



# City Council

**Thursday, November 18, 2021 at 2:00 pm**

Attendees: Mayor Greg Holland, Council President Greg Dunn,  
Councilor Susan Woodruff, Councilor Jayme Morris, Councilor Rick  
Booth, Councilor Heide Lambert, Councilor Jerry Townsend

## MEETING NOTICE AND AGENDA

The Waldport City Council will meet at 2:00 p.m. on Thursday, November 18th, 2021 in the City Council Meeting Room, 355 NW Alder Street to take up the following agenda:

- 1. Call to Order w/ Roll Call**
- 2. Consent Agenda**
  - Minutes, departmental and committee reports, external entity reports, etc
  - a. Minutes from Waldport City Council meeting Oct 12th, 2021**
  - b. Minutes from Waldport City Council meeting Oct 14th, 2021**
  - c. Regional Solid Waste Advisory Committee minutes of Nov 2nd, 2021**
  - d. LCSO report October 2021**
- 3. Public Comments**
  - (limit 3 minutes please)
- 4. Presentations**
  - a. Principal Mike Gass - Crestview Heights Elementary**
- 5. Discussion/Action Items**
  - a. Employee Handbook Updates**
  - b. Parks, Planters and the Future of the Parks Committee**
  - c. Deliberations: Downtown District amendment**
  - d. Deliberations: Parking Table addition**
  - e. Deliberations: Notification Distance**
  - f. Deliberations: Definitions**
- 6. Committee Reports**
- 7. City Manager's Report**
- 8. Additional Public Comments**
- 9. Council Comments and Concerns**
- 10. Good of the Order**
- 11. Adjournment**

The City Council Meeting Room is accessible to all individuals. **Note that due to Covid-19 distancing requirements it will be necessary to call (541) 563-3561**

**opt 2 if you plan on attending, as seating will be very restricted.** The meeting will be live-streamed and viewing instructions will be provided on the City's website (WaldportOregon.gov) prior to the meeting. Pursuant to Order 20-16, comments prior to the meeting may be emailed to: [reda.eckerman@waldport.org](mailto:reda.eckerman@waldport.org). The public is also encouraged, if they see fit, to mail written testimony to the City. Comments may be mailed to PO Box 1120, Waldport, OR 97394, and must be received no later than 1:30 p.m. on the day of the meeting in order to be considered.

Notice given this 10th day of November, 2021  
Reda Q. Eckerman, City Recorder

---

Contact: Reda Eckerman ([reda.eckerman@waldport.org](mailto:reda.eckerman@waldport.org) 541-563-3561) | Agenda published on  
11/10/2021 at 1:06 PM

**WALDPORT CITY COUNCIL**  
**OCTOBER 12, 2021**  
**MEETING MINUTES**

1  
2  
3  
4  
5 1. CALL TO ORDER AND ROLL CALL: Mayor Holland called the meeting to order at 6:05  
6 p.m. Mayor Holland and Councilors Morris, Woodruff, Townsend and Lambert answered  
7 the roll. Councilors Booth and Dunn were excused. A quorum was present.

8  
9 2. PUBLIC COMMENTS: Steve Brandel asked about the plans for a “food pod” area,  
10 wondering if the Southworth Park area could support such an idea. City Manager Cutter  
11 responded that currently the parking lot of the Community Center is being offered to  
12 interested vendors. He noted that the response from FEMA with regard to the park is that  
13 only one vendor would be allowed at a time.

14 Mr. Brandel asked about additional police presence on Crestline Drive to help  
15 control the speeding in that area. Mr. Cutter indicated that the Sheriff’s Department is  
16 currently engaging in a speed study on Range Drive, and will then move to the Crestline  
17 area. Mr. Brandel suggested the use of some sort of reflector markers on Crestline, as the  
18 lines are barely visible when it is raining. Mr. Cutter responded that safety improvements  
19 on both Crestline and Range Drive were scheduled as part of the Safe Routes to Schools  
20 sidewalk project. A brief discussion then ensued regarding the project.

21  
22 3. ADJOURNMENT: At 6:27 p.m., there being no further business to come before the  
23 Council, the meeting was adjourned.

24  
25 Respectfully submitted,

26  
27 Reda Q Eckerman, City Recorder

28 APPROVED by the Waldport City Council this \_\_\_\_ day of \_\_\_\_\_, 2021.

29 SIGNED by the Mayor this \_\_\_\_ day of \_\_\_\_\_, 2021.

30 \_\_\_\_\_  
31 Greg Holland, Mayor

**WALDPOR CITY COUNCIL**  
**OCTOBER 14, 2021**  
**MEETING MINUTES**

1  
2  
3  
4  
5 1. CALL TO ORDER AND ROLL CALL: Mayor Holland called the meeting to order at  
6 2:05 p.m. Mayor Holland and Councilors Booth, Morris, Woodruff, Townsend and  
7 Lambert answered the roll. Councilor Dunn was excused. A quorum was present.

8  
9 2. CONSENT AGENDA: The Council considered the Consent Agenda, which consisted  
10 of the minutes from the September 9<sup>th</sup>, 2021 Council meeting, the Parks Committee  
11 minutes of September 9, 2021, and the Solid Waste Advisory Committee Education  
12 Sub-Committee minutes of September 28, 2021. Councilor Morris moved to approve the  
13 Consent Agenda. Councilor Booth seconded, and the motion carried unanimously.

14  
15 3. PROCLAMATION - Domestic Violence Action Month: Mayor Holland read a synopsis  
16 of the proclamation into the record, declaring the month of October, 2021 as Domestic  
17 Violence Action Month. Amber Wishoff, representing My Sister's Place, addressed the  
18 Council regarding the activities of the organization. She noted that several events were  
19 scheduled for the month, including "National Purple Thursday" on October 21<sup>st</sup>, the  
20 "Monster Smash and Trunk or Treat" in Toledo on October 23<sup>rd</sup>, and the "Angela  
21 Christian Memorial Walk", also in Toledo, scheduled for October 30<sup>th</sup>.

22  
23 4. PUBLIC COMMENTS: None.

24  
25 5. PRESENTATION - Lincoln County Sheriff Curtis Landers: Sheriff Landers provided  
26 an update to the Council regarding the activities of his department, noting that they are  
27 currently experiencing some staffing challenges. He assured the Council that the City's  
28 contract positions are not affected by the overall labor shortages, though there has been  
29 some "shuffling" of personnel to cover other critical positions. Sheriff Landers and City  
30 Manager Cutter will also be working on some revisions to the contract which, though  
31 active, is somewhat outdated.

1 6. DISCUSSION/ACTION ITEMS:

2 A. Oregon Business Development Department (OBDD) Loan Budget  
3 Consideration: City Manager Cutter explained that this loan had been necessitated by  
4 the McKinney Slough Waterline Relocation project, when ODOT required the City to  
5 relocate a waterline to accommodate their bridge project. The loan of approximately  
6 \$259,000 originally had a 25-year repayment schedule. Following negotiations, OBDD  
7 has agreed to a loan payoff in the amount of \$157,000. The funds for this will come  
8 from the utilization of American Rescue Plan Act (ARPA) monies to pay for the  
9 upcoming meter installation project, which would free up currently allocated funds to pay  
10 off the loan. Mr. Cutter noted that this would also avoid an anticipated 2% water rate  
11 increase to cover the original loan repayments, which should be welcome news to  
12 customers. Following a brief discussion, Councilor Townsend moved to approve the  
13 loan repayment. Councilor Booth seconded, and the motion carried unanimously. A  
14 supplemental budget resolution that includes this decision will be forthcoming,  
15 according to Mr. Cutter.

16 B. Library Board Opening: The Council considered the letter of interest from  
17 Debbie Kilduff. Councilor Woodruff moved to appoint Ms. Kilduff to the position vacated  
18 by Mr. Fodness. Councilor Morris seconded, and the motion carried unanimously.

C. Economic Development Alliance (EDA) Letter Request: City Manager Cutter  
explained that a letter of support was requested from the City for the Oregon State  
University's application to the EDA's Build Back Better program to develop a Blue  
Economy Cluster in Oregon. Following a brief discussion, Mayor Holland moved to  
approve the request. Councilor Townsend seconded, and the motion carried  
unanimously. The letter will be sent over Mayor Holland's signature.

D. Community Development Organization (CDO) Formation: Mr. Cutter  
explained that formation of the CDO would assist in creating programs, services and  
projects that can be funded by grant and donation opportunities that are only available  
to a non-profit agency. Following discussion, Councilor Lambert moved to authorize City  
Manager Cutter to proceed with the process. Councilor Townsend seconded, and the  
motion carried unanimously.

E. Deliberations Regarding Code Amendments: The Council took up discussion

on Amendment #1, the addition of the County's C-T Zoning language. City Manager Cutter explained that, with the annexation of the KOA property north of town, it was necessary to adopt the C-T Zoning language from the County's code, since the property was outside the City's Urban Growth Boundary and therefore not subject to the City's current zoning designations. The C-T Zone would also be added to Sections 16.72.040(A) "General Provisions Regarding Accessory Uses" and 16.84.070(C) "Standard and Procedures Governing Conditional Uses" for location of public utility tower facilities as conditional uses. A brief discussion ensued regarding utility tower facilities. No changes were proposed, and Councilor Lambert moved to approve the language. Mayor Holland seconded, and the motion carried unanimously.

Amendment #6, regarding fence height in the "clear vision" areas, was the next item of discussion. City Manager Cutter explained that the revision from 2 ½ feet to 3 ½ feet for corner lots would still allow for clear vision requirements to be met, and cited several examples of properties that met that criteria. Discussion ensued regarding properties which may exceed the standard or that appear to have some visibility issues, and Mr. Cutter suggested that Code enforcement could follow up on those issues. No changes were proposed, and Councilor Lambert moved to approve the language. Councilor Townsend seconded, and the motion carried, with Mayor Holland and Councilors Booth, Woodruff, Townsend and Lambert voting "Aye", Councilor Morris voting "Nay".

Amendment #5, regarding the revision of "truck" to "vehicle" in Chapter 16.72.020(E), Off-Street Parking and Off-Street Loading Requirements, was the final amendment to be taken up. Following discussion, Councilor Booth moved to approve the change, with the addition of "if determined to be a nuisance by the City Code Enforcement Official". Councilor Townsend seconded and the motion carried unanimously.

7. CITY MANAGER'S REPORT: Mr. Cutter reviewed his written report, noting that under Item #1 "Training" he would be asking for action from the Council. He explained that with recent and pending upgrades in software, setting aside time for staff training

has become an issue. He proposed that the Council consider allowing City Hall to be closed to the public on Wednesdays for a period of several months to allow staff time for uninterrupted training. Following a brief discussion, Councilor Woodruff moved to approve the request. Councilor Townsend seconded, and the motion carried unanimously.

An additional item under the City Manager's Report was the Water Assistance Program. Mr. Cutter explained that originally the Council had approved working with Community Services Consortium to implement a program similar to the one currently used in Newport, where income-qualified customers would receive a utility rate reduction. The rate increase in July was calculated to compensate for the anticipated impact of those reductions. However, the State of Oregon has recently announced a similar program that would be starting in January of 2022. Mr. Cutter noted that waiting for the State's program for utility assistance may result in a lower overall rate increase in the next fiscal year. Following discussion, Councilor Booth moved to wait for the State's program. Councilor Lambert seconded, and the motion carried unanimously.

8. ADDITIONAL PUBLIC COMMENTS: None.

9. COUNCIL COMMENTS AND CONCERNS: Councilor Lambert expressed appreciation for Sheriff Landers' attendance at the meeting, as well as the presentation from My Sister's Place. Mayor Holland indicated that he had learned a lot at the recent trauma training put on by CASA (Court-Appointed Special Advocates), and suggested that the Council consider attending. Councilor Lambert responded that she is currently planning workshops for several other communities, and would be willing to put one together for Waldport as well. Councilor Townsend mentioned that, with regard to further developing the Parks and Trails Committee and their mission moving forward, he may have information at the next meeting.

10. EXECUTIVE SESSION: At 4:20 p.m., the Council recessed into Executive Session, pursuant to ORS 192.660(2)(I), to review and evaluate the employment-related

performance of the chief executive officer.

At 4:40 p.m., the Council reconvened into Open Session.

11. ACTIONS, IF ANY, FROM EXECUTIVE SESSION: Councilor Booth moved to approve the amendment to the City Manager’s contract. Councilor Townsend seconded, and the motion carried unanimously.

12. GOOD OF THE ORDER: A brief discussion ensued regarding the date for the next meeting. The second Thursday of November this year is November 11, which is Veteran’s Day. Consensus of the Council was to move the November meeting date to November 18<sup>th</sup> at 2:00 p.m.

13. ADJOURNMENT: At 4:50 p.m., there being no further business to come before the Council, the meeting was adjourned.

Respectfully submitted,

Reda Q Eckerman, City Recorder

APPROVED by the Waldport City Council this \_\_\_ day of \_\_\_\_\_, 2021.

SIGNED by the Mayor this \_\_\_ day of \_\_\_\_\_, 2021.

---

Greg Holland, Mayor



**Meeting Minutes: Tuesday November 2, 2021**  
**Lincoln County Waste Shed**  
**Regional Solid Waste Advisory Committee**  
(R- SWAC)

*Attendees: Betty Kamikawa, Judy Casper, Kenny Riley, TJ Thompson, Rich Kuehn, Aimee Thompson, Kathy Short, James Hodge, and Paul Seitz; Guest Speakers: Deputy Vaille & Cat Rhodes.*

**Guest Speaker – Forest Patrol Q&A, Deputy Nick Vaille**

Deputy Vaille provided a short overview of October. He mentioned a staffing shortage in the Sheriff's Office which impacts the amount of time he spends patrolling for the Forest Enforcement Program. He is still working cases and continues to deal with issues of trespassing (notably illegal camping) and dumping in the woods. Currently working on a larger case out of Siletz and another case removing 2 dumped boats (filled with garbage).

Paul mentioned speaking with Joe Steere (Association of Concerned Landowners) about having a meeting in January. Date to be determined. The Forest Enforcement Program contract, along with the ODFW Grant application will need to be renewed in 2022.

**Quick updates**

- DEQ 2021 Opportunity to Recycle Report is Due February 28, 2022.
- Lincoln County's version of the DEQ Reporting Tool is in final draft form.
- Litter Sign/Bag orders – small quantities of signs, bags, vests still available.

**Guest Speaker – Oregon SB 582 Q&A, Cat Rhodes - DEQ.**

Cat Rhodes hosted a question-and-answer session for SB 582. The main theme is that we are early in the process, and it will be a couple of years before consumers will begin to see results of these efforts. Implementation is targeted more for 2025.

**Education Committee –**

- November 15 = America Recycles Day
  - Short report-out on city newsletter article(s)
- New Reusable Bag Trees - Currently at:
  - C&K Market - Yachats
  - JC Market - Newport
  - Grocery Outlet - Lincoln City

**Next meeting Tuesday December 7th**



## OFFICE OF THE SHERIFF

**Sheriff Curtis L. Landers**

251 W. Olive Street  
Newport, Oregon 97365  
Records (541) 265-4912  
Civil (541) 265-4915  
General (541) 265-4277  
Fax (541) 265-4917

# MEMORANDUM

**DATE:** November 9, 2021

**TO:** Waldport City Council

**FROM:** Doug Honse, Patrol Deputy

**RE: WALDPOR NEWS BRIEF – October 2021**

---

### Sheriff Office News

Measure 21-203 passed in Lincoln County, starting the phase out of short term rentals (on a five year time table) in unincorporated sectors of the county. The passing of the measure will create ripple effects in the region, as well as in the city of Waldport.

The Lincoln County Sheriff's Office, like many other employers, is experiencing low staffing issues. We are conducting interviews and are hosting a hiring event on November 20<sup>th</sup>, in Newport (from 10 AM – 3 PM, at the Search and Rescue facility at 830 NE 7<sup>th</sup> St). Applicants will have the opportunity to take the POST test and run the ORPAT, free of charge. Scores on these tests will be valid for 6 months, if the candidate decides to apply in the future. If you know any interested persons, of high moral character, please encourage them to apply with our office.

Recruit Deputy James Holmes is paired with Field Training Officer, Deputy Honse, throughout November, and will be patrolling the Waldport area.

### Calls For Service

Sheriff's Deputies responded to or initiated **188** calls for service in the City of Waldport in July 2021. This accounts for **32%** of all calls for service in south county (South County including South Beach, Seal Rock, Waldport, Yachats, Tidewater, Five Rivers, and everything in between).

**(12)** People received criminal citations, within the City of Waldport, and were released. Crimes included: Criminal Driving While Suspended, Reckless Endangering, Theft III, Disorderly Conduct II LEAD accepted, Criminal Trespass II, DUII, Giving False Info Police, Unauthorized use of a Vehicle, Warrant Arrests (Failure to Appear & Probation Violation).

**(3)\*\*** People were taken into physical custody for criminal arrests within the City of Waldport, charges included failure to report as a sex offender, menacing, and four types of warrant arrests: Failure to Appear, Indictment, Parole Violation & Probation Violation.

\*\*Due to the COVID-19 pandemic, the jail has strict criteria for who they will lodge, this is certainly having an effect on fewer people being taken into custody, compared to past practice. LCSO also tries to make phone contact when possible, on calls, so there is still less person to person contact than in normal years.

## **Traffic Enforcement**

There were **20** traffic stops, within the City of Waldport, resulting in **2** citation and **18** warnings.

The City of Waldport had **36%** of all traffic stops for South County.



## **CITY COUNCIL MEETING AGENDA COVER SHEET FOR DISCUSSION / ACTION**

**TITLE OF ISSUE:** Employee Handbook Updates

**FOR MEETING DATE:** November 18<sup>th</sup>, 2021

**SUMMARY OF ISSUE:**

A series of updates to the employee's handbook are listed:

Section 3 (D): Federal action has made **June 19<sup>th</sup>** a federal holiday as of 2022. State Action has made Columbus Day into Indigenous People's Day **Second Monday in October**. This adds two holidays to our list.

Section 2 (H): Payroll need to be adjusted to allow time for corrections, employee absence, etc. We are moving it to the **5<sup>th</sup> and the 20<sup>th</sup>** of the month from the 1<sup>st</sup> and 16<sup>th</sup>. Effective January 1<sup>st</sup>, 2022.

Section 2 (G): Meals. Adding 'overnight' to end of "Employees and Volunteers will be reimbursed for the reasonable cost of meals while on City-related travels **overnight**." Meals during day trip travel on not reimbursed per state guidelines. As well, the addition of "**Meals and Travel will be reimbursed per Federal GSA rates provided at <https://www.gsa.gov/travel/plan-book/per-diem-rates> for the area travelled. When in question, DAS publication 40.10.00 most recent to the time at issue will be used as a reference for clarification or adjustment.**"

Section 3 (B): Paid leave adjusted from: 0 thru 4 years: 11.33 hours per month to **12 hours per month**  
5 thru 9 years: 14.66 hours per month to **15 hours per month**  
10 or more years: 18 hours per month remains the same

**STAFF RECOMMENDATION or ACTION REQUESTED:**

We ask that the Council adopts these modifications to the employee handbook, effective December 1<sup>st</sup>, 2021. We would then bring back a Resolution for adoption in December to memorialize the decision.



## **CITY COUNCIL MEETING AGENDA COVER SHEET FOR DISCUSSION / ACTION**

**TITLE OF ISSUE:** Parks Committee, Planters, and the future...

**FOR MEETING DATE:** November 18<sup>th</sup>, 2021

**SUMMARY OF ISSUE:**

Councilor Townsend had requested to start a discussion around the future of the Parks committee as the member's interest has shifted, and the original intent and direction has changed.

Councilor Woodruff has also asked the City for a more comprehensive plan on the planters.

The City needs to maintain (and is required to host) a parks committee based on the Izaak Walton League donation, and continuing interest in development of our trails and parks. It was originally created by then Mayor Cutter in April 2020. Its intent was to act as an advisory group on the city parks efforts including the trails, the open space, and the continuing efforts for city beautification.

However, the then Mayor became the new City Manager. Under the Council's direction, the City has formalized the Open Space as Southworth Park and is using ARPA funds combined with grant applications to potentially get a playground built and a statue placed. It has finalized the newly renamed Kittel-Kaufman trail along Lint's Slough, and is working on some design of the elements requested by the Izaak Walton League. It has struggled to find the best way to maintain attractive visibility along the key public property locations, finally selecting Buck's Landscaping who has done a beautiful job on multiple properties around town.

This has left the Parks committee somewhat adrift and unsure of their role or interest, focusing mainly now on the planters. The Council should consider the Planter information and decide how best to proceed with both the Planters and the Parks Committee charge.

**STAFF RECOMMENDATION or ACTION REQUESTED:**

This is a discussion item, with action only at the discretion of the Council.



## **CITY COUNCIL MEETING AGENDA**

**TITLE OF ISSUE:** The Planter report

**FOR MEETING DATE:** November 18<sup>th</sup>, 2021

**SUMMARY OF ISSUE:**

The City maintains about two dozen planters through the generous work of a group of volunteers, mostly comprised of the Parks Committee, and watering during the sunnier months three times weekly from public works. They are a regular issue of discussion and concern, and comprise an important but often overlooked portion of the city's beautification efforts in the downtown core.

Mt. Angel – \$14,000 yearly plus golf cart  
Sweet Home – \$15,000 yearly plus PW labor once a week  
Cornelius – All in house, fully paid for by city  
Lebanon – local nursery donates plants, and PW deadheads and waters (very proud of them)  
Corvallis – local garden club donates, pays non-profit to water, garden club then sells at end of year  
Ontario – Local nursery donates, city waters three times a week, nursery maintains  
Veneta – Pays PW labor through MJ tax, Chamber sells sponsorship of the baskets, sells out.  
Sutherlin – put in direct water system during their 'downtown ODOT' project. PW weeds.  
Glendale – businesses donate the baskets, library staff water them  
Medford – City partners with business who purchase baskets for year \$325/each for all maintenance  
Tillamook – Buys baskets for \$12k, previous paid \$16k for watering, annually also has watering rig  
Ashland – uses a portion of food tax to cover baskets  
Brookings – contract with local florist for maintenance  
Roseburg – Contributes to the baskets, one volunteer with cart maintains them – if she goes they go  
Philomath – city provides watering truck/ water for volunteers, gets donations (about \$7k for baskets)  
Moro – initially volunteer driven, now falls on Public Works

As you can see, there are a variety of ways to accomplish this goal. But, in nearly every case, the city has to put forth some dollars for this effort.

This is a preliminary discussion. I think there are some ideas here about sponsorship, community pride, and overall responsibility – I also think we have a dedicated group of volunteers who feel some strong ownership, and need to be engaged on any decision at the parks committee level. It is clear, in many communities, it would not exist without these dedicated individuals.

**STAFF RECOMMENDATION or ACTION REQUESTED:**

This is a discussion item, with action only at the discretion of the Council.



CITY OF WALDPOROT  
**COVER SHEET FOR DISCUSSION / ACTION**

<b>TITLE OF ISSUE:</b>	<b><u>Amendment 4</u></b> <b>Chapter 16.30.090.A.2. Downtown District, Limit on Street Level Housing.</b>
<b>MEETING DATE:</b>	November 18 <sup>th</sup> , 2021
<b>INTRODUCTION:</b>	The Downtown District is a newer zone for Waldport which was intended to compel a live/work district fostering business development, with retail frontage and higher density housing above or behind commercial space. i.e. Think commercial space below, living space above.
<b>What It Does:</b>	This amendment <i>continues</i> the Zone’s primary focus of commercial retail frontage along Waldport’s main corridors (Highways 101 and 34). It allows additionally however, given the current housing shortage, new <b>M</b> ulti- <b>F</b> amily units of five (5) or more on the main arterials and <b>MF</b> units of three (3) or greater on interior D-D streets.
<b>Why It Is Important:</b>	<p>Given that the Downtown-District Zoning has resulted in limited new retail/ commercial frontage with housing above or behind, the zoning is not drawing sufficient investment to compel development, and has also impeded the creation of housing adjacent to the downtown core – also a critical component to growing a walkable town center.</p> <p>This amendment maintains the live/work aspiration (as no other Zone has this requirement) but also lowers the required investment for entry development to spur the creation of housing and further support downtown economic revitalization.</p>
<b>Staff Recommendation or Action Requested:</b>	
	<p>Planner: That the City Council adopt the attached ordinance as written anticipating that further review of the Downtown District be completed within the context of the Comprehensive Plan Update.</p> <p>City Manager: The Downtown District really isn’t working the way it is intended. It covers some side streets in which it is inhibiting growth and redevelopment. I concur, that this is a good first step, while we look at larger zoning issues in the Comp plan.</p>



CITY OF WALDPOR  
**COVER SHEET FOR DISCUSSION / ACTION**



**PROPOSED AMENDMENT 4**

**SUMMARY:**

**Chapter 16.30.090.A.2. Downtown District, Limit on Street Level Housing.** *Revision:* Allow new construction of residential, multi-family units of up to five (5) units or greater permitted on arterials (Highway 101 and 34) and “Residential Only” development of three (3) units or greater on interior streets. For full D-D Text, see Appendix A.

**CODE REVISION:**

**Chapter 16.30.090.A.2. Downtown District, Limit On Street Level Housing.** *Revision:*

**16.30.090 Special Standards For Certain Uses**

This section supplements the standards contained in Sections 16.30.030 through 16.30.070 providing standards for the following land uses in order to control the scale and compatibility of those uses within the Downtown District:

- A. Residential Uses. Higher density residential uses, such as multi-family buildings and attached townhomes, are permitted to encourage housing near employment, shopping and services. All residential developments shall comply with the standards in items 1-6, below. **These conditions** which are intended to ~~require mixed use development~~ **encourage multi-family residential and mixed use development; facilitate development of the community’s** supply of land for commercial uses **on primary arterials and the creation of higher-density housing in the downtown core** ~~provide to support~~ for design which ~~are~~ **is** compatible with **the existing fabric of the City of Waldport.** ~~impacts associated with traffic and parking; and ensure management and maintenance of common areas.~~
- 1. ~~Mixed Use Development~~ **Required Requirements:** Residential **only** uses shall be permitted ~~only when part of a mixed-use development~~ **on properties fronting the following streets** when part of mixed-use development (residential with commercial or public/institutional use).
  - **Hwy 101**
  - **Hwy 34 (Alder St. to Maple St.)**

Both "vertical" mixed use (housing above the ground floor), and "horizontal" mixed use (housing on the ground floor) developments are allowed, subject to the standards in items 2-6 below.

**Properties fronting other streets (not identified above) are permitted to have residential-only uses, commercial uses, or mixed uses.**

Limitation on street-level housing. Residential uses are not permitted at street-level on arterials (Hwy. 34 and Hwy. 101). This standard is intended to **preserve** storefront space for commercial use and public/institutional use. It does not limit residential uses above the street level on upper stories, or behind street-level storefronts.

- 2. ~~Density. There is no residential density standard.~~ **Residential Density Standard shall be multi-family units of up to five (5) units or greater permitted on arterials (Highway 101 and 34). “Residential Only” development permitted on interior streets may be three (3) units or greater.**

Plain Text:	Existing language to remain
<b>BOLD CAPITALS</b>	Existing Section Titles
<del>Strike Through Text:</del>	Text to be deleted
<b>Blue Bold Text:</b>	Text to be added

**STAFF RECOMMENDATION OR ACTION REQUESTED:**

The City Council consider adopting the attached ordinance and revised language regarding the adaptation of the Downtown-District Commercial / Residential Standard and Guidelines to support the creation of higher density residential-only development in the downtown area. It is also recommended that City Council direct the Planning Commission to review the Downtown District Zone, Standards and Guidelines with other core areas of Historic Waldport (R-3, C-1 and C-2) to evaluate and identify sub-areas which may more accurately reflect the current growth and needs of the community.

---

Plain Text:	Existing language to remain
<b>BOLD CAPITALS</b>	Existing Section Titles
<del>Strike Through Text:</del>	Text to be deleted
<b>Blue Bold Text:</b>	Text to be added



CITY OF WALDPOR  
**COVER SHEET FOR DISCUSSION / ACTION**

<b>TITLE OF ISSUE:</b>	<b><u>Amendment 7</u></b> <b>Chapter 16.72.020.T. Supplementary Regulations. Off Street Parking and Off Street Loading Requirements.</b> <b>Chapter 16.72.020.U. Universal Parking Standards</b>
<b>MEETING DATE:</b>	October 14 <sup>th</sup> , 2021
<b>INTRODUCTION:</b>	This amendment is a summary table of standards for residential and commercial off and on-street parking.
<b>What It Does:</b>	The addition of a Parking Table, including Universal or Handicapped Access for all Zones is intended to provide an accessible summary of parking requirements for the City of Waldport.
<b>Why It Is Important:</b>	Organizes parking standards in a table format referencing the City of Waldport Zoning Map. The summary would also be published online to facilitate public access and compliance.
<b>Staff Recommendation or Action Requested:</b>	
<b>Planner</b>	<ul style="list-style-type: none"> <li>• That City Council consider adopting the attached ordinance. A parking table enables layperson interpretation and application of City parking standards.</li> <li>• The table has been edited to exclude ADU, or C-T conditions.</li> <li>• It also has been edited to include only the uses itemized in <b>Ch.16.72.020</b> so it is only Chapter 16.62.020 in table format.</li> <li>• Its recommended that Parking Descriptions be reviewed and expanded within the context of the Comprehensive Plan Update.</li> </ul>

## PROPOSED AMENDMENT 7

### SUMMARY:

**Chapter 16.74. Addition: Parking Summary Table and Universal Access** for Off-Street, On-Street Parking, all Zones. Summarized current parking conditions and standards, with separate, identified Parking section.

### CODE REVISION:

**Chapter 16.72.** Summary of Parking Conditions and Standards for Off and On-Street parking. Removed.

This is an **addition** of a **Parking Table** which also references The City of Waldport Zoning Map (Appendix B).

**16.74.010 Off-Street Parking and Off-Street Loading Requirements** (See Appendix C for text)

### STAFF RECOMMENDATION OR ACTION REQUESTED:

The City Council consider adopting the attached ordinance as the Parking Table organizes existing information, to support reference and compliance. The revision also separates parking from the existing Supplementary Regulations for ease of access and review and includes Universal Parking Standards, previously not included.

Plain Text:	Existing language to remain
<b>BOLD CAPITALS</b>	Existing Section Titles
<del>Strike Through Text:</del>	Text to be deleted
<b>Blue Bold Text:</b>	Text to be added

**Chapter 16.74.020 – Parking Table By Use and Zone**

The City Of Waldport – Parking Table By Use													
Use or Zone		Description		Parking Space Requirements		On-Site Parking		Notes					
<b>A. RESIDENTIAL</b>													
<b>R1</b>	<b>R2</b>	<b>R3</b>	<b>R4</b>	<b>C1</b>	<b>C2</b>	<b>CT</b>	<b>DD</b>	<b>IP</b>					
									1	Single-Family Residential (SFR) <b>R-1 to R-4, C-1, C-2, C-T, D-D</b>	Garage or carport required for new single family residences constructed after <b>adoption</b> .	<b>Minimum 1 on-site spaces per D.U. Garage or Carport required. Garage or Carport Conversion requires replacement.</b>	Off-street parking spaces shall be located on the same lot or on an adjoining lot unless otherwise approved.
									2	Duplex dwelling units <b>R-2 to R-4, C-1, C-2, C-T, D-D</b>	Spaces equal to 1.5 times the number of dwelling units	<b>1.5 per D.U.</b>	Street parking determined by property line extents
									3	Multifamily dwelling units <b>R-3 to R-4, C1, C2, C-T, D-D</b>	Spaces equal to 1.5 times the number of dwelling units	<b>1.5 per D.U.</b>	Street parking determined by property line extents
									4	Apartment house, rooming house, or boarding house <b>R-4, C1, C2, C-T, D-D</b>	Spaces for eighty (80) percent of the guest accommodations plus one additional space	<b>0.80% + 1</b>	Street parking determined by property line extents
									5	Manufactured Home and Park <b>C1, C2, C-T, D-D</b>	Two spaces per MH unit. Additional guest parking required.	<b>2 per D.U.</b>	Parking provided on site in guest parking.
									6	Accessory Dwelling Unit <b>R-1 to R-4, C-1, C-2, C-T, D-D, I-P</b>	One (1) per dwelling unit under 500 square feet, and Two (2) for ADUs greater than 500 sf.	<b>1 per D.U. &lt;499 sf. 2 per ADU &gt;500 sf. - on-site only</b>	Cannot claim allotted parking for DUs
<b>B. COMMERCIAL RESIDENTIAL</b>													
<b>R1</b>	<b>R2</b>	<b>R3</b>	<b>R4</b>	<b>C1</b>	<b>C2</b>	<b>CT</b>	<b>DD</b>	<b>IP</b>					
									1	Hotel <b>C-1, C-2, C-T, D-D</b>	One space per guest room plus one space per two employees.	<b>1 per room and ½ space per employee</b>	On-street parking cannot count toward requirements.
									2	Motel <b>C-1, C-2, C-T, D-D</b>	One space per guest room or suite plus one additional space for the owner or manager.	<b>1 per room and 1 per owner / manager</b>	As above.
									3	Club or lodge <b>C-1, C-2, C-T, D-D</b>	Space to meet the combined requirements of the uses being conducted, such as a hotel, restaurant, auditorium, etc.	<b>1 per 100 sf of floor area and 1 per 2 employees</b>	As above.
									4	Bed & Breakfast Establishments <b>C-1, C-2, C-T, D-D</b>	One (1) off street parking for owners/operators with one (1) additional space for each authorized guest room	<b>1 per owner / manager and 1 per guest room</b>	As above.

Plain Text:	Existing language to remain
<b>BOLD CAPITALS</b>	Existing Section Titles
<del>Strike Through Text:</del>	Text to be deleted
<b>Blue Bold Text:</b>	Text to be added

Use or Zone										Description	Parking Space Requirements	On-Site Parking	Notes
<b>C. INSTITUTIONS</b>													
R1	R2	R3	R4	C1	C2	CT	DD	IP					
									1	Convalescent Hospital Senior Housing Advanced Care <b>C-1, C-2, C-T, D-D</b>	Three spaces (3) for each two beds	<b>3 per 2 beds</b>	On-street parking cannot count toward requirements.
									2	Hospital <b>C-1, C-2, C-T, D-D</b>	Three spaces (3) for each two beds	<b>3 per 2 beds</b>	As above.
<b>D. PLACES OF PUBLIC ASSEMBLY</b>													
R1	R2	R3	R4	C1	C2	CT	DD	IP					
									1	Spiritual – Places of Worship or Church <b>C-1, C-2, C-T, D-D</b>	One space (1) per six seats or one (1) per 50 sf of assembly area	<b>1 per 6 seats or 1 per 50 sf</b>	On-street parking cannot count toward requirements.
									2	Library or Reading Room <b>C-1, C-2, C-T, D-D</b>	One space (1) per three hundred (300) square feet of floor area and per two employees	<b>1 per 300 sf and 1 per 2 employees</b>	As above.
									3	Preschool nursery or kindergarten (primary school) <b>C-1, C-2, C-T, D-D</b>	Two spaces (2) per classroom	<b>2 per classroom</b>	As above.
									4	Elementary or junior high school <b>C-1, C-2, C-T, D-D</b>	Two spaces (2) per classroom	<b>2 per classroom</b>	As above.
									5	High school <b>C-1, C-2, C-T, D-D</b>	Fives spaces (5) per classroom.	<b>5 per classroom</b>	As above.
									6	Other auditorium or meeting room <b>C-1, C-2, C-T, D-D</b>	One space (1) per four seats or 1 per fifty (50) square feet of floor area	<b>1 per 4 seats or 1 per 50 sf of floor area</b>	As above.
									7	Clubhouse or Multi-functional <b>C-1, C-2, C-T, D-D</b>	One space (1) per four seats or 1 per fifty (50) square feet of floor area	<b>1 per 4 seats or 1 per 50 sf of floor area</b>	As above.
									8	Instructional Classes eg. Martial Arts or Dance Studio <b>C-1, C-2, C-T, D-D</b>	One (1) spaces per one hundred (100) sf plus one (1) space per employee	<b>1 per 100 sf of floor area and 1 per employee</b>	As above.
									9	Parks and Open Space <b>C-1, C-2, C-T, D-D</b>	As determined by the Planning Commission and/or City Council		As above.

Plain Text:	Existing language to remain
<b>BOLD CAPITALS</b>	Existing Section Titles
<del>Strike Through Text:</del>	Text to be deleted
<b>Blue Bold Text:</b>	Text to be added

Use or Zone										Description	Parking Space Requirements	On-Site Parking	Notes
<b>E. COMMERCIAL AMUSEMENTS</b>													
<b>R1</b>	<b>R2</b>	<b>R3</b>	<b>R4</b>	<b>C1</b>	<b>C2</b>	<b>CT</b>	<b>DD</b>	<b>IP</b>					
									1	Stadium, arena or indoor theater <b>C-1, C-2, C-T, D-D</b>	One (1) space per four seats	<b>1 per 4 seats</b>	On-street parking cannot count toward requirements.
									2	Bowling establishment w/o restaurant <b>C-1, C-2, C-T, D-D</b>	Five (5) spaces per alley plus one space per two employees.	<b>5 per alley and 1 per 2 employees</b>	As above.
									3	Bowling establishment w/restaurant <b>C-1, C-2, C-T, D-D</b>	Eight (8) spaces per alley plus one space per two employees.	<b>8 per alley and 1 per 2 employees</b>	As above.
									4	Dance hall or skating rink <b>C-1, C-2, C-T, D-D</b>	One space (1) per one hundred (100) square feet of floor area plus one space per two employees.	<b>1 per 100 sf of floor area and 1 per 2 employees</b>	As above.
Use or Zone										Description	Parking Space Requirements	On-Site Parking	Notes
<b>F. COMMERCIAL</b>													
<b>R1</b>	<b>R2</b>	<b>R3</b>	<b>R4</b>	<b>C1</b>	<b>C2</b>	<b>CT</b>	<b>DD</b>	<b>IP</b>					
									1	Retail store, except as provided in subsection (F)(2) of this table <b>C-1, C-2, C-T, D-D</b>	One space (1) per three hundred (300) square feet of floor area.	<b>1 per 300 sf of floor area</b>	On-street parking cannot count toward requirements.
									2	Service or repair shop, retail store handling exclusively bulky merchandise such as automobiles and furniture <b>C-1, C-2, C-T, D-D</b>	One space (1) per six hundred (600) square feet of floor area. WMC: two (2) off street parking spaces per operator station	<b>1 per 600 sf of floor area or WMC 2 per operator station</b>	As above.
									3	<b>Home Business</b>	None	<b>0 allowable</b>	As above.
									4	Bank or office (except medical and dental) <b>C-1, C-2, C-T, D-D</b>	One space (1) per six hundred (600) square feet of floor area plus one space per two employees.	<b>1 per 600 sf of floor area and 1 space per 2 employees</b>	As above.
									5	Medical and dental office or clinic <b>C-1, C-2, C-T, D-D</b>	One space (1) per three hundred (300) square feet of floor area plus one space per two employees.	<b>1 per 300 sf of floor area and 1 space per 2 employees</b>	As above.
									6	Eating or drinking Establishment <b>C-1, C-2, C-T, D-D</b>	One space (1) per two hundred (200) square feet of floor area. OR WMC One (1) space per four seats	<b>1 per 200 sf of floor area or 1 space per 4 seats</b>	As above.
									7	Mortuaries <b>C-1, C-2, C-T, D-D</b>	One (1) space per four (4) seats or eight feet of bench length in the chapel	<b>1 space per 4 seats or 1 space per 8' of bench length in the Chapel</b>	

Plain Text:	Existing language to remain
<b>BOLD CAPITALS</b>	Existing Section Titles
<del>Strike Through Text:</del>	Text to be deleted
<b>Blue Bold Text:</b>	Text to be added

Use or Zone										Description	Parking Space Requirements	On-Site Parking	Notes
<b>G. INDUSTRIAL</b>													
<b>R1</b>	<b>R2</b>	<b>R3</b>	<b>R4</b>	<b>C1</b>	<b>C2</b>	<b>CT</b>	<b>DD</b>	<b>IP</b>					
									1	Storage warehouse, manufacturing establishment, freight terminal <b>C-1, C-2, C-T, D-D</b>	One space (1) per employee.	<b>1 per employee</b>	Storage warehouse, manufacturing establishment, freight terminal <b>C-1, C-2, C-T, D-D</b>
									2	Wholesale establishment <b>C-1, C-2, C-T, D-D</b>	One space (1) per employee and one (1) space per seven hundred (700) square feet of patron serving area	<b>1 per employee and 1 space per 700 sf of patron serving area</b>	

Plain Text:	Existing language to remain
<b>BOLD CAPITALS</b>	Existing Section Titles
<del>Strike Through Text:</del>	Text to be deleted
<b>Blue Bold Text:</b>	Text to be added



**CHAPTER 16.74.030 – UNIVERSAL PARKING SPACES**

<b>MINIMUM NUMBER OF REQUIRED UNIVERSAL PARKING SPACES</b> Source: ADA Standards for Accessible Design 4.1.2(5)			
<b>Total Number of Parking Spaces Provided (per lot)</b>	<b>Total Minimum Accessible Parking Spaces (with 60" access aisle, or 96" aisle for vans*)</b>	<b>Van Accessible Parking Spaces (with min. 96" wide access aisle)</b>	<b>Accessible Parking Spaces (with min. 60" wide access aisle)</b>
1 to 25	<i>Column A</i> 1	1	0
26 to 50	2	1	1
51 to 75	3	1	2
76 to 100	4	1	3
101 to 150	5	1	4
151 to 200	6	1	5
201 to 300	7	1	6
301 to 400	8	1	7
401 to 500	9	2	7
501 to 1000	2% of total parking provided in each lot	1/8 of Column A**	7/8 of Column A***
1001	20 plus 1 for each 100 over 1000	1/8 of Column A**	7/8 of Column A***
*vans and cars may share access aisles **one out of every 8 accessible spaces ***7 out of every 8 accessible parking spaces			

Plain Text:	Existing language to remain
<b>BOLD CAPITALS</b>	Existing Section Titles
<del>Strike Through Text:</del>	Text to be deleted
<b>Blue Bold Text:</b>	Text to be added



CITY OF WALDPOR  
**COVER SHEET FOR DISCUSSION / ACTION**

<b>TITLE OF ISSUE:</b>	<b><u>Amendment 8</u></b> <b>Chapter 16.108.020.B.4. Review Procedures.</b>
<b>MEETING DATE:</b>	October 14 <sup>th</sup> , 2021
<b>INTRODUCTION:</b>	This amendment is as a result of community input received during proposed Planned Development discussions. Members of neighborhoods requested that all homes within an increased range be served notification of applicable land use proposals.
<b>What It Does:</b>	This amendment increases the “notification distance” to 300’ from 250’ and adds the Planner’s discretion to increase ( <i>only, not decrease</i> ) the boundary of notification area for Planned Developments and Subdivisions.
<b>Why It Is Important:</b>	It ensures that all community members are informed of impending planned development or subdivision application reviews which adjoin not only their property but their neighborhood as well.
<b>Staff Recommendation or Action Requested:</b>	
Planner	That City Council consider adopting the attached ordinance as the proposed change <i>increases</i> the distribution area and the number of community members who will receive notifications for upcoming hearings. This amendment also encourages the registration of community or homeowner associations which further extends the reach of notifications and supports the State’s Goal 1, of Citizen Engagement.



CITY OF WALDPOR  
**COVER SHEET FOR DISCUSSION / ACTION**

<b>TITLE OF ISSUE:</b>	<b><u>Amendment 9</u></b> <b>Chapter 16.04.030 Definitions.</b>
<b>MEETING DATE:</b>	October 14 <sup>th</sup> , 2021
<b>INTRODUCTION:</b>	This amendment is a list of definitions applicable to each of the previous amendments.
<b>What It Does:</b>	
<b>Why It Is Important:</b>	
<b>Staff Recommendation or Action Requested:</b>	
	That City Council reject this amendment and recommend that definitions be included with each relevant amendment..

**PROPOSED AMENDMENT 8**

**SUMMARY:**

**Chapter 16.108.020.B.4. Review Procedures.** *Revision:* Increase of “notification distance” to 300’ from 250’ and Planner’s discretion to increase (*only, not decrease*) boundary of notification area for Planned Developments and Subdivisions.

**CODE REVISION:**

**CHAPTER 16.108.020.B.4. REVIEW PROCEDURES.** *Revision.*

**16.108.020 REVIEW PROCEDURES**

The review of applications received under the provisions of this title shall be conducted according to the following procedures:

- B. Procedure for City Planner action on applications subject to property owner notification requirements:
  - 3. The applicant and the owners of record of property on the most recent tax assessment roll of Lincoln County within ~~two hundred and fifty (250)~~ **three hundred (300)'** feet of the boundaries of the subject property shall be notified in writing of the City Planner's action. The notification requirement shall be deemed met when the City can provide an affidavit or other certification that such notice was given. Said notice shall also be provided to any neighborhood or community organization recognized by the City Council and whose boundaries include the subject property. Such notification shall:
  - 4. **For Subdivision and Planned Development, Land Use applications, the City Planner shall have discretion to increase (only) the notification area based on potential transportation system impact or increase expected, or other conditions as determined which may affect the level of public impact and interest.**
  - 5. **Notifications shall also be provided to any neighborhood or community organization (including Homeowners Associations) voluntarily registered with the City of Waldport and whose boundaries are within three hundred (300') of the subject property.**
  
- C. Notice of Public Hearing.
  - 2. Quasi-Judicial Hearing. Notice of a public hearing shall be published in a newspaper of general circulation in the City at least ten (10) days prior to the date of the hearing. In addition, at least twenty (20) days prior to the hearing date, the applicant and the owners of record of property on the most recent tax assessment roll of Lincoln County within ~~two hundred and fifty (250)~~ **three hundred (300)** feet of the subject property shall be notified in writing of the City Planner's action. Said notice shall also be provided to any neighborhood or community organization recognized by the City Council and whose boundaries include the subject property. Such notification shall:

**STAFF RECOMMENDATION OR ACTION REQUESTED:**

The City Council consider adopting the attached ordinance as the proposed change increases the distribution area, and therefore the number of community members who will receive notifications for upcoming hearings. This change also encourages the registration of community associations which further extends the reach of notification buffers and supports the State’s **Goal 1, of Citizen Engagement**.

Plain Text:	Existing language to remain
<b>BOLD CAPITALS</b>	Existing Section Titles
<del>Strike Through Text:</del>	Text to be deleted
<b>Blue Bold Text:</b>	Text to be added



CITY OF WALDPOR  
**COVER SHEET FOR DISCUSSION / ACTION**

<b>TITLE OF ISSUE:</b>	<b><u>Amendment 9</u></b> <b>Chapter 16.04.030 Definitions.</b>
<b>MEETING DATE:</b>	October 14 <sup>th</sup> , 2021
<b>INTRODUCTION:</b>	This amendment is a list of definitions applicable to each of the previous amendments.
<b>What It Does:</b>	
<b>Why It Is Important:</b>	
<b>Staff Recommendation or Action Requested:</b>	
<b>Planner</b>	That City Council reject this amendment and recommend that definitions be included with each relevant amendment.
<b>City Manager</b>	This is more a semantics thing... we're going to bring you back an overall list of changes in one ordinance, so honestly just accepting this is the same as rejecting this, and directing us to bring it back separately. I'd just move to accept it, and we'll clean it up in post for the ordinance, which is where it really counts.

**PROPOSED AMENDMENT 9**

**SUMMARY:**

**Chapter 16.04.030 Definitions.** *Definition of terms relevant to proposed revisions and common, required planning terms.*

The Planning Commission presents the following amendments to the Waldport Development Code for public discussion, and will direct staff to prepare the amendments for consideration on August 12<sup>th</sup> with City Council, revisions and adoption to follow at a subsequent City Council Meeting.

**CODE REVISION:**

**CHAPTER 16.04 INTRODUCTORY PROVISIONS AND DEFINITIONS**

**16.04.030 DEFINITIONS.**

**“Accessory Dwelling”** means a second dwelling unit added to, created within, or detached from a single-family detached dwelling for use as a completely independent or semi-independent unit with provisions for cooking, eating, sanitation, and sleeping.

**“Finding(s)”** means the result(s) of an investigation and the basis upon which decisions are made. Findings are used by government agents and bodies to justify action taken by the entity.

**“Grade, existing”** means the surface of the ground or pavement at a stated location as it exists prior to disturbance in preparation for a project.

**“Grade, finished”** means the surface of the ground at a stated location as it exists after completion of a project.

**“Grade, natural”** means the unaltered natural surface of the ground at a stated location.

**“Live-work unit (land use)”** means a structure or spaces within structures that are used jointly for commercial and residential purposes.

**“Pervious surface”** means any material or surface that permits infiltration, percolation, or absorption of water into the ground through the material or surface.

**“Retement”** means a sloped retaining wall; a facing of stone, concrete, blocks, riprap, etc., built to protect an embankment, bluff, or development against erosion by wave action and currents.

**Short-Term Lodging (STRs).** See “Visitor accommodations.”

**“Slope”** means land gradient, described as the vertical rise divided by the horizontal run, and expressed in percent or ratio. Slope is determined using the following equation:

Slope = (V/H) x 100, where:

V = Vertical distance between the highest elevation and lowest elevation of a straight line drawn perpendicular to the sloping surface; H = Horizontal distance of a straight line drawn perpendicular to the sloping surface.

**“Transportation systems plan (TSP)”** means a comprehensive plan which identifies traffic congestion, safety concerns and anticipated growth patterns toward increasing the overall efficacy of the transportation system. Examples include improved road development, traffic signal timing, coordination of multiple traffic signals, spot improvements, addition of pedestrian/bicycle or multi-modal paths, as well as public transportation which improve the overall functionality of the transportation system.

**Visitor Accommodations (Land Use).**

1. **“Bed and Breakfast”** See Bed and Breakfast.
2. **“Eco-Resort”** means a destination resort which primarily focuses on a region’s natural areas while operationally conserving resources. Its purpose may be to educate the traveler, provide funds for conservation efforts, or to benefit responsible economic development within the local community.

Plain Text:	Existing language to remain
<b>BOLD CAPITALS</b>	Existing Section Titles
<del>Strike Through Text:</del>	Text to be deleted
<b>Blue Bold Text:</b>	Text to be added

3. **“Hostel”** means establishments offering supervised overnight sleeping accommodations, primarily for travelers who use nonmotorized transportation or commercial or public transportation. Such sleeping accommodations are designed, intended to be used and are used, rented or hired out as temporary or overnight accommodations for guests in which daily services of linen change, towel change, soap change and general cleanup are provided by the management. If kitchen or eating facilities are provided, they are communal in nature.
4. **“Hotel”** See Hotel.
5. **“Motel”** See Motel.
6. **“Recreational vehicle (RV) park”** See Recreational Vehicle Park.
7. **“Resort”** means a destination **resort** which is a self-contained development that provides for visitor-oriented accommodations and developed recreational facilities in a setting with high natural amenities.
8. **“Short-term lodging”** means a dwelling unit that is rented or leased as a single housekeeping unit (see “Single housekeeping unit”) for a period of less than thirty (30) days.
9. **“Single room occupancy, residential hotels (SRO)”** means buildings with six or more guest rooms without kitchen facilities in individual rooms, or kitchen facilities for the exclusive use of guests, and which are also the primary residences of the hotel guests.
10. **“Time share project”** means a development in which a purchaser receives the right in perpetuity, for life, or for a term of years, to the recurrent, exclusive use or occupancy of an ownership interest in a lot, unit, room(s), or segment of real property, annually or on some other seasonal or periodic basis, for a period of time that has been or will be allotted from the use or occupancy periods into which the project has been divided and shall include, but not be limited to, time share estate, interval ownership, fractional ownership, vacation license, vacation lease, club membership, time share use, hotel/condominium, or uses of a similar nature See also “Limited use overnight visitor accommodations (LUOVA).”
11. **“Time share estate”** means a right of occupancy in a time share project that is coupled with an estate in the real property.
12. **“Time share interval”** means the period or length of time of occupancy in a time share unit.
13. **“Time share unit”** means each portion of the real property or real property improvement in a project that is divided into time share intervals.
14. **“Time share use”** means a license or contractual or membership right of occupancy in a time share project that is not coupled with an estate in the real property.

**STAFF RECOMMENDATION OR ACTION REQUESTED:**

The City Council consider adopting the attached ordinance which provides definitions related to the first eight development code amendments.

Plain Text:	Existing language to remain
<b>BOLD CAPITALS</b>	Existing Section Titles
<del>Strike Through Text:</del>	Text to be deleted
<b>Blue Bold Text:</b>	Text to be added

## City Manager's Report for November 2021

### 1. **Sewer Leak**

The wastewater break in the pipe near the old Public Works shop has been repaired, though we are waiting until better (drier) weather to implement a more permanent fix. As such, we've had the road closed to eliminate the potential for more damage. We've also decided to hold off on tours of the shop for the same reason (see next item). We've worked with DEQ the entire time to ensure we are covering all bases.

### 2. **RFP for Shop and Museum**

The RFP for the Museum should be released by the date of the meeting. It will be on the January 2022 meeting to review the applications for the Council. For reasons above, we don't want a bunch of traffic back by the old shop, so I'm holding on to the PW shop RFP for a week or so.

### 3. **National Flood Program and the City**

This has been moved to December so that Rep Gomberg may attend - Next month, I will do a presentation to Council regarding the NFIP, what it means for the areas affected in town, and what our response has been to date.

### 4. **Food Cart grant**

We have submitted for a small grant for electrical to the County for 220V plug stations at the Community Center Parking lot.

### 5. **Code Enforcement Car**

We potentially had a line on a car for code enforcement, but they are in the \$5k to \$8k range from the Sheriff's office, so I am working with state surplus to see if better options exist.

### 6. **Housing Needs Assessment**

We have received over \$50k from DLCD for a housing needs assessment. This will be a project I'll bring in front of the Council in the next couple months as the contracts get signed. It will be no money out of the city's pocket, but will involve some effort – however the reward is a housing assessment which is integral to our future Comp Plan revision and UGB adjustment plans.

### 7. **Position Open**

We have a position open for a Public Works Utility Worker. It is posted on our website and on employment sites locally and around the state. One of the things discussed at a recent gathering with the County and Newport was the huge number of unfilled positions each municipality is facing (1 in 5). We are hoping for the best.

### 8. **Umpqua Bank**

Umpqua Bank and Columbia Bank have merged. Not sure what it means yet for the city or



the branch or ATM behind you all. I've reached out, but they may honestly not be at that point of decision making yet.

**9. Grant for Waldport Heights**

I will be writing a grant for funding for emergency access egress planning/development for Waldport Heights. Through citizen engagement I was able to identify two potential good options, and will follow up when more concrete information is known.

**10. Xmas lights...**

We have received a bunch of holiday lights from the Chamber, and have also purchased a large order of commercial lights and garlands for the poles in town, and our buildings. I've asked our public works supervisor Mike Lee to make it feel festive. We'll continue making improvements (unless redirected) so that Waldport becomes known for its xmas decorative efforts.

**11. Sewer to the south**

We have some landowners pursuing a sewer line expansion to the South. We are waiting to see if their discussions lead anywhere. We regretfully have other more urgent priorities, but are interested in their outcome, and will be assisting where we can.

**12. Wastewater plan**

We have received state approval of our wastewater plan. I'll be posting the summary on our website shortly, but end result is we now must undertake a \$1.2 million project that addresses a deficiency at the plant. Its planned in the WW plan, so not a surprise, but where our efforts are going to be directed over the next year.

**13. Finance Manager**

Ellen is now back as our finance manager. Staff are thrilled. We should start seeing some tangible changes in financial reporting as she gets on top of everything that happened in her absence.

**14. FEMA Floodplain training**

Our planner has returned from FEMA floodplain training down in Mississippi, and has great information which will be part of our presentation on the FEMA floodplain issues in downtown Waldport at the next month council meeting.

**15. Trick or Trunk**

Beachcombers had a very successful Trick or Trunk event at the Community Center parking area. We are getting more demand for that space, which is great, but we also lost the hot water heater at the Community Center, which should be replaced on the Wednesday before the council meeting.