



**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, December 1, 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 17, 2008, Council meeting p. 3	Confirmation
4. REPORTS OR COMMENTS FROM THE COUNCIL MEMBERS	
a. Report of November 24, 2008, Administrative Committee Meeting (Kevin Marshall, Chair) p. 8	Discussion
b. Report of November 24, 2008, Public Safety Committee Meeting (David Shein, Chair) p. 14	Discussion
5. 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>	
6. 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>	
7. REPORTS OF SPECIAL COMMITTEES AND CITY OFFICERS City Manager's Reports	
a. Canvass Election Results p. 25	Motion
b. Preliminary 2008 Population Estimate p. 28	Information
c. Park Reservations p. 30	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.*

Dallas City Hall is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours before the meeting to the City Manager's Office, 503-831-3502 or TDD 503-623-7355.

d. Blue Garden Update

Information

e. Other

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## 8. COMMUNICATIONS AND PETITIONS

a. Application for Taxi Cab Business License – Affordable Taxi **p. 33** Motion

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## 9. RESOLUTIONS

### 10. FIRST READING OF ORDINANCE

a. Ordinance No. 1695 – An Ordinance establishing criminal background check policies concerning applicants for employment, appointed volunteers and others; and declaring an emergency **p. 37** First reading

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### 11. SECOND READING OF ORDINANCE

a. Ordinance No. 1693 – An Ordinance adopting the Transportation System Plan (TSP), Vol I, Sections 1-8 and Vol II, Appendices, dated November 17, 2008, as a chapter of the Dallas Comprehensive Plan and repealing current transportation data, projects, language and policies **p. 40** Roll Call Vote

b. Ordinance No. 1694 - An Ordinance adopting amendments to the Dallas Development Code **p. 87** Roll Call Vote

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## 12. OTHER BUSINESS

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## 13. ADJOURNMENT

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Note: Following the Council meeting, there will be an Executive Session to evaluate the City Manager as authorized in ORS 192.660(2)(i).

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**DALLAS CITY COUNCIL**  
**Monday, November 17, 2008**  
**Council Chambers**

5 The Dallas City Council met in regular session on Monday, November 17, 2008, at 7:00 p.m. in  
6 the Council Chambers of City Hall with Mayor Fairchild presiding.

7 **ROLL CALL**

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

11 Also present were: City Manager Jerry Wyatt, City Attorney Lane Shetterly, Assistant City  
12 Manager Kim Marr, Interim Police Chief Tom Simpson, Public Works Director Fred Braun,  
13 Community Development Director Jason Locke, Fire Chief Bill Hahn, Interim Finance Director  
14 Andy Parks, and Recording Secretary Emily Gagner.

15 **PLEDGE OF ALLEGIANCE TO THE FLAG**

16 Mayor Fairchild led the Pledge of Allegiance to the Flag.

17 **APPROVAL OF MINUTES**

18 Mayor Fairchild declared the minutes of the November 3, 2008, Council meeting approved as  
19 presented with two minor spelling corrections.

20 **SWEARING IN NEW OFFICERS**

21 Interim Police Chief Tom Simpson introduced the two newest police officers, Sunny McKnight  
22 and James Wadsworth. He explained that Officer Wadsworth is totally new to police work and  
23 Officer McKnight comes to Dallas with 12 years experience with the Salem Police Department.  
24 Interim Chief Simpson swore in the new officers. Mayor Fairchild welcomed Officer  
25 Wadsworth and Officer McKnight on behalf of the Council.

26 **REPORTS OR COMMENTS FROM COUNCIL MEMBERS**

27 Mayor Fairchild reported that he and Councilor Marshall just got back from the National League  
28 of Cities Conference in Orlando. He noted they got some useful information on sustainability.  
29 They will share that and other information with the staff and Council as they get an opportunity.

30 Warren Lamb indicated that as the Council Representative on the Rickreall Watershed Council,  
31 he attended the Oregon Water Enhancement Board (OWEB) Conference in Eugene. He stated it  
32 was a great conference that dealt mostly with global warming and climate change and how that  
33 will affect cities, counties, and watersheds.

34 Councilor Dalton stated the Dallas Cleanup Crew recently coordinated the removal of the old  
35 lifts from the old Wally's Garage lot at the corner of Main and Washington Streets, which  
36 eliminated the trip hazard there.

37 **COUNCIL PRESIDENT'S MONTHLY REPORT FOR OCTOBER**

38 There were no questions about the Council President's monthly report for October.

39 **QUESTIONS OR COMMENTS FROM THE AUDIENCE**

40 There were no questions or comments from the audience.

41 **PUBLIC HEARINGS**

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

43 **QUARTERLY BUDGET REPORT**

44 Mr. Wyatt asked the Interim Finance Director, Andy Parks, to discuss the quarterly budget  
45 report.

1 Mr. Parks stated the report provided is the first effort to make some enhancements in the  
2 financial reporting for the Council. He indicated that he was unable to provide the level of  
3 analysis he would normally provide due to his limited time with the City. He advised that it is a  
4 report on a fund-by-fund basis of revenue and spending for the first quarter of the fiscal year.  
5 Mr. Parks noted there were few funds that had any significant changes, and for those that did he  
6 will report back to the Council with more details at a later meeting.

7 Mayor Fairchild asked if Mr. Parks saw anything waving a red flag. Mr. Parks said that at this  
8 point, nothing jumps out at him.

9 Councilor Scroggin asked where the City is on the outside audit cycle. Mr. Wyatt explained the  
10 City has an annual audit and that is concluded. Mr. Parks indicated the auditor has all the  
11 information he needs. Councilor Wilson asked if the audit report will be completed in  
12 December. Mr. Parks responded the he can't see any reason why it wouldn't.

### 13 COMMUNITY HOLIDAY FEED

14 Mr. Wyatt stated that one of the staff's goals is to give back to the community, and they have  
15 decided to host a holiday feed for those members of our community in need this holiday season.  
16 He indicated he has been working with PJ Johnson at the Dallas Resource Center and she will be  
17 distributing tickets to those in need. Mr. Wyatt reported that there will be minimal impact to the  
18 City. City staff will prepare the dinner, decorate, serve, and clean up. Mr. Wyatt encouraged  
19 the Councilors to help if they were interested.

### 20 ADOPTION OF CITY MANAGER EVALUATION PROCESS

21 Mayor Fairchild asked the Councilors if there were any changes needed to the current form.

22 Councilor Wilson moved to affirm the City Manager's evaluation process using the previously  
23 approved performance evaluation form. The motion was duly seconded and CARRIED  
24 UNANIMOUSLY with Council President Ken Woods, Jr., Councilor Brian Dalton, Councilor  
25 Warren Lamb, Councilor Jackie Lawson, Councilor Kevin Marshall, Councilor Wes Scroggin,  
26 Councilor David Shein, Councilor Dave Voves, and Councilor LaVonne Wilson voting YES.

### 27 DOWNTOWN TASK FORCE REPORT

28 Mr. Wyatt stated the Task Force is not ready to present the final report, but they will have a final  
29 report at a meeting in January. Councilor Scroggin stated he would prefer the report come to the  
30 second January Council meeting. Councilor Lawson asked if that meant there would be no  
31 action taken until January. Mr. Wyatt explained that when items are identified as the City's  
32 responsibility to correct, we can take care of those immediately.

33 Council President Woods noted that we want to include the other areas of town. He would like  
34 to change the name to just "Task Force" so that once they are done with the downtown, they can  
35 look at other areas of town. Councilor Wilson explained that the main purpose of the Downtown  
36 Task Force was to look at the downtown on items having to do with code enforcement. What  
37 will come out of the final report will encompass the rest of the town. Councilor Wilson noted  
38 there are so many negligent areas downtown. Councilor Scroggin stated the Downtown Task  
39 Force dovetailed with what the Urban Renewal District is doing. They were looking at a short  
40 time frame to get in, work on projects, and get out. Now the Council is looking at an expanding  
41 time frame and more areas. Councilor Scroggin commented that they could change it from the  
42 Downtown Task Force to the City of Dallas Task Force. Mr. Wyatt indicated that each  
43 commercial area is different with its own unique challenges. Councilor Voves stated he would  
44 like to change the name of the Task Force to encompass what everyone is talking about.  
45 Councilor Scroggin explained that he would like the Task Force to finish what was started  
46 because the group is made up of people from the downtown area. After that is done, then the  
47 Council could look at expanding it. He noted it would not be helpful to have a bunch of new  
48 people join the group a month before they finish up. Councilor Shein agreed with Councilor  
49 Scroggin, noting the group was created to focus on one thing - the downtown. Councilor Dalton  
50 noted that if the group is allowed to finish what they started, they may have recommendations to  
51 improve the process next time. He advised the group could focus on the commercial areas of  
52 town; they could start with the downtown, then North Dallas, then the commercial nodes.

1 Councilor Scroggin commented that the Corvallis Mayor has talked about their city's Business  
2 Association and it is always us versus them with the downtown businesses and other businesses.  
3 He hopes Dallas doesn't develop that way. He advised there is a need for a business association  
4 that includes businesses from Ellendale Avenue, downtown, and the commercial nodes.

5 Mayor Fairchild recommended letting the Task Force finish this project and then they can add  
6 the other commercial areas. They could work on creating a more cohesive unit throughout the  
7 extended commercial district. Councilor Shein asked if we would continue to use the same  
8 group. He noted as they focus on each section of town they will want to include different people.  
9 He thinks the group needs to focus on one area at a time.

10 Councilor Wilson indicated they have good representation with John Swanson and Chelsea Pope.  
11 She recommended having a few members that continue with each area.

## 12 REPORT ON THE NOVEMBER 12, 2008 PLANNING COMMISSION MEETING

13 Mr. Wyatt reviewed the items on the November 12, 2008, Planning Commission meeting.

## 14 CODE ASSISTANCE WORKSHOP

15 Mr. Wyatt stated staff is recommending holding a joint City Council / Planning Commission  
16 workshop. Staff has been looking at the Dallas Development Code to make sure it is consistent  
17 with the Comprehensive Plan. As we look at the Code, we need to think how we want future  
18 growth to occur. Mr. Wyatt indicated we would like to have the joint workshop on December 4  
19 from 6:30 p.m. to 8:00 p.m. Council President Woods is unable to attend, but all the other  
20 Councilors were okay with that date and time. Mr. Wyatt indicated he would try to have a  
21 follow-up review of what was covered.

## 22 DEPARTMENT REPORTS FOR THE MONTH OF OCTOBER

23 Councilor Wilson complimented the Dallas Aquatic Center staff and Mr. Locke for the positive  
24 results there. Councilor Scroggin noted the Dallas Aquatic Center is really being used for  
25 rehabilitation and he thinks there are not enough handicap parking spaces. He frequently sees  
26 people in wheelchairs and walkers having to park in all areas of the parking lot. Councilor Shein  
27 stated he has been getting comments that the public sees the Aquatic Center as a much more  
28 dynamic facility.

29 Councilor Wilson asked if the Community Programs section of the Police report was new.  
30 Interim Police Chief Simpson stated CSO Jennifer Croll has really been able to energize the  
31 programs implemented in the mid-90's and she is doing a great job for us.

## 32 BLUE GARDEN UPDATE

33 Mr. Wyatt indicated he has been in contact with the owner. The sewer lines were flushed and are  
34 now open so water can drain in the back. The owner does have the structural engineer report  
35 completed so they can come in any day for their roofing permit. The owner is still trying to find  
36 a contractor, so as we move forward, it's slow. The Building Official will be calling the owner  
37 tomorrow to walk her through the processes that can be done immediately. The City doesn't  
38 make recommendations for contractors, but we can give the owner a list of contractors in Dallas  
39 that do that type of work. Mayor Fairchild stated we need to tell her we'll do the work if she  
40 doesn't. Mr. Wyatt indicated that the City would be in the same boat needing to find a  
41 contractor. He stated the City is helping her as much as we can.

42 Councilor Shein clarified that the Dangerous Building Resolution is in force and can be used any  
43 time. He stated at the last meeting she was going to get a permit any day and now two weeks  
44 later she still doesn't have a permit. At some point there's got to be a line in the sand where the  
45 City takes over. Mr. Wyatt indicated the owner won't share her structural engineers report so if  
46 we took over, we would have to hire a structural engineer and get a new report. Mr. Wyatt  
47 acknowledged this process is frustrating and takes a lot of time, but at this point it's in our best  
48 interest to help her get a contractor.

49 Councilor Shein stated that by the next meeting, he wants to see progress on the roof. Mr. Wyatt  
50 stated we can tell her the roof needs to be on by the next Council meeting. Councilor Lawson

1 commented that it may be really hard to have it done in two weeks. Her biggest concern is if the  
2 City has mitigated the problems with the neighboring properties and the water issues. Councilor  
3 Marshall stated she needs to show substantive and continual progress per Jerry's approval by the  
4 next meeting.

5 Bob Brixius stated that last Wednesday he probably had 10 gallons of water on the floor in the  
6 low spots. He noted the longer it rains, the more the water builds up in the walls and he is  
7 starting to have flooring problems.

8 Councilor Scroggin stated if there is no progress by the next Council meeting, the Council has to  
9 do something. Councilor Dalton asked if given her response, would it be wise to invest a little  
10 effort to get our steps started on the off chance that we need to take care of it. Mr. Wyatt stated  
11 if the Council wants to fix the building, they should just fix the building; he doesn't want to  
12 prepare for something that may or may not happen. Councilor Shein recommended having a  
13 drop-dead date and state the owner must have a permit and have the work under way by the next  
14 Council meeting. Councilor Wilson indicated she hates to see the City take over, because once  
15 we're into it there is the liability. Mr. Shetterly agreed there would be liability if the City took  
16 over. Councilor Marshall asked for a dollar amount. Mr. Wyatt stated he would have all that  
17 information at the next meeting if she hasn't started.

#### 18 COUNCIL PHOTO

19 Mr. Wyatt indicated the Council needs a new group photo. He stated the photographer is  
20 available at the January 20 or February 2 meeting. After some discussion, it was decided that  
21 February 2 would work best. Mr. Wyatt stated the Council must be at the Council Chambers by  
22 6:30 p.m.

#### 23 OTHER

#### 24 COMMUNICATIONS AND PETITIONS

##### 25 OLCC APPLICATION – CAPRICORN CATERING

26 Mr. Wyatt stated this is a request for an OLCC license for Capricorn Catering for his off-premise  
27 sales.

28 Councilor Dalton moved to recommend to the OLCC to grant the license for a new business at  
29 1635 SE Miller Avenue for Capricorn Catering. The motion was duly seconded and CARRIED  
30 UNANIMOUSLY with Council President Ken Woods, Jr., Councilor Brian Dalton, Councilor  
31 Warren Lamb, Councilor Jackie Lawson, Councilor Kevin Marshall, Councilor Wes Scroggin,  
32 Councilor David Shein, Councilor Dave Voves, and Councilor LaVonne Wilson voting YES.

##### 33 LETTER FROM CHAMBER REGARDING TREE LIGHTING

34 Mr. Wyatt stated Chelsea Pope of the Chamber of Commerce has submitted a letter for the  
35 annual Christmas tree lighting for Friday, December 5. It includes the usual request for no  
36 parking and a police escort for Santa.

37 Councilor Lawson moved to have the City Manager work with the Chamber to facilitate the Tree  
38 Lighting event. The motion was duly seconded and CARRIED UNANIMOUSLY with Council  
39 President Ken Woods, Jr., Councilor Brian Dalton, Councilor Warren Lamb, Councilor Jackie  
40 Lawson, Councilor Kevin Marshall, Councilor Wes Scroggin, Councilor David Shein, Councilor  
41 Dave Voves, and Councilor LaVonne Wilson voting YES.

#### 42 RESOLUTIONS

43 **Resolution No. 3175:** A Resolution approving an exemption from competitive bidding for the  
44 design and installation of certain systems and components at the Dallas Aquatic Center.

45 A roll call vote was taken and Mayor Fairchild declared Resolution No. 3175 to have PASSED  
46 BY A UNANIMOUS VOTE with Council President Ken Woods, Jr., Councilor Brian Dalton,  
47 Councilor Warren Lamb, Councilor Jackie Lawson, Councilor Kevin Marshall, Councilor Wes  
48 Scroggin, Councilor David Shein, Councilor Dave Voves, and Councilor LaVonne Wilson

1 voting YES.

2 **FIRST READING OF ORDINANCE**

3 **Ordinance No. 1693:** An Ordinance adopting the Transportation System Plan (TSP), Volume 1,  
4 Sections 1-8, and Volume II, Appendices, dated November 17, 2008, as a chapter of the Dallas  
5 Comprehensive Plan and repealing current transportation data, projects, language and policies.

6 Mr. Wyatt stated this is the Ordinance that was reviewed with the TSP. At the conclusion of the  
7 TSP public hearing, Council directed staff to add additional bike routes and add a bridge at Mill  
8 Street, which they did.

9 Mayor Fairchild declared Ordinance 1693 to have passed its first reading.

10 **Ordinance No. 1694:** An Ordinance adopting amendments to the Dallas Development Code.

11 Mayor Fairchild declared Ordinance 1694 to have passed its first reading.

12 **SECOND READING OF ORDINANCE**

13 **OTHER BUSINESS**

14 There being no further business, the meeting adjourned at 8:19 p.m.

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

16  
17 \_\_\_\_\_  
18 Mayor

19 ATTEST:

20 \_\_\_\_\_  
21 City Manager

DRAFT

## **MEETING AGENDA**

### **ADMINISTRATIVE COMMITTEE**

Monday, November 24, 2008

4:00 p.m.

Kevin Marshall, Chair  
Brian Dalton  
David Shein  
LaVonne Wilson  
Ken Woods, Jr.

1. Year-end Summary
2. Assistant City Manager's Report
3. Other
4. Adjourn

**Administrative Committee**  
**Monday, November 24, 2008**

Members Present: Chair Kevin Marshall, Brian Dalton, David Shein, LaVonne Wilson, and Ken Woods, Jr.

Also Present: Mayor Jim Fairchild, City Manager Jerry Wyatt, Assistant City Manager Kim Marr, City Attorney Lane Shetterly, Interim Police Chief Tom Simpson, and Recording Secretary Emily Gagner.

Chair Kevin Marshall called the meeting to order at 4:45 p.m.

**Year-End Summary**

Mr. Wyatt indicated staff is preparing the annual report, which is more graphical in nature and contains more statistics. He stated this provided a good opportunity to put together a list of projects that were accomplished over the past year. Mr. Wyatt then reviewed the list.

**Assistant City Manager's Report**

Assistant City Manager Kim Marr reviewed her report. She reported that the City will hold interviews for Finance Director this Wednesday. Ms. Marr also thanked City Attorney Shetterly for his help with policy updates.

**Other**

Mr. Wyatt reported that he met with the National Guard earlier in the day and they are very excited about helping us demo the old pool. They will use it for training in taking over and securing a building, and then they will demolish it for us. First they will remove the roof, wiring, and any metal. Then the next day, they will demolish the building, crush the rock, concrete, and asphalt, and use that to fill the hole where the pool was.

Mr. Wyatt stated the City will erect a sign at the old pool site once it is demolished announcing it is the future home of the Dallas Area Seniors. He indicated the Seniors want to call the building the Dallas Activity Center, but that must come to the full Council for a final decision. He commented that the name may affect the eligibility for grants, as the new name sounds like it is more of a community building.

Mr. Wyatt reported that the City added three ADA parking spaces at the Aquatic Center per Councilor Scroggins request. He added the City is looking at improving the parking across the street from the Aquatic Center.

Ms. Marr stated the City has submitted grant applications to the Meyer Memorial Trust, Spirit Mountain Community Fund, Ford Family Foundation, and Paul G. Allen Family Foundation. Mr. Wyatt indicated the City is finding it important to communicate with the Seniors on everything we do.

Mr. Wyatt reported that the City worked with an artist for a rendering of the proposed new High School/Community sign that ties it to the downtown and showed the rendering to the Committee. He stated he and City Attorney Shetterly must work through some updates to the sign code to allow this sign. Councilor Shein asked who would administer or control the equipment for the sign. Mr. Wyatt stated it will be the School District, Chamber, or City; the process is not that far yet.

- 1 There was some discussion about what types of events would be allowed. City Attorney Shetterly stated
- 2 it would be easy to tailor the ordinance to limit it to officially sanctioned events of the school, city, or
- 3 chamber.
- 4 There was no other business and the meeting was adjourned at 5:11 p.m.

## **2008 Annual Update**

City staff have accomplished a great deal over the past year. Below is a list of some of these items:

### **Park and Recreation**

- Arbor Day celebration
- Tree City USA application submitted and accepted
- Rotary Park improvements
- Commemorative Bench and Picnic Table Program implemented
- Disc Golf Course – layout and site preparation completed
- Rickreall Creek Master Plan – first draft completed
- Dog Park – nearly completed

### **Community Development Department**

- Aquatic Center energy audit and price review
- Farmers Market opened
- Reorganize plan review and permitting process

### **Police Department**

- Police organizational restructure
- Background check process streamlined
- Drug testing in-house
- Improved Community Service programming with reorganized Code Enforcement and Neighborhood Watch
- Collective Bargaining Agreement post-SB400 with safety and minimum staffing
- Dog licensing

### **Human Resources**

- Police collective bargaining
- Fire staff labor agreement interpretation and communication
- PERS audit on part-time employees
- Payroll reorganization / classification
- Establish comp time and vacation policies
- United Way – increased by 41%
- Employee/Volunteer Recognition Program
- Update staff evaluations not done
- Department training staffing improvements
- Budget – staff and program reductions
- Resolution of prior personnel problems
- Employee training events (harassment, ethics, customer service)
- Review of all job descriptions
- Personnel Rules audit and update

### **Finance**

- Finance review – Internal Controls review

### **Public Involvement/Outreach**

- Newsletter
- Web page updates
- Citizen Survey completed
- Public Involvement Policy drafted
- Community Video
- Community Holiday Dinner

### **Administration**

- Change in Council packets
- SEI changes
- Franchise agreements expired
- Year-end report
- December 2007 Flood event
- Filing updates
- General clean-up and organization of facilities

### **Miscellaneous**

- Material Safety Data Sheets (MSDS) updates
- Yard Waste recycling

# MEMORANDUM

To: Jerry Wyatt, City Manager  
From: Kim Marr, Assistant City Manager  
Date: November 24, 2008  
Re: Administrative Committee

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## New Hires and Exits

Bryan Lewis (11/10/08) and Brandi Gable (12/01/08) have been hired as part-time Paramedics.

James Wadsworth (11/07/08) and Sunny McKnight (11/10/08) have been hired as our two new Police Officers.

The following are new hires at the Aquatic Center since our last Administrative Committee meeting: Jacob Carrillo, Andrew Alapai, Nathan Humphrey, Victoria Peterson, Kelly Cannon and Morgan Gentry. Aimee Boudreau, Chris Boudreau and David Buchan have been rehired. Resignations include: Ivy Levi, Andrew and Eric Pfau and Gabe Rebischke.

Randy Collins will be a new part-time relief custodian beginning December 1, 2008.

## Personnel Issues

The City has had three training sessions with employees covering Customer Service, Ethics, and Harassment.

Administration has been working closely with the Finance Department during the interim phase. Interviews for the Finance Department are scheduled for the morning of Wednesday, November 26.

The State's minimum wage will rise to \$8.40 per hour January 1, 2009. We will make the adjustments for those currently at the minimum wage rate.

The City personnel rules and administrative rules are going through a review process to be updated the first of the year with the assistance of the City Attorney.

## **POST-MEETING AGENDA**

### **PUBLIC SAFETY COMMITTEE**

Monday, November 24, 2008

4:00 p.m.

David Shein, Chair  
Brian Dalton  
Kevin Marshall  
LaVonne Wilson  
Ken Woods, Jr.

1. Downtown Residence Parking Permits

*Staff will do further research and report back to Public Safety Committee*

2. Downtown Parking – Correction to Ordinance (special permits)

*Staff will bring report/draft Ordinance to full Council*

3. Background Check Format and Procedures

*Ordinance for first reading on Council Agenda*

4. Medication Round-Up Program

*Staff will research and report back to Public Safety Committee*

5. Feeding Wild Animals

*Staff will research and report back to full Council*

6. Interim Police Chief's Report

7. Fire Chief's Report

8. Other

9. Adjourn

1  
2 **Public Safety Committee**  
**Monday, November 24, 2008**

3 Members Present: Chair David Shein, Brian Dalton, Kevin Marshall, LaVonne Wilson, and  
4 Ken Woods, Jr.

5 Also Present: Mayor Jim Fairchild, City Manager Jerry Wyatt, City Attorney Lane Shetterly,  
6 Assistant City Manager Kim Marr, Fire Chief Bill Hahn, Interim Police Chief Tom Simpson,  
7 and Recording Secretary Emily Gagner.

8 Chair David Shein called the meeting to order at 4:00 p.m.

9 **Downtown Residence Parking Permits**

10 Mr. Wyatt explained the City has had several requests for parking permits for those who live  
11 downtown. A number of residents who live downtown have received tickets or have ques-  
12 tions about parking, especially with the Tuesday and Friday restrictions. In response to these  
13 inquiries, staff is looking at a downtown residential parking permit. In order to get one, a per-  
14 son would have to prove they were a downtown resident, and with this permit, they would not  
15 be penalized by downtown parking restrictions. The area affected would be limited and park-  
16 ing would not be allowed on Main Street and Jefferson Street. Mr. Wyatt noted there would  
17 be a permit application and a minimal fee of \$25 per year.

18 City Attorney Shetterly indicated the City has already defined the downtown area for parking  
19 restrictions as being from Church to Jefferson and Washington to Academy. Mr. Wyatt stated  
20 for the downtown parking permit, he would like to limit it to the area east of Church Street  
21 and west of Jefferson Street. Councilor Dalton stated that the City may want to exclude cer-  
22 tain areas that are used heavily for customer parking. He suggested looking at the parking  
23 survey that shows hour-by-hour where people park. Councilor Marshall asked if these per-  
24 mits would allow unconditional 24 hour per day parking, even for junker cars. Interim Chief  
25 Simpson stated the 72 hour parking restriction on neighborhood streets would still apply.  
26 City Attorney Shetterly explained that this would only exempt people from the 2 hour time  
27 limit, so they would still be subject to all the other regulations that apply to parking.

28 Councilor Shein asked if this should go back to the Committee or the full Council. Councilor  
29 Dalton indicted there seems to be a lot of questions, so asked that it come back to the Com-  
30 mittee.

31 **Downtown Parking – Correction to Ordinance (Special Permits)**

32 Interim Chief Simpson reported that shortly after Chief Harper retired, he had a request to ex-  
33 empt a service vehicle from the parking restrictions downtown. He looked in the City Code  
34 and could not find any authority for anyone other than the Council to issue such an exemp-  
35 tion. He indicated that he would like the Code to state that the City Manager or his designee  
36 would be able to issue these exemptions. In response to a question, Interim Chief Simpson  
37 explained that a contractor working on the Blue Garden may need to park on Main Street in  
38 front of the building for more than two hours, and beauty parlors in town occasionally have

1 customers who will be there for longer than two hours. He reported that it is a good system  
2 and is beneficial, but it needs to be regularized.

### 3 **Background Check Format and Procedures**

4 Interim Chief Simpson explained that the Police Department recently had a LEDS audit and  
5 the results indicated that the background checks we do for non-profits requires the City to es-  
6 tablish an Ordinance that says we can do those. He noted the City does have a written policy,  
7 but LEDS said we must have an Ordinance.

8 Councilor Marshall moved to bring this Ordinance to the Council. The motion was duly  
9 seconded CARRIED UNANIMOUSLY.

### 10 **Medication Round-up Program**

11 Interim Chief Simpson stated this agenda item was just to let the Committee know that staff is  
12 beginning to do research into the legalities and pros and cons for a medication turn-in pro-  
13 gram for citizens. He indicated he would have a full report sometime in the future.

### 14 **Feeding Wild Animals**

15 Mr. Wyatt indicated the City has received some complaints about people feeding wildlife in  
16 the City. He shared an Ordinance Philomath has passed regarding this issue.

17 Jim Brown discussed the issues he has with a neighbor feeding turkeys. He stated they are  
18 very destructive and may pose a health hazard.

19 Councilor Dalton moved to have staff bring back an Ordinance to look at after doing further  
20 research. The motion was duly seconded and CARRIED UNANIMOUSLY.

### 21 **Interim Police Chief's Report**

22 Interim Chief Simpson reviewed his report.

### 23 **Fire Department and Ambulance Service Report**

24 Fire Chief Hahn reviewed his report. He reported that the department has had difficulty re-  
25 ceiving the ambulance the Council authorized through a lease purchase. The supplier of the  
26 chassis failed to deliver it to the shop that converts the exhaust system to meet ambulance re-  
27 quirements. He has contacted the supplier in Eugene and the owner is making arrangements  
28 for use to get a loaner ambulance from Springfield until ours arrives. He noted the ambulance  
29 looks much different than ours, so we will need to make sure we put something in the paper  
30 about it. Council President Woods asked what that will cost us. Chief Hahn indicated it  
31 should cost us nothing. He noted we may look at purchasing the ambulance once this is all  
32 done.

1 Chief Hahn reported that with the garbage company now taking yard debris, the City of Dal-  
2 las should look at the possibility of following Salem and Keizer and not allowing backyard  
3 burning within city limits. This would limit false calls, air quality issues, and damages from  
4 fires getting out of control. He asked for permission to do more research and bring that in-  
5 formation back to the Committee. There were no objections.

6 **Other**

7 There being no further business the meeting was adjourned at 4:44 p.m.

## **MEETING AGENDA**

### **PUBLIC SAFETY COMMITTEE**

Monday, November 24, 2008

4:00 p.m.

David Shein, Chair  
Brian Dalton  
Kevin Marshall  
LaVonne Wilson  
Ken Woods, Jr.

1. Downtown Residence Parking Permits
2. Downtown Parking – Correction to Ordinance (special permits)
3. Background Check Format and Procedures
4. Medication Round-Up Program
5. Feeding Wild Animals
6. Interim Police Chief's Report
7. Fire Chief's Report
8. Other
9. Adjourn

ORDINANCE NO. 16

An Ordinance establishing criminal background check policies concerning applicants for employment, appointed volunteers and others; and declaring an emergency.

WHEREAS, ORS 181.555 and OAR 257-010-0025 establish procedures for access to criminal record information possessed by the Oregon State Police (OSP) through the Law Enforcement Data System (LEDS); and

WHEREAS, ORS 181.555(1) provides access to criminal offender information by criminal justice agencies and by other state and local agencies; and

WHEREAS, OAR 257-010-0025(1)(a) permits a Criminal Justice Agency access to OSP criminal offender information required to implement a local ordinance; and

WHEREAS, OAR 166-200-0090 provides for retention of employment selection information for a period of three years; and

WHEREAS, in order for the City government to operate effectively, persons selected for employment, public service volunteers, and certain other community employees and non-profit volunteers, must have the highest degree of citizen and public trust and confidence; and

WHEREAS, all City employees and service volunteers represent the City to its citizens; many City employees and volunteers have responsibilities to regulate and maintain public health and safety; and some City employees have the ability to authority to bind the City contractually, have access to public funds and property, and possess access to privileged and proprietary information submitted to City in confidence; and

WHEREAS, there is a need to protect vulnerable members of the community from harmful or dangerous encounters to persons who pose a risk based on a record of prior criminal activity, and to that end a review of the criminal records of certain other community employees and non-profit volunteers and housing tenants in the City is necessary and appropriate; and

WHEREAS, the City Council finds that it is in the public interest to access OSP criminal offender information through the LEDS system, for applicants for employment, and public service volunteers with the City, and certain other employees in the community and non-profit volunteers and housing tenants; NOW, THEREFORE,

THE CITY OF DALLAS DOES ORDAIN AS FOLLOWS:

Section 1. All applicants for employment or volunteer positions with the City, and all persons for whom a community employer, housing provider or non-profit organization authorized to request criminal background checks on employees or volunteers under Section 5 has requested a criminal background check, shall authorize the City to conduct a criminal background check through the OSP LEDS system.

Section 3. A member of the Police Department trained and authorized to perform criminal background checks through the LEDS system will conduct the check on the prospective City employee or volunteer, and orally report to the City Manager that the applicant's records indicates "no criminal record" or "criminal record." If the applicant's record is reported as "criminal

record”, the City Manager will, under OAR 257-010-0025, request a written criminal history report from the OSP Identification Services Section. The City Manager shall take into account the written criminal background record available to the City Manager for consideration in making whatever decision the City has been asked to consider.

Section 4. The written criminal background record on persons that are not hired or appointed by the City as an employee or volunteer will be retained in accordance with the requirements of OAR 166-200-0090 for a period of three years and thereafter will be destroyed. The criminal background record of applicants and volunteers with a criminal history that are hired, appointed or recommended by the City will become a part of the confidential personnel files of that individual. Access to confidential personnel files shall be limited to only authorized persons who have an official need to access such files that is sanctioned by law or regulation.

Section 5. Non-profit organizations that serve the community, other community employers, including, but not limited to public and private businesses, and housing providers in the community, may submit a request to the City Manager that the Police Department perform criminal background checks on prospective employees, volunteers and tenants. Such checks shall be at the sole discretion of the City Manager, who shall take into account Police Department workload priorities and staff availability. The Police Department shall confirm only if a criminal record on such persons exists, without any detail of such record.

Section 6. This Ordinance being necessary for the immediate preservation of the public health, safety, and welfare, an emergency is declared to exist and this Ordinance shall take effect immediately upon its passage.

Read for the first time: October 6, 2008  
Read for the second time: October 6, 2008  
Adopted by the City Council: October 6, 2008  
Approved by the Mayor: October 6, 2008

---

JAMES B. FAIRCHILD, MAYOR

ATTEST:

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JERRY WYATT, CITY MANAGER

## Medication Round-Up

There has been a dramatic increase nationwide in the number of poisonings and even deaths associated with the abuse of prescription and OTC drugs.\*

Proper disposal of these substances can dramatically reduce the potential for misuse.

Because these chemicals can pollute the water supply, we are asking you to **please bring unused medications to the Winston Police Department** or dispose of them properly in your trash.



## Partnering For A Healthier Community



## Winston Unused Medication Round-Up

Tel: 541 679-8704

# Prevention Of Substance Abuse Starts At Home

- More teens abuse prescription drugs than any illicit drug except marijuana.
- The majority of teens who abuse prescription drugs get them easily and for free, primarily from friends and relatives.
- Many parents are not aware of teen prescription drug abuse. Teens say their parents are not discussing these dangers with them, even though research shows that parental disapproval is a powerful way to keep teens from using drugs.
- Parents are in a unique position to immediately reduce teen access to prescription drugs because they are found in the home. \*



## Educate Yourself and Others

It is important to recognize that any home can hold potential hazards for your children. Talk to other adults whose homes your children visit. Make sure they are aware of the dangers prescription and over-the-counter (OTC) medications can pose to children.



Know what medications and how much you have on hand. If you are no longer using a medication, dispose of it properly. It is too easy to forget what is in your medicine cabinet. It is too easy for someone to take unused medications undetected.

## Proper Disposal of Medications

According to the National Anti-Drug Campaign, medications should not be flushed down the drain or toilet "because the chemicals can pollute the water supply\*\*"

To properly dispose of prescription medications, please bring them to the **Winston Police Station**. Medications can also be disposed of in your trash. However, before they are put with your household waste, mix with an unsavory substance like used coffee grounds or cat litter. To protect your identity, always destroy labels on prescription bottles.

\*[http://www.theantidrug.com/pdfs/prescription\\_report.pdf](http://www.theantidrug.com/pdfs/prescription_report.pdf)

## Winston Police Department

201 NW Douglas Blvd.  
Winston, OR 97496  
Phone: 541 679-8704

## Winston Area Community Partnership

Phone: 541 580-7336  
E-mail: [healthywinston@yahoo.com](mailto:healthywinston@yahoo.com)

**TO: JERRY WYATT, CITY MANAGER**  
**FROM: TOM SIMPSON, INTERIM CHIEF**  
**DATE: NOVEMBER 24, 2008**  
**SUBJECT: SAFETY COMMITTEE REPORT**

*Items from the Police Department:*

**Policy Level:**

Assessment of factors relative to implementing a process for disposing of old medicines for citizens.

Management team members continue to work through updating & improving Police Department Policies & Procedures

**Personnel / Training:**

Lieutenants Dankenbring, Dunham, Hatchell & Van Laanen are attending Middle Management training at DPSST in Salem during the week of November 17th

Officers Wadsworth and McKnight hired during the first part of November and have started their Field Training program.

Ofcr Wadsworth is scheduled to begin the police academy in Salem on February 2nd. Ofcr McKnight's police certification is current & she isn't required to attend the academy again.

**Other Updates:**

Calls for service continue to average well over 100 per week.

Traffic enforcement is down somewhat, as officers dedicate more time to handling citizen calls.

## ***The City of Dallas Fire and EMS Public Safety Report For November 24, 2008***

### **Fire Department:**

#### **Personnel:**

Josh Darland and Bill Hahn attended training at the Department of Public Safety Standards and Training. The class "Beyond Helmets and Hoses" addressed the changes the fire service is experiencing and how departments need to market their efforts.

Fire Inspector Sean Condon attended training on Juvenile Firesetter Intervention

Fire education in the schools of Dallas is now complete for the year; most of October is spent providing children from kindergarten through the fifth grade this knowledge.

Open House, town hall and door-to-door delivery of filers were provided to the registered voters of the community.

Dallas members attended training in ethics and harassment provided through the City.

Members of the department traveled throughout the City on Halloween night providing candy to the trick-or-treat children who were out for the evening.

### **Emergency Medical Service:**

#### **Activity:**

Stephanie Nelson has been hired as a full-time paramedic replacing Mike Hasson who is now working for Polk Fire District #1. Stephanie comes to us from Woodburn Ambulance; she had done her interim training here while attending Chemeketa College Paramedic program.

#### **Equipment:**

The medic unit that we ordered on lease purchase from Hughes Fire Equipment has been delayed and is not expected to arrive until late February.

# DALLAS CITY COUNCIL REPORT

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

<i>City of Dallas</i>	<b>Agenda Item No.</b> <b>7 a</b>	<b>Topic:</b> Canvass Election Results
<b>Prepared By:</b> Emily Gagner	<b>Meeting Date:</b> December 1, 2008	<b>Attachments:</b> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
<b>Approved By:</b> Jerry Wyatt		

RECOMMENDED MOTION:

Move to accept the election results of the November 4, 2008, election

BACKGROUND:

Dallas City Charter requires the Council to canvass the election results. Election results used to be done by the City staff, but now they are done by the County Clerk. The results are as follows:

Mayoral candidate Jim Fairchild received 5,115 votes

Council candidate Murray Stewart received 3,174 votes

Council candidate Wes Scroggin received 3,604 votes \*

Council candidate Kevin Marshall received 3,762 votes \*

Council candidate LaVonne Wilson received 3,560 votes \*

Council candidate Brian Dalton received 3,773 votes \*

Council candidate David Voves received 3,653 votes \*

\* Council candidates marked with an asterisk were reelected to serve a four year term on the Council.

FISCAL IMPACT:

None

ATTACHMENTS:

Certified election results from Polk County Clerk

NAME HEADING CANVASS

Polk County, Oregon  
General Election  
November 4, 2008

RUN DATE:11/19/08 03:33 PM

REPORT-EL111

PAGE 0001

Mayor CITY OF DALLAS

Vote for 1

	J F i a m i r c h i l d (NON)	W R R I T E - I N (NON)	O V V O E T R E S	U V N O D T E E R S
0154 154	2133	50	2	750
0162 162	2982	111	1	1166
CANDIDATE TOTALS	5115	161	3	1916
CANDIDATE PERCENT	96.94	3.05		

City Councilor CITY OF DALLAS

Vote for 5

	M S u t r e r w a a y r t (NON)	W S e c s r o g i n (NON)	K M e a v r i s a l (NON)	L W a i V l o s n n l (NON)	B D r a i l n o a t n o (NON)	W R I T E - I N (NON)	O V V O E T R E S	U V N O D T E E R S	
0154 154	1301	1506	1542	1491	1570	1482	95	100	5588
0162 162	1873	2098	2220	2069	2203	2171	167	70	8429
CANDIDATE TOTALS	3174	3604	3762	3560	3773	3653	262	170	14017
CANDIDATE PERCENT	14.56	16.54	17.26	16.33	17.31	16.76	1.20		

CERTIFIED TO BE A TRUE AND  
CORRECT COPY OF THE ORIGINAL  
VALERIE UNGER, Polk County Clerk

By Codi Studell Deputy



NAME HEADING CANVASS

Polk County, Oregon  
 General Election  
 November 4, 2008

RUN DATE:11/19/08 03:37 PM

REPORT-EL111

PAGE 0001

27-89 CITY OF DALLAS

Vote for 1

	Y e s (NON)	N o (NON)	O V V O E T R E S	U V N O D T E E R S
0154 154	1325	1468	2	140
0162 162	1796	2253	6	205
CANDIDATE TOTALS	3121	3721	8	345
CANDIDATE PERCENT	45.61	54.38		



CERTIFIED TO BE A TRUE AND  
 CORRECT COPY OF THE ORIGINAL  
 VALERIE UNGER, Polk County Clerk

By Codi Judell Deputy

# DALLAS CITY COUNCIL REPORT

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

<i>City of Dallas</i>	<b>Agenda Item No. 7 b</b>	<b>Topic:</b> Preliminary 2008 Population Estimate
<b>Prepared By:</b> Emily Gagner	<b>Meeting Date:</b> December 1, 2008	<b>Attachments:</b> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
<b>Approved By:</b> Jerry Wyatt		

RECOMMENDED MOTION:

None

BACKGROUND:

Each year, the City receives a population estimate from Portland State University. The preliminary population estimate for July 1, 2008, shows an increase of 310 people.

FISCAL IMPACT:

None

ATTACHMENTS:

Preliminary 2008 Population Estimate



College of Urban and Public Affairs  
Population Research Center

Post Office Box 751  
Portland, Oregon 97207-0751  
570 Urban Center  
506 SW Mill Street

503-725-3922  
503-725-5162  
askprc@pdx.edu  
www.pdx.edu/prc/

– IMPORTANT NOTICE –

**Preliminary 2008 Population Estimate**

November 15, 2008

To: **Dallas city**

Listed below is the preliminary population estimate for July 1, 2008. Also included are the certified 2007 estimate and 2000 Census figure. The July 1, 2008 estimate will be certified by December 31, 2008.

PRELIMINARY POPULATION ESTIMATE:

JULY 1, 2008: **15375**

CERTIFIED POPULATION ESTIMATE:

JULY 1, 2007: **15065**

CERTIFIED CENSUS FIGURE:

APRIL 1, 2000: **12459**

If you have any questions, please contact:

Risa S. Proehl  
Population Research Center  
Portland State University  
PO Box 751  
Portland, OR 97207-0751

Telephone: (503) 725-5103  
Fax: (503) 725-5162  
E-mail: proehlr@pdx.edu

# DALLAS CITY COUNCIL

## REPORT

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

<i>City of Dallas</i>	<b>Agenda Item No.</b> <b>7 c</b>	<b>Topic:</b> Park Reservations
<b>Prepared By:</b> Christy Ellis	<b>Meeting Date:</b> December 1, 2008	<b>Attachments:</b> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
<b>Approved By:</b> Jerry Wyatt		

*Recommended Motion:*

Direct the City Manager to implement the policy and associated deposit for the use of inflatables within the Dallas City Park and implement an additional fee for large groups using the reservation system.

*Background:*

The City has received requests for the temporary placement and use of large inflatables within the Dallas City Park. These units cause damage to the turf and create a liability risk to the City. Staff recommends the implementation of the Inflatables Policy as outlined in the attached document.

The Council has authorized a reservation system for the shelter areas within the Dallas City Park. Frequently, these areas are reserved by groups of more than 100 visitors. The additional garbage generated from these groups fills the garbage cans on site beyond capacity. For each 50 visitors staff estimates an additional two cans are required at a cost to the City of \$12.50 each. Staff recommends an additional fee of \$25.00 be added for rental reservations to groups with 100-199 anticipated visitors, and an additional \$25.00 for each additional 100 visitors beyond that. For example a reservation with an estimated 200 attendees would be charged \$50.00 for the reservation, and an additional \$50.00 for the large group fee, for a total of \$100.00.

*Fiscal Impact:*

Inflatables Policy – No impact  
Large Group Fee – Revenue stabilization

*Attachments:*

Policy regarding Use of Inflatables Within Dallas City Park  
Updated Park Reservation form

**CITY OF DALLAS**  
**Policy Regarding Use of Special Equipment Within Dallas City Park**

- Permit & Fees:** The applicant shall secure a special equipment permit from the City of Dallas. The permit requires a refundable deposit of \$250.00. Violation of any of the terms of the permit will result in immediate revocation of the permit and a forfeiture of the deposit.
- Insurance:** Proof of Comprehensive General Liability insurance, naming the City of Dallas as 'additional insured' is required. The coverage must be in the amount of no less than \$1,000,000 and filed with the permit application at least two weeks prior to the event.
- Set-up:** The unit shall be setup in the designated area as shown on the map associated with the permit. **No motorized vehicles are allowed within the park**, including paved maintenance access ways. Vehicles delivering the unit shall park in the parking lot or along the shoulder area of the public street. The unit shall be manually moved from the delivery vehicle to the designated setup area. Drivers of vehicles found within the park will be cited and the event permit will be immediately revoked. Equipment shall be anchored according to manufacturer recommendations. Units shall not be connected to park trees.
- Power:** Power is available in reservation areas. The applicant is responsible for providing, installing, and protecting extension cords. Extension cords shall be UL approved, 12 ga. minimum, grounded, insulated, and in good condition.
- Safety:** The applicant shall ensure the inflatable is staffed with the proper amount of adult attendants at all times. Most injuries on inflatables come from two things, too many children or participants on units and units not being anchored down securely. Always follow the safety instructions for the unit. Always have more attendants than units. If it becomes windy, shut the unit down until the wind subsides. Applicant assumes any and all liability associated with the use of special equipment.
- Cleaning:** The unit shall not be cleaned on the turf area. Move the unit to a paved area or offsite for cleaning.
- Removal:** The unit shall be completely removed prior to closure of the park (sunset). Again, **no motorized vehicles are allowed within the park**.

---

Jerry Wyatt

---

Date

## Park Reservation Request Form/Application 2008

Please Return Application to: Public Works Department, 187 SE Court St., Dallas, Oregon 97338  
 Phone: 503-831-3562 Fax: 503-623-2339



**Reservation Season: May 1 thru September 30**

**Fee: \$50.00 Non-refundable reservation fee due at the time of reservation**

Priority will be given to fraternal, civic, patriotic, religious, service, charitable, educational organizations including class reunions, with a chapter, lodge, post, congregation, or other unit existing within the City. Requests for these groups will be processed beginning April 15<sup>th</sup>. Reservations for private group/family events will be processed beginning May 1<sup>st</sup>.

Organization Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Organization Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Contact Person Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Contact Person Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Nature of Event: \_\_\_\_\_ Expected Attendance: \_\_\_\_\_

Date Requested for Event: \_\_\_\_\_ Time Requested: \_\_\_\_\_ to \_\_\_\_\_

**Requested Location:**

- Brandvold Section w/Kitchen**  
 Accessed via Brandvold, River, or Westwood Drive  
 Accommodates 150+ People  
 12 Picnic Tables (no shelter over tables)
- Seibert/Fredrickson Memorial Shelter**  
 Accessed via Academy or Allgood Street  
 Accommodates 100-150 People  
 12 Picnic Tables
- Gazebo**  
 Accessed via Academy Street  
 Accommodates 50-100 People  
 6 Picnic Tables

**Items Requiring Special Permits or City Manager Approval:**

- Amplified Sound** (Requires a permit approved by the City Manager)
- Inflatables such as Bouncy Castles, Jumping Bags, etc.** (Requires a permit approved by the City Manager with a deposit of \$250 and Proof of Comprehensive General Liability Insurance in the amount of \$1,000,000 provided two weeks prior to the event)
- Dunk Tanks, Tents, Tent Shows, Carnivals, or Commercial Activities**  
 (Request must be submitted in writing and approved by the City Manager two weeks prior to the event)

I have read, understand, and agree to the guidelines and regulations stated in the "Dallas City Park Rules for Use" and policies regarding any special equipment that I will be using at the Park. By my signature, I agree to hold harmless and indemnify the City of Dallas, its officers, agents and employees for all claims arising from the use of park facilities resulting in bodily injury, property damage or personal injury, including but not limited to, settlements, judgments, costs and attorneys' fees.

APPLICANT'S SIGNATURE \_\_\_\_\_ DATE: \_\_\_\_\_

<b>STAFF USE ONLY</b>	Reservation Date _____	Location: _____
<input type="checkbox"/> \$50 Fee Received	<input type="checkbox"/> Confirmation to Applicant	<input type="checkbox"/> Posted on Calendar
	<input type="checkbox"/> Copy/Sign to Park Foreman	
<b>SPECIAL PERMITS</b>	Required Yes No	Approved Yes No
	Deposit \$ _____	Received Returned

# 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> Application for Taxi Cab Business License
<b>Prepared By:</b> Emily Gagner	<b>Meeting Date:</b> December 1, 2008	<b>Attachments:</b> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
<b>Approved By:</b> Jerry Wyatt		

RECOMMENDED MOTION:

Move to approve the Application for Taxi Cab Business License for Affordable Taxi, LLC.

BACKGROUND:

The City received an Application for a Taxi Cab Business License from Lisa Hendrick at Affordable Taxi, LLC. Affordable Taxi is currently licensed and doing business in Salem, and would like to expand their business to Dallas. The Interim Police Chief has performed a background investigation and found no items of concern. Staff recommends approval of the license.

FISCAL IMPACT:

None

ATTACHMENTS:

Application for Taxi Cab Business License (Affordable Taxi, LLC)

CITY OF DALLAS

APPLICATION FOR TAXI CAB BUSINESS LICENSE

Applicant's Name: Lisa Hendrick

Applicant's Residence Address: 8063 STATE ST SE, SALEM, OR 97307

Business Name: Affordable TAXI, LLC

Business Address: 8063 STATE ST SE, Salem OR 97307

Business Phone: 503 399 8888 Home Phone: \_\_\_\_\_

Driver's License # \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Social Security Number: \_\_\_\_\_

List any previous taxi cab business experience: 2002 - Present - Express & Pacific Medical TAXI, 2006-2007 Merco CAB (sold) Albany Yellow Cab 2007-2008 (sold) Current - AFFORDABLE TAXI - 2/2008

REC'D 11-13-08  
Name Scan   
DL Incident Scan   
CCH   
Date 11-13-08 by [Signature]

Provide the following information for each vehicle to be used. Also, provide proof of safe operating condition for each vehicle and insurance coverage.

Vehicle Year, Make and Type: 1999 Voyager Express

Seating capacity: 6

Proposed fee schedule: 2.50 pu and 3.40 per mile  
Subject TO change -

Proposed hours of service: 24/7

Has the applicant, principals or officers been convicted of a felony, misdemeanor, or other offenses: [ ] Yes [X] No

If yes, please list the charge and penalty: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Provide the information required for each driver on the separate application form.

FEEES FOR TAXI CAB BUSINESS LICENSE:

Application fee (nonrefundable):	\$100.00	
Driver's permit application fee:	\$ 10.00	(each person)
Annual License fees:	First taxi cab	\$ 50.00
	Each additional taxi cab	\$ 25.00

TRANSFER/REVOICATION OF LICENSE

1. No license may be sold or transferred without City Council approval.
2. A license may be suspended or revoked by the City Council if:
  - a) False Statements are given on the application.
  - b) Operation ceases for 15 days or more without City Council consent.
  - c) Owner violates DCC 7.700 to 7.800.
  - d) Rates charged are higher than those on file.
  - e) Owner fails to pay fees.
  - f) Licensee is convicted of a felony, misdemeanor, or other offense.
3. License may be revoked by the City Manager for just cause to protect the public safety.
4. Any revocation may be appealed to the City Council.

**DISPLAY OF LICENSE AND PERMITS**

The current license or a photocopy shall be displayed in a manner readily visible to each passenger. Each taxi cab driver shall have a permit issued by the Chief of Police and displayed so that it is visible to all passengers.

**INSURANCE**

Applicant must provide proof of insurance, to the limits required by Dallas City Code 7.745, with the City of Dallas listed as an additional insured, including evidence that the insurance carrier shall give the City 30 days notice of any change in insurance coverage or of any cancellation of coverage.

**TAXI CAB EQUIPMENT AND MAINTENANCE**

In addition to all equipment required by state law, each taxi cab shall have:

1. An accurate taximeter, visible and readable to all passengers at all times.
2. A top light identifying it as a taxi cab.
3. A fire extinguisher approved by the Fire Chief.
4. The company name and phone number on the exterior of the Vehicle
5. A "State of the Art" taxi radio operating on a clear coordinated taxi cab frequency.

Taxi cabs will be kept in proper repair, clean, sanitary and in a safe condition.

**RATES**

Rates shall be set in accordance with DCC 7.770

**HOURS OF SERVICE**

Licensee shall have a taxi cab available each hour of every day unless exceptions are granted by the City Council.

**VARIANCES**

Variations may be provided by the City Council in accordance with DCC 7.790.

**VIOLATION OF THIS CODE IS A CIVIL INFRACTION**

**CERTIFICATION:**

I hereby certify that I have read this application and that this application contains no misrepresentations or falsifications and that the information given is true and complete to the best of my knowledge and belief. I authorize the City Dallas to make any necessary and appropriate investigations to verify the information I have provided in my application and to review my personal, financial, and professional background, including any criminal records and past employment records. I release the City of Dallas and any persons, companies, or corporations supplying the above information from all liability pertaining to information concerning my background.

Applicant's Signature: *[Signature]* Date: 11/17/08

Application Fee Paid: [ ] Annual License fees paid [ ] Amt. \_\_\_\_\_

Proof provided: Safe operating condition for each vehicle [ ] Insurance coverage [ ]

**BACKGROUND INVESTIGATION BY CHIEF OF POLICE**

A records check of the application revealed:

No items of concern.

The following items of concern: \_\_\_\_\_

Police Chief's Signature: *[Signature]* Date: 11/17/08

CITY OF DALLAS

APPLICATION FOR TAXI CAB DRIVER'S LICENSE

Applicant's Name: DAVE MICHAELS

Applicant's Residence Address: \_\_\_\_\_

Driver's License # \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Social Security Number: \_\_\_\_\_ Phone Number: \_\_\_\_\_

List any previous taxi cab driving experience:

DROVE IN BEND OR. FOR 3 YEARS FOR OWL TAXI  
DROVE IN SALEM FOR 1 1/2 YEARS TILL PRESENT

Has the applicant been convicted of a felony, misdemeanor, or other offenses:

Yes  No

If yes, please list the charge and penalty: \_\_\_\_\_

Has the applicant been involved, as a driver, in any accidents that resulted in injury to one or more persons or property damage in excess of \$500.

Yes  No

If yes, please list dates and locations: \_\_\_\_\_

Name Scan \_\_\_\_\_  
DL \_\_\_\_\_  
Incident Scan \_\_\_\_\_  
CCH \_\_\_\_\_  
Date 11-15-08 by [Signature]

A copy of the applicant's fingerprints must be attached to this application.

**CERTIFICATION:**

I hereby certify that I have read this application and that this application contains no misrepresentations or falsifications and that the information given is true and complete to the best of my knowledge and belief. I authorize the City Dallas to make any necessary and appropriate investigations to verify the information I have provided in my application and to review my personal, financial, and professional background, including any criminal records and past employment records. I release the City of Dallas and any persons, companies, or corporations supplying the above information from all liability pertaining to information concerning my background.

Applicant's Signature: [Signature] Date: 11-7-08

Application Fee paid [ ]

Fingerprints received [ ]

BACKGROUND INVESTIGATION BY CHIEF OF POLICE

A records check of the applicant revealed:

No items of concern.

The following items of concern: \_\_\_\_\_

Police Chief's Signature: T. Simpson Date: 11/17/08

ORDINANCE NO. 1695

An Ordinance establishing criminal background check policies concerning applicants for employment, appointed volunteers and others; and declaring an emergency.

WHEREAS, ORS 181.555 and OAR 257-010-0025 establish procedures for access to criminal record information possessed by the Oregon State Police (OSP) through the Law Enforcement Data System (LEDS); and

WHEREAS, ORS 181.555(1) provides access to criminal offender information by criminal justice agencies and by other state and local agencies; and

WHEREAS, OAR 257-010-0025(1)(a) permits a Criminal Justice Agency access to OSP criminal offender information required to implement a local ordinance; and

WHEREAS, OAR 166-200-0090 provides for retention of employment selection information for a period of three years; and

WHEREAS, in order for the City government to operate effectively, persons selected for employment, public service volunteers, and certain other community employees and non-profit volunteers, must have the highest degree of citizen and public trust and confidence; and

WHEREAS, all City employees and service volunteers represent the City to its citizens; many City employees and volunteers have responsibilities to regulate and maintain public health and safety; and some City employees have the ability to authority to bind the City contractually, have access to public funds and property, and possess access to privileged and proprietary information submitted to City in confidence; and

WHEREAS, there is a need to protect vulnerable members of the community from harmful or dangerous encounters to persons who pose a risk based on a record of prior criminal activity, and to that end a review of the criminal records of certain other community employees and non-profit volunteers and housing tenants in the City is necessary and appropriate; and

WHEREAS, the City Council finds that it is in the public interest to access OSP criminal offender information through the LEDS system, for applicants for employment, and public service volunteers with the City, and certain other employees

in the community and non-profit volunteers and housing tenants; NOW, THEREFORE,

THE CITY OF DALLAS DOES ORDAIN AS FOLLOWS:

Section 1. All applicants for employment or volunteer positions with the City, and all persons for whom a community employer, housing provider or non-profit organization authorized to request criminal background checks on employees or volunteers under Section 5 has requested a criminal background check, shall authorize the City to conduct a criminal background check through the OSP LEDS system.

Section 3. A member of the Police Department trained and authorized to perform criminal background checks through the LEDS system will conduct the check on the prospective City employee or volunteer, and orally report to the City Manager that the applicant's records indicates "no criminal record" or "criminal record." If the applicant's record is reported as "criminal record", the City Manager will, under OAR 257-010-0025, request a written criminal history report from the OSP Identification Services Section. The City Manager shall take into account the written criminal background record available to the City Manager for consideration in making whatever decision the City has been asked to consider.

Section 4. The written criminal background record on persons that are not hired or appointed by the City as an employee or volunteer will be retained in accordance with the requirements of OAR 166-200-0090 for a period of three years and thereafter will be destroyed. The criminal background record of applicants and volunteers with a criminal history that are hired, appointed or recommended by the City will become a part of the confidential personnel files of that individual. Access to confidential personnel files shall be limited to only authorized persons who have an official need to access such files that is sanctioned by law or regulation.

Section 5. Non-profit organizations that serve the community, other community employers, including, but not limited to public and private businesses, and housing providers in the community, may submit a request to the City Manager that the Police Department perform criminal background checks on prospective employees, volunteers and tenants. Such checks shall be at the sole discretion of the City Manager, who shall take into account Police Department workload priorities and staff availability. The Police Department shall confirm only if a criminal record on such persons exists, without any detail of such record.

Section 6. This Ordinance being necessary for the immediate preservation of the public health, safety, and welfare, an emergency is declared to exist and this Ordinance shall take effect immediately upon its passage.

Read for the first time: December 1, 2008  
Read for the second time: December 15, 2008  
Adopted by the City Council: December 15, 2008  
Approved by the Mayor: December 15, 2008

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JAMES B. FAIRCHILD, MAYOR

ATTEST:

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JERRY WYATT, CITY MANAGER

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</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

EXHIBIT B

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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.

#### ~~7.3.4 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)~~

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

**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 Lovens 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

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

ATTEST:

\_\_\_\_\_  
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

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 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