

CITY OF LA GRANDE
Planning Commission Regular Session

Tuesday, June 13, 2023
6:00pm

The meeting is available for viewing on Facebook Live at the following link:
<https://www.facebook.com/LaGrandeCityManager>

AGENDA

a. CALL TO ORDER/ROLL CALL

2. AGENDA APPROVAL

Chairperson asks if there are any additions or changes to the Agenda
(NO MOTION NEEDED)

3. CONSENT AGENDA

a. **Consider:** Approving Minutes of the March 14, 2023 meeting.

4. PUBLIC COMMENTS

Individuals who wish to comment on any item printed on this Agenda may do so during the time that item is under discussion. Individuals who wish to speak about non-Agenda items may do so during this portion of the Agenda. Please print your name and address on the Public Comments Sign-in Sheet, located on the podium. When addressing the Commission, speak loudly and clearly and state your name. In the event the Chairperson does not announce a time limit for comments, each speaker is asked to confine their comments to three minutes in length, whether the comments are in-person or virtual.

5. NEW BUSINESS

6. PUBLIC HEARING

- a. **Minor Land Partition and Variance permit**
File Number: 02-MLP-23 and 03-VAR-23
Applicant: Christine Jarvis
- b. **LDC Amendments**
File Number: 01-ZON-22
City of La Grande

7. OLD BUSINESS

8. CITY PLANNER COMMENTS

9. COMMISSION COMMENTS

Kendra VanCleave
Planning Secretary

All meetings of the La Grande Planning Commission are accessible to persons with disabilities. A request for an interpreter for the hearing impaired, or for other accommodations for persons with disabilities should be made five days before the scheduled meeting by calling (541) 962-1307. Also, persons interested in participating in the meeting virtually and providing public comments shall contact City Staff at mboquist@cityoflagrande.org or by calling 541-962-1307 no later than 5:00pm the day prior to meeting to make arrangements.

CITY OF LA GRANDE
COMMISSION ACTION FORM

Commission Meeting Date: June 13, 2023

COMMISSION ACTION: CONSIDER CONSENT AGENDA

MOTION: I move that we accept the Consent Agenda as presented.

OR

MOTION: I move that we accept the Consent Agenda as amended.

EXPLANATION:

A Consent Agenda includes routine items of business with limited public interest, which may be approved by one Motion of the Commission. Any Commissioner may, by request, remove any item of business from the Consent Agenda.

a. Consider: Minutes of the March 14, 2023, Regular Session

COMMISSION ACTION (Office Use Only)

- Motion Passed
- Motion Failed

Recessed: _____

Work Session: _____

Other: _____

Action Tabled: _____

Vote: _____

CITY OF LA GRANDE

Planning Commission Meeting

Regular Session

March 14, 2023

6:00 p.m.

La Grande City Hall
1000 Adams Avenue

MINUTES

COMMISSIONERS PRESENT:

Liberty Avila, Chair
Ann Morrison, Vice Chair
Dave Felley
Matthew Gougherty
Roxie Ogilvie

STAFF PRESENT:

Michael Boquist, City Planner
Kendra VanCleave, Planning Secretary

CITIZENS PRESENT:

JB Brock
Logan McCrae
MBM Estates, LLC

CALL TO ORDER/ROLL CALL

AGENDA APPROVAL

CONSENT AGENDA

PUBLIC COMMENTS

NEW BUSINESS

PUBLIC HEARING

- a. Subdivision and Variance Permit
File Number: 01-SUB-23
02-VAR-23
MBM Estates, LLC

STAFF REPORT

COMMISSIONERS ABSENT:

DISCUSSION/DISPOSITION

AVILA, Chair, called this Regular Session of the Commission to order at 6:03 p.m. and conducted a Roll Call; a quorum was determined to be present.

The Agenda was approved as presented.

GOUGHERTY introduced the following Motion, with OGILVIE providing the Second.

MOTION: That the Consent Agenda be approved as presented for the February 14, 2023 meeting.

MSC: Unanimous
NONE

NONE

(PUBLIC HEARING OPENED 6:05 PM)

AVILA asked for the Rules of Order to be Read and asked for Commissioner declarations. There were none.

AVILA asked for the staff report.

BOQUIST stated the applicant is requesting Preliminary Plat Approval of a Subdivision that includes twenty-nine (29) lots with thirty-two (32) dwelling units.

To support the proposed subdivision, the applicant is also requesting four (4) variances from City standards:

1. On-street parking
2. Minimum lot size
3. Minimum residential density
4. Minimum building setbacks
5. Driveway Width and Separation (Needed, but Not Requested)

BOQUIST commented the development fits the residential market that the housing needs analysis identifies for lower/lower middle-income level. The developers will retain long term.

1. The properties are zoned High Density Residential (R-3), which allows a variety of dwelling types that include single-family, duplexes, tri-plex's and greater, apartment complexes, condominiums, etc.

LDC Section 2.2.006(A)

- The purpose of this zone is to provide higher concentrations of dwelling units.
- This zone is intended to implement the Comprehensive Plan designation of High-Density Residential land use of densities of eleven (11) or more dwelling units per acre

2. The development site is comprised of three (3) parcels (properties) that amount to a little over four (4) acres in size, and all of them being vacant/undeveloped.

3. For interpreting the density standard, "net" acreage is interpreted as:

- $(\text{gross acres}) - (\text{public street rights-of-way}) = (\text{net acres})$

4. The minimum residential density required for the proposed subdivision is 34 dwelling units, based on the following calculation:

- $(4.13 \text{ gross acres}) - (1.02 \text{ acres of public street ROW}) = (3.11 \text{ net acres})$
- $(3.11 \text{ net acres}) \times (11+ \text{ units/acre}) = (34.21+ \text{ dwelling units})$

BOQUIST continued that the Police Department and Public Works submitted comments.

1. The Police Department submitted a neutral comment, but raised concerns about the parking plan that eliminates on-street parking and relocates such parking to the private driveways of each parcel. Also, with the narrowing of the roadway will result in challenges with delivery and emergency vehicles with no area to park. Additionally, based on law enforcement it is expected that residents and guests will frequently violate the no parking within roadway and will likely increase

enforcement calls and they may be low priority calls due to more urgent, high priority calls.

2. Public Works commented there is a sewer main line easement extending through the southerly portion of the property, as written, includes a couple inaccuracies that need correction with a revised easement. The easement was written based on the actual construction location of the sewer line, but when constructed the mainline was not located in the center of the planned easement and as such the easement presents a greater encumbrance on the applicants' property than it was originally intended. To resolve, Public Works met with the applicant and all have agreed that it would be best interest to rewrite the easement to only contain the southernmost 30' of the property and remove the reference that is based on the location to the sewer main.

SUBDIVISION PRELIMINARY PLAT

BOQUIST continued that most of the Subdivision review criteria is met except for the below:

1. The property borders on 16th and 18th Street. The Public Works Director has identified 16th street is classified as a residential collector street and 18th street as a minor street. These classifications have different construction designs and are intended to function differently moving traffic.

For this development 16th street ROW is currently 60' wide and is sufficient ROW width to eventually be upgraded to full City collector street standards.

For 18th Street it is a 40' wide ROW and is an insufficient width to develop to the City's adopted 60' minor street design standards. To achieve a 60' wide ROW width it would include the dedication of 10' strip of land parallel with the 18th Street to be added to the 18th street public ROW. The applicant is willing to do the dedication of 10' which will require a variance of setbacks **(see Variance #2)**

2. The preliminary subdivision plat does not specify the widths of driveways, but the 1"=40' scale on the plat drawing all of the driveways measure 30'+ in width, exceeding the maximum allowed standard by 5'+. Also 3 of the lots have merged driveways, measuring over 60' in width, which exceed the maximum driveway width standard as well as not meeting the 15' driveway spacing standards. The standard has a limit of 25' feet and separated by a minimum 15'. This requires a driveway variance **(see Variance #5)**

VARIANCES

Based on the encumbrance of the sewer line easement granted to the City of La Grande along the southern border the applicant is asking for 4 variances based on topographical challenges.

Variance #1: On- Street Parking- proposing a 40' dedicated ROW and a 24' paved surface with no on street parking. Each parcel in addition to the covered parking requirement, proposing a 13 x 20' parking area per dwelling as well as additional parking submitted with the parking plan. Each parcel will be deed restricted. The proposal states there are more on-street parking offered than what off-street parking would offer.

Variance # 2: Building Setback- proposed to reduce front and rear setback from a 20' setback to a 10'. There is a deviation 15' is a standard setback for the main dwelling and 20' for garages. Due to the constraints on this property with the easement on the far South boundary, caused the property to get squished in lot sizes and requires a variance on the setbacks to make the houses fit on the lot.

Variance #3: Minimum Residential Density – proposing to vary slightly from the density standard with 32 dwelling units from the prescribed 34 dwellings

Variance #4: Lot Size – proposing some of the parcels be below the current minimum parcel size of 5,000 sq ft. The smallest parcel would be 3,100 sq ft with the largest being 6,400.

(Variance not requested by applicant, but may be necessary)

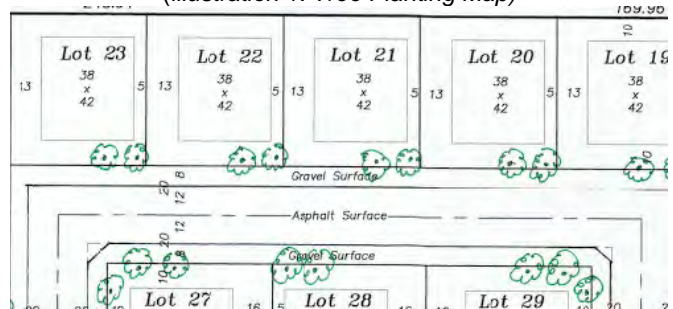
Variance #5: Maximum Driveway Width and Minimum Driveway Separation – proposing to exceed maximum driveway width from the 25' standard and remove driveway separation standard from 15'.

AVILA asked since the off-street parking was removed in order to put in bio-swales and comparing to surrounding developments (in the same zone) were there same issues with stormwater constraints. BOQUIST responded the code was changed a couple years ago to require the 36' wide street with two travel lanes and parking on both sides. Prior to that it was 32' with parking on one side requiring storm water drainage. The surrounding developments came in when the 32' code with parking on one side was in place and because of conflicts with 2 or 3 of those projects and people parking on both sides of the street,

the code is proposed to be changed to require street dedication. The storm management piece with other projects, some have done within the ROW putting in catch basins or bioswales. This project has sufficient ROW compared to other development if it is reduced to 24' and construct the bioswale on the shoulder to the street.

MORRISON asked to see the map on how the bioswale is laid out. BOQUIST showed the tree planting map.

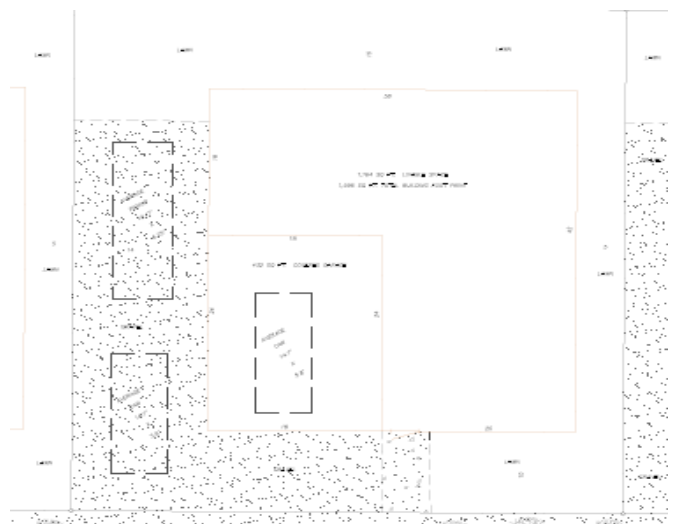
(illustration 1: Tree Planting Map)



MORRISON commented it doesn't seem a 2nd car could be accommodated. The driveway is widened 5' wider than the 25' standard. Logan MCCRAE responded they didn't know there was a 25' standard and since then talked to the Public Works Director about the driveway and he indicated no problem.

MORRISON asked to see the footprint plan which shows how the layout works.

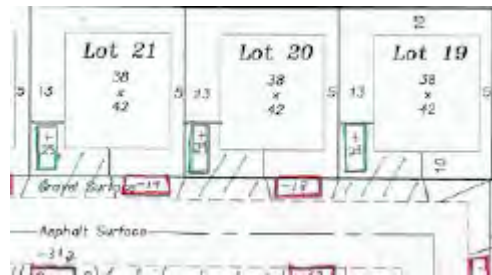
(Illustration 2: footprint layout plan)



OGILVE asked if the homes are 2- or 2-bedrooms houses. MCCRAE responded most likely see a mix in

both. The footprint plan outlines the buildable area is about 1596 sq ft, which includes about 300 sq ft for the garage and about 120 sq ft outdoor living space. The houses will either be a small 3-bedroom, 2 bath house or a big 2-bedroom, 2 bath house. OGILVIE asked for clarification on the off-street parking spots. MCCRAE asked to show the parking plan.

(Illustration 3: parking plan)



MCCRAE responded they meet the minimum requirement for 1 space per dwelling including the covered parking in garage. They are proposing an additional 13 x 20 parking area per dwelling in perpetuity as well as additional parking places identified in the parking plan. Additionally, with concerns about the emergency vehicles, garbage and parking on both sides when they shouldn't be, the proposal is for a 24' paved surface that is 100% open for garbage, plowing, etc. BROCK added there are potentially 5 functional parking spots on the parcels as 2 vehicles could park in front of the garage, parking in the garage and the 13 x 20 parking area. They also kept in mind a large item (boat, trailer) that the 13 x 20 additional parking area could accommodate.

BOQUIST commented that the Police Chief understands the proposal, but still has hypothetical concerns if it doesn't function as proposed., but is good either way with how the Commission decides, just wanted to express his concerns.

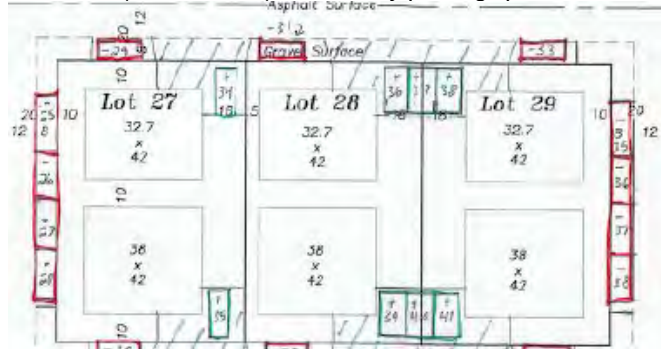
BROCK commented the purpose of the deed restriction with the parking as identified on the parking plan for each parcel is to prevent someone from building something in that area. BOQUIST added that State Law changed to where more than 1 parking space per dwelling unit in the SFD or duplex scenario could not be required.

AVILA asked the applicant if they wanted to include additional testimony.

BROCK commented the intent is to develop 29 lots with 32 SFD's, in the low to moderate price range and keep

them as rentals in the immediate future. MCCRAE added they are dedicating 40' of ROW to the City and if at some point the off-street parking isn't working and need to move to on street parking, the requirement to dedicate the 40' ROW is there. Additionally, in the contingency plan if the parking is not working, then the plan is to pave the 4 spots on the both east and west side bordering lots 27 and 29 (red squares) as community spots.

(Illustration 4:) Community parking spots



AVILA asked for testimony in favor, neutral or opposed. There were none.

COMMISSION DISCUSSION

OGIVLIE commented she is good with lot size and satisfied with parking as described.

GOUGHERTY asked about the signage and physical barriers. BROCK responded there will be signs signing off street parking at both entry points. The bioswale will be immediately off the road which should discourage parking. Also, in tree plan the trees are planted near the property line.

OGILVIE asked about the 90° corners for visibility. MCCRAE responded that the area is intended to be clear for visibility. BOQUIST added that will be part of a development piece as needed that will limit the type of fencing, shrubs or trees that goes there within the sight triangle for vision clearance.

AVILA asked how the landscaping will be designed and the bioswale. BROCK responded in the 8' gravel space on either side of the 24' paved surface will be the bio swale and the trees will be on the property. The trees will have a concrete cur around it with bark fill. MCCRAE added they don't anticipate any run off from any other lots due to way 16th street is designed and is elevated.

Discussion continued clarifying the parking and deed restriction.

FELLEY asked about the snow removal. MCCRAE responded the 8' gravel bioswale area is where the snow is anticipated to be stacked.

FELLEY asked if there was a thought to building duplexes rather than SFD's and if they would fit better. MCCRAE responded it is their intent to build and rent single-family homes. BROCK added this project supports and fits the housing need with a property that has challenges.

OGILVIE commented the design fills a need and a duplex is another type of investment. The most desirable thing for a person is to own their own home. A duplex can't offer that. BOQUIST added the housing study had a highest need in ownership and rental in this price range of house.

GOUGHERTY asked if lots 28 and 29 were divided, would it be down the middle with a deed restriction. MCCRAE responded that would be handled to adjust to a minimum 5' setback on one side and 24' on the other side and possibly lose a parking space.

AVILA asked about the community parking spots. MCCRAE responded there would be 4 spots on the East and West bordering lots 27 and 29. This is the contingency plan if the proposed parking plan is not working.

AVILA asked about the density calculations. BOQUIST responded the density was based on taking the total land area and subtracting out all of the 40' street ROW area (net area) and what is left just over 3 acres which gets to the 34 dwelling units. General rule of thumb on the Planning side is to assume 20% of lot size is street infrastructure.

Commission discussion continued with the fire hydrant placement. The hydrant location is by recommendation from the Fire Chief based on distance requirements, but will be determined by Public Works once construction starts.

BOQUIST directed the group to go over the Variance criteria and if the standard is approved.

Variance #1: On- Street Parking- proposing a 40' dedicated ROW and a 24' paved surface with no on street parking. Each parcel in addition to the covered parking requirement, proposing a 13 x 20' parking area per dwelling as well as additional parking submitted with the parking plan. Each parcel will be deed restricted.

FELLEY introduced the following Motion, with MORRISON providing the Second.

MOTION: I move that Variance #1 be amended to construct the 8 community parking spots per plan.

USC: 4 pass 1 abstain.

Variance # 2: Building Setback- proposed to reduce front and rear setback from a 20' setback to a 10'. There is a deviation 15' is a standard setback for the main dwelling and 20' for garages. Due to the constraints on this property with the easement on the far South boundary, caused the property to get squished in lot sizes and requires a variance on the setbacks to make the houses fit on the lot.

OGILVIE introduced the following Motion, with GOUGHERTY providing the Second.

MOTION: I move that Variance #2 with reduced setbacks be approved.

USC: Unanimous

Variance #3: Minimum Residential Density – proposing to vary slightly from the density standard with 32 dwelling units from the prescribed 34 dwellings.

OGILVIE introduced the following Motion, with GOUGHERTY providing the Second.

MOTION: I move that Variance #3 for a reduced residential density be approved.

USC: Unanimous

Variance #4: Lot Size – proposing some of the parcels be below the current minimum parcel size of 5,000 sq ft. The smallest parcel would be 3,100 sq ft with the largest being 6,400.

MORRISON introduced the following Motion, with OBILVIE providing the Second.

MOTION: I Move that Variance #4 to reduce the minimum lot size be approved.

USC: Unanimous

Variance #5: Maximum Driveway Width and Minimum Driveway Separation – proposing to exceed maximum driveway width from the 25' standard and remove driveway separation standard from 15'.

GOUGHERTY made the following Motion, with OGILVIE providing the Second.

MOTION: I Move that Variance #5 increasing width of driveways and remove 15' driveway separation.

USC: 4 pass 1 abstain.

The group then decided on the preliminary Subdivision Plat.

FELLEY introduced the following Motion, with OGILVIE providing the Second.

MOTION: I move that the Findings of Fact and Conclusions set forth in the Draft Decision Order be amended and that the Proposed Subdivision Plat be conditionally approved to include conditions of approval #1 and #2.

1. As part of the construction and paving of the street within Phase 3, the street width shall be widened by eight feet (8') adjacent to the West and East boundaries of Lots 27 and 29 to accommodate on-street parking. Such parking specifically includes the red sparking spaces labeled on the applicant's parking analysis plat as spaces 25, 26, 27, 28, 35, 36, 37 and 38. Such spaces shall be available as public parking for all residents and visitor of the subdivision.

2. The Final Subdivision Plat shall reflect a ten-foot (10') dedication of land as public street right-of-way along the entire property frontage bordering 18th Street, which would be allocated towards widening he 18th Street right-of-way.

USC: Unanimous

(PUBLIC HEARING CLOSED 8:30 PM)

None

OLD BUSINESS:

CITY PLANNER COMMENTS:

None

COMMISSIONER COMMENTS:

None

There being no further business to come before this Regular Session of the Commission, adjourned the meeting at 8:30 pm. The Commission is scheduled to meet again in Regular Session, Tuesday, April 11 2023 at 6:00 p.m., in the Council Chambers of City Hall, 1000 Adams Avenue, La Grande, Oregon.

ATTEST:

APPROVED:

Kendra VanCleave
CEDD Secretary
Date Approved:

Chairperson

CITY of LA GRANDE

PLANNING COMMISSION ACTION FORM

Commission Meeting Date: June 13, 2023

PRESENTER:

Michael Boquist, Community Development Director

COUNCIL ACTION:

**PUBLIC HEARING FOR MINOR PARTITION AND VARIANCE
FILE NUMBERS 02-MLP-23 AND 03-VAR-23
APPLICANT: CHRISTINE JARVIS – 2004 N. SPRUCE STREET**

1. CHAIR: Open the Public Hearing and ask that the Rules of Order be read in their entirety. Request declarations and challenges.
2. CHAIR: Request Staff Report
3. CHAIR: Request that Public Testimony be read into the Record
4. CHAIR: Invite Commission Discussion
5. CHAIR: Close the Public Hearing and Entertain Motion

Suggested Motion: I move that the Finding of Fact and Conclusions set forth in the Draft Decision Order be (adopted / amended) and that the Proposed Minor Partition and Variance be (approved / conditionally approved / denied).

6. CHAIR: Invite Additional Commission Discussion
7. CHAIR: Ask for the Vote

EXPLANATION: The applicant is requesting approval of a minor land partition to divide the subject property into two (2) parcels, which includes three (3) variances for deviations from the City's street frontage, lot size and setback standards.

See Attached Staff Report and Applicant's submittal and justification.

The Planning Commission's decision on this application is a final decision, unless appealed to the City Council.

COMMISSION ACTION (Office Use Only)

Motion Passed Motion Failed

Vote: _____

Action Tabled: _____

Recessed: _____

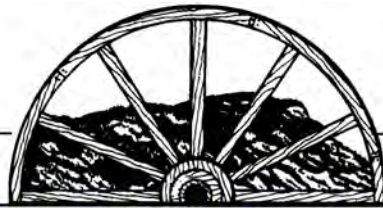
RULES OF ORDER FOR A PUBLIC HEARING

The following is a step-by-step description of the order of events necessary to hold a Public Hearing.

PLANNING TECH I READS TO THE PUBLIC:

- A. The Planning Commission will conduct one (1) Quasi-Judicial Public Hearing tonight to consider a Minor Land Partition and Variance permit File Number: 02-MLP-23 and 03-VAR-23 Applicant: Christine Jarvis and one (1) Legislative Public Land Development Amendments File Number: 01-ZON-23 Applicant: City of La Grande.
- B. The Hearing will proceed as follows:
 1. The Chairperson will request the Staff Report, which includes applicable criteria and standards for the issue under consideration in the application. As part of the Staff Report, the Applicant may have the opportunity to address the Commission prior to public testimony.
 2. The Chairperson will then ask for public testimony relating to the application. The Chairperson may state a time limit for testimony; if no time limit is announced, testimony will be limited to three minutes. All testimony must be directed toward the applicable criteria. Oregon Land Use Law requires that all issues raised by a participant during the Hearing must be sufficiently clear and specific to allow the Hearing body and other parties an opportunity to respond to those issues. Failure to raise the issues during the Hearing may invalidate a future appeal.
 3. The order of testimony this evening will begin with that of Proponents (those in favor), followed by Opponents (those opposed), and ending with those Neutral. An opportunity will be provided to parties (proponents first then opponents) to clarify any issues raised or to rebut testimony.
 4. If additional documents or new evidence is introduced during the Hearing, any participant may request a continuation of the Hearing. Any participant may request that the Hearing Record be kept open for seven (7) days to submit additional written evidence or testimony for the purpose of responding to new evidence. Unless waived, the applicant has seven (7) days to submit a written response.
 5. The proceedings are being electronically recorded, to be converted to written Minutes. When testifying, please step to the podium and state your name.
 6. Members of the Planning Commission may ask questions of the Staff or Hearing participants, if present, at any time. The Chairperson will then close the Hearing or continue the Hearing at a specified time and place.
 7. All decisions must be based on findings of fact from the Staff Report or evidence and testimony received which relate to the criteria of the land use decision.
- C. For the Quasi-Judicial Public Hearing a Commissioner must declare any ex parte or pre-hearing contact, including the person's name and the nature of the discussion, as well as any site visitations to the area in question. Commissioners should declare any personal or financial interests in this matter and may disqualify themselves from participation in this Hearing. **Does any Commissioner wish to make a declaration?**
- D. Does anyone in the audience wish to challenge the right of any Commissioner to hear this matter? **Let the Record show that (there are no challenges) OR _____.**
- E. The Legislative Public Hearing does not require Commission ex parte or pre-hearing contact.

CITY OF



LA GRANDE

THE HUB OF NORTHEASTERN OREGON

COMMUNITY DEVELOPMENT DEPARTMENT / PLANNING DIVISION • P.O. Box 670 • 1000 Adams Avenue • La Grande, OR 97850
Phone: (541) 962-1307 • Fax: (541) 963-3333 • Web: www.planning.cityoflagrande.org

PLANNING COMMISSION DECISION ORDER OF _____

HEARING BODY(IES): Planning Commission
HEARING DATE(S): Tuesday, June 13, 2023
HEARING TIME(S): 6:00 p.m.
HEARING LOCATION: City Hall Council Chambers, located at 1000 Adams Avenue, La Grande, Oregon.

I. Application Information

File Number: 02-MLP-23 & 03-VAR-23
Proposal: The applicant is requesting approval of a minor land partition to divide the subject property into two (2) parcels, which includes three (3) variances for deviations from the City's street frontage, lot size and setback standards.
Applicant: Christine Jarvis, Contract Buyer (*Owner – Larry & Charlotte McLaughlin*)
Address/Location: 2004 N. Spruce Street; T3S, R38E, Section 05CA, Tax Lot 5100; Union County Ref. #857.
Decision Order Prepared By: Michael J. Boquist, Community Development Director



II. Schedule of Procedural and Public Hearing Requirements

In accordance with Land Development Code Ordinance 3252, Series 2021, Articles 9.3 and 9.4, Land Development Code Amendments are subject to the City Council's review and decision authority, upon receiving a recommendation from the Planning Commission. In accordance with Article 9.5, public hearings for the consideration of the proposal were scheduled as follows:

- April 17, 2023.....Subdivision and Variance Applications received.
- April 24, 2023.....Applications were deemed complete and public notice was mailed to surrounding property owners within 100' and to development review agencies.
- June 3, 2023.....Advertised notice was published in *The Observer*, advertising the public hearing before the Planning Commission for June 13, 2023.
- June 13, 2023.....Public Hearing before the Planning Commission
- June 26, 2023.....Expiration of Appeal period.

(Note: The actual Expiration of Appeal Period is 12 days from the date the Planning Commission decision is mailed to the applicant. If such day falls on a weekend or Holiday, the Appeal Period will expire at 5:00 p.m. on the next business day.)

III. Public Notice Information

Public notice was issued in accordance with City and State laws. Notice was provided in accordance with Land Development Code Ordinance 3252, Series 2021, Article 9.6, Section 9.6.001(B). Notice of the public hearing was published in the local newspaper of general circulation, with mailed notice provided to the applicant and to the owners of record of property located within one hundred feet (100') of the subject property. Additionally, all public hearing materials, including the Draft Decision Order was published on the City of La Grande – Planning Commission's webpage.

IV. Review Process and Appeals

Minor Land Partition and Variance applications are quasi-judicial land use actions. A Minor Land Partition is typically subject to an administrative review and approval by the Community Development Director. However, when combined with a variance, the applications are subject to the Planning Commission's review and approval. The Planning Commission's review includes a public hearing where testimony is accepted from interested persons and which results in a decision being issued in accordance with Chapter 9 of Land Development Code Ordinance 3252, Series 2021.

A decision of the Planning Commission is final unless appealed to the City Council within twelve (12) days from the date the Planning Commission decision is mailed to the applicant. If the subject property is located within the Urban Growth Boundary, the decision of the City Council may be appealed to the Union County Board of Commissioners in accordance with the Joint Management Agreement and Union County Ordinance.

V. Staff Recommended Conclusions and Order

Based on the analysis and Findings of Fact in this Decision Order, the Planning Commission has four (4) options with respect to the Subdivision and Variance applications:

Option 1 (Approve): Approve the Minor Land Partition and Variance requests as presented; or,

Option 2 (Conditionally Approve): Approve the Minor Land Partition and Variance requests as amended, with Conditions to address specific requirement or mitigate issues;

Option 3 (Disapproval): Deny the Minor Land Partition and Variance requests.

Option 4 (Table or Continue): If insufficient information has been provided, or if the application needs to be revised to address a specific requirement(s), the Commission may Table or Continue the public hearing to a future meeting date (such as July 11, 2023) to allow the applicant time to submit revisions to satisfy one or more requirements.

Staff Recommendation: The Community Development Director recommends Option #1 or #2. See Decision Order Findings below for more information.

VI. General Facts and Overview

1. The subject property is located at 2004 N. Spruce Street, which is near the intersection of Court Avenue/Jackson Avenue and N. Spruce Street.
2. The subject property is zoned Medium Density Residential (R-2), which allows for single-family and duplex dwelling units. But also allows for neighborhood convenience centers by conditional use permit.
3. The subject property is developed with a neighborhood convenience store fronting on Spruce Street, with a residential dwelling (owner/caretaker's residence) at the back of the property.
4. The dwelling is not used as an owner/caretaker's residence, but is instead rented to a tenant not associated with the convenience store.
5. The owner desires to partition the property to separate the dwelling from the convenience store, so that it may be sold separately.
6. To facilitate the property division, three (3) variances are needed.
 - Deviation from the City's street frontage standard.
 - City Code require all lots to front on a public street with a minimum street frontage width of 25', except for flag lots. In this case the rear dwelling is accessed via an alley and the applicant's justification explains that this partition would result in design similar to a flag lot.
 - Deviation from the minimum lot size standard.
 - City Code requires a minimum lot size of 5,000 square feet. This request is to allow for smaller parcel sizes, similar to the proposed code amendments of 3,000+ square feet.
 - Deviation from the minimum rear yard setback standard.
 - For accessory buildings, including the owner/caretaker's dwelling as originally constructed, City Code requires a minimum rear yard setback of 5'. However, primary structures (main dwelling) require a rear yard setback of 20'. This request includes a 15' variance to support the dwelling as a primary use.

VII. Agency Comments

In accordance with City of La Grande Land Development Code Ordinance (LDC) 3252, Series 2021, Chapter 9, notice of the land use application was mailed to the following agencies: City of La Grande Building Department, City of La Grande Fire Department, City of La Grande Planning Department, City of La Grande Police Department, City of La Grande Public Works Department, Avista Utilities, Charter Communications, City Garbage Service, Frontier Communications, Oregon Department of Transportation, and Oregon Trail Electric Cooperative.

1. No written comments or concerns were received from notified affected agencies.

VIII. Public Comments

In accordance with City of La Grande Land Development Code Ordinance (LDC) 3252, Series 2021, Chapter 9, public notice was mailed to the owners of properties located within one hundred feet (100') of the subject property.

1. No written comments or concerns were received from notified affected public.

IX. Analysis of Applicable Standards

Minor Partitions and Variances are required to satisfy the review criteria contained in the City of La Grande Land Development Code Ordinance 3252, Series 2021 (LDC), Article 4.2, Section 4.2.002, and Article 8.4, Section 8.4.003, as well as other applicable criteria and standards of the Land Development Code, other City Ordinances and State law.

X. LDC Section 4.2.002 – Minor Partition Review Criteria

The preliminary plat for a major or minor partition may be approved only if the reviewing authority shall find that it satisfies the following:

- A. The proposed preliminary plat is in conformance with all applicable provisions of this Code, other City Codes and Ordinances, and Oregon Law.*

Finding: The Findings contained within the Review Criterion B-M below, as well as the Variance Findings below, demonstrate compliance with all applicable City Code requirements. The partition plat was prepared by a licensed surveyor and Staff has found the submittal to meet applicable State law requirements for surveys and platting. This standard is met.

- B. For a minor partition, no creation of a street or road is required.*

Finding: The proposed partition does not require the creation of a street or road. The subject property currently fronts on N. Spruce Street. The proposed new lot to be created in rear of the subject property will front on the public alley, similar to a flag lot, if approved. No additional rights-of-way are needed to support the partitioning of the subject property. This standard is met.

- C. The proposed partitioning of land does not prohibit the extension of existing or planned streets or roads or bicycle and pedestrian facilities.*

Finding: The City of La Grande Transportation System Plan (TSP) identifies N. Spruce Street as an Arterial Street, which is fully developed. No street extensions are identified

as needed and this partition will not be in conflict with the continued current or future use of N. Spruce Street as an Arterial Street. This standard is met.

- D. The proposed partitioning will not conflict with legally established easements or access within or adjacent to the proposed land partition.*

Finding: The existing dwelling at the rear of the property is served by separate water line that extends from Spruce Street and runs alongside the convenience store situated at the front of the property. The Preliminary Partition Plat will establish a utility easement across the front parcel (Parcel 2), to protect this water line and address potential future needs for maintenance, repair and/replacement. This standard is met.

- E. The parcels are located and laid out in a manner that is consistent with the established development pattern of the subdivision or adjoining or nearby lots or parcel lines, with the exception of flag lots; and will not interfere with utilities, streets, bicycle and pedestrian facilities, or other existing or planned facilities.*

Finding: The subject property is proposed to be divided into two (2) parcels, with the front parcel fronting on Spruce Street and the rear parcel fronting on the public alley. The front parcel will be of similar orientation as other parcels along Spruce Street. However, the rear parcel will be unique in that it will appear and function similar to a flag low with frontage along a public alley, which requires a variance. The proposed design is not anticipated to interfere with any existing or planned facilities. With the approval of the proposed variances, this standard will be met.

- F. The proposed property is physically suitable for the type and proposed density of development and conforms to existing zone standards.*

Finding: The subject property is zoned Medium Density Residential (R-2), which currently allows a 5,000 square foot minimum lot size, with single-family and duplex dwelling units. The proposed partition divides the subject property into two (2) parcels, with the front parcel being 5,216 square feet in size and the rear parcel being 3,272 square feet in size.

The rear parcel is proposed to be below the minimum lot size, which requires a variance. However, the City is currently in the process of considering and adoption and land use code amendments that will result in the City's code for minimum lot size being reduced from 5,000 square feet to 3,000 square feet.

The proposed request is consistent with the City proposed land use code amendments. With the approval of the proposed variances, this standard will be met.

- G. The existing sewer and water facilities are adequate to serve the proposed development, including water for fire protection and access sufficient for fire equipment.*

Finding: Both proposed parcels are fully developed and no new services are needed. The City of La Grande Public Works Department has raised no concerns about the existing services and there are not anticipated impacts to the City water and sewer systems as a result of this partition. This standard is met.

- H. The resulting lots will conform to the minimum size standards required in that zone.*

Finding: As referenced in Criterion F above, the minimum lot size allowed in the R-2 zone is 5,000 square feet, 50' minimum width and 85' minimum depth. The front parcel meets this requirement. However, the rear parcel is proposed at 3,272 square feet, with no street frontage. This request includes a variance to support the creation of the rear parcel. With the approval of the proposed variances, this standard will be met.

- I. Industrial parcels existing at the effective date of this Code of 20-80 acres in size shall not be partitioned unless a specific industrial use is proposed.*

Finding: The subject property is not industrial. This criterion does not apply.

- J.** *Separate water and sewer service will be provided to each parcel as it develops.*

Finding: As mentioned in Criterion G above, both proposed parcels are fully developed and currently served with separate services. This standard is met.

- K.** *Major and Minor Land Partition developers shall dedicate required street right-of-way and/or easements for the purposes of providing required infrastructure or bringing an existing right-of-way closer to or into attainment with City standards. Easements shall not be used for access to partitioned parcels unless it is clear that a future public right-of-way will not be needed to serve the area (in cases such as a Flag Lot Partition).*

If the property to be partitioned is located adjacent to lands currently served by City standard infrastructure improvements (along the same side of the street), the developer shall install City standard infrastructure improvements along the entire frontage of the partitioned lots before the plat is signed by the Community Development Director/Planner. As an alternative, the developer may provide the City with a performance bond to guarantee installation of the required improvements before occupancy of any dwelling on the partitioned parcels.

If the property to be partitioned is not located adjacent to lands currently served by City standard infrastructure improvements, the developer shall enter into an Agreement to guarantee installation of required public improvements including, but not limited to: street improvements, bicycle or multi-use paths, street trees, underground utilities (e.g., water, sanitary sewer, storm drainage, natural gas and electricity), curb, gutter and sidewalk and appurtenances as required by the Community Development Department/Planning Division to serve the properties being partitioned. Said Agreement shall include an irrevocable consent to participate in a Local Improvement District for financing the required improvements.

Finding: As discussed above, there are no rights-of-way or easements that need to be dedicated as part of this partition to support this or future development. The property also fronts on fully developed streets that were designed and constructed in accordance with the City's adopted right-of-way design standards. As such, the requirement to construct right-of-way improvements or sign an Agreement that includes an irrevocable consent to participate in a future Local Improvement District does not apply. This standard is met.

- L.** *The Community Development Director/Planner and/or Planning Commission shall deny an application for partitioning when it appears the partitioning is part of a plan or scheme to create more than three (3) parcels without going through subdivision, or is part of a development pattern having the effect of creating more than three (3) parcels without subdividing.*

Finding: This request is not part of a series of partitions that would constitute as a subdivision. This standard is met.

- M.** *For commercial and/or industrial lots with existing areas of two and one half (2 ½) acres or more; and residential lots with existing areas of one half (½) acres or more, zoning approval shall not be granted until the City approves a Master plan for the entire site which shows how the entire property will be ultimately divided and served with streets and utilities that meet applicable City standards. All development proposed shall comply with the approved Master Plan, unless a new Master Plan is approved by the City.*

The approved Master Plan shall be filed with the County Clerk and all development proposed shall comply with the approved Master Plan. The Master Plan shall be considered null and void only when a new Master Plan is approved by the City and filed with the County Clerk.

Finding: The subject property is zoned Medium Density Residential (R-2) and is less than one half (½) acre. This standard does not apply.

XI. Variance Requests

1. CITY STANDARD THAT THE APPLICANT IS REQUESTING RELIEF FROM:

A. Deviation from the City's street frontage standard.

- **LDC Section 5.2.001(G) – Street Frontage:** All lots shall have a minimum street frontage width of 25', except for flag lots which shall have a 20' minimum street frontage or easement from a street frontage.
- In this case the proposed rear parcel, which includes a dwelling would be accessed via an alley and it would appear and function similar to a flag lot. The existing alley serving this dwelling is 20' wide.
- For this request, the alley is not a street and thus cannot be defined and considered as street frontage. Without a flagpole, the proposed rear parcel cannot be defined as a flag lot, and thus a variance is needed to support this scenario.
- This variance is requesting the Planning Commission to approve the partition by considering the 20' wide alley similar to a flag pole, and thus meeting this requirement.

B. Deviation from the minimum lot size standard.

- **LDC Section 2.2.005(D)(1) – Minimum Lot Area:** All lots shall have a minimum lot area of 5,000 square feet.
- This request is to allow for proposed Parcel 1 to be 3,272 square feet in size, which is consistent with the City's proposed code amendment of 3,000+ square feet that is anticipated for adoption by September 2023.

C. Deviation from the minimum rear yard setback standard.

- **LDC Section 5.3.005(A)(1) – Rear Yard:** The minimum rear yard setback shall be twenty feet (20') in all residential zones for subdivisions recorded prior to 2003.
- At the time of development, the owner/caretaker's residence was constructed as an accessory building, which was accessory to the neighborhood convenience store.
- Accessory building are subject to a minimum rear yard setback of five feet (5'), which the owner/caretaker's residence was constructed to meet.
- Through this partition, this the owner/caretaker's residence will be converted from an accessory building to a primary building, which is subject to conformance with City standards for primary buildings (20' rear setback).
- To support this partition and the conversion of the dwelling from an accessory building to a primary building (without having to relocate/move the dwelling to meet the 20' setback standard), this variance requests the Planning Commission to approve a deviation of 15', reducing the 20' standard to 5' to match the existing setback conditions on the site.

See applicant's submittal and narrative for more information on the proposed variances and justification.

2. LDC Article 8.4 – VARIANCES / REVIEW CRITERIA

LDC Section 8.4.001 – Purpose: *The purpose of a Variance is to permit justifiable departures from the requirements of this Code where their literal application would impose an undue or unnecessary hardship on the citizens of La Grande or the owners of property within the City, except that no Variance shall be granted for a parcel of property which would authorize a use or activity not permitted by the land use zone regulations governing the parcel of property.*

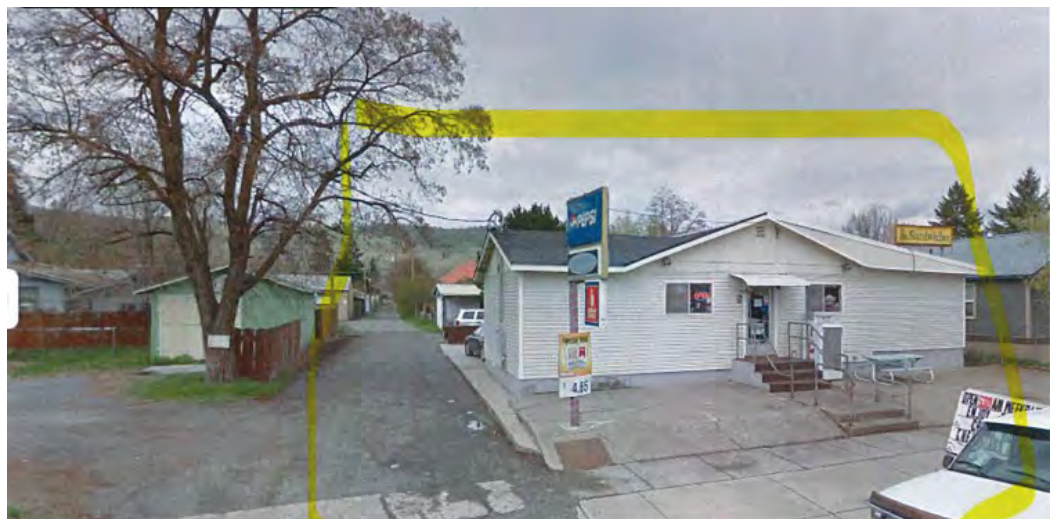
LDC Section 8.4.002(B) – Review Procedure: *The Variance request must be for relief from a physical requirement of the Land Development Code. Cost shall not be used as a factor in considering a Variance.*

LDC Section 8.4.003 – Review Criteria: *A Variance may be granted only in the event that all of the following circumstances are found to exist. These criteria shall be addressed in writing and accompany the Variance application.*

- A. *Exceptional or extraordinary circumstances apply to the property, which do not apply generally to other property in the same zone or vicinity. Such circumstances are a result of lot size or shape, topography, or other circumstances over which the applicant has no control.*

Finding: The applicant's narrative and justification discusses the exception or extraordinary circumstances as being the development on the property was constructed in 1958, prior to the adoption of the City's land use codes. The proposed lot configuration and setbacks accommodates required commercial firewall distances, as well as exceeds the City's proposed code amendments for minimum lot size of 3,000 square feet.

Since the dwelling was constructed in 1958 (behind the store), the dwelling has been accessed via the alley and looks and functions similar to a flag lot under the City's current code. Additionally, the dwelling behind the store has its own water, sewer, power and gas, so that it functions completely separate and independent from the store, as if a separate lot.



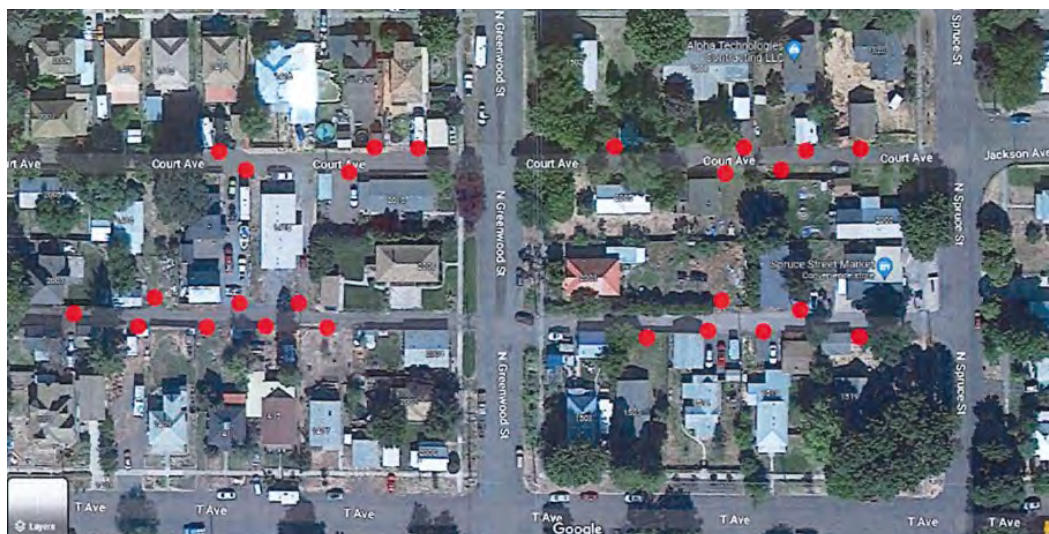


B. The variance is necessary for the preservation of a property right of the applicant, substantially the same as owners of other property in the same zone or vicinity.

Finding: The applicant's narrative and justification compares their property with other in the vicinity, especially along Court Avenue, which are of similar size or have similar access arrangements.

While Court Avenue is a City street, not an alley, it is a 20' wide City street that appears very similar to an alley and is the main access to many properties. Also, many of the properties bordering Court Avenue are smaller than 5,000 square feet and similar in size to what is proposed by the applicant.

The applicant has provided the following satellite image and analysis of comparable properties that either use the alley as their primary access to/from their dwelling (similar to a flag lot), or are along Court Avenue which appears and functions not much different than an alley.



- C. *The variance would not be detrimental to the purposes of this Ordinance or to property in the same zone for which the variance is requested, or otherwise conflict with the objectives of any City plan or policy.*

Finding: The applicant's narrative explains that they do not believe that this request would be detrimental to the purposed of this Ordinance and would not be in conflict with any City plan or policy.

This request would result in the creation of a parcel that appears and functions similar to a flag lot, which is allowed under current City code.

- D. *The hardship necessitating the Variance does not arise as a result of a violation of this Ordinance since its effective date.*

Finding: The property is not currently in violation of an City Ordinances.

- E. *The Variance requested is the minimum Variance which will alleviate the hardship.*

Finding: The applicant's narrative explains that the partition provides the most ideal design scenario for both the commercial store and the residential dwelling, addressing firewall/fire code requirements, yard spaces and other functional areas. The design is consistent with the surrounding area and the variances are believed to be the minimum necessary to alleviate the hardship.

XII. Conclusions and Order

Based on the Findings of Fact above, the Planning Commission concludes that the Minor Partition Plat and Variances **(meet/does not meet)** the requirements established in LDC Article 4.2, Section 4.2.002, and Article 8.4, Section 8.4.003.

XIII. Order and Conditions of Approval

Based on the Findings of Fact above, the Planning Commission hereby **(denies/approves/conditionally approves)** the Minor Partition Plat and Variances.

XIV. Standard Conditions of Approval for Land Use Applications

1. **Changes:** Minor variations to an approved development plan shall be permitted provided the revised development plan substantially conforms to the original approved plan, conditions of approval and all applicable standards contained in the City of La Grande Land Development Code Ordinance.
2. **Public Works Standards:** Where a development involves work within the public right-of-way, a Right-of-Way Permit shall be obtained from the Public Works Department in advance of commencing with any work in the right-of-way. All improvements within the public right-of-way shall be in conformance with the most recent adopted City of La Grande “*Engineering Standard Drawings and Specifications for Construction Manual*.”
3. **Building Permits:** The City of La Grande Building Department shall be contacted early in the process and in advance of development to coordinate and obtain required building, plumbing, electrical and/or mechanical permits. All required permits shall be acquired in advance of construction.
4. **Occupancy:** All required improvements shall be installed prior to any site or building occupancy, unless acceptable bonding is provided in accordance with the Land Development Code Ordinance.

XV. Other Permits and Restrictions

The applicant and/or property owner is herein advised that the use of the property involved in this application may require additional permits from the City of La Grande or other local, State or Federal Agencies. The City of La Grande land use review, approval process and any decision issued does not take the place of, or relieve the applicant of responsibility for acquiring such other permits, or satisfying any restrictions or conditions thereon. The land use decision herein does not remove, alter, or impair in any way the covenants or restrictions imposed on this property by deed or other instrument.

The land use approvals granted by this decision shall be effective only when the rights granted herein have been exercised and commenced within one (1) year of the effective date of the decision. In case such right has not been exercised and commenced or an extension obtained, the approvals granted by this decision shall become null and void. A written request for an extension of time shall be filed with the Planning Department at least thirty (30) days prior to the expiration date of the approval.

XVI. Time Limit on Decision

In accordance with LDC Section 4.2.003(J), within one (1) year of the date of the approval of this preliminary plat, the partitioner shall prepare and submit a final plat which substantially conforms within the approved preliminary plat and Section 4.2.004(B) of the Land Development Code Ordinance. All materials necessary for final partition approval must be submitted prior to the prior to the partition expiration date. The City of La Grande shall not be responsible for providing notice or a reminder of the expiration date. The partitioner shall bare full responsibility for tracking and complying with all submittal deadlines and requirements.

XVII. Appeals

The Planning Commission’s decision shall be considered final unless appealed to the City of La Grande City Council within twelve (12) days from the date the decision is mailed to the applicant, pursuant to LDC Section 9.3.005 and Article 9.7.

APPLICATION FOR LAND USE REVIEW

**COMMUNITY AND ECONOMIC
DEVELOPMENT DEPARTMENT**
Planning Division
 1000 Adams Avenue, P.O. Box 670
 La Grande, OR 97850
 (541) 962-1307
 Fax (541) 963-3333



LAND USE APPLICATIONS

- | | | |
|--|---|---|
| <input type="checkbox"/> Annexation Petition
<input type="checkbox"/> Appeal of Planning Division Decision
<input type="checkbox"/> Appeal of Planning Commission Decision
<input type="checkbox"/> Appeal of Landmarks Commission Decision
<input type="checkbox"/> Comprehensive Plan Document or Map Amendment
<input type="checkbox"/> Conditional Use Permit
<input type="checkbox"/> Duplex Division
<input type="checkbox"/> Fence Height Waiver
<input type="checkbox"/> Floodplain Development Permit <i>(Separate Applic. Required)</i>
<input type="checkbox"/> Geologic Hazard Site Plan
<input type="checkbox"/> Historical Landmarks Review
<input type="checkbox"/> Home Occupation Permit
<input type="checkbox"/> | <input type="checkbox"/> Land Development Code Amendment
<input type="checkbox"/> Land Use Approval Time Extension
<input type="checkbox"/> Livestock Permit
<input type="checkbox"/> Lot Line Adjustment
<input type="checkbox"/> Major Land Partition
<input checked="" type="checkbox"/> Minor Land Partition
<input type="checkbox"/> Planned Unit Development
<input type="checkbox"/> Preliminary Land Use Review
<input type="checkbox"/> Public Right-of-Way Encroachment
<input type="checkbox"/> Public Right-of-Way Dedication
<input type="checkbox"/> Public ROW Vacation <i>(Separate Applic. Required)</i> | <input type="checkbox"/> Site Plan Review
<input type="checkbox"/> Segregation of Tax Lot
<input type="checkbox"/> Sign Permit
<input type="checkbox"/> Subdivision
<input type="checkbox"/> Temporary Use Permit
<input type="checkbox"/> Variance - Administrative
<input checked="" type="checkbox"/> Variance - Commission
<input type="checkbox"/> Wetland Development Permit
<input type="checkbox"/> Zoning Approval
<input type="checkbox"/> Zone Change Designation
<input type="checkbox"/> |
|--|---|---|

OWNER/APPLICANT INFORMATION

Applicant/Agent: <u>Christine Jarvis</u>	Land Owner: <u>Christine Jarvis Charlotte McLaughlin Christine Jarvis CP*</u>
Mailing Address: <u>3268 Coal Creek St</u>	Mailing Address: <u>2004 N. Spruce St</u>
City/State/Zip: <u>Loveland, CO 80538</u>	City/State/Zip: <u>LaGrande, OR 97850</u>
Telephone: <u>970-217-3560</u>	Telephone: <u>970-217-3560</u>
Fax: <u>970-292-8190</u>	Fax: _____
Email: <u>Christine.jarvis@yachoo.com</u>	Email: <u>Christine.jarvis@yachoo.com</u>

PROJECT INFORMATION

Site Address: 2004 N. Spruce St. Description: partition

Legal Desc.: T___S, R___E, Section ____, Tax Lot _____

Project Value: _____ *(Based on contractors bid estimate.)*

APPLICANT/OWNER CERTIFICATION

- The applicant/owner understands and agrees that:**
- The applicant/owner assumes all legal and financial responsibilities for establishing and clearing marking the location of all necessary property lines as determined necessary by the City for the proposed development;
 - Building setbacks shall be measured from an established property line, not from the street, curb, sidewalk, or other improvement that is not based on a recorded survey;
 - Any approvals associated with this request may be revoked if found in conflict with information represented in this application;
 - The approval of this request does not grant any right or privilege to erect any structure or use any premises described for any purposes or in any manner prohibited by City of La Grande ordinances, codes or regulations;
 - The applicant hereby authorizes City officials of the City of La Grande to enter the property and inspect activity in conjunction with the proposed development project.
 - **ASBESTOS:** If the project includes demolition, Oregon law may require an asbestos inspection by an accredited inspector. The applicant/owner hereby understands and agrees to have an asbestos inspection performed, if required by law, and to have a copy of the inspection report available on-site for the duration of the project.

Applicant Signature: Owner Signature:

APPLICATION FOR LAND USE REVIEW

PAGE 2

**COMMUNITY AND ECONOMIC
DEVELOPMENT DEPARTMENT**
Planning Division
 1000 Adams Avenue, P.O. Box 670
 La Grande, OR 97850
 (541) 962-1307
 Fax (541) 963-3333



CITY of LA GRANDE
 THE HUB of NORTHEASTERN OREGON

STAFF USE ONLY FOR ZONING APPROVAL

Project Elements:

- Demolition New Structure
 Addition to Structure Alterations/Repairs

Demolition Defined: "Any wrecking that that involves the removal of any load-supporting structural member or intentional burning."

Dwelling Standards: 1 2 3 4 5 6 7 8 9 10 11 12 N/A
Required for MH/SF/Duplex & Apartments [Section 3.2.003]

Access. Bldg. Standards Met: Yes No N/A *[Article 5.9]*

Setbacks Met: Yes No *[Article 5.3]*

Front: _____ Left: _____ Right: _____ Rear: _____

Livestock setbacks: _____

Floodplain: Yes No Zone: _____ BFE: _____

*If yes, an Elevation Certificate may be required
 If yes, a Floodplain Development Permit may be required. [Article 3.12]*

Geologic Hazard Zone: Yes No

If yes, a Geologic Hazard Waiver is required. [Article 3.4]

Riparian Zone/Wetlands: Yes No

If yes, a wetland delineation and DSL Permit may be required. [Articles 3.9 and 3.19]

Fire Protect. Agrmt. Req.: Yes No *[Article 3.2]*

Parks & Recreation SDC: Yes No *[Article 7.1]*

ROW Improvement Req.: Yes No *[Article 6.3]*

LID Agreement Req.: Yes No *[Article 6.3]*

City of La Grande

Zone: R2.
 File Number: 02-MLP-23
03-VAR-23
 Application Fee: 450.00
 Receipt Number: _____

Date Approved: _____

Date Submitted:
APR 17 2023
 Received
 Planning/Economic Dev Dept.

COMMENTS: _____

Application Type	Fee	Application Type	Fee
Annexation Petition	\$1000	Minor Land Partition	\$250 + \$5/lot
Appeal of Planning Division Decision	\$75	Planned Unit Development	\$500 + \$5/lot + Actual Costs for Advertising and Public Notice
Appeal of Planning Commission/Landmarks Commission Decision	\$150	Public Right-of-Way Encroachment	\$50 + Document Recording Fees
Comprehensive Plan Designation Change	\$300 + Actual Costs for Advertising and Public Notice	Public Right-of-Way Dedication	\$0
Comprehensive Plan Document Amendment	Actual Costs	Public Right-of-Way Vacation	Actual Costs
Conditional Use Permit	\$375	Preliminary Land Use Review (Pre-Application Meeting)	\$0
Duplex Division	\$250 + \$5/lot	Segregation of Tax Lot	\$25
Fence Height Waiver	\$25	Sign Permit	\$75
Floodplain Development Permit	\$75	Site Plan Review - New/Expansion	\$75 (Projects \$0-\$50k) \$150 (Projects \$50k-\$100k) (+ \$0.50/\$1000 over \$100k)
Geologic Hazard Site Plans	\$75	Subdivision	\$500 + \$5/lot + Actual Costs for Advertising and Public Notice
Historical Landmarks Review	\$75	Temporary Use Permit	\$125
Home Occupation Permit	\$75	Variance Permit (Administrative)	\$175
Land Development Code Amendment	Actual Cost	Variance Permit (Planning Commission)	\$450
Land Use Approval Time Extension	\$25	Wetland Plan Review	\$75
Lot Line Adjustment	\$150	Zone Change/LDC Amendment	\$300 + Actual Costs for Advertising and Public Notice
Livestock Permit	\$25	Zoning Approval	\$25.00
Major Land Partition	\$500 + \$5/lot		

**Applications based on actual costs require a deposit to cover the estimated fees. If there is a shortage of funds discovered during the review process, an additional deposit may be required to be paid. Any surplus or deficit of fees paid will be refunded or billed to the applicant.
 *Application fee for multiple planning actions is equal to the greatest single fee, not the sum of all fees.
 *Application fee may be increased to include third party engineering and/or consulting fees when required.
 S:\Community Development\PLANNING\FORMS\APPLICATIONS\Version 2021\Land Use Application.docx*

APR 17 2023

April 17, 2023

City of La Grande Planning Commission

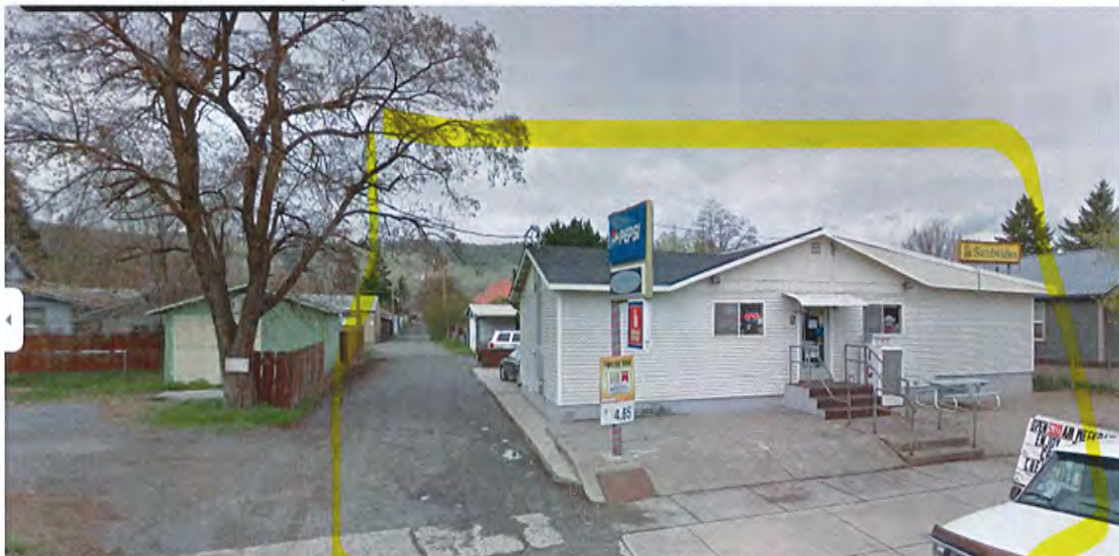
Received
Planning/Economic Dev Dept

RE: Variances for Partition 2004 N Spruce St. La Grande, OR 97850 | 03S3805-CA-05100

To whom concerned:

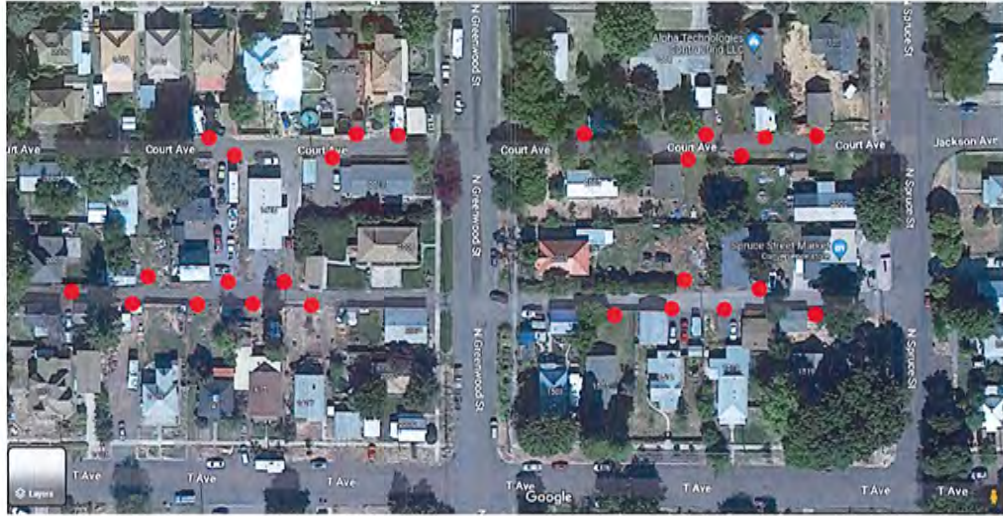
Please find information for consideration granting requested variances for the partitioning of 2004 N Spruce St. La Grande, Oregon. Specifically, variances are requested to permit justifiable departures from the current planning and code requirements of: street frontage, lot size and set-backs allowing the partition of the existing dwelling and commercial structures.

- A. In consideration of exceptional and extraordinary circumstances that apply to the property; noteworthy is the age of the property and location of the existing structures that pre-date city and land use codes. The lot contains two (2) existing structures; a Commercial Business located on the East side of the lot facing/along Spruce Street and an accessory dwelling at the back (West) side of the lot accessed from the city alleyway. The proposed partition location accommodates the commercial firewall distance requirement as well as exceeding the proposed new lot size code of 3,000 sqft.



- i. The accessory dwelling constructed in 1958 (set behind the store) uses the alleyway as primary access and was originally used as a caretaker/owner operator residence.
 - 1. With the partition, the existing dwelling would become the primary dwelling on its own parcel.
 - 2. The primary dwelling would be a 'flag lot' accessible and "street frontage" provided through City alley access.
 - 3. The existing structure includes a covered carport and front yard.

- iii. The design and access to 2004 ½ and 2004 N. Spruce Street using the city alleyway will appear and function similarly to Court Avenue.



- iv. Flag lots and lots with accessory dwellings are common throughout the neighborhood meeting the requirement of street frontage via alleyway:
 - 2717 N. Greenwood
 - 2710 N. Greenwood
 - 2808 N. Greenwood
 - 1302 Y Ave.
 - 2012 ½ N. Fir
 - 1702 ½ V Ave
- v. Pre-existing setbacks are consistent with the year constructed of the commercial and accessory structures. The Commercial property was built circa 1900 as a residence and converted to a business 80 years ago (1940's). The accessory dwelling was built in 1958 with back and side yard easements, a front yard area, and a covered carport.

- C. The variance would not be detrimental to the purposes of this Ordinance or to property in the same zone for which the variance is requested, or otherwise conflict with the objectives of any city plan or policy.
- D. The hardship necessitating the Variance does not arise because of a variation of this Ordinance since its effective date.
- E. The Variances requested will alleviate hardship. This request is to approve the existing conditions as-it-stands; partitioning the property.
 - I. The partition line is ideal to both the primary dwelling and the commercial structure providing adequate distance for firewalls, yard space and functional areas. The accessory dwelling is a "flag lot" that will become the primary residence accessible via the city alleyway.

APR 17 2023

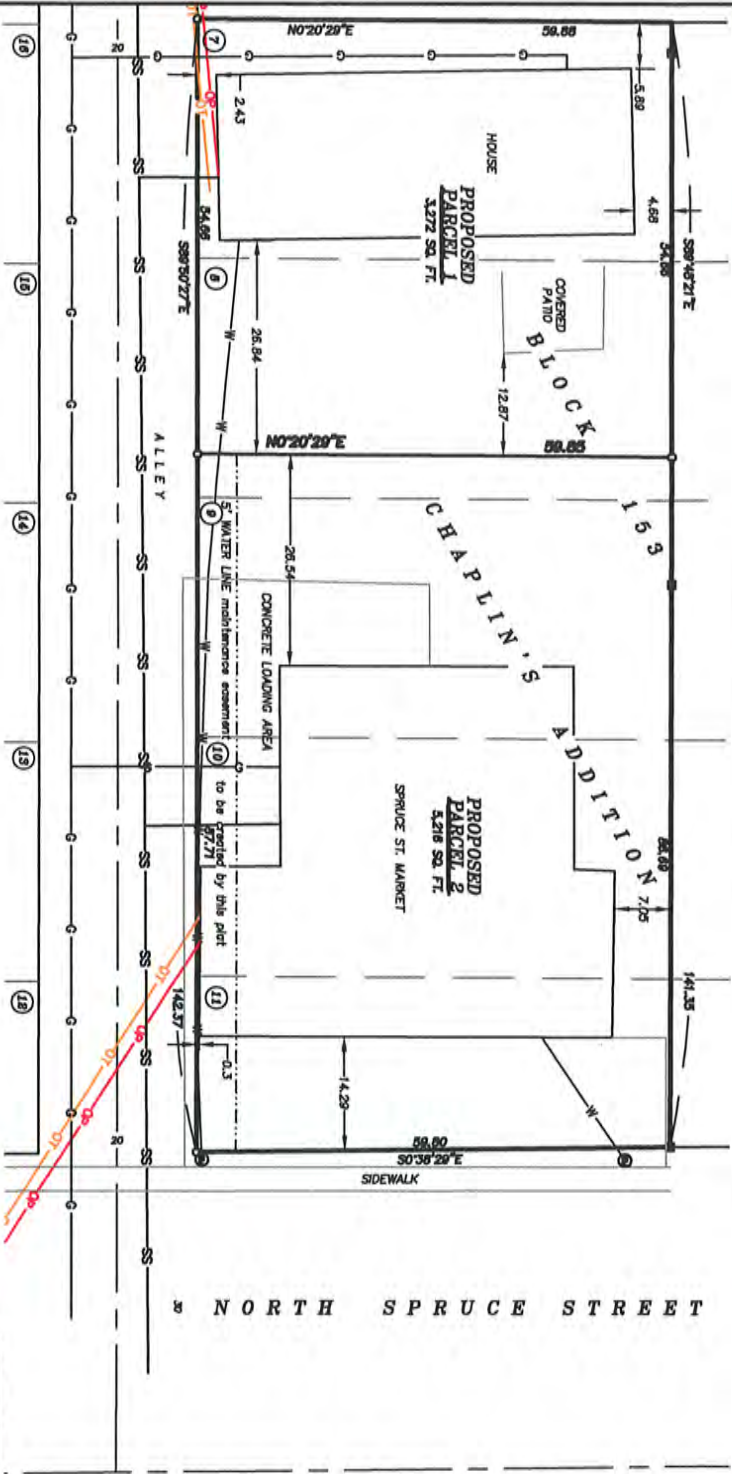
Received
Planning/Economic Dev
Situating in the South half of Lots 7,8,9,10,11, of Block 153 of
Chaplin's Addition, La Grande, Union County, Oregon. Tax Lot
03S38E05CA, #5100

TENTATIVE PLAN
PRELIMINARY PARTITION PLAT

BASIS OF BEARING

Solar observation taken at the North quarter
Section 16, Township 16N,
Range 38 East of the Meridian land.

SCALE: 1" = 10'



NORTH SPRUCE STREET



ZONING

LO-R2
Medium Density Residential.

CURRENT USE

Proposed Parcel 1: Residential
Proposed Parcel 2: Convenience store

UTILITIES

Water and Sewerage by City of La Grande
Natural gas, power, and telephone exist.
Utilities for proposed lots are requested.

FLOODZONE

FEMA Firm map 410280 0001 C
Shows the property is not in
a flood zone.

SCHOOL DISTRICT

La Grande School District

FIRE PROTECTION

City of La Grande Fire Department

DATE

Apr. 11, 2023

OWNERS
Larry and Charonda MacLaughlin
Jerika, Christina or
2004 N. Spruce St.
La Grande, OR 97030

SURVEYOR
Jeffrey S. Hsu
Robert, Erin and Brockton
2500 Alder Avenue
La Grande, OR 97030
(541) 865-9052

LEGEND
● Existing survey monument
○ Survey monument to be set upon approval
--- Centerline
- - - Easement Line

PRELIMINARY COPY
SUBJECT TO REVISIONS



Vicinity Map Not to Scale

City of La Grande Building & Planning Divisions

RE:2004 N Spruce & 2004 ½ N spruce La Grande, OR 97850

To whom concerned:

I have no objection to the separation of the property location
2004 N Spruce Street La Grande OR; partitioning the
commercial business Spruce Street Market and the residence.

Charlotte M Laughlin 4/10/23

Name/Date

1504 Leisure World

Mesa, AZ 85206

480-476-6007

Picture of Driver's License attached

CITY of LA GRANDE

PLANNING COMMISSION ACTION FORM

Commission Meeting Date: June 13, 2023

PRESENTER:

Michael Boquist, Community Development Director

COUNCIL ACTION:

**PUBLIC HEARING FOR LAND DEVELOPMENT CODE AMENDMENTS
FILE NUMBERS 01-ZON-22
APPLICANT: CITY OF LA GRANDE**

1. CHAIR: Open the Public Hearing and announce that the Rules of Order for Public Hearing were read in their entirety prior to the first Hearing.
2. CHAIR: Request Staff Report
3. CHAIR: Request that Public Testimony be read into the Record
4. CHAIR: Invite Commission Discussion
5. CHAIR: Close the Public Hearing and Entertain Motion

Suggested Motion: I move that the Finding of Fact and Conclusions set forth in the Draft Decision Order be (adopted / amended) and that the Proposed Land Development Code Amendments be Recommended to the City Council for (approval/denial).

6. CHAIR: Invite Additional Commission Discussion
7. CHAIR: Ask for the Vote

EXPLANATION: The City of La Grande Land Development Code (LDC) Ordinance 3252, Series 2021, is proposed to be amended to provide additional housing development and affordability options as recommended in the City's Housing Production Strategy, adopted by City Council Resolution 4810, Series 2021. Additionally, other periodic amendments of the Land Development Code included to address issues identified during the implementation and enforcement of the Code and to address citizen requests for changing circumstances in the community. Following is an executive summary list of proposed amendments. See attached Staff Report/Decision Order for a more comprehensive list and justification for adoption.

- | | |
|---|---|
| • Housing Production Strategy – Action Items | • Mobile Food Venting Trailers and Courts |
| • Urban Forestry Amendments | • Parking – Eastern Oregon University |
| • Bed and Breakfast Inns (Short-Term Rentals) | • Public Street Standards |
| • La Grande Business and Technology Park | • Conditional Use Permit Review Criteria |
| • Small-Scale (Artisan) Manufacturing | • Housekeeping and Other Code Amendments |

The Planning Commission's decision on this application is not a final decision, it is a recommendation to the City Council where a final decision will be made.

COMMISSION ACTION (Office Use Only)

Motion Passed Motion Failed

Vote: _____

Action Tabled: _____

Recessed: _____

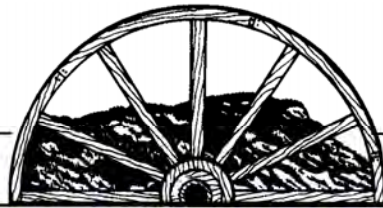
RULES OF ORDER FOR A PUBLIC HEARING

The following is a step-by-step description of the order of events necessary to hold a Public Hearing.

PLANNING TECH I READS TO THE PUBLIC:

- A. The Planning Commission will conduct one (1) Quasi-Judicial Public Hearing tonight to consider a Minor Land Partition and Variance permit File Number: 02-MLP-23 and 03-VAR-23 Applicant: Christine Jarvis and one (1) Legislative Public Land Development Amendments File Number: 01-ZON-23 Applicant: City of La Grande.
- B. The Hearing will proceed as follows:
 1. The Chairperson will request the Staff Report, which includes applicable criteria and standards for the issue under consideration in the application. As part of the Staff Report, the Applicant may have the opportunity to address the Commission prior to public testimony.
 2. The Chairperson will then ask for public testimony relating to the application. The Chairperson may state a time limit for testimony; if no time limit is announced, testimony will be limited to three minutes. All testimony must be directed toward the applicable criteria. Oregon Land Use Law requires that all issues raised by a participant during the Hearing must be sufficiently clear and specific to allow the Hearing body and other parties an opportunity to respond to those issues. Failure to raise the issues during the Hearing may invalidate a future appeal.
 3. The order of testimony this evening will begin with that of Proponents (those in favor), followed by Opponents (those opposed), and ending with those Neutral. An opportunity will be provided to parties (proponents first then opponents) to clarify any issues raised or to rebut testimony.
 4. If additional documents or new evidence is introduced during the Hearing, any participant may request a continuation of the Hearing. Any participant may request that the Hearing Record be kept open for seven (7) days to submit additional written evidence or testimony for the purpose of responding to new evidence. Unless waived, the applicant has seven (7) days to submit a written response.
 5. The proceedings are being electronically recorded, to be converted to written Minutes. When testifying, please step to the podium and state your name.
 6. Members of the Planning Commission may ask questions of the Staff or Hearing participants, if present, at any time. The Chairperson will then close the Hearing or continue the Hearing at a specified time and place.
 7. All decisions must be based on findings of fact from the Staff Report or evidence and testimony received which relate to the criteria of the land use decision.
- C. For the Quasi-Judicial Public Hearing a Commissioner must declare any ex parte or pre-hearing contact, including the person's name and the nature of the discussion, as well as any site visitations to the area in question. Commissioners should declare any personal or financial interests in this matter and may disqualify themselves from participation in this Hearing. ***Does any Commissioner wish to make a declaration?***
- D. Does anyone in the audience wish to challenge the right of any Commissioner to hear this matter? ***Let the Record show that (there are no challenges) OR _____.***
- E. The Legislative Public Hearing does not require Commission ex parte or pre-hearing contact.

CITY OF



LA GRANDE

THE HUB OF NORTHEASTERN OREGON

COMMUNITY DEVELOPMENT DEPARTMENT / PLANNING DIVISION • P.O. Box 670 • 1000 Adams Avenue • La Grande, OR 97850
Phone: (541) 962-1307 • Fax: (541) 963-3333 • Web: www.cityoflagrande.org

BEFORE THE CITY OF LA GRANDE DRAFT – DECISION ORDER

File Number: 01-ZON-22

June 13, 2023

HEARING BODY(IES):	Planning Commission (Recommendation)	City Council (Final Decision)
HEARING DATE(S):	Tuesday, June 13, 2023	Wednesday, July 5, 2023 Wednesday, August 2, 2023
HEARING TIME(S):	6:00 p.m.	6:00 p.m.
HEARING LOCATION:	Due to COVID-19 restrictions being in place, these public hearings are planned to be held through electronic communication via Zoom Meetings and broadcast on Facebook Live. Please contact the Planning Division for more information and a link where to view these public meetings. Community members may submit comments or questions in writing in advance of the meeting(s). Written comments need to be received by 5:00 p.m. on date of the scheduled meeting(s), which will be read during the public comment section of the Public Hearing. Issues which may provide the basis for an appeal to the Land Use Board of Appeals must be raised in writing and with sufficient specificity to enable the Planning Commission or City Council to respond to the issues. Reading written and oral comments into the record will be subject to a three-minute time limit per community member. To submit written public comment, please email mboquist@cityoflagrande.org .	

I. Application Information

Proposal:	The City of La Grande Land Development Code (LDC) Ordinance 3252, Series 2021, is proposed to be amended to provide additional housing development and affordability options as recommended in the City's Housing Production Strategy, adopted by City Council Resolution 4810, Series 2021. Additionally, other periodic amendments of the Land Development Code included to address issues identified during the implementation and enforcement of the Code and to address citizen requests for changing circumstances in the community.
Applicant:	City of La Grande, Community Development Department
Address/Location:	Not Applicable; The Land Development Code Amendments are not site specific.
Decision Order Prepared By:	Michael J. Boquist, Community Development Director

II. Schedule of Procedural and Public Hearing Requirements

In accordance with Land Development Code Ordinance 3252, Series 2018, Articles 9.3 and 9.4, Land Development Code Amendments are subject to the City Council's review and decision authority, upon receiving a recommendation from the Planning Commission. In accordance with Article 9.5, public hearings for the consideration of the proposal were scheduled as follows:

October 12, 2021	Work Session, before the Planning Commission.
November 9, 2021	Work Session, before the Planning Commission.
December 14, 2021	Work Session, before the Planning Commission.
February 8, 2022	Work Session, before the Planning Commission.
February 22, 2022	Work Session, before the Planning Commission.
March 8, 2022	Work Session, before the Planning Commission
March 22, 2022	Work Session, before the Planning Commission
April 26, 2022	Work Session, before the Planning Commission
May 24, 2022	Work Session, before the Planning Commission
July 12, 2022	Work Session, before the Planning Commission
August 8, 2022	Joint Work Session, before the Planning Commission & City Council
September 13, 2022	Work Session, before the Planning Commission
October 4, 2022	Work Session, before the Planning Commission
November 5, 2022	Work Session, before the Planning Commission
December 13, 2022	Work Session, before the Planning Commission
January 10, 2023	Work Session, before the Planning Commission
January 30, 2023	Joint Work Session, before the Planning Commission & City Council
February 23, 2023	Work Session, before the Planning Commission
March 7, 2023	Work Session, before the Planning Commission
May 9, 2023	35-Day Required Notice to the DLCD
May 18, 2023	Public Notice Mailed to all Property Owners (City and UGB), 21-Days Minimum Required; and, Code Amendment materials posted on the City's website (https://www.cityoflagrande.org/planning-commission/2023-proposed-code-amendments).
May 20, 2023	Public Notice Advertised in <i>The Observer</i> , Local Newspaper
May 22, 2023	Joint Work Session, before the Planning Commission & City Council
June 13, 2023	Public Hearing #1, before the Planning Commission
July 5, 2022	Public Hearing #2, before the City Council, and First Reading of the adopting Ordinance by Title Only.

- August 2, 2023.....Public Hearing #3, before the City Council, and Second Reading of the adopting Ordinance by Title Only.
- August 3, 2023.....DLCD Notice of City Adoption - Post Acknowledgement Plan Amendment (PAPA).
- September, 2023.....Public Hearing #4, before the Union County Planning Commission for Co-Adoption.
- October, 2023.....Public Hearing #5, before the Union County Board of Commissioners, and First Reading of the co-adopting Ordinance by Title Only.
- November, 2023.....Public Hearing #6, before the Union County Board of Commissioners, and Second Reading of the co-adopting Ordinance by Title Only.
- December, 2023.....DLCD Notice of County Adoption - Post Acknowledgement Plan Amendment (PAPA).

III. Public Notice Information

Public notice was issued in accordance with City and State laws. Notice was provided to the Oregon Department of Land Conservation and Development (DLCD) on November 2, 2020, at least 35-days before the first evidentiary hearing in accordance with OAR 660-018-0020. Public notice was mailed to all property owner with the City of La Grande and its Urban Growth Boundary (UGB) on November 17, 2020, at least 20-days in advance of the first evidentiary hearing in accordance with Land Development Code Ordinance 3242, Series 2018, Article 9.6, Section 9.6.001(A). All public hearing materials, including the Draft Decision Order was published on the City of La Grande – Planning Division’s webpage on November 17, 2020, which meets or exceeds the requirements to be made available to the public at least seven days before the first evidentiary hearing.

IV. Review Process and Appeals

Amendments to the Land Development Code Ordinance is a legislative review process that is subject to the Planning Commission’s and City Council’s review and approval. The process requires the Planning Commission to first hold a public hearing to consider the proposed amendments and make a recommendation(s) to the City Council. The Planning Commission’s recommendation(s) cannot be appealed. The City Council will hold a subsequent public hearing to consider the proposed amendments, along with the Planning Commission’s recommendation(s). The City Council will hold two (2) public hearing to consider the proposed amendments, with public comments typically considered during the first public hearing. After the closing of the second public hearing, the City Council will deliberate and may make a final decision. Upon receiving a final decision from the City Council, the City of La Grande Community Development Director will mail written notice of the decision to any parties entitled to such notice. Such decision can then be appealed to the Oregon Land Use Board of Appeals (LUBA) if a person with standing files a Notice of Intent to Appeal within twenty-one (21) days of the date the decision was mailed, or thirty (30) days from the date of Ordinance adoption, whichever is later.

Subsequent to the City Council’s decision, the proposed amendments will be forwarded to Union County for co-adoption and implementation within the City of La Grande Urban Growth Boundary. This will include public hearings before the Union County Planning Commission and Union County Board of Commissioners. A final decision of the Union County Board of Commissioners may be appealed to the Oregon Land Use Board of Appeals (LUBA).

V. Recommended Conclusions and Order

Based on the analysis and Findings of Fact in this Decision Order, the proposed Land Development Code Amendments meet the requirements established in Land Development Code Ordinance 3252, Series 2021, Article 8.8, and are consistent with the City's Housing Production Strategy adopted by City Council Resolution 4810, Series 2021.

The Planning Commission has the following three options with respect to issuing a decision on the proposed Land Development Code Amendments:

- Option 1: Recommend that the City Council approve the proposed amendments as presented; or,
- Option 2: Recommend the City Council approve the proposed amendments as modified by the Planning Commission; or,
- Option 3: Recommend that the City Council deny the proposed amendments.

Upon receiving a recommendation from the Planning Commission, the City Council has the following three options with respect to issuing a decision on the proposed Land Development Code Amendments:

- Option 1: Approve the proposed amendments as presented; or,
- Option 2: Approve the proposed amendments with modifications recommended by the Planning Commission and/or made by the City Council; or,
- Option 3: Deny the proposed amendments.

VI. General Facts and Overview

1. Pursuant to Oregon House Bill 2003, implemented through Oregon Administrative Rule (OAR) 660, Division 8, the City of La Grande adopted a Housing Production Strategy (HPS) by City Council Resolution 4810, Series 2021.
2. The HPS is an eight (8) year plan that recommends fifteen (15) action strategies which are intended to increase housing opportunities and promote the development of needed housing within the City of La Grande. The first seven (7) action strategies require amendments to the City's Land Development Code Ordinance for implementation. These area as follow:

Action 1.1 – Allow small lot single-family houses. This recommendation is to reduce the minimum lot size to 3,000 square feet, with a minimum lot width of 30', or 40' for corner lots. This amendment is recommended for the Medium Density Residential (R-2), High Density Residential (R-3) and the Residential-Professional (RP) zones.

Action 1.2 – Allow townhouses in the R-2, R-3 and R-P zones. This recommendation would add a definition to the Code for "townhouses", as well as allow 3-unit townhouses in the R-2 zone.

Action 1.3 – Reduce barriers to triplexes and quadplexes. This recommendation is to reduce the minimum lots size for a triplex to 4,500 square feet and quadplexes on 6,000 square feet.

Action 1.4 – Reduce barriers to apartments in the R-3 Zone. This recommendation would reduce the minimum lot size for apartments with 4 units to 6,000 square feet, plus 1,000 square feet for each additional unit.

Action 1.5 – Reduce barriers to cottage cluster housing. This recommendation would allow cottage cluster housing in the R-1 and R-P zones where they are currently not permitted, as well as reduce the minimum lot size for this type of development.

Action 1.6 – Reduce barriers to accessory dwelling units. The recommendation would reduce some setback requirements and modify the design standards to become more clear and specific.

Action 1.7 – Reduce barriers to conversions of existing buildings that create new housing. This action strategy does not include a specific recommendation, but involves a code analysis to identify barriers that would then be recommended to remove or lessen the barrier.

3. Other proposed Code amendments that are included in this Decision Order are intended to address issues that have been identified by the Planning Commission, City Council, local agencies (such as Eastern Oregon University), staff, developers and community members during the implementation and enforcement of the Code as a result of changes in our community and/or changes in State laws. Such as:
 - Parking requirement for the Eastern Oregon University campus
 - Private street standards
 - Short-term rental code
 - Small scale or artisan manufacturing in commercial zones
 - Others
4. Attached Exhibit A – A summary of all proposed Code amendments are outlined in Exhibit A, in legislative format, along with a brief discussion as to the source or justification for the change.
5. Attached Exhibit B – Land Development Code amendments are subject to the Planning Commission and City Council review procedures and are subject to the review criteria contained in the City of La Grande Land Development Code Ordinance 3252, Series 2021 (LDC), Article 8.8, Section 8.8.003, which requires “*That the proposed amendment is in compliance with Statewide Planning Goals and with the Comprehensive Plan Policies.*” This review criterion is addressed in Exhibit B.
6. Attached Exhibit C – This exhibit provides a summary of the public engagement opportunities, which includes work sessions and public hearing held to discuss and develop the proposed Code amendments. These public engagement opportunities are also outlined in Section II – Schedule of Procedural and Public Hearing Requirements, on page 2 of this Decision Order.

EXHIBIT A

Summary of Proposed Land Development Code Amendments

**PRESENTED IN ORDER BY TOPIC & AS CONSIDERED BY THE
PLANNING COMMISSION**

Amendments to Land Development Code Ordinance 3252, Series 2021

Housing Production Strategy – Action Items

Urban Forestry Amendments

Bed and Breakfast Inns (Short-Term Rentals)

La Grande Business and Technology Park

Small-Scale (Artisan) Manufacturing

Mobile Food Venting Trailers and Courts

Parking – Eastern Oregon University

Public Street Standards

Conditional Use Permit Review Criteria

Housekeeping and Other Code Amendments

Housing Production Strategy – Action Items

Proposed Code Amendment To LDC Ordinance 3252, Series 2021	Request/Need	Staff Comments
<p>SECTION 2.2.005 - MEDIUM DENSITY RESIDENTIAL (R-2) D. PROPERTY DEVELOPMENT STANDARDS: 1. Minimum Lot Area — Five Thousand (5,000) Three Thousand (3,000) Square Feet for Single-Family and Duplex Dwellings. Four Thousand Five Hundred (4,500) Square Feet for Triplex Dwellings. Lots Intended for Common Wall Townhouse Residences Shall be no Less Than Three Thousand (3,000) One Thousand-Five Hundred (1,500) Square Feet in Size per Unit.</p> <p>SECTION 2.2.006 - HIGH DENSITY RESIDENTIAL (R-3) D. PROPERTY DEVELOPMENT STANDARDS: 1. Minimum Lot Area - Five Thousand (5,000) Three Thousand (3,000) Square Feet for Single-Family and Duplex Dwellings. Four Thousand-Five Hundred (4,500) Square Feet for Triplex Dwellings. Six Thousand (6,000) Square Feet for Quadplex Dwellings—Seven Thousand (7,000) Square Feet for Apartments and Condominiums with Three (3) Dwelling Units, Plus One Thousand (1,000) Square Feet for Each Additional Unit. Lots Intended for Common Wall Townhouse Residences Shall be no Less Than Three Thousand (3,000) One Thousand-Five Hundred (1,500) Square Feet in Size per Unit.</p> <p>SECTION 2.2.007 – RESIDENTIAL-PROFESSIONAL (R-P) D. PROPERTY DEVELOPMENT STANDARDS: 1. Minimum Lot Area - Five Thousand (5,000) Three Thousand (3,000) Square Feet For Single-Family and Duplex Dwellings. Four</p>	<p>HPS – Action Item 1.1 – Allow small lot single-family houses</p> <ul style="list-style-type: none"> Reduce the minimum lot size in the R-2, R-3 and R-P zones from 5,000 to 3,000. [see yellow highlighted text] 	<p>This item was discussed by the Planning Commission during their February 8, 2022, Work Session, and a consensus was reached in support of this amendment.</p>

<p><u>Thousand-Five Hundred (4,500) Square Feet for Triplex Dwellings. Six Thousand (6,000) Square Feet for Quadplex Dwellings. Seven Thousand (7,000) Square Feet for Apartments and Condominiums with Three (3) Dwelling Units. Plus One Thousand (1,000) Square Feet for Each Additional Unit. Lots Intended for Common Wall <u>Townhouse</u> Residences Shall be no Less Than Three Thousand (3,000) <u>One Thousand-Five Hundred (1,500) Square Feet</u> in Size per Unit.</u></p>		
<p>SECTION 5.2.001 - LOT SIZE AND SHAPE A. Lot Width - Each lot shall have a minimum width of fifty feet (50) <u>thirty feet (30')</u>, with <u>forty feet (40')</u> required for corner lots, unless otherwise required by this Code.</p>	<p>HPS – Action Item 1.1 – Allow small lot single-family houses</p> <ul style="list-style-type: none"> Reduce the minimum lot width from 50' (60' on corners) to 30' (40' on corners). 	<p>This item was discussed by the Planning Commission during their February 8, 2022, Work Session, and a consensus was reached in support of this amendment.</p>
<p>SECTION 1.3.002 - DEFINITIONS INCLUDED BY REFERENCE <u>DWELLING, TOWNHOUSE – A one-family dwelling unit in a row of two (2) or more, with common walls, in which each unit is located on its own Lot or Parcel and with its own front and rear access to the outside. No unit is located over another unit, and each unit is separated from the other unit by fire-resistant walls as required by the building code. Each dwelling is served with separate water, sewer and utility services.</u></p> <p>SECTION 2.2.005 - MEDIUM DENSITY RESIDENTIAL (R-2) B. PERMITTED USES: 3. Dwellings - Limited to Single-Family, and Duplex, <u>Triplex, and Two-Three Unit Townhouse</u> Dwellings</p> <p>D. PROPERTY DEVELOPMENT STANDARDS:</p>	<p>HPS – Action Item 1.2 – Allow townhouses in the R-2, R-3 and R-P zones.</p> <p>HPS – Action Item 1.3 – Reduce barriers to triplexes and quadplexes.</p> <ul style="list-style-type: none"> Add a definition for townhouses in the LDC Allow up to 3 attached dwelling units within the R-2 zone (triplex apartments, townhouses) Each townhouse dwelling unit would sit on its own parcel with a minimum lot size of 1,500 square feet. [see yellow highlighted text] Reduce the minimum lot size for triplexes and quadplexes in applicable zones to be consistent 	<p>This item was discussed by the Planning Commission during their February 8, 2022, Work Session, and a consensus was reached in support of this amendment.</p>

1. Minimum Lot Area – ~~Five Thousand (5,000) Three Thousand (3,000)~~ Square Feet for Single-Family and Duplex Dwellings. ~~Four Thousand Five Hundred (4,500) Square Feet for Triplex Dwellings.~~ Lots Intended for Common Wall ~~Townhouse~~ Residences Shall be no Less Than ~~Three Thousand (3,000) One Thousand-Five Hundred (1,500)~~ Square Feet in Size per Unit.

SECTION 2.2.006 - HIGH DENSITY RESIDENTIAL (R-3)

D. PROPERTY DEVELOPMENT STANDARDS:

1. Minimum Lot Area - ~~Five Thousand (5,000) Three Thousand (3,000)~~ Square Feet for Single-Family and Duplex Dwellings. ~~Four Thousand-Five Hundred (4,500) Square Feet for Triplex Dwellings.~~ ~~Six Thousand (6,000) Square Feet for Quadplex Dwellings—Seven Thousand (7,000) Square Feet for Apartments and Condominiums with Three (3) Dwelling Units,~~ Plus One Thousand (1,000) Square Feet for Each Additional Unit. Lots Intended for Common Wall ~~Townhouse~~ Residences Shall be no Less Than ~~Three Thousand (3,000) One Thousand-Five Hundred (1,500)~~ Square Feet in Size per Unit.

SECTION 2.2.007 – RESIDENTIAL-PROFESSIONAL (R-P)

D. PROPERTY DEVELOPMENT STANDARDS:

1. Minimum Lot Area - ~~Five Thousand (5,000) Three Thousand (3,000)~~ Square Feet For Single-Family and Duplex Dwellings. ~~Four Thousand-Five Hundred (4,500) Square Feet for Triplex Dwellings.~~ ~~Six Thousand (6,000) Square Feet for Quadplex Dwellings.~~ ~~Seven Thousand (7,000) Square Feet for Apartments and Condominiums with Three (3) Dwelling Units.~~ Plus One Thousand (1,000) Square Feet for Each Additional Unit. Lots Intended for Common Wall ~~Townhouse~~ Residences Shall be no Less Than

with other lot size reductions.
(Triplex = 4,500 square feet; and
Quadplex = 6,000 square feet) –
[See yellow highlighted text]

HPS – Action Item 1.4 – Reduce barriers to apartments within the R-3 zone by allowing reduced lot sizes.

<p>Three Thousand (3,000) <u>One Thousand-Five Hundred (1,500)</u> Square Feet in Size per Unit.</p>		
<p>SECTION 2.2.005 - MEDIUM DENSITY RESIDENTIAL (R-2) A. PURPOSE: The purpose of this zone is to establish areas for single-family and duplex residential dwelling units and necessary accessory uses. The Medium Density Residential Zone is intended to implement the Comprehensive Plan designation of a Medium Density Residential land use with a <u>minimum</u> density of five (5) to ten (10) dwelling units per acre.</p> <p>SECTION 2.2.007 – RESIDENTIAL-PROFESSIONAL (R-P) A. PURPOSE: The purpose of this zone is to provide for a desirable mixing of residential land uses with professional office uses in possible close proximity to adjacent residential areas. The professional office uses in possible close proximity to adjacent residential areas. The professional office uses permitted are intended to be comparable in terms of scale, bulk and building coverage, open space and other external factors with the residential uses permitted. The R-P Zone is intended to be consistent with commercial or <u>High Density Residential</u> residential designations in the La Grande Comprehensive Plan <u>with residential densities of eleven (11) or more dwelling units per acre.</u></p>	<p>HPS – Action Item 1.3 – Reduce barriers to triplexes and quadplexes.</p> <ul style="list-style-type: none"> • Increase the maximum density allowance in the R-2 and R-P zones to support the smaller lot sizes 	<p>This item was discussed by the Planning Commission during their February 8, 2022, Work Session, and a consensus was reached in support of this amendment.</p> <ul style="list-style-type: none"> • The maximum density is proposed to be eliminated. Only a minimum density is proposed to be retained and required for new development. • The existing Code did not include a specific density target for RP Zone. This zone is intended to be similar to the R-3 zone. As such, the “Purpose” statement is proposed to be amended to include similar density language as the R-3 zone, with no maximum limit.
<p>ARTICLE 4.4 – DUPLEX DIVISIONS; SECTION 4.4.002 - REVIEW CRITERIA D. The lot to be divided contains at least six thousand (6,000) square feet.</p>	<p>HPS – Action Item 1.3 – Reduce barriers to triplexes and quadplexes.</p> <ul style="list-style-type: none"> • Amend the Duplex Division code section to align with and support townhouses with each dwelling unit 	<p>This item was discussed by the Planning Commission during their February 8, 2022, Work Session, and a consensus was reached in support of this amendment.</p>

<p>E. The resulting lots will be relatively equal in size with the maximum difference equal to ten percent (10%) or less of the total area of the original lot, <u>except for corner lots</u>.</p> <p>F. Average <u>Minimum</u> lot width is at least <u>not less than</u> thirty feet (30'), <u>or forty feet (40')</u> for corner lots.</p> <p>G. Minimum lot area is at least three thousand feet (3,000) <u>one thousand-five hundred (1,500)</u> square feet.</p>	<p>on its own parcel (e.g. Tri-Plex Division)</p>	
<p>ARTICLE 3.22 – COTTAGE HOME DEVELOPMENT; SECTION 3.22.001 – PURPOSE Cottage housing developments shall be applicable in <u>R-1, R-2, and R-3 and R-P</u> zoning districts only. The general purposes of the cottage housing development design standards are as follows:</p>	<p>HPS – Action Item 1.5 – Reduce barriers to cottage cluster housing.</p> <ul style="list-style-type: none"> Expand code to allow cottage housing in the R-1 and R-P zones. Current code allows cottage housing only in the R-2 and R-3 zones. 	<p>This item was discussed by the Planning Commission during their April 26, 2022, Work Session, and a consensus was reached in support of this amendment.</p>
<p>SECTION 3.22.002 – COTTAGE HOUSING APPLICATION REQUIREMENTS</p> <p>A. <u>Zoning Approval</u>: For the construction or placement of two (2) <u>up to three (3)</u> cottage homes on a parcel of land <u>within the R-2, R-3 and R-P zones</u>, and which meet the density, setbacks and other residential design requirements for the underlying zone, the Planning Director may administratively grant zoning approval to permit such homes, subject to single-family home design standards set forth in Article 3.2 of this Code. Such homes shall not be subject to the development standards of this Article.</p> <p>B. <u>Site Plan Approval</u>: <u>Within the R-3 and R-P zones, For for cottage housing</u> developments outside of an existing platted subdivision that include two (2) that include four (4) or more dwelling units and where the housing and land are under one common ownership,</p>	<p>HPS – Action Item 1.5 – Reduce barriers to cottage cluster housing.</p> <ul style="list-style-type: none"> Amend code requirement to allow for an administrative zoning approval and site plan approval process for all cottage development, whether “inside” or “outside” a platted subdivision when developing to an allowed density in a zone and meeting design standards. Current code requires a conditional use permit when “inside” a platted subdivision. 	<p>This item was discussed by the Planning Commission during their April 26, 2022, Work Session, and a consensus was reached in support of this amendment.</p> <ul style="list-style-type: none"> The Commission felt that all housing developments should follow the same land use review process whether inside or outside a platted subdivision. Zoning Approval Process: This administrative process is over the counter and applies to Single-Family, Duplexes and Tri-Plexes. The proposed code amendment would treat cottage housing similarly for developing 1-3 cottage homes.

<p>similar to an apartment complex, and which meet the density, setbacks and other residential design requirements for the underlying zone, site plan approval shall be required pursuant to Article 8.2 of this Code, and the development shall adhere to the design and improvement standards set forth in this Article for cottage housing developments.</p> <p>C. <u>Conditional Use Permit Approval:</u> Due to the clustering of smaller than average home sizes, some properties may support a density that is greater than what is allowed in the underlying zone. To afford flexibility for a development to provide a higher density, such increased density shall only be permitted <u>as follows</u> by conditional use pursuant to Articles 8.5 of this Code.</p> <p>1. <u>Infill Development within an Existing Platted Subdivision the R-1 and R-2 zones:</u> Any cottage housing development considered for infilling a vacant lot(s) within an existing platted subdivision, which includes three (3) or more dwelling units <u>in the R-1 Zone, or four (4) or more units in the R-2 Zone</u> shall be subject to Site Plan Approval and a Conditional Use Permit Approval pursuant to Articles 8.2 and 8.5 of this Code, and the development shall adhere to the design and improvement standards set forth in Section 3.22.004 <u>this Article for cottage housing developments.</u></p>		<ul style="list-style-type: none"> • Site Plan Approval Process: This administrative process takes roughly 2-3 weeks for review and include public and agency notice. This is usually for larger developments that may have higher utility services needs, require infrastructure improvements, and may have some external/neighborhood impacts that require consideration. Current code requires Site Plan Approval for multi-family (apartment) developments of 4 units or greater. The proposed code amendment would treat cottage housing similarly. • When a developer request permission to exceed the density permitted outright in the zone, a Conditional Use Permit would be required. This would only apply to the R-1 and R-2 Zone which has limits. <ul style="list-style-type: none"> ○ The R-1 zone allows single-family and duplexes. A third cottage housing unit would require a conditional use permit as proposed. ○ The R-2 zone allows single-family, duplexes and triplexes. A fourth cottage housing unit would require a conditional use permit as proposed.
<p>SECTION 3.22.003 – DENSITY STANDARDS FOR COTTAGE HOUSING DEVELOPMENTS</p> <p>A. Minimum Density. A cottage housing development shall include a minimum of six (6) cottages.</p> <p>B.—</p>	<p>HPS – Action Item 1.5 – Reduce barriers to cottage cluster housing.</p> <ul style="list-style-type: none"> • Reduce or eliminate the minimum density for cottage to encourage 	<p>This item was discussed by the Planning Commission during their April 26, 2022, Work Session, and a consensus was reached in support of this amendment.</p>

<p>C. Minimum Development Area: A cottage housing development shall have a minimum development area of fifteen thousand (15,000) square feet.</p> <p>D. —</p> <p>E.A. Maximum Density. The maximum density of a cottage housing development shall not exceed one (1) dwelling unit for each one thousand five hundred (1,500) square feet of land area.</p> <p>F.B. Exception. For cottage housing infill developments within an existing platted subdivision, the Planning Commission may reduce the minimum density and establish limits or a maximum density as a condition of approval to satisfy neighborhood compatibility issues.</p>	<p>infill. The current code requires a minimum of 6 cottage homes.</p> <ul style="list-style-type: none"> For cottage housing developments, remove the minimum development area requirement of 15,000 square feet to encourage infill development and additional housing opportunities. Clean up the Exception language. Within existing developed subdivisions, may establish limits on the maximum number of dwellings allowed, as a condition of approval, in order to mitigate and address neighborhood impacts. 	
<p><u>ARTICLE 5.9 – ACCESSORY BUILDINGS; SECTION 5.9.001 - STANDARDS</u> All accessory buildings shall meet the following requirements: A3. Be architecturally compatible with the main building, as determined by the Community Development Director/Planner. Similar Have the same style of siding and roofing materials and colors are required as the main building unless the owner can demonstrate support for an alternate treatment from a majority of the property owners within one hundred feet (100').</p> <p><u>SECTION 5.9.002 – STANDARDS FOR DETACHED ACCESSORY DWELLING UNITS</u> Detached accessory dwelling units, also called cottage homes or tiny homes, shall be permitted in all residential zones in accordance with the following standards: C. Design Standards 1. Setbacks: A detached accessory dwelling unit shall provide side and rear setbacks which comply with the applicable zone and a front yard setback which is at least ten feet (10') greater than equal</p>	<p>HPS – Action Item 1.6 – Reduce barriers to accessory dwelling units (ADUs).</p> <ul style="list-style-type: none"> Update the Accessory Building and ADU standards to remove the subjective, “architecturally compatible with” language and replace with clear and objective standards, such as the same style of materials as the main dwelling (e.g. horizontal lap siding, or composite roofing, other). Change ADU setback requirements to allow their placement in line with or behind the front face of the primary dwelling. Current standard requires placement entirely behind a dwelling. 	<p>This item was discussed by the Planning Commission during their April 26, 2022, Work Session, and a consensus was reached in support of this amendment.</p>

<p>to that of the existing primary single-family dwelling.</p> <p>4. Building Design: Be architecturally compatible with the primary single family dwelling, as determined by the Community Development Director/Planner. A detached accessory dwelling shall have a covered porch entry measuring a minimum of eighteen inches (18") and shall have similar the same style of siding and roofing materials and colors are required unless the owner can demonstrate that as the primary single-family dwelling has both a unique architectural style and materials that cannot reasonably be matched.</p>		
<p><u>SECTION 3.16.008 - NONCONFORMING STRUCTURES</u> Any structure which does not conform to the development requirements specified in this Code may continue to be used provided that:</p> <p>A. Alterations and Expansions - The structure was established and has been maintained in a lawful manner and condition and is not altered or expanded except for minor alterations necessary to improve or maintain the health and/or safety of the occupants or if required by law or Ordinance. Should alterations or expansions exceed fifty percent (50%) or more of the assessed value of the improvements, according to the Union County Assessor's records, the entire structure and site shall be brought into compliance with this Code.</p> <p>1. Residential Uses – A residential structure may be altered and expanded and not subject to Subsection A of this Section only when increasing the number of dwelling units as allowed by this Code. Any alteration or expansion pursuant to this standard shall be in</p>	<p>HPS – Action Item 1.7 – Reduce barriers to the conversion or additions to existing buildings that create new housing.</p> <ul style="list-style-type: none"> Review the non-conforming use standards (grandfather provisions) for potential barriers. For example, the requirement to bring an entire structure into compliance with current code if the remodel or addition exceeds 50% of the County assessed value. 	<p>This item was discussed by the Planning Commission during their April 26, 2022, Work Session, and a consensus was reached in support of this amendment.</p>

<p>accordance with all applicable provisions of this Code and shall not result in an increase in any nonconforming elements.</p>		
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Urban Forestry Amendments

<p>Proposed Code Amendment To LDC Ordinance 3252, Series 2021</p>	<p>Request/Need</p>	<p>Staff Comments</p>
<p><u>SECTION 3.2.003 - MANUFACTURED DWELLING, SINGLE-FAMILY, TWO-FAMILY, THREE-FAMILY AND APARTMENT BUILDING PLACEMENT STANDARDS ON INDIVIDUAL LOTS</u></p> <p><u>ED.</u> A manufactured dwelling, single family, two-family, three-family or apartment building shall have all of the following design features when placed outside of a manufactured dwelling park.</p> <ol style="list-style-type: none"> 1. A roof pitch greater than or equal to a nominal three to twelve (3:12). (The only exception to this rule shall be triple-wide manufactured homes, where a roof pitch of 2½:12 or greater is allowed.) 2. Covered porch entries. (Only the main or front entrance must be covered. Secondary or rear entrances need not be covered. A covered, recessed entryway (see (F)(10) below) may be substituted for a covered porch to meet this standard.) 3. <u>Pre-landscaped front yards</u>; if bonding, the bond amount shall not exceed five hundred dollars (\$500) per lot. Building Site Plans shall specify front yard landscaping that will be in place (seeded or installed) prior to occupancy. At a minimum, such Plans shall provide for grass or decorative ground cover (bark, decorative rock or vegetative ground cover) <u>and a minimum of one</u> 	<p>This amendment was requested by the Community Landscape and Forestry Commission and the City's Urban Forester.</p>	<p>This item was discussed by the Planning Commission during their January 10, 2023, Work Session, which was a Joint Work Session held with the Community Landscape and Forestry Commission. A consensus was reached by the Planning Commission in support of this amendment.</p>

<p>(1) front yard tree in accordance with the standards provided in the Community Forestry Program Guide. It is not necessary to locate shrubs and/or trees at this stage, except for street trees required by the Subdivision or Partition Plat approval).</p> <p>3.4. Street trees as required by the Subdivision or Partition Plat approval, if applicable.</p> <p>4.5. At least one (1) covered parking space per dwelling unit.</p>		
<p>ARTICLE 5.6 – LANDSCAPING; SECTION 5.6.001 - PURPOSE</p> <p>The purposes of landscaping are to enhance the diversity and resilience of the built environment, to increase the tree canopy cover and the benefits that trees provide, to provide areas on sites which can absorb rainfall and reduce storm water runoff, to enhance the appearance of structures and properties, to provide visual privacy, to provide areas on sites which can absorb rainfall and reduce storm water runoff, and to improve the visual environment.</p>	<p>This amendment was requested by the Community Landscape and Forestry Commission and the City's Urban Forester.</p>	<p>This item was discussed by the Planning Commission during their January 10, 2023, Work Session, which was a Joint Work Session held with the Community Landscape and Forestry Commission. A consensus was reached by the Planning Commission in support of this amendment.</p>
<p>SECTION 5.6.004 - STANDARDS FOR LANDSCAPING MATERIALS</p> <p>Where landscaping is required by Section 5.6.002, the materials used are subject to the following provisions:</p> <p>A. Allowable Materials - Landscaping shall include some combination of the following materials, where appropriate, to achieve the intended or required purpose of the landscaping (e.g. tree canopy, screening, etc.): Treestrees, shrubs, ground cover, vines, flowers or lawns. Landscaping may also include art work, walls, structural features and fences. Trees adapted to the site willshall be incorporated into the landscape when there is</p>	<p>This amendment was requested by the Community Landscape and Forestry Commission and the City's Urban Forester.</p>	<p>This item was discussed by the Planning Commission during their January 10, 2023, Work Session, which was a Joint Work Session held with the Community Landscape and Forestry Commission. A consensus was reached by the Planning Commission in support of this amendment.</p>

<p>adequate space as determined in the standards for tree planting in the Community Forestry Program Guide. Shade trees. Trees shall be a minimum of fifteen (15) gallons and/or one and one quarter inch (1¼”) caliper. Evergreen conifer trees shall be a minimum of five (5) feet in height. Landscaping areas shall include live plant coverage, at occupancy, equal to or greater than fifty percent (50%) of each landscape area.</p> <p>B. Trees within designated planting areas located in public rights-of-way shall conform the standards for tree planting in the City Community Forestry Program Guide.</p> <p>BC. Excluded Materials - Landscaping proposed to satisfy the requirements of this Code shall not include:</p> <ol style="list-style-type: none"> 1. Plant materials which have root structures or branching habits which in their mature state may damage or interfere with the normal use of existing public or private under- or above-ground electrical lines, cables, or conduits, pipes or other utilities; or public or private sidewalks, curbs, gutters or paved parking and turn-around areas, drainage improvements, or adjacent structures, foundations, or landscape materials. 2. Trees within designated planting areas located in public rights-of-way shall conform to the City Street Tree Planting GuideProhibited tree species as referenced in the standards of the Community Forestry Program Guide. 		
<p>SECTION 5.7.006 - PARKING LOT CONSTRUCTION</p> <p>F. <u>Landscaping</u> A minimum of five percent (5%) of the interior of all parking lots with four (4) or more spaces is to be landscaped, in addition to any perimeter landscaping</p>	<p>This amendment was requested by the Community Landscape and Forestry Commission and the City's Urban Forester.</p>	<p>This item was discussed by the Planning Commission during their January 10, 2023, Work Session, which was a Joint Work Session held with the Community Landscape and Forestry Commission. A consensus was reached by the</p>

<p>required by Subsection G(2) of this Section. The total aggregate area of landscaping need not exceed the minimum requirements in Article 5.6, Section 5.6.005(B). One (1) appropriate shade tree, as determined by the standards for tree planting in the City Community Forestry Program Guide, per each six (6) parking spaces is required in any parking lot to provide shade and visual relief to parking lots.</p>		<p>Planning Commission in support of this amendment.</p>
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Bed and Breakfast Inns (Short-Term Rentals)

<p>Proposed Code Amendment To LDC Ordinance 3252, Series 2021</p>	<p>Request/Need</p>	<p>Staff Comments</p>
<p><u>SECTION 1.3.002 - DEFINITIONS INCLUDED BY REFERENCE</u> BED AND BREAKFAST INN – A structure designed and occupied as a residence in which sleeping rooms are provided on a daily or a weekly basis for use by travelers or transients for a charge or fee paid or to be paid for the rental or use of the facility. The Bed and Breakfast Establishment has no more than five guest sleeping rooms provided on a daily or weekly basis for the use of no more than a total of ten (10) travelers or transients at any one time. See definition of Short-Term Rental.</p> <p>SHORT-TERM RENTAL – Rental of a dwelling unit or portion of a dwelling unit for a period of less than thirty (30) consecutive days. The following are short-term rental use types:</p> <p>A. BED AND BREAKFAST INN OR HOSTED HOME SHARE –. A single-family dwelling, occupied by the owner or manager, in which no more than five (5) guest sleeping rooms are provided for short-term rental, with or without a meal. This includes the short-term rental of a portion of the primary dwelling (e.g.</p>	<p>This amendment was requested by the Planning Commission and Community Development Director.</p>	<p>This item was discussed during a Joint Works Session of the City Council and Planning Commission on January 30, 2023. A consensus was reached in support of this amendment.</p>

<p>bedrooms) or an accessory dwelling unit on the same property.</p> <p>B. VACATION HOME RENTAL – The short-term rental of an entire single-family dwelling unit, which may also include an accessory dwelling on the same property, in which no more than five (5) guest sleeping rooms are provided for short-term rental.</p>		
<p>NEW PROPOSED CODE SECTION (see below)</p>	<p>This amendment was requested by the Planning Commission and Community Development Director.</p>	<p>This item was discussed during a Joint Works Session of the City Council and Planning Commission on January 30, 2023. A consensus was reached in support of this amendment.</p> <p>Add additional justification/need discussion (see January work session narrative)</p>

ARTICLE 3.23 – SHORT-TERM LODGING

SECTION 3.22.001 – PURPOSE

[The Purpose of this article is to allow short-term rentals in the City of La Grande with the goal of minimizing impacts to the residential housing stock in the city and to ensure and maintain livable neighborhoods. Short-term rentals are permitted in all residential zones, in both owner-occupied and leased properties, provided that the short-term rental meets the definition as stated in Article 1.3 of this Code; the requirements of this Article; and all other applicable City, County or State laws and regulations.](#)

SECTION 3.22.002 – SHORT-TERM RENTAL PERMIT

[A. A Short-Term Rental Permit shall be required for operating a short-term rental in all Residential Zones within the City of La Grande. An application for a Permit shall be initiated by the property owner or long-term renter with the property owner as a co-applicant, on forms provided by the Community Development Director/Planner and shall include the following submittal information to demonstrate compliance with this Article:](#)

- [1. Copy of property deed or other legal document showing proof of property ownership.](#)
- [2. For applications initiated by a long-term renter, the property owner shall be a co-applicant.](#)
- [3. A plot plan of the property showing the following:](#)

- a. The location and use of all buildings and structures on the property.
 - b. Identify the main entrance to the short-term rental dwelling on the property and the location of keypad or key lock box.
 - c. Identify the location and size of each required guest parking space.
4. A signed acknowledgement statement of “no objection” from a majority of property owners described in ‘a’ and ‘b’ below:
- a. From the majority of the owners of property adjacent to the short-term rental property.
 - i. For the purposes of this requirement, “adjacent” means only those properties that share property lines and those across a public alley.
 - ii. Where only two (2) adjacent properties exist, a minimum of fifty percent (50%) shall be required; and,
 - b. From the majority of the owners of property within two hundred-fifty feet (250') of the short-term rental property.
 - c. The applicant shall prepare and present an “Acknowledgement Packet” to those neighbors described in 4.a. and b. above. The Acknowledgement Packet shall include the following:
 - i. The plot plan as required in Item #2 above.
 - ii. An operation plan that identified the number of rooms for rent, whether the rental includes the entire house to one party or by the room to separate parties, whether pets allowed, other? [specify “other” requirements].
 - iii. A copy of the House Rules for Guests staying at the short-term rental.
 - iv. Emergency contact information of the property owner or manager of the short-term rental.
 - v. The acknowledgment statement to be signed by property owners shall read as follows:

“I have reviewed and fully understand the plans, operations and house rules for the proposed short-term rental, and I have no objections to the City of La Grande approving a Short-Term Rental Permit for operation of a short-term rental on the subject property as described in the Acknowledgement Packet.”
5. Copy of completed and approved Building Safety Inspection, signed by Building Inspector, City of La Grande Building Division.
6. Any other information deemed necessary by the Community Development Director/Planner to demonstrate compliance with this Article.

- B. Property owner shall be limited to possessing only one (1) Short-Term Rental Permit and owning only one (1) short-term rental within a residential zone the City.
- "Owner" is defined as natural person or legal entity that owns and holds legal title to the subject property. If the owner is a business entity such as a partnership corporation Limited Liability Company, Limited Partnership, Limited Liability Partnership or similar entity, each person who owns an interest in that business entity is considered an owner.
- C. The Short-Term Rental Permit is not transferrable and does not run with the land. The Permit is assigned exclusively to the property owner that is identified in the application and the use is subject to all terms and conditions of the initial permit. The Short-Term Rental Permit shall not grant any permanent land use rights that may later be interpreted or construed as being a legal nonconforming use or grandfather right attached to the property.
- D. Upon receiving approval of a Short-Term Rental Permit, the property owner shall also obtain and maintain a Lodging Operation Certificate from the City of La Grande Finance Department.
- E. The Short-Term Rental Permit will presumptively be renewed annually and the applicant may continue the short-term rental operation under the terms and conditions of the initial permit, unless the permit has been revoked as provided in Section 3.22.004.

SECTION 3.22.003 – SHORT-TERM RENTAL REQUIREMENTS AND USE RESTRICTIONS

- A. Short-term rentals shall not include the use of a recreational vehicle, travel trailer, tent or other temporary shelter
- B. Multi-Family and Condominium Units Prohibited: Short-term rentals shall be limited to single-family or accessory dwelling units, and duplex dwellings. Short-term rentals shall be prohibited in all multi-family and condominium developments (three units or greater), as well as all cottage home developments.
- C. Only one (1) Short-Term Rental Permit is permitted per parcel, limited to one (1) residential dwelling, which may include an accessory dwelling unit that is rented to the same party.
1. A single-family dwelling with an accessory dwelling unit shall not be rented separately to different parties, as this would be considered two (2) separate short-term rentals on the same parcel and not permitted under this Code.
 2. A short-term rental within a duplex shall be limited to one (1) side or one (1) dwelling unit only.
- D. The maximum occupancy for a dwelling used for a short-term rental shall be two (2) persons per guest bedroom, plus two additional persons. For example, a two (2) bedroom dwelling would have a maximum occupancy of six (6) persons.
- E. One (1) off-street (on-site) parking space shall be provided for every guest sleeping room. For Bed and Breakfast Inns and Hosted Home Shares, this requirement is in addition to the parking required for a single-family dwelling or duplex, whichever is applicable.

F. Each required off-street parking space shall be fully accessible at all times and not stacked or blocked by another parking space. Parking space dimensions and access shall be designed in conformance with Section 5.7.005 of this Code, and shall meet the following standards:

1. While meeting the 9'x18' required dimension, the parking area shall include two-feet (2') of minimum clearance on each side of the parking area for occupants to easily get in and out of a vehicle. If such clearance does not exist, the parking spaces within such area shall be deemed non-functional and invalid towards meeting minimum off-street parking requirements.
2. Each off-street parking space shall be an integral part of the short-term rental use, and include an improved walkway directly to and from the entrance where a key lockbox shall be mounted for accessing the short-term rental.
3. Required off-street parking shall be located and designed to be closer to an entrance of the short-term rental with a key lockbox, than the on-street parking within the public right-of-way. Such design shall encourage guests to use the required off-street parking as the primary parking space(s).
4. Signage shall be installed at each required off-street parking space or area that clearly identifies the reserved and designated off-street parking for the short-term rental.

G. Enclosed parking areas (garages, gated fences, etc.) shall not be eligible for meeting the parking requirements. Required parking spaces shall be open and conveniently accessible to guests at all times.

H. Conversion of Covered Parking to Living Space: The conversion of a covered parking space(s) to living space shall only be permitted when the removal of such parking space will not result in a future nonconforming situation, should the short-term lodging use revert back to a residential occupancy.

I. Other Conversions of Space: The conversion of a dwelling to a short-term rental is considered temporary. No alterations or improvements shall be permitted that will prevent the short-term rental dwelling from its ability to be reverted back to a full-time residential dwelling (e.g., elimination of kitchen or other alterations that may result in a nonconforming situation).

J. Good Neighbor Policies:

1. House policies must be posted on-site for guests to easily see.
2. The short-term rental shall include the posting of a business sign in a location that is clearly visible and easy to read from the public right-of-way. Such signage shall include the phone number of the emergency contact for the owner or manager of the short-term rental.
3. One or more emergency contacts for the short-term rental shall reside within ten (10) miles of the short-term rental and shall be responsive to neighborhood questions, concerns or complaints within two (2) hours.

SECTION 3.22.004 – ENFORCEMENT OF SHORT-TERM RENTAL PROVISIONS

- A. Upon receiving a complaint of a possible violation of this Article or the provisions of any other applicable ordinance or law, City Staff will investigate to determine if a violation exists; and when appropriate, will provide the property owner with written notice of the required actions to correct the violation.
- B. Revocation of Short-Term Rental Permit:
 - 1. Failure to complete corrective action to resolve a violation of this Article shall result in the revocation of the Short-Term Rental Permit.
 - 2. A third (3rd) violation of this Article, even if corrected, within a twelve (12) month period shall result in the revocation of the Short-Term Rental Permit.
 - 3. The expiration or termination of a Lodging Operation Certificate shall result in the revocation of the Short-Term Rental Permit.
 - 4. Submitting false information to the City shall result in the denial, suspension, or revocation of a Short-Term Rental Permit as determined by the City Manager in their sole discretion.
- C. Upon revocation of a Short-Term Rental Permit, a property owner shall not be permitted to submit a new application for a Short-Term Rental Permit for a period of two (2) years from the date the Permit was revoked.
- D. In the event that a tenant or property owner is found to be operating a Short-Term rental without the required Permit, the property owner shall immediately cease operating the Short-Term rental, submit an application for a Short-Term Rental Permit, obtain a Lodging Operation Certificate, and submit lodging taxes for all rents received while operating without a permit within 30 days of notice of the violation. Failure to comply with these provisions shall prohibit eligibility to submit an application for a Short-Term Rental Permit for a period of two (2) years.

La Grande Business and Technology Park

Proposed Code Amendment To LDC Ordinance 3252, Series 2021	Request/Need	Staff Comments
<p><u>SECTION 1.3.002 – DEFINITIONS INCLUDED BY REFERENCE</u></p> <p><u>CORPORATE HEADQUARTERS/CAMPUS – The development of a large-scale operation that serve as a corporate headquarters for a state, regional, or national corporation. The development may include a single</u></p>	<p>This amendment was requested by the Economic Development Director and the Community Development Director.</p>	<p>The City's Business Park zoning supports the mixture of industrial and commercial uses in a "park-like setting," but the standards limit the mixture of industrial and commercial uses to being within the same building. For example, a</p>

<p>principle structure and multiple secondary structures designed to accommodate a variety of services, such as administrative offices, research and development, training, manufacturing and logistics, marketing, and other ancillary activities associated with the corporation. Additional campus services and activities may include on-site child care, food service establishments, retail, assembly and recreation facilities, performance venue, and outdoor gathering spaces.</p> <p>SECTION 2.2.014 – BUSINESS PARK (BP)</p> <p>B. PERMITTED USES:</p> <p>9. Eating and Drinking Establishments – Only as an Incidental Use Built as an Integral Part of a Main Use or Corporate Headquarters/Campus.</p> <p>18. Retail Sales – Businesses Engaged in Retail Sale of Goods and Merchandise, only as an Incidental Use Built as an Integral Part of a Main Use or Corporate Campus; Excludes Medical Marijuana and Recreational Marijuana Facilities</p> <p>C. CONDITIONAL USES:</p> <p>2. Spectator Sports and Entertainment – only as an Incidental Use Built as an Integral Part of a Main Use or Corporate Headquarters/Campus</p>		<p>industrial manufacturing business with a small/incidental retail outlet store.</p> <p>The Business Park zoning does not easily support a corporate campus setting with multiple buildings, each with an individual/principal use (some industrial and some commercial), that collectively serve and support each other.</p> <p>For example: A campus setting may have specific buildings for corporate office uses; specific buildings for research/development and/or manufacturing; a separate building for a coffee shop, restaurant or food court; and potential some form of entertainment space.</p> <p>In recent months, the City has had inquiries to develop a corporate campus within the City's Business Park zoning, but the City's existing Code does not support the mixture of uses and design for the campus setting described in the inquiry. To support this proposed development, the City would need to rezone small portions of the Business Park to General Commercial to support the proposed campus setting with the mixture of commercial uses.</p> <p>Instead of rezoning several small pockets within the Business Park, it makes more sense for the City to expand the Business Park zoning to better allow for a mixture of industrial and commercial uses to co-exist within corporate headquarters/campus environment.</p>
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Small Scale (Artisan) Manufacturing

<p>Proposed Code Amendment To LDC Ordinance 3252, Series 2021</p>	<p>Request/Need</p>	<p>Staff Comments</p>
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<p>SECTION 1.3.002 – DEFINITIONS INCLUDED BY REFERENCE</p> <p><u>ARTISAN MANUFACTURING – Small-scale consumer product businesses, roughly 10,000+/- square feet or less in size, that manufacture artisan goods or specialty foods, primarily focused on, consumer sales on site and online. Includes activities relating to small-scale production of consumer products, artisan crafts, and food and beverage production. Examples include but are not limited to small-batch bakeries; micro-distilleries; micro-breweries, and other small-scale food and beverage producers; small-scale production of textiles, and other artisan consumer goods including but not limited to small-scale welding, metalworking, leather, glass, cutlery, hand tools, wood, furniture, ceramic, and yarn or fabric products.</u></p> <p>SECTION 2.2.008 - CENTRAL BUSINESS (CB)</p> <p>B. PERMITTED USES:</p> <p><u>5. Artisan Manufacturing Not to Exceed 5,000 Square Feet and Having a Retail Storefront</u></p> <p>C. CONDITIONAL USES:</p> <p><u>1. Artisan Manufacturing Exceeding 5,000 Square Feet and Having a Retail Storefront</u></p> <p>SECTION 2.2.009 - GENERAL COMMERCIAL (GC)</p> <p>B. PERMITTED USES:</p> <p><u>7. Artisan Manufacturing Not to Exceed 5,000 Square Feet and Having a Retail Storefront</u></p> <p>C. CONDITIONAL USES:</p> <p><u>2. Artisan Manufacturing Exceeding 5,000 Square Feet and Having a Retail Storefront</u></p>	<p>This amendment was requested by the Economic Development Director.</p>	<p>This is a request initiated by the Economic Development Director.</p> <p>City Code currently only allows limited small-scale manufacturing in the downtown Central Business Zone and the General Commercial Zone as a secondary or incidental use to a larger commercial use. (e.g. commercial retail soap shop as the primary/greater occupancy, which manufactures soap in a back room/lesser occupancy).</p> <p>This request will expand the allowed and conditionally allowed uses to include small scale manufacturing as a predominant use, but still require that a small retail storefront component exists. (e.g. brewery/bottling w/ tap room as the retail front; or other artisan fabrication/manufacturing with a retail storefront outlet.)</p>
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Mobile Food Vending Trailers and Courts

Proposed Code Amendment To LDC Ordinance 3252, Series 2021	Request/Need	Staff Comments
<p><u>SECTION 1.3.002 – DEFINITIONS INCLUDED BY REFERENCE</u></p> <p>EATING AND DRINKING ESTABLISHMENTS - The Eating and Drinking Establishments use type refers to establishments or places of business primarily engaged in the sale of prepared food and beverages for on-premises consumption. Typical use includes restaurants, short-order <u>(fast food)</u> eating places, bars, or brew pubs <u>and also includes mobile food units and mobile food courts which are defined as follows:-</u></p> <ul style="list-style-type: none"> • <u>Mobile Food Unit – A vehicle or structure that is self-propelled or towed, in which food is cooked, prepared, processed, or converted, or which is used in selling and dispensing food or beverages.</u> • <u>Mobile Food Court – Two or more mobile food units located on the same site for the purpose of selling food and/or beverages.</u> <p><u>SECTION 2.2.008 - CENTRAL BUSINESS (CB)</u></p> <p>B. <u>PERMITTED USES:</u></p> <p>11. Eating and Drinking Establishments – Restaurants, Short-Order Eating Places, Taverns, Bars or Brew Pubs, <u>and Mobile Food Units Accessory to a Permitted Use</u></p> <p>C. <u>CONDITIONAL USES:</u></p> <p>6. <u>Eating and Drinking Establishments – Mobile Food Courts</u></p> <p><u>SECTION 2.2.009 - GENERAL COMMERCIAL (GC)</u></p> <p>B. <u>PERMITTED USES:</u></p>	<p>This amendment was requested by property owners and businesses.</p>	<p>The City Code is currently silent on this use type. Under the closest fit, food vending trailers have been allowed in the same zones as “Eating and Drinking Establishments – Restaurants, Short-Order” (aka fast food). But, because they are using a mobile trailer and not a permanent structure, the City has historically only allowed these by Temporary Use Permit, limited to 6 months with the opportunity for a couple extensions.</p> <p>This request is to consider establishing standards that specifically allow for mobile food vendors to remain on a property long-term (no time limit).</p> <p>Permitting would require the approval of a site plan the demonstrates that the placement of the vending trailer/vehicle will be in a location that does not obstruct traffic flow onto and through the site, required parking for the existing business or uses, or otherwise create a conflict with City code requirements.</p> <p>Typical Improvements Required:</p> <ul style="list-style-type: none"> ○ Compliance with any building code and Department of Health requirements. ○ If outdoor seating is provided, then ADA accessibility, ADA parking and restrooms may be required.

<p>22. Eating and Drinking Establishments – Restaurants, Short-Order Eating Places, Taverns, Bars or Brew Pubs, Mobile Food Units Accessory to a Permitted Use</p> <p>C. CONDITIONAL USES:</p> <p>5. Eating and Drinking Establishments – Mobile Food Courts</p>		
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Parking - Eastern Oregon University

<p>Proposed Code Amendment To LDC Ordinance 3252, Series 2021</p>	<p>Request/Need</p>	<p>Staff Comments</p>
<p><u>SECTION 5.7.001 - OFF-STREET PARKING SPACES AND LOADING FACILITIES</u></p> <p><u>A Eligibility of Street Parking Spaces</u></p> <p>1. An exception may only be granted for the required vehicular parking for the assembly use types, or for bus parking for pre-elementary, elementary, junior high, and high school and university use types campuses.</p> <p>2. Eligible street parking shall only include those spaces that are immediately adjacent to the subject property, provided:</p> <p>b. The furthest eligible parking space shall be no greater than five hundred feet (500') from the use or uses served, <u>except for university campuses, the furthest eligible parking space shall be no greater than one-thousand three-hundred feet (1,300') from the use or uses served.</u></p> <p><u>SECTION 5.7.005 - PARKING DESIGN STANDARDS</u></p>	<p>This amendment was requested by Eastern Oregon University.</p>	<p>Current City Code requires that all required parking be located within 500 feet of the use it is intended to serve.</p> <p>This not an issue for most development as required parking is typically constructed adjacent to the building and use it is serving. However, this is problematic in a University or campus environment.</p> <p>In a campus environment, parking is often spread out around the periphery of the campus and people expect to walk further to various buildings and facilities.</p> <p>For the new EOU fieldhouse construction, the parking in the vicinity of this new facility predominantly serves the student housing-dormitories. Some additional parking was construct around the fieldhouse, but there was insufficient space to construct all of the required parking for this facility without demolishing other campus facilities. There is, however, ample</p>

<p>C. <u>Vehicle Parking and Loading Area Location</u></p> <p>2. Required parking and loading facilities for uses other than residential shall be located as follows:</p> <p>c. On a lot or parcel of land within five hundred feet (500') of the use or uses served, <u>except for university campuses, within one-thousand three-hundred feet (1,300') from the use or uses served.</u></p>		<p>parking available to serve this facility near the football stadium and other parking lots near 6th Street, but they are outside of the required 500' distance and thus not eligible to count towards satisfying the City's parking requirements.</p> <p>EOU is requesting this distance standards in Sections 5.7.001 and 5.7.005 be increased to 1,300 feet for the EOU campus, which is maximum separation distance of the fieldhouse from the available parking areas that will reasonably accommodate this facility.</p> <p>Staff supports this amendment. Functionally, students, faculty and members of the public regularly park in these periphery parking lots and walk much further than 1,300 feet to the various facilities they are visiting. This is especially true for events on campus and the distance attendees are willing to park in relation to the event. Staff feels that increasing this standard to 1,300 feet for the EOU campus is a reasonable request and justified code amendment.</p>
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Public Street Standards

<p>Proposed Code Amendment To LDC Ordinance 3252, Series 2021</p>	<p>Request/Need</p>	<p>Staff Comments</p>
<p><u>SECTION 1.3.002 – DEFINITIONS INCLUDED BY REFERENCE</u></p> <p>STREET – The portion or portions of street right-of-way developed for vehicular traffic.</p> <p>A. <u>Street Classifications:</u></p>	<p>This amendment was requested by the Community Development Director, Fire Department, Public Works Department and Waste-Pro.</p>	<p><u>Street Classifications:</u></p> <p>The City's code defines the various classifications of City streets as Arterial, Collector and Local, with definitions alphabetically sorted in Section 1.3.002. This amendment will move all of the street type definitions, together, under the heading of "STREET" so they are easier to find.</p>

1. ARTERIAL STREET – A public street which provides primary access into and through the City, and connects with County arterials and/or state highways, ~~between large developed areas and which is designated in the La Grande/Island City Transportation System Plan.~~
2. COLLECTOR STREET – A public street which connects individual land uses within neighborhood to an arterial street.
3. LOCAL STREET – A public street within neighborhoods that provides access to abutting properties.
4. SEMI-PRIVATE LOCAL STREET – A public street that is within neighborhoods that provides access to abutting properties, but which includes private street improvements that are maintained entirely by the adjacent property owners and not by the City.

SECTION 6.2.005 - MINIMUM STREET IMPROVEMENTS

The following public street improvements shall be required for development and shall be provided at the expense of the developer:

- D. Semi-Private Local Streets -- ~~Semi-Private local streets shall be located within a dedicated public street right-of-way and~~ shall be improved to a minimum standard that includes a storm water collection system, gravel shoulders and a paved surface in accordance with Public Works Engineering Standard Drawings and Specifications for Construction Manual, adopted by Resolution of the City Council. A semi-private local street shall only be allowed when it is determined by the Planning Commission at the recommendation of the City Public Works Director, that a City standard Arterial, Collector or Local Street,

Private Streets:

Since ~2016. The City has allowed for private streets within a development to help encourage infill residential development and to help minimize costs for improvements.

However, since the establishment of a private road option, the City has experience conflicts with such roads being fully or partially obstructed with parked vehicles (e.g. turn-around areas blocked for emergency services, Waste-Pro, & other parking in no-parking zones).

As a private street, these exist and function similar to private driveways and are owned and managed entirely by the property owners. As such, the City does not have any enforcement authority to police/enforce parking conflicts.

The resolve this, the proposed amendment will require that private streets be constructed within Public Street rights-of-way. The City will still allow a private street option to help facilitate infill development, but by developing such street within a public street right-of-way, the City will have the enforcement authority to ticket and tow vehicles that block the street, turn-around and other no-parking zones.

<p><u>as referenced above, cannot adequately be constructed to serve the development.</u> The typical street section shall be approved by the Public Works Department Director or designee.</p>		
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Conditional Use Permit Review Criteria

<p>Proposed Code Amendment To LDC Ordinance 3252, Series 2021</p>	<p>Request/Need</p>	<p>Staff Comments</p>
<p>SECTION 8.5.003 - REVIEW CRITERIA A Conditional Use Permit shall be granted only if the reviewing authority shall find that it satisfies <u>all of</u> the following criteria, as well as all other criteria and standards of this Code and other applicable codes and Ordinances.</p> <p>A. That the use is <u>listed as being</u> conditionally permitted in the zone in which it is proposed to be located; <u>and,</u></p> <p>B. That the proposed development is timely, considering the availability and adequacy of the transportation system, and public facilities and services. That all <u>required public facilities, including water, sanitary sewer, and streets, have adequate capacity or are to be improved to serve the proposed development, consistent with City standards; and,</u></p> <p>C. That the <u>site</u> location, size, design, <u>access and existing improvements are adequate to support the proposed development and its</u> operating characteristics, <u>taking into consideration the proposed building mass, aesthetics, parking, traffic, safety noise, odors, dust, and other characteristics; and,</u> of the proposed development will be compatible with and will not have significant adverse effects on the use or development</p>	<p>This amendment was requested by the Community Development Director.</p>	<p>The existing review criteria is subjective, and as a result occasionally result in decisions based on opinion that may be difficult to defend if challenged.</p> <p>State law requires that land use codes be clear and objective to ensure that land use decisions are based on fact, and consistent over time and fair.</p> <p>Staff recommends these changes as they are “clear and objective” and based on examples use successfully in other cities in Oregon.</p>

<p>of abutting properties or surrounding neighborhood with uses permitted in the underlying zone.</p> <p><u>D. That significant adverse impacts attributable to the proposed development, if any, on adjacent properties or on the public can be mitigated through additional development improvements permitted by this Code, or other reasonable conditions of approval.</u></p>		
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Housekeeping and Other Code Amendments

<p>Proposed Code Amendment To LDC Ordinance 3252, Series 2021</p>	<p>Per HPS, State Law, or Other (if applicable)</p>	<p>Staff Comments</p>
<p><u>SECTION 1.3.002 – DEFINITIONS INCLUDED BY REFERENCE</u></p> <p>DWELLING, COTTAGE HOME – Any structure on a Lot or Parcel that is one thousand (1,000) square feet or less and designed for occupancy by one family and containing one (1) dwelling unit, either site built or a manufactured dwelling.</p> <ul style="list-style-type: none"> • One cottage home on a Lot or Parcel may also be considered a detached single-family dwelling. • <u>Two cottage homes on a Lot or Parcel, if one is not an accessory dwelling, shall be considered a detached duplex.</u> • <u>Three cottage homes on a Lot or Parcel shall be considered similar to a triplex</u> • <u>Four or more cottage homes on a Lot or Parcel, shall be considered similar to multifamily apartments.</u> 	<p><u>Housekeeping</u></p> <ul style="list-style-type: none"> • Clarify the definition of a Cottage Home Dwelling(s) when use as a single-family, duplex, triplex or greater scenario. 	<p>This item was discussed by the Planning Commission during their May 24, 2022, Work Session, and a consensus was reached in support of this amendment.</p>

<p><u>SECTION 5.7.009 – OFF-STREET PKARING REQUIREMENTS:</u></p> <p>Residential Uses: Vehicle - One and one-half (1½) (1) spaces per dwelling unit, for multiple family (tri-plex and greater) and one (1) space per each single family and duplex unit; one (1) space per dwelling unit which must be covered.</p>	<p>This amendment is proposed in response to citizen inquiries and requests; and discussions of the Planning Commission and Community Development Director.</p> <ul style="list-style-type: none"> Consider amending the parking quantity requirement for multi-family to be the same or less than that of single-family and duplexes. 	<p>This item was discussed by the Planning Commission during their May 24, 2022, Work Session, and a consensus was reached in support of this amendment, resulting in the parking quantity being the same for all housing development and consistent with Oregon House Bill 2001.</p>
<p><u>ARTICLE 3.21 – MARIJUANA AND PSILOCYBIN FACILITIES</u></p> <p>Incorporate Psilocybin Time, Place and Manner requirements into Code regulating Marijuana Facilities</p>	<p>Housekeeping.</p>	<p>By Ordinance 3256, Series 2022, the City Council established Time, Place and Manner restrictions for psilocybin facilities. These restrictions were modeled after the City’s existing code and restrictions for marijuana facilities.</p> <p>At the time of adopting Ordinance 3256, it was intended that these restrictions would be incorporated into the Land Development Code at the time of its next update. This proposed amendment achieves this intent and will result in the repeal of Ordinance 3256 upon the adoption of these proposed code amendments.</p>
<p><u>ARTICLE 6.6 – PUBLIC STREET STANDARDS</u></p> <p>The attached drawings <u>set forth in the Public Works Engineering Standard Drawings and Specifications for Construction Manual, adopted by Resolution of the City Council,</u></p> <p>Possible means of financing available for this Class shall be methods A, B, C, D, E, F, G, and H in Section 6.6.006.</p>	<p>Housekeeping</p>	<p>The existing code refers to the Public Works street design drawings as being attached to the Land Development Code. These are actually adopted as a separate document by Resolution of the City Council. This amendment cleans up old outdated language.</p> <p>Other housekeeping changes in this Article include removing references to possible financing methods. This is information provided in the City’s Comprehensive Plan – Transportation System Plan, which is where it belongs and will be retained in that document. The purpose of the Land Development Code is to identify and implement code standards. This financing</p>

		language is not a standard and should not be included in this document.
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EXHIBIT B

Article 8.8 – LAND DEVELOPMENT CODE AMENDMENT

SECTION 8.8.003 – REVIEW CRITERIA

A proposed Land Development Code Amendment shall meet the following criteria:

(A) That the proposed amendment is in compliance with the Statewide Planning Goals and with the Comprehensive Plan Policies.

I. Statewide Planning Goals

The proposed Land Development Code amendments are specifically proposed to incorporate land use code amendments that were recommended in the City's Housing Production Strategy, adopted by City Council Resolution 4810, Series 2021, pursuant to Oregon House Bill 2003. The proposed amendments also recommended land use code changes that are intended to address issues identified by the Planning Commission, City Council, local agencies (such as Eastern Oregon University), staff, developers and community members during the implementation and enforcement of the City's land use code.

The City finds that only Statewide Planning Goal 1 and Goal 2 are directly applicable to the proposed amendments, as these goals address procedural requirement for the adoption process which provide citizens the opportunity to participate in the amendment process and requires that all decision shall be made on a factual basis. Statewide Planning Goal 9 and Goal 10 are more applicable to conducting studies and considering Comprehensive Plan amendments, and less about the implantation of a Goal, but were evaluated in this Decision order and included below.

A. STATEWIDE PLANNING GOAL 1 – CITIZEN INVOLVEMENT

To develop a citizen involvement program that insures the opportunity for citizens to be involved in all phases of the planning process.

The citizen involvement program shall incorporate the following components:

1. Citizen Involvement – To provide for widespread citizen involvement.
2. Communication – To assure effective two-way communication with citizens.
3. Citizen Influence – To provide the opportunity for citizens to be involved in all phases of the planning process.
4. Technical Information – To assure that technical information is available in an understandable form.
5. Feedback Mechanisms – To assure that citizens will receive a response from policy-makers.
6. Financial Support – To insure funding for the citizen involvement program.

Finding: The City of La Grande has an established and adopted citizen involvement program that includes providing mailed notice to the owners of every property within the City of La Grande and its Urban Growth Boundary. The City has held twenty-one (21) work sessions that were advertised and where citizens had the opportunity to participate in-person or virtually in the proposed Code amendment process. The process also includes six (6) public hearing; three (3) before the City of La Grande and three (3) before Union County. All City of La Grande meetings are open to the public for participation in-person or virtually. Additionally, all meetings are held via Zoom meetings and broadcast live on the City Manager's Facebook page. All

meeting materials have been and will continue to be made available for electronic download, free of charge, from the City of La Grande Planning Division website. Printed copies are and will continue to be available for viewing or purchase, upon request, at the Planning Division office. All interested citizens have the opportunity to participate in all phases of the process and submit written comments, up until 5:00 p.m. on the date of the meetings. Such comments are or will be read into the record during the public comment period of the meeting. The City of La Grande Planning Commission and/or City Council have or will respond to comments during their deliberations and decision making.

B. STATEWIDE PLANNING GOAL 2 – LAND USE PLANNING

To establish a land use planning process and policy frameworks as a basis for all decision and actions related to use of land and to assure an adequate factual base for such decisions and actions.

All land-use plans and implementation ordinances shall be adopted by the governing body after public hearing and shall be reviewed and, as needed, revised on a periodic cycle to take into account changing public policies and circumstances, in accord with a schedule set forth in the plan. Opportunities shall be provided for review and comment by citizens and affected governmental units during preparation, review and revision of plans and implementation ordinances.

Implementation Measures -- are the means used to carry out the plan. These are of two general types: (1) management implementation measures such as ordinances, regulations or project plans, and (2) site or area specific implementation measures such as permits and grants for construction, construction of public facilities or provision of services.

Finding: For this Statewide Planning Goal, the proposed code amendments implement adopted plans, as well as amendments that address changes in the conditions or circumstances within the City of La Grande, as discussed in Goal 2, paragraph 2, above.

First, for implementation, several of the code amendments implement strategies recommended in the City's recently adopted Housing Production Strategy (HPS). See Exhibit A summary of code amendments – Housing Production Strategy Action Items. Following the adoption of Oregon House Bill 2003, with funding through the Oregon Department of Land Conservation and Development (DLCD), the City of La Grande completed and adopted both a Housing Needs Analysis (HNA) and a Housing Production Strategy (HPS), in accordance with House Bill 2003 and consistent with Statewide Planning Goal 10. These plans were adopted by the City of La Grande City Council by Ordinance 3250, Series 2020, and Resolution 4810, Series 2021

Second, several of the amendments address issues that have been identified by the Planning Commission, City Council, local agencies (such as Eastern Oregon University), staff, developers and community members during the implementation and enforcement of the Code as a result of changes in our community and/or changes in State laws. Such as:

- Parking requirement for the Eastern Oregon University campus
- Private street standards
- Short-term rental code
- Small scale or artisan manufacturing in commercial zones
- Others

Based on the above, the Planning Commission and City Council's decision to amend the Land Development Code is being made on a factual basis, consistent with Statewide Planning Goal 2.

C. STATEWIDE PLANNING GOAL 9 – ECONOMIC DEVELOPMENT

To provide adequate opportunities throughout the state for a variety of economic activities vital to the health, welfare, and prosperity of Oregon’s citizens.

Finding: This Statewide Planning Goal establishes State guidelines for developing Comprehensive Plans, which includes longer range planning efforts to ensure that the City has evaluated the local economic patterns and other characteristics, has sufficient commercial and industrial lands to meet is current and future needs, and established policies to guide economic development decisions.

For the proposed Land Development Code amendments, the City Comprehensive Plan is not proposed to be amended. As a result, Statewide Planning Goal 9 is not applicable to this Code amendment process.

D. STATEWIDE PLANNING GOAL 10 – HOUSING

To provide for the housing needs of the citizens of the state.

Finding: This Statewide Planning Goal focuses on developing “plans” for addressing needed housing in the community. This includes conducting a buildable lands inventory and developing a strategy for addressing needed housing.

Following the adoption of Oregon House Bill 2003, with funding through the Oregon Department of Land Conservation and Development (DLCD), the City of La Grande completed and adopted both a Housing Needs Analysis (HNA) and a Housing Production Strategy (HPS), in accordance with House Bill 2003 and consistent with Statewide Planning Goal 10. These plans were adopted by the City of La Grande City Council by Ordinance 3250, Series 2020, and Resolution 4810, Series 2021.

The proposed code amendments in this Decision Order addresses part of the implementation by amending the City’s land use codes as recommended in the adopted HPS. These amendments are intended to increase the opportunities for developing missing middle housing (affordable single-family homes, duplexes, townhouses, cottage homes, other) for both ownership and rental.

See Exhibit A summary of code amendments – Housing Production Strategy Action Items.

In the future, the City hopes to move forward with other implementation measures that may include incentive options.

II. City of La Grande Comprehensive Plan

A. COMPREHENSIVE PLAN GOAL 1 – CITIZEN INVOLVEMENT

Goal Statement - To develop a citizen involvement program that insures the opportunity for citizens to be involved in all phases of the planning process.

Policy 1 – The City of La Grande shall strive to provide for widespread citizen involvement, especially in its land use planning process.

Policy 2 – The City of La Grande shall strive to assure effective two-way communication with citizens.

Policy 3 – The City of La Grande shall strive to provide the opportunity for citizens to be involved in all phases of the planning process.

Policy 4 – The City of La Grande shall strive to assure that technical information is available in an understandable form.

Policy 5 – The City of La Grande shall strive to assure that citizens will receive a response from policy-makers

Policy 8 – That the City of La Grande continue efforts to upgrade its web site to include land use information including, but not limited to: Comprehensive Plan, implementation ordinances, meeting agendas, meeting minutes, staff reports, hearing notices, land use maps, special events and opportunities to serve on committees or commissions.

Policy 10 – That the City of La Grande produce printed materials that will enable citizens to understand technical aspects of the land use planning program and make such materials readily available to the public.

Policy 12 – That the City of La Grande continue to provide all citizens who participate in the land use process with a copy of the final decision and findings.

Finding: The City of La Grande Comprehensive Plan, Goal 1, includes 14 policies that address citizen involvement. The policies listed above focus on public engagement and participation in the public hearing process. The remaining goals focus on the City's overall public involvement program and ensuring that it includes a Citizen Involvement Committee, the program is funded, and that the City consider additional outreach efforts.

The City of La Grande's adopted land use process, per Chapter 9 of the Land Development Code Ordinance 3252, Series 2021, establishes the procedural requirement that implement the City public involvement program. For the above listed policies, the City has held twenty-one (21) work sessions that were advertised and where citizens had the opportunity to participate in-person or virtually in the proposed Code amendment process.

As part of the formal public hearing process, this includes six (6) public hearing; three (3) before the City of La Grande and three (3) before Union County. In preparation for these hearings, the City Planning Department provided a City-wide public notice that was mailed to the owners of all properties within the City and Urban Growth Boundary. The public notice included a link to the City's Planning Division webpage, where all meeting materials and proposed amendments were published and made available for citizens to view and download electronically

For each City public hearing, citizens are provided an opportunity to submit written comments, up until 5:00 p.m. on the public meeting date. If a citizen or commenter is not present during the hearing, their comments are read into the record during the public commenter period of the hearing. Each City hearing is live broadcasted via Facebook Live on the City Manager's Facebook page, and the Zoom meetings are electronically recorded with such recordings being available to the

public any time after the meeting upon request. Additionally, the City allows citizens to attend and participate in meetings virtually upon request.

B. COMPREHENSIVE PLAN GOAL 2 – LAND USE PLANNING

Objective 1 - The overall goal of the La Grande Comprehensive Plan is to provide direction for achieving a safe, healthful, attractive, and workable environment for the citizens of La Grande; and,

Objective2 – To establish a land use planning process and policy framework as a basis for all decisions and actions related to use of land and to assure and adequate factual base for such decisions and actions.

Policy 1 – That planning related decisions will be made on a factual base, and that such base will be updated as base information changes, or at least every two years.

Policy 3 - That public need be established before plan changes or related requests are approved and that the burden of proof be borne by the requestor.

Finding: The City of La Grande Comprehensive Plan, Goal 2, includes 11 policies that address various planning related elements. Policies 1 and 3 are applicable to these proposed code amendments which focuses on establishing a “need” for the change and that such need is based on factual information.

For the proposed Land Development Code Amendments, the initial driver was the City’s adoption of the Housing Production Strategy (HPS) report, by City Council Resolution 4810, Series 2021. Based on the need and the factual basis established through the City’s recent Housing Needs Analysis (HNA), the HPS recommended a number of Land Development Code amendments that would help encourage needed housing at various household income levels. The greatest housing need identified was in the lower income household levels, which includes housing that the State commonly refers to as the missing middle. Code amendments that address this need include reducing the minimum allowed lot size to accommodate smaller home sizes, allowing townhouse development (up to 3-dwellings) in the medium density residential zone, eliminating maximum densities, and being more accommodating to cottage housing developments.

Other Code amendments proposed are based on needs that were identified by the Planning Commission, City Council, local agencies (such as Eastern Oregon University), staff, developers and community members during the implementation and/or enforcement of the Code as a result of changes in our community. Some of these include amendments to:

- Parking requirement for the Eastern Oregon University campus
- Private street standards
- Short-term rental code
- Small scale or artisan manufacturing in commercial zones
- Others

C. COMPREHENSIVE PLAN GOAL 9 – ECONOMIC DEVELOPMENT

Goal 4 – To Revitalize the Downtown: To revitalize the Central Business District by building on its historic character, expanding the mix of goods and services offered and creating public spaces and amenities.

Policy 1 – The City shall undertake specific activities to encourage the growth of existing businesses, to encourage a diversity of businesses, and to attract new businesses to the community in industries that will provide local employment opportunities that are consistent with community needs and not detrimental to the quality of life in the community.

Finding: The City of La Grande Comprehensive Plan, Goal 9, includes 29 policies that focus on economic development, ensuring that sufficient lands exist for future needs, encourage siting of certain industrial uses in the City's business park, encouraging upper floor residential downtown, and a number of other economic goals. The above policy is specific to the efforts currently underway in the La Grande downtown area and helping entrepreneurial businesses expand and grow.

The City's existing commercial zoning throughout the City does not adequately support small-scale manufacturing businesses that desire to locate in a commercial area and have a retail storefront and commercial presence. Manufacturing is currently not an allowed use in the City's commercial zoning, regardless of scale. The proposed amendment to allow artisan manufacturing (aka small-scale manufacturing) in the commercial zones is intended to accommodate the small entrepreneurial startup businesses that are ready to expand and need a commercial storefront. Many of these small businesses have not grown to the size that requires a larger industrial size for their manufacturing, but rather they are better suited for a smaller commercial site that includes a retail storefront, with some office space and manufacturing in the back.

This entrepreneurial need has sparked interest in the redevelopment of a portion of La Grande's downtown, along Jefferson Avenue which is one block off the main street or corridor. Along Jefferson Avenue, the North side of the street is industrially zones, where the South side of the street is commercially zoned but with businesses that are industrial in nature (auto repair, auto parts retail, cabinet shops, etc.). An effort is underway to revitalize this corridor with a strong desire to accommodate artisan manufacturing businesses with a commercial storefront.

In addition to helping existing small businesses in the community grow, this effort will also help revitalize the downtown by bringing in new businesses, expanding the mixture of goods and services, and result in a more vibrant and walkable downtown.

D. COMPREHENSIVE PLAN GOAL 10 – HOUSING

The purpose of Statewide Planning Goal 10 is to ensure opportunity for the provision of adequate numbers of needed housing units, the efficient use of buildable land within urban growth boundaries, and to provide greater certainty in the development process so as to reduce housing costs.

Housing Goal:

To encourage the development of a variety of housing types to meet the needs and desires of the community, and assure that residents of La Grande have the opportunity to live in safe and sanitary housing at a reasonable cost.

Housing Strategies:

Strategy 1: Increase Opportunities for Multifamily Development

Strategy 2: Develop Affordable Housing

Strategy 3: Enhance Conditions of Existing Housing Stock

Strategy 4: Support Measures that Increase Housing Capacity.

Finding: In December 2020, The City of La Grande City Council adopted Ordinance 3250, Series 2020, adopted a Housing Needs Analysis (HNA). The development of this HNA was made possible through funding provided from the Oregon Department of Land Conservation and Development (DLCD). Immediately following the adoption of the HNA, the City of La Grande developed a Housing Production Strategy (HPS), as required by Oregon House Bill 2003, which was also made possible through funding provided from the DLCD. (Note: The HNA was later incorporated into the Goal 10 Chapter of the La Grande Comprehensive Plan in July 2022.)

The Housing Goal and Housing Strategies above are policies set forth in the Goal 10 Chapter of the Comprehensive Plan. However, these 4 strategies have been further refined (expanded into 7 strategies) in the City's adopted HPS. These are as follows:

- Strategy 1.1: Allow small lot single-family houses
- Strategy 1.2: Allow townhouses in the R-2, R-3 and R-P zones
- Strategy 1.3: Reduce barriers to triplexes and quadplexes
- Strategy 1.4: Reduce barriers to apartment buildings in the R-3 zone
- Strategy 1.5: Reduce barriers to cottage housing developments
- Strategy 1.6: Reduce barriers to accessory dwelling units
- Strategy 1.7: Reduce barriers to conversions or additions to existing buildings that create new housing

The above 7 strategies were the driver and focus of the proposed Code amendments discussed in Exhibit B of this Decision Order. These include a variety residential land use code amendments throughout the City's Code that will result in the reduction of minimum lot sizes and creating additional opportunities for developing affordable housing (e.g. accessory dwelling units, cottage homes, multi-family dwellings) within the City of La Grande.

EXHIBIT C

Public Engagement Opportunities

Summary of Work Sessions and Public Hearings

In accordance with Land Development Code Chapter 9, Articles 9.3, 9.4, 9.5 and 9.6, the adoption process includes a minimum of six (6) public hearings, with three (3) before City officials and three (3) before County officials. In advance of these public hearings, several work sessions were held to discuss and develop the proposed recommendations. For a list of meeting dates and public opportunities to participate in the process, see Section II – Schedule of Procedural and Public Hearing Requirements on page 2 of this Decision Order.

All work sessions and public hearings were and are open to the public for citizen involvement. Following is a summary of how public notice was provided to the public, followed by a summary of scheduled meetings.

For public hearing under Section II below, the City Planning Division circulated a City-wide public notice, which was mailed to the owners of all properties within the City of La Grande and its Urban Growth Boundary. The public notice included a link to the City's webpage, where meeting materials and other information was published and made available for citizens to be informed of the proposed Plan amendments and meeting dates where they can engage in the process.

I. Work Sessions

A. Notice of Work Sessions before the Planning Commission

1. City of La Grande Website: The City of La Grande's official website includes a page dedicated to business and activities conducted by the Planning Commission (<https://cityoflagrande.org/planningcommission>). Information published on this page includes, but is not limited to:
 - Planning Commission meeting calendar;
 - Agendas and meeting materials for all work sessions and regular sessions;
 - Sub-page dedicated to providing updated information on the proposed code amendments and process. (<https://www.cityoflagrande.org/planning-commission/2023-proposed-code-amendments>)
2. Advertising – Works Session Meeting Notices: Notice of all Planning Commission work sessions are provided to *The Observer* (local newspaper), and *Elkhorn Media* and *Brent Clapp/La Grande Alive*. *Elkhorn Media* typically reaches out to the Planning Division following each meeting and publishes a meeting summary on-line at <http://elkhornmediagroup.com/>.
3. Zoom Meetings and Facebook Live: All Planning Commission work sessions and regular sessions include an opportunity for the public to participate electronically via Zoom Meetings,

upon request. All meetings are also broadcast and viewable on Facebook Live at <https://www.facebook.com/LaGrandeCityManager>.

B. Work Sessions before the Planning Commission

October 12, 2021.....	Discussion on developing short-term lodging codes (BnB)
November 9, 2021.....	Discussion on developing short-term lodging codes (BnB)
December 14, 2021.....	Complete discussion on developing short-term lodging codes (BnB) and begin discussion on Housing Production Strategy Action Items 1.1 – 1.4
February 8, 2022.....	Discussion on Housing Production Strategy Action Items 1.1 – 1.4
February 22, 2022.....	Discussion on Housing Production Strategy Action Items 1.1 – 1.4
March 8, 2022.....	Discussion on Housing Production Strategy Action Items 1.5 – 1.7
March 22, 2022.....	Discussion on Housing Production Strategy Action Items 1.5 – 1.7
April 26, 2022.....	Complete discussion on Housing Production Strategy Action Items and begin other Code amendment discussions
May 24, 2022.....	Discuss off-street parking, utility connections, definitions of cottage homes and townhouses, other.
July 12, 2022.....	Discussion on short-term lodging codes (BnB) and establishing a moratorium on new BnBs
August 8, 2022.....	Joint Work Session, before the Planning Commission & City Council to discuss short-term lodging codes (BnB) and establishing a moratorium on new BnBs
September 13, 2022.....	Discussion on developing short-term lodging codes (BnB)
October 4, 2022.....	Discussion on developing short-term lodging codes (BnB)
November 5, 2022.....	Discussion on developing short-term lodging codes (BnB)
December 13, 2022.....	Discussion on developing short-term lodging codes (BnB)
January 10, 2023.....	Joint Work Session, before the Planning Commission & Community Landscape and Forestry Commission to discuss street trees and landscaping standards
January 30, 2023.....	Joint Work Session, before the Planning Commission & City Council to discuss short-term lodging codes (BnB) and extending the moratorium on BnBs
February 23, 2023.....	Discussion on private street standards, mobile food vendors, EOU campus parking standards, and Business Park zoning and permitted uses
March 7, 2023.....	Discussion on small scale manufacturing in commercial zones
May 22, 2023.....	Joint Work Session, before the Planning Commission & City Council to discuss summary of all proposed code amendments

II. Public Hearings

A. Notice of Public Hearings before the Planning Commission and City Council

In advance of holding public hearings for the adoption of the proposed code amendments, the following public notices were provided in accordance with City and/or State laws:

1. Notice to DLCD of Post-Acknowledgement Plan Amendment (PAPA). State law requires that proposed changes to local land use codes, along with supporting documents be submitted to DLCD for review a minimum of thirty-five (35) days in advance of the first evidentiary hearing. For this application, the first evidentiary hearing was scheduled before the City of La Grande Planning Commission on June 13, 2023. Notice was provided to DLCD via PAPA Online on May 9, 2023.
2. Mailed Notice (City-wide) of Proposed Land Development Code Amendments. In accordance with Land Development Code Article 9.6, Section 9.6.001(A), notices of public hearings on legislative matters shall be provided a minimum of twenty (20) days, but not more than forty (40) days before the first evidentiary hearing. With the first hearing before the Planning Commission scheduled for June 13, 2023, notice must be mailed by May 24, 2023 (20-days) but not earlier than May 4, 2023 (40 days). In this case, notice was mailed on May 18, 2023, which is 26-days in advance of the first public hearing. The city-wide public notice identified both the Planning Commission public hearing scheduled for June 13, 2023, and the City Council public hearing schedule for July 5, 2023.
3. Advertising – Works Session Meeting Notices: In addition to mailed notice, notice of all Planning Commission and City Council meetings are provided to *The Observer* (local newspaper), and *Elkhorn Media* and *Brent Clapp/La Grande Alive*. All meeting materials were made available for download from the City's website. Planning Commission meeting materials were made available at <https://cityoflagrande.org/planningcommission>. City Council meeting materials were made available at <https://www.cityoflagrande.org/city-council-mayor>.
4. Zoom Meetings and Facebook Live: All Planning Commission and City Council meetings include an opportunity for the public to participate electronically via Zoom Meetings or by teleconference, upon request. All meetings are also broadcast and viewable on Facebook Live at <https://www.facebook.com/LaGrandeCityManager>.

B. Schedule of Public Hearings and Final Adoption

June 13, 2023.....	Public Hearing #1, before the Planning Commission
July 5, 2022.....	Public Hearing #2, before the City Council, and First Reading of the adopting Ordinance by Title Only.
August 2, 2023.....	Public Hearing #3, before the City Council, and Second Reading of the adopting Ordinance by Title Only.
August 3, 2023.....	DLCD Notice of City Adoption - Post Acknowledgement Plan Amendment (PAPA).
September, 2023.....	Public Hearing #4, before the Union County Planning Commission for Co-Adoption.
October, 2023.....	Public Hearing #5, before the Union County Board of Commissioners, and First Reading of the co-adopting Ordinance by Title Only.

- November, 2023.....Public Hearing #6, before the Union County Board of Commissioners, and Second Reading of the co-adopting Ordinance by Title Only.
- December, 2023.....DLCD Notice of County Adoption - Post Acknowledgement Plan Amendment (PAPA).