



City of Prineville

DEPARTMENT OF PLANNING & COMMUNITY DEVELOPMENT

STAFF REPORT

APPROVAL DATE: January 16th, 2018

PROJECT NUMBER: CU-2017-109

APPLICANT/OWNER: Central Oregon Regional Housing Authority
(Housing Works)
405 SW 6th St.
Redmond OR 97756

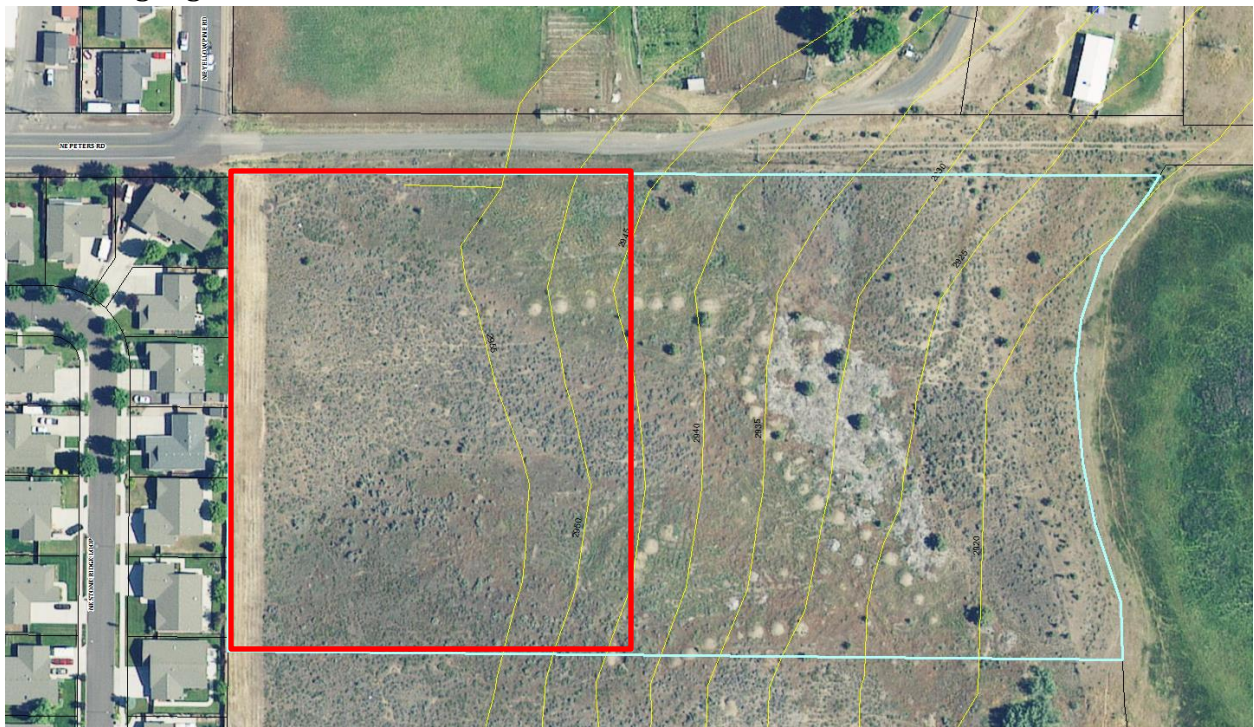
PROJECT REVIEWER: Joshua Smith
Senior Planner

APPLICABLE CRITERIA:

(1) City of Prineville Code of Ordinances, Title XV – 153.009, 153.014, 153.020, 153.035, 153.036, 153.046, 153.080–153.096, 153.135–153.138. City of Prineville standards and specifications.

FINDINGS OF FACT:

1. **LOCATION:** The proposed Manufactured Home Park is proposed at the SE corner of NE Peters Road and Yellow Pine Road. Map and Tax lot 14-16-32AB 00300
2. **ZONING:** The property is zoned General Residential (R2).
3. **SITE DESCRIPTION:** The property is a vacant 9.7 acre parcel beginning at the end of the paved section of Peters Road. The initial 200 feet of property is relatively flat and then slopes off to the Hudspeth Wetland at about a 6% grade. The property is shown below in a 2016 aerial view. The entire 9.7 acres is highlighted with the development area highlighted in red



4. **PROPOSAL:** 30 unit Manufactured Home Park on 4.4 acres of a 9.7 acre site.
5. **LOT OF RECORD:** The property is a legal lot of record as parcel 2 of partition plat 2008-19.
6. **Related Documents:** LP-06-07-413 (PP. 2008-19)
7. **COMMENTS:** Development review meeting was held on December 21st, 2017, Notice was sent on December 27th, 2017.

Neighbor – The City did not receive any written comments from property owners in the notice area but did speak with three home-owners that are near or boarder the proposed development. Some of the primary concerns were the effect on property values, traffic and aesthetics of the neighborhood.

Fire Department –Was satisfied with hydrant location and roadway width so long as there were rolled curbs. They stated that they would prefer a wider radius at the intersections.

Public Works –Had a few infrastructure changes to the plans that can be addressed during plan review. They also had concerns with providing secondary access to the property south of the development. Public Works requested dedication of right-of-way at this time to remove a major issue with developing that parcel.

Building Department – Commented that the Building code had changed that may have an effect on how a manufactured home park is developed. They also commented that a geo-tech report may be required due to the history of debris filling on the site.

8. **FINDINGS SUMMARY:** The plans submitted by the applicant are the foundation of this application. This property is currently zoned for residential, including manufactured home parks. The applicant is purposely using the western portion of the property due to slope issues on the eastern portion. The Complex will be assessed system development charges (SDC) for water, sewer, traffic and parks. The applicant is well below the density maximum and is meeting all setbacks, lot coverage, height requirements and dimensional standards specific to Manufactured Home Parks. The applicant shall construct all public infrastructure to City standards including the extension of Peters Road, and City water and sewer lines. The applicant shall dedicate 10 feet of right-of-way along the entire frontage of the property and construct all landscaping, recreational areas and buffering areas as proposed. Internal private drives shall be constructed as proposed with gravel shoulder guest parking or alternatively as provided by conditions. All access drives shall be paved and a minimum of two off street parking spaces including carports shall be paved. The applicant shall execute and record an agreement with the City to provide a north -south right-of-way dedication outside of the proposed Manufactured Home Park for a local residential street to the property south of the proposed development if or when it develops. This right-of-way would connect this property to the future extension of Peters Road. This connection is necessary to provide a secondary ingress and egress for that property to develop.

Criteria: 153.014 GENERAL CRITERIA.

In determining whether or not any application shall be approved or denied, it shall be determined that the following criteria are either met or can be met through compliance with specific conditions of approval.

(A) The proposal is compatible with the City Comprehensive Plan and applicable policies set forth thereby.

(B) The proposal is in compliance with the requirements set forth by the applicable primary zone, by any applicable combining or overlay zone, and other provisions set forth by this chapter that are determined applicable to the subject use.

(C) That, for a proposal requiring approvals or permits from other local, state and/or federal agencies, evidence of the approval or permit compliance is established or can be assured prior to final approval.

(D) The proposal is in compliance with specific standards, conditions and limitations set forth for the subject use in the applicable zone, this section and this chapter.

(E) That no approval be granted for any use which is or expected to be found to exceed resource or public facility carrying capacities.

(F) For any use which is found to require compliance with air, water, land, solid waste and/or noise pollution standards, that the compliance be a condition of approval and compliance therewith shall be a continuing condition.

(G) As applicable, a city business license shall be required, and if a requirement, the continual maintenance of the license shall be a continuing condition of approval and failure to maintain the compliance shall constitute grounds for permit revocation.

(H) Boats, trailers, travel trailers, pick-up campers, recreational vehicles, motor homes and similar recreational vehicles and equipment that is operational and licensed as required may be stored on a lot owned by the same person or family member, but shall not be used for permanent occupancy other than that permitted in 153.095 (D)(E)(F).

Finding 1:

A) The plans submitted by the applicant are the foundation of this application. Goal 1 & 5 of the Housing section of the City's Comprehensive plan addresses providing a variety of housing types and Goal 3 addresses identifying alternatives to stick-built homes such as manufactured homes. Goal 4, however; speaks to locating specific types of housing like low income housing and high density housing near schools, parks, shopping and employment centers. This development is for low income families but would not be considered high density as the space sizes are near or greater than the minimum lot size in the zone. This proposal provides relatively the same density as a single family home subdivision on the same size property. Other than parks (due to the Barnes Butte recreation area), this area does not yet have the connectivity to the previously listed amenities but does have the potential in the future with the re-development of the old mill site, the old workman's site, existing commercial zoning along Peters Road and future connection of Peters Road to Combs Flat Road. With more residential development in this area the pressure to build commercial will increase. In consideration of these goals and the potential for the area, staff believes the proposal is compatible with the Comprehensive Plan.

B) The proposal is in compliance with the applicable zone as a conditional use. The natural features overlay district is not affected by this proposal. The proposal is meeting or can meet applicable provisions through conditions of approval.

C) Other than a 1200-C stormwater permit from DEQ the City is not aware of any required approvals or permits from state or federal agencies; however, there are rules and regulations at the State level listed in ORS 446 and OAR 813. The applicant shall obtain occupancy permits from the Crook County Building Department.

D) Specific standards related to this application are listed in section 153.083(H), these standards are discussed further in Finding 10.

E) The Manufactured Home Park will be assessed system development charges (SDC) for water, sewer, traffic and parks. Water and sewer SDCs are based on the size of the water meter, which is determined by the Crook County Building Department. A Parks SDC of \$1,903.00 per unit is required by the Parks and Recreation District. Traffic SDCs are based on a trip rate published in the current edition of the ITE manuals which currently states a trip rate of 0.59 of the rate for a single family home. That would equal \$2,355.25 at the current SDC for a single family home. Water and Sewer SDCs will be charged when the water meter is installed. Traffic and parks is generally paid with each unit as it is placed through the site plan review process, however; a manufactured home park could be considered a single development and pay for all spaces up front if that is preferred.

F) All uses are required to comply with local, state or federal pollution standards. If it is identified that such standards are being exceeded, measures shall be taken to come back into compliance.

Criteria:

153.035 RESIDENTIAL USE TABLE

Conditional Type II use in R2 zone: Manufactured Dwelling Park

153.036 RESIDENTIAL DIMENSIONAL STANDARDS

Public street:	25ft. see 153.08s(F)
Property Boundary:	10ft. see 153.083(F)
Building Height:	35ft.
Lot Coverage:	35%

153.046 GENERAL RESIDENTIAL R-2 ZONE.

In an R-2 Zone, the following regulations shall apply.

(A) Purpose. It is the purpose of the R-2 Zone to provide for residential areas which permit a mixture of a variety of housing types at various densities in a more planned type of development design, including a minimum of nonresidential commercial convenience and service type uses in more accessible proximities for the purposes of providing for conveniences and services to the dominant intended residential users of the area.

Finding 2: A proposal is a conditional use within the R2 zone. In review of the submitted site plan the applicant is meeting or exceeding all setbacks and lot coverage standards. Height requirements are reviewed with the placement of each unit. The examples provided as part of the application are single-story and will not exceed the height limit. The proposed setback adjacent to the Stone Ridge subdivision is twice the requirement at 20 feet, which will provide more of a buffer between the uses. A new 6 foot site obscuring fence is also proposed and is required for Manufactured Home Parks. Requirements within the R2 zone for parking, landscaping, public improvements, signs, use limitations and specific conditions are addressed in the findings below.

Criteria: 153.020 SITE PLAN AND DESIGN REVIEW PROVISIONS.

(A) Purpose.

(1) The purpose of the design review provisions of this chapter is to ensure that development within the city complies with standards and limitations set forth within the applicable zoning regulations, other city standards and requirements, and with applicable county, state and federal regulations. It is also the intent of these provisions that some level of review be exercised regarding the aesthetics of developments for the goal of maintaining the desirable character and living quality of the community or of specific areas within the community. The overall community character

and living quality is defined by the following: keeping buildings in scale; honoring the beauty and ecology of the city's natural setting; and recognizing that historical and natural features are an integral part of the community's overall character.

(2) This broad purpose is furthered by the following specific purposes of design review.

(a) To implement the goals and policies of the Comprehensive Plan.

(b) To foster development that is designed, arranged and constructed in a manner that provides a safe, efficient and aesthetically pleasing community asset.

(c) To encourage originality and creativity in site design, architecture and landscape design.

(d) To ensure required public and site improvements and ensure that the arrangement of all functions, uses and improvements of a development reflect the natural amenities, capabilities and limitations of its site and adjacent areas.

(e) To encourage development where the various structures, use areas and site elements are integrated in a manner that is visually harmonious within the development and the surrounding area.

(f) To encourage development and landscape design that complements the natural landscape and setting, improves the general appearance of the community and enhances specific elements of the manmade environment, both presently and historically.

(B) Applicability. The following uses and developments shall be subject to the provisions of this section:

(1) All new development and changes of use. A building permit shall not be issued prior to approval by the City. Site clearance activities such as grading, excavation or filling shall not be permitted unless specifically allowed by the City prior to approval.

Finding 3: The plans submitted by the applicant are the foundation of this application. The improvements and services required under the City's standards and specifications and land use code are anticipated to be constructed, though they may not be called out directly in this report.

The proposed use is subject to design review. Staff believes the proposed design as submitted is meeting the intent of the City's design review code while also following specific requirements for Manufactured Home Parks. Some specific aspects of the design such as fencing and screening may be altered by the Commission. The proposed design is nearly half the allowable density of a 4.4 acre site. The proposal provides spaces that are near or exceed the minimum lot size of the R2 zone, specifically along the existing Stone Ridge Subdivision. A doubling of the setback along the Stone Ridge subdivision and proposed site obscuring fences provides additional buffers to the Stone Ridge Subdivision. Landscaping along the public right-of-way (Peters Road) will also improve the aesthetics of the development and the general area.

Criteria: (D) *Improvements Required. Uses requiring a design review application shall be subject to public improvements and or site improvements. Improvement requirements and standards are found in section 153.194 and the City's Standards and Specifications. Public improvements and site improvements include but are not limited to the following:*

(1) Streets. Right of Way dedication, street extensions, sidewalks, access management. Double frontage lots may require improvements on both frontages.

(2) Utilities. Connection to municipal water and sewer and other utilities as necessary.

(3) Landscaping. Per standards set forth in section 153.087.

(4) Paved parking including access and maneuvering areas as set forth in section 153.085 and 153.086.

(5) Storm Water Drainage. Per the City's Standards and Specifications.

Finding 4:

- 1) A 10 foot right-of-way dedication to Peters Road shall be required as a condition of approval. A 60 foot right-of-way along the eastern boundary of the development or other mechanism to assure access for development of the southern adjacent property shall also be provided. This area was initially planned as phases 9, 10 & 11 of the Stone Ridge Subdivision and will require a secondary access to allow development. With a provided legal description, the City's attorney can provide the documentation for the applicant's signature and record the documents at no cost to the applicant. All improvements shall be constructed to City Standards and Specifications. The extension of Peters Road shall be built curb to curb with a sidewalk only on the development side.
- 2) The applicant shall connect the buildings to City water and sewer and other utilities as necessary, such as power, phone, cable, gas etc. Connecting to the City's water and sewer system shall be coordinated through the Public Works Department for appropriate connections and service lines. Water and sewer lines, including pressure sewer lines shall be constructed "to and through" the development. Fire Hydrants shall also be installed internal to the site per Fire Department requirements.
- 3) Landscaping is discussed in Finding 13.
- 4) All access, maneuvering and parking areas are proposed to be paved and shall be paved in accordance with City code.
- 5) Stormwater drainage shall be maintained on site.

Criteria: (G) **Design review criteria.** *To ensure that the stated purposes of the design review process are met the reviewing authority shall be governed by the following criteria as it evaluates and renders a decision on a proposal.*

(2) *Site design evaluation criteria. A development shall make the most effective use possible of the site topography, existing landscaping and building placement so as to preserve existing trees and natural features, preserve vistas and other views from public ways, minimize visibility of parking, loading and storage areas from public ways and neighboring residential uses and to minimize intrusion into the character of existing developments and land uses in the immediate area. The following are additional criteria that shall be used in evaluating site development plans.*

(a) *The arrangement of all functions, uses and improvements has been designed so as to reflect and harmonize with the natural characteristics and limitations of the site and adjacent sites.*

(b) *In terms of setback from streets or sidewalks, the design creates a visually interesting and compatible relationship between the proposed structures and/or adjacent structures.*

(c) *The design incorporates existing features, such as streams, rocks, slopes, vegetation and the like, (for example, making use of a small stream rather than placing it in a culvert).*

(d) *Where appropriate, the design relates or integrates the proposed landscaping/open space to the adjoining landscape/open space in order to create a pedestrian/bike pathway and/or open system that connects several properties or uses.*

(e) *The arrangement of the improvements on the site does not unreasonably degrade the scenic values of the community and the surrounding area in particular.*

(f) *Where appropriate, the design includes a parking and circulation system that encourages a pedestrian and bicycle.*

(g) *The design shall screen all storage, mechanical equipment, utilities and/or waste collection facilities from view, both from within and from outside the site.*

(h) *Any proposed building with a footprint over 40,000 square feet located in a commercial zone or a building with over 40,000 square feet of retail area in an industrial zone shall comply with the special requirements as specified in 153.021.*

Finding 5: Based on the proposed submittal, Staff believes the application is meeting the design review criteria or can meet it through conditions of approval necessary to abate issues expressed by neighboring property owners.

a) The development has been arranged to minimize the impact to the adjacent subdivision, by providing larger setbacks, larger spaces and a new site obscuring fencing.

b) Manufacture home parks have specific requirements for setbacks and fencing that may conflict with this portion of the design review criteria. The development will be setback 25 feet from Peters Road with no access to individual spaces from Peters Road. Required fencing is proposed to be 6 foot black vinyl wrapped chain-link with vinyl slats. Landscaping will also be provided along Peters Road for improved aesthetic value.

c) There are no existing natural features.

d) There is no existing landscaping to adjoin too, though the developer will be providing their own. The Development will be extending Peters Road that will also extend bike and pedestrian facilities. The development is also proposing two pedestrian connections that may help connect other properties or uses.

e) While there are no other manufactured home parks in the area there are manufactured homes on individual lots. The R2 zone allows for the placement of manufactured homes on individual lots so long as they are multi-sectional, over 750 square feet and made with similar exterior materials as other homes in the general area. The two multi-sectional plans provided could be approved on any residential lots in the area. This development will also be surrounded by a sight obscuring fence and landscaping along the Peters Road. Staff does not believe this development will unreasonably degrade the scenic values of the community and the surrounding area in particular.

f) The extension of Peters Road will include a sidewalk and bike lanes. Sidewalks will also be provided within the park on one side of the access drive with trail connections to recreation areas and off site.

g) The entire park is required to be fenced. Mechanical equipment, utilities and waste collection will be managed on each individual space.

h) This criteria does not apply.

Criteria: (I) **Signs.** *In an R-2 Zone, signs are permitted in accordance with the provisions set forth in Chapter 152 as amended.*

Finding 6: One ground mounted sign per entrance, no larger than 32 s.f. is permitted under the City's sign code. Signs meeting the City's sign code are considered approved as part of this application. Sign proposals shall be submitted for review and code compliance and made a part of this application.

Criteria: 153.046 (J) **Limitations on Use.** *No structure or land shall be occupied or used for any purpose which creates or causes to be created any public nuisance, including but not limited to excessive odor, dust, noise, vibration, flashing light or any hazard to the general health, safety and welfare of the area. Domestic livestock are permitted, but only in compliance those provisions set forth in 153.096 of this chapter. No animal is permitted to run at large, animals shall be confined to an individual owner's property. Any animals permitted to run at large are hereby declared a nuisance and may be abated as such.*

Finding 7: This project is not expected to create a public nuisance.

Criteria: 153.081 CLEAR VISION AREAS.

In all zones, a clear-vision area shall be maintained at the intersection of two streets, a street and a bike or pedestrian way and a street and an alley. A clear- vision area shall contain no plantings, sight-obscur ing fences, walls, structures or temporary or permanent obstructions exceeding 2 ½' feet in height measured from the grade of the street centerline, except that trees exceeding this height may be located in this area, provided all branches and foliage are removed to a height of 8 feet above the grade, and trunk diameter does not exceed 18 inches.

(A) Measurement of clear vision areas. A clear vision area shall consist of a triangular area, two sides of which are measured from the corner intersection of the street curb or location where street curb would be located if the right-of-way were developed to full City standards (ignoring any corner radius) for a distance of 25 feet. The third side is a line across the corner of the lot adjoining the non-intersecting ends of the other two sides. The vertical clear vision area is the area above the triangle, between 2 ½' and 8' in height (10' if located along a designated school bus route). In the case of an intersection of a street with an alley or bike/pedestrian way, the measurement shall be made along the nearest edge of the alley or bike/pedestrian way to the intersection for a distance of 15'.

Finding 8: Clear vision areas shall be maintained at all times and may be enforced at any time based on the requirements above or as amended. The applicant's site plan is showing open landscaped areas at the entrance to the complex that should meet the clear vision requirement.

Criteria: 153.082 ONSITE LIGHTING.

(A) As part of any application for a development or any use within the City, all on-site lighting shall be designed, located, shielded or deflected, so as not to shine directly onto adjoining properties, impair the vision of a driver of any vehicle or be a hazard to aircraft operations within the area.

Finding 9: Lighting shall be shielded and focused downward to prevent light from directly shining onto adjoining properties or public rights-of-way.

Criteria: 153.083 STANDARDS FOR SPECIFIC USES

(F) Mobile home or manufactured dwelling park. In addition to the standards and conditions set forth herein, the development shall be in compliance with applicable state regulations, and with any additional conditions set forth in the approval thereof, and such compliance may be required prior to the occupancy of the development. (O.R.S. 446 and O.A.R. 814-28).

(1) Each access road intersecting a public street shall have a surface width of not less than 30 feet, and driveways within the park shall be at least 20 feet in width, or if parking is permitted thereon shall be at least 36 feet in width.

(2) All public roads and driveways shall be well-drained and hard-surfaced as approved by the City Superintendents of Streets and Public Works and/or the City Engineer in accordance with city standards and/or with the "durable and dustless surface" definition set forth in 153.086.

(3) Walkways, bicycle paths or other pedestrian ways may be required, and if required, shall not be less than 5 feet in width and hard- surfaced in accordance with the foregoing referenced, "durable and dustless surface" definition.

(4) Each space within the park shall be serviced with public water and sewer facilities and electrical power receptacles for solid wastes shall be provided, and fire hydrants shall be installed as deemed necessary by the City Fire Department.

(5) Facilities for incoming and outgoing mail shall be installed in accordance with the requirements of the U.S. Postal Service.

(6) There shall be constructed on each unit space, adjacent and parallel thereto, 1 or more wooden decks or slabs or patios of concrete, asphalt, flagstone or the equivalent, which singularly or in combination total at least 120 square feet

(7) In no case shall an individual unit space be permitted that is less than 30 feet in width or less than 40 feet in length.

(8) Except as provided otherwise herein, in no case shall the overall density exceed 12 units per acre. An increase in density may be approved by the city in accordance with the following standards.

(a) An increase of 10% in the maximum allowable density for dedicated and improved open space equaling 30% or more of the total land area of the development.

(b) An increase of 5% in the maximum allowable density for the development and maintenance of an approved recreation and/or common use building or other indoor facility.

(c) An increase of 5% for a developed playground area.

(d) An increase of 10% for a developed recreation area including a covered picnic area, basketball and/or tennis court facilities and the like.

(e) In no case, however, shall the total of density increases provided for herein exceed 25%.

(9) All parks shall provide recreational space of at least 2,500 square feet plus 50 square feet for each unit within the park. The recreational space shall be improved with landscaping to provide open recreation and shall be secured from driveways and parking areas. Facilities such as picnic tables, barbecues and playground equipment are recommended.

(10) No dwelling unit in the park shall be located closer than 15 feet from another unit or from a general use building in the park. No dwelling unit, other building or structure shall be located within 25 feet of a public street right-of-way line, or within 10 feet of any other property boundary line.

(11) No unit shall be permitted in a park as a residence that does not meet the definition set forth by 153.004.

(12) No recreation vehicle shall be permitted to be located within a park and occupied as a residence, and no such vehicle shall be permitted within a park unless spaces for such RV use are designated therefore in the park design and approval.

(13) A unit permitted in a park shall be provided with continuous skirting within 30 days of placement.

(14) The total land area used for park purposes shall be required to be surrounded, except at entry and exit places, by a sight-obscuring fence or hedge not less than 6 feet in height.

(15) If a park provides spaces for 20 or more units, each vehicular way in the park shall be named and marked with signs which are similar in appearance and location to those used to identify public streets in the city. A map of the entire development showing named vehicular ways shall be provided to the City Fire Department, other service agencies, the City Police Department and the City Planning Official.

(16) An updated listing of the names and addresses of the occupants of each space in the park shall be maintained at all times and a copy thereof provided to the city upon request.

Finding 10:

(F)(1,2) – The intersection to Peters Road and the private drive is proposed to be over 30ft. in width and internal drives are proposed to be a 22 foot paved surface. The Peters Road extensions will be built to City standards and the applicant has a drainage plan for the internal private drives. These criteria are met.

(F)(3) – Peters Road will provide pedestrian ways as part of the standard street cross section. Internally the applicant is providing 5 foot sidewalks on one side of all private drives. Additionally two pedestrian access points are proposed for added connectivity. This criteria is met but may be modified by the Planning Commission.

(F)(4) – City water and sewer is proposed and shall be provided to each space. Electric power and solid waste disposal (trash collection) is proposed to be established for all spaces. This criteria is met.

(F)(5) – A cluster mailbox is proposed adjacent to recreation area 'A'. This criteria is met.

(F)(6) – This criteria is met during site plan review for each unit. Each unit shall provide at least a 120 s.f. of patio area made of the listed materials or combination thereof. This criteria shall be met during site plan review.

(F)(7) – All spaces are shown to be at least 60 feet in width and 70 feet in depth. This criteria is met.

(F)(8) – The development is proposed on 4.4 acres. Maximum density is 12/acres, which would allow 52 spaces. The applicant is only proposing 30 spaces, which is a rate of 6.8 units per acre. At nearly half the allowable density, the density bonus percentages are irrelevant. This criteria is met.

(F)(9) – The applicant site plan shows 5,300 s.f. of improved recreational space, exceeding the required 4,000 s.f. This criteria is met.

(F)(10) – The applicant is showing a 25 foot setback to the future extension of Peters Road. With spaces being greater than or near the minimum lot size for a single family home, this development can easily meet the 15 feet between each unit. A doubling of the setback from 10 feet to 20 feet is also provided along the existing Stone Ridge Subdivision as an additional buffer.

(F)(11, 12, 13) – Only manufactured homes shall be allowed within the park that meet the City's definition. No recreational vehicles are proposed by this application and will therefore not be allowed. All units shall be continuously skirted per building code within 30 days of placement.

(F)(14) – The applicant is proposing a 6 foot black vinyl wrapped and slated chain-link fence on all but the eastern side that faces Barnes Butte. The internal fencing adjacent the existing subdivision may be changed in coordination with the neighbors and may be increased in height to a maximum of 8 feet without additional review by the Planning Commission. On the eastern boundary where no fence is proposed, staff suggests providing at least a split rail fence to delineate the limits of the park boundary. This will help prevent the use of property beyond what is being approved.

(F)(15, 16) – Naming vehicular ways within the park was discussed with emergency services (police, fire) and addressing personnel in the County. The conclusion of those discussions was to not name the individual ways and instead provide a single address and space numbers. The park shall maintain a list of names and addresses of the occupants of the park and provide such list to the City upon request.

Criteria: 153.085 OFF-STREET PARKING AND LOADING: PROVISIONS AND REQUIREMENTS.

(A) *The provision and maintenance of off-street parking and loading facilities are continuing obligations of the property owner. No building permit shall be issued until plans are submitted and approved by the city that show property that is and will remain available for exclusive use as off-street parking and loading facilities as required by this section and this chapter. The subsequent use of property for which the building permit is issued shall be conditional upon the unqualified continuance and availability of the required parking and loading facilities set forth by this section and this chapter. It is not, however, the intent of these provisions to require off-street parking and loading facilities in a manner as to unreasonably limit improvements to existing structures and uses, particularly in that area identified as the downtown core commercial area.*

(B) *Applicability. Unless exempted by this section, all construction, reconstruction, enlargement of a structure or at the time a use is changed in any zone off-street parking facilities shall be provided in accordance with the requirements set forth by this section and section 153.086*

Single Family Dwelling & Duplex (includes townhomes)	2 spaces per unit, including driveways and garage approaches.
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Finding 11: Two off street spaces per unit space shall be provided. Examples of this are provided in the applicant's site plan showing how a driveway and carport can be provided per space to meet this criteria. The applicant is proposing a graveled shoulder on the outside of the internal drives to accommodate guest parking off the paved surface. Alternatively the applicant may be amenable to providing a 28 foot paved surface with parking on one side as they originally proposed during the pre-app review with City staff. The thought at that time was that wider drives would promote parking on both sides and would be difficult to enforce. As this is not a City street and only effects those within the park, City staff has no issue with either design.

Criteria: 153.086 OFF-STREET PARKING AND LOADING: DESIGN/IMPROVEMENT STANDARDS

(F) *The following off-street parking development standards shall apply.*

(1) *Parking areas, aisles and turnarounds shall be paved with concrete, asphaltic or comparable durable and dustless surfaces as defined in division (E) of this section, or as otherwise approved by an authorized official of the City.*

(2) *Approaches to driveways providing ingress and egress to parking areas shall be paved with asphalt, asphaltic concrete or concrete surfacing and inspected by the City Street Superintendent. In the event that a serving street is not paved, the approach may be maintained to the same standard as the street until the street is paved.*

(3) *Parking areas, aisles and turnarounds shall have provisions made for the onsite collection of drainage waters to filter contaminants and eliminate sheet flow of the waters onto or across sidewalks and other pedestrian ways, bike paths, public rights-of-ways and abutting private property.*

(4) *In areas that are duly designated for parking, parking spaces shall be permanently and clearly marked except as otherwise approved by the city.*

(5) *Wheel stops and bumper guards shall be provided where appropriate for parking spaces abutting a property line or building and no vehicle shall overhang a public right-of-way or other property line. Unless otherwise approved, parking spaces along the outer boundaries of a parking lot shall be contained by a curb which is at least 4 inches high and set back a minimum of 4.5 feet from the property line or by a bumper rail.*

(6) *Artificial lighting for parking areas which may be provided or required shall be shielded or deflected so as not to shine directly into adjoining properties, dwellings or businesses and so as not to create a hazard to the public use of a street.*

Finding 12: All required vehicle access, parking spaces and drive isles shall be paved as indicated above and shown in the applicant's submittal. In addition to the paved spaces that are required off street. Gravel parking on one side of the private drives shall be allowed for guest parking. Increasing the paved width to 28 feet would negate the need for this area as indicated in Finding 11.

Criteria: 153.087 LANDSCAPING REQUIREMENTS.

The following minimum landscape requirements are established for all developments subject to design review plan approval, unless approved otherwise by the reviewing authority.

(A) *Landscaping defined. Required landscaping may include, but is not limited to, a combination of any of the following materials: living plant material such as trees, shrubs, groundcover, flowers and lawn (including native vegetation); and nonliving materials such as benches, walkways and courtyards, consisting of brick, decorative rock or other decorative materials.*

(B) *Existing vegetation. Existing site vegetation may be utilized to the maximum extent possible consistent with building placement and the applicable proposed landscape plan.*

(C) *Area required. Minimum area requirements may include requirements for landscaping around buildings, along fence lines, in parking and loading areas, outdoor recreational use areas and*

screening and buffering areas. Except as approved otherwise by the reviewing authority, the area required for landscaping is expressed as a percentage within the zone dimensional tables and/or the following:

- (1) Multifamily dwellings & complexes: 20%.*
- (2) Downtown Enhancement Plan C-1 Zone.*
- (3) Parking lots. Parking areas shall be required to be landscaped in accordance*

with the following minimum requirements:

(a) In commercial and residential developments, parking areas shall be divided into bays of 12 spaces and between or at the end of each parking bay a curbed planter containing at least 16 square feet shall be required. Parking areas less than 12 spaces may require curbed planters as part of the landscape standard.

(b) Each planter should contain at least 1 tree and ground cover. An applicant may submit alternate plans for review and approval.

(c) The areas shall be designed to be protected from being damaged by vehicles using the parking area.

(d) Clear vision at the intersection within a parking area shall be maintained to provide adequate vision of vehicles and pedestrians.

(e) Unless sidewalks are provided adjacent to a structure, customer or resident parking areas should be separated from the exterior wall of a commercial or residential structure by a minimum 4 foot strip of landscaping.

(f) Where a parking, loading or driveway area serving a multi-family, commercial, industrial or government use abuts a public right-of-way of a collector or arterial street or a local street across from a residential zone, or abuts a residential zone, a screen planting or other approved landscaped planter strip may be required between the parking area and the right-of-way without encroaching into a clear vision area or sidewalk.

Finding 13: There are no specific area requirements stipulated for manufactured home parks. Landscaping is typically done on the outer edges of the park to satisfy buffering and screening standards.

(4) Buffering and screening. Requirements for buffering and screening may exceed the area requirement listed above. When required, buffering and screening areas shall conform to the following minimum requirements.

(a) Purpose. The purposes of buffering and screening requirements are to reduce the impacts of a proposed use on adjacent uses and zones which provide for different types of uses. The reviewing authority may waive or reduce the requirements where existing topography or vegetation is appropriate or otherwise negates the effectiveness or intended purpose or benefits of the buffering and screening.

(b) An aesthetic and/or noise reducing landscaped buffer may be required between land uses as follows.

(4) Manufactured or mobile dwelling subdivision or park abutting a residentially zoned parcel that is limited to single family residential use, public recreation area, scenic resource, institutional use or public right-of-way.

(c) A buffer or screening area may only be occupied by screening utilities and landscaping materials, but the same may be located within the required yard or setback requirements provided vision clearance requirements are complied with.

(d) In lieu of the foregoing requirements, an applicant may provide for landscaping and screening, including plantings, fences, walls, walks and other features designed to afford the same degree of buffering as the standards above. A plan and specifications for an alternative shall be reviewed and approved by the reviewing authority with jurisdiction over the approval of the applicable use.

(D) Plant material installation standards. Except as otherwise approved by the city, the following standards shall apply to plant materials and the installation thereof as provided in accordance with the provisions of this section.

(1) Landscape plant materials shall be properly guyed and staked, and shall not interfere with vehicular or pedestrian traffic or parking and loading.

(2) *Trees shall be a minimum size of 8 feet in height and be fully branched at the time of planting.*

(3) *Shrubs shall be supplied in 1 gallon containers or 6 inch burlap balls with a minimum spread of 12 inches.*

(4) *Rows of plants should be staggered to provide for more effective coverage.*

(E) *Maintenance and plant survival. All landscaping approved or required as a part of a development plan shall be continuously maintained, including necessary watering, weeding, pruning and replacement of plant materials. Except where the applicant proposes landscaping consisting of drought-resistant plantings and materials that can be maintained and can survive without irrigation, landscaped areas shall be irrigated. If plantings fail to survive, it is the responsibility of the property owner to replace them.*

Finding 14: The proposed development abuts the Stone Ridge Subdivision that is residentially zone and developed with single family homes. The applicant is proposing trees as a buffer around the entire site as well as a sight obscuring fence that has been referenced in earlier findings. Additional trees are proposed along Peters Road and an increase in building setback from 10 feet to 20 feet is proposed along the existing subdivision. In addition to the increased setback, the spaces adjacent to the existing subdivision are 5,090 s.f to 6,550 s.f., which vastly exceeds the minimum space size for a Manufactured Home Park but also the minimum lot size of the R2 zone of 5,000 s.f. This proposed buffer may be modified by the Planning Commission based on comments provided at the public hearing. The applicant is proposing to meet the material and installation standards.

Criteria: 153.089 CUTTING AND FILLING.

(A) Grading, cutting and filling of building lots or sites. Grading, cutting and filling of building lots or sites shall conform to the following standards unless physical conditions warrant other standards as demonstrated by a licensed engineer; in such a case, the documentation justifying such other standards shall be set forth in writing thereby.

(1) The city may require a grading plan by a licensed engineer for any new construction or proposed alteration of a site.

(2) Alterations greater than three feet from the natural pre-existing grade or any alteration greater than one foot within ten feet of a property line shall require a grading permit from the City Engineer; at the discretion of the City Engineer the applicant may be required to submit a plan prepared by a licensed engineer and public notice of neighboring properties.

(3) A grading plan, if required, shall demonstrate construction feasibility, and the engineer shall attest to such feasibility and shall certify an opinion that construction on the cut or fill will not be hazardous to the development of the property or to surrounding properties.

Finding 15: The applicant has provided a grading plan developed by a licensed engineer. The proposed drainage area east of the development may need to be re-designed to a more linear swale along the development to accommodate future use of the remaining 5.3 acres of undeveloped property. At this time the drainage facility is adequate to serve the development.

Criteria: 153.136 SPECIFIC CONDITIONS.

In addition to the standards and conditions set forth in a specific zone, this subchapter, this chapter and other applicable local, county, state and/or federal regulations, additional conditions may be imposed which are found to be necessary to avoid a detrimental impact on adjoining properties, the general area or the city as a whole, and to otherwise protect the general welfare and interests of the surrounding area, the city as a whole and the general public. No condition may be imposed which violates federal or state law with regard to needed housing. The conditions may include, but are not limited to, the following.

(A) *Limiting the manner in which the use is conducted, including restricting the time an activity may take place, and restrictions to minimize environmental impacts such as noise, vibration, air or water pollution, glare and odor.*

(B) *Establishing a special setback or other open space requirements, and increasing the required lot size or other dimensional standards.*

(C) *Limiting the height, size or location of a building or other structure or use.*

(D) *Increasing street width and/or requiring improvements to public streets and other public facilities serving the proposed use, even including those off-site but necessary to serve the subject proposal.*

(E) *Designating the size, number, improvements, location and nature of vehicle access points and routes, and requiring pedestrian and/or bicycle ways.*

(F) *Limiting or otherwise designating the number, size, location, height and lighting of signs and outdoor or security lighting, and the intensity and/or direction thereof.*

(G) *Requiring diking, screening, fencing or other improvements or facilities deemed necessary to protect adjacent or nearby properties, and establishing requirements or standards for the installation and maintenance thereof.*

(H) *Protecting and preserving existing trees, other vegetation and water, scenic, historic, archaeological, unique, landmark or other natural or manmade significant resources.*

Finding 15: The above list are considerations the Planning Commission can make to avoid impact to adjoining properties and protect the general welfare of the surrounding area and City as a whole. Staff recommends adding the following conditions.

1. The applicant shall be allowed a modification of the fence standards to allow a split rail fence versus a 6 foot site obscuring fence on the east side of the development to define the park boundary and allow increased height and or modification in type of fence on the west side if desired by the Neighboring property owners.

2. Allowing the applicant to modify the private drives to 28 feet parking one side, if this is a more desirable design. Space sizes along the Stone Ridge Subdivision shall not be reduced in size if this change is made.

3. Require the applicant to execute and record an agreement with the City to provide a north -south right-of-way dedication outside of the proposed Manufactured Home Park for a local residential street to the property south of the proposed development. This right-of-way would connect this property to the future extension of Peters Road. This connection is necessary to provide a secondary ingress and egress for that property.

RECOMMENDED CONDITIONS OF APPROVAL: If approved the following conditions are recommended for application **Cu-2017-109** for a 30 unit Manufactured Home Park. Such an approval is subject to the submitted plans, findings stated in the staff report, those conditions contained within and the following conditions of approval set forth below:

General Conditions Prior to Occupancy

1. The plans submitted by the applicant and the improvements depicted therein are the foundation of this approval to meet the requirements of the City's standards and specifications and land use code.
2. The applicant shall comply with the Fire Department requirements for fire flows, sprinkler systems, fire hydrants, address signs, fire lanes and Knox Box locks and all other UFC requirements.
3. The applicant shall dedicate 10 feet of right-of-way along the frontage of Peters Road for the entire property not just the development area.

4. The applicant shall execute and record an agreement with the City to provide a north-south right-of-way dedication outside of the proposed Manufactured Home Park for a local residential street to the property south of the proposed development if or when it develops. This right-of-way would connect this property to the future extension of Peters Road. This connection is necessary to provide a secondary ingress and egress for that property to develop.
5. The applicant shall construct all public improvements in accordance with the City's standards and specification. This includes but is not limited to, the extension of Peters Road curb to curb with sidewalk on development side, City water and sewer extensions including a dry pressure sewer line, other public utility connections, internal fire hydrants and Private drive access point.
6. The applicant shall provide an easement to City standards for any internal public facilities or meet the standards for private facilities.
7. The applicant shall provide at least a 30 foot paved entrance from Peters Road and internal private paved access drives of at least 22 feet. Private drives may be increased to 28 feet to provide paved on street parking on one side or 36 feet for paved parking on both sides. In any case the space sizes adjacent to the Stone Ridge Subdivision shall not be decreased.
8. The applicant shall provide two off street paved parking spaces per dwelling to City standards that includes the proposed carports. Guest parking shall be provided on a gravel shoulder to the outside lane of the private drives unless paved width is increased as described in Condition 6.
9. The applicant shall provide a 5ft. internal sidewalk on at least one side of the private drive and connect this sidewalk to the public street system. Trail connections shall also be provided as shown on the submitted plans.
10. The applicant shall construct a 6 foot fence site obscuring fence surrounding the property. This fence shall at a minimum be a black vinyl wrapped chain link fence with matching slates. The applicant shall be allow a modification of the fence standards to allow a split rail fence on the east side of the development to define the park boundary. The applicant shall also be allowed to increase the height to a maximum of 8 feet and or modify the type of fence on the west side if desired by the Neighboring property owners.
11. The applicant shall maintain all stormwater drainage on-site. The proposed drainage area east of the development may need to be re-designed at some point to accommodate future use of the remaining 5.3 acres of undeveloped property. Grading and drainage plans shall be reviewed by the City Engineer to ensure compliance with cut and fill criteria and drainage calculations.
12. The applicant shall place all utilities underground.

13. The applicant shall provide the proposed landscaping including infrastructure for care of the proposed landscaping within the right-of-way of Peters Road and internal to the sight, specifically adjacent to the Stone Ridge Subdivision. The applicant shall adhere to the general concept of the submitted landscape plan. The City understands that this landscape plan is conceptual and there may be a desire to change the plan as the project is constructed. Major changes to the proposed plan as determined by the City, shall be submitted in map form or writing for an informal City review and approval to ensure the plan is meeting the intent of the City's buffering standards.
14. The applicant shall provide the recreational spaces with proposed amenities. The City understands that these recreational areas are conceptual and the final design may change. In no case shall recreational areas total less than 4,000 s.f. with some playground style equipment.
15. The applicant shall comply with required setbacks and height requirements set forth for the applicable zone.
16. The applicant shall provide postal service facilities in accordance with the requirements of the U.S. Postal Service.
17. Signs for multifamily dwellings shall not exceed 32 s.f. Signs meeting the City's sign code are considered approved as part of this application. Sign proposals shall be submitted for code compliance and made a part of this application.

Prior to Placement Permit

18. The applicant shall pay water and sewer system development charges with installation of the water meter. Traffic and parks SDCs and connection fees may be paid prior to issuance of a placement permit for each unit. SDCs and connection fees may be paid at one time for all 30 units.

On-going Responsibilities

19. Only manufactured homes that meet the City's definition of a manufacture home shall be allowed within the park. No RV space are approved.
20. The applicant shall provide a single address and space numbers in coordination with the Crook County Building Department. The park owner shall also maintain a list of names and addresses of the occupants of the park and provide such list to the City upon request.
21. All stormwater drainage shall be maintained on-site per the applicant's drainage plan.
22. No storage of materials is allowed in a manner which may cause a nuisance. The applicant shall not store unused vehicles, junk or debris within view of persons on a public street or adjacent properties. All outdoor storage and any equipment on site shall be screened from adjacent public rights-of-way.

Housing Works MH Park

CU-2017-109

23. All exterior lighting shall be shielded and focus light downward onto the site and shall not shine onto adjacent rights-of-way or properties or cause a hazard to vehicles or aircraft.
24. The applicant is required to comply with all relevant portions of the City of Prineville Code of Ordinances and secure any permits required by the Crook County Building Department or State and Federal agencies.

Written by:


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