



Comprehensive Plan Map and Zoning Map Amendments Staff Report and Recommendation

Community Development Department, Planning Division

Report Date	December 6, 2019	
Hearing Date	December 16, 2019	
Land Use Request	Comprehensive Plan Map and Zoning Map Amendments to re-designate and rezone two parcels from Public/Institutional to Town Center Transition	
File Number	311-19-000028-PLNG	
Property Location	2102 Pacific Avenue and 1919 Ash Street	
Legal Description	Washington County tax lots 1S306BA05400 and 1S306BA06400	
Owner	City of Forest Grove PO Box 326 Forest Grove, Oregon 97116 Public	Forest Grove Rural Fire District 1919 Ash Street Forest Grove, Oregon 97116
Comprehensive Plan Designation		
Zoning Map Designation	Institutional (INST)	
Historic District	None	
Applicable Decision Considerations, Standards and Criteria	<u>Comprehensive Plan Amendment</u> <ul style="list-style-type: none">▪ Oregon Statewide Land Use Planning Goals▪ Oregon Transportation Planning Rule▪ Metro Regional Framework Plan▪ Metro Urban Growth Management Functional Plan▪ Forest Grove Comprehensive Plan Policies <u>Zoning Map Amendment</u> <ul style="list-style-type: none">▪ Development Code §17.2.770 <i>Map Amendment Criteria</i>	
Reviewing Staff	James Reitz (AICP), Senior Planner	
Recommendation	The proposed Comprehensive Plan Map and Zoning Map amendments meet the requirements of the applicable decision considerations, standards and criteria. Staff recommends that the Planning Commission forward the application to the City Council with a positive recommendation.	

I. LAND USE HISTORY

The site of this request is occupied by three City facilities: the police and fire departments, and the library. The police department building and original library building were constructed in 1978, while the fire department building was constructed in 1994. These two sites constitute a majority of the block (about 80%) and have been under City ownership for decades. The remaining parcels on this block at 2129 and 2137 19th Avenue were recently acquired by the applicant; they are not a part of this application.

The sites were designated as Central Business District until 2009, when the current Development Code was adopted. The Development Code included a new Institutional zoning district “...to implement the Public and Semi-Public/Institutional designation of the Comprehensive Plan. The Institutional Zone is intended to serve larger institutional facilities such as campuses, public school sites and associated playgrounds, hospitals, corporation yards, sewer and water treatment facilities, and cemeteries. The district is for uses such as governmental services, education facilities, public parks and open space, and other similar activities. Smaller facilities can be found within other appropriate zone districts.” (DC §17.3.200 Purpose).

A new zoning map was also adopted in 2009, at which time the existing governmental uses were zoned Institutional to implement the Public Comprehensive Plan map designation.

The applicant wishes to construct a new police facility consisting of a two-story office building, a one-story indoor gun range (in a separate building) and surface parking. This facility would be constructed primarily on what is now 2129 and 2137 19th Avenue, but would extend beyond those property boundaries into the subject site, hence, this application. A new police department facility – in either the Institutional or Town Center Transition zoning districts – would undergo a conditional use permit review process.

The Development Code does not define “governmental services” but does define two related categories, as follows:

Office: government, business and professional offices: Examples include local, regional, state and federal offices and agencies; medical, dental and veterinary clinics and laboratories; blood collection centers; offices for attorneys, architects, accountants, engineers, stockbrokers, real estate agents, mortgage bankers, insurance brokers and other consultants; headquarters offices; sales offices; and radio and television studios. Also includes painting, landscaping, building and janitorial contractors where the indoor storage of materials and equipment are incidental to the office use. If this storage exceeds 50% of the occupied space, such uses are classified as Industrial Services. Offices that are part of and are located within a firm in another use category are considered accessory to the firm’s primary activity. (DC §17.12.130(H). Emphasis added)

Emergency Services: Facilities that provide protection to a district or entity, together with the incidental storage and maintenance of necessary vehicles. Typical uses include fire stations, police stations and ambulance services. (DC §17.12.120(G))

As noted above, Emergency Services such as police stations are conditional uses in both the Institutional and Town Center zoning districts, but because the proposed site is partially located in the Institutional zoning district, the base zone development standards of that zoning district would apply to any new construction.

Those base zone standards include off-street parking requirements. Because a police station is primarily an office building, office use parking requirements would be applied. Based on the preliminary building plan, the new police station would require upwards of 60 off-street spaces.

In the Town Center zoning districts, uses other than new multi-family are permitted with no off-street parking requirements. The purpose of this allowance is to discourage single-use surface parking lots in the Town Center. Proposed conditional uses however, must demonstrate that they would be physically compatible with adjacent developments, including addressing parking demand and supply. Through the conditional use permit process, an applicant could submit a parking demand and supply study specific to their application, or use the Development Code standards as a default.

If this application is approved, the sites would be located in the Town Center Transition zoning district. The proposed police station would thus be exempt from complying with the minimum parking requirements stipulated in the Development Code.

However, because the police station project would still have to undergo conditional use permit review, the Planning Commission would then examine the project for compliance with the conditional use, site review and design review criteria. Parking demand and supply would be reviewed based on a specific-use parking demand analysis, versus using the ratio in the Development Code. This could potentially allow the off-street parking supply to be sized to the demand of a specific use (a police station) versus a supply based on a more generic office type.

II. DESCRIPTION OF PROPOSAL

The proposal is an amendment to the Comprehensive Plan Map to re-designate two parcels from Public to Town Center Transition (TCT), and an amendment to the Zoning Map to re-designate the same parcels from Institutional to Town Center Transition. Maps of the proposals are attached in Exhibit A.

III. SITE EXAMINATION

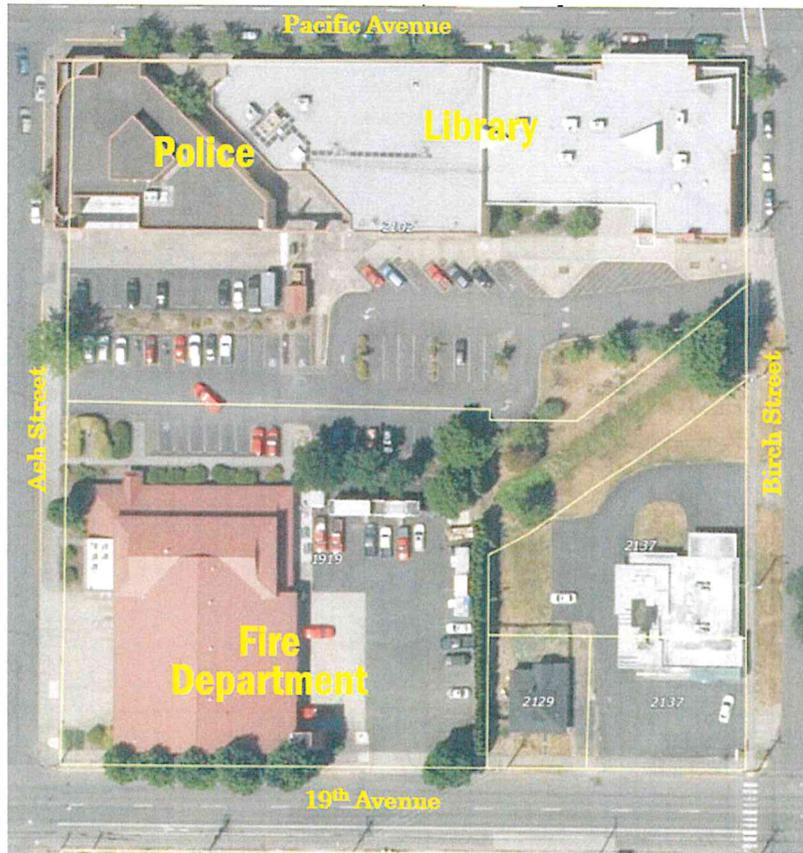
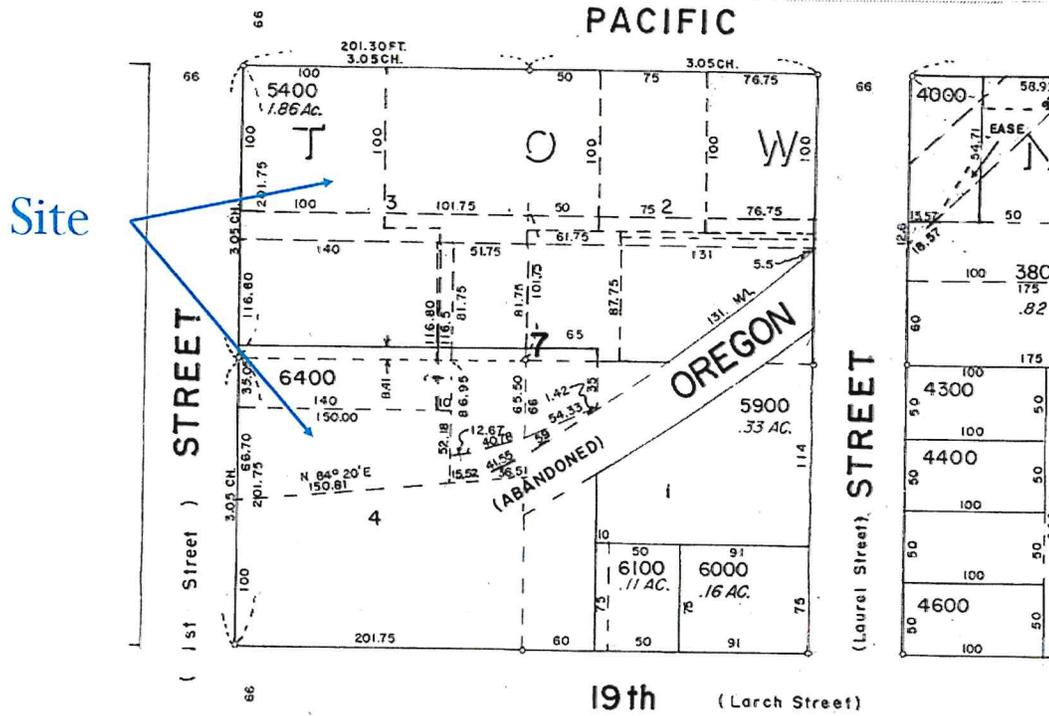
The subject area totals 3.17 acres more or less. It is developed with the police station, fire station, library, surface parking, a water quality treatment facility and landscaping.

Existing Comprehensive Plan Designation and Zoning of Site and Area

LOCATION	COMPREHENSIVE PLAN DESIGNATION	ZONING DISTRICT	LAND USE
Site	Public	Institutional	Police & Fire Stations
North	High Density Residential (HDR)	Residential Multi-Family High Density (RMH)	Pacific University
South	Town Center Transition (TCT)	Town Center Transition (TCT)	Residential, Commercial
East	Town Center Transition (TCT)	Town Center Transition (TCT)	Post Office, Commercial, Residential
West	Town Center Core (TCC), Town Center Transition (TCT)	Town Center Core (TCC), Town Center Transition (TCT)	Commercial, Car Park

WASHINGTON COUNTY TAX MAP

Tax lots 1S306BA05400 and 1S306BA06400



AERIAL PHOTO OF SITE AND AREA

IV. PROCEDURAL REQUIREMENTS

Comprehensive Plan Map Amendment Process: “Plan amendments may be initiated by the following parties: property owner of record or authorized agent of the property owner of record; contract purchaser, City Council, Planning Commission, City Manager, or Community Development Director.” (Forest Grove Comprehensive Plan - Volume 1 p. 27). This amendment was initiated by the property owners.

The Planning Commission will consider the merits of the proposal and prepare a recommendation to the City Council.

Zoning Map Amendment Process: Development Code §17.2.760 *Procedure* authorizes the Planning Commission to make a recommendation to the City Council after reviewing the application pursuant to a Type 3 procedure.

Comprehensive Plan Amendment and Zoning Map Amendment approval criteria follow in Section V below.

DLCD and Metro Notification and Review: Notice of the proposed comprehensive plan and zoning map amendments was provided to the Department of Land Conservation and Development (DLCD) and Metro on October 23, 2019 pursuant to ORS 197.610, OAR Chapter 660 – Division 18, and Metro Code §3.07.820 (Functional Plan Title 8). As of the date of this report, neither agency has registered any comments.

Public Notice: Public notice for this application was mailed to property owners and residents within 300 feet of the site on November 26, 2019; and published in the *News Times* on December 11, 2019, as required by Development Code §17.1.610. As of the date of this report, no written comments have been received from the public.

V. REQUIRED APPROVALS AND FINDINGS

The following decision considerations apply to the proposed Comprehensive Plan Map amendment –

- Applicable Oregon Statewide Land Use Planning Goals
- Oregon Transportation Planning Rule
- Metro Regional Framework Plan
- Metro Urban Growth Management Functional Plan
- Forest Grove Comprehensive Plan policies (as applicable)

The following criteria apply to the proposed Zoning Map amendment (DC §17.2.770) –

- A. The zone change is consistent with the Comprehensive Plan Map. When the Comprehensive Plan has more than one implementing zone as shown on the Correspondence Table in Article 3, it must be shown that the proposed zone is the most appropriate, taking into consideration the purposes of each zone and the zoning pattern of surrounding land.
- B. The zone change is consistent with relevant goals and policies of the Comprehensive Plan, as identified by the Director.

- C. The site is suitable for the proposed zone and there is a lack of appropriately designated alternative sites within the vicinity. The size of the vicinity will be determined on a case-by-case basis since the impacts of a proposed zone and its potential uses vary. The factors to be considered in determining suitability are parcel size and location.
- D. The zone change is consistent with the adopted Transportation System Plan. Development allowed by the zone change will not substantially impact the functional classification or operation of transportation facilities, or reduce the level of service of transportation facilities below the minimum acceptable level identified in the Transportation System Plan. To ensure proper review and mitigation, a traffic impact study may be required for the proposed zone change if it may impact transportation facilities.
- E. Public facilities and services for water supply, sanitary waste disposal, storm water disposal, and police and fire protection are capable of supporting the uses allowed by the zone. Adequacy of services is based on the projected service demands of the site and the ability of the public services to accommodate those demands.
- F. The establishment of a zone district is not subject to the meeting of conditions.

The applicable decision considerations and approval criteria are described more fully below. Findings are also provided below.

Oregon Statewide Land Use Planning Goals

- Goal 2: Land Use Planning - Goal 2 requires that land use decisions be made in accordance with a comprehensive plan. The comprehensive plan establishes a framework for decisions and actions related to the use of land. Goal 2 defines major and minor revisions to the comprehensive plan. Major changes are those that have widespread and significant impact beyond the immediate area or a change affecting large areas or many different ownerships. Minor changes are those that do not have significant impact beyond the immediate area proposed for change. Minor changes should be based on information that serves as the factual basis for the change. The public need and justification for minor change should be established.

Applicant's Response: The proposed Comprehensive Plan map amendment affects two ownerships and 3.17 acres. Therefore, the proposed change is a minor amendment to the Forest Grove Comprehensive Plan. Furthermore, the site is developed and only affects public facilities. The practical result in the change is the City library (categorized as cultural institution) would be permitted outright rather than being a conditional use. Emergency Services (police and fire) would remain conditional uses and new facilities or alterations increasing floor area by more than 20% would require Planning Commission review and approval.

The existing police station is functionally obsolete. Since constructed in 1978 the police force has doubled in size as the City's population increased from 11,000 persons in 1978 to over 24,000 persons today, resulting in substandard and overcrowded working conditions. The public need and justification for the proposed change includes broadening opportunities for reuse of the existing police station should a new facility be constructed.

Finding for Goal 2: The proposed amendments affect only two parcels with an area of 3.17 acres more or less. Because only two parcels would be affected and the permitted uses in the Institutional and Town Center Transition are similar, re-designating the properties from Public/Institutional to Town Center Transition will not have a significant effect and is therefore considered to be a minor amendment.

- Goal 9: Economic Development – The intent of Goal 9 is to provide an adequate land supply for economic development and employment growth in Oregon. The Oregon Administrative Rules implementing Goal 9 responds to the Oregon Legislature’s direction to assure that comprehensive plans and land use regulations are updated to provide adequate opportunities for a variety of economic activities.

Applicant’s Response: *This proposal supports retaining employment in the Forest Grove Town Center and providing adequate opportunities for a variety of economic activities on the subject property. This is achieved by allowing continuation of existing uses and expanding the permitted uses allowed on the subject property.*

Finding for Goal 9: Rezoning of the site from Institutional to Town Center Transition would promote economic development because the TCT zoning district allows for a wider variety of uses – particularly commercial uses – than does the Institutional zoning district, and designating the site as TCT would offer greater flexibility for its redevelopment.

Transportation Planning Rule - Plan and Land Use Regulation Amendments
(OAR 660-12-0060)

Where an amendment to a functional plan, an acknowledged comprehensive plan, or a land use regulation would significantly affect an existing or planned transportation facility, the local government shall put in place measures as provided in section (2) of this rule to assure that allowed land uses are consistent with the identified function, capacity, and performance standards (e.g. level of service, volume capacity ratio, etc.) of the facility. A plan or land use regulation amendment significantly affects a transportation facility if it would:

- a) Change the functional classification of an existing or planned transportation facility (exclusive of correction of map errors in an adopted plan);
- b) Change standards implementing a functional classification system; or
- c) As measured at the end of the planning period identified in the adopted transportation system plan:
 - A. Allow land uses or levels of development that would result in types or levels of travel or access that are inconsistent with the functional classification of an existing or planned transportation facility;
 - B. Reduce the performance of an existing or planned transportation facility below the minimum acceptable performance standard identified in the TSP or comprehensive plan;
 - C. Worsen the performance of an existing or planned transportation facility that is otherwise projected to perform below the minimum acceptable performance standard identified in the TSP or comprehensive plan.

Applicant’s Response: *The proposed amendment will not significantly affect the existing or planned transportation facility. Although the proposed zone change from Institutional to Town Center Transition will allow additional land uses including residential and retail the site*

is located on the Pacific Avenue/19th Avenue couplet which has sufficient capacity for additional traffic. Estimated traffic volume as shown by Transportation System Plan, Figure 3-8 (Existing Daily Traffic Volumes) is approximately 6,700 vehicles per day. The adopted TSP shows on Figure on Figure 3-8, this volume has remained constant.

Based on information contained in Highway Capacity Manual, 6th edition, the four-lane couplet has a design capacity of about 36,800 vehicles per day. The Transportation System Plan indicates Pacific Avenue and 19th Avenue are classified as arterial roads and the proposed zone change will not change the function or capacity of either street. In addition the proposed zone change will not change any standards implementing the functional classification system.

Traffic generation associated with institutional uses is commensurate with uses allowed by the Town Center Transition zone. According to the Institute of Traffic Engineers Trip Generation Manual, 9th edition a library generates approximately 56.2 trips per 1,000 square feet of floor area on a typical weekday. The Forest Grove Library is approximately 25,000 square feet. As such the library would be expected to generate about 1,405 trips per day. A government office, another institutional use, is expected to generate about 68.9 trips per 1,000 square feet on per weekday. For comparison, specialty retail allowed in the Town Center Transition zone, such as an arts and crafts store, is expected to generate about 56.5 trips per 1,000 square feet per weekday.

For the reasons stated above proposed Comprehensive Plan Map and Zoning Map change will not significantly affect transportation facilities and therefore the changes comply with the OAR 660-012-0060.

Finding: The amendments to change the designation of the subject properties from Public / Institutional to Town Center Transition (TCT) would have no effect on the functional classification of an existing or planned transportation facility; would not change any standards implementing the functional classification system; and, because the permitted uses under both the Public/Institutional and TCT designations are similar, there would be no measurable effects on the types or levels of travel and therefore no reduction in the performance of an existing or planned transportation facility.

Metro Regional Framework Plan

The Metro Regional Framework Plan identifies Centers, Corridors, Main Streets and Station Communities throughout the region and recognizes them as the principal centers of urban life in the region.

Applicant's Response: *The subject property is located within the Metro designated Forest Grove Town Center. As identified in the Metro State of the Centers Report (2011), Metro assess the strength of centers based on a number of factors including urban public amenities and number of businesses. Urban public amenities include libraries, government offices, fire stations, community centers and schools. Re-designating the subject property from Institutional to Town Center Transition allows for the continuation of existing urban public uses at the subject property including the police station, library and fire station as conditional uses. Re-designations also provides opportunity for new uses such as retail or office.*

Finding: The subject properties are located within a Metro-designated Town Center. The proposed amendments from Public/Institutional to Town Center Transition would support the

continuation and potential expansion of existing public uses (such as a new police station) which are desired activities in a Town Center.

Metro Urban Growth Management Functional Plan

Title 6 of the Metro Urban Growth Management Function Plan calls for actions and investments within Centers to enhance their role as the principal center of urban life through the region. Investments complementing Town Centers include public investments and incentives to support mixed-use pedestrian-friendly and transit-supportive development.

Applicant's Response: *The Town Center Transition zone allows for a variety of uses and transit-supportive development.*

Finding: The proposed amendments would result in the re-designation of 3.17 acres more or less from Public/Institutional to Town Center Transition, the same designations shared by the remaining properties on the block. The amendments would support the Metro Regional Framework Plan by promoting additional public investments and transit-supportive development along the Pacific Avenue / 19th Avenue corridor.

Forest Grove Comprehensive Plan Policies

The following Forest Grove Comprehensive Policies are applicable to this request:

- Land Use Implementation Action 1: The City of Forest Grove will adopt a land use concept that promotes the efficient use of land within the urban growth boundary.

Applicant's Response: *This request promotes the efficient use of land within the urban growth boundary by expanding the allowed uses on land owned by the City within the Forest Grove Town Center. This conclusion is supported by the fact that the Town Center Transition zone allows a variety of uses outright including residential/household living, cultural institutions, general retail, and office. In contrast, the Institutional zone does not allow residential/household living or general retail uses. Cultural institutions and office uses are permitted uses in the Institutional zone but only with conditional use approval. Therefore, re-designation the subject property from Institutional to Town Center Transition provides a greater opportunity efficient use of the property in the future.*

In addition, the proposed Comprehensive Plan and Official Zoning Map amendments ensure efficient use of the entire block by right-sizing parking for public facilities, including a possible future police station, through conditional use review and Planning Commission approval. The off-street parking requirement for emergency services in the Institutional zone is three parking spaces per 1,000 square feet of gross area. A 20,000 square foot police facility would require a minimum 60 spaces in the Institutional zone. In contrast, the Town Center Transition zone does not have a minimum parking requirement for non-residential uses. This provides flexibility in accommodating parking needs.

Finding: The Institutional zoning district base zone standards would require that the proposed police facility comply with the General Office off-street parking requirements. This could result in a surface parking area of 60 spaces. While the site is currently zoned Institutional, it is abutted on three sides by Town Center zoning district.

In the Town Center zoning districts, uses other than new multi-family are permitted with no off-street parking requirements. The purpose of this allowance is to discourage single-use surface parking lots in the Town Center. Proposed conditional uses however, must demonstrate that they would be physically compatible with adjacent developments, including addressing parking demand and supply. Through the conditional use permit process, an applicant could submit a parking demand and supply study specific to their application, or use the Development Code standards as a default. This could result in a smaller parking area for the proposed police facility, thus promoting more efficient use of land.

- Land Use Implementation Action 2: The City of Forest Grove will support policies that promote the continued viability of the Forest Grove Town Center as the focal point of the community. Future comprehensive plan and text and map amendments affecting land use should consider potential positive and negative impacts to the Forest Grove Town Center.

Applicant's Response: *Expanding the permitted uses on property owned by the City, by re-designating the subject property Town Center Transition, supports the continued viability of the Forest Grove Town Center by allowing the continuation of public uses drawing people into the Town Center; such uses include the Forest Grove Library. Allowing the continuation of public uses in the Town Center also maintains the employment base increasing the daytime population and benefitting nearby businesses, especially restaurants and businesses providing convenience goods. Re-designating the subject property also provides a greater opportunity to reuse existing public buildings no longer needed for a specific public use.*

There are no identified negative impacts associated with the proposed Comprehensive Plan Map amendment since the established the Police facility, Library and Fire Station No. 1 are allowed to continue in the Town Center Transition zone. Furthermore, the Town Center Transition zone permits non-public uses that could benefit residents and employees in the Town Center.

Finding: The subject properties are located within a Metro-designated Town Center. The proposed amendments from Public/Institutional to Town Center Transition would support the continuation and potential expansion of existing public uses (a new police station) which would promote the continued viability of the Town Center as the focal point of the community.

- Economic Development Policy 7.7: Retain the City's administrative offices in the Town Center.

Applicant's Response: *The proposed re-designation of the subject property provides the opportunity to retain the City's administrative offices for police and fire services in the Town Center. This is consistent with Economic Development Policy 7.7 which promotes retention of civic uses in the Town Center.*

Finding: The proposed amendments would facilitate retention of the police facility - a branch of the City's administrative offices - in the Town Center by placing the site in a zoning district with more flexible off-street parking requirements than are possible under the current Institutional designation.

- Economic Development Policy 7.12: Encourage uses in the Town Center to bring residents from throughout the City into the Town Center.

Applicant's Response: *The proposed map amendments support Economic Development Policy 7.12 since the Town Center Transition designation allows for a variety of uses that bring residents from throughout the City into the Town Center. This includes retail and office uses and civic uses.*

Finding: Rezoning of the site from Institutional to Town Center Transition would promote economic development because the TCT zoning district allows for a wider variety of uses – particularly commercial uses – than does the Institutional zoning district, and designating the site as TCT would offer greater flexibility for its redevelopment. Furthermore, constructing a new police facility in the Town Center – versus a location elsewhere in the city – would continue to bring residents into the Town Center.

Zoning Map Amendments Review Criteria (DC §17.2.770)

1. The zone change is consistent with the Comprehensive Plan Map. When the Comprehensive Plan has more than one implementing zone as shown on the Correspondence Table in Article 3, it must be shown that the proposed zone is the most appropriate, taking into consideration the purposes of each zone and the zoning pattern of surrounding land.

Applicant's Response: *This application includes concurrent amendments to the Comprehensive Plan and Official Zoning Maps to designate the subject territory Town Center Transition. The requested zoning designation of Town Center Transition will result in a consistent Comprehensive Plan and Zoning map designation across the entire block bounded by Pacific Avenue, Birch Street, 19th Avenue and Ash Street.*

Finding: If the parcels are re-designated as Town Center Transition, then the Town Center Transition zone would be appropriate, especially as all the other parcels on the same block are also zoned TCT.

2. The zone change is consistent with relevant goals and policies of the Comprehensive Plan, as identified by the Director.

Applicant's Responses:

Land Use Implementation Action 2: The City of Forest Grove will support policies that promote the continued viability of the Forest Grove Town Center as the focal point of the community. Future comprehensive plan text and map amendments affecting land use should consider potential positive and negative impacts to the Forest Grove Town Center.

Applicant's Response: *Re-designating the subject property to Town Center Transition maximizes use of the property, thereby promoting the continued viability of the Forest Grove Town Center. The Town Center Transition zone allows a wide variety of uses as shown on the Town Center Zones Use Table 3-12, Development Code §17.3.420. This includes civic, residential, retail and office uses. Allowing continuation of civic uses supports the viability of the Town Center for the following reasons. First, civic uses provide a concentration of employment and activity especially during business hours. Employment also supports local business such as restaurants and coffee shops.*

There are no identified negative impacts associated with the proposed map amendments since the established the Police facility, Library and Fire Station No. 1 are allowed to continue in the Town Center Transition zone. Furthermore, the Town Center Trans-

ition zone permits non-public uses that could benefit residents and employees in the Town Center.

Finding: The amendments would not have a negative impact, as they would simply facilitate the retention of an existing use - the police department - in the Town Center.

Land Use Implementation Action 3: The City of Forest Grove will support policies that encourage locating complementary land uses in proximity to reduce demand on transportation systems and improve the overall quality of life of the community.

Applicant's Response: *Re-designating the subject property Town Center Transition supports and encourages locating complementary land use in proximity for the following reasons. The Town Center Transition zone is a mixed-use designation that allows a variety of activities including residential, retail, office and civic uses.*

Finding: The applicant owns the entire block which has already been substantially developed with complementary land uses. Re-designating the remainder of the block as Town Center Transition would allow for the police department to be relocated within the same block, thus retaining the proximity of complementary uses.

Economic Development Policy 7.7: Retain the City's administrative offices in the Town Center.

Applicant's Response: *Re-designation of the subject property to Town Center Transition does not preclude administrative offices in the Town Center. The Town Center Transition zone allows offices outright and emergency services such as police and fire with conditional use approval.*

Finding: The proposed amendments would facilitate retention of the police facility - a branch of the City's administrative offices - in the Town Center by placing the site in a zoning district with more flexible off-street parking requirements than are possible under the current Institutional designation.

Economic Development Policy 7.12: Encourage uses in the Town Center to bring residents from throughout the City into the Town Center.

Applicant's Response: *Re-designating the subject property from Institutional to Town Center Transition allows for the continuation of the existing public uses taking place. This includes the police station, library and fire station. These uses, especially the library, bring residents from throughout the City into the Town Center. The fire station also hosts groups and community events such as the annual public services open house and child car seat safety inspections including child care seat safety inspections that occur from time-to-time.*

Finding: Rezoning of the site from Institutional to Town Center Transition would facilitate the construction of a new police facility in the Town Center – versus a location elsewhere in the city – thus continuing to bring residents into the Town Center.

Public Facilities and Community Services, Policy Department Goal 3: Identify opportunities for a new location for the Police Department including sites for a satellite facility to reduce response times and maximize service delivery.

Applicant's Response: *The current Forest Grove police station is located on the subject property. It is the desire of the City Administration to build a new police station on the same block as the existing police station and repurpose the existing police station for other purposes. Re-designation of the area zoned Institutional to Town Center Transition supports this objective by allowing other uses at the existing police station and reducing off-street parking requirements for a new police station based on the actual parking need.*

Finding: Construction of a new police department building on the same block as the existing facility would not change existing response times or service delivery.

3. The site is suitable for the proposed zone and there is a lack of appropriately designated alternative sites within the vicinity. The size of the vicinity will be determined on a case-by-case basis since the impacts of a proposed zone and its potential uses vary. The factors to be considered in determining suitability are parcel size and location.

Applicant's Response: *For purposes of this application, the vicinity is the block bounded by Pacific Avenue, Birch Street, 19th Avenue and Ash Street. The entire area is owned by the City of Forest Grove. The subject site is suitable for the proposed Town Center Transition zone for the following reasons. First, the Town Center Transition allows civic and institutional uses including emergency services as a conditional use. Second, the City already owns the entire block. Third, the Town Center zone designation maximizes potential for reuse of the existing police stations should a new station be constructed elsewhere.*

Finding: Prior to 2009, the site where the library, fire and police departments are located was zoned Central Business District, predecessor of the Town Center zoning districts. Thus, the site was deemed suitable for the proposed zone prior to it being rezoned in 2009. Furthermore, as noted in the application, the proposed zone would conditionally permit emergency services including a police station, the entire block would be under a single zoning designation thus simplifying its redevelopment, and rezoning to TCT would offer greater flexibility to re-purpose the existing police facility to another use.

4. The zone change is consistent with the adopted Transportation System Plan. Development allowed by the zone change will not substantially impact the functional classification or operation of transportation facilities, or reduce the level of service of transportation facilities below the minimum acceptable level identified in the Transportation System Plan. To ensure proper review and mitigation, a traffic impact study may be required for the proposed zone change if it may impact transportation facilities.

Applicant's Response: *The proposed zone change to Town Center Transition is consistent with the adopted Transportation System Plan. Pacific Avenue and 19th Avenue adjacent to the subject property are designated as arterial streets in the TSP. The proposed zone change will not result in a change to the existing classification of streets adjacent to the subject property. Pacific Avenue and 19th Avenue operate as a one-way couplet with two travel lanes in each direction (4 lanes total). Estimated average daily traffic volume is approximately 6,700 vehicles per day and is well below design capacity of 36,800 per day based on the Highway Capacity Manual, 6th Edition for a four lane road.*

The table below shows expected weekday, AM peak hour, and PM peak hour traffic generation for represented land uses allowed outright or with conditional use approval in the Institutional or Town Center Transition zones.

**Average Vehicle Trip Ends
 (Per 1,000 Square Feet Gross Floor Area)**

Land Use	ITE Code	Weekday Average Daily Traffic (ADT)	Weekday AM Peak Hour Trips	Weekday PM Peak Hour Trips
Library	590	56.24	4.47	7.20
Single Tenant Office	715	11.65	1.8	1.74
Government Office	730	68.93	5.88	11.03
Automobile Parts Store	843	61.91	4.41	6.44
Walk-in Bank	911			12.13
Express Ship Store	920		8.10	12.27

Traffic generation associated with institutional uses is commensurate with uses allowed by the Town Center Transition zone. According to the Institute of Traffic Engineers Trip Generation Manual, 9th Edition, Volume 3, a library generates approximately 56.2 trips per 1,000 square feet of floor area on a typical weekday. This is commensurate with an automobile parts store as shown on the table above which is expected to generate about 62 trips per weekday per 1,000 square feet of gross floor area.

A government office, another institutional use, is expected to generate about 68.9 trips per 1,000 square feet of gross floor area on a typical weekday. This is also commensurate with an automobile parts store in terms of weekday average daily traffic. During the afternoon peak hour, the traffic impact for a government office is similar to a walk-in bank. A conclusion that can be drawn from this information is traffic generation for representative institutional uses is similar to the representative retail uses that have existed or currently exist in the Forest Grove Town Center.

Existing level of service for street intersections near the subject property during the afternoon peak period operates well above the City's acceptable Level of Service (LOS) D:

- Pacific Avenue/Main Street: LOS B
- Pacific Avenue/College-Council: LOS A
- Pacific Avenue/Elm Street: LOS A
- 19th Avenue/Council Street: LOS A/B

Finding: The parcel totals only 3.17 acres in area more or less. The zone change is consistent with the adopted Transportation System Plan because the development allowed by the proposed Town Center Transition zone would not be significantly different from the development permitted under the current Institutional designation. Traffic generated under either zoning district designation would not be expected to significantly increase traffic volumes assumed in the TSP for this area.

5. Public facilities and services for water supply, sanitary waste disposal, storm water disposal, and police and fire protection are capable of supporting the uses allowed by the zone. Adequacy of services is based on the projected service demands of the site and the ability of the public services to accommodate those demands.

Applicant's Response: *Public facilities for water supply, sanitary waste disposal, storm water disposal and police and fire protection are capable of supporting the uses allowed by the Town Center Transition zone. The subject area is served with City water, sanitary sewer and storm water facilities. The location of existing sanitary and storm sewer lines are shown (in the submittal package). In addition, a storm water drainage swale exists south of the Library and east of Fire Station No. 1.*

Finding: The subject parcels are located within a developed area of the city and are served by the full array of City services. The proposed amendments would not be anticipated to create any greater demand for public facilities and other public services than that which would be demanded under the existing designation.

6. The establishment of a zone district is not subject to the meeting of conditions.

Applicant's Response: *Establishment of the Town Center Transition zone district is not subject to meeting of conditions and no conditions are requested as part of this application.*

Finding: No conditions of approval are proposed.

VI. ALTERNATIVES

The Planning Commission has the following alternatives:

1. Recommend approval of the Comprehensive Plan Map and Zoning Map amendments as proposed; or
2. Recommend approval with modifications; or
3. Recommend denial; or
4. Continue deliberations to a date certain.

VII. SUMMARY AND RECOMMENDATION

The proposed Comprehensive Plan Map and Zoning Map amendments meet the requirements of the applicable decision considerations, standards and criteria as described above. Therefore, staff recommends that the Planning Commission forward the application to the City Council with a positive recommendation.

VIII. LIST OF EXHIBITS

The following attachments are part of the staff report and entered into the record as evidence for this application at the time this staff report was written. Exhibits received after the date of this report will be marked beginning with the next consecutive letter and will be entered into the record at the time the public hearing is opened, prior to oral testimony.

Exhibit A Application Materials, prepared and submitted by the applicant

Exhibit B PowerPoint Slides

EXHIBIT A

Application Materials

Prepared and Submitted by the Applicant



A place where families and businesses thrive.

Application

Type III - Quasi-Judicial

Comprehensive Plan & Zoning Map
Amendments

Consolidated Review by Planning
Commission and Approval by City Council

Planning Commission Hearing
December 16, 2019

Applicant / Contact: City of Forest Grove
Administrative Services Department
1924 Council Street
Forest Grove, OR 97116
Contact: Paul Downey, Director

Forest Grove Rural Fire Protection District
1919 Ash Street
Forest Grove, OR 97116
Contact: Cleo Howell, Board Chair

Owners: City of Forest Grove
Forest Grove Rural Fire Protection District

Property Addresses: 2102 Pacific Avenue
1919 Ash Street

Tax Lots: 1S306BA05400
1S306BA06400

Total Acreage: 3.17 acres

Current Comprehensive Plan Designation: Public

Current Zoning Designation: Institutional

Proposed Comprehensive Plan Designation: Town Center Transition

Proposed Zoning Designation: Town Center Transition

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Description of Proposal

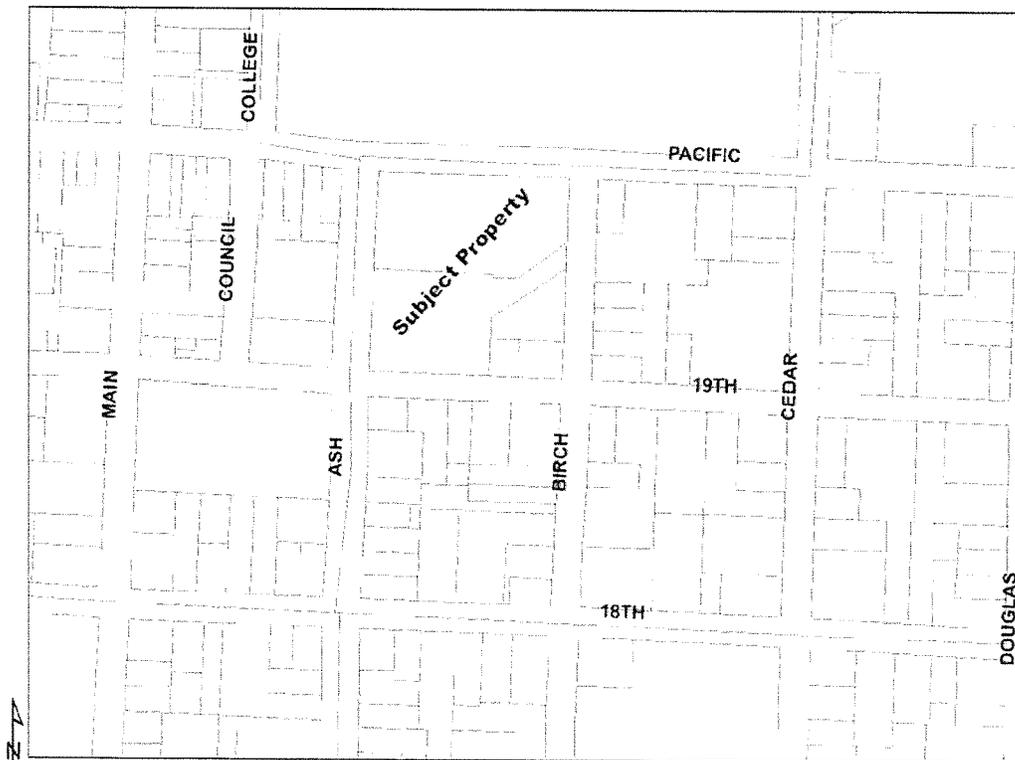
The City of Forest Grove owns property located at 2102 Pacific Avenue (Washington County Tax Lot 1S306BA05400). The subject property is south of Pacific Avenue and east of Ash Street in downtown Forest Grove. This site is currently the location of the Forest Grove Police Department, Forest Grove City Library, and associated surface parking. The lot is designated as Public on the Forest Grove Comprehensive Plan Map and Institutional (INST) on the City's Official Zoning map. It is approximately 1.86 acres in area.

The City of Forest Grove and Forest Grove Rural Fire Protection District jointly own 1919 Ash Street (Washington County Tax Lot 1S306BA06400). This site is the location of the Forest Grove City/Forest Grove Rural Fire Protection District station, associated surface parking and a drainage swale adjacent to the surface parking lot for the library. This site is also designated Public on the Forest Grove Comprehensive Plan map and INST on the City's Official Zoning Map. This tax lot is approximately 1.39 acres.

In 2018, the City purchased the remaining three tax lots on the block bounded by Pacific Avenue, Birch Street, 19th Avenue and Ash Street. This area is designated Town Center Transition on the Comprehensive Plan and zoning maps and is not part of this application.

The map below shows the subject property.

Subject Property

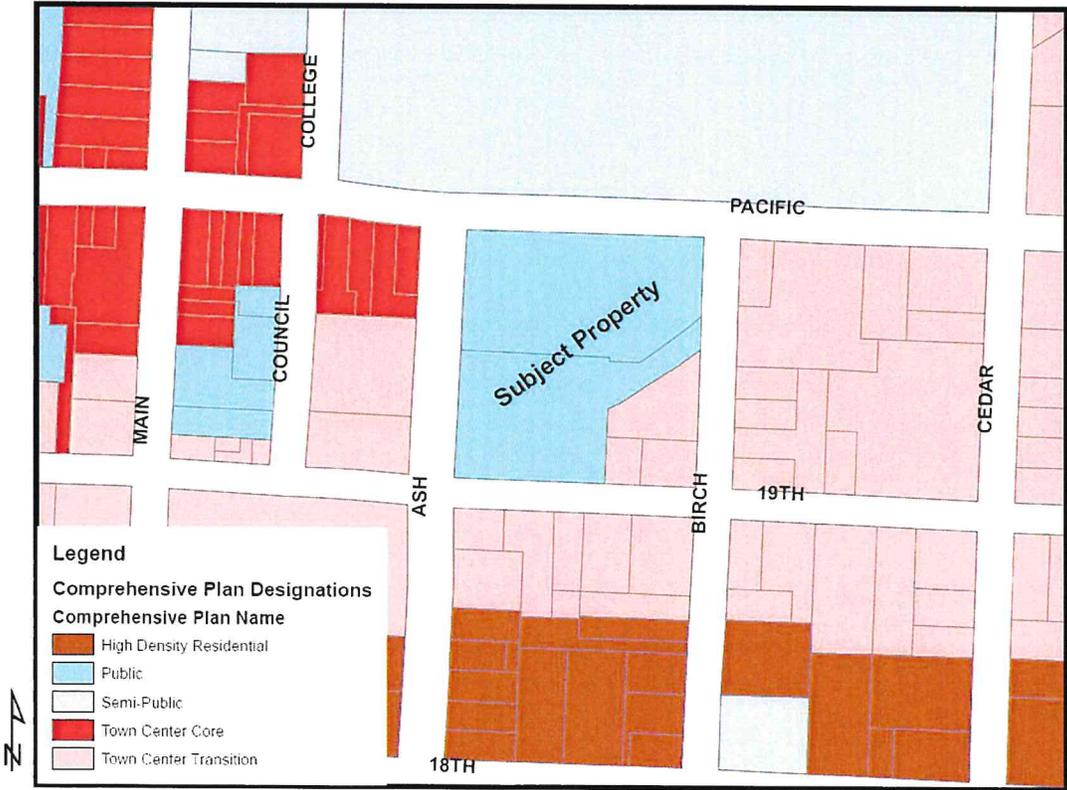


The City and Forest Grove Rural Fire Protection District, are requesting the re-designation of two tax lots designated Public on the Comprehensive Plan Map and Institutional on the Official Zoning Map as shown on the maps below. Specifically, the request is to change the Public/Institutional designations to Town Center Transition on both the Comprehensive Plan Map and Official Zoning Map. Re-designation of the subject property would result in:

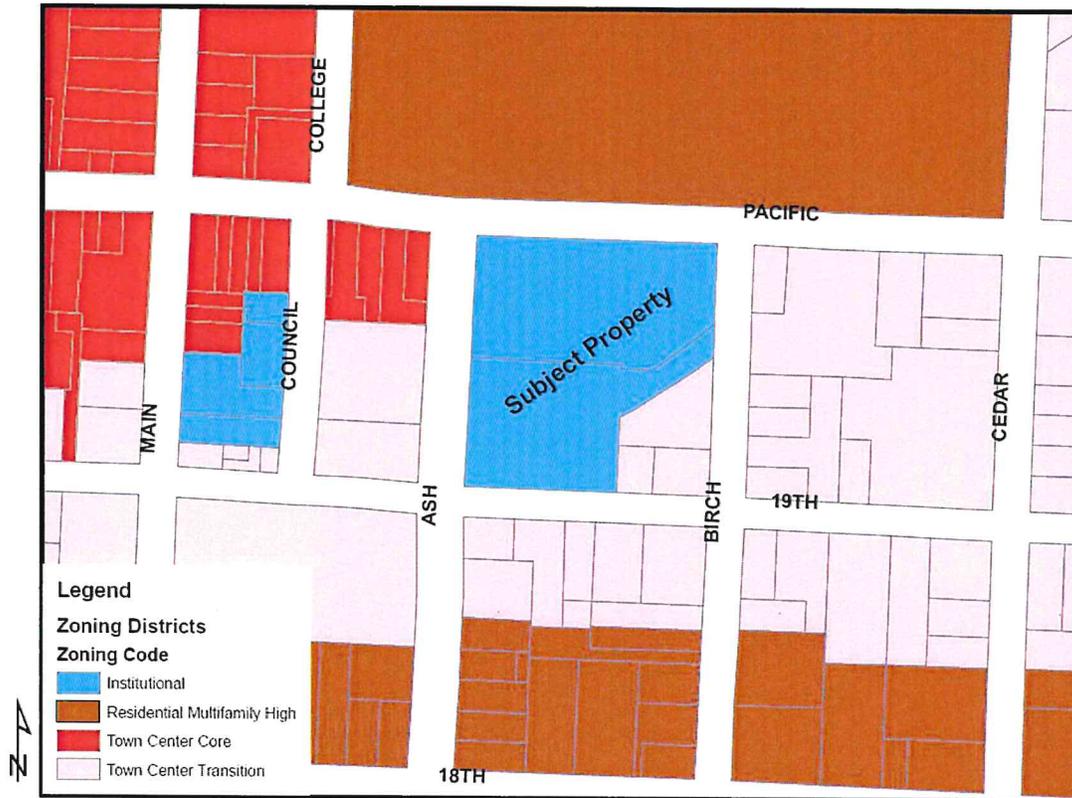
- The entire block bounded by Pacific Avenue, Birch Street, 19th Avenue and Ash Street would become Town Center Transition on both the Comprehensive Plan Map and Zoning Map; and
- The TCT designation would maximize future reuse or redevelopment of the block since more uses are allowed outright in the TCT zone compared to the Institutional zone as shown on Exhibits A and B; and

Ensure efficient use of the entire block by right-sizing parking for public facilities, including a possible future police station, through conditional use review and Planning Commission approval. The off-street parking requirement for emergency services in the Institutional zone is three parking spaces per 1,000 square feet of gross area. A 20,000 square foot police facility would require a minimum 60 spaces in the Institutional zone. In contrast, the Town Center Transition zone does not have a minimum parking requirement for non-residential uses. This provides flexibility in accommodating parking needs.

Comprehensive Plan Map Designations (Vicinity)



Zoning Map Designations (Vicinity)



Procedural Requirements

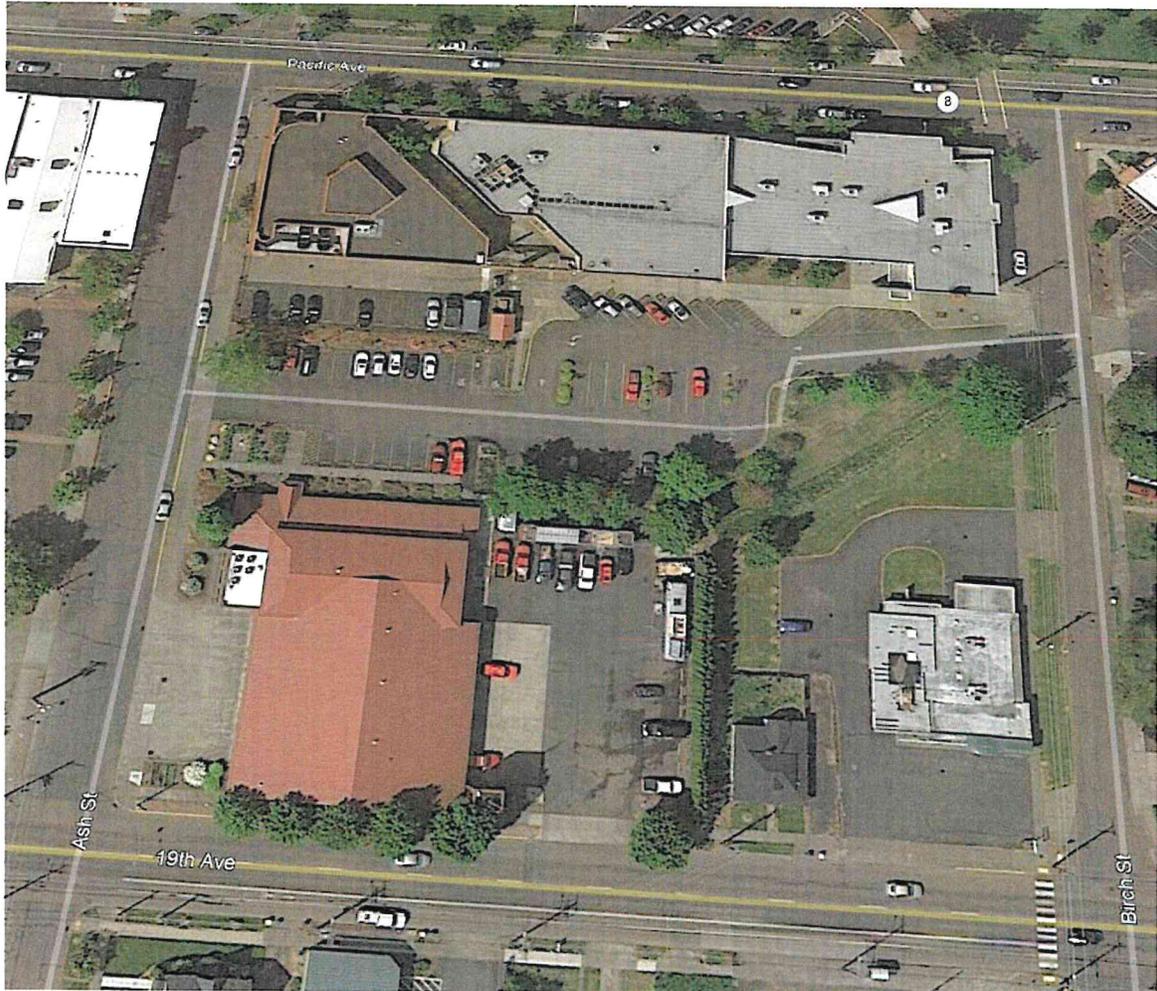
This application includes a concurrent amendment to the Forest Grove Comprehensive Plan Map and Official Zoning Map. The applicants are requesting consolidated review of the Comprehensive Plan Map and Zoning Map amendments as allowed by Forest Grove Development Code §17.1.205 (Consolidated Review).

Since this application includes a Comprehensive Plan Map amendment it is subject to the requirements under state law for a post-acknowledgement comprehensive plan amendment (Oregon Revised Statutes Chapter 197.610 – 197.620). The process includes providing notice to the Oregon Department of Land Conservation and Development and Metro 35 days in advance of the required Planning Commission public hearing. Review of the proposed Comprehensive Plan Map amendment is subject to the applicable Statewide Land Use Planning Goals (Goal 2: Land Use and Goal 9: Economic Development) as explained further below.

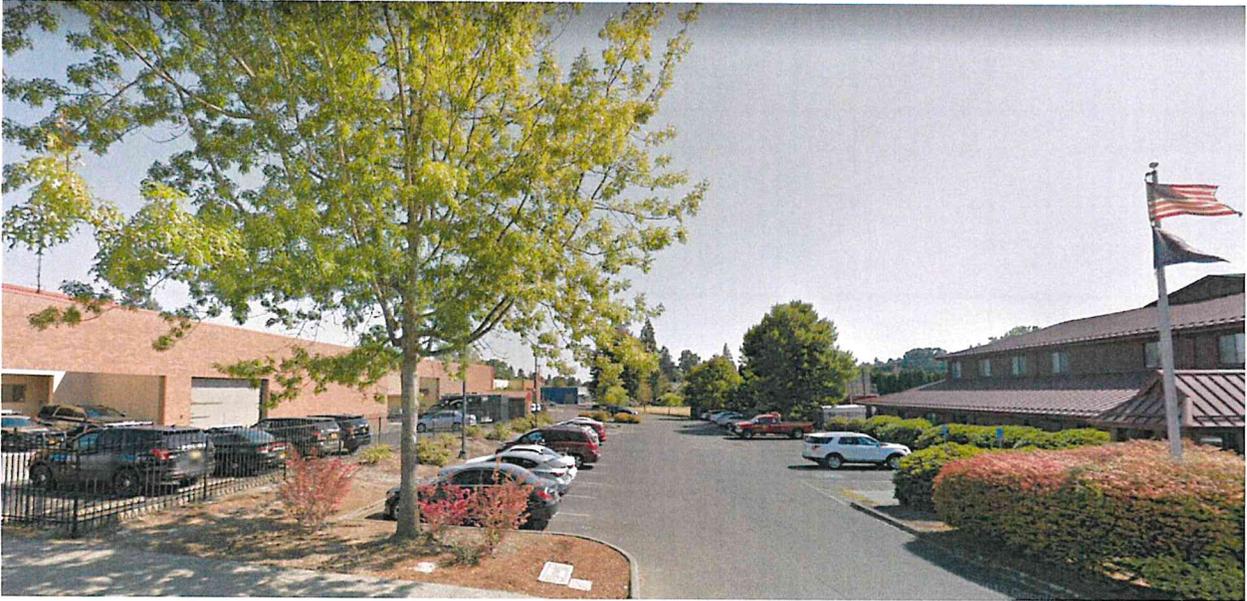
This application is categorized as a Type III (quasi-judicial) application with review by the Planning Commission and approval by City Council (Forest Grove Development Code §17.1.605 (Type III Applications and Approval Criteria)).

Aerial and Street Views

The image below shows the entire block owned by the City. The buildings on the north parcel adjacent to Pacific Avenue includes the Police Department and City library. The parcel to the southwest includes the Fire Station No. 1. The parcel to southeast was acquired by the City in 2018 and includes a vacant single family home and vacant commercial building.



The image below shows the subject area looking east from Ash Street. The Forest Grove Police Department is shown to the right and Fire Station No. 1 is shown to the left. There are approximately 30 surface parking spaces adjacent to the Police and Fire facilities.



The image below shows the Forest Grove Police Department from the corner of Pacific Avenue and Ash Street. The building is adjacent to the sidewalk and provides good pedestrian access. This building has potential for future office or retail space if and when a new Police Department facility is constructed.



The image below shows the Forest Grove City Library from the corner of Pacific Avenue and Birch Street. Similar to the Police facility the Library is adjacent to the sidewalk and provides good pedestrian access.



The image below shows the property acquired by the City in 2018. The view is from the corner of 19th Avenue and Birch Street looking northwest. The unoccupied single family home and vacant retail/office building are visible. This property is being considered for a new Police facility.



Land Use History

The subject property is the location of the Forest Grove Police Department, Forest Grove library and Forest Grove City and Rural Fire Department. The existing Forest Grove Police Station was built in 1978. The library was constructed in the late-1980s and expanded in the late 1990s. Fire Station No. 1 was constructed during the mid-1990s.

Washington County Department of Assessment and Taxation records do not indicate when the commercial building located at the corner of Birch Street and 19th avenue was constructed. The building was occupied by Forest Grove Veterinary Clinic going back to at least the 1980s. Historically the building was also occupied by a hair salon and a surveyor/engineering company before being acquired by the City in 2018. The building is currently vacant.

Washington County Department of Assessment and Taxation records do not indicate when single family home east of the fire station was constructed. Many of the homes in the nearby area were built in the late-1800s to mid-1900s.

Site Examination

The subject property is located in the Forest Grove Town Center south of the Pacific University Campus. The area is characterized by mixed uses including offices, single family homes, surface parking lots, and City facilities and various buildings on the Pacific University campus. The table shows the Comprehensive Plan Designation, zone districts and land uses for the site and immediate vicinity.

LOCATION	COMPREHENSIVE PLAN DESIGNATION	ZONE DISTRICT	LAND USE
Site	Public	Institutional (INST)	The subject parcels are developed with three buildings and associated surface parking: Forest Grove Police Department, Forest Grove City Library, and Fire Station No. 1.
North	Semi-Public	Residential Multifamily High (RMH)	Pacific University Campus.
South	Town Center Transition (TCT)	Town Center Transition (TCT)	Vacant former gas station, single family homes, single story office building.
East	Town Center Transition (TCT)	Town Center Transition (TCT)	<p><u>North half of block:</u> Single story office and Forest Grove Post Office.</p> <p><u>South half of block:</u> Single family detached homes facing Birch Street.</p>

West	Town Center Core (TCC) Town Center Transition (TCT)	Town Center Core (TCC) Town Center Transition (TCT)	Surface parking lots. Two story commercial building (former Forest Grove News-Times building).
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Applicable Standards and Criteria

This application involves an amendment to the Forest Grove Comprehensive Plan Map and Official Zoning Map. Decision considerations for Comprehensive Plan Map amendments are identified in Chapter 2 of the Forest Grove Comprehensive Plan. The following policies apply to the Comprehensive Plan Map amendment request:

- Applicable Forest Grove Comprehensive Plan Policies as determined by the Community Development Director;
- Metro Regional Framework Plan;
- Metro Urban Growth Management Functional Plan; and
- Oregon Statewide Land Use Planning Goals

These factors above are discussed more fully below.

Forest Grove Comprehensive Plan Policies

The following Forest Grove Comprehensive Policies are applicable to this request:

- Land Use Implementation Action 1: The City of Forest Grove will adopt a land use concept that promotes the efficient use of land within the urban growth boundary.
- Land Use Implementation Action 2: The City of Forest Grove will support policies that promote the continued viability of the Forest Grove Town Center as the focal point of the community. Future comprehensive plan text and map amendments affecting land use should consider potential positive and negative impacts to the Forest Grove Town Center.
- Land Use Implementation Action 3: The City of Forest Grove will support policies that encourage locating complementary land uses in proximity to reduce demand on transportation systems and improve the overall quality of life of the community.
- Economic Development Policy 7.7: Retain the City’s administrative offices in the Town Center.
- Economic Development Policy 7.12: Encourage uses in the Town Center to bring residents from throughout the City into the Town Center.

Metro Regional Framework Plan

The Metro Regional Framework Plan identifies Centers, Corridors, Main Streets and Station Communities throughout the region and recognizes them as the principal centers of urban life in the region. The subject property is located within the Metro designated Forest Grove Town Center.

Metro Urban Growth Management Functional Plan

Title 6 of the Metro Urban Growth Management Function Plan calls for actions and investments within Centers to enhance their role as the principal center of urban life through the region. Investments complementing Town Centers include public investments and incentives to support mixed-use pedestrian-friendly and transit-supportive development.

Oregon Statewide Planning Goals

- Goal 2: Land Use Planning – Goal 2 requires that land use decisions be made in accordance with a comprehensive plan. The comprehensive plan establishes a framework for decisions and actions related to the use of land. Goal 2 defines major and minor revisions to the comprehensive plan. Major changes are those that have widespread and significant impact beyond the immediate area or a change affecting large areas or many different ownerships. Minor changes are those that do not have significant impact beyond the immediate area proposed for change. Minor changes should be based on information that serves as the factual basis for the change. The public need and justification for minor change should be established.
- Goal 9: Economic Development – The intent of Goal 9 is to provide an adequate land supply for economic development and employment growth in Oregon. The Oregon Administrative Rules implementing Goal 9 responds to the Oregon Legislature’s direction to assure that comprehensive plans and land use regulations are updated to provide adequate opportunities for a variety of economic activities.

Forest Grove Development Code §17.2.770 (Zone Change)

Forest Grove Development Code §17.2.770 identifies the review criteria for amendments to the City’s Official Zoning Map:

- A. The zone change is consistent with the Comprehensive Plan Map;
- B. The zone change is consistent with relevant goals and policies of the Comprehensive Plan, as identified by the Director;
- C. The site is suitable for the proposed zone and there is a lack of appropriately designated alternative sites within the vicinity. The size of the vicinity will be determined on a case-by-

case basis since the impacts of a proposed zone and its potential uses vary. The factors to be considered in determining suitability are parcel size and location;

- D. The zone change is consistent with the adopted Transportation System Plan. Development allowed by the zone change will not substantially impact the functional classification or operation of transportation facilities, or reduce the level of service of transportation facilities below the minimum acceptable level identified in the Transportation System Plan. To ensure proper review and mitigation, a traffic impact study may be required for the proposed zone change if it may impact transportation facilities;
- E. Public facilities and services for water supply, sanitary waste disposal, storm water disposal and police and fire protection are capable of supporting the uses allowed by the zone. Adequacy of services is based on projected service demands of the site and the ability of the public services to accommodate the demands; and
- F. The establishment of the zone district is not subject to the meeting of conditions.

Approval Criteria, Finding and Analysis

Forest Grove Comprehensive Plan Policies

The following Forest Grove Comprehensive Policies are applicable to this request:

- **Land Use Implementation Action 1: The City of Forest Grove will adopt a land use concept that promotes the efficient use of land within the urban growth boundary.**

Response: This request promotes the efficient use of land within the urban growth boundary by expanding the allowed uses on land owned by the City within the Forest Grove Town Center. This conclusion is supported by the fact that the Town Center Transition zone allows a variety of uses outright including residential/household living, cultural institutions, general retail, and office. In contrast, the Institutional zone does not allow residential/household living or general retail uses. Cultural institutions and office uses are permitted uses in the Institutional zone but only with conditional use approval. Therefore, re-designation the subject property from Institutional to Town Center Transition provides a greater opportunity efficient use of the property in the future.

In addition, the proposed Comprehensive Plan and Official Zoning Map amendments ensure efficient use of the entire block by right-sizing parking for public facilities, including a possible future police station, through conditional use review and Planning Commission approval. The off-street parking requirement for emergency services in the Institutional zone is three parking spaces per 1,000 square feet of gross area. A 20,000 square foot police facility would require a minimum 60 spaces in the Institutional zone. In contrast, the Town Center Transition zone does not have a minimum parking requirement for non-residential uses. This provides flexibility in accommodating parking needs.

- **Land Use Implementation Action 2: The City of Forest Grove will support policies that promote the continued viability of the Forest Grove Town Center as the focal point of the**

community. Future comprehensive plan and text and map amendments affecting land use should consider potential positive and negative impacts to the Forest Grove Town Center.

Response: Expanding the permitted uses on property owned by the City, by re-designating the subject property Town Center Transition, supports the continued viability of the Forest Grove Town Center by allowing the continuation of public uses drawing people into the Town Center. Such use includes the Forest Grove Library. Allowing the continuation of public uses in the Town Center also maintains the employment base increasing the daytime population and benefitting nearby businesses especially restaurants and businesses providing convenience goods. Re-designating the subject property also provides a greater opportunity to reuse existing public buildings no longer needed for a specific public use.

There are no identified negative impacts associated with the proposed Comprehensive Plan Map amendment since the established the Police facility, Library and Fire Station No. 1 are allowed to continue in the Town Center Transition zone. Furthermore, the Town Center Transition zone permits non-public uses that could benefit residents and employees in the Town Center.

- Economic Development Policy 7.7: Retain the City’s administrative offices in the Town Center.

Response: The proposed re-designation of the subject property provides the opportunity to retain the City’s administrative offices for police and fire services in the Town Center. This is consistent with Economic Development Policy 7.7 which promotes retention of civic uses in the Town Center.

- Economic Development Policy 7.12: Encourage uses in the Town Center to bring residents from throughout the City into the Town Center.

Response: The proposed map amendments support Economic Development Policy 7.12 since the Town Center Transition designation allows for a variety of uses that bring residents from throughout the City into the Town Center. This includes retail and office uses and civic uses.

Metro Regional Framework Plan

The Metro Regional Framework Plan identifies Centers, Corridors, Main Streets and Station Communities throughout the region and recognizes them as the principal centers of urban life in the region.

Response: The subject property is located within the Metro designated Forest Grove Town Center. As identified in the Metro State of the Centers Report (2011), Metro assess the strength of centers based on a number of factors including urban public amenities and number of businesses. Urban public amenities include libraries, government offices, fire stations, community centers and schools. Re-designating the subject property from Institutional to Town Center Transition allows for the continuation of existing urban public uses at the subject property including the police station, library and fire station as conditional uses. Re-designations also provides opportunity for new uses such as retail or office.

Metro Urban Growth Management Functional Plan

Title 6 of the Metro Urban Growth Management Function Plan calls for actions and investments within Centers to enhance their role as the principal center of urban life through the region. Investments complementing Town Centers include public investments and incentives to support mixed-use pedestrian-friendly and transit-supportive development.

Response: The Town Center Transition zone allows for a variety of uses and transit-supportive development.

Oregon Statewide Planning Goals

- Goal 2: Land Use Planning - Goal 2 requires that land use decisions be made in accordance with a comprehensive plan. The comprehensive plan establishes a framework for decisions and actions related to the use of land. Goal 2 defines major and minor revisions to the comprehensive plan. Major changes are those that have widespread and significant impact beyond the immediate area or a change affecting large areas or many different ownerships. Minor changes are those that do not have significant impact beyond the immediate area proposed for change. Minor changes should be based on information that serves as the factual basis for the change. The public need and justification for minor change should be established.

Response: The proposed Comprehensive Plan map amendment affects two ownerships and 3.17 acres. Therefore, the proposed change is a minor amendment to the Forest Grove Comprehensive Plan. Furthermore, the site is developed and only affects public facilities. The practical result in the change is the City library (categorized as cultural institution) would be permitted outright rather than being a conditional use. Emergency Services (police and fire) would remain conditional uses and new facilities or alterations increasing floor area by more than 20% would require Planning Commission review and approval.

The existing police station is functionally obsolete. Since constructed in 1978 the police force has doubled in size as the City's population increased from 11,000 persons in 1978 to over 24,000 persons today resulting in substandard and overcrowded working conditions. The public need and justification for the proposed change includes broadening opportunities for reuse of the existing police station should a new facility be constructed.

- Goal 9: Economic Development – The intent of Goal 9 is to provide an adequate land supply for economic development and employment growth in Oregon. The Oregon Administrative Rules implementing Goal 9 responds to the Oregon Legislature's direction to assure that comprehensive plans and land use regulations are updated to provide adequate opportunities for a variety of economic activities.

Response: This proposal supports retaining employment in the Forest Grove Town Center and providing adequate opportunities for a variety of economic activities on the subject property.

This is achieved by allowing continuation of existing uses and expanding the permitted uses allowed on the subject property.

Forest Grove Development Code §17.2.770 (Zone Change)

This application includes a proposed amendment to the City's Official Zoning Map. Therefore, the following review criteria apply:

A. The zone change is consistent with the Comprehensive Plan Map.

Response: This application includes concurrent amendments to the Comprehensive Plan and Official Zoning Maps to designate the subject territory Town Center Transition. The requested zoning designation of Town Center Transition will result in a consistent Comprehensive Plan and Zoning map designation across the entire block bounded by Pacific Avenue, Birch Street, 19th Avenue and Ash Street.

B. The zone change is consistent with relevant goals and policies of the Comprehensive Plan, as identified by the Director.

Land Use Implementation Action 2: The City of Forest Grove will support policies that promote the continued viability of the Forest Grove Town Center as the focal point of the community. Future comprehensive plan text and map amendments affecting land use should consider potential positive and negative impacts to the Forest Grove Town Center.

Response: Re-designating the subject property to Town Center Transition maximizes use of the property thereby promoting the continued viability of the Forest Grove Town Center. The Town Center Transition zone allows a wide variety of uses as shown on the Town Center Zones Use Table 3-12, Development Code §17.3.420. This includes civic, residential, retail and office uses. Allowing continuation of civic uses supports the viability of the Town Center for the following reasons. First, civic uses provide a concentration of employment and activity especially during business hours. Employment also supports local business such as restaurants and coffee shops.

There are no identified negative impacts associated with the proposed map amendments since the established the Police facility, Library and Fire Station No. 1 are allowed to continue in the Town Center Transition zone. Furthermore, the Town Center Transition zone permits non-public uses that could benefit residents and employees in the Town Center.

Land Use Implementation Action 3: The City of Forest Grove will support policies that encourage locating complementary land uses in proximity to reduce demand on transportation systems and improve the overall quality of life of the community.

Response: Re-designating the subject property Town Center Transition supports and encourages locating complementary land use in proximity for the following reasons. The Town Center transition zones is a mixed-use designation that allows a variety of activities including residential, retail, office and civic uses.

Economic Development Policy 7.7: Retain the City's administrative offices in the Town Center.

Response: Re-designation of the subject property to Town Center Transition does not preclude administrative offices in the Town Center. The Town Center Transition zone allows offices outright and emergency services such as police and fire with conditional use approval.

Economic Development Policy 7.12: Encourage uses in the Town Center to bring residents from throughout the City into the Town Center.

Response: Re-designating the subject property from Institutional to Town Center Transition allows for the continuation of the existing public uses taking place. This includes the police station, library and fire station. These uses, especially the library, bring residents from throughout the City into the Town Center. The fire station also hosts groups and community events such as the annual public services open house and child car seat safety inspections including child care seat safety inspections that occur from time-to-time.

Public Facilities and Community Services, Policy Department Goal 3: Identify opportunities for a new location for the Police Department including sites for a satellite facility to reduce response times and maximize service delivery.

Response: The current Forest Grove police station is located on the subject property. It is the desire of the City Administration to build a new police station on the same block as the existing police station and repurpose the existing police station for other purposes. Re-designation of the area zoned Institutional to Town Center Transition supports this objective by allowing other uses at the existing police station and reducing off-street parking requirements for a new police station based on the actual parking need.

- C. The site is suitable for the proposed zone and there is a lack of appropriately designated alternative sites within the vicinity. The size of the vicinity will be determined on a case-by-case basis since the impacts of a proposed zone and its potential uses vary. The factors to be considered in determining suitability are parcel size and location.

Response: For purposes of this application the vicinity is the block bounded by Pacific Avenue, Birch Street, 19th Avenue and Ash Street. The entire area is owned by the City of Forest Grove. The subject site is suitable for the proposed Town Center Transition zone for the following reasons. First, the Town Center Transition allows civic and institutional uses including emergency services as a conditional use. Second, the City already owns the entire block. Third, the Town Center zone designation maximizes potential for reuse of the existing police stations should a new station be constructed elsewhere.

- D. The zone change is consistent with the adopted Transportation System Plan. Development allowed by the zone change will not substantially impact the functional classification or operation of transportation facilities, or reduce the level of service of transportation facilities below the minimum acceptable level identified in the Transportation System Plan. To ensure proper review and mitigation, a traffic impact study may be required for the proposed zone change if it may impact transportation facilities.

Response: The proposed zone change to Town Center Transition is consistent with the adopted Transportation System Plan. Pacific Avenue and 19th Avenue adjacent to the subject property are designated as arterial streets in the TSP. The proposed zone change will not result in a change to

the existing classification of streets adjacent to the subject property. Pacific Avenue and 19th Avenue operate as a one-way couplet with two travel lanes in each direction (4 lanes total). Estimated average daily traffic volume is approximately 6,700 vehicles per day and is well below design capacity of 36,800 per day based on the Highway Capacity Manual, 6th Edition for a four lane road.

The table below shows expected weekday, AM peak hour, and PM peak hour traffic generation for represented land uses allowed outright or with conditional use approval in the Institutional or Town Center Transition zones.

**Average Vehicle Trip Ends
(Per 1,000 Square Feet Gross Floor Area)**

Land Use	ITE Code	Weekday Average Daily Traffic (ADT)	Weekday AM Peak Hour Trips	Weekday PM Peak Hour Trips
Library	590	56.24	4.47	7.20
Single Tenant Office	715	11.65	1.8	1.74
Government Office	730	68.93	5.88	11.03
Automobile Parts Store	843	61.91	4.41	6.44
Walk-in Bank	911			12.13
Express Ship Store	920		8.10	12.27

Traffic generation associated with institutional uses is commensurate with uses allowed by the Town Center Transition zone. According to the Institute of Traffic Engineers Trip Generation Manual, 9th Edition, Volume 3, a library generates approximately 56.2 trips per 1,000 square feet of floor area on a typical weekday. This is commensurate with an automobile parts store as shown on the table above which is expected to generate about 62 trips per weekday per 1,000 square feet of gross floor area.

A government office, another institutional use, is expected to generate about 68.9 trips per 1,000 square feet of gross floor area on a typical weekday. This is also commensurate with an automobile parts store in terms of weekday average daily traffic. During the afternoon peak hour, the traffic impact for a government office is similar to a walk-in bank. A conclusion that can be drawn from this information is traffic generation for representative institutional uses is similar to the representative retail uses that have existed or currently exist in the Forest Grove Town Center.

Existing level of service for street intersections near the subject property during the afternoon peak period operates well above the City’s acceptable Level of Service (LOS) D:

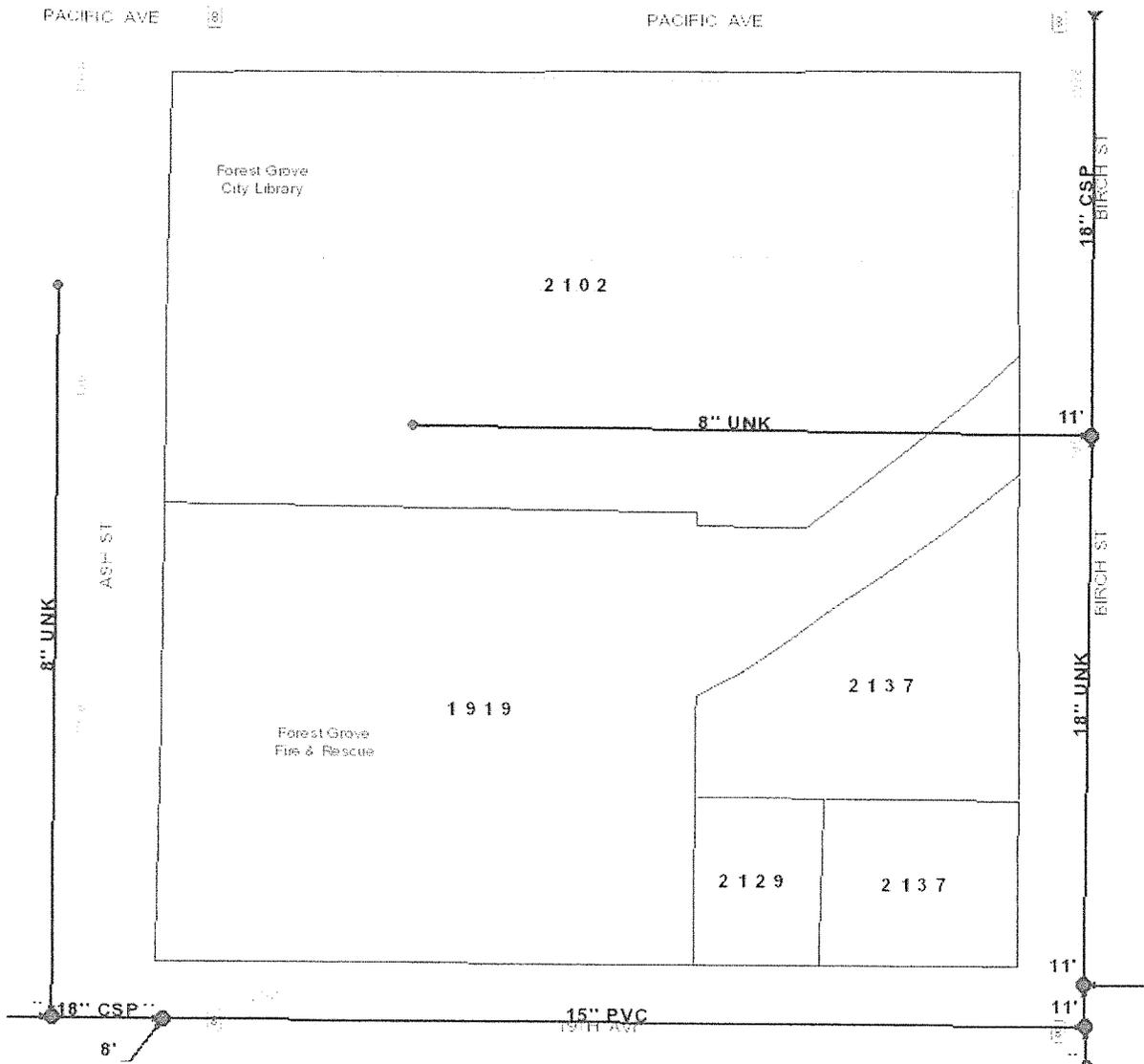
- Pacific Avenue/Main Street: LOS B
- Pacific Avenue/College-Council: LOS A
- Pacific Avenue/Elm Street: LOS A
- 19th Avenue/Council Street: LOS A/B

E. Public facilities and services for water supply, sanitary waste disposal, storm water disposal and police and fire protection are capable of supporting the uses allowed by the zone. Adequacy of

services is based on projected service demands of the site and the ability of the public services to accommodate the demands.

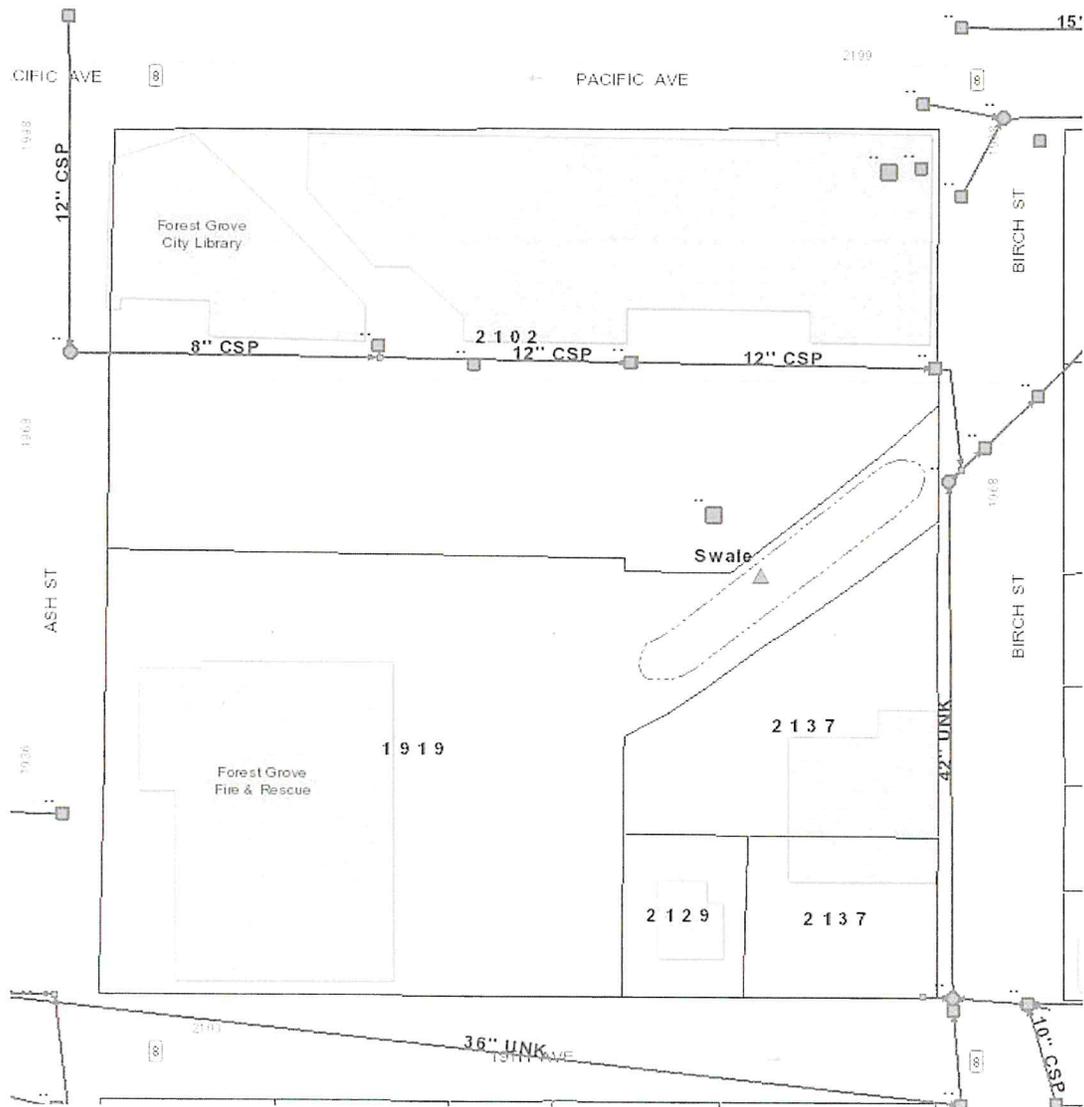
Response: Public facilities for water supply, sanitary waste disposal, storm water disposal and police and fire protection are capable of supporting the uses allowed by the Town Center Transition zone. The subject area is served with City water, sanitary sewer and storm water facilities. The location of existing sanitary and storm sewer lines are shown below. In addition, a storm water drainage swale exists south of the Library and east of Fire Station No. 1.

Existing Sanitary Sewer Lines



Source: Clean Water Services, Geographic Information System, 2019, cleanwaterservices.org

Existing Storm Sewer System



Source: Clean Water Services, Geographic Information System, 2019, cleanwaterservices.org

F. The establishment of the zone district is not subject to the meeting of conditions

Response: Establishment of the Town Center Transition zone district is not subject to meeting of conditions and no conditions are requested as part of this application.

Transportation Planning Rule (OAR 660-12-0060 - Plan and Land Use Regulation Amendments)

1. Where an amendment to a functional plan, an acknowledged comprehensive plan, or a land use regulation would significantly affect an existing or planned transportation facility, the local government shall put in place measures as provided in section (2) of this rule to assure that allowed land uses are consistent with the identified function, capacity, and performance standards (e.g. level of service, volume capacity ratio, etc.) of the facility. A plan or land use regulation amendment significantly affects a transportation facility if it would:

- a) Change the functional classification of an existing or planned transportation facility (exclusive of correction of map errors in an adopted plan);
- b) Change standards implementing a functional classification system; or
- c) As measured at the end of the planning period identified in the adopted transportation system plan:
 - A. Allow land uses or levels of development that would result in types or levels of travel or access that are inconsistent with the functional classification of an existing or planned transportation facility;
 - B. Reduce the performance of an existing or planned transportation facility below the minimum acceptable performance standard identified in the TSP or comprehensive plan;
 - C. Worsen the performance of an existing or planned transportation facility that is otherwise projected to perform below the minimum acceptable performance standard identified in the TSP or comprehensive plan.

Response: The proposed amendment will not significantly affect the existing or planned transportation facility. Although the proposed zone change from Institutional to Town Center Transition will allow additional land uses including residential and retail the site is located on the Pacific Avenue/19th Avenue couplet which has sufficient capacity for additional traffic. Estimated traffic volume as shown by Transportation System Plan, Figure 3-8 (Existing Daily Traffic Volumes) is approximately 6,700 vehicles per day. The adopted TSP shows on Figure on Figure 3-8, this volume has remained constant.

Based on information contained in Highway Capacity Manual, 6th edition, the four-lane couplet has a design capacity of about 36,800 vehicles per day. The Transportation System Plan indicates Pacific Avenue and 19th Avenue are classified as arterial roads and the proposed zone change will not change the function or capacity of either street. In addition the proposed zone change will not change any standards implementing the functional classification system.

Traffic generation associated with institutional uses is commensurate with uses allowed by the Town Center Transition zone. According to the Institute of Traffic Engineers Trip Generation Manual, 9th edition a library generates approximately 56.2 trips per 1,000 square feet of floor area on a typical weekday. The Forest Grove Library is approximately 25,000 square feet. As such the library would be expected to generate about 1,405 trips per day. A government office, another institutional use, is expected to generate about 68.9 trips per 1,000 square feet on per weekday. For comparison, specialty retail allowed in the Town Center Transition zone, such as an arts and crafts store, is expected to generate about 56.5 trips per 1,000 square feet per weekday.

For the reasons stated above proposed Comprehensive Plan Map and Zoning Map change will not significantly affect transportation facilities and therefore the changes comply with the OAR 660-012-0060.

Exhibits

A: Institutional Zone Use Table

B: Town Center Transition Use Table

Print

Forest Grove, OR Development Code

INSTITUTIONAL ZONE

§ 17.3.200 PURPOSE.

The City of Forest Grove has established an institutional zone (INST) to implement the Public and Semi-Public/Institutional designations of the Comprehensive Plan .

The Institutional Zone is intended to serve larger institutional facilities such as campuses, public school sites and associated playgrounds, hospitals, corporation yards , sewer and water treatment facilities and cemeteries.

The district is for uses such as governmental services, education facilities, public parks and open space , and other similar activities. Smaller facilities can be found within other appropriate zone districts.

(Ord. 2009-01, passed 3-9-2009; Ord. 2013-3, passed 5-22-2013)

§ 17.3.210 USE REGULATIONS.

Refer to Article 12 for information on the characteristics of uses included in each of the Use Categories.

A. *Permitted uses.* Uses allowed in INST are listed in Table 3-8 with a "P." These uses are allowed if they comply with the development standards and other regulations of this Code.

B. *Limited uses.* Uses that are allowed subject to specific limitations are listed in Table 3-8 with an "L". These uses are allowed if they comply with the limitations listed in the footnotes to the table and the development standards and other regulations of this Code.

C. *Conditional uses.* Uses that are allowed if approved through the conditional use process are listed in Table 3-8 with a "C". These uses are allowed provided they comply with the conditional use approval criteria, the development standards, and other regulations of this Code. The conditional use process and approval criteria are stated in § 17.2.200.

D. *Not permitted uses.* Uses listed in Table 3-8 with an "N" are not permitted. Existing uses may be subject to the regulations of §§ 17.7.100 et. seq. Nonconforming Development .

E. *Accessory uses.* Uses that are accessory to a primary use are allowed if they comply with specific regulations for accessory uses and all development standards.

<i>Table 3-8: Institutional Zone Use Table</i>	
<i>Use Category</i>	<i>Inst</i>
RESIDENTIAL	
Household Living	N
Group Living	N

Transitional Housing	C
Home Occupation	N
Bed and Breakfast	N
<u>CIVIC/INSTITUTIONAL</u>	
Basic Utilities	P
Major Utility Transmission Facilities	C
Colleges	C
Community Recreation	P/C[1]
Cultural Institutions	C
Day Care	C
Emergency Services	C
Postal Services	C
Religious Institutions	C
Schools	C
Social/Fraternal Clubs/Lodges	N
Government Offices	P
<u>COMMERCIAL</u>	
Commercial Lodging	L[2]
Eating and Drinking Establishments	N[3]
Entertainment-Oriented: - Major Event Entertainment	N
- Outdoor Entertainment	N
- Indoor Entertainment	N
General Retail: - Sales-Orientated	N
- Personal Services	N
- Repair-Oriented	N
- Bulk Sales	N
- Outdoor Sales	N
- Animal-Related	N
Medical Centers	C[4]
Motor Vehicle Related:	
- Motor Vehicles Sale/Rental	N
- Motor Vehicle Servicing/Repair	N
- Motor Vehicle Fuel Sales	N
Non-Accessory Parking	N
Office	C
Self-Service Storage	N
<u>INDUSTRIAL</u>	
Industrial Services	N
Manufacturing and Production:	
- Light Industrial	N
- General Industrial	N
Call Centers	N

Railroad Yards	N
Research and Development	C
Warehouse/Freight Movement	N
Waste – Related	C
Wholesale Sales	N
Water Treatment Plants and Government Corporation Yards	C
<u>OTHER</u>	
Agriculture/Horticulture	C
Cemeteries	C
Detention Facilities	C
Mining	N
Wireless Communication Facilities	L[5]
Information	N
P = Permitted L = Limited C = Conditional Use N = Not Permitted	
Footnotes: [1] Community recreation facilities including trails, parks, playgrounds and open space are permitted uses and require a Type II process. Recreation centers and other facilities used by organized team sports require a Conditional Use Permit. [2] Limited to Recreational Vehicle Parks subject to obtaining a conditional use permit and compliance with the requirements of §§ 17.5.500 et seq. [3] All uses listed as N = Not Permitted may be allowed if it is demonstrated by the applicant that these are traditionally permitted as part of the institution and are incidental and accessory to the primary use . [4] Medical marijuana dispensaries are prohibited. [5] Wireless communication facilities are regulated by the standards in Article 7.	

(Ord. 2009-01, passed 3-9-2009; Ord. 2013-3, passed 5-22-2013; Ord. 2015-2, passed 4-27-2015)

§ 17.3.220 INSTITUTIONAL ZONE DEVELOPMENT STANDARDS.

A. *Purpose.* The development standards for the institutional zone are intended to promote efficient site planning, control the overall scale of buildings , and promote streetscapes that are consistent with the desired character of the neighborhood.

B. *Development standards.*Development standards for the INST are summarized below:

Table 3-9: Dimensional Requirements

Table 3-9: Dimensional Requirements	
STANDARD	
Minimum Lot Size	10,000 square feet
Minimum Lot Width	50 feet
Minimum Lot Depth	None
Minimum Setbacks [1]	
- Front	§ 17.3.220 C

- Interior Side	§ 17.3.220 C
- Corner (street side)	§ 17.3.220 C
- Rear	§ 17.3.220 C
Maximum Setback [2]	§ 17.3.220 C
Maximum Building Height	Where adjacent to residential zoned area: 1 foot in height for every 1 foot from property line; maximum of 75 feet. Where adjacent to commercial or industrial zoned area: 4 stories
Minimum Landscaped Area	20% of the site
Footnotes: [1] Side or rear yard setbacks may be required where the INST zone abuts a Residential zone. The need for a side or rear yard setback to provide privacy, access to sunlight and a transition between zones shall be evaluated in the Conditional Use and/or Design Review Process. [2] To ensure that new development is oriented to the street , maximum building setback standards may be established as part of the Conditional Use and or Design Review Process in the INST zone. [3] Height limitations shall not apply to flag poles and field lights provided that the Community Development Director finds that off-site light intrusion is limited to the extent feasible.	

C. *Setbacks.* The following setbacks shall be required for the construction of any structure in this zone.

1. The setback of any respective yard (front, side or rear) shall be equal to the minimum and maximum required yards for the property abutting the respective yardslot line except as provided below.

2. In cases where the lot line of the INST zoned property abuts properties with two or more different yard requirements the required setback for abutting yard shall be equal to the average of the yards required (minimum or maximum) for the abutting properties.

3. Additional setback requirements for any yard may be established for development that is subject to Conditional Use approval.

4. An increased setback and buffer may be required where an INST boundary abuts a less intensive zone. See screening and buffering standards in §§ 17.8.400 et seq.

Where conflicts exist, Article 8 standards shall prevail. When an institutional site is separated from a residential zone by either a dedicated public street or a railroad main line or spur track, no setback shall be required in that yard adjacent to the residential zone.

D. *Institutional uses.* Institutional uses shall comply with the development standards in Article 8 as well as any other applicable standards in this Code.

(Ord. 2009-01, passed 3-9-2009; Ord. 2013-3, passed 5-22-2013)

§ 17.3.230 INSTITUTIONAL ZONE DESIGN STANDARDS.

All institutional development is subject to the design review process in Article 2 and standards provided in § 17.8.885.

(Ord. 2009-01, passed 3-9-2009; Ord. 2013-3, passed 5-22-2013)

[Print](#)**EXHIBIT B**

Forest Grove, OR Development Code

TOWN CENTER ZONES**§ 17.3.400 PURPOSE.**

The purpose of the Town Center zones is to implement the Forest Grove Town Center Plan and to reinforce the historic role of the downtown as the civic, financial and business center. Two Town Center zones are adopted to reflect the distinctions between different areas of the Town Center and to focus pedestrian-oriented retail uses to the traditional downtown core along Main Street. Specific development and design standards are adopted for the Town Center zones to reflect the established storefront character of the area and to enhance an active and attractive pedestrian environment for shoppers, employees and residents.

(Ord. 2009-01, passed 3-9-2009; Ord. 2013-3, passed 5-22-2013)

§ 17.3.410 LIST OF TOWN CENTER ZONES.

A. *Town Center Core (TCC)*. The Town Center Core zone encompasses the traditional downtown core along Main Street. The purpose of this zone is to provide a concentration of retail and office uses in a defined area. Retail, service uses are required on the ground floor, with an emphasis on those uses that serve a walk-in clientele. Office and/or residential uses are allowed on upper floors. The design standards for this zone require a continuous storefront facade featuring streetscape amenities for the pedestrian.

B. *Town Center Transition (TCT)*. The Town Center Transition zone is established to increase employment and housing opportunities in close proximity to the Town Center Core. A mix of retail, office, light industrial and residential uses are allowed in the TCT zone, but ground floor retail uses are permitted but not required. Consistent streetscape improvements such as street lighting, street trees and sidewalks will link the Town Center Transition zone with the Town Center Core.

(Ord. 2009-01, passed 3-9-2009; Ord. 2013-3, passed 5-22-2013)

§ 17.3.420 USE REGULATIONS.

Refer to Article 12 for characteristics of uses included in each of the Use Categories.

A. *Permitted uses*. Uses allowed in the Town Center zones are listed in Table 3-12 with a "P". These uses are allowed if they comply with the development standards and other regulations of this Code.

B. *Limited uses*. Uses that are allowed subject to specific limitations are listed in Table 3-12 with an "L". These uses are allowed if they comply with the limitations listed in the footnotes to the table and the development standards and other regulations of this Code.

C. *Conditional uses*. Uses that are allowed if approved through the conditional use process are listed in Table 3-12 with a "C". These uses are allowed provided they comply with the conditional use approval criteria, the development standards, and other regulations of this Code. The conditional use process and approval criteria are stated in § 17.2.200.

D. *Not permitted uses.* Uses listed in Table 3-12 with an “N” are not permitted. Existing uses may be subject to §§ 17.7.100 et. seq. Nonconforming Development .

E. *Accessory uses.* Uses that are accessory to a primary use are allowed if they comply with specific regulations for accessory uses and all development standards.

Table 3-12: Town Center Zones Use Table

<i>USE CATEGORY</i>	<i>TC - Core</i>	<i>TC - Transition</i>
RESIDENTIAL		
Household Living	L[1]	L[1]
Group Living	P[1]	P
Transitional Housing	N	C
Home Occupation	L[2]	L[2]
Bed and Breakfast	C[2]	P
CIVIC/INSTITUTIONAL		
Basic Utilities	P	P
Major Utility Transmission Facilities	C	C
Colleges	C	C
Community Recreation	N	P
Cultural Institutions	P	P
Day Care	P	P
Emergency Services	C	C
Postal Services	C	P
Religious Institutions	C	P
Schools	C	C
Social/Fraternal Clubs/Lodges	C	P
COMMERCIAL		
Commercial Lodging	L[4]	L[4]
Eating and Drinking Establishments	P[5]	P[5]
Entertainment-Oriented:		
- Major Event Entertainment	N	C
- Outdoor Entertainment	N	N
- Indoor Entertainment	P	P
General Retail:		
- Sales-Oriented	P	P
- Personal Services	P	P
- Repair-Oriented	P	P
- Bulk Sales	L[6]	L[6]
- Outdoor Sales	N	N
- Animal-Related	N	N
Medical Centers	N	C/P[7]
Motor Vehicle Related:		

- Motor Vehicles Sale/Rental	N	C[13]
- Motor Vehicle Servicing/Repair	N	C[14]
- Motor Vehicle Fuel Sales	N	C[15]
Non-Accessory Parking	N	C
Office	L[3]	P
Self-Service Storage	N	N
INDUSTRIAL		
Industrial Services	N	N
Manufacturing and Production:		
- Light Industrial	N	C
- General Industrial	N	N
Call Centers	L[9]	L[9]
Railroad Yards	N	N
Research and Development	N	C
Warehouse/Freight Movement	N	N
Waste-Related	N	N
Wholesale Sales	N	N
OTHER		
Agriculture/Horticulture	N	N
Cemeteries	N	N
Detention Facilities	N	N
Mining	N	N
Wireless Communication Facilities	L[10]	L[10]
Information	L[11][12]	L[11]

P = Permitted L = Limited C = Conditional Use N = Not Permitted

Footnotes:

- [1] New dwellings in the TCC zone are only permitted on or above the 2nd floor. There are no minimum density requirements when housing is part of a mixed-use building . In the TCT Zone new dwellings are permitted as "stand-alone" developments or as part of mixed-use developments , but must meet density requirements.
- [2] Home occupations are permitted as an accessory use to residential uses, subject to compliance with the home occupation standards in Article 7.
- [3] Offices only permitted as part of a ground-floor retail or personal service use or as a stand-alone use above the first floor in the TC-Core zone.
- [4] Recreational vehicle parks are prohibited in all districts.
- [5] Drive through service is prohibited from restaurants in the TC-Core and TC-Transition zones.
- [6] Bulk sales stores with a ground floor building footprint smaller than 10,000 square feet are permitted. All merchandise must be enclosed within a building . All other bulk sales are prohibited.
- [7] Medical marijuana dispensaries and marijuana retailers are permitted consistent with the locational requirements of state law and in compliance with the requirements of § 17.8.1100 of this Code.
- [8] Permitted where there are no off-premises impacts and no product is transported from the site . Centers with any offsite impacts or transport products from the site are to be located in either Light or General Industrial districts.
- [9] Call Centers shall not be allowed on the ground floor in the TC-Core Zone District.

- [10] Wireless communication facilities are regulated by the standards in Article 7.
- [11] Permitted where there are no off premise impacts.
- [12] Information business is not allowed on the ground floor in the TC-Core Zone District.
- [13] Motor Vehicle Sales/Rental uses may be allowed as a conditional use if conducted entirely indoors.
- [14] Motor Vehicle Servicing/Repair uses existing as of 03/28/2016 are allowed to continue and may expand within the boundaries of the existing lots 1N4 36B-2900, 1N4 36B- 2901, and 1N4 36B-3000 with conditional use approval. All other Motor Vehicle Servicing/Repair uses are prohibited.
- [15] Motor Vehicle Fuel Sales uses existing as of 03/28/2016 are allowed to continue and may expand within the boundaries of the existing lot 1S3 6BA-1300 with conditional use approval. All other Motor Vehicle Fuel Sales uses are prohibited.

(Ord. 2009-01, passed 3-9-2009; Ord. 2013-3, passed 5-22-2013; Ord. 2015-2, passed 4-27-2015; Ord. 2016-7, passed 3-28-2016)

§ 17.3.430 TOWN CENTER ZONE DEVELOPMENT STANDARDS.

A. *Purpose.* The development standards are intended to promote efficient use of land and more intensive development . The standards establish minimum and maximum building heights and maximum building setbacks to reinforce the scale and storefront character of existing historic buildings and to support a pedestrian-oriented environment.

B. *Development Standards.*Development standards for the Town Center Core (TCC) and Town Center Transition (TCT) zones are summarized below.

Table 3-13: Town Center Zones Dimensional Requirements

STANDARD	TCC	TCT
Floor Area Ratio [1]		
- Minimum	1:1	0.5:1
- Maximum	4:1	4:1
Building Height (all parts)		
- Minimum	2 stories	16 feet
- Maximum	4 stories	4 stories
Residential Density [2]		
- Minimum	None	16.22 units/acre
- Maximum	40 units/acre [7]	40 units/acre [7]
Front Setback [3]		
- Minimum	0	0
- Maximum	15 feet	15 feet
Side and Rear Setback [4]	0	0
Parking[5]	Exempt	Exempt
Landscaping[6]	5% of lot	5% of lot

Footnotes:

[1] Floor area ratio is defined as the ratio of building square footage to site square footage. For example, a 5,000 square foot building is required on a 5,000 square foot site (FAR of 1:1); a 20,000 square foot building is allowed (FAR of 4:1).

[2] All densities are based on net acres .

[3] A larger front yard setback may be approved through Design Review if the setback area incorporates enhanced pedestrian spaces and amenities such as plazas, arcades, courtyards, outdoor cafes, widened sidewalks, benches, shelters, street furniture, public art or kiosks. No parking is allowed between a building and the public right-of-way.

[4] Side and rear yard setbacks may be required through Design Review when needed to provide a transition between zones or different land uses. The screening and buffering standards in Article 8 will be used as a guideline.

[5] Except for multi-family residential uses, off-street parking is not required in the Town Center Zones. When off-street parking is provided, it shall be located to the side or rear of buildings , in shared parking lots or in parking structures . Parking and/or maneuvering areas shall not be located between the front facade of the building and the street /sidewalk. Parking for multi-family residential uses shall be provided in accordance with Table 8-4 in § 17.8.515.

[6] Required landscaping in the Town Center zones may include planters, hanging baskets and architectural features such as benches and water fountains that are supportive of the Town Center pedestrian environment. Jointly improved landscaped areas are encouraged to facilitate continuity of landscape design.

[7] Residential density may be increased above the maximum in accordance with the density incentives in § 17.7.400. Minimum density does not apply to projects on sites which are less than one-half-acre in net area or which include a mix of uses.

(Ord. 2009-01, passed 3-9-2009; Ord. 2013-3, passed 5-22-2013)

§ 17.3.440 TOWN CENTER ZONE DESIGN STANDARDS AND GUIDELINES.

Development in all Town Center Zones is subject to the design review process provided in Article 2 and standards provided in Article 8.

(Ord. 2009-01, passed 3-9-2009; Ord. 2013-3, passed 5-22-2013)

EXHIBIT B

PowerPoint



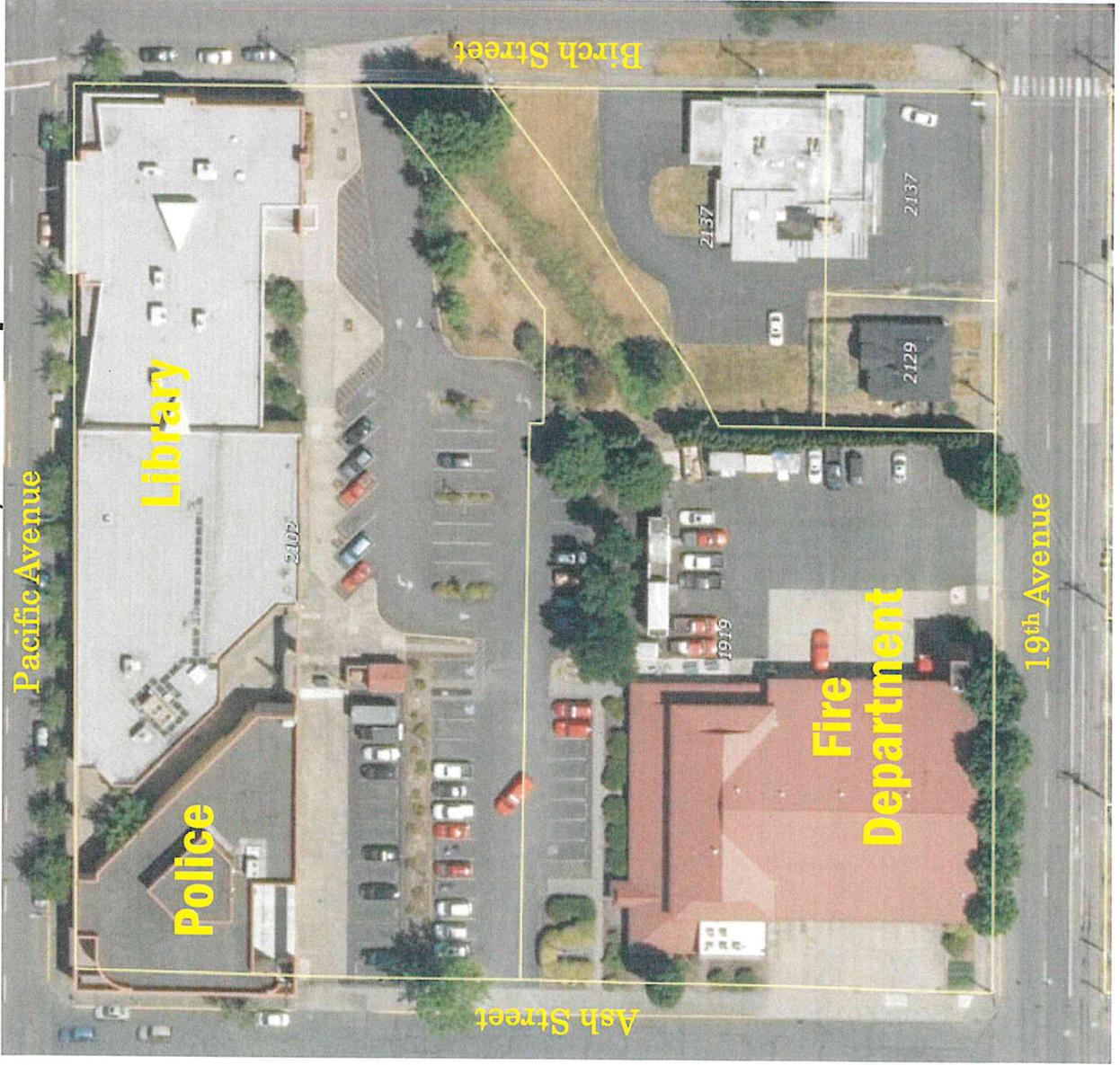
Comprehensive Plan and Zoning Map Amendments

James Reitz, AICP
Senior Planner

12/16/19

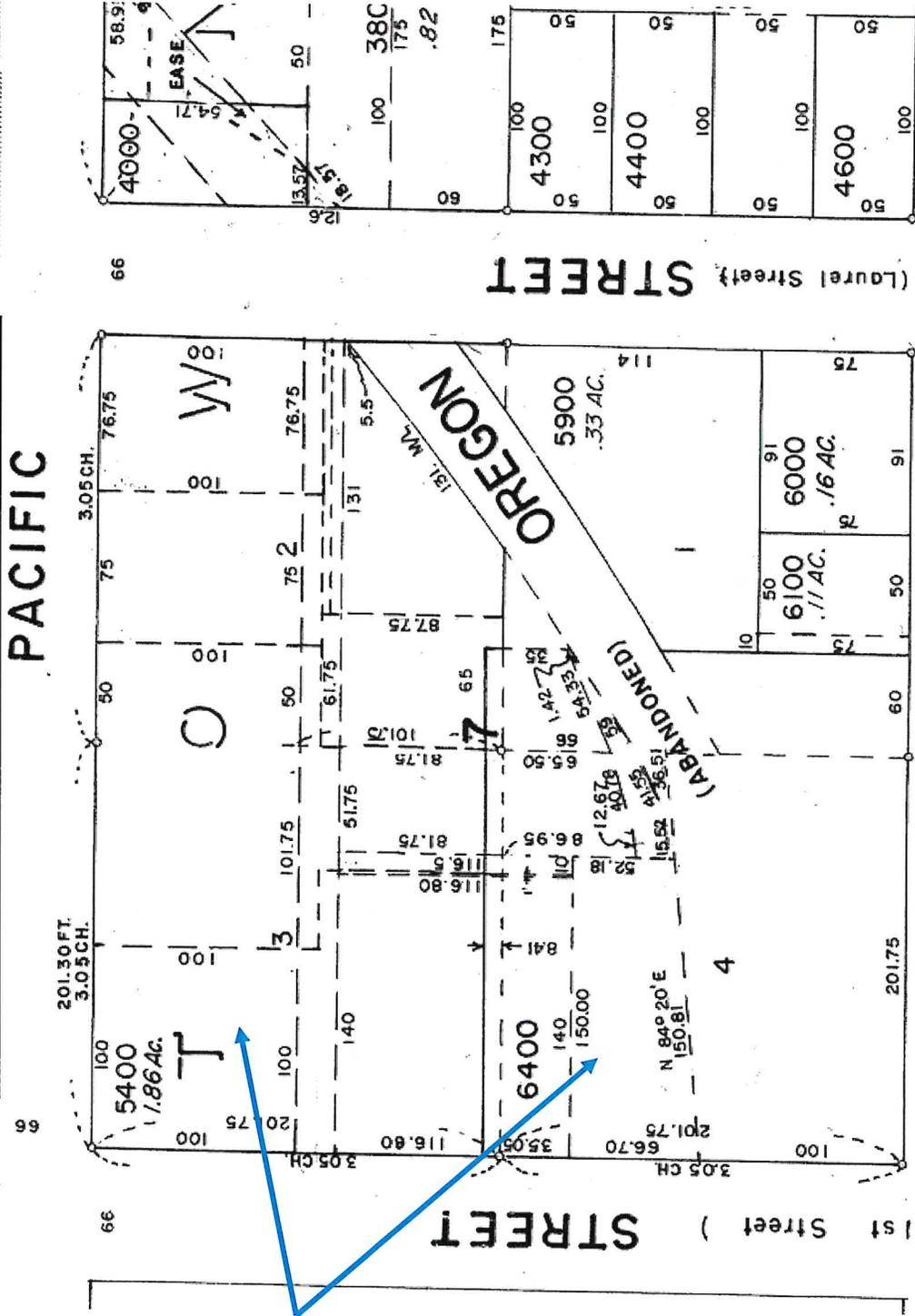


Vicinity Map



Washington County Tax Map

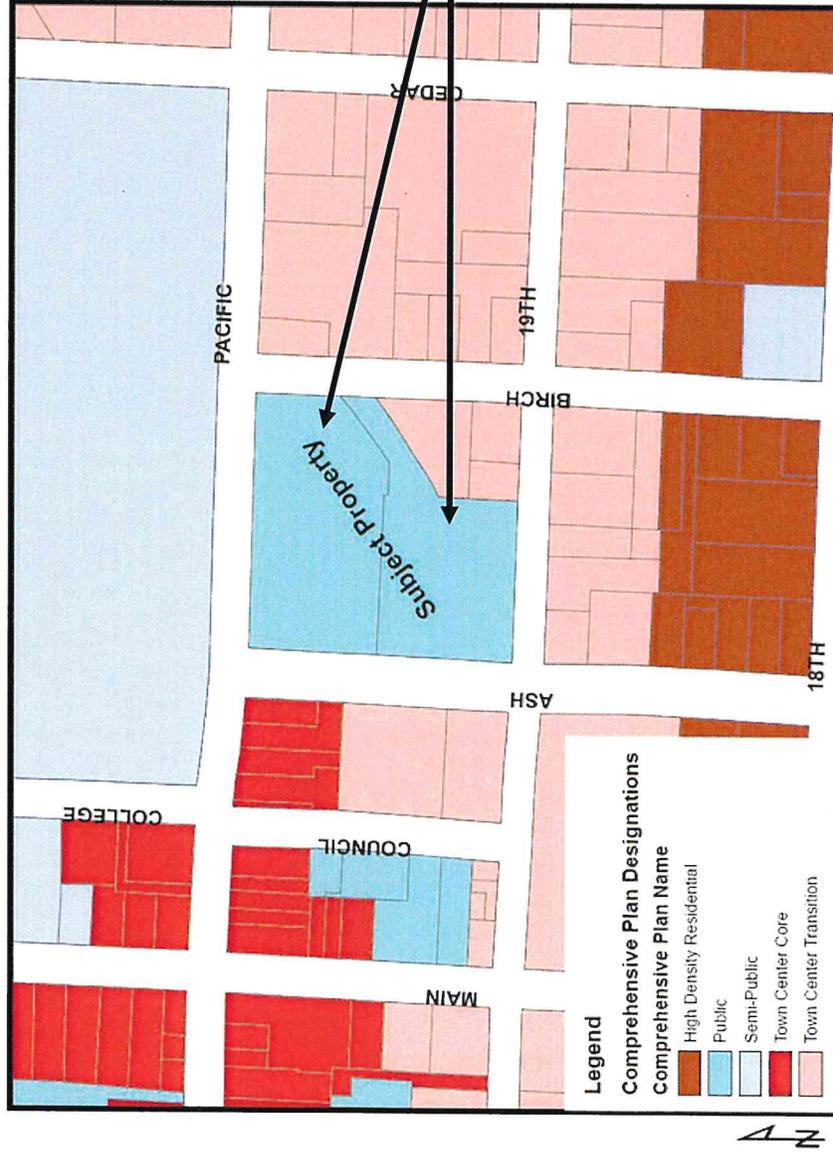
Tax Lots 1S306BA05400 and 1S306BA06400



19th (Larch Street)

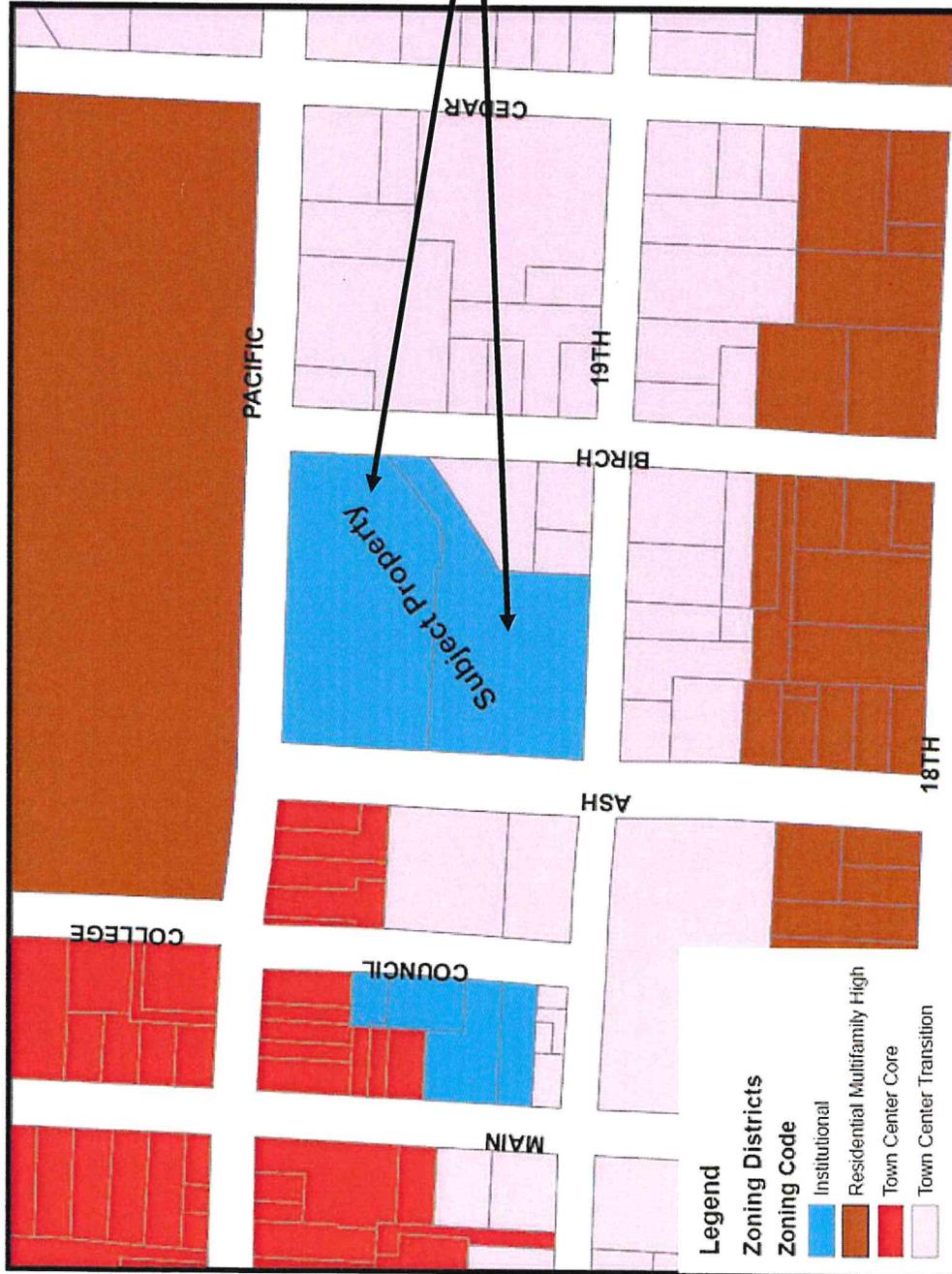
Comprehensive Plan Map Amendment

Comprehensive Plan Map Designations (Vicinity)



Zoning Map Amendment

Zoning Map Designations (Vicinity)



Re-zone
2 parcels
from INST
to TCT

Recommendation

- Recommend to the City Council that it –
 - Adopt an ordinance to amend the Comprehensive Plan Map to re-designate the subject parcels from Public to Town Center Transition; and
 - Adopt an ordinance to amend the Zoning Map to re-zone the subject parcels from Institutional to Town Center Transition.