from the ODOT Bicycle and Pedestrian Plan and to complement the objectives of the Special Transportation Area designation as outlined by the Oregon Highway Plan.<sup>1</sup> These roads include OR 223 within the study area, labeled Main, Jefferson, Dallas-Rickreall Highway, King's Valley Highway, Washington and Fairview.

Bicycle lanes are also recommended on higher volume arterials and collectors that directly serve schools, parks, neighborhoods, and regional bicycle facilities. These roads include Miller, Godsey, Monmouth Cut-Off/Uglove, and Ellendale Avenue.

Where right-of-way is plentiful, striping bicycle lanes is not difficult. However, striping bicycle lanes on other roads are more challenging due to limited rights-of-way (i.e., Dallas-Rickreall) or existing on-street parking. Alternate routes for extremely challenging roadways

<sup>1</sup> Oregon Department of Transportation (1999), Guidance on Special Transportation Areas, Oregon Highway Plan

legislation (1998-2003) was approximately \$200 billion. In recent years, the City of Dallas has relied more heavily on state and federal highway tax revenues, and less heavily on overhead or miscellaneous revenues.

According to ODOT, fuel tax revenues are expected to level off in the short-term and then drop permanently, as the purchasing power of fuel revenues decreases with inflation and more fuel-efficient vehicles are purchased. For years, the State of Oregon has been considering a shift to a more user-based revenue fee system to offset decreased revenues from the fuel tax.

SDCs are expected to remain a stable funding source for the City and fees are expected to increase over time. The City regularly receives more development applications each year than available permits, meaning that the city is an attractive location for new development to occur. The current system provides a structure for new road infrastructure and improvements to be paid for by the developments that make them necessary.

## Planning-Level Cost Estimates

Planning-level cost estimates were created for each of the recommended transportation improvement projects described in Section 7. This section provides a summary of these cost estimates; Appendix A contains the planning-level cost estimate for each individual project.

Table 8-3 organizes the recommended improvements by type (roadway, bicycle, or pedestrian).

**TABLE 8-3**  
Cost Estimate for Proposed Transportation Improvements—by Type of Improvement

Project Type	Estimated Capital Cost
	<b>Short-Term (Next Ten Years)</b>
Roadway Improvements	\$3,381,000
New Roadways	\$13,010,000
Bicycle	\$553,500
Pedestrian	\$5,814,000
Total	\$22,768,500
	<b>Ten to Fifteen Years</b>
Roadway Improvements	\$0
New Roadways	\$6,750,000
Bicycle	\$311,700
Pedestrian	\$1,938,000
Total	\$8,999,700
	<b>Fifteen to Twenty Years</b>
Roadway Improvements	\$1,060,000
New Roadways	\$15,370,000
Bicycle	\$246,000
Pedestrian	\$5,570,000

**TABLE 8-3**  
Cost Estimate for Proposed Transportation Improvements—by Type of Improvement

Project Type	Estimated Capital Cost
Total	\$22,246,000
<b>Grand Total</b>	<b>\$54,014,200</b>

As shown in Table 8-3, many of the improvements would be constructed either in the short-term (next 10 years) or in the long-term (next 15-20 years). Furthermore, much of the project cost consists of new roadways. As described in the next section, funding sources for new roadways include SDCs, and the possible public vote to institute a LID or General Obligation Bond.

The other element that makes up a significant percentage of the project cost is the construction of new sidewalks or sidewalk improvements. These projects are more cost effective when combined with a larger roadway improvement project.

Table 8-4 organizes the project improvements by the owning jurisdiction – the city, county, or state.

**TABLE 8-4**  
Cost Estimate for Proposed Transportation Improvements—by Owning Jurisdiction

Owning Jurisdiction	Estimated Capital Cost
<b>Short-Term (Next Ten Years)</b>	
City	\$19,668,500
County	\$0
State	\$3,100,000
Total	\$22,768,500
<b>Ten to Fifteen Years</b>	
City	\$7,699,700
County	\$0
State	\$1,300,000
Total	\$8,999,700
<b>Fifteen to Twenty Years</b>	
City	\$13,507,000
County	\$5,990,000
State	\$2,749,000
Total	\$22,246,000
<b>Grand Total</b>	<b>\$54,014,200</b>

Although many of the recommended improvements are located along city-owned collector or arterial streets, a significant portion (\$6 million for County, \$6.7 million for State) are not

ORDINANCE NO. 1693

An Ordinance adopting the Transportation System Plan (TSP), Volume 1, Sections 1-8 and Volume II, Appendices, dated November 17, 2008 as a chapter of the Dallas Comprehensive Plan and repealing current transportation data, projects, language and policies.

WHEREAS, city has determined that the adoption of the Transportation System Plan , dated November 17, 2008, provides for the future transportation needs of the citizens of Dallas; and

WHEREAS, the objectives, policies, projects, and funding mechanisms contained in the Transportation System Plan address the ability of the city to develop in an orderly, efficient, and fiscally responsible manner taking into account all modes of transportation, and

WHEREAS, after due notice, on June 10, 2008, the Dallas Planning Commission held a public hearing on the Transportation System Plan and at the conclusion thereof recommended approval to the City Council; and

WHEREAS, after due notice, on October 20, 2008, the City Council held a public hearing on the Transportation System Plan and at the conclusion thereof found that that the proposal met the requirements of State Law, the Dallas Development Code and was in compliance with the Comprehensive Plan;

NOW, THEREFORE,

THE CITY OF DALLAS DOES ORDAIN AS FOLLOWS:

Section 1. The Transportation System Plan, Volume I, Sections 1-8, and Volume II, Appendices, dated November 17, 2008, is hereby adopted in its entirety and made a part of the Dallas Comprehensive Plan, and by this reference incorporated herein.

Section 2. The Findings and Conclusions set forth in the staff report on this matter, submitted into the record herein on October 10, 2008, a copy of which is attached hereto as Exhibit A and by this reference incorporated herein, are hereby adopted and approved as the Findings and Conclusions in support of the adoption of the Transportation System Plan.

Section 3. The sections of the Dallas Comprehensive Plan, attached hereto as Exhibit B, and by this reference incorporated herein, are hereby amended as set forth therein.

Read for the first time: November 17, 2008  
Read for the second time: December 1, 2008  
Passed by the City Council: December 1, 2008  
Approved by the Mayor: December 1, 2008

\_\_\_\_\_  
JAMES B. FAIRCHILD, MAYOR

ATTEST:

\_\_\_\_\_  
JERRY WYATT, CITY MANAGER

**STAFF REPORT**  
**DATE: OCTOBER 10, 2008**

<b>FILE NO.</b>	<b>TSP</b>
<b>HEARING DATE</b>	<b>OCTOBER 20, 2008 7:00 P.M. CITY HALL COUNCIL CHAMBERS 187 SE COURT STREET DALLAS, OREGON 97338</b>
<b>OWNER</b>	<b>N/A</b>
<b>REQUEST</b>	<b>HOLD A PUBLIC HEARING ON THE TRANSPORTATION SYSTEM PLAN (TSP) AND ASSOCIATED COMPREHENSIVE PLAN AND DEVELOPMENT CODE AMENDMENTS</b>
<b>LOCATION</b>	<b>CITYWIDE</b>
<b>RECOMMENDATION TO COUNCIL</b>	<b>APPROVAL</b>

**CITY OF DALLAS  
CITY COUNCIL  
COMMUNITY DEVELOPMENT  
DIRECTOR STAFF REPORT**



**BACKGROUND:**

The City of Dallas began to develop the current TSP proposal in 2004. Throughout that time, there has been a number of meetings and workshops for the public and city officials. This final draft is a reflection of the policy choices that have been made to date. The formulation of goals and objectives is an important component of any transportation planning process. The goals and objectives outlined in this section are based on review of the July 1998 City of Dallas Comprehensive Plan and June 1995 Transportation Planning Rule (TPR) Compliance Document, as well as recently completed TSPs for other jurisdictions in western Oregon. They have been refined through agency and community input obtained during TSP preparation.

The Planning Commission held a public hearing on the TSP and recommended approval to the City Council. The City Council has reviewed the TSP during two worksessions, and the matter is now being brought to a public hearing.

The Dallas TSP is organized into nine sections as follows:

- Section 1 explains the purpose and benefits of the TSP, the regulatory requirements behind the plan, the plan's public involvement component, and the plan's goals and policies.
- Section 2 summarizes relevant information from state, regional, and local planning and policy documents and discusses its relation to the TSP.
- Section 3 describes the existing study area and its pedestrian, bicycle, transit, and roadway transportation network. This section analyzes current traffic operations and safety conditions, and identifies existing deficiencies by mode.
- Section 4 forecasts future (2025) growth in Dallas and distributes this growth onto the transportation network. An operational analysis of the future no-build network is conducted and a summary of future transportation needs is listed.
- Section 5 describes the roadway, bicycle, and pedestrian alternatives that were evaluated, and depicts the evaluation process.
- Section 6 summarizes current access spacing along the two state highways in the study area, and analyzes various access management treatments that could be adopted by the City.

- Section 7 details the modal plans for the roadway, transit, pedestrian, bicycle, rail, and air, water, and pipeline transport facilities.
- Section 8 provides planning-level cost estimates for recommended projects, lists current funding sources used by the City, and identifies potential revenue sources to fund recommended projects.
- Section 9 contains language to assist the City in revising local codes and ordinances to implement the TSP.

The inclusion of goals and objectives in the Dallas TSP serves two primary purposes: (1) to guide the development of the Dallas transportation system during the next 20 years and (2) to demonstrate how the TSP relates to other county, regional, and state plans and policies. The goal statements are general statements of purpose to describe how the city, through the TSP, intends to address the broad elements of the transportation system. The objectives will be specific steps that illustrate how each goal is to be carried out.

### **Goal 1: Multi-Modal Transportation System**

Develop a balanced transportation system that will meet the needs of all users, including youth, elderly, and those with physical disabilities. Such a transportation system does not depend solely on one mode of transportation, but rather provides a variety of transportation features to accommodate vehicle travel as well as public transportation, bicycling, and walking.

### **Objectives**

- Work with the Salem Area Mass Transit District to educate residents about existing CARTS transit service and to identify future service improvements, including schedules that better serve the commuting public.
- Encourage residents and business owners in Dallas, especially those that use the Dallas-Rickreall and Kings Valley highways on a daily basis, to make use of existing rideshare matching services provided by Mid-Valley Rideshare.
- Identify ways to encourage freight vehicles to use the existing signed truck route along Levens Street.
- Coordinate with the applicable railroad company to improve freight rail service and public right-of-way crossings.
- Develop, adopt, and enforce design standards for arterials and collectors describing minimum right-of-way width, pavement, pedestrian service, bicycle travel, and other parameters.
- Recognize the need for sufficient, but not excessive, parking for commercial development.

## **Goal 2: Mobility**

Provide a viable transportation system that meets state and local mobility standards. Such a transportation system allows different users of the network a reliable means of getting from origin to destination.

### **Objectives**

- Provide a network of arterials and collectors that are interconnected, appropriately spaced, and reasonably direct.
- Maintain mobility standards for each functional classification of street (e.g., arterial, collector, local).
- Accommodate local traffic and through travel.
- Minimize travel distances and vehicle-miles traveled.
- Encourage development patterns that offer connectivity and mobility options for all members of the community.

## **Goal 3: Economic Development and Viability**

Provide a transportation system that balances transportation system needs with the City's desire for economic development and viability.

### **Objectives**

- Minimize traffic congestion in the downtown commercial area.
- Discourage through-traffic and high speeds in residential areas.
- Use design techniques to slow traffic through downtown and in other areas of high pedestrian traffic
- Provide efficient street connections between industrial sites and the arterial street network.

## **Goal 4: Coordination**

Maintain a TSP that is consistent with the goals and objectives of the TPR and relevant state, regional, and local plans and policies.

### **Objectives**

- Produce a TSP that is consistent with the objectives of the TPR.
- Provide a transportation system that is consistent with the City of Dallas Comprehensive Plan.
- Ensure that elements of the plan involving or affecting OR 223 Kings Valley Highway and Dallas-Rickreall Highway are consistent with the Oregon Transportation Plan and Oregon Highway Plan.

- Coordinate with Polk County on elements of the plan involving or affecting County-owned roads.
- Coordinate with relevant local and regional partners on land use and transportation decisions.

### **Goal 5: Pedestrian and Bicycle Facilities**

Provide for an interconnected system of pedestrian and bicycle facilities in Dallas to serve commuter and recreational users.

#### **Objectives**

- Ensure and strengthen the presence of safe, attractive, and convenient pedestrian and bicycle access to and circulation in the downtown area.
- Develop or maintain safe, connected pedestrian and bicycle facilities near schools, residential districts, and commercial districts.
- Provide or require provision of sidewalks on all new public streets.
- Construct and maintain bike lanes, bike paths, and shared roadway shoulder routes.

### **Goal 6: System Preservation and Improvements**

Be consistent with the City’s current strategy to preserve and extend the life of the existing transportation network.

#### **Objectives**

- Maintain consistent levels of maintenance to keep roadways, curbs, gutters, and sidewalks in acceptable condition.
- Identify and construct incremental improvement projects to meet future travel demand while minimizing impacts to residents, tourists, and businesses.
- Ensure that development does not preclude the construction of future street connections identified in this TSP.
- Consider transportation system impacts from relevant transportation impact studies when making land use decisions.
- Continue requiring developers to aid in the development of the transportation system by dedicating or reserving needed rights-of-way, by constructing street improvements to serve new development, and by providing bicycle or pedestrian improvements when appropriate.

### **Goal 7: Access Management**

Address state access management standards as outlined in OAR 734-051 for OR 223 Kings Valley Highway and Dallas-Rickreall Highway, and identify access management strategies for city collectors and arterials.

## **Objectives**

- Develop and apply access control measures (e.g., driveway and public road spacing, median control and signal spacing standards) that are consistent with the functional classification of roads and which limit development on rural land to rural uses and densities.
- Identify opportunities for and work with property owners to develop creative approaches to access management off the arterial street network.
- Require all new subdivision development to comply with access standards as described in City Ordinance.
- Ensure consistency with access management strategies outlined in this TSP.

## **Goal 8: Transportation Funding**

Identify reasonable potential funding sources and a funding strategy for transportation improvements included in this TSP.

## **Objectives**

- Identify a range of funding opportunities for transportation improvements, coordinating with County, State, and Federal agencies.
- Prepare a funding strategy that includes priorities and proposed timelines for transportation improvement projects.
- Develop proposed improvements to a sufficient level of detail to qualify for federal and/or state funding of engineering and construction phases.

## **Goal 9: Safety**

Provide a transportation system that maintains adequate levels of safety for all users.

## **Objectives**

- Identify safe connections for vehicles, bicycles, and pedestrians across OR 223 Kings Valley Highway and Dallas-Rickreall Highway.
- Improve safety at locations where roads cross bicycle, pedestrian, and rail facilities.
- Undertake, as needed, special traffic studies in problem areas, such as around schools, to determine appropriate traffic controls to effectively and safely manage vehicle and pedestrian traffic.

## **Goal 10: Environment**

Provide a transportation system that balances transportation services with the need to protect the environment and significant natural features.

## **Objectives**

- Promote a transportation system that encourages energy conservation, in terms of efficiency of the roadway network and the standards developed for street improvements.
- Balance transportation needs with the preservation of significant natural features and viewsheds.
- Encourage use of alternative modes of transportation such as transit, bicycling and walking that reduce impacts to the natural environment.
- Minimize transportation impacts on wetlands and wildlife habitat.

## **PUBLIC NOTICE:**

The City has provided public notice identifying and describing the project and the scheduled date of the public hearing in accordance with the Dallas Development Code.

## **PROCEDURE:**

The City Council is holding a public hearing on the proposed Transportation System Plan, as recommended by the Planning Commission. At the close of the hearing, the City Council may move to adopt the Transportation System Plan with or without changes to the current draft.

## **APPROVAL CRITERIA: SECTION 3.7.40(2) OF THE DALLAS DEVELOPMENT CODE**

*(2) Comprehensive Plan Map and Street Designation Amendments. Where a Comprehensive Plan Map amendment is proposed (including an urban growth boundary amendment), the applicant shall demonstrate conformance with the following criteria:*

- (a) Applicable Statewide Planning Goals.*
- (b) Applicable Goals and Policies of the Dallas Comprehensive Plan (Volume I).*
- (c) Amendments to collector and arterial street designations shall explicitly address the Transportation Planning Rule (OAR Chapter 660, Division 12) and the Transportation Policies of the Dallas Comprehensive Plan.*

### **1) Applicable Statewide Planning Goals:**

***FINDING:*** Goal 12- Transportation is the applicable Statewide Planning Goal for the proposed TSP adoption. Goal 12 provides Planning and Implementation Guidelines for Transportation Planning for local jurisdictions. The TSP has been prepared in accordance with these guidelines.

**CONCLUSION:** It may be found that the TSP as proposed is in conformance with Statewide Planning Goal 12.

### **2) Applicable Goals and Policies of the Dallas Comprehensive Plan (Volume I):**

**FINDING:** The current Dallas Comprehensive Plan has policies related to transportation. Section 2 of the proposed TSP has examined and analyzed these policies against state and federal transportation rules. The proposed TSP will replace all existing transportation-related policies, projects, and requirements found in the Dallas Comprehensive Plan.

### **3) The Transportation Planning Rule (OAR 660-012)**

**FINDING:** The Transportation Planning Rule (TPR), OAR 660 Division 12, implements Oregon’s Statewide Planning Goal 12 (Transportation) and promotes the development of safe, convenient, and economic transportation systems that reduce reliance on the automobile. The TPR requires the preparation of regional transportation systems plans by metropolitan planning organizations (MPOs) or counties and local TSPs by counties and cities. TSP requirements vary by type (regional vs. local) and community size. Through TSPs, the TPR provides a means for regional and local jurisdictions to identify long-range (20-year) strategies for the development of local transportation facilities and services for all modes, to integrate transportation and land use, to provide a basis for land use and transportation decision-making, and to identify projects for the State Transportation Improvement Program. TSPs need to be consistent with the State Transportation Plan and its modal and multimodal elements.

**CONCLUSION:** Preparation of the TSP follows the requirements of the TPR. The TPR requires the determination of transportation needs and the development of modal plans (the road system, public transportation, bicycles, pedestrians, and air, rail, water, and pipeline transportation) to meet those needs. The proposed TSP includes an inventory of existing services and facilities and a system of planned facilities, services and major improvements, indicating their location and who is responsible for providing them. This plan also includes the evaluation and selection of system alternatives, which include the following elements: improvements to existing facilities or services; new facilities and services; transportation system management measures; demand management measures; and a no build system alternative. The evaluation and selection of alternatives is based on consistency with the community’s comprehensive plan; consistency with state and federal standards for the protection of air, water, and land; minimization of adverse social, economic and environmental impacts; minimization of conflicts and facilitation of connections between transportation modes; avoidance of relying on one principal transportation mode; and reduction of the reliance on the automobile. The TSP also includes a financing plan, which is included in the TSP. The TPR also requires communities to amend their land use regulations to implement the TPR and their TSPs. Table 1-3 in Section 1.4.6 evaluates the Dallas Development Code for consistency with the TPR. Where inconsistencies occur, changes are proposed for implementation. (See Section 2 of the proposed TSP for full findings)

### **TRANSPORTATION PROJECTS AND FISCAL IMPACT:**

**Cost Estimates for Proposed Transportation Improvements—by Type of Improvement  
Short-Term (Next Ten Years)**

•Roadway Improvements	\$ 3,381,000
•New Roadways	\$13,010,000
•Bicycle	\$ 553,500
•Pedestrian	\$ 5,814,000
• <b>Total</b>	<b>\$22,768,500</b>

**Ten to Fifteen Years**

•Roadway Improvements	\$ 0
•New Roadways	\$ 6,750,000
•Bicycle	\$ 61,700
•Pedestrian	\$1,938,000
• <b>Total</b>	<b>\$8,749,700</b>

**Fifteen to Twenty Years**

•Roadway Improvements	\$1,060,000
•New Roadways	\$15,370,000
•Bicycle	\$ 246,000
•Pedestrian	\$ 5,570,000
• <b>Total</b>	<b>\$22,246,000</b>

**Grand Total  
\$53,764,200**

**The total cost of projects recommended in the TSP is approximately \$53.7 million. Over the timeframe of this TSP, this figure represents an annual appropriation of \$2.65 million. While this figure is far greater than the total street fund and SDC budget combined for FY 2008-09 it is not an unreasonable target when considered with the anticipated growth, increases in fees over the planning horizon and mixture of federal, state, county and local sources that can be contributed to fund plan recommendations.**

- More than 1/3 of the total roadway improvement costs are recommended to serve future development in Dallas, as shown in Table 8-5. Most of this development is expected to occur in the three mixed use nodes. These roadway improvements are expected to be funded through a mixture of SDCs and developer costs.
- According to City of Dallas Development Code, the developer is responsible for that portion of new roadway required by the development, including 30 - 36 feet of roadway plus curb and sidewalk. Based on the recommended cross-sections for major and minor collector roads, this amounts to approximately 2/3 of total costs to build a new roadway (approximately \$14 million).
- It is recommended that residential SDCs be increased to at least \$4,000/edu, which would bring in approximately \$25 million over the 20 year planning horizon. \$8000/edu would fully fund the needed projects over the 20-year planning period. Assuming that

commercial SDCs remain at the same rate, and that available commercial land is developed (see Section 5), another \$13 million is expected to be available for transportation projects from commercial SDCs. Commercial and residential SDCs would be sufficient to cover the leftover costs from building the recommended new roadway network.

**Implementation:** The TSP will be adopted as a Chapter of the Dallas Comprehensive Plan, supplanting all current transportation data, projects, language and policies. SECTION 9 of the TSP includes a number of proposed changes to the Dallas Development Code and Municipal Code to implement the changes contained in the TSP.

**RECOMMENDATION:**

Staff recommends that the City Council approve the Transportation System Plan and associated Comprehensive Plan and Development Code Amendments and direct staff to prepare the appropriate ordinances for adoption.

Respectfully submitted,

Jason Locke, Community Development Director  
October 10, 2008

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tion & Development Commission (LCDC) to comply with the 14 applicable “Statewide Planning Goals,” which are, in effect, state planning requirements that must be met by each city and county in Oregon.

The Dallas Comprehensive Plan includes three volumes: Volume I includes goals and policies that provide specific direction in making “quasi-judicial” land use decisions; *i.e.*, decisions that require judgment in the application of general policies to specific situations, such as zone changes, annexations, conditional use permits and major variances. Goals set a general direction and are not intended to be decision criteria. Policies that are written in mandatory language (e.g., “shall,” “must,” “will”) are mandatory in character: they must be followed when Dallas makes a “quasi-judicial” land use decision. In cases where mandatory policies conflict, the City Council may balance these policies in making a decision. Policies that are written in permissive language (e.g., “should,” “may,” “encourage”) indicate the preferred direction of the City, but are not binding on the Council.

Volume I also includes the Comprehensive Plan Map #1, which indicates on a parcel-specific basis, what land uses will be allowed in the long-term. Where Volume I plan policies conflict with the map #1, the specific text of these policies shall control.

Legislative land use decisions (*e.g.*, changes in the text of Volume I or to the Comprehensive Plan Map #1 that apply generally to the City, and not to a specific property or small group of properties) adopted by the City Council must also conform with Volume I goals, policies and maps; or affected goals, policies and maps must be amended by the City Council to be consistent with the Statewide Planning Goals.

Volume II of the Dallas Comprehensive Plan includes background information that served as the basis for Volume I goals and policies. For example, maps of environmentally-significant stream corridors and the justification for the Dallas UGB is included in Volume II. Thus, Volume II forms a part the “legislative history” that supports the goals, policies and plan map.

## ***1.2 Principal Implementing Documents***

The Dallas Comprehensive Plan is implemented by two principal documents:

1. The **Dallas Development Code (DDC)** sets forth zoning, land division and environmental protection requirements, and is a chapter of the Dallas City Code. The DDC is the land use law of Dallas, unless it is found to be inconsistent with the Dallas Comprehensive Plan. Consistency with DDC requirements is a pre-condition to granting of building permits under the City’s Building Safety Codes, which are based on state building safety regulations.
2. The **Dallas Public Facilities Plan (PFP)** describes sanitary sewer, water, storm drainage and ~~transportation improvements~~ which must be made in order to provide adequate public facilities to support the types and levels of development prescribed in the Dallas Comprehensive Plan. The public facilities plan is supported by adopted facilities master plans and sets priorities for facilities construction through the six-year capital improvements program and the

## ~~Chapter 5: Multi-Modal Transportation~~

### *Transportation Goal*

To develop a balanced and safe transportation system that minimizes community disruption and promotes the economic and energy-efficient movement of goods and people around and through the community.

### *Transportation Policies*

#### *5.1 Circulation System*

1. The City's transportation system should be fully integrated into the regional and state transportation system. To accomplish this, the City will coordinate and cooperate with the State Department of Transportation, Mid-Willamette Valley Council of Governments, and Polk County in their regional transportation planning efforts.
2. The City will cooperate with the affected transportation facility or service providers to review plans for concurrence with the Dallas Transportation System Plan, whenever a proposed comprehensive plan or land regulation amendment or development action affects a transportation facility (e.g., access to state highway).
3. The transportation system shall provide adequate access to all planned land uses and shall:
  - Focus on direct multi-modal access to business districts;
  - Achieve a balanced traffic flow through each section of the City; and
  - Reduce congestion on arterial streets by providing alternative transportation routes.
4. The major street network should function so that the livability of neighborhoods is preserved and enhanced. Street design should consider the need for landscaping and noise reduction.
5. The City shall adopt an arterial and collector street system plan to ensure that Dallas continues to develop in a grid system, in order to minimize out-of-direction travel and reliance on increasingly scarce state and federal subsidies.
6. Major arterial streets, especially major entrances to the city, should be landscaped.
7. A system of bicycle and pedestrian facilities should be fully integrated into the transportation system as prescribed in the City's adopted Bicycle and Pedestrian Plan.
8. The City will help provide for the needs of the transportation disadvantaged.

9. The City shall coordinate with the Oregon Department of Transportation in the implementation of the ODOT State Transportation Improvement Program (STIP).
10. The City will develop and use land use and land division regulations that set standards for needed transportation facilities and improvements and direct development patterns that enhance opportunities for pedestrian, bicycle and transit travel.
11. The City shall develop and maintain a Transportation System Plan (TSP), as part of the Dallas Comprehensive Plan.
12. The TSP shall:
  - Encourage alternatives to, and reduce reliance upon, the automobile; and
  - Guide comprehensive planning and project development activities.
13. The City shall protect transportation facilities, corridors and sites for their intended functions as identified in this plan.
14. A bridge across Rickreall Creek at Mill Street will be required in the City to support better traffic circulation and an additional north-south traffic route, as shown on the Comprehensive Plan Map #1.

## **5.2 Rail Transport**

The City shall coordinate with the applicable railroad company to improve rail service and public right-of-way crossings.

## **5.3 Bicycle and Pedestrian Transportation**

1. To accommodate the bicyclist and pedestrian now and during the planning period, the City shall plan for bicycle and pedestrian facilities and integrate them into the street circulation system, as prescribed in the City's adopted Bicycle and Pedestrian Plan.
2. The facility needs and safety of individuals walking or using their bicycles as a means of transportation should be given priority over the needs of recreationalists. In other words, bike lanes and bike routes should be given first consideration over bike paths, except where the latter clearly provides for both.
3. Bikeways and pedestrian ways should connect residential neighborhoods to schools, parks, shopping areas, and places of work.
4. Bicycle parking facilities shall be required as part of new multi-family residential developments of four units or more, new retail, office and institutional developments, and all transit transfer stations and park and ride lots.

5. Facilities providing safe and convenient pedestrian and bicycle access within and from new subdivisions, planned developments, shopping centers and industrial parks to nearby residential areas, transit stops and neighborhood activity centers, such as schools, parks and shopping shall be required. This shall include:
  - Sidewalks along arterial and collectors;
  - Bikeways as provided in the Bicycle and Pedestrian Plan; and
  - Areas and developments identified in this policy should be connected with separate bike or pedestrian ways, where appropriate to minimize travel distance.
6. Internal pedestrian circulation in new office parks and commercial developments shall be provided through the master planning, design review and planned development processes. To achieve this objective, methods such as clustering of buildings, construction of pedestrian ways or skywalks, and similar techniques shall be considered.

#### **5.4 Street Improvement Policies**

##### **5.4.1 Developer's Obligation**

All new development shall be responsible for providing an adequate vehicular, bicycle and pedestrian access through the following methods:

1. All streets, bicycle and pedestrian facilities within a new subdivision or development shall be fully improved to City standards.
2. Owners of abutting properties shall pay the total cost of abutting street improvements, including the paved surface, curbs, sidewalks, bicycle facilities and drainage to City standards.
3. "Over-width" street improvements (greater than local street standards) may be paid for with funds accumulated in the System Development Charge Fund as determined by City Council as to the need.
4. Benefiting property owners may be required to sign a "non-remonstrance" agreement stating their willingness to participate in future off-site street improvements on a proportional, "fair share" basis.

##### **5.4.2 Transportation Project Funding**

To plan for and fund needed transportation projects, the City should consider the following methods:

1. Local Improvement Districts (LID);
2. Initiation of full improvement projects on existing unimproved streets when 50 percent or more of the property abutting said street is developed or improved.

3. Elections to seek voter approval for a serial tax levy or bond measure to be used exclusively for street improvements.
4. Preparation of a 5-year Capital Improvements Program (CIP) to identify alternative funding sources for needed transportation improvement projects.

## **5.5 Access Management Policies**

### **5.5.1 Access Management Methods**

The purpose of access management is to ensure the effective functioning of streets, especially arterial and collector streets. To achieve this objective, the City shall:

1. Develop and apply access control measures (e.g., driveway and public road spacing, median control and signal spacing standards) that are consistent with the functional classification of roads and which limit development on rural land to rural uses and densities.
2. Adopt standards to protect future operation of roads, transit ways and major transit corridors.
3. Provide for the coordinated review of future land use decisions affecting transportation facilities, corridors or sites, including a process to apply conditions to development proposals in order to minimize impacts and protect transportation facilities, corridors or sites.
4. Work with adjacent property owners to develop creative approaches to access management, in light of competing demands on arterial and collector streets.
5. Adopt regulations to provide notice to public agencies providing transportation facilities and services, including the Oregon Department of Transportation, of land use applications that affect private access to roads.
6. Adopt regulations assuring that amendments to land use designations, densities, and design standards are consistent with the functions, capacities and levels-of-service of facilities identified in Chapter 7 of the Comprehensive Plan.
7. Remain flexible in its response to future development proposals on its arterial/collector streets, considering creative access solutions but maintaining a firm commitment to negotiating agreements that uphold the objectives of safety and mobility.

### **5.5.2 Access Management Coordination**

Recognizing that the City of Dallas, Polk County and the Oregon Department of Transportation (ODOT) each have a role to play in effective access management, the City shall cooperate with these agencies in order to:

1. Ensure that ODOT and Polk County are notified of development proposals that impact the state highways or county roads.
2. Maintain an acceptable level of service on County and State roads (good mobility).
3. Minimize capital costs by ensuring efficient use of existing and proposed facilities.
4. Improve safety by minimizing potential conflict points.
5. Improve bicycle/pedestrian access and mobility.

### **5.5.3 Access Management Techniques**

In order to accomplish the access management objectives, the City shall consider access management techniques, such as the following, in the review of development applications:

1. Provide for Common driveways (sharing access with adjacent properties);
2. Provide access to collector and local streets;
3. Encourage connections between adjacent properties;
4. Construct local service roads; and
5. Avoid offsetting streets and major driveways, especially in commercial areas.

### **7.1.5 Solid Waste Disposal Policies**

1. Dallas shall support a regional solid waste management program.
2. Dallas shall support Polk County in its efforts to implement a regional solid waste disposal program.

### **7.1.6 Schools**

1. The City of Dallas shall coordinate with the Dallas School District to ensure that sufficient suitable sites are available within the Dallas UGB to meet anticipate school needs.
2. Master Plans required for specific geographic areas of the City prior to annexation shall consider identified school needs.

### **7.1.7 Parks**

Park policies and level-of-service standards are found in Chapter 4 of the Dallas Comprehensive Plan.

### **7.1.8 Transportation**

~~Transportation policies and level-of-service standards are found in Chapter 5 of the Dallas Comprehensive Plan.~~

## **7.2 Level-of-Service (LOS) Standards**

1. The Dallas Development Code shall establish "level-of-service" standards that must be met in order for new development to be approved. LOS standards shall be included in the Master Planning, Land Division and Planned Development chapters of DDC and are interpreted by engineering policies on file with the City Engineer.
2. Plans showing how public facilities deficiencies identified in this chapter and on accompanying public facilities maps will be corrected and financed shall be provided to the City's satisfaction prior to annexation, approval of master plans, rezoning, or site plan review approval.
3. Prior to annexation, zone change or development approval, the City must make an affirmative determination that adequate sanitary sewer, water, storm drainage, transportation and park services are available to service the area to be annexed or rezoned, or the site to be developed.
4. Master Plans shall be required prior to annexation or planned development approval, and must show how key urban services can be provided in an efficient and timely manner, at levels prescribed in the Public Facilities Plan or applicable master sewer, water, transportation, parks, school facility or storm drainage master plans.

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#### Task #4: Land, Air & Resource Quality / Natural Hazards

New information regarding floodplain location and water quality impacts from development has been considered in making decisions regarding the siting of new development.

##### *Subtasks:*

1. Floodplain and water quality impact areas have been mapped. This information has been incorporated into the buildable land inventory under Task #1. (See Chapter 4 of this document and Buildable land inventory, Map #6.)
2. Draft amendments to the Comp Plan to include clear and objective policies regarding the siting of development near floodplains and stream corridors have been drafted. (See Volume I, Chapter 4: Parks & Open Space.)

#### ~~Task #5: Land Use & Transportation Connection~~

~~Dallas has reviewed its transportation policies and implementation measures to foster greater reliance on alternative modes of transportation and to recognize that the Cards Airport is no longer operational. The basis for this review was the TSP prepared by Mid-Willamette Valley COG in 1995.~~

##### ~~Subtasks:~~

- ~~1. The Comp Plan has been amended to remove reference to the Cards Airport.~~
- ~~2. The transportation impacts of allocating land for employment and residential use, as indicated in Tasks #1 and #2, have been specifically considered, through the nodal development concept. Commercial and multi-family land has been redesignated to minimize travel distance and encourage alternative transportation modes. Comp Plan and Map amendments reflect these changes. (See Chapters 2, 3 and 5 of this document; Volume I, Chapter 2: The Dallas Economy; Chapter 3: Residential Neighborhoods, and Chapter 5: Transportation; see also Dallas Comprehensive Plan Map #1.)~~
- ~~3. Draft amendments to the Comp Plan have been prepared to identify known bicycle and pedestrian links and to include policies to recognize and accommodate these transportation modes when approving new development. (See Map #5, Bicycle & Pedestrian Transportation Plan.)~~
- ~~4. Draft amendments to the Development Code to include clear and objective bicycle and pedestrian development and improvement standards. (Projected Completion Date: FY 1997-98.)~~

#### Task #6: Urban Growth Boundary Amendments

Based on the results of Tasks #1-3, amendments to the Dallas UGB were recommended, to provide for alternative industrial sites.

##### Subtasks:

1. Draft amendments to the Comp Plan have been prepared to include sufficient buildable (i.e., vacant or likely to be developed) land to accommodate long-term (20-year) need for urban

## ~~Chapter 5: Transportation Element~~

### ~~5.1 Introduction~~

~~As noted in Volume I, Goals and Policies of the Dallas Comprehensive Plan, the City's Transportation Goal is:~~

~~*To develop a balanced and safe transportation system which minimizes community disruption and promotes the economic and energy efficient movement of goods and people around and through the community.*~~

~~The transportation element serves as an analysis and guide for improvements in the City's street circulation system, as well as other modes of transport (public transit, air, rail, bicycle and pedestrian) as they relate to Dallas. Together with public facilities, the creation of streets and highways and the provision of other forms of transportation have great impact on the direction of growth and form the community takes. Their impact can be both positive and negative. For example, traffic is sometimes forced onto neighborhood streets by the inability of the major street network to carry the traffic load. In this case, street improvements may have a positive impact on the neighborhood by relieving through-traffic on streets within its boundaries. On the other hand, a widened street may produce the desired results of improved traffic flow, but may also have a negative impact on local neighborhood residents through increased traffic, noise and air pollution.~~

~~It is essential, however, that the community take full advantage of its existing street network in light of the great costs that may be associated with the development of new facilities. In order to protect the integrity of its residential areas, the community must carefully weigh the advantages and disadvantages of changes to the circulation system. This was the responsibility and guiding principle of the Citizens Committee on Transportation during the 1987 Comprehensive Plan Update process, and was carefully considered in the 1995 Transportation System Plan process.~~

### ~~5.2 The Transportation Systems Plan (TSP)~~

~~In April 1994, Dallas received a Transportation and Growth Management Program (TGM) grant to prepare a Transportation Systems Plan (TSP) for the Dallas Urban Growth Boundary, in conformance with the Transportation Planning Rule (TPR, or OAR Chapter 660, Division 12). In 1995, the City worked closely with the District 4 Council of Governments in the preparation of the TSP, which supports specific policy changes made to Chapter 2, Transportation, of Volume I, Goals and Policies, of the 1997 Dallas Comprehensive Plan. The TSP is hereby incorporated by reference into Volume II of the Dallas Comprehensive Plan as Technical Appendix 5.1, and serves as the principal transportation background document for the 1997 Dallas Comprehensive Plan.~~

~~The 1995 TSP:~~

- ~~• Determines transportation needs, both now and in the future, within the Dallas UGB;~~
- ~~• Includes a preliminary road plan for arterial and collector streets (which has been supplemented on the 1997 Comprehensive Plan Map #1.)~~
- ~~• Provides a public transportation plan;~~

- Amends the 1988 City of Dallas Bicycle Path Study Group Final Report as the 1995 Bicycle/Pedestrian Plan(Technical Appendix 5.2);
- Includes a brief, but sufficient air, rail, water and pipeline transportation plan;
- Recommends policy amendments to the Dallas Comprehensive Plan (which, for the most part, are adopted in Volume I, Chapter 5);
- Recommends code amendments to Dallas land use regulations (some of which have been adopted; others require further consideration); and
- Provides a “transportation financing plan.”

### **5.3 Street Classification System**

The traffic circulation system in Dallas is based upon three distinct yet inter-related types of streets: arterial, collector, and local. The streets are classified as to their particular function with respect to the degree of access provided abutting property or the movement of through traffic.

#### Arterials

The plan recognizes that arterial streets are the principal mover of traffic within and through the community. They interconnect the major traffic generators and links with important rural routes. Arterial streets should never penetrate identifiable residential neighborhoods and usually perform only a secondary access service function to individual properties. For this reason, access control and landscape buffer treatment are often necessary.

#### Collectors

Collector streets, as the name implies, collect traffic within an area or neighborhood and distribute it to the arterial streets network. There are two levels of collector streets: minor or neighborhood collectors serve smaller areas or neighborhoods; major collectors serve groups of minor collector streets. Minor collectors usually provide the same level of access to abutting properties as local streets, but are given priority over local streets in any traffic control installation. Major collectors usually require access control. Although the principal function of collector streets is to move traffic, conflicts arise when collectors are used in lieu of the arterial street network. Care should be taken to control the movement of through traffic (traffic not having origin or destination within the neighborhood) on collector streets, especially neighborhood collector streets.

#### Local Streets

A local street serves primarily to provide direct access to abutting land and offers the lowest level of traffic mobility. Extensive through traffic on local streets is deliberately discouraged. At the same time, it is expected that connected local streets will have traffic from adjoining neighborhoods. Cul-de-sacs are specifically discouraged, because they usually result in out-of-direction travel and shift traffic congestion problems to other local streets.

#### **5.3.1 Comprehensive Plan Map #1**

The 1997 Dallas Comprehensive Plan Map shows existing and proposed arterial and collector streets within the Dallas UGB as an extension of the existing “grid” street system in Dallas. The general locations of proposed arterial and collector streets are shown on Map #1 to emphasize the importance

of providing an inter-connected street system to serve all areas within the UGB. Proposed arterial and collector streets shown on Map #1 recognize that state and federal funding is unlikely to be available to construct major streets in Dallas, and that new development will be the primary funding source for extension of the grid street system to new areas of the City. For this reason, City staff have made every effort to realistically locate arterial and collector street in relation to property lines and existing development, and to emphasize the partnership that exists between the developers and the community in providing adequate access to all land within the UGB. All proposed collector and arterial streets shown on Map #1 must be constructed in order for a development that is served by the street to be approved; however, their precise location may be determined through the development review process.

The 1997 arterial and collector plan explicitly rejects the notion of exclusive "cul-de-sac" developments that are walled off from the remainder of the community. Rather, the plan supports a connected grid street system that minimizes out-of-direction travel and reinforces the inter-connectiveness of Dallas' neighborhoods, parks, schools and commercial areas.

### **5.3.2 Transportation Systems Plan**

The 1995 TSP includes more precise definitions of arterial and collector streets, and describes the location, functional classification, length, jurisdiction (Dallas, Polk County, or ODOT), pavement width, surface condition, year of construction, number of lanes, presence of sidewalks, curbs and bikeways for each arterial and collector street within the 1995 Dallas UGB.

### **5.4 Transportation Levels-of-Service (LOS)**

The level-of-service provided by the existing circulation system is determined by a combination of conditions such as travel speed, width of roadway, and extent and type of on street parking. Transportation LOS is the principal means that Dallas uses to determine traffic impacts resulting from land use decisions. Generally speaking, LOS D or below is considered unacceptable for collector or arterial street links or intersections.

Transportation LOS standards are included in both the Dallas Zoning Ordinance and the Dallas Land Division Ordinance to ensure that new development is provided with adequate transportation facilities, and that undue congestion does not occur as a result of new development.

### **5.5 Required System Improvements**

The Transportation System Plan (Technical Appendix 5.1) identifies a number of system improvements that are required to support planned development in Dallas. These improvements include:

- Traffic signals NE Polk Station Road/E Ellendale to support the planned mixed commercial/multi-family node at this location;
- Intersection, signalization and vehicle movement improvements at Main/SE Hankel, Main/SE and SW Walnut, and SE Jefferson/Washington to support Dallas' downtown and General Commercial districts;

- Bridges over Rickreall Creek at SW Mill/River Drive to facilitate east-west traffic flow through Dallas; and
- Intersection improvements at SW Maple/Fairview, SW Oakdale/Fairview and SW Bridlewood/Fairview in southwest Dallas.

The Dallas Comprehensive Plan Map #1 identifies two major collector street improvements located outside the 1996 Urban Growth Boundary.

- The first is located north of the UGB, and would connect James Howe Road with State Highway 223. The purpose of this street is to provide an alternative (to W Ellendale) truck route through the City. Dallas recognizes that, in order for this street to be constructed, a Statewide Planning Goal exception (to allow an urban facility outside the UGB) would be required, or the UGB itself would have to be amended.
- The second is located immediately to the southeast of the UGB, and would extend Fir Villa Road to connect with the Monmouth Cut-Off. This extension is necessary to provide an alternative (to E Ellendale) truck route through the City, and to serve the southeast industrial area. Dallas proposes to expand the UGB to include industrial land abutting this road to the west.

### **5.6 The 1987 Transportation Plan**

As part of the 1987 update of the Dallas Comprehensive Plan, the Citizens Committee formulated policies which remain substantially intact in Chapter 5, Volume I of the 1997 Dallas Comprehensive Plan. This document also provides a useful historical reference for identifying previous transportation problems and issues in Dallas, but has been effectively replaced by the 1995 TSP.

### **5.7 Street Standards**

To function adequately as primary traffic movers, in contrast to local streets, arterial and collector streets must be constructed to greater standards. Therefore, street standards are described in the TSP and have been incorporated into the Dallas Land Division Ordinance.

In order to adequately finance the street system discussed in the Plan, the TSP includes a financing program. In addition, Chapter 5, Volume I of the Dallas Comprehensive Plan includes financing policies.

### **5.8 Alternate Transportation Modes**

#### **5.8.1 Public Transportation**

The Mass Transit Division of the Oregon Department of Transportation estimates that fully one-third of all Oregonians are "transportation disadvantaged". They are either too old, too young, too poor, physically incapable, or for some other reason unable to operate an automobile. Public transportation services to these individuals are limited in Dallas, as they are in most non-metropolitan cities. Dallas does not have an intra-City bus system, nor does it have taxicab service. Taxicab franchises have been issued in the past but have proven uneconomic to their operators. Simply put, the Dallas urban area has had an insufficient population base to financially support an intra-City bus system without subsidies.

### Wheels

"Wheels" (Oregon Housing and Associated Services) services in Polk County are designed to accommodate the elderly and handicapped residents of Dallas, Monmouth and Independence and may be used by the general public on a space available basis.

Other providers in the area include:

- Ron Wilson Center (clients only)
- Polk Enterprises (clients only)
- DHR Volunteer Program (DHR medical clients only)

Despite the City's reliance upon the privately-owned automobile, there is a large and growing segment of the population that does not have access to an automobile. The individuals must rely on other forms of transportation. Fortunately, the transportation needs of the elderly are partially met by the Polk Senior Transportation District, but the other transportation disadvantaged of the community must rely upon friends with automobiles, bicycles, or their own feet for intra-City transportation.

### Inter-City Bus Service

Inter-city bus service was provided by the Hamman Stage Line, however, this low-cost commuter bus service ceased operations on December 6, 1983.

Unfortunately, the prospect of establishing an intra-City bus system in Dallas is not good. Conventional public transportation systems are generally not feasible in smaller urban areas. Capital investments and operational costs are simply too high to permit regular bus service to low-density residential areas. This generally holds true even if the system is subsidized. However, a publicly-subsidized limited form of dial-a-ride, subscription bus service, or modified taxi service may be within the grasp of the community.

### Summary

In the Regional Transportation Plans needs summary, the data revealed that Dallas is the hub of Polk County travel and that the need for transportation is high. The Polk Senior Transportation District is helping to meet some of that need. Inter-city public transportation, which received a subsidy from Polk County, was provided by the Hamman Stage Line. Unfortunately, Hamman ceased operations in December 1983.

## **5.8.2 Air, Water, Rail and Pipeline Plan**

### Air

Until recently, airport facilities in Dallas were provided by Joe Card's Air Park, a privately-owned airfield located on Orchard Drive just north of Ellendale Avenue. This facility was closed in 1990. There is a State airport in Independence. This facility is located seven miles from downtown Dallas and is the largest airport in Polk County. It has an asphaltic concrete paved runway that is 60 feet wide and 3,100 feet long, lighted with low intensity lights. This airport will accommodate business and privately-owned aircraft of 20,000 pounds or less. Land is available on site for private hangars. Services offered at the airport include fuel, aircraft and helicopter maintenance, air-taxi, flight lessons, and charter services.

### Rail

Rail freight service is provided by the Union Pacific Railroad and links Dallas to important regional and national markets. The Dallas spur connects to Union Pacific's main line serving Portland and Eugene near Rickreall and then continues eastward to Salem. The Salem line has not been used in a number of years, however. Freight service is provided on a daily basis, but passenger service is neither provided nor planned.

To lessen the potential for conflicts and to help ensure continued rail service to Dallas, it is proposed that the City maintain liaison with the Union Pacific Railroad in a cooperative effort to improve rail service and public right-of-way crossings. Cooperation on such things as maintenance and signing of crossings, scheduling of service, and development of new industries should prove mutually beneficial to both the City and to Union Pacific.

### Water

There are no significant navigable waterways within the Dallas UGB.

### Pipelines

No major pipelines exist within the Dallas UGB.

### **5.8.3 Bicycle and Pedestrian Ways**

The popularity and usage of the bicycle as a means of short-range transportation, physical fitness, and recreation has shown a phenomenal nationwide increase in recent years. In 1971 the Oregon State Legislature responded to renewed bicycle popularity and passed into law legislation commonly known as the Bicycle Bill. This law, codified in ORS Chapter 366, provides that not less than one percent of the funds received by the Highway Commission, or by any City or County from the State Highway Fund, shall be expended as necessary for the establishment of footpaths and bicycle trails. This law also permits the funds to be accumulated for a period not to exceed ten years.

This following summary is based on the City of Dallas Bicycle/Pedestrian Plan (Revised in April of 1995), which was incorporated into the Transportation Systems Plan as the "City of Dallas Bicycle/Pedestrian Plan." This 1995 document is incorporated into Volume II, Chapter 5 by reference as Technical Appendix 5.2, and serves as the official "bicycle and pedestrian plan" for the City of Dallas.

To accommodate the bicyclist now and during the planning period, the City must provide bikeway facilities and integrate them into the street circulation system. Bikeway facilities generally consist of one or more of the following types:

- Multi-Use Path - A path physically separated from motorized vehicular traffic by an open space or barrier and either within a highway right-of-way or within an independent right-of-way, for use by bicyclists, pedestrians, joggers, skaters and other means of non-motorized transportation.
- Bike Lane - A bike lane utilizes the existing right-of-way of a street or highway but is separated from the traffic lane by means of painted stripes or physical barriers.
- Bike Route - A bike route utilizes the right-of-way of a street or highway and is designated by sign only. This type of facility is by far the least costly of any bikeway.
- Bikeway - Any road, path or way which is open to bicycle travel, regardless of whether such facilities are designated for the exclusive use of bicycles or are shared with other transportation modes.
- Shared Roadway - A type of bikeway where bicyclists and motor vehicles share the same roadway.

- Shoulder Bikeway - A type of bikeway where bicycle travel is designated on the shoulder of the roadway.

Table 5.1 identifies bicycle routes in Dallas (see "City of Dallas Bicycle/Pedestrian Plan" for more details):

*Table 5.1 Dallas Bicycle Routes*

<b>Location</b>	<b>Type</b>
Ash/Miller	Shared roadway/Shoulder bikeway
Maple Street	Shared roadway
Kings Valley/Fairview	Bike lanes
Hayter Street/Levens	Shared roadway
W Ellendale/Orchard/Kings Valley	Shared roadway/bike path or sidewalk bikeway
Walnut Street	Shared roadway
Uglow/Hankel/LaCreole	Shared roadway/bike lane or bike path
Mill Street/Uglow	Shared roadway
Rickreall Bridge/Mill Street	Shared roadway

#### Pedestrian Facilities

Dallas requires sidewalks on all new public streets providing for a continually expanding pedestrian network. The City can achieve the best pedestrian access by ensuring a well-connected street system. The connectivity of the street network can best be achieved through the subdivision and development review processes, by requiring street connections and extensions that consider both existing and future development, especially where future streets are shown on the 1997 Dallas Comprehensive Plan Map. The City will actively discourage the use of cul-de-sacs, and will require bicycle and pedestrian accessways where long blocks or cul-de-sacs are necessary due to existing topography or development.

into the North Dallas area drainage on SE Uglow Street. The proposal is to improve the drainage channel as development occurs.

- District 7** Northwest Hillcrest area. Existing drainage is by culvert to W. Ellendale through private property with City easements and then by way of culverts and drainage channels in City right-of-way to Rickreall Creek. When developed, the Mill Valley Shopping Center area will be drained by culvert in the City right-of-way along SW Harder Street to Rickreall Creek. Existing drainage channels are proposed to be improved with development.
- District 8** SW Levens and SE Uglow main lines. The majority of area south of Rickreall Creek, east of Fairview, and west of Uglow Streets, within existing City Limits, is drained by culvert to SW Levens and SE Uglow main lines, which flow to Rickreall Creek.
- District 9** Ash Creek Drainage Basin. Ash Creek drains the Kings Valley Highway area (south end of Fairview Avenue) to the east side of the City Limits and south of the railroad tracks. The district is predominantly industrial property with private drainage to Ash Creek. Existing drainage ditches are proposed to be improved with development.
- District 10** North of E. Ellendale. A natural swale drains this area to the East to Baskett Slough. Urban development (other than existing residences along Polk Station Road and E. Ellendale) has not occurred in this area. A drainage system of the area will be created with development.

Rickreall Creek is the major open creek channel flowing from west to east in the middle of the City. Rickreall Creek flows through both private and City property under the property owners' maintenance. Ash Creek is a major open creek channel draining the south area of the City through private property. The maintenance of the drainage area east of SE Holman Street and south of the Southern Pacific Railroad is in the Ash Creek Drainage District. The remaining drainage basin in the City is an existing natural drainageway which will be improved for drainage at time of development.

#### ~~7.2.4 Transportation System~~

##### ~~1. Arterial & Collector Streets~~

~~Arterial and Collector streets are designated on the Dallas Comprehensive Plan Map #1. Arterials convey traffic through the City in either a north-south or an east-west direction.~~

~~The current transportation plan proposes SE Fir Villa Road - Miller Avenue to be improved to accommodate traffic traversing from the east to the south and as the alternate route to the State Highway. This transportation system will help alleviate the congestion of the North Dallas Intersection. The intersection of State Highway 22 and 223 will be redesigned to encourage traffic to use Kings Valley Highway and thereby reduce traffic congestion on E. Ellendale (Salem-Dallas Highway).~~

## **2. The Arterial Street System**

The following is a description of the condition of existing arterial streets in Dallas:

1. **Orchard Drive** from Ellendale Road to the City Limits is a paved street in fair to good condition with curbs and sidewalks and no additional planned improvements. It should be noted that Orchard Drive and NE Kings Valley Highway run concurrently from Ellendale Avenue north approximately 400 feet.
2. **NE Kings Valley Highway** from Ellendale Avenue to the City Limits is a paved State Highway in good condition. Future improvements include the extension of curbs and sidewalks and pavement widening for a center turn lane to the City Limits, and intersection improvements at the State Highway 223 and 22 junction.
3. **Main Street** from Ellendale Avenue to Washington Street is a paved State Highway in fair condition with curbs and sidewalks. Future improvements include traffic signalization at Walnut Street and possibly other intersections according to traffic conditions.
4. **SE Jefferson Street** from Main Street to SE Washington Street is a paved State Highway in fair condition with curb and sidewalk. Future improvements include traffic signalization according to traffic conditions.
5. **SE & SW Washington Street** from SE Uglow Avenue to SW Fairview Avenue is a paved roadway in good condition with curbs and sidewalks. Washington Street from SE Jefferson Street to SW Fairview Avenue is a State Highway. Future improvements include traffic signalization and left turn lanes according to traffic conditions.
6. **SW Fairview Avenue** from SW Washington Street to the City Limits is a paved State Highway in poor to fair condition with curbs and sidewalks to Oakdale Avenue. Future improvements will extend curbs and sidewalks to the City Limits with traffic signalization, left turn lanes and deceleration lanes according to traffic conditions.
7. **Ellendale Avenue** from Main Street to the City Limits is a paved City and County street with curbs and sidewalks along the City portion to River Drive. The street in the curbed section is in fair condition and in the remaining section is poor to fair condition. Future improvements include the extension of curbs and sidewalks with pavement widening. Future consideration of improvements will be necessary to accommodate additional truck traffic from outside the City Limits through the City.
8. **Ellendale Avenue** from Main Street to the City Limits is a paved State Highway in good condition with curbs and sidewalks to SE LaCreole, and with a traffic signal at SE LaCreole Drive. The State Highway 6-Year Plan calls for widening the pavement to include a left turn lane with curbs and sidewalks from SE LaCreole east, and installation of traffic signals according to traffic conditions.
9. **SE Uglow Avenue** from SE Washington to SE Monmouth Cutoff is a paved street in good condition with curbs and sidewalks with a traffic signal at SE Miller and SE Washington Street. The intersection of SE Washington Street and SE Miller Avenue is a signalized intersection at SE Uglow which will provide improved traffic flow in the area.

10. **Monmouth Cutoff** from SE Uglow to the City Limits is a paved street in poor to fair condition with narrow gravel shoulders and drainage ditches. Future improvements include reconstruction of the existing roadway to two travel lanes, a left turn lane and curbs and sidewalks.
11. **SW Levens Street** from W. Ellendale to SW Washington Street is a paved street in poor to fair condition with curbs and sidewalks, and a traffic signal at SW Washington Street. Future improvements include traffic signalization according to traffic conditions. This section of roadway is on the Truck Route.
12. **SW Oakdale Avenue** from SW Fairview to the City Limits is a paved street in poor condition with narrow gravel shoulders and drainage ditches. Future improvements include widening for a left turn lane and curbs and sidewalks.
13. **SE Miller Avenue** from SE Uglow to SE Fir Villa is a paved street in good condition with curbs and sidewalks to SE Godsey Road; then gravel narrow shoulders and with a bicycle and pedestrian way from SE Godsey to SE Fir Villa, with drainage ditches to SE Fir Villa. Future improvements will widen the street from SE Godsey to SE Fir Villa with curbs and sidewalks.
14. **SE Fir Villa** from E. Ellendale to SE Miller Avenue is a County roadway in fair to poor condition with gravel shoulders and drainage ditches. Future improvements would be to widen the street with curb, sidewalk, and intersection control improvements.
15. **SE Uglow Avenue** from SE Monmouth Cutoff to the City Limits is a paved street in poor condition, with narrow gravel shoulders and drainage ditches. Future improvements include reconstruction and widening of the roadway with curbs and sidewalks.

### 3. The Collector Street System

The following is a description of the condition of existing collector streets in Dallas:

1. **Main Street** south from SW Washington Street to SW Church Street is a paved street in fair to good condition with curbs and sidewalks. Future improvements will facilitate safer truck movement.
2. **SW Church Street** from Main Street to the City Limits is a paved street in poor condition with no gravel shoulders. Future improvements will include widening the roadway with curbs and sidewalks.
3. **SE and SW Mill Street** from SE Uglow to SW River Drive is a paved street in fair condition with curbs and sidewalks. Future improvements include constructing a bridge over Rickreall Creek to connect SW Mill Street to SW River Drive.
4. **SW River Drive** from W. Ellendale south is a paved street in fair condition with curb from SW Park Street to W. Ellendale. Future improvements would be to construct a roadway from SW Mill Street at Rickreall Creek to SW Park Street with curbs and sidewalks and extending curbs and sidewalks with pavement widening from SW Park Street south.
5. **NW Douglas Street** from W. Ellendale north is a paved street in fair condition with curbs and sidewalks. Future improvements include constructing a roadway with curbs and sidewalks for approximately 500 feet to the City Limits when the adjoining properties develop.

6. **SE Maple Street** from Main Street to SE Uglow Avenue is a paved street in fair to good condition with curbs and sidewalks. Future improvements include reconstruction of the intersections to improve truck movement.
7. **SW Clay Street** from SW Fairview Avenue west to the City Limits is a paved narrow street in poor condition with narrow gravel shoulders. Future improvements include reconstruction and widening of the roadway with curbs and sidewalks.
8. **SE Hankel Street** from Main Street to the east City Limits is a paved street in poor to good condition; from Main Street to Davis Street it is in poor condition; and from SE Davis Street to City Limits east of SE LaCreole Drive it is in fair to good condition. Future improvements include reconstructing and widening the street from Main Street to SE Davis Street.
9. **SE LaCreole Drive** from E Ellendale to SE Miller Avenue is a paved street in good condition. A bridge was constructed this year over Rickreall Creek and a traffic signal was installed at its intersection with E. Ellendale. Future improvements include traffic signalization according to traffic conditions.
10. **SE and SW Academy Street** from Main Street to SW Levens and from SE LaCreole Drive east approximately 900' is a paved street in fair condition with curbs and sidewalks. Future improvements include traffic signalization according to traffic conditions and new street, curb and sidewalk improvements as development occurs.
11. **SW Bridlewood Drive** is a paved street in good condition with curbs and sidewalks. Future improvements include improvements to the intersection with Kings Valley Highway.
12. **NW James Howe Road**, a County Roadway, from W. Ellendale to the City Limits is a paved street in poor to fair condition with gravel shoulders and drainage ditches. Improvements include widening with the addition of curbs and sidewalks.
13. **NW Denton Avenue** from Orchard Drive to NW Douglas Street is a paved street in good condition with curbs and sidewalks from Orchard Drive to Tilgner Lane and from NW Douglas Street east approximately 800 feet. Remaining street connection between the two areas would include a new street with curbs and sidewalks as development occurs.
14. **NW Jasper Street** from W Ellendale to NW Reed Lane will be a new street improved with curbs and sidewalks as development occurs. The roadway section 900 feet North to 600 feet South of the NW Denton Avenue intersection is currently under construction.
15. **NE Polk Station Road** from E. Ellendale to North of Kings Valley Highway is a paved roadway with gravel shoulders in poor to fair condition; North of Kings Valley Highway has ½ paved roadway in poor to fair condition with curbs and sidewalks on one side. Future improvements include widening with curbs, sidewalks and traffic signals when traffic warrants.
16. **SE Barberry Avenue** from SE LaCreole East approximately 1500 feet is a new paved roadway with curbs and sidewalks in good condition. Future improvements include paved roadway with curbs and sidewalks as development occurs.

- ~~17. **SW Hayter Street** from SW Washington Street to SW Oakdale Avenue is a paved street with curbs and sidewalks. Future improvements include intersection controls and extension to the South.~~
- ~~18. **SE Godsey Road** from SE Miller Avenue to SE Monmouth Cutoff is a paved street in poor condition with gravel shoulders and drainage ditches. Future improvements include reconstruction and widening of the roadway with curbs and sidewalk.~~

## **7.2.5 Emergency Services**

### **Police**

The Dallas Police Department is composed of 17 full-time personnel: 16 sworn and 1 civilian employee. The Department is located at City Hall and occupies approximately 1,190 square feet of space. According to national standards, 200-300 square feet of floor space is needed for each employee. It would appear the facility is less than adequate. If the Department is to maintain its present level of service as the population increases, additional space will be needed during the planning period.

An exact assessment of future manpower needs cannot be made, but a range of 1.5 - 2.5 sworn persons per 1,000 population has been established for municipal police departments of cities over 10,000 population. The City's police force now averages 1.4 sworn persons per 1,000 population. Dallas is expected to increase its population by approximately 7,400 persons by 2020. This will mean an addition of approximately 10 new positions if the present level of service is maintained. Floor space requirements will increase accordingly.

Several alternatives exist for providing additional space:

- The City could build a new police facility.
- The City could move part of the police function to another part of City Hall (presently the resource division is occupying space behind the Civic Center.)
- Non-police functions (dog control, records) could be moved to another City department.

It is apparent that more space will be needed for police functions during the planning period. The City should undertake a study to determine which alternative or combination of alternatives, should be implemented to facilitate this expansion. Since the City presently contracts some parts of police functions outside City hall, that might forestall the need for additional space. The City presently contracts with Polk County Sheriff's office for the provision of jail facilities. Full time, 24-hour dispatching services for the Dallas Police Department are provided through a contract agreement with the Mid Willamette Valley Communications Center. Polk County provides for central communications operations at their Emergency Services Communications Center located on the ground floor of the County Courthouse in Dallas.

The City should begin, however, to consider the long-term needs for a new facility. For example, should the police function be separate from City Hall? Could a new police building be shared by City, County, and State Police? Should the City acquire land during the planning period for additional law enforcement activities? Ideally, decisions should be made on these questions and other related concerns as soon as possible.

~~7.3.4 Transportation~~

~~Needed transportation improvements are addressed in Chapter 5, Transportation, and in the Transportation System Plan (TSP), Technical Appendix 5.1.~~

**7.3.5 Summary of Needed Public Facilities Projects, Timing and Costs**

*Table 7.1 Sanitary System Short Range Facility Needs - (five year)*

<b>Project Title</b>	<b>Year</b>	<b>Estimated Cost</b>	<b>Funding</b>
Wastewater Treatment Facility, Phase I	1999	\$13.26 Million	Loans, Economic Development Grants, System Development
Phase II	2003	\$4.10 Million	Loans, Economic Development Grants, System Development
SE LaCreole Interceptor	2000	\$0.91 Million	Loans, Economic Development Grants, System Development
Ash Creek Swale Interceptor	2000	\$1.56 Million	Loans, Economic Development Grants, System Development
Sanitary Line through City Park	1998	\$ 80,000	System Development
Inflow-Infiltration Management Plan and Correction	1998-2008	\$1.68 Million	Loans, Economic Development Grants
Sanitary Line Extensions	Upon Development	78" Pipe Size	System Development

*Table 7.2 Sanitary System Long Range Facility Needs - (20 year)*

<b>Project Title</b>	<b>Year</b>	<b>Estimated Cost</b>	<b>Funding</b>
Wastewater Treatment Facility Phase III		\$4.01 Million	Economic Development Grant, Loans, Bond
Inflow-Infiltration Correction		\$2.97 Million	Economic Development Grant, Loans
West Ash Creek Sanitary Line SW Fairview to Main Street		\$ 300,000	Upon Development, Economic Development Grant

**Table 7.5 Storm System Short Range Facility Needs - (five year)**

Project Title	Year	Estimated Cost	Funding
Acquisition of Storm Easements & Drainage Improvements - SE Hankel Street SE to Rickreall Creek	1998	\$ 90,000	System Development Revenue Sharing
SW Harder Storm Line	1999	\$ 128,000	Developer's Cost, System Development
W Ellendale-Douglas Street Intersection	2000	\$ 30,000	Revenue Sharing, System Development
Storm Extension	Upon Development	18" Pipe Cost	System Development

**Table 7.5 Storm System Long Range Facility Needs - (20 year)**

Project Title	Year	Estimated Cost	Funding
Acquisition of Storm Easements & Drainage Improvements		\$50 lf	System Development, Economic Development Grant

~~**Table 7.6 Street System Short Range Facility Needs - (five year)**~~

Project Title	Year	Estimated Cost	Funding
Main-Walnut Street Intersection Improvement - Traffic Signal	1998	\$ 275,000	System Development, State Highway Modernization Grant
Washington-Jefferson Traffic Signal	2002	\$ 200,000	System Development, State Highway Modernization Grant
W. Ellendale Improvement w/Curb & Sidewalk	1999	\$ 800,000	Property Owner, System Development
SE Godsey Road w/Curb & Sidewalk	1999	\$ 580,000	Property Owner, Development Grant
Kings Valley Highway - Highway 22 Intersection	2002	\$ 600,000	State Highway 6-Year Program
North Dallas Intersection Planning	1998	\$ 100,000	State Economic Development Grant
Main-Hankel Street Intersection	2000	\$ 150,000	State Economic Development Grant, System Development
Street Extensions w/Bike Route & Lanes	Upon Development	36' Traveled Width	System Development

~~Table 7.7 Street System Long Range Facility Needs - (20 year)~~

<del>Project Title</del>	<del>Year</del>	<del>Estimated Cost</del>	<del>Funding</del>
<del>SE Miller Street Improvements w/Curb &amp; Sidewalk</del>		<del>\$200.00 per lf</del>	<del>Property Owner, System Development</del>
<del>SE Fir Villa Street Improvements w/Curb &amp; Sidewalk</del>		<del>\$200.00 per lf</del>	<del>Property Owner, System Development</del>
<del>SE Fir Villa - E Ellendale Traffic Signal</del>		<del>\$ 200,000</del>	<del>State Highway Modernization Grant</del>
<del>SE Polk Station-E Ellendale Traffic Signal</del>		<del>\$ 200,000</del>	<del>State Highway Modernization Grant</del>
<del>SW Levens-W Ellendale Intersection Improvements</del>		<del>\$ 200,000</del>	<del>System Development</del>
<del>Mill Street Bridge: SW Mill Street-SW River Drive</del>		<del>\$ 1.5 Million</del>	<del>Bond, System Development</del>
<del>SE Miller-LaCreole Drive Traffic Signal</del>		<del>\$ 200,000</del>	<del>System Development</del>

**7.4 Level-of-Service (LOS) Standards**

Volume I of the Dallas Comprehensive Plan (Chapter 5 and 7, Transportation and Public Facilities) identifies level-of-service standards that must be met in order for an annexation, zone change or a land development application to be approved. LOS standards are also incorporated into the Dallas Development code in the zone change and land divisions sections.

The Public Facilities Deficiency Areas Map (Map 10), identifies specific geographic areas of the community where there are (a) sanitary sewer collection, (b) potable water distribution, storage, or pressure, (c) storm sewer collection or storage, and/or (d) transportation deficiencies that must be resolved prior to annexation, zone change or development approval.

Listed below are the main public improvements needed for various areas within the Urban Growth Boundary:

~~7.4.1 James Howe~~

- ~~1. Plan a street circulation system in a grid pattern as per adopted Transportation Plan connecting to developed streets.~~
2. Existing storm drainage channels (ditches) need easements for City maintenance and hydraulic study for flow quantities from the development to Rickreall Creek.
3. Install a 15" sanitary sewer through the City Park from SW Park Street to SW Levens. Install a parallel sanitary line for additional capacity in SW Bryson from SW River Drive to SW Westwood.

4. Development above 400 ft. elevation is in second level water system and a water line will need to be installed up from W. Ellendale Ave.
5. ~~Ellendale needs to be improved with pavement widening, storm, curbs and sidewalks.~~
6. ~~James Howe Road needs to be improved with pavement widening, storm curbs and sidewalks.~~
7. ~~Area needs to develop according to the W. Ellendale Traffic Safety Corridor Study.~~
8. Improvements of Woods Lane including storm, curbs and sidewalks, needs to be completed for traffic circulation and development of the property to the North. In addition, extend sanitary and water in NW Woods Lane from W Ellendale Ave.
9. SW River Drive from the area of SW Park Street South needs street and storm improvements including curbs and sidewalks.
10. The main traffic travel in the NW section of Dallas uses the SW Levens Street - W Ellendale Ave. intersection. The Mill Street bridge will need to be constructed for the area Transportation system.
11. Properties outside the City Limits need to be annexed prior to development.

#### 7.4.2 Douglas

1. ~~Plan a street circulating system in a grid pattern as per adopted Transportation Plan connecting to developed streets.~~
2. Existing storm drainage channels (ditches) need easements for City maintenance and hydraulic study for flow quantity from the development to Rickreall Creek.
3. Install a 15" sanitary sewer through the City Park from SW Park Street to SW Levens. Install a parallel sanitary line for additional capacity in SW Bryson from SW River Drive to SW Westwood.
4. Development above 400 ft. elevation is in second level water system and the Douglas Street pump size will need to be increased or have 700 ft. of 18" waterline and 1400 ft. of 8" waterline installed in W. Ellendale necessary for level 2 water system in order to eliminate the Douglas Street pump station.
5. Area needs to develop according to the W. Ellendale Traffic Safety Corridor Study.

#### 7.4.3 Hillcrest

1. ~~Plan a street circulating system in a grid pattern as per adopted Transportation Plan connecting to developed streets.~~
2. Development above 400 ft. elevation is in second level water system and the Douglas Street pump size will need to be increased or have 700 ft. of 18" and 1400 ft. of 8" waterline installed in W Ellendale Ave. in order to eliminate the NW Douglas Street pump station.
3. Area needs to develop according to the W Ellendale Traffic Safety Corridor Study.

#### 7.4.4 Jasper

- ~~1. Plan a street circulating system, in a grid pattern as per adopted Transportation Plan connecting to developed streets.~~
2. Storm sewer is required for additional capacity: 1700 ft. of 30" along SW Harder Ave. and SW Jasper Street, from the alley west of SW Levens Street to W Ellendale Ave.
3. Development above 400 ft. elevation is in second level water system and the pump size on Orchard Dr. will need to be increased or have 700 ft. of 18" water line, 1400 ft. of 8" waterline on W Ellendale Ave. and the 8" waterline in NW Denton Street from the West installed to NW Fairhaven Lane for the level 2 water system in order to eliminate the NW Douglas Street and Orchard Drive pumps.

#### 7.4.5 Orchard

- ~~1. Plan a street circulating system in a grid pattern as per adopted Transportation Plan connecting to developed streets.~~
2. Existing storm drainage channels (ditches) need easements for City maintenance and a hydraulic study for flow quantities from the development to Rickreall Creek.
3. Development above 400 ft. elevation is in second level water system and the pump size on Orchard Drive will need to be increased or have 700 ft. of 18" waterline, 1400 ft. of 8" waterline on W Ellendale Ave. and the 8" waterline in NW Denton Street from the West installed to NW Fairhaven Lane for the level 2 water system in order to eliminate the NW Douglas Street and Orchard Drive pumps.
4. Street improvements including storm, curbs and sidewalks are needed along SE Dimick Street and SE Davis Street and SE Rowell Street and NE Polk Station Road.
5. North Dallas intersection and the Main Street - SE Hankel intersection both need to be planned and improved for the future traffic.

#### 7.4.6 Polk Station

- ~~1. Plan a street circulating system in a grid pattern as per adopted Transportation Plan connecting to developed streets.~~
2. Storm runoff is the beginning of a drainage basin to Baskett Slough. Storm design will need engineering design for detention of large areas and special residential design for storm detention.
3. Sanitary Plan is to install a lift station in Oak Villa Road to E Ellendale Ave. Intermediate lift stations to E Ellendale Ave. will be necessary as development occurs from the West.
4. Need a traffic signal at NE Polk Station Road at E Ellendale Ave. when traffic volume warrants are met.
5. A water system needs to be extended from Orchard Drive along NE Kings Valley Highway to NE Dallas Drive.
6. Properties outside the City Limits need to be annexed prior to development.

7. Street improvements including storm, curb, and sidewalk are needed along NE Polk Station Road.

#### 7.4.7 Hankel

- ~~1. Plan a street circulating system in a grid pattern as per adopted Transportation Plan connecting to developed streets.~~
2. Storm drainage channels (ditches) need easements for City maintenance and hydraulic study for flow quantities from the development to Rickreall Creek.
3. Some properties in this area are long narrow lots requiring resolution of multiple ownerships for development.
4. SE Academy St. needs street right-of-way on the West end with street, storm, water and sanitary improvements from SE LaCreole Drive West to SE Uglow Street.
5. Properties outside the City Limits need to be annexed prior to development.

#### 7.4.8 Academy

- ~~1. SE Academy Street is a private roadway in East Dallas with multiple ownerships. Development needs street right-of-way dedication with full street improvements, including storm, curb, sidewalks, water and sanitary.~~

#### 7.4.9 Hawthorne

- ~~1. Plan a street circulating system in a grid pattern as per adopted Transportation Plan connecting to developed streets.~~
2. Storm drainage channels (ditches) need easements for City maintenance and hydraulic study for flow quantities from the development to Rickreall Creek.
3. Some properties in this area are long narrow lots requiring resolution of multiple ownerships for development.
4. Sanitary and storm sewers to serve this area need to be extended from the south.
5. SE Hawthorne Avenue needs to be improved to City standards including storm, sanitary, curbs and sidewalks from development to an improved street right-of-way.
6. This property is outside City limits and needs to be annexed prior to development.
7. Street extension of SE Hankel Street needs City acquisition of property for street right-of-way.
8. Sanitary system needs to be constructed from the South, for new development and for SE Hawthorne Avenue. SE Academy Street lift station can be eliminated when sanitary gravity system from the South is installed.
9. Properties outside the City Limits need to be annexed prior to development.

#### 7.4.10 Rickreall

- ~~1. Plan a street circulating system in a grid pattern as per adopted Transportation Plan connecting to developed streets.~~
2. This property is outside the City limits and needs to be annexed prior to development.
3. Sanitary and storm need to develop from the South.

#### 7.4.11 K

- ~~1. Plan a street circulating system in a grid pattern as per adopted Transportation Plan connecting to developed streets.~~
- ~~2. A street extension in the South end from SE Fir Villa Road needs to be developed for utilities and traffic circulation.~~
3. Existing storm drainage channels (ditches) need easements for City maintenance and a hydraulic study for flow quantities from the development to Rickreall Creek
4. Sanitary and storm sewer needs to develop in this area from the south.
5. Major intersection with E Ellendale Avenue needs to be planned with installation of a traffic signal when warrants are met.
6. Properties outside the City Limits need to be annexed prior to development.

#### 7.4.12 Fir Villa Road

- ~~1. Plan a street circulating system in a grid pattern as per adopted Transportation Plan connecting to developed street.~~
2. Existing storm drainage channels (ditches) need easements for City maintenance and a hydraulic study for flow quantities from the development to Rickreall Creek. Storm system needs to be installed in SE Fir Villa Road.
3. The Northerly property is outside the City limits and needs to be annexed prior to development.
4. Sanitary sewer in this area needs to develop from the southeast or from the South in the street extensions.
- ~~5. SE Fir Villa Road is an arterial Street which needs to be widened with storm, curbs and sidewalks.~~
- ~~6. Intersection improvements are needed at the SE Fir Villa Road and E Ellendale Avenue intersection with installation of traffic signal when warrants are met.~~
7. Properties outside the City Limits need to be annexed prior to development.

#### 7.4.13 L

- ~~1. Plan a street circulating system in a grid pattern as per adopted Transportation Plan connecting to developed streets.~~
2. Existing storm drainage channels (ditches) need easements for City maintenance and a hydraulic study for flow quantities from the development to Rickreall Creek.

3. Sanitary and storm sewer in this area needs to develop from the south.
4. Properties outside the City Limits need to be annexed prior to development.

#### 7.4.14 M

- ~~1. Plan a street circulating system in a grid pattern as per adopted Transportation Plan connecting to developed streets.~~
2. Storm drainage channels (ditches) need easements for City maintenance and hydraulic study for flow quantities from the development to Rickreall Creek.
3. Sanitary and storm sewer in this area needs to develop from the southeast.
- ~~4. Existing street right-of-way needs to be improved to City standards with storm, curbs and sidewalks from the development to an improved street right-of-way.~~
5. Properties outside the City Limits need to be annexed prior to development.

#### 7.4.15 East Ellendale

- ~~1. Plan a street circulating system in a grid pattern as per adopted Transportation Plan connecting to developed streets.~~
2. Storm drainage channels (ditches) need easements for City maintenance and hydraulic study for flow quantities from the development to Rickreall Creek.
3. Sanitary and storm sewer in this area needs to develop from the southeast.
- ~~4. Existing street right-of-way needs to be improved to City standards with storm, curbs and sidewalks from the development to an improved street right-of-way.~~
5. Properties outside the City Limits need to be annexed prior to development.

#### 7.4.16 Godsey

- ~~1. Plan a street circulating system in a grid pattern as per adopted Transportation Plan connecting to developed streets.~~
2. Sanitary sewer in this area needs the Ash Creek Swale line installed from the southern interceptor main line on the North side of Rickreall Creek to this area.

#### 7.4.17 Holman - Uglow

- ~~1. Plan a street circulating system in a grid pattern as per adopted Transportation Plan connecting to developed streets.~~
- ~~2. SE Uglow Street needs to be improved with pavement widening, storm, sanitary, curb, and sidewalks.~~
3. A sanitary system needs to be extended from SE Holman Street for development and the existing developed properties.
- ~~4. SE Holman Street, south of Monmouth Cutoff, is a narrow gravel roadway with 40-foot street right-of-way. The street needs to be improved with paved street, storm, curbs and sidewalks.~~

5. Existing storm drainage channels (ditches) need easements for City maintenance and a hydraulic study for flow quantities from development to Ash Creek.
6. Properties outside the City Limits need to be annexed prior to development.

#### 7.4.18 Ash Creek

- ~~1. Plan a street circulating system in a grid pattern as per adopted Transportation Plan connecting to developed streets.~~
2. Existing storm drainage channels (ditches) need easements for City maintenance and a hydraulic study for flow quantities from the development to Ash Creek.
3. Sanitary sewer line needs to be installed from Main Street to SW Bridlewood Drive.
4. A main water transmission line needs to be extended through this area to the East.
5. Properties outside the City Limits need to be annexed prior to development.

#### 7.4.19 Cherry

- ~~1. Plan a street circulating system in a grid pattern as per adopted Transportation Plan connecting to developed streets.~~
2. Existing storm drainage channels (ditches) need easements for City maintenance and a hydraulic study for flow quantities from the development to Ash Creek.
3. Sanitary sewer in this area is developed from SW Cherry Street.
4. The area's water system is level 2 for areas above 400 foot elevation and water service 3 level for areas above 550 elevation. (A pump station and tank will have to be constructed to serve level 3. For development of level 3, a 16" transmission line from the Water Treatment Plant needs to be installed to the SW Maple Street pump station. For level 2, either the subject 16" transmission line needs to be installed or a 16" water line around the Clay Street reservoirs connecting with the Water Treatment Plant line to the SW Maple Street line or connecting to the Maple Street Pump station.)
- ~~5. SW Oakdale Avenue needs to be improved to City standards with storm, curbs and sidewalks.~~
6. Properties outside the City Limits need to be annexed prior to development.

#### 7.4.20 Oakdale South

- ~~1. Plan a street circulating system in a grid pattern as per adopted Transportation Plan connecting to developed streets.~~
2. Existing storm drainage channels (ditches) need easements for City maintenance and a hydraulic study for flow quantities from the development to Ash Creek.
3. Sanitary sewer in this area needs to be developed from the Ash Creek area which is a sanitary system from Main Street.
4. The area's water system is level 2 for areas above 400 foot elevation and water service 3 level for areas above 550 foot elevation. (A pump station and tank will have to be constructed to serve

level 3. For development of level 3, a 16" transmission line from the Water Treatment Plant needs to be installed to the SW Maple Street pump station. For level 2, either the subject 16" transmission line needs to be installed or a 16" water line around the Clay Street reservoirs connecting the Water Treatment Plant line to the SW Maple Street line.)

~~5. SW Oakdale needs to be improved to City standards with storm, curbs and sidewalks.~~

6. Properties outside the City Limits need to be annexed prior to development.

#### 7.4.21 Oakdale

~~1. Plan a street circulating system in a grid pattern as per adopted Transportation Plan connecting to developed streets.~~

2. Storm drainage channels (ditches) need easements for City maintenance and hydraulic study for flow quantities from the development to Rickreall or Ash Creek.

3. Sanitary sewer in this area needs to be extended from the southeast around Oakdale Heights elementary or from the Cherry Street area or from the Ash Creek area.

4. The area's water system is level 2 for areas above 400 foot elevation and water service 3 level for areas above 550 foot elevation. (A pump station and tank will have to be constructed to serve level 3. For development of the level 3, a 16" transmission line from the Water Treatment Plant needs to be installed to the SW Maple Street pump station. For level 2, either the subject 16" transmission line needs to be installed or a 16" water line around the Clay Street reservoirs connecting the Water Treatment Plant line to the SW Maple Street line.)

~~5. SW Oakdale Avenue needs to be improved to City standards with street, storm, curbs and sidewalks.~~

6. Properties outside the City Limits need to be annexed prior to development.

#### 7.4.22 City Wide

~~1. West Ellendale Avenue - SW Levens Street intersection needs a traffic signal when the traffic volume warrants are met.~~

~~2. SE Godsey Road, a collector street, needs street and storm improvements from SE Monmouth Cutoff to SE Miller Avenue with curbs and sidewalks~~

~~3. SE Monmouth Cutoff, an arterial street, needs street and storm improvements from SE Uglow Avenue to SE Godsey Road with curbs and sidewalks. This improvement would include a left turning lane.~~

~~4. SE Miller Avenue, an arterial street, needs street and storm improvements from SE Godsey Road to SE Fir Villa Road with curbs and sidewalks. Improvements include a pedestrian bicycle way.~~

~~5. SW Clay Street, a collector street, needs street and storm improvements with curbs and sidewalks from SW Oregon Street to the West City Limits.~~

~~6. Walnut Street - Main Street intersection needs a traffic signal and street alignment improvements.~~

~~7. The North Dallas intersection needs to have an area planned improvement for the future traffic control signalized intersection. The design will include the SE Hankel Street and the SW Rainbow Avenue intersections with Main Street.~~

8. The City's Future Water Supply expansion study needs to be completed and implemented during the planning period.
9. Drainageways need to be provided with City easements for maintenance and designed and improved to a 25-year design flow.
10. The sanitary collection system needs to have a continuing inflow-infiltration correction program to reduce the flows to the Wastewater Facility.

~~11. Partnership with Polk County Planning Department for an East-West traffic route from NW James Howe Road to the State Kings Valley Highway.~~

12. The following LOS standards have been adopted by the City of Dallas:

- The City of Dallas needs to develop from the Core Area out into the Urban Growth Area.
- Development is to occur when adequate public facilities are available.

### **7.5 Sanitary Sewer**

The sanitary sewer will be extended for development by a gravity system unless the Sanitary Master Plan identifies the service area for a Lift Station.

### **7.6 Potable Water**

Water System will be extended in a circulatory system according to identified levels of pressure areas. Minimum water pressure to a building site is 30 psi.

### **7.7 Stormwater Management**

Stormwater System will be extended to development based on a 25-year storm frequency design. Main drainageways will be maintained by the City within street right-of-way or storm easements.

### ~~7.8 Transportation~~

~~Streets will be extended according to the City Street Master Plan for arterial and collector streets, and according an approved street development plan. The transportation system shall provide a safe vehicular and pedestrian traffic circulation system.~~

### **7.9 Geographic Phasing of Key Public Facilities and Services**

The City Engineering Department has prepared a map showing areas with critical sanitary sewer, water, storm drainage and/or transportation deficiencies. (See Map 10, Public Facilities Deficiency Areas.) This map has been used to set priorities for phasing of key public facilities and services to different developable areas within the UGB.

ORDINANCE NO. 1694

An Ordinance adopting amendments to the Dallas Development Code

WHEREAS, the City has adopted a Transportation System Plan that provides for the future transportation needs of the citizens of Dallas; and

WHEREAS, the policies, projects and specifications contained in the Transportation System Plan are to be implemented by amendments to the Dallas Development Code, as set forth in the Transportation System Plan; and

WHEREAS, after due notice, on June 10, 2008, the Dallas Planning Commission held a public hearing on the Transportation System Plan and proposed Dallas Development Code amendments and at the conclusion thereof recommended approval to the City Council; and

WHEREAS, after due notice, on October 20, 2008, the City Council held a public hearing on the Transportation System Plan and the proposed amendments to the Dallas Development Code, and at the conclusion thereof found that that the Transportation System Plan met the requirements of State Law, the Dallas Development Code and were in compliance with the Comprehensive Plan;

NOW, THEREFORE,

THE CITY OF DALLAS DOES ORDAIN AS FOLLOWS:

Section 1. That the Dallas Development Code be, and it hereby is, amended by the amendments thereto set forth in Exhibit A attached hereto and by this reference incorporated herein.

Section 2. The Findings and Conclusions set forth in the staff report on this matter, submitted into the record herein on October 10, 2008, a copy of which is attached hereto as Exhibit B and by this reference incorporated herein, are hereby adopted and approved as the Findings and Conclusions in support of the adoption of the amendments enacted by Section 1 of this ordinance.

Read for the first time: November 17, 2008  
Read for the second time: December 1, 2008  
Passed by the City Council: December 1, 2008  
Approved by the Mayor: December 1, 2008

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JAMES B. FAIRCHILD, MAYOR

ATTEST:

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JERRY WYATT, CITY MANAGER

## EXHIBIT A

*Only those portions of the code sections to be amended are printed below. New matter appears underscored. Matter to be deleted appears with strike-through.*

### Chapter 1.2. DEFINITIONS.

- Access. A way or means of approach to provide pedestrian, bicycle or motor vehicular entrance or exit to a property.
- Access Point. Any driveway, street, turnout or other means of providing for the movement of vehicles to or from the public roadway system.
- Corner Clearance. The distance from an intersection of a public or private street to the nearest driveway or other access connection, measured from the closest edge of the pavement of the intersecting street to the closest edge of pavement of the connection along the traveled way.
- Cross Access. A service drive providing vehicular access between two or more contiguous sites so the driver need not enter the public street system.
- Driveway. Area that provides vehicular access to a site, except for public and private streets. A driveway begins at the property line and extends into the site. Driveways do not include parking, maneuvering, or circulation areas in parking lots and parking spaces.
- Lot, corner. Any lot having at least two (2) contiguous sides abutting upon one or more streets, provided that the interior angle at the intersection of the two sides is less than 135 degrees.
- Transportation Facilities and Improvements. The physical improvements used to move people and goods from one place to another; i.e., streets, sidewalks, pathways, bike lanes, transit stations and bus stops, etc.).  
Transportation improvements include the following:
  - Normal operation, maintenance, repair, and preservation activities of existing transportation facilities.
  - Installation of culverts, pathways, medians, fencing, guardrails, lighting, and similar types of improvements within the existing right-of-way.

-Projects specifically identified in the City's adopted Transportation System Plan as not requiring further land use review and approval.

-Landscaping as part of a transportation facility.

-Emergency measures necessary for the safety and protection of property.

-Construction of a street or road as part of an approved subdivision or partition as designated in the City's adopted Transportation System Plan.

-Construction of a street or road as part of an approved subdivision or land partition approved consistent with the applicable land division ordinance.

### **1.3.10 SUMMARY OF PROCEDURE TYPES.**

- (3) **Type III Procedure.** Type III quasi-judicial decisions require application of general criteria on a case-by-case basis to development proposals, and therefore require public notice and a public hearing before the Planning Commission. Type III decisions include, but are not limited to, land divisions, other applications which require access to public roads, applications which require preparation of a Transportation Impact Analysis, discretionary use permits, conditional uses, variances, zone change, non-conforming use expansions, and similar decisions.

### **1.3.60 QUASI-JUDICIAL PUBLIC HEARINGS.**

- (2) For Type III and IV applications, notice shall be mailed to owners of record, as listed on the most recent property tax assessment roll and as provided by the applicant, of all properties within 100 feet of the exterior boundaries of property which is the subject of the notice, at least 20 days before the evidentiary hearing. Comprehensive Plan, Development Code and Zoning Map amendments notification shall be mailed to owners of record, as listed on the most recent property tax assessment roll and as provided by the applicant, of all properties within 100 feet of the exterior boundaries of property which is the subject of the notice. Notice shall be sent least 20 days before the evidentiary hearing. Application must be submitted to the Community Development Department at least 50 days prior to the Planning Commission meeting.
- (3) Notice shall also be provided to any neighborhood or community organization recognized by the City and whose boundaries include the property which is the subject of the notice.

- (4) For Type III and IV applications, notice shall also be provided to the Oregon Department of Transportation (ODOT), Polk County, and any other public agencies providing transportation facilities and services. These agencies shall be given 30 calendar days to review the application and to suggest any revisions in the public’s interest to protect the operation of transportation facilities and services.
- (4) ~~(5)~~ The failure of an affected property owner to receive notice as provided in this section shall not invalidate such proceedings if the local government can demonstrate that actual notice was given or received.
- (5) ~~(6)~~ The notice provisions of this section shall not restrict the giving of notice by other means, including posting, newspaper publication, radio and television.

**Table 2.2.1: Single-Family Zones - Permitted, Limited and Conditional Uses**

Use/Zoning District	RA	RS	RSL	Development Review?	Review Type
Commercial Nursery, Garden, Orchard (1)	L	L	X	No	I
Produce Sale (1)	L	X	X	No	I
Livestock (2)	L	X	X	No	I
Accessory Structures (3)	P	P	P	No	I
Single Family Detached Dwelling (4)	P	P/L	P/L	Yes if lot less than 6,000 square feet	I
Row House (5)	X	L	L	Yes	II
Zero-Lot Line Dwelling (6)	X	L	L	Yes	II
Duplex (7)	X	C	C	Yes	III
Hardship Manufactured Dwelling (8)	C	C	C	Yes	I
Manufactured Dwelling Park (9)	X	X	L	Yes	II
Manufactured Home on Individual Lot (10)	L	L	L	Yes	I
Land Divisions (11)	L	L	L	Yes	III
Major Public Facility (12)	C	C	C	Yes	III
Assisted Living Facility (13)	C	C	L	Yes	III
Residential Home (13)	P	P	P	No	I
Residential Facility (13)	C	C	C	Yes	III
Government and Community Service Uses (14)	C	C	C	Yes	III
Home Occupation (15)	L	L	L	Yes	II
Accessory Dwelling Unit on Existing	C	C	C	Yes	III

Lots (16)					
Detached Accessory Structures (17)	P	P	P	Yes	I
Planned Developments (18)	C	C	C	Yes	III
Transportation Facilities and Improvements: <u>-Normal Operation and Maintenance</u> <u>-Installation of Improvements Within the Existing Right-Of-Way</u> <u>-Projects Identified in the Adopted Transportation System Plan not Requiring Future Land Use Review and Approval</u> <u>-Landscaping as Part of a Transportation Facility</u> <u>-Emergency Measures</u> <u>-Street or Road Construction as Part of an Approved Subdivision or Partition</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>No</u>	<u>I</u>
Transportation Projects that are Not Designated Improvements in the Transportation System Plan	<u>L</u>	<u>L</u>	<u>L</u>	<u>Yes</u>	<u>III</u>
Transportation Projects that are Not Designed and Constructed as Part of an Approved Subdivision or Partition	<u>C</u>	<u>C</u>	<u>C</u>	<u>Yes</u>	<u>III</u>

**Key:**

- X Prohibited*
- C Conditional Use**
- L Limited**
- P Permitted**

See Special Use Standards in Section 2.2.50, below.

**Table 2.3.1: Multiple Family Districts - Permitted, Limited, Conditional Uses**

Use/Zoning District	RMD	RHD	Development Review	Review Type
Commercial Nurseries, Gardens, Orchards	P	X	No	I
Single Family Detached and Zero-lot Line (2)	L	L	Yes	I
Row Houses and Duplexes/MF (3)	L	L	Yes	II
Apartment House (4)	P	P	Yes	I
Major Public Facilities (5)	C	C	Yes	III

Use/Zoning District	RMD	RHD	Development Review	Review Type
Manufactured Dwelling Park (6)	P	P	Yes	II
Fraternal Organizations (7)	C	C	Yes	III
Assisted Living Facility (8)	C	C	Yes	III
Residential Home (8)	L	L	Yes	II
Residential Facility (8)	P	P	Yes	II
Land Divisions (9)	P	P	Yes	III
Community Service Uses (10)	C	C	Yes	III
Ground Floor Retail and Service Uses (11)	C	C	Yes	III
Accessory Dwelling Unit on Existing Lots (12)	C	C	Yes	III
Other Accessory Structures (13)	L	L	Yes	I,II,III
Home Occupation (14)	L	L	Yes	II
Planned Development (15)	C	C	Yes	III
<u>Transportation Facilities and Improvements:</u> <u>-Normal Operation and Maintenance</u> <u>-Installation of Improvements Within the Existing Right-Of-Way</u> <u>-Projects Identified in the Adopted Transportation System Plan not Requiring Future Land Use Review and Approval</u> <u>-Landscaping as Part of a Transportation Facility</u> <u>-Emergency Measures</u> <u>-Street or Road Construction as Part of an Approved Subdivision or Partition</u>	<u>P</u>	<u>P</u>	<u>No</u>	<u>I</u>
<u>Transportation Projects that are Not Designated Improvements in the Transportation System Plan</u>	<u>L</u>	<u>L</u>	<u>Yes</u>	<u>III</u>
<u>Transportation Projects that are Not Designed and Constructed as Part of an Approved Subdivision or Partition</u>	<u>C</u>	<u>C</u>	<u>Yes</u>	<u>III</u>

**Key:**

- X Prohibited**
- C Conditional Use**

- L Limited
- P Permitted

**Table 2.4.1: Commercial Districts – Permitted, Limited and Conditional Uses**

Use Categories	CN	CG	MU	CBD	Development Review	Review Type
<b>Retail Sales and Service Uses</b>						
Primarily Indoor	L	P	L	P	Y	I
Primarily Outdoor	X	L	X	X	Y	I,II
<b>Offices</b>	L	P	L	P	Y	I,II
<b>Overnight Accommodations</b>	L	P	L	P	Y	I,II
<b>Amusement Enterprises</b>						
Indoor	L	L	L	L	Y	I,II
Outdoor	X	C	X	X	Y	III
<b>Community Service Uses</b>	L	P	L	P	Y	I,II
<b>Motor Vehicle Oriented Uses</b>						
Quick Service	L	P	L	L	Y	I, II
Repair Services	L	P	L	L	Y	I,II
Outdoor Sales and Storage	X	P	L	C	Y	I,III
<b>Industrial Service</b>	X	C	X	X	Y	III
<b>Wholesale / Large-Scale Outdoor Retail I</b>	X	P	X	X	Y	I
<b>Residential</b>						
Single Family	L	X	L	C	Y	II,III
Assisted Living Facility	C	C	C	C	Y	III
Group Care	C	C	L	C	Y	II, III
Multiple Family	C	C	L	C	Y	II, III
Rowhouses	C	C	L	C	Y	II, III
<b>Animal Care Facilities</b>	L	L	X	L	Y	II,III
<b>Planned Development</b>	C	C	C	X	Y	III
<i>Accessory Structures</i>	C	C	C	C	Y	III
<b>Wireless Communication Facilities (WCF)</b>	X	C	X	X	Y	III
<b><u>Transportation Facilities and Improvements:</u></b> -Normal Operation and Maintenance -Installation of	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>No</u>	<u>I</u>

<u>Improvements Within the Existing Right-Of-Way</u> <u>-Projects Identified in the Adopted Transportation System Plan not Requiring Future Land Use Review and Approval</u> <u>-Landscaping as Part of a Transportation Facility</u> <u>-Emergency Measures</u> <u>-Street or Road Construction as Part of an Approved Subdivision or Partition</u>						
<u>Transportation Projects that are Not Designated Improvements in the Transportation System Plan</u>	<u>L</u>	<u>L</u>	<u>L</u>	<u>L</u>	<u>Yes</u>	<u>III</u>
<u>Transportation Projects that are Not Designated and Constructed as Part of an Approved Subdivision or Partition</u>	<u>C</u>	<u>C</u>	<u>C</u>	<u>C</u>	<u>Yes</u>	<u>III</u>

Key: X - Prohibited C - Conditional Use L - Limited P - Permitted

**Table 2.5.1: Industrial Districts - Permitted, Limited and Conditional Uses**

Use Category * / Zoning District	IL	IH	Development Review	Review Type
<b>Manufacturing and Processing</b>				
➤ Primary	L	P/L	Yes	II,III
➤ Secondary	L	P/L	Yes	I
➤ Hazardous Materials	C	C	Yes	III
<b>Offices *</b>	P/L	L	Yes	I
<b>Retail &amp; Service Uses</b>	C	C	Yes	III
<b>Community Service Uses *</b>	C	C	Yes	III
<b>Motor Vehicle Oriented Uses *</b>	C	C	Yes	III
➤ Repair Services *	P	P	Yes	I
<b>Industrial Service *</b>	P	P	Yes	I

<b>Wholesale &amp; Warehouse Uses *</b>	P	P	Yes	I
<b>Large-Scale Outdoor Retail II*</b>	C	C	Yes	III
<b>Major Public Facilities</b>	C	C	Yes	III
<b>Animal Care Facilities</b>	C	C	Yes	III
<b>Residential</b>	X	X	NA	NA
One single-family dwelling for caretaker/watchman	L	L	Yes	II
<b>Master-Planned Industrial Park Dev.*</b>	P/L	L	Yes	II
<b>Agricultural Uses</b>	P	P	No	NA
<b>Wireless Communication Facilities (WCF)</b>	C	C	Yes	III
<b>Transportation Facilities and Improvements:</b> <u>-Normal Operation and Maintenance</u> <u>-Installation of Improvements Within the Existing Right-Of-Way</u> <u>-Projects Identified in the Adopted Transportation System Plan not Requiring Future Land Use Review and Approval</u> <u>-Landscaping as Part of a Transportation Facility</u> <u>-Emergency Measures</u> <u>-Street or Road Construction as Part of an Approved Subdivision or Partition</u>	<u>P</u>	<u>P</u>	<u>No</u>	<u>I</u>
<u>Transportation Projects that are Not Designated Improvements in the Transportation System Plan</u>	<u>L</u>	<u>L</u>	<u>Yes</u>	<u>III</u>
<u>Transportation Projects that are Not Designed and Constructed as Part of an Approved Subdivision or Partition</u>	<u>C</u>	<u>C</u>	<u>Yes</u>	<u>III</u>

**Key:**

- X Prohibited**
- C Conditional Use**
- L Limited**
- P Permitted**

**Table 2.6.1: Park & Open Space District Land Uses**

Use/Zoning District	POS	Developme	Review
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		nt Review	Type
Park and Open Space, Fields, Courts, Centers, Playgrounds and Golf Courses	P	Yes	I
Accessory Uses	P	Yes	I
Major Public Facilities	C	Yes	III
One single-family dwelling for caretaker/watchman	L	Yes	II
<u>Transportation Facilities and Improvements:</u> <u>-Normal Operation and Maintenance</u> <u>-Installation of Improvements Within the Existing Right-Of-Way</u> <u>-Projects Identified in the Adopted Transportation System Plan not Requiring Future Land Use Review and Approval</u> <u>-Landscaping as Part of a Transportation Facility</u> <u>-Emergency Measures</u> <u>-Street or Road Construction as Part of an Approved Subdivision or Partition</u>	<u>P</u>	<u>No</u>	<u>I</u>
<u>Transportation Projects that are Not Designated Improvements in the Transportation System Plan</u>	<u>L</u>	<u>Yes</u>	<u>III</u>
<u>Transportation Projects that are Not Designed and Constructed as Part of an Approved Subdivision or Partition</u>	<u>C</u>	<u>Yes</u>	<u>III</u>

**Key:**

- X Prohibited**
- C Conditional Use**
- L Limited**
- P Permitted**

**3.2.30 APPLICABILITY.**

- (5) **Adequate Public Facilities.** No development shall be approved unless adequate public facilities are available or improvements will be constructed and operational, as required by this Code, the Dallas Transportation System Plan and the Dallas Comprehensive Plan.
- (a) If existing improvements leading to or serving the site are inadequate to handle anticipated loads, improvements are to be constructed and operational prior to the issuance of building permits or in conjunction with construction of the approved lots or parcels pursuant to financial assurance for the improvements or a written agreement with the City prior to final plat approval.
- (b) If over-sizing of public facilities is required, the developer may be eligible for cost reimbursement for the over-sizing according to city policy.
- (c) All street links or intersections serving the proposed development shall meet the traffic operations standards as outlined in the Dallas Transportation System Plan and as follows:

**Table 3.2.1 Traffic Operations Performance Standards within Dallas**

<u>Facility Type</u>	<u>Speed Limit</u>	<u>Maximum Volume/Capacity Ratio</u>	<u>Level of Service Standard</u>
<u>OR 223; within STA or CBD zone</u>		<u>0.95*</u>	
<u>OR 223; outside STA</u>	<u>Less than 45 MPH</u>	<u>0.85*</u>	
<u>OR 223; outside STA</u>	<u>45 MPH or greater</u>	<u>0.80*</u>	
<u>City Streets</u>	<u>Less than 45 MPH</u>	<u>0.85</u>	<u>D</u> <u>(arterials and collectors)</u>
<u>City Streets</u>	<u>45 MPH or greater</u>	<u>0.80</u>	<u>D</u> <u>(arterials and collectors)</u>

\* Note: Maximum Volume/Capacity Ratios for OR 223 are per the 1999 Oregon Highway Plan, Table 6.

**3.3.50 DEVELOPMENT CRITERIA.**

- (5) Streets and intersections serving the proposed land division are adequate to accommodate increased vehicular, bicycle and pedestrian traffic safely and efficiently.

- (a) To make this determination, the Development Official may require that the applicant prepare a transportation impact study which demonstrates that all street links or intersections serving the proposed land division will meet the traffic operations standards as outlined in the Dallas Transportation System Plan and as follows:

**Table 3.3.1 Traffic Operations Performance Standards within Dallas**

<u>Facility Type</u>	<u>Speed Limit</u>	<u>Maximum Volume/Capacity Ratio</u>	<u>Level of Service Standard</u>
<u>OR 223; within STA or CBD zone</u>		<u>0.95*</u>	
<u>OR 223; outside STA</u>	<u>Less than 45 MPH</u>	<u>0.85*</u>	
<u>OR 223; outside STA</u>	<u>45 MPH or greater</u>	<u>0.80*</u>	
<u>City Streets</u>	<u>Less than 45 MPH</u>	<u>0.85</u>	<u>D</u> <u>(arterials and collectors)</u>
<u>City Streets</u>	<u>45 MPH or greater</u>	<u>0.80</u>	<u>D</u> <u>(arterials and collectors)</u>

\* Note: Maximum Volume/Capacity Ratios for OR 223 are per the 1999 Oregon Highway Plan, Table 6.

~~at a minimum, that no street link or intersection serving the proposed land division will exceed LOS (level of service) D during peak morning or evening demand periods or LOS C during non-peak demand periods. This traffic impact study must consider the proposed development and probable development within the area served by each street link or intersection for at least a 10-year period.~~

### 3.4.20 APPLICABILITY.

(4) Conditional Use Permit for Transportation System Facilities Expiration. A Conditional Use Permit for Transportation System Facilities shall be void after three (3) years.

### 3.4.40 REVIEW CRITERIA.

In determining whether a Conditional Use proposal shall be approved with conditions, the Commission shall find that the following criteria are met or can be met by observance of conditions.

- (1) The proposed use meets the dimensional standards of the underlying zoning district and conforms with Development Review standards of this Code.
- (2) The location, size, design, and operating characteristics of the proposed use will have minimal adverse impact on the livability, value, and appropriate use – including the appropriate future development – of neighboring properties and the community as a whole.
- (3) Adverse impacts identified through the application and public hearing process can be mitigated.
- (4) For transportation system facilities and improvements requiring a Conditional Use permit:

(i) The project and its design are consistent with the City's adopted Transportation System Plan.

(ii) The project design is compatible with abutting land uses in regard to noise generation and public safety and is consistent with the applicable zoning and development standards and criteria for the abutting properties.

(iii) The project design minimizes environmental impacts to identified wetlands, wildlife habitat, air and water quality, cultural resources, and scenic qualities, and a site with fewer environmental impacts is not reasonably available. The applicant shall document all efforts to obtain a site with fewer environmental impacts, and the reasons alternative sites were not chosen.

(iv) The project preserves or improves the safety and function of the facility through access management, traffic calming, or other design feature.

(v) The project includes provisions for bicycle and pedestrian access and circulation consistent with the Dallas Comprehensive Plan, the Dallas Transportation System Plan and the requirements of this code.

(vi) For State transportation facility projects, the Oregon Department of Transportation (ODOT) shall provide a narrative statement with the application demonstrating compliance with all of the criteria and standards in subsections (i)-(v) above.

(vii) Where applicable and EIS or EA may be used to address one or more of these criteria.

### 3.4.50 CONDITIONS OF APPROVAL.

In addition to the general requirements of this Code, the Commission may recommend conditions to be attached which it finds necessary to satisfy conditional use review criteria or to mitigate identified impacts. These conditions may include but are not limited to the following:

(12) Requiring that transportation level-of-service or traffic operations standards are met at intersections and street links serving the conditional use.

~~12~~ (13) Making any other condition to permit the development of the City in conformity with the intent and purpose of the Comprehensive Plan.

### 3.7.30 APPLICATION REQUIREMENTS.

(7) Transportation Impact Study or Analysis (TIA) as applicable. The application shall be reviewed to determine whether it significantly affects a transportation facility, in accordance with Oregon Administrative Rule (OAR) 660-12-0060. If the review indicates that a transportation facility could be significantly affected, a TIA may be required. Significant means the proposal would:

- (a) Change the functional classification of an existing or planned transportation facility. This would occur, for example, when a proposal causes future traffic to exceed the capacity of "collector" street classification, requiring a change in the classification to an "arterial" street, as identified in the Dallas Transportation System Plan; or
- (b) Change the standards implementing a functional classification system; or
- (c) As measured at the end of the planning period identified in the adopted Dallas Transportation System Plan:
  - (i) Allow types or levels of land use that would result in levels of travel or access that are inconsistent with the functional classification of a transportation facility; or
  - (ii) Reduce the level of service/transportation operations performance standard below the minimum acceptable level as identified in the Dallas Transportation System Plan.
  - (iii) Worsen the performance of an existing or planned transportation facility that is otherwise projected to perform below the minimum acceptable traffic operations performance standard identified in the Dallas Transportation System Plan.

**3.7.40 REVIEW CRITERIA.**

(1)(b) Adequate public facilities are available to meet increased demand for services that may result from potential development allowed on the rezoned site. The applicant shall demonstrate that:

iii) Streets serving the proposed site are adequate to accommodate increased vehicular, bicycle and pedestrian traffic safely and efficiently. To make this determination, the City may require that the applicant prepare a transportation impact study which demonstrates that all street links or intersections serving the proposed land division will meet the traffic operations standards as outlined in the Dallas Transportation System Plan and as follows:

**Table 3.7.1 Traffic Operations Performance Standards within Dallas**

<u>Facility Type</u>	<u>Speed Limit</u>	<u>Maximum Volume/Capacity Ratio</u>	<u>Level of Service Standard</u>
<u>OR 223; within STA or CBD zone</u>		<u>0.95*</u>	
<u>OR 223; outside STA</u>	<u>Less than 45 MPH</u>	<u>0.85*</u>	
<u>OR 223; outside STA</u>	<u>45 MPH or greater</u>	<u>0.80*</u>	
<u>City Streets</u>	<u>Less than 45 MPH</u>	<u>0.85</u>	<u>D</u> <u>(arterials and collectors)</u>
<u>City Streets</u>	<u>45 MPH or greater</u>	<u>0.80</u>	<u>D</u> <u>(arterials and collectors)</u>

\* Note: Maximum Volume/Capacity Ratios for OR 223 are per the 1999 Oregon Highway Plan, Table 6.

~~at a minimum, that no street link or intersection serving the proposed land subdivision will exceed LOS (level of service) D during peak morning or evening demand periods or LOS C during non-peak demand periods. This traffic impact study must consider the proposed development and probable development within the area served by each street link or intersection for at least a 10-year period.~~

(2) **COMPREHENSIVE PLAN MAP AND STREET DESIGNATION AMENDMENTS.** Where a Comprehensive Plan Map is proposed (including an urban growth boundary amendment), the applicant shall demonstrate conformance with the following criteria:

- (a) Applicable Statewide Planning Goals.
- (b) Applicable Goals and Policies of the Dallas Comprehensive Plan (Volume II).
- (c) Amendments to collector and arterial street designations shall explicitly address the Transportation Planning Rule (OAR Chapter 660, Division 12) and the Transportation Policies of the Dallas Comprehensive Plan and the Dallas Transportation System Plan.

**(3) Amendments Significantly Affecting Transportation Facilities.** Amendments to the Comprehensive Plan and land use standards which significantly affect a transportation facility shall assure that allowed land uses are consistent with the function, capacity and performance standards of the facility identified in the Transportation System Plan. This shall be accomplished by one of the following:

- (a) Adopting measures demonstrating allowed land uses are consistent with the planned function, capacity and performance standards of the transportation facility; or
- (b) Amending the Transportation System Plan to ensure that existing, improved, or new transportation facilities are adequate to support the proposed land use uses consistent with the requirements of the Transportation Planning Rule. Such amendments shall include a funding plan or mechanism consistent with the Transportation Planning Rule or include an amendment to the transportation finance plan so that the facility, improvement, or service will be provided by the end of the planning period; or
- (c) Altering land use designations, densities or design requirements to reduce demand of automobile travel and meet travel needs through other modes of transportation; or
- (d) Amending the Transportation System Plan to modify the planned function, capacity or performance standards of the transportation facility; or
- (e) Providing other measures as a condition of development or through a development agreement or similar funding method, including transportation system management measures, demand management or minor transportation improvements. Timing of such measures shall be provided.
- (f) Exceptions. An amendment that would significantly affect an existing transportation facility may be approved without assuring that the allowed land uses are consistent with the function, capacity and performance standards of the facility where:
  - (i) The facility is already performing below the minimum acceptable performance standard identified in the Transportation System Plan on the date the amendment application is submitted.

- (ii) In the absence of the amendment, planned transportation facilities, improvements and services would not be adequate to achieve consistency with the identified function, capacity or performance standard for that facility by the end of the planning period identified in the adopted Dallas Transportation System Plan.
- (iii) Development resulting from the amendment will, at a minimum, mitigate the impacts of the amendment in a manner that avoids further degradation to the performance of the facility by the time of the development through one or a combination of transportation improvements or measures.
- (iv) The amendment does not involve property located in an interchange area as defined by the Transportation Planning Rule
- (v) For affected state highways, ODOT provides a written statement that the proposed funding and timing for the identified mitigation improvements or measures are, at a minimum, sufficient to avoid further degradation to the performance of the affected state highway. If ODOT is given written notice and reasonable opportunity to submit a written statement but does not, the City may proceed with subsections (i) through (iv).

**(4) Amendments Significantly Affecting Transportation Facilities - TPR**

**Compliance.** All amendments significantly affecting transportation facilities shall be consistent with the provisions set forth in Oregon Administrative Rule (OAR) 660-12-0060.

**3.8.70 DESIGN STANDARDS AND REQUIREMENTS**

(15)**Traffic Impacts.** The developer shall be responsible for determining traffic impacts and construct improvements necessary to mitigate identified impacts, consistent with service levels established in the Comprehensive Plan.

- (a) Private access to collector and arterial streets shall be minimized.
- (b) Parallel through streets and contoured "grid" patterns shall be encouraged.
- (c) ~~Until Level of Service (LOS) levels have been adopted, no development shall exceed LOS D (as defined by the Director of Public Works) during peak use periods.~~ Streets serving the proposed site shall be adequate to accommodate increased vehicular, bicycle and pedestrian traffic safely and efficiently. To make this determination, the City may require that the applicant prepare a transportation impact study which demonstrates that all street links or intersections serving the proposed land division will meet the traffic operations standards as outlined in the Dallas Transportation System Plan and as follows:

**Table 3.8.1 Traffic Operations Performance Standards within Dallas**

<u>Facility Type</u>	<u>Speed Limit</u>	<u>Maximum Volume/Capacity Ratio</u>	<u>Level of Service Standard</u>
<u>OR 223; within STA or CBD</u>		<u>0.95*</u>	
<u>OR 223; outside STA</u>	<u>Less than 45 MPH</u>	<u>0.85*</u>	
<u>OR 223; outside STA</u>	<u>45 MPH or greater</u>	<u>0.80*</u>	
<u>City Streets</u>	<u>Less than 45 MPH</u>	<u>0.85</u>	<u>D</u> <u>(arterials and collectors)</u>
<u>City Streets</u>	<u>45 MPH or greater</u>	<u>0.80</u>	<u>D</u> <u>(arterials and collectors)</u>

\* Note: Maximum Volume/Capacity Ratios for OR 223 are per the 1999 Oregon Highway Plan, Table 6.

This traffic impact study must consider the proposed development and probable development within the area served by each street link or intersection for at least a 10-year period.

**3.9.90 ADEQUATE PUBLIC FACILITIES REQUIREMENTS.**

(2) **Transportation Plans.** All development shall be consistent with adopted transportation plans for the area, including the following:

- (a) The Dallas Transportation System Plan.
- (b) The collector and arterial street system as shown in the Dallas Transportation System Plan, Figure 7-1.
- (c) Chapter 5, Multi-Modal Transportation, Volume I, Goals and Policies, of the Dallas Comprehensive Plan (see also Chapter 5, Transportation Element, Volume II, Background, of the Dallas Comprehensive Plan, for useful information).
- (d) The 1999 Transportation Impact Study adopted in conjunction with adoption of the Barberry and LaCreole Master Plans; and
- (e) required transportation impact studies for specific development proposals.

(3) **Adequate Public Facilities & Level-of-Service Standards.** Before land is annexed and rezoned to enable implementation of adopted Master Plans for Mixed Use Nodes.

- (a) Adequate public facilities standards of Chapter 3.7, Comprehensive Plan and Zoning Map and Text Amendments, shall be met.
- (b) Public facility improvement standards of Chapter 4.2, Street & Accessway Design Standards, shall be met.
- (c) Public facilities deficiencies for specific areas, as described in the Dallas Comprehensive Plan, shall be to the satisfaction of the Director of Public Works. See especially:
  - i) Chapter VII, Public Facilities Plan, Volume II, Background, of the Dallas Comprehensive Plan.
  - ii) Map 9, Public Facilities Deficient Areas, of the Dallas Comprehensive Plan.
  - iii) The Dallas Transportation System Plan, Chapter 7.

**4.2.20 COMPLIANCE WITH ADOPTED PLANS.**

Streets, sidewalks, accessways and bikeways shall be installed where required to comply with:

- (1) The Dallas Comprehensive Plan, Volume II, Chapter VII;
- (2) The Dallas Transportation System Plan, including pedestrian, bicycle and street improvements identified in Chapter 7;
- (3) The Dallas Bicycle Plan; and
- (4) The Transportation Impact Study and Congestion Management Plan recommendations that support Mixed Use Node Master Plans.

**4.2.30 STREETS.**

- (7) **Minimum Street, Sidewalk and Bikeway Standards.** Table 4.2.1 specifies typical street, sidewalk and bikeway right-of-way, paving and design standards as identified in Table 7-1 of the Dallas Transportation System Plan. These standards are based on the functional classification of each street as shown on Figure 7-1 of the Dallas Transportation System Plan. The street right-of-way and improvement standards minimize the amount of pavement and ROW required for each street classification consistent with the operational needs for each facility, including requirements for pedestrians, bicyclists and public utilities.

**Table 4.2.1: Minimum Typical Street, Sidewalk and Bikeway Standards**

<u>Facility</u>	<u>RO W</u>	<u>Trav el Lane</u>	<u>Media n</u>	<u>Bike Lane</u>	<u>Sidewal ks</u>	<u>On- Street Parkin</u>	<u>Planti ng</u>	<u>Spe ed</u>	<u>Utilit y</u>

		<u>s</u>	<u>Types</u>	<u>s</u>		<u>g</u>	<u>Strip</u>		<u>Area</u>
<b>Major Arterial</b>									
<u>Criteria</u>	<u>90'-100'</u>	<u>Min. of 2 @ 12'</u>	<u>14' TWLT L</u>	<u>6' both sides</u>	<u>6' both sides</u>	<u>None</u>	<u>Min. of 4' both sides</u>	<u>30-45 MP H</u>	<u>0'-15' both sides</u>
<u>Preferred</u>	<u>100'</u>	<u>4 @ 12'</u>	<u>14' TWLT L</u>	<u>6' both sides</u>	<u>6' both sides</u>	<u>None</u>	<u>6' both sides</u>	<u>30-45 MP H</u>	<u>1' both sides</u>
<b>Minor Arterial</b>									
<u>Criteria</u>	<u>80'-90'</u>	<u>2 @ 12'</u>	<u>14' TWLT L (optional)</u>	<u>6' both sides</u>	<u>6' both sides</u>	<u>None</u>	<u>Min. of 4' both sides</u>	<u>25-45 MP H</u>	<u>3' to 17' both sides</u>
<u>Preferred</u>	<u>80'</u>	<u>2 @ 12'</u>	<u>14' TWLT L</u>	<u>6' both sides</u>	<u>6' both sides</u>	<u>None</u>	<u>6' both sides</u>	<u>25-45 MP H</u>	<u>3' both sides</u>
<b>Major Collector</b>									
<u>Criteria</u>	<u>70'-80'</u>	<u>2 @ 12'</u>	<u>12' to 14' TWLT L (optional but not with parking)</u>	<u>6' both sides(1)</u>	<u>6' both sides</u>	<u>8' both sides (optional but not with TWLT L)</u>	<u>5' both sides</u>	<u>25-40 MP H</u>	<u>0'-5'</u>
<u>Preferred</u>	<u>74'</u>	<u>2 @ 12'</u>	<u>14' TWLT L</u>	<u>6' both sides</u>	<u>6' both sides</u>	<u>None</u>	<u>5' both sides</u>	<u>25-40 MP</u>	<u>1' both sides</u>

								<u>H</u>	
<b>Minor Collector</b>									
<u>Criteria</u>	<u>60'-70'</u>	<u>2 @ 12'</u>	<u>None</u>	<u>5' both sides(1)</u>	<u>5' both sides</u>	<u>8' both sides</u>	<u>Min. of 4' both sides</u>	<u>20-35 MP H</u>	<u>0'-6' both sides</u>
<u>Preferred</u>	<u>70'</u>	<u>2 @ 12'</u>	<u>None</u>	<u>5' both sides</u>	<u>5' both sides</u>	<u>8' both sides</u>	<u>4' both sides</u>	<u>20-35 MP H</u>	<u>1' both sides</u>
<b>Local</b>									
<u>Criteria</u>	<u>50'</u>	<u>30' travel way</u>	<u>None</u>	<u>None</u>	<u>5' both sides</u>	<u>Allowed</u>	<u>4' both sides in Mixed Use Nodes</u>	<u>20-35 MP H</u>	<u>2'-6' both sides</u>
<u>Alternative</u>	<u>40'</u>	<u>20' travel way</u>	<u>None</u>	<u>None</u>	<u>5' one side</u>	<u>None Alley access</u>	<u>4' both sides in Mixed Use Nodes</u>	<u>20-35 MP H</u>	<u>2'-6' both sides</u>
<u>Optional (2)</u>	<u>60'</u>	<u>32'-36' travel way</u>	<u>None</u>	<u>None</u>	<u>5' both sides</u>	<u>Allowed</u>	<u>None</u>	<u>20-35 MP H</u>	<u>4'-7' both sides</u>
<b>Cul-de-Sac</b>									
<u>Street</u>	<u>50'</u>	<u>30' travel way</u>	<u>None</u>	<u>None</u>	<u>5' both sides</u>	<u>Allowed</u>	<u>None</u>	<u>20 MP H</u>	<u>5' both sides</u>

<u>Bulb</u>	<u>50' radius</u>	<u>40' radius paved</u>	<u>None</u>	<u>None</u>	<u>5' around</u>	<u>Allowed</u>	<u>None</u>	<u>20 MPH</u>	<u>10' around</u>
<b>Alley</b>									
<u>Residential</u>	<u>16'</u>	<u>1 @ 16'</u>	<u>None</u>	<u>None</u>	<u>None except in Mixed Use Nodes</u>	<u>None</u>	<u>None</u>	<u>20 MPH</u>	<u>None</u>
<u>Commercial</u>	<u>20'</u>	<u>1 @ 20'</u>	<u>None</u>	<u>None</u>	<u>None except in Mixed Use Nodes</u>	<u>None</u>	<u>None</u>	<u>20 MPH</u>	<u>None</u>
<b><u>Ped/Bike Connection</u></b>	<u>6' to 12' paved multi-use path with landscaping. Includes 20' of ROW.</u>								

- (1) Include bike lanes , except as noted in the Transportation system Plan, page 7-15 and Figure 7-9.
- (2) The city may require this street if it is located in a high density residential, industrial, or commercially zoned area, or where the street will carry more than 1500 vehicle trips per day.

<b>Type of Street</b>	<b>Right-of-Way</b>	<b>Sidewalks/ Parkrows</b>	<b>Paved Roadway</b>	<b>Bicycle Lane</b>
Arterial Street	80-100' unless more is required by City Engineer	5' sidewalks on both sides; 4' parkrows	52' or more per City Engineer	6' both sides if on adopted plan
Collector Street	70'	5' sidewalks on both sides; 4' parkrows	36-40'	6' both sides if on adopted plan
Local Street	60' if no alley; 50' if alley	5' sidewalks on both sides; 4' parkrows in	36' if no alley; 32' if alley	6' both sides if on adopted

		Mixed Use Nodes		plan
Cul-de Sacs	50' street + 5' utility easements on both sides; 50' bulb radius + 10' utility easements	5' sidewalks on both sides	32' street + 40' bulb radius	None Required
Ped/Bike Connections	20' pedestrian connection	6' paved walkway with landscaping	Not Applicable	6' both sides if on adopted plan
Alleys	16' residential; 20' commercial	Not required except in Mixed Use Nodes	16' residential; 20' commercial	Not Applicable

- (a) ~~Right of way and street width shall be determined by the Director of Public Works and recommended to the Commission.~~ When an area within a land division or development review is set aside for commercial uses, or where probable future conditions warrant, the Commission may require dedication or construction of streets in accordance with ~~the street requirement table above.~~ to a different standard greater width than indicated by Table 4.2.1.
- (b) Wheelchair ramps and other facilities shall be provided as required by the Americans with Disabilities Act (ADA). The lower lip of the wheelchair ramp shall be flush with the roadway surface. Mailboxes and utility cabinets shall not infringe on public sidewalks or accessways.
- (c) Bikeways shall be designed and constructed consistent with the design standards in the 1992 Oregon Bicycle Plan, and AASHTO's "Guide for the Development of Bicycle Facilities, 1991."
- (d) Street trees of at least 10 feet in height and two inches in diameter 4' above the ground shall be installed at not less than 30-foot intervals within all parkrows on arterial and collector streets. The Commission shall determine whether parkrows will be required for local streets. If parkrows are not present, the Commission may require street trees to be installed in the front yards of each lot.
- (e) Temporary dead-end streets which may be extended in the future shall have a right-of-way and pavement width that will conform to the development pattern when extended.
- (f) Where topographical requirements necessitate either cuts or fills for the proper grading of the streets, additional easements or rights of way shall be

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required to allow all cut and fill slopes to be within the easements or right-of-way. The Director of Public Works shall determine the required extra width.

**(17) Access Spacing.** Driveway accesses shall be separated from other driveways and street intersections in accordance with the following standards:

(a) State Highways. The following access spacing standards apply with regard to redevelopment or change in land use, roadway improvements, or new access points along Kings Valley Highway and Dallas Rickreall Highway within Dallas. Access to Kings Valley Highway and Dallas Rickreall Highway shall be subject to the applicable standards and policies contained in the Oregon Highway Plan and OAR 734-051 (Division 51).

**Table 4.2.2 Access Spacing Standards for State Highways within Dallas**

<u>Speed</u>	<u>Urban Non-Expressway (feet)</u>	<u>Urban Business Area (UBA), Urban (feet)</u>	<u>Special Transportation Area (STA), Urban (feet)</u>
<u>55+ MPH</u>	<u>700</u>		
<u>40 &amp; 45 MPH</u>	<u>500</u>		
<u>35 MPH or less</u>	<u>400</u>	<u>350</u>	<u>175*</u>

\* Urban STA Spacing is 175 feet or mid-block if the current block spacing is less than 350 feet.

Note: From OAR 734-051, Table 4, Access Management Spacing Standards for Private and Public Approaches on District Highways.

(b) Arterial, Collector and Local Streets. The following access spacing standards apply with regard to redevelopment or change in land use, roadway improvements, or new access points along arterial, collector and local streets within Dallas. Access spacing on collector and arterial streets (other than state highways) and at controlled intersections (four-way stop sign or traffic signal) shall be determined based on the policies and standards contained in the Dallas Transportation System Plan. A minimum of 50 feet separation (as measured from the sides of the driveway/street) shall be required on local streets (i.e. streets not designated as collectors or arterials), except as provided in subsection (c) below.

**Table 4.2.3 Access Spacing Standards for City Roadways within Dallas**

<u>Functional Classification</u>	<u>Minimum Posted Speed (MPH)</u>	<u>Minimum Access Spacing (feet)</u>
<u>Arterial</u>	<u>35</u>	<u>200</u>
<u>Collector</u>	<u>25</u>	<u>50</u>
<u>Local</u>	<u>25</u>	<u>50</u>

(c) Special Provisions for All Streets. Direct street access may be restricted for some land uses, in conformance with the provisions of Article II. Zoning Districts and Use Categories. For example, access consolidation, shared access, and/or access separation greater than that specified by subsections a-c may be required by the City, Polk County, or ODOT for the purpose of protecting the function, safety and operation of the street for all users (see section 18 below). Where no other alternatives exist, the permitting agency

may allow construction of an access connection along the property line farthest from an intersection. In such cases, directional connections (i.e., right in/out, right in only, or right out only) may be required.

(d) Corner Clearance. The distance from a street intersection to a driveway or other street access shall meet or exceed the minimum spacing requirements for the street classification in the Dallas Transportation System Plan.

(18) Number of Access Points. For single-family (detached and attached), two-family, and three-family housing types, one street access point is permitted per lot, when alley access cannot otherwise be provided; except that two access points may be permitted for two-family and three-family housing on corner lots subject to the access spacing standards in section (16) above. The number of street access points for multiple family, commercial, industrial, and park & open space developments shall be minimized to protect the function, safety and operation of the street(s) and sidewalk(s) for all users. Shared access may be required in order to maintain the required access spacing and minimize the number of access points.

(19) Shared Driveways. The number of driveway and private street intersections with public streets shall be minimized by the use of shared driveways with adjoining lots where feasible. As applicable, the City shall require shared driveways as a condition of land divisions or site design review for traffic safety and access management purposes in accordance with the following standards:

(a) Shared Driveways and Frontage Streets. These treatments may be required to consolidate access onto a collector or arterial street. When shared driveways or frontage streets are required, they shall be stubbed to adjacent developable parcels to indicate future extension. "Stub" means that a driveway or street temporarily ends at the property line, but may be extended in the future as the adjacent parcel develops. "Developable" means that a parcel is either vacant or it is likely to receive additional development (due to infill or redevelopment potential).

(b) Access Easements. Access easements for the benefit of affected properties shall be recorded for all shared driveways, including pathways, at the time of final plat approval or as a condition of site development approval.

(c) Exception. Shared driveways are not required when existing development patterns or physical constraints (e.g. topography, parcel configuration, and similar conditions) prevent extending the street/driveway in the future.



**STAFF REPORT**  
**DATE: OCTOBER 10, 2008**

<b>FILE NO.</b>	<b>TSP</b>
<b>HEARING DATE</b>	<b>OCTOBER 20, 2008</b> <b>7:00 P.M. CITY HALL</b> <b>COUNCIL CHAMBERS</b> <b>187 SE COURT STREET</b> <b>DALLAS, OREGON 97338</b>
<b>OWNER</b>	<b>N/A</b>
<b>REQUEST</b>	<b>HOLD A PUBLIC HEARING ON THE</b> <b>TRANSPORTATION SYSTEM PLAN (TSP) AND</b> <b>ASSOCIATED COMPREHENSIVE PLAN AND</b> <b>DEVELOPMENT CODE AMENDMENTS</b>
<b>LOCATION</b>	<b>CITYWIDE</b>
<b>RECOMMENDATION TO COUNCIL</b>	<b>APPROVAL</b>

**CITY OF DALLAS  
CITY COUNCIL  
COMMUNITY DEVELOPMENT  
DIRECTOR STAFF REPORT**



**BACKGROUND:**

The City of Dallas began to develop the current TSP proposal in 2004. Throughout that time, there has been a number of meetings and workshops for the public and city officials. This final draft is a reflection of the policy choices that have been made to date. The formulation of goals and objectives is an important component of any transportation planning process. The goals and objectives outlined in this section are based on review of the July 1998 City of Dallas Comprehensive Plan and June 1995 Transportation Planning Rule (TPR) Compliance Document, as well as recently completed TSPs for other jurisdictions in western Oregon. They have been refined through agency and community input obtained during TSP preparation.

The Planning Commission held a public hearing on the TSP and recommended approval to the City Council. The City Council has reviewed the TSP during two worksessions, and the matter is now being brought to a public hearing.

The Dallas TSP is organized into nine sections as follows:

- Section 1 explains the purpose and benefits of the TSP, the regulatory requirements behind the plan, the plan's public involvement component, and the plan's goals and policies.
- Section 2 summarizes relevant information from state, regional, and local planning and policy documents and discusses its relation to the TSP.
- Section 3 describes the existing study area and its pedestrian, bicycle, transit, and roadway transportation network. This section analyzes current traffic operations and safety conditions, and identifies existing deficiencies by mode.
- Section 4 forecasts future (2025) growth in Dallas and distributes this growth onto the transportation network. An operational analysis of the future no-build network is conducted and a summary of future transportation needs is listed.
- Section 5 describes the roadway, bicycle, and pedestrian alternatives that were evaluated, and depicts the evaluation process.
- Section 6 summarizes current access spacing along the two state highways in the study area, and analyzes various access management treatments that could be adopted by the City.

- Section 7 details the modal plans for the roadway, transit, pedestrian, bicycle, rail, and air, water, and pipeline transport facilities.
- Section 8 provides planning-level cost estimates for recommended projects, lists current funding sources used by the City, and identifies potential revenue sources to fund recommended projects.
- Section 9 contains language to assist the City in revising local codes and ordinances to implement the TSP.

The inclusion of goals and objectives in the Dallas TSP serves two primary purposes: (1) to guide the development of the Dallas transportation system during the next 20 years and (2) to demonstrate how the TSP relates to other county, regional, and state plans and policies. The goal statements are general statements of purpose to describe how the city, through the TSP, intends to address the broad elements of the transportation system. The objectives will be specific steps that illustrate how each goal is to be carried out.

### **Goal 1: Multi-Modal Transportation System**

Develop a balanced transportation system that will meet the needs of all users, including youth, elderly, and those with physical disabilities. Such a transportation system does not depend solely on one mode of transportation, but rather provides a variety of transportation features to accommodate vehicle travel as well as public transportation, bicycling, and walking.

### **Objectives**

- Work with the Salem Area Mass Transit District to educate residents about existing CARTS transit service and to identify future service improvements, including schedules that better serve the commuting public.
- Encourage residents and business owners in Dallas, especially those that use the Dallas-Rickreall and Kings Valley highways on a daily basis, to make use of existing rideshare matching services provided by Mid-Valley Rideshare.
- Identify ways to encourage freight vehicles to use the existing signed truck route along Levens Street.
- Coordinate with the applicable railroad company to improve freight rail service and public right-of-way crossings.
- Develop, adopt, and enforce design standards for arterials and collectors describing minimum right-of-way width, pavement, pedestrian service, bicycle travel, and other parameters.
- Recognize the need for sufficient, but not excessive, parking for commercial development.

## **Goal 2: Mobility**

Provide a viable transportation system that meets state and local mobility standards. Such a transportation system allows different users of the network a reliable means of getting from origin to destination.

### **Objectives**

- Provide a network of arterials and collectors that are interconnected, appropriately spaced, and reasonably direct.
- Maintain mobility standards for each functional classification of street (e.g., arterial, collector, local).
- Accommodate local traffic and through travel.
- Minimize travel distances and vehicle-miles traveled.
- Encourage development patterns that offer connectivity and mobility options for all members of the community.

## **Goal 3: Economic Development and Viability**

Provide a transportation system that balances transportation system needs with the City's desire for economic development and viability.

### **Objectives**

- Minimize traffic congestion in the downtown commercial area.
- Discourage through-traffic and high speeds in residential areas.
- Use design techniques to slow traffic through downtown and in other areas of high pedestrian traffic
- Provide efficient street connections between industrial sites and the arterial street network.

## **Goal 4: Coordination**

Maintain a TSP that is consistent with the goals and objectives of the TPR and relevant state, regional, and local plans and policies.

### **Objectives**

- Produce a TSP that is consistent with the objectives of the TPR.
- Provide a transportation system that is consistent with the City of Dallas Comprehensive Plan.
- Ensure that elements of the plan involving or affecting OR 223 Kings Valley Highway and Dallas-Rickreall Highway are consistent with the Oregon Transportation Plan and Oregon Highway Plan.

- Coordinate with Polk County on elements of the plan involving or affecting County-owned roads.
- Coordinate with relevant local and regional partners on land use and transportation decisions.

### **Goal 5: Pedestrian and Bicycle Facilities**

Provide for an interconnected system of pedestrian and bicycle facilities in Dallas to serve commuter and recreational users.

#### **Objectives**

- Ensure and strengthen the presence of safe, attractive, and convenient pedestrian and bicycle access to and circulation in the downtown area.
- Develop or maintain safe, connected pedestrian and bicycle facilities near schools, residential districts, and commercial districts.
- Provide or require provision of sidewalks on all new public streets.
- Construct and maintain bike lanes, bike paths, and shared roadway shoulder routes.

### **Goal 6: System Preservation and Improvements**

Be consistent with the City's current strategy to preserve and extend the life of the existing transportation network.

#### **Objectives**

- Maintain consistent levels of maintenance to keep roadways, curbs, gutters, and sidewalks in acceptable condition.
- Identify and construct incremental improvement projects to meet future travel demand while minimizing impacts to residents, tourists, and businesses.
- Ensure that development does not preclude the construction of future street connections identified in this TSP.
- Consider transportation system impacts from relevant transportation impact studies when making land use decisions.
- Continue requiring developers to aid in the development of the transportation system by dedicating or reserving needed rights-of-way, by constructing street improvements to serve new development, and by providing bicycle or pedestrian improvements when appropriate.

### **Goal 7: Access Management**

Address state access management standards as outlined in OAR 734-051 for OR 223 Kings Valley Highway and Dallas-Rickreall Highway, and identify access management strategies for city collectors and arterials.

## **Objectives**

- Develop and apply access control measures (e.g., driveway and public road spacing, median control and signal spacing standards) that are consistent with the functional classification of roads and which limit development on rural land to rural uses and densities.
- Identify opportunities for and work with property owners to develop creative approaches to access management off the arterial street network.
- Require all new subdivision development to comply with access standards as described in City Ordinance.
- Ensure consistency with access management strategies outlined in this TSP.

## **Goal 8: Transportation Funding**

Identify reasonable potential funding sources and a funding strategy for transportation improvements included in this TSP.

## **Objectives**

- Identify a range of funding opportunities for transportation improvements, coordinating with County, State, and Federal agencies.
- Prepare a funding strategy that includes priorities and proposed timelines for transportation improvement projects.
- Develop proposed improvements to a sufficient level of detail to qualify for federal and/or state funding of engineering and construction phases.

## **Goal 9: Safety**

Provide a transportation system that maintains adequate levels of safety for all users.

## **Objectives**

- Identify safe connections for vehicles, bicycles, and pedestrians across OR 223 Kings Valley Highway and Dallas-Rickreall Highway.
- Improve safety at locations where roads cross bicycle, pedestrian, and rail facilities.
- Undertake, as needed, special traffic studies in problem areas, such as around schools, to determine appropriate traffic controls to effectively and safely manage vehicle and pedestrian traffic.

## **Goal 10: Environment**

Provide a transportation system that balances transportation services with the need to protect the environment and significant natural features.

## **Objectives**

- Promote a transportation system that encourages energy conservation, in terms of efficiency of the roadway network and the standards developed for street improvements.
- Balance transportation needs with the preservation of significant natural features and viewsheds.
- Encourage use of alternative modes of transportation such as transit, bicycling and walking that reduce impacts to the natural environment.
- Minimize transportation impacts on wetlands and wildlife habitat.

## **PUBLIC NOTICE:**

The City has provided public notice identifying and describing the project and the scheduled date of the public hearing in accordance with the Dallas Development Code.

## **PROCEDURE:**

The City Council is holding a public hearing on the proposed Transportation System Plan, as recommended by the Planning Commission. At the close of the hearing, the City Council may move to adopt the Transportation System Plan with or without changes to the current draft.

## **APPROVAL CRITERIA: SECTION 3.7.40(2) OF THE DALLAS DEVELOPMENT CODE**

(2) *Comprehensive Plan Map and Street Designation Amendments.* Where a Comprehensive Plan Map amendment is proposed (including an urban growth boundary amendment), the applicant shall demonstrate conformance with the following criteria:

- (a) *Applicable Statewide Planning Goals.*
- (b) *Applicable Goals and Policies of the Dallas Comprehensive Plan (Volume I).*
- (c) *Amendments to collector and arterial street designations shall explicitly address the Transportation Planning Rule (OAR Chapter 660, Division 12) and the Transportation Policies of the Dallas Comprehensive Plan.*

### **1) Applicable Statewide Planning Goals:**

***FINDING:*** Goal 12- Transportation is the applicable Statewide Planning Goal for the proposed TSP adoption. Goal 12 provides Planning and Implementation Guidelines for Transportation Planning for local jurisdictions. The TSP has been prepared in accordance with these guidelines.

**CONCLUSION:** It may be found that the TSP as proposed is in conformance with Statewide Planning Goal 12.

### **2) Applicable Goals and Policies of the Dallas Comprehensive Plan (Volume I):**

**FINDING:** The current Dallas Comprehensive Plan has policies related to transportation. Section 2 of the proposed TSP has examined and analyzed these policies against state and federal transportation rules. The proposed TSP will replace all existing transportation-related policies, projects, and requirements found in the Dallas Comprehensive Plan.

### **3) The Transportation Planning Rule (OAR 660-012)**

**FINDING:** The Transportation Planning Rule (TPR), OAR 660 Division 12, implements Oregon’s Statewide Planning Goal 12 (Transportation) and promotes the development of safe, convenient, and economic transportation systems that reduce reliance on the automobile. The TPR requires the preparation of regional transportation systems plans by metropolitan planning organizations (MPOs) or counties and local TSPs by counties and cities. TSP requirements vary by type (regional vs. local) and community size. Through TSPs, the TPR provides a means for regional and local jurisdictions to identify long-range (20-year) strategies for the development of local transportation facilities and services for all modes, to integrate transportation and land use, to provide a basis for land use and transportation decision-making, and to identify projects for the State Transportation Improvement Program. TSPs need to be consistent with the State Transportation Plan and its modal and multimodal elements.

**CONCLUSION:** Preparation of the TSP follows the requirements of the TPR. The TPR requires the determination of transportation needs and the development of modal plans (the road system, public transportation, bicycles, pedestrians, and air, rail, water, and pipeline transportation) to meet those needs. The proposed TSP includes an inventory of existing services and facilities and a system of planned facilities, services and major improvements, indicating their location and who is responsible for providing them. This plan also includes the evaluation and selection of system alternatives, which include the following elements: improvements to existing facilities or services; new facilities and services; transportation system management measures; demand management measures; and a no build system alternative. The evaluation and selection of alternatives is based on consistency with the community’s comprehensive plan; consistency with state and federal standards for the protection of air, water, and land; minimization of adverse social, economic and environmental impacts; minimization of conflicts and facilitation of connections between transportation modes; avoidance of relying on one principal transportation mode; and reduction of the reliance on the automobile. The TSP also includes a financing plan, which is included in the TSP. The TPR also requires communities to amend their land use regulations to implement the TPR and their TSPs. Table 1-3 in Section 1.4.6 evaluates the Dallas Development Code for consistency with the TPR. Where inconsistencies occur, changes are proposed for implementation. (See Section 2 of the proposed TSP for full findings)

### **TRANSPORTATION PROJECTS AND FISCAL IMPACT:**

**Cost Estimates for Proposed Transportation Improvements—by Type of Improvement  
Short-Term (Next Ten Years)**

•Roadway Improvements	\$ 3,381,000
•New Roadways	\$13,010,000
•Bicycle	\$ 553,500
•Pedestrian	\$ 5,814,000
<b>•Total</b>	<b>\$22,768,500</b>

**Ten to Fifteen Years**

•Roadway Improvements	\$ 0
•New Roadways	\$ 6,750,000
•Bicycle	\$ 61,700
•Pedestrian	\$1,938,000
<b>•Total</b>	<b>\$8,749,700</b>

**Fifteen to Twenty Years**

•Roadway Improvements	\$1,060,000
•New Roadways	\$15,370,000
•Bicycle	\$ 246,000
•Pedestrian	\$ 5,570,000
<b>•Total</b>	<b>\$22,246,000</b>

**Grand Total  
\$53,764,200**

**The total cost of projects recommended in the TSP is approximately \$53.7 million. Over the timeframe of this TSP, this figure represents an annual appropriation of \$2.65 million. While this figure is far greater than the total street fund and SDC budget combined for FY 2008-09 it is not an unreasonable target when considered with the anticipated growth, increases in fees over the planning horizon and mixture of federal, state, county and local sources that can be contributed to fund plan recommendations.**

- More than 1/3 of the total roadway improvement costs are recommended to serve future development in Dallas, as shown in Table 8-5. Most of this development is expected to occur in the three mixed use nodes. These roadway improvements are expected to be funded through a mixture of SDCs and developer costs.
- According to City of Dallas Development Code, the developer is responsible for that portion of new roadway required by the development, including 30 - 36 feet of roadway plus curb and sidewalk. Based on the recommended cross-sections for major and minor collector roads, this amounts to approximately 2/3 of total costs to build a new roadway (approximately \$14 million).
- It is recommended that residential SDCs be increased to at least \$4,000/edu, which would bring in approximately \$25 million over the 20 year planning horizon. \$8000/edu would fully fund the needed projects over the 20-year planning period. Assuming that

commercial SDCs remain at the same rate, and that available commercial land is developed (see Section 5), another \$13 million is expected to be available for transportation projects from commercial SDCs. Commercial and residential SDCs would be sufficient to cover the leftover costs from building the recommended new roadway network.

**Implementation:** The TSP will be adopted as a Chapter of the Dallas Comprehensive Plan, supplanting all current transportation data, projects, language and policies. SECTION 9 of the TSP includes a number of proposed changes to the Dallas Development Code and Municipal Code to implement the changes contained in the TSP.

**RECOMMENDATION:**

Staff recommends that the City Council approve the Transportation System Plan and associated Comprehensive Plan and Development Code Amendments and direct staff to prepare the appropriate ordinances for adoption.

Respectfully submitted,

Jason Locke, Community Development Director  
October 10, 2008