

NOTICE OF CITY COUNCIL MEETING

The City Council of the City of King City will hold a State of the City and Regular Session at 5:00 PM, Wednesday, June 16th, 2021, by teleconference at City Hall 15300 SW 116th Ave, King City, Oregon 97224 – Please see instructions below.

Posted Date: Wednesday, June 9th, 2021, at 5:30 PM.

Location: (teleconference – Email comments to rsmith@ci.king-city.or.us)

The King City Council will hold a meeting on Wednesday, June 16th 2021 at 5:00 PM.

Councilors will be calling into the meeting via conference call. Members of the public will be able to listen to the meeting on the teleconference line or watch the meeting via video link. Minimal staff will be in the City Hall Conference Room, 15300 SW 116th Ave, King City, Oregon 97224. To avoid the potential spread of the COVID-19 virus, members of the public will not be allowed in the room. The packet can be found online at: http://www.ci.king-city.or.us/government/mayor_and_council/agendas_and_minutes.php#

The City has taken steps to utilize current technology to make meetings available to the public without increasing the risk of exposure. The public can participate by emailing public comments to City Recorder at rsmith@ci.king-city.or.us or leaving a voicemail that can be played during the meeting. The audio/Video recording of the meeting will be posted to the City's website within two to three days of the meeting.

Join Zoom Meeting

<https://us02web.zoom.us/j/86335547229?pwd=OXhJY0h5V1h5ZWl3SU45bmhtcFRjUT09>

Meeting ID: 863 3554 7229

Passcode: 923757

One tap mobile

+12532158782,,86335547229# US (Tacoma)

+13462487799,,86335547229# US (Houston)

Dial by your location

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

Meeting ID: 863 3554 7229

Find your local number: <https://us02web.zoom.us/j/kbcRKuSykd>

Live broadcast coverage of the King City Council Meetings can now be seen on TVCTV cable channel 30 and live-streaming on [MACC TVCTV's](#) YouTube page.

{Next Page for Agenda}

AGENDA		Action Item
STATE OF THE CITY		
5:00 PM	Call to Order	Time:
	1. Mayor Gibson – Opening Comments and Introductions 2. Councilor Mohr – King City Business, Reflection & Opportunity 3. Councilor Thompson – Future Town Center Possibilities 4. Councilor Ocholi – Importance of HOAs 5. Councilor Paulsen – King City Park Improvements 6. Councilor Platt – Personal Reflection 7. President Fender – Community involvement and community cohesion 8. Chief Happala – COVID, Police Reform & Staffing 9. City Manager Weston – UGB & ARPA Funding 10. Mayor Gibson – Summary & Closing Comments	No Action
REGULAR SESSION		
<i>Moment of Silence</i>		
6:00 PM		Time:
	1. CALL TO ORDER 2. ROLL CALL 3. APPROVAL OF MINUTES: 3.1 January 20, 2021 3.2 March 17, 2021	M S A
6:10 PM	4 SPECIAL PRESENTATION: None	
6:20 PM	5 OPEN FORUM: We welcome public comment. At this time, the Council will be happy to receive your comment pertaining to items on the agenda (including questions, suggestions, complaints, and items for the future). Each person's time will be limited to three minutes.	
6:40 PM	6 UNFINISHED BUSINESS: None	
6:40 PM	7. NEW BUSINESS:	
	7.1 Public Hearing – Case LU2021-01, King City Community Development Code and Comprehensive Plan – House Bill 2001 Amendments.	M S A
	7.2 OLCC License Application – GoFresh Inc. dba Grocery Outlet	M S A
	7.3 Resolution R-2021-03 FY20-21 transfer Budget	
	7.4 Resolution R-2021-04 FY21-22 Adopted budget	M S A
	7.5 Resolution R-2021-05 City elects to receive state revenues for FY 21-22	M S A
	7.6 Resolution R-2021-06 City provides services for FY21-22.	M S A
	7.7 Resolution R-2021-06 Allowance for Uncollectible Accounts and Write – off of Accounts Receivable Policy	M S A
	7.7 Discussion on Gas tax	Discusses
	a. Survey to King City Residents	
7:40 PM	8. POLICE CHIEF'S REPORT	
7:45 PM	9. CITY MANAGER'S REPORT	M S A
7:50 PM	10. MAYOR'S AND COUNCILOR'S REPORTS	
8:20 PM	11. ADJOURN	Time:
NEXT MEETING		
JULY 21 ST , 2021, REGULAR MEETING		
The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired, or for other accommodations for persons with disabilities, should be made at least 48 hours in advance of the meeting to Ronnie Smith, City Recorder, 503-639-4082.		
M=Motion S=Second A=Action		

**CITY OF KING CITY
CITY COUNCIL MEETING MINUTES**

Video time (0:13)

Administer Oath of Office to Newly Elected Council Members:
Shawna Thompson
Kate Mohr
Smart Ocholi

Call to Order:

Video time (7:47)

A regular meeting of the King City – City Council was held on ZOOM and at the City Hall in the Council Chambers with limited staff due to COVID-19: located at 15300 SW 116th Ave, King City, Oregon, beginning at 5:31 P.M. on Wednesday, January 20, 2021. Mayor Gibson requested a moment of silence and then called the meeting to order at 5:32 P.M., followed by roll call.

Roll Call Video Time (7:50):

The following City Council members were present:

Pres. Councilor Jaimie Fender
Councilor David Platt
Councilor Kate Mohr
Councilor Shawna Thompson
Councilor Micah Paulsen
Councilor Smart Ocholi – IT issues – running late.
Mayor Ken Gibson

Absent: None

Staff present included:

City Manager (CM) Mike Weston
City Recorder (CR) Ronnie Smith
Chief of Police (CP) Ernie Happala

Agenda Item 3 Video Time:

Approval of Minutes:

3.1 May 13, 2020
3.4 November 18, 2020

Video time (8:34)

MOTION MADE BY COUNCILOR PAULSEN TO APPROVE THE MINUTES FROM MAY 13, 2020, AND NOVEMBER 18, 2020, SECONDED BY COUNCILOR FENDER.

VOICE VOTE: 7-AYES – 0-NEYS – 0 ABSTENTIONS– 0- RECUSED THE MOTION CARRIED 7-0.

Agenda Item 4 Video Time (8:56)

Special Presentation:

4.1 Washington County Tobacco Retail Licensing - A prevention strategy to reduce youth access to tobacco and nicotine products.

Gwen gave a presentation on the tobacco retailing licensing program.

Agenda Item 5 Video Time (44:50):

Open Forum: None

Agenda Item 6 Video Time (46:32):

Unfinished Business: None

Agenda Item 7 Video Time (46:35):

New Business:

Video Time (55:36)

7.1 Officer Appointment

Video Time (55:46)

MOTION MADE BY COUNCILOR FENDER TO NOMINATE COUNCILOR GIBSON TO THE POSITION OF MAYOR, SECONDED BY COUNCILOR PLATT.

VOICE VOTE: 7-AYES – 0-NEYS – 0 ABSTENTIONS– 0- RECUSED THE MOTION CARRIED 7-0.

Video Time (56:32)

MOTION MADE BY MAYOR GIBSON TO NOMINATE COUNCILOR FENDER TO THE POSITION OF PRESIDENT, SECONDED BY COUNCILOR PLATT.

VOICE VOTE: 7-AYES – 0-NEYS – 0 ABSTENTIONS– 0- RECUSED THE MOTION CARRIED 7-0.

Councilors move 7.3 up.

7.3 Resolution R-2021-01 A Resolution Approving the Fire Codes and Standards of TVF&R.

Cassandra from TVF&R presented the city council with the fire code and standards. The city council and staff discussed the codes.

[Video Time \(1:07:42\)](#)

MOTION MADE BY COUNCILOR FENDER TO APPROVE RESOLUTION R-2021-01, SECONDED BY COUNCILOR THOMPSON.

VOICE VOTE: 7-AYES – 0-NEYS – 0 ABSTENTIONS– 0- RECUSED THE MOTION CARRIED 7-0.

7.4 Second Reading of Ordinance - O-2020-2 An Ordinance Amending City of King City Municipal Code Chapter 15 (Building and Construction).

CM Weston read the ordinance by title.

Video Time (1:10:55)

MOTION MADE BY COUNCILOR FENDER TO ADOPT ORDINANCE NO. O-2020-02, SECONDED BY COUNCILOR PAULSEN.

**ROLL CALL VOTE: 7-AYES – 0-NEYS – 0 ABSTENTIONS– 0-
RECUSED**

Pres. Councilor Jaimie Fender – yes
Councilor David Platt – yes
Councilor Kate Mohr – yes
Councilor Shawna Thompson – yes
Councilor Micah Paulsen – yes
Councilor Smart Ochoi – yes
Mayor Ken Gibson – yes

THE MOTION CARRIED 7-0.

7.5 IGA for the Resiliency Project (aka Mental Health Community Psyche Program)

Staff and councilors discussed the IGA and what projects they could use it for.

[Video Time \(1:44:38\)](#)

MOTION MADE BY COUNCILOR FENDER TO APPROVE IGA FOR THE RESILIENCY PROJECT, SECONDED BY COUNCILOR THOMPSON.

VOICE VOTE: 7-AYES – 0-NEYS – 0 ABSTENTIONS– 0- RECUSED
THE MOTION CARRIED 7-0.

7.2 Consider Committee Appointments
Councilors and staff discussed and appointed counselors to State and local committees.

Agenda Item 8 Video Time (2:43:03):

Police Chief's Report:

Chief Happala mentioned that the police had had their first round of shots for COVID-19. He also noted that the department ordered more safety protection items.

Agenda Item 9 Video Time (2:50:35):

City Manager's Report:

Had the first Tac Meeting for the Master Plan yesterday.
He mentions the SAC will meet in February.
CM Weston had a meeting with Metro Trails this morning.
Staff and Counselors discussed IT issues.

Agenda Item 10 Video Time (2:56:44)

Mayors and Councilors Reports:

Councilor David Platt – mentioned the LOC City day at the Capitol.

Councilor Kate Mohr – asked about the planning commission and mentioned that she would like to see the youth council member on the planning and/or council.

Councilor Micah Paulsen – will be attending the CBDG meeting next Thursday.

Councilor Shawna Thompson – mentioned the free training by LOC.

Councilor Smart Ocholi – mentioned the WAB meeting tomorrow.

Mayor Gibson – participated in a Martin Luther King Jr. presentation video called “Awareness in Action.”

Agenda Item 11 Video Time (3:07:42):

Adjournment

**MOTION MADE BY COUNCILOR FENDER TO ADJOURNMENT,
SECONDED BY COUNCILOR THOMPSON.
THE MEETING ADJOURNED AT 8:12 P.M.**

Respectfully Submitted by:

Attested by:

Signature on Original

Signature on Original

Ronnie Smith
City Recorder

Mike Weston
City Manager

**CITY OF KING CITY
CITY COUNCIL MEETING MINUTES**

Call to Order:

[Video time \(0:19\)](#)

A regular meeting of the King City – City Council was held on ZOOM and at the City Hall in the Council Chambers with limited staff due to COVID-19: located at 15300 SW 116th Ave, King City, Oregon, beginning at 5:31 P.M. on Wednesday, March 17th, 2021. Mayor Gibson requested a moment of silence and then called the meeting to order at 5:32 P.M., followed by roll call.

[Roll Call Video Time \(1:13\):](#)

The following City Council members were present:

Pres. Councilor Jaimie Fender
Councilor David Platt
Councilor Shawna Thompson
Councilor Kate Mohr
Councilor Micah Paulsen
Councilor Smart Ocholi
Mayor Ken Gibson

Absent: None

Staff present included:

City Manager (CM) Mike Weston
City Recorder (CR) Ronnie Smith
Chief of Police (CP) Ernie Happala

Agenda Item 3 Video Time:

Approval of Minutes:

- 3.1 June 17th, 2020
- 3.2 February 10th, 2021
- 3.3 February 17th, 2021

[Video time \(3:17\)](#)

MOTION MADE BY COUNCILOR FENDER TO APPROVE THE MINUTES FROM JUNE 17TH 2020, FEBRUARY 10 & 17, 2021, WITH CORRECTIONS TO COUNSELOR PAULSEN NAME, SECONDED BY COUNCILOR MOHR.

VOICE VOTE: 7-AYES – 0-NEYS – 0 ABSTENTIONS– 0- RECUSED THE MOTION CARRIED 7-0.

[Video time \(2:10\)](#)

Change to the agenda:

Add Pre. Peterson from Metro to Special Presentation 4.0.

MOTION MADE BY COUNCILOR FENDER TO APPROVE THE CHANGE TO THE AGENDA, SECONDED BY COUNCILOR MOHR.

VOICE VOTE: 7-AYES – 0-NEYS – 0 ABSTENTIONS– 0- RECUSED THE MOTION CARRIED 7-0.

[Agenda Item 4 Video Time \(4:53\)](#)

Special Presentation:

4.0 Pres. Peterson from Metro gave a presentation on the Metro programs.

4.1 Supportive Housing Services (SHS) Local Implementation Plan (LIP) Review: Presenters: Josh Crites and Ty Schwoeffermann:

Josh gave a presentation on housing for Washington County. The staff, City councilors, and Washington county discussed housing and how the city can help.

[Agenda Item 5 Video Time \(58:31\):](#)

Open Forum:

Dr. Marvin Lynn – is a candidate for the Tigard-Tualatin School Board (TTSBD.)

Dr. Lynn introduced himself as a candidate for the school district board.

Agenda Item 6 Video Time ():

Unfinished Business: None

[Agenda Item 7 Video Time \(1:16:17\):](#)

New Business:

[Video Time \(1:16:24\)](#)

7.1 Liquor License App - Vrisso Enterprises LLC

The staff reported on Vrisso Enterprises, LLC Off-Premise liquor license. William Vrisso gave a brief description of his operations.

[Video Time \(1:23:30\)](#)

MOTION MADE BY COUNCILOR THOMPSON TO APPROVE THE OLCC LICENSE TO VRISSE ENTERPRISE, LLC SECONDED BY COUNCILOR FENDER.

VOICE VOTE: 7-AYES – 0-NEYS – 0 ABSTENTIONS– 0- RECUSED THE MOTION CARRIED 7-0.

[Video Time \(1:24:06\)](#)

7.2 Proclamation – National Community Development Week April 5-April9

CM read the Proclamation.

There was a small discussion on the Garden Villa Sewer issues.

[Agenda Item 8 Video Time \(1:37:56\):](#)

Police Chief's Report:

Chief Happala has been looking at police body cameras for our officers. He also mentioned that he might need to do an IGA with the City of Tigard.

Councilors gave a verbal consensus that if Chief can get on the Tigard order, he can.

[Agenda Item 9 Video Time \(1:51:36\):](#)

City Manager's Report:

Monday night was the public open house for the Master Plan.

CM Weston attended the Technical Advisory Committee meeting for the Master plan on Tuesday.

April open house for the TSP
May and June presentations for the TSP and Master plan.
Staff are working on HB 2001 amendments.
City staff is looking at a gas tax community outreach.
The mayor mentioned that he asked counselors Mohr and Paulsen to be a part of the team to look at options for the gas tax.

Agenda Item 10 Video Time (2:11:10)

Mayors and Councilors Reports:

Councilor Jaimie Fender – attended the CPO4K meeting. She also mentioned that she is looking at a community garden.

Councilor David Platt – mentioned that he attended the Master Plan open house.

Councilor Shawna Thompson – attended the WCCA meeting

Councilor Micah Paulsen – attended the Small Citys meeting this morning.

Councilor Kate Mohr – attended the MPAC meeting.

Councilor Smart Ocholi – will attend the WAB meeting later this month. He also mentioned that he attended the Master Plan open house.

Mayor Gibson –mentioned that he would be sending information about State legislation to the councilors.

Agenda Item 11 Video Time (2:43:10):

Adjournment

**MOTION MADE BY COUNCILOR FENDER TO ADJOURNMENT,
SECONDED BY COUNCILOR THOMPSON.
THE MEETING ADJOURNED AT 9:12 P.M.**

Respectfully Submitted by:

Attested by:

Signature on Original

Signature on Original

Ronnie Smith
City Recorder

Mike Weston
City Manager

Recommended HB 2001 Findings and Conclusions – Rough Draft 6.9.21

The relevant criteria are found in the King City Comprehensive Plan. Because the plan is organized using the Statewide Planning Goals, the city and state goals are addressed simultaneously.

Citizen Involvement - Goal 1: To develop a citizen involvement program that insures the opportunity for citizens to be involved in all phases of the planning process.

The Community Development Code (CDC) amendments were created with citizen input. The proposed amendment was advertised as required by the CDC, and the Planning Commission and City Council held public hearings to consider the amendments along with public testimony. This goal is satisfied.

Land Use Planning - Goal 2: 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 an adequate factual base for such decisions and actions.

The city has adopted the King City Comprehensive Plan and Community Development Code in accordance this goal, and as noted above, citizens were invited to participate in the creation of the amendments to comply with the requirements of HB 2001. This goal is satisfied.

Agricultural Lands – Goal 3 and Forest Lands – Goal 4

These goals are not relevant because the amendments are intended for urban rather than resource land.

Open spaces, scenic and historic areas, and natural resources – Goal 5: To conserve open space and protect natural and scenic resources.

Historic resources, open space and natural resources, consisting primarily of drainageways and wetlands, are recognized in the Comprehensive Plan and CDC. The proposed HB 2001 amendments allow for a wider range of housing types, but the amendments do not affect open space or sensitive lands protection, and these areas will continue to be protected in accordance with current standards and requirements. This goal is satisfied.

Air, water and land resource quality – Goal 6: To maintain and improve the quality of the air, water, and land resources of the state.

As noted under Goal 5 above, existing open space and natural resource areas will continue to be regulated and protected as they are today. The major intention behind the HB 2001 amendments is to allow improved access for residents to a wider range of housing choices at more affordable cost. As noted above, the CDC regulations related to Goal 5 resources will not be affected by these amendments. This goal is satisfied.

Natural Disasters and Hazards – Goal 7

This goal will not be affected because all current regulations related to natural hazard avoidance,

protection, and mitigation will continue to be in effect. This goal is satisfied.

Recreational Needs – Goal 8: To satisfy the recreation needs of the citizens of the state and visitors and, where appropriate, to provide for the siting of necessary recreational facilities including destination resorts.

This goal is not relevant because the proposed HB 2001 amendments are not intended to provide or affect significant recreational opportunities.

Economy – Goal 9: To provide adequate opportunities throughout the state for a variety of economic activities vital to the health, welfare, and prosperity of Oregon’s citizens.

The HB 2001 amendments are designed to promote a wider range of more affordable housing choices. Housing is an essential component for promoting the health, welfare, and prosperity of residents in the city and surrounding area. This goal is satisfied.

Housing – Goal 10: To provide for the housing needs of citizens of the state.

The HB 2001 amendments provide for a wider range of “middle housing” that consists of duplexes, triplexes, quadplexes, and cottage clusters. The city’s current residential zoning already allowed many of these housing types, in many ways, the impact of HB 2001 requirements will not substantially change the city’s requirements. It also allows for a range of housing types, such as townhomes, apartments, and live-work units that tend to be more affordable. This goal is satisfied.

Public Facilities and Services – Goal 11: To plan and develop a timely, orderly and efficient arrangement of public facilities and services to serve as a framework for urban and rural development.

The HB 2001 amendments will not allow significant increases in density or impacts on public facilities or services within the existing city for two primary reasons. First, the city is fully developed, and there are few developable parcels available. Second, existing development is characterized by higher densities and small lot sizes yielding limited potential for increasing residential densities through redevelopment, adding another unit, etc. As a result, public services and facilities are not expected to be adversely impacted. The HB 2001 amendments will increase the potential residential densities in the western expansion area known as Kingston Terrace. This area is currently being master planned and the impact of higher densities can be accommodated by the new infrastructure that will be provided as this area develops. This goal is satisfied.

Transportation – Goal 12: To provide and encourage a safe, convenient and economic transportation system.

The HB 2001 amendments are expected to result in somewhat higher residential densities with the allowance of 2, 3, and 4-unit residences on single lots. This higher density and mix of housing types generally translates to a higher degree of walkability because distances between homes and destinations tend to be shorter. This goal is satisfied.

Energy Conservation – Goal 13: To conserve energy.

The promotion of a greater degree of attached residences at higher densities. These building types generally are more energy efficient due to common wall construction. In addition, higher densities with the pedestrian and bicycle facilities required for new development will tend to create a more energy-efficient community where short vehicular trips can be partially replaced with walking, bicycling, or transit trips. This goal is satisfied.

Urbanization – Goal 14: To provide for an orderly and efficient transition from rural to urban land use.

The allowance for a higher density mix of residential types will reduce the demand for more housing outside of the current UGB and urban reserve areas. This goal is satisfied.

EXHIBIT A
Comprehensive Plan and CDC Amendments

Date 01 June 2021

Subject King City HB 2001 Code Update

To Keith Liden, City of King City

From Marcy McInelly, (Urbsworks, Inc.)

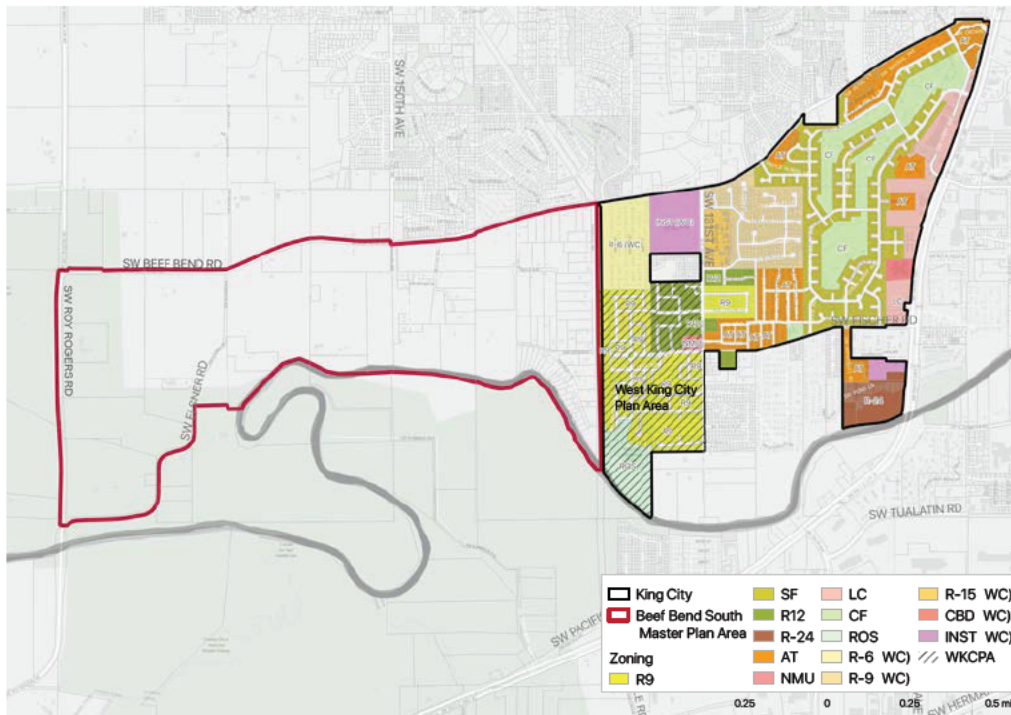
PROPOSED AMENDMENTS | CITY OF KING CITY MIDDLE HOUSING PROJECT

PROJECT OVERVIEW

King City Community Development Code (CDC) project will update the Comprehensive Plan and the CDC so they fully comply with House Bill 2001 for Housing Choices. The objective of these updates is to further expand the range of middle housing types, including duplexes, triplexes, quadplexes, townhouses and cottage clusters, which are allowed and encouraged by the city. The project began in December and will be completed in June.

Updates resulting from this project will be incorporated into the larger city-led project to update the CDC overall. In addition to complying with HB 2001, the update will improve the code organization to facilitate necessary amendments over the next several years related to the city's planning efforts including the King City Transportation System Plan (TSP) and Beef Bend South Master Plan.

King City areas affected by HB 2001 Middle Housing requirements



State-required HB 2001 amendments to King City's Comprehensive Plan and Community Development Code (CDC) will apply to the residentially-zoned areas in existing King City. In addition, improvements to the city's code organization will facilitate necessary amendments over the next several years related to the city's first Transportation System Plan (TSP) and Kingston Terrace (Beef Bend South) master planning efforts.

A final task for the King City Community Development Code (CDC) project is to complete any King City Community Development Code (CDC) amendments necessary to comply with House Bill 2001 and support the City's goal for greater housing choices.

The following table summarizes the proposed amendments by identifying the CDC section, the type of amendment (HB 2001 compliance or general), and the recommendation. The text for the proposed amendments is provided in the attachment.

On February 25th, the Planning Commission reviewed the draft amendments, considered public comments, and forwarded a recommendation to the City Council to approve the CDC amendments. The City Council will consider the Planning Commission recommendation along with public and agency comments at its hearing on March 18th and make a decision regarding adoption of the proposed CDC amendments.

Project Timeline and Planning Commission role

Task 1 Code Audit was completed at the end of January. The Code Audit identified areas of inconsistency with HB 2001 in the King City CDC and Comprehensive Plan. The Planning Commission reviewed the Code Audit at its January meeting to understand key issues.

Urbsworks reviewed the overall code structure as part of Task 2 to better understand where amendments would be required as part of this project. Three different proposed structures were discussed in the February Draft Amendments and presented to the Planning Commission in March. Based on discussion and direction received, the following option has been selected among the three proposed CDC Reorganization Options:

Reorganize the zoning districts to group residential zones and use tables to present the standards.

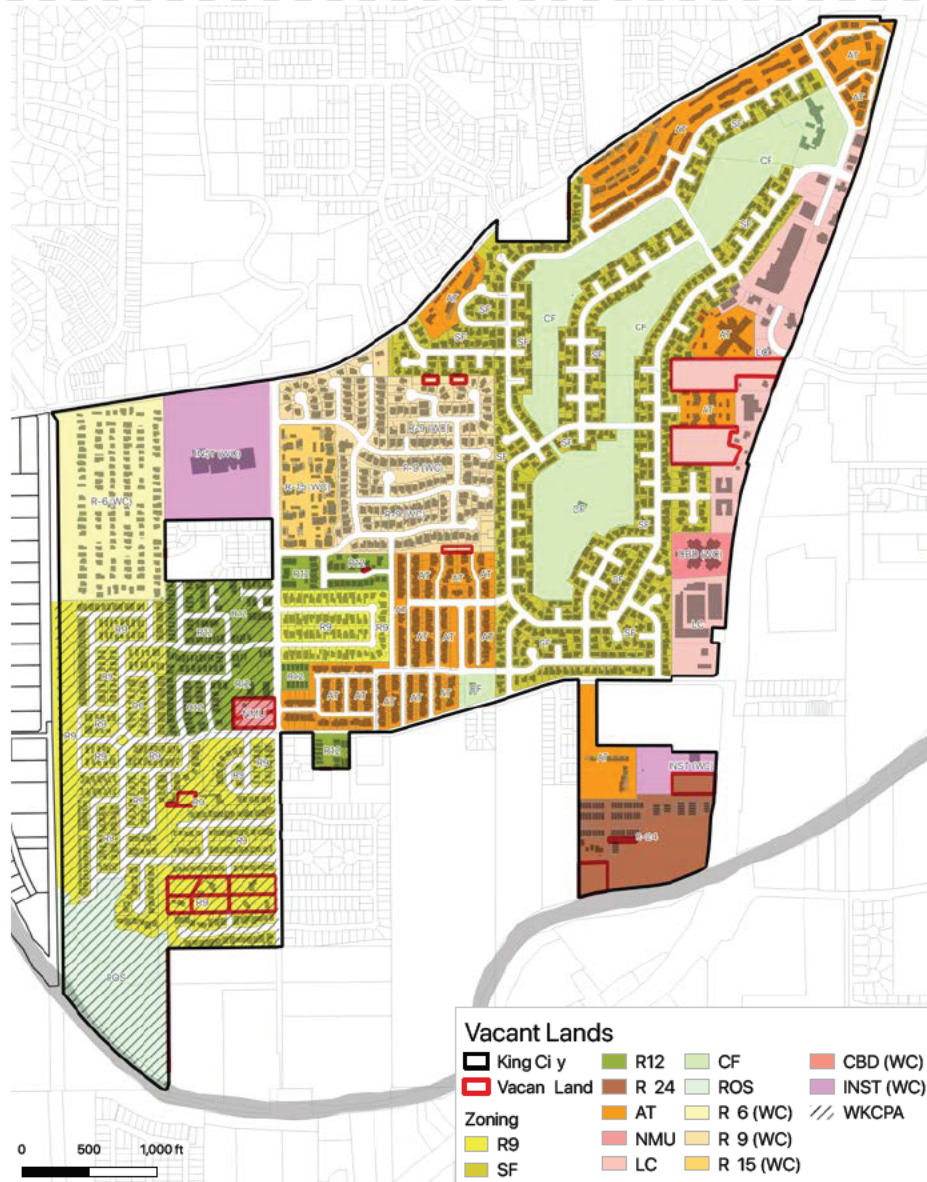
Based on this direction, draft and refined amendment proposals were reviewed through the spring, as follows:

December 2020-January 2021	January – February 2021	March – May 2021	May – June 2021
Task 1 – Code Audit–completed	Task 2 - Draft Amendments	Task 3 – Refinement of Amendments	Task 4 – Public Hearing
Review conducted by the Planning Commission and Technical Advisory Committee	Planning Commission role: · Review preliminary amendments and provide feedback. · Learn about public involvement	Planning Commission role: · Two sessions to accept comments and recommendations on the public drafts.	Planning Commission role: · <i>Review proposed amendments and make recommendations to the City Council.</i>

Existing King City Vacant Land

The proposed HB 2001 amendments will apply to land within existing King City, however, the likelihood of middle housing infill within existing King City is low, because vacant land in existing King City is rare, as highlighted in the map below (red outlined areas represent vacant land).

Vacant land within the Existing King City area



The proposed HB 2001 amendments will apply to land within existing King City, however, the likelihood of middle housing infill within existing King City is low, because vacant land in existing King City is rare. Development within existing King City is already consistent with goals of middle housing, i.e., compact housing, attached forms, small lots.


Kingston Terrace Master Plan Area

The Kingston Terrace Master Plan area will see more housing, and it will be subject to the requirements of HB 2001. The Kingston Terrace Master Plan is a current project, and, in coordination with that project, code amendments will occur later in 2021 and into 2022 (see Timeline for CDC Amendments, page 5). New housing in Kingston Terrace will be similar to the housing in original King City, in that it will be compact housing with attached forms and small lots. These forms will be intermixed with detached forms. These concepts for housing are consistent with the vision for mixed income affordable housing as described in the 2018 Concept Plan.

Kingston Terrace housing – Figures from the 2018 Concept Plan




Universal block configurations
An intermix of housing types is made possible with blocks that combine alleys and are set up to accommodate a range of lot widths.

Flexible lot widths
Ideal blocks are typically 200 to 220 feet deep and 200 to 350 feet wide. Lots are increments of 25 to 30 feet, permitting the intermixing of narrow lot dwellings alongside more conventional suburban residential lots (which are typically 30 to 60 feet). The intermixing of lot widths ensures that affordable compact housing types can sit side-by-side along with more conventional larger-lot detached houses. Exceptions are cottage clusters and smaller-scale apartments (garden apartments, converted apartments), which need aggregated lots. Such apartment buildings need to be sized and designed to fit into the neighborhood context.



High to mid density neighborhood block

Average density	18 dwelling units per acre
Density range	8-20 dwelling units per acre
Percent multi-dwellings	25% (apartments)
Housing types	Live-work, rowhouse, duplex, cottage cluster, detached single dwelling with accessory dwelling unit (ADU)

King City Urban Reserve Area 80 Concept Plan | May 2018 page 49

King City Concept Plan, 2018, page 49

The Kingston Terrace Master Plan area will see more housing. It will be similar to the compact housing within existing King City, in that it will be compact, and attached, detached, stacked, or side-by side. The vision for housing in Kingston Terrace, as articulated in the 2018 Concept Plan, will be lots and dwellings in a range of sizes, shapes, designs, and levels of affordability, consistent with the goal for mixed income affordable housing.

Timeline for CDC Amendments

Now through June 2021	July 2021 through Spring 2022	Spring through June 2022	After June 2022
Existing King City	Kingston Terrace	Existing King City and Kingston Terrace	All areas
* Proposed CDC Amendments for HB 2001 compliance – Existing King City	Proposed CDC Amendments for HB 2001 compliance – Kingston Terrace	Final HB 2001 Amendments for HB 2001 compliance – Existing King City and Kingston Terrace <i>All final HB 2001 Amendments must be adopted in June 2022</i>	Any other amendments for cleanup and readability



This is where we are today

Draft CDC Amendments

The table beginning on the following page lists the draft amendments including:

- CDC sections listed in numerical order
- Amendment type – HB 2001 compliance, general housekeeping, or both
- Description – Description and rationale for the proposed amendment

Amendments required for HB compliance are noted in the table. They are intended to bring the City's CDC into compliance with the two HB 2001 components: OAR 660-046-0000 through 660-046-0235 (Division 46), and the Large City Model Code (LCMC). They typically do the following:

- Permit duplexes on all lots which permit detached single dwellings.
- Permit Triplexes, Quadplexes, Townhouses, and Cottage Clusters in areas zoned for residential use that allow for the development of single detached dwellings.
- Amendments to numerical and other standards so they comply with the numerical standards for each of the middle housing types.

Other Amendments

Kingston Terrace amendments

As noted above, the Kingston Terrace Master Plan will generate code amendments for new housing that comply with HB 2001 rules for Master Plans adopted after January 1, 2021. Besides allowing the development of all middle housing types (as provided in OAR 660-046-0205 through OAR 660-046-0235), King City must plan to provide urban water, sanitary sewer, stormwater, and transportation systems that accommodate at least 20 dwelling units per net acre.

To comply, the Kingston Terrace code sections will address minimum density requirements and density ranges for different sub areas. This will involve clarification of the city's current method for calculating density. Currently the city

regulates density based on a percentage of the allowed maximum. Under HB 2001, however, a city is not allowed to apply density maximums to duplexes, triplexes, quadplexes or cottage clusters. Therefore, the method for calculating density will be regulated differently, such as setting a minimum density with no defined maximum. The total amount of density will be controlled by form based zoning approaches such as setbacks, maximum height, lot coverage, and other possible tools.

Other amendments

There are a number of CDC amendments listed in the table that are not required for HB 2001 compliance. They typically include improved formatting of the Single Dwelling Residential zones, re-numbering of sections, and the integration of tables for the display of numerical information. Examples of such tables were discussed with Planning Commission in the Spring; see pages 8 and 9 for those examples.

CDC Amendment Summary Table

The attachment contains the CDC amendment language. The amendments are presented in the same order as the table below.

CDC Section	Amendment Type		Proposed amendments
	HB 2001	General	
ARTICLE 1			
Section 16.24.030 C. Residential Use Types	✓		Amendments to residential use definitions
ARTICLE 3			
6.84 through 16.100	✓	✓	Combine the provisions for the city's residential districts (R-9, SF, AT, R-12, R-15, and R-24 districts) into one overall residential zoning chapter with a reorganized and amended set of development and design standards.
16.80.020	✓	✓	Amend <i>Zoning classification districts table</i> to reflect new form based approach ordering, with Single Use Residential Zones listed in order of density. Delete reference to number of dwelling units per acre; the maximum number of dwelling units per acre will be determined by the development standards and the housing types permitted in the zone. The two original King City zones (SF and AT) are listed last.
16.84.010		✓	Amend this section to contain all the Purpose Statements for the six single dwelling residential zones. No amendments are proposed for the Purpose Statements.
16.84.020	✓		Add a new table, <i>Housing Types Permitted by Single Use Residential Zone</i> . The table clarifies that a housing type is not a land use category. It lists those housing types that are permitted in each of the residential zones. Delete reference to housing types within the Permitted Uses listings, for all single use residential zones.

CDC Section	Amendment Type		Proposed amendments
	HB 2001	General	
16.84.030	✓	✓	Add a new table, Dimensional and Density Requirements for Single Use Residential Zones, with all development standards in a single consolidated table format
16.80 and 16.82	✓	✓	Supporting amendments for consistency with the Chapter 16.84 through 16.100 amendments.
ARTICLE 4			
16.132 Parking and Loading	✓	✓	Amendments to parking space standards (e.g., parking space markings not applicable to middle housing). Consider amending 16.136.030 - Access standards—Residential to right-size pavement width for access/egress for middle housing up to six units. Amend applicability of this section to include detached dwellings on a single lot.
16.146 Density Calculations	✓		Amendments to clarify that density maximums do not apply to duplexes, quadplexes, triplexes, or cottage clusters; clarify that townhouses have a maximum density of 25 dwelling units per acre; clarify that cottage clusters have minimum density requirement of 4 dwelling units per acre and are exempt from density maximums.
ARTICLE 5			
16.152.020	✓	✓	Applicability of Provisions - remove site plan review requirements for duplexes, triplexes, quadplexes, and cottage cluster development from the requirements of Chapter 16.152 Site Plan Review.
16.178			Minor amendments to Accessory Dwelling Unit provisions to delete reference to "single family."

Dimensional standards table example – listing standards by housing type

urb s w o r k s

DRAFT | REVISED 10/16/19

T	STANDARDS	TINY HOUSE			COTTAGE CLUSTER			PLEX			SINGLE DWELLING			TOWNHOUSE		
		WITH ALLEY	NO ALLEY	INFILL	WITH ALLEY	NO ALLEY	INFILL	WITH ALLEY	NO ALLEY	INFILL	WITH ALLEY	NO ALLEY	INFILL	WITH ALLEY	NO ALLEY	INFILL
a	Lot width (feet)	20	40	40	100	100	100	30	40	40	30	40	40	20	40	40
b	Lot depth (feet)	30	40	80	80	60	100	60	80	80	60	80	80	60	80	80
c	Lot size (square feet)	600	1,600	2,400	10,000	9,000	14,000	1,800	3,200	3,200	1,800	3,200	3,200	1,200	3,200	3,200
d	Front setback (feet)	15		Match existing	15		Match existing	15		Match existing	15		Match existing	15		Match existing
e	Side setback (feet)	0', 10 exterior		7.5, 15 exterior	7.5, 15 exterior			7.5, 10 exterior		7.5, 15 exterior	7.5, 10 exterior		7.5, 15 exterior	0, 15 exterior		
f	Rear setback (feet)	0 with a garage, 20 without garage ²	20		0 with a garage, 20 without garage ²	20		0 with a garage, 20 without garage ²	20		0 with a garage, 20 without garage ²	20		0 with a garage, 20 without garage ²	20	
g	Building height (feet)	25			25			35			35			35		
h	Parking Zone	For lots with an alley: Parking is required to be located adjacent to the alley. Parking is permitted to be located on the surface or in a garage. Front setback for parking zone: _____. Side yard setback for parking zone: minimum 3 feet except for infill then the minimum side yard setback is 7.5 feet. Parking zone depth _____. For lots without an alley: Parking is permitted to be located on the surface or in a garage. Front setback for parking zone: _____. Side yard setback for parking zone: minimum 3 feet, except for infill then the minimum side yard setback is 7.5 feet. Parking zone depth _____. Driveways Driveway width excluding apron: maximum 20 feet for single, 18 feet for double. Required distance between driveways: 24 feet, except when driveways are paired, then zero distance permitted.														
	Off-street Parking	1 per unit			1 per unit			1 per unit			1 per unit			1 per unit		
i	Other requirements				Minimum of 4 dwellings									No more than 4 units connected		
	Universal Design Standards and Subdivision Standards that apply	Street frontage Front yard Alleys Private open space Compatibility Façade Parking Subdivision Standards: Zero Lot Line, Through Block and Corner Common Greens			Street frontage Front yard Alleys Private open space Common open space Compatibility Façade Parking Subdivision Standards: Zero Lot Line, Through Block and Corner Common Greens			Street frontage Front yard Alleys Private open space Compatibility Façade Parking Subdivision Standards: Zero Lot Line, Through Block and Corner Common Greens			Street frontage Front yard Alleys Private open space Compatibility Façade Parking Subdivision Standards: Zero Lot Line, Through Block and Corner Common Greens			Street frontage Front yard Alleys Private open space Compatibility Façade Parking Subdivision Standards: Zero Lot Line, Through Block and Corner Common Greens		

¹ Must meet all requirements of Zero Lot Line Subdivision standards

² From alley property or easement line.

Dimensional standards table example – listing standards by zoning district

9.12.6-3 Flex House

Residential Building Type Flex House shall conform to the following standards:

	ALBERTA DRIVE/ BIRCHGROVE	RIVERSIDE	WATERWAYS	WATERWAYS MOBILE HOME
a Lot width	Min. 12.2m Min. 7.6m for lots between Franklin Ave and Birch Road	Min. 7.6m	Min. 12.2m	Min. 10m
b Lot depth	Min. 30m	na	Min. 30m	na
c Lot size	Min. 400m ² Min. 366m ² for lots between Franklin Ave and Birch Road	na	Min. 372m ²	Min. 260m ²
d Front yard setback	Min. 6m	Min. 6m	Min. 4.5m	Min. 2.0m
e Side yard setback	Min. 1.2m Min 0m with common wall construction Min. 3m (Exterior)	Min. 1.2m Min 0m with common wall construction Min. 6m (Exterior)	Min. 1.2m Min 0m with common wall construction Min. 3m (Exterior)	na
f Rear setback	For lots with a lane: Min. 1m with garage Min. 6m without garage Intermediate setbacks between 1.5m and 6m are not permitted For lots without a lane: Min. 4.6m	For lots with a lane: Min. 1m with garage Min. 6m without garage Intermediate setbacks between 1.5m and 6m are not permitted For lots without a lane: Min. 7.5m	For lots with a lane: Min. 1m with garage Min. 6m without garage Intermediate setbacks between 1.5m and 6m are not permitted For lots without a lane: Min. 3m	Min. 2m
g Lot coverage and building width	Max. 45%, except Max 65% for parcels fronting on Centennial Drive Max. building width 21m	na	Max. 50% Max. building width 17m	Max. 45%
h Building height	The maximum Height of Buildings is set out in the City Centre Height Map in Appendix 3			
i Required walkway	Min. 1.5m wide walkway required between the street and the primary structure, if the primary structure contains more than one dwelling			
j Parking zone	For lots with a lane: Parking is required to be located adjacent to the lane. Parking is permitted to be located on the surface or in a garage. Side yard setback for parking zone: Min. 1.2m. Parking zone depth: Max. 13.7m. For lots without a lane: Parking is permitted to be located on surface or in a garage. Front setback for parking zone: Min. 7.6m. Side yard setback for parking zone: Min. 1.2m. Parking zone depth: Max. 13.7m			
k Vehicular entrance width	Max. 7m for lots 12.2m wide or wider; the 7m may be shared over 2 driveways (e.g. 3.5m per driveway) Max. 3.5m for lots less than 12.2m wide			

Date: 26 May 2021
Subject: King City Middle Housing – Draft Code Amendments
To: Keith Liden, Mike Weston, City of King City
From: Marcy McInelly AIA, Urbsworks, Inc.

KING CITY | PROPOSED AMENDMENTS FOR HB2001 COMPLIANCE

AMENDMENTS TO ARTICLE 1 – 16.80 – 16.112

Color / font key for Volume

Chapter heading containing an amended Sub-chapter

Amended Sub-chapter heading

Description of specific amendments to a section

~~Deleted section~~

Added section

Title 16 - COMMUNITY DEVELOPMENT AND ZONING CODE^{[1](#)}

Chapter 16.24 - DEFINITIONS

16.24.010 - Meaning of words generally.

- A. All of the terms used in this title have their commonly accepted dictionary meaning unless they are specifically defined in this chapter or the context in which they are used clearly indicates to the contrary.
- B. All words used in the present tense include the future tense.
- C. The words "shall" and "must" are mandatory and the word "may" is permissive.

(Ord. 96-4 § 1 (part), 1996)

16.24.020 - Definitions of specific terms.

As used in this title the following words and phrases shall mean:

The following sections are not amended and have been removed to aid readability

Abut/abutting through Yard /side

(Ord. No. [O-98-01](#), § 2, 10-7-1998; Ord. No. [O-2016-03](#), § 1(Exh. A), 9-21-2016; Ord. No. [O-2018-04](#), § 2(Exh. B), 8-1-2018; Ord. No. [O-2018-05](#), § 1(Exh. A), 10-17-2018; [Ord. No. O-2020-01](#), § 1(Exh. A), 8-19-2020)

16.24.030 - Definitions of land use types.

- A. The purpose of the section is to classify land uses and activities into use categories on the basis of common functional, product or physical characteristics. Characteristics include the type and amount of activity, the type of customers or residents, how goods or services are sold or delivered, and certain site factors. The types of uses allowed in the various zones are based on the goals and policies of the comprehensive plan.
- B. Considerations.
1. Uses are assigned to the category whose description most closely describes the nature of the primary use. Developments may have more than one primary use, and accessory activities may also be present. Primary and accessory uses are addressed in subsections (2) and (3) of this section.
 2. The following factors are considered to determine what category the use is in, and whether the activity(ies) constitute primary or accessory uses:
 - a. The description of the activity(ies) in relationship to the characteristics of each use category;
 - b. The relative amount of site or floor space and equipment devoted to the activity;
 - c. The relative amount of sales from each activity;
 - d. The number and type of customers for each activity;
 - e. The relative number of employees in each activity;
 - f. Hours of operation;
 - g. Building and site arrangement;
 - h. The number and type of vehicles used with the activity;
 - i. The relative number of vehicle trips generated by the activity(ies);
 - j. Signs;
 - k. How the use advertises itself; and
 - l. Whether the activity(ies) would be likely to be found independent of the other activities on the site.
 3. Multiple Primary Uses. When a development has a number of primary uses that fall within one use category, then the development is assigned to that use category. For example, if a development includes a grocery store and pharmacy, the development would be classified as a commercial retail sales and service use.

When the primary uses in a development are within different use categories, each primary use is classified in the applicable category and is subject to the regulations for that category.
 4. Accessory Uses. These uses are allowed by right and are regulated in conjunction with the primary use unless otherwise stated in this title.
 5. Examples and Exceptions. To help illustrate the types of uses allowed or not allowed under a specific uses category, examples and/or exceptions are given. They are based on the common meaning of the terms and not on what a specific use may call itself.

C. Residential Use Types.

Description of specific amendments

Amend Dwelling, multi-family to permit detached dwellings as well as attached dwellings, and to delete reference to "family."

"Dwelling, multi-family" means a structure that contains three or more dwelling units which **may** share common walls, floors or ceilings with one or more than two dwelling units on one lot. **Dwelling units may be attached or detached.**

"Dwelling, single-family attached" means a dwelling unit, located on its own lot, that shares one or more common or abutting walls with one or more dwelling units. It does not share common floors or ceilings with other dwelling units.

"Dwelling, single-family detached" means a detached dwelling unit located on its own lot.

"Dwelling unit, accessory" means a second and independent living unit created on a lot with a primary dwelling, which may be an attached or detached single-family dwelling or manufactured home. This second unit is created auxiliary to, and is always smaller than the primary dwelling. It has a separate kitchen, living, bathroom, and sleeping facilities within the primary dwelling or in a separate accessory building on the same lot as a primary dwelling. Because it is considered as an accessory use, this type of residential unit is not included in density calculations.

Description of specific amendments

Amend Duplexes to permit detached dwellings as well as attached dwellings.

"Duplex" means a structure that contains two primary dwelling units on one lot. The units ~~must~~**may** share common walls, floors or ceilings.

The following sections are not amended and have been removed to aid readability

Family care through Residential home

Date: 26 May 2021
Subject: King City Middle Housing – Draft Code Amendments
To: Keith Liden, Mike Weston, City of King City
From: Marcy McInelly AIA, Urbsworks, Inc.

KING CITY | PROPOSED AMENDMENTS FOR HB2001 COMPLIANCE

AMENDMENTS TO ARTICLE 3 – 16.80 – 16.112

Color / font key for Volume

Chapter heading containing an amended Sub-chapter

Amended Sub-chapter heading

Description of specific amendments to a section

~~Deleted section~~

Added section

Title 16 - COMMUNITY DEVELOPMENT AND ZONING CODE¹

Article III. - Land Use Districts

Chapter 16.80 - GENERAL PROVISIONS

16.80.010 - Districts generally.

All lands, tracts and area within the corporate limits of the city area are included within one of the following described land use zoning districts. The purpose of use, classification and uses of each tract within the corporate limits of the city shall be limited to those applicable to the zoning classification district within which such tract or lands are situated.

(Ord. O-99-6 § 1 (part), 1999; Ord. 96-4 § 1 (part), 1996)

16.80.020 - Zoning classification districts.

The city is divided into the following zoning classification districts, with applicable abbreviated designation, shall be as follows:

District	Abbreviated Designation
Small Lot and Attached Residential (9 du/ac)	R-9
Attached Residential (12 du/ac)	R-12
Single family Residential (10 du/ac)	SF
Apartment and Townhouses (Approx. 15 du/ac)	AT
Attached Residential (12 du/ac)	R-12
Multi-family Residential (15 du/ac)	R-15
Multi-family residential (24 du/ac)	R-24
Single-family Residential (10 du/ac)	SF
Apartment and Townhouses (Approx. 15 du/ac)	AT
Neighborhood Mixed-Use	NMU
Limited Commercial	LC
Community Facilities	CF

Recreation Open Space	ROS
-----------------------	-----

The following sections are not amended and have been removed to aid readability
 16.80.030 - Location of districts. through Chapter 16.82 - UNLISTED USE: AUTHORIZATION OF SIMILAR USE

Chapter 16.84 – SMALL LOT AND ATTACHED RESIDENTIAL ZONE (R-9)¹²

Footnotes:

--- (2) ---

Note— Prior Ch. 16.84 derived from Ords. 96-4 and O-99-6.

16.84.010 – Purpose Statements. Purpose Statements – Single Use Residential Zones

Amendments to this section

Relocate all Single Dwelling Purpose Statements to this section, and list them in the following order:

- R-9 – Small Lot and Attached Residential
- R-12 – Attached Residential
- R-15 – Multi-family Residential
- R-24 – Multi-family residential
- SF – Single-family Residential
- AT – Apartments and Townhouses

Alternatively, combine each separate purpose statement into one single, new purpose statement that describes all Single Use Residential Zones, and includes language about middle housing.

~~The purpose of the R-9 zone is to provide land for housing opportunities for individual households. The zone implements the comprehensive plan policies and regulations that are intended to create, maintain and promote single family residential neighborhoods. This land use designation is intended to generally apply to annexed properties that were designated as R-9 in Washington County or in the West King City planning area.~~

(Ord. O-02-4 § 2 (part), 2002)

16.84.020 – Housing Types Permitted by Single Dwelling Residential Zone

A housing type is not a use category. It describes a type of development that can contain a Residential Use.

	<i>R-9</i>	<i>R-12</i>	<i>R-15</i>	<i>R-24</i>	<i>SF</i>	<i>AT</i>
<i>Single dwelling detached</i>	<i>P</i>	<i>P</i>	<i>P</i>	<i>P</i>	<i>P</i>	<i>P</i>
<i>Single dwelling attached</i>	<i>P</i>	<i>P</i>	<i>P</i>	<i>P</i>	<i>N</i>	<i>P</i>
<i>Dwelling, accessory</i>	<i>P</i>	<i>P</i>	<i>P</i>	<i>P</i>	<i>P</i>	<i>P</i>
<i>Duplex</i>	<i>P</i>	<i>P</i>	<i>P</i>	<i>P</i>	<i>P</i>	<i>P</i>
<i>Manufactured home on an individual lot</i>	<i>P</i>	<i>P</i>	<i>P</i>	<i>P</i>	<i>P</i>	<i>P</i>
<i>Multi-dwelling</i>	<i>N</i>	<i>P</i>	<i>P</i>	<i>P</i>	<i>N</i>	<i>P</i>
<i>P – Permitted N – Not permitted</i>						

16.84.020 - Permitted uses.

Amendments to this section and subsequent Single Dwelling Residential Zoning Permitted Uses listings

Delete reference to Housing Types in the following permitted use lists:

- R-9 – Small Lot and Attached Residential
- R-12 – Attached Residential
- R-15 – Multi-family Residential
- R-24 – Multi-family residential
- SF – Single-family Residential
- AT – Apartments and Townhouses

A permitted use is a use, which is allowed outright, but is subject to all applicable provisions of this title. If a use is not listed as a permitted use, it may be held to be a similar unlisted use under the provisions of Chapter 16.82. Permitted uses in the R-9 zone are:

- ~~A. Dwelling, single family detached;~~
- ~~B. Dwelling, single family attached;~~
- ~~C. Duplex;~~
- ~~D. Manufactured home on an individual lot;~~
- E. Residential home;
- F. Manufactured/Mobile home parks and subdivisions;
- G. Family day care (family care);
- H. Park and open space created as part of a subdivision or planned development; and
- ~~I. Dwelling, accessory.~~

(Ord. O-03-2 § 1 (part), 2003; Ord. O-02-4 § 2 (part), 2002)

16.84.030 - Conditional uses.

A conditional use is a use, which is subject to a discretionary decision by the planning commission. The approval criteria are set forth in Chapter 16.156. If a use is not listed as a conditional use, it may be held to be a similar unlisted use under the provisions of Chapter 16.82. Conditional uses in the R-9 district are:

- A. Schools;
- B. Utilities;
- C. Community services;
- D. Parks and open space not created as part of a subdivision or planned development;
- E. Religious assembly;
- F. Public safety facilities;
- G. Day care group home (family care); and
- H. Recreation vehicle and boat storage serving only the residents within the development.

(Ord. O-02-4 § 2 (part), 2002)

16.84.040 - Dimensional and density requirements.

Amendments to this section and subsequent Single Dwelling Residential Zoning Dimensional and Density Requirements

The table below replaces any Dimensional Requirement Tables or listings for the following zones:

- R-9 – Small Lot and Attached Residential
- R-12 – Attached Residential
- R-15 – Multi-family Residential
- R-24 – Multi-family residential
- SF – Single-family Residential
- AT – Apartments and Townhouses

Table - Dimensional and density requirements for Single Dwelling Residential Zones

Dimensional and density requirements	Zones					
	R-9	R-12	R-15	R-24	SF	AT
Dwelling units per acre	9	12	15	24	10	15
Minimum lot size, in square feet	2,400	2,000	5,000	5,000	4,000	5,000
Minimum lot width, in feet	30¹	28¹	-	-	40	40
Minimum lot depth, in feet	60	60	-	-	80	80
Front yard setback, front yard to residential building, minimum / maximum, in feet	12 / 26	10 / 26	15	15	10	10

¹ Minimum average lot width, in feet: 24

Dimensional and density requirements	Zones				SF	AT
	R-9	R-12	R-15	R-24		
Front yard setback, to porch, minimum / maximum, in feet	8 / 20	6 / 15	15	15		-
Front yard setback, to garage, minimum, in feet	18	18	15	15	10	-
Corner lot setback – front yard / side yard, minimum, in feet	10	10 / 8	-	-		-
Corner lot setback – garage, minimum, in feet	18	18	-	-		-
Side yard, interior – minimum, in feet²	3	3	-	5	4	5 / 10³
Rear yard – to residential building, minimum, in feet⁴	10	10	20	20	4	20
Rear yard – to garage entry on alley, minimum, in feet⁵	0-6	0-6	20	20		15
Maximum building height, in feet	35	35	35	45	20	30
Maximum height, accessory structures and detached accessory dwellings, in feet	25	25	25	Per 16.176 and 16.178		Per 16.176 and 16.178
Maximum coverage of buildings and impervious surfaces⁶	80%	80%	75%	75%	75%	75%

Amendment note: Within the R-24 zone, the maximum height of 45 feet has been amended from 30 feet for single dwellings, and 40 feet for multi-dwellings.

The dimensional and density requirements of the R-9 district are:

Dimensional Requirements Table	
Minimum and average lot size/land area per unit	
Single family detached units	2,400 min./2,800 avg. square feet

² For 0-foot setback buildings, setback is 0 feet. In all cases, 0-foot setback buildings shall either: (1) be attached at the property line; or (2) have a minimum separation of 6 feet.

³ Side yard of five feet for a one story structure, and ten feet for two-story structures

⁴ 0 feet for a detached accessory dwelling unit or building less than or equal to 18 feet in height

⁵ 0-6 feet or ≥ 18 feet to a garage entrance to an alley

⁶ Maximum coverage cannot apply to Cottage Clusters

Duplex	4,400 min./4,800 avg. square feet
Single family attached and 0 foot setback units	2,000 min./2,400 avg. square feet
Minimum average lot width (per lot)	
Single family detached units	30 feet
Duplex	48 feet
Single family attached and 0 foot setback detached units	24 feet
Minimum average lot depth (per lot)	
Single family detached units	60 feet
Duplex	60 feet
Single family attached and 0 foot setback detached units	60 feet
Setbacks (measured from property lines, except as noted for garage entrances)*	
Front yard	12 feet minimum and 26 feet maximum to front building wall.
	8 feet minimum and 20 feet maximum to front porch.
	18 feet from the nearest edge of the public sidewalk to front of garage entrance. The front lot line shall be used if a sidewalk will not be present prior to occupancy permit.
Front yard—corner	For corner lots, at least one street frontage shall meet the front yard requirements above. For the second front yard, the following standards apply:
	10 feet minimum for a side yard facing a street.
	18 feet from the nearest edge of the public sidewalk to front of garage entrance. The front lot line shall be used if a sidewalk will not be present prior to occupancy permit.

Side yard—interior	0 feet, or a minimum of 3 feet. In all cases, 0 foot setback buildings shall either: (1) be attached at the property line; or (2) have a minimum separation of 6 feet.
Rear yard	10 feet minimum for residential building.
	0 feet for a detached accessory dwelling unit or building less than or equal to 18 feet in height.
	0-6 feet or ≥ 18 feet to a garage entrance to an alley.
Building height	
Single family duplex, and accessory dwellings that are within or attached to the primary dwelling	35 feet
Accessory structures and detached accessory dwellings	25 feet
Density standards	
Maximum	9 units per gross acre (Chapter 16.146)
Minimum	80% of the allowed maximum

* In addition, building setbacks for each type of structure must comply with the current Oregon Building Code.

(Ord. O-02-4 § 2 (part), 2002; [Ord. No. O-2020-01](#), § 1(Exh. A), 8-19-2020)

16.84.050 - Design requirements.

In addition to the dimensional requirements in Section 16.84.040, the following design requirements shall apply:

Design Requirements Table	
Main entrance	
Location	Within 8 feet of the longest front building wall (see Figure 1). The applicant/owner

	may select which street frontage to use for a corner lot.
Orientation	<p>Face the street at an angle that does not exceed 45 degrees; or</p> <p>Open onto a porch, which has:</p> <ul style="list-style-type: none"> • A minimum of 25 square feet with a minimum dimension of 4 feet; • At least one entrance facing the street; and • A roof that covers at least 30 percent of the porch area (see Figure 2).
Front windows - First floor of all dwellings	
Minimum glazing area	<p>20 sq. ft. for each building wall facing a street.</p> <p>Windows in entry or garage doors shall not be included to meet this standard.</p>
Maximum window sill height	4 ft. above finished first floor elevation for the window(s) necessary to meet the 20 sq. ft. minimum glazing area standard. No sill height standard for all other windows.
Garage door frontage - Maximum percentage of the building width allowed for the garage door	
Single-family detached units	<p>50% when the garage door setback is the same or less than the front building wall. Garage door setback shall be no more than 6 feet less than the front building wall setback.</p> <p>60% when the garage setback is at least 4 feet behind the front building wall or front porch.</p> <p>70% when the garage setback is at least 8 feet behind the front building wall or front porch.</p>
Single-family attached and duplex units	<p>30% when the garage setback is less than the front building wall.</p> <p>60% when the garage setback is equal to or greater than the front building wall or front porch.</p> <p>70% when the garage setback is at least 4 feet behind the front building wall or front porch.</p>
Minimum garage door width	Notwithstanding the above requirements for garage door widths, a residence shall be permitted to have one garage door that is up to 10 feet wide.
Attached units	
Maximum number of attached single-family units	4 units.
Required outdoor area	
Single-family detached units	Minimum contiguous rear or side yard outdoor area of 400 square feet shall be

	provided on each lot, of which no dimension shall be less than 10 feet. This standard is not required when the garage for the residence or a detached accessory dwelling unit is located in the rear yard.
Duplex, single-family attached, and detached single-family units with one 0-foot setback	Minimum contiguous rear or side yard outdoor area of 300 square feet shall be provided on each lot, of which no dimension shall be less than 10 feet. This standard is not required when the garage for the residence or a detached accessory dwelling unit is located in the rear yard.
Common outdoor area alternative	In lieu of meeting the outdoor area requirements for each lot, a common outdoor area may be provided for the development. This common outdoor area shall have a minimum contiguous area of 500 square feet unit in the development with a minimum size of 5,000 square feet, of which no dimension shall be less than 40 feet.

Figure 1

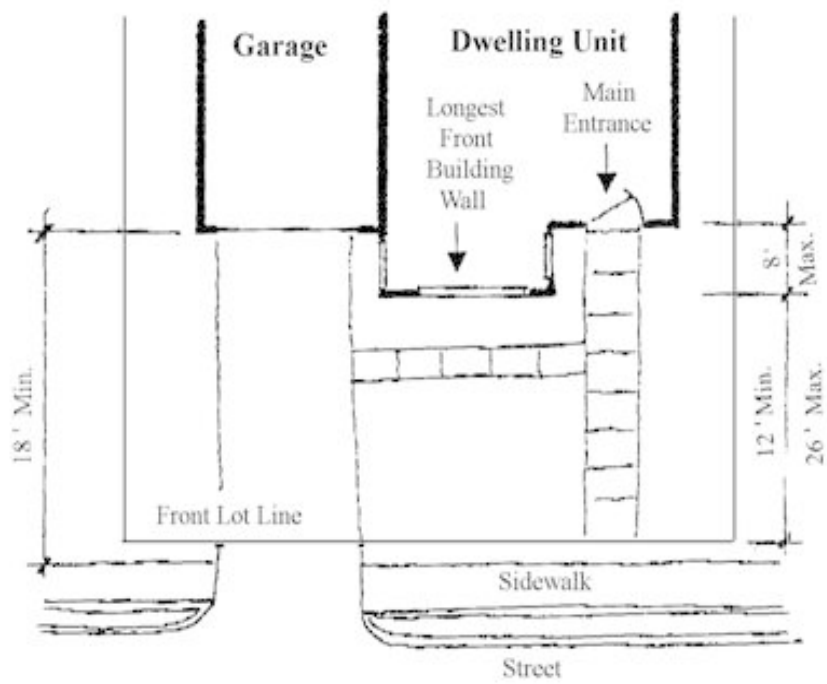
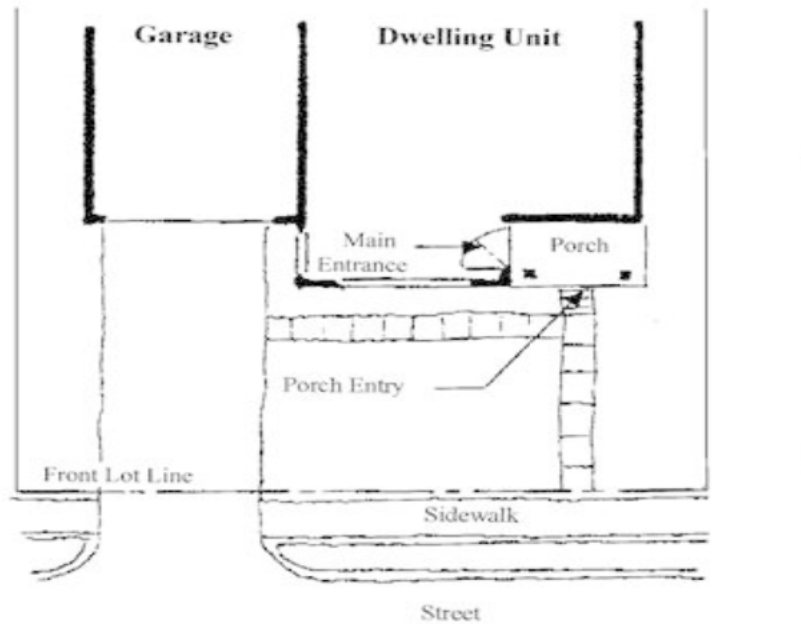


Figure 2



(Ord. O-02-4 § 2 (part), 2002; [Ord. No. O-2020-01](#), § 1(Exh. A), 8-19-2020)

Chapter 16.88 - SINGLE-FAMILY RESIDENTIAL ZONE (SF)

16.88.010 - Purpose.

Amendments to this section

Relocate all Single Use Residential zone Purpose Statements to 16.84.010. See page 3.

~~The purpose of the SF zone is to provide land for housing opportunities for individual households. The zone implements the comprehensive plan policies and regulations that are intended to create, maintain and promote single family residential neighborhoods. This land use designation is intended to generally apply to established single family residential properties within the city prior to June 5, 1991.~~

(Ord. O-99-6 § 1 (part), 1999; Ord. 96-4 § 1 (part), 1996)

16.88.020 - Permitted uses.

Amendments to this section

Delete reference to Housing Types in the permitted use list

A permitted use is a use, which is allowed outright, but is subject to all applicable provisions of this title. If a use is not listed as a permitted use, it may be held to be a similar unlisted use under the provisions of Chapter 16.82. Permitted uses in the SF zone are:

- ~~A. Dwelling, single family detached;~~
- ~~B. Manufactured home on an individual lot;~~
- C. Residential home; and
- ~~D. Dwelling, accessory.~~

(Ord. O-03-2 § 1 (part), 2003; Ord. O-99-6 § 1 (part), 1999; Ord. 96-4 § 1 (part), 1996)

16.88.030 - Conditional uses.

A conditional use is a use which is subject to a discretionary decision by the planning commission. The approval criteria are set forth in Chapter 16.156. If a use is not listed as a conditional use, it may be held to be a similar unlisted use under the provisions of Chapter 16.82. Conditional uses in the SF district are:

- A. Schools;
- B. Utilities;
- C. Community services;
- D. Parks and open space;
- E. Religious assembly; and
- F. Public safety facilities.

(Ord. O-99-6 § 1 (part), 1999; Ord. 96-4 § 1 (part), 1996)

16.88.040 - Dimensional and density requirements.

Amendments to this section

Relocate Dimensional and density requirements to the new 16.84.030 Table

- ~~A. The dimensional requirements in the SF district are:~~
 - ~~1. A minimum lot area of four thousand square feet;~~
 - ~~2. A minimum average lot width of forty feet;~~

- ~~3. A minimum average lot depth of eighty feet;~~
 - ~~4. Minimum building setback requirements of:~~
 - ~~a. Front yard of ten feet for the building and garage vehicle entrance;~~
 - ~~b. Side yard of four feet;~~
 - ~~c. Rear yard of four feet;~~
 - ~~5. Eaves and decorative features are allowed within setback areas but in no case shall any portion of a building encroach upon another lot;~~
 - ~~6. No building shall exceed twenty feet in height;~~
 - ~~7. The maximum height and size and minimum setbacks for accessory structures and detached accessory dwellings shall comply with the provisions of Chapters 16.176 and 16.178; and~~
 - ~~8. The maximum coverage of buildings and impervious surfaces shall not exceed seventy five percent of the total lot area.~~
- ~~B. Residential development shall be no less than eighty percent of the maximum density allowed by the requirements of this chapter.~~

(Ord. O-99-6 § 1 (part), 1999: Ord. 96-4 § 1 (part), 1996)

([Ord. No. O-2020-01](#), § 1(Exh. A), 8-19-2020)

Chapter 16.92 - APARTMENTS AND TOWNHOUSES ZONE (AT)

Amendments to this section

Relocate all Single Use Residential zone Purpose Statements to 16.84.010. See page 3.

~~16.92.010 Purpose.~~

~~The purpose of the AT zone is to provide land for housing opportunities for individual households. The zone implements the comprehensive plan policies and regulations that are intended to create, maintain and promote medium density residential neighborhoods. This land use designation is intended to primarily apply to established residential properties within the city prior to June 5, 1991.~~

(Ord. O-99-6 § 1 (part), 1999: Ord. 96-4 § 1 (part), 1996)

(Ord. No. [O-2015-01](#), § 1(Exh. A), 3-18-2015)

16.92.020 - Permitted uses.

Amendments to this section

Delete reference to Housing Types in the permitted use list

A permitted use is a use, which is allowed outright, but is subject to all applicable provisions of this title. If a use is not listed as a permitted use, it may be held to be a similar unlisted use under the provisions of Chapter 16.82. Permitted uses in the AT zone are:

- ~~A. Dwelling, single family detached;~~
- ~~B. Dwelling, single family attached;~~

- ~~C. Dwelling, multi family;~~
- ~~D. Manufactured home on an individual lot;~~
- E. Residential home;
- F. Manufactured/mobile home parks and subdivisions;
- G. Duplex; and
- H. Dwelling, accessory.

(Ord. O-03-2 § 1 (part), 2003; Ord. O-99-6 § 1 (part), 1999; Ord. 96-4 § 1 (part), 1996)

16.92.030 - Conditional uses.

A conditional use is a use which is subject to a discretionary decision by the planning commission. The approval criteria are set forth in Chapter 16.156. If a use is not listed as a conditional use, it may be held to be a similar unlisted use under the provisions of Chapter 16.82. Conditional uses in the AT district are:

- A. Schools;
- B. Utilities;
- C. Community services;
- D. Parks and open space;
- E. Religious assembly;
- F. Public safety facilities; and
- G. Residential facility.

(Ord. O-99-6 § 1 (part), 1999; Ord. 96-4 § 1 (part), 1996)

16.92.040 - Dimensional and density requirements.

Amendments to this section

Relocate Dimensional and density requirements to the new 16.84.030 Table

~~A. The dimensional requirements in the AT district are:~~

- ~~1. A minimum lot area of five thousand square feet. For more than one unit, the minimum lot area shall be two thousand five hundred square feet per unit;~~
- ~~2. A minimum average lot width of forty feet;~~
- ~~3. A minimum average lot depth of eighty feet;~~
- ~~4. Minimum building setback requirements of:

 - ~~a. Front yard of ten feet for the building;~~
 - ~~b. Side yard of five feet for a one story structure, and ten feet for two story structures;~~
 - ~~c. Rear yard of twenty feet;~~
 - ~~d. Garage vehicle entrance setback of fifteen feet;~~~~
- ~~5. No building shall exceed thirty feet in height;~~

- ~~6. The maximum height and size and minimum setbacks for accessory structures and detached accessory dwellings shall comply with the provisions of Chapters 16.176 and 16.178; and~~
- ~~7. The maximum coverage of buildings and impervious surfaces shall not exceed seventy five percent of the total lot area.~~
- ~~B. Residential development shall be no less than eighty percent of the maximum density of 15 units per gross acre.~~

(Ord. O-99-6 § 1 (part), 1999; Ord. 96-4 § 1 (part), 1996)

(Ord. No. [O-2015-01](#), § 1(Exh. A), 3-18-2015; [Ord. No. O-2020-01](#), § 1(Exh. A), 8-19-2020)

Chapter 16.94 - ATTACHED RESIDENTIAL ZONE (R-12)

16.94.010 - Purpose.

Amendments to this section

Relocate all Single Use Residential zone Purpose Statements to 16.84.010. See page 3.

~~The purpose of the R-12 zone is to provide land for housing opportunities for individual households. The zone implements the comprehensive plan policies and regulations that are intended to create, maintain and promote moderate density residential neighborhoods.~~

(Ord. O-02-4 § 2 (part), 2002)

16.94.020 - Permitted uses.

Amendments to this section

Delete reference to Housing Types in the permitted use list

A permitted use is a use, which is allowed outright, but is subject to all applicable provisions of this title. If a use is not listed as a permitted use, it may be held to be a similar unlisted use under the provisions of Chapter 16.82. Permitted uses in the R-12 zone are:

- ~~A. Dwelling, single family detached;~~
- ~~B. Dwelling, single family attached;~~
- ~~C. Dwelling, multi family;~~
- ~~D. Manufactured home on an individual lot;~~
- ~~E. Duplex residential units;~~
- F. Residential home;
- G. Manufactured/mobile home parks and subdivisions;
- H. Family day care (family care);
- I. Residential facility;
- J. Parks and open space created as part of a subdivision or planned development; and
- K. Dwelling, accessory.

(Ord. O-03-2 § 1 (part), 2003; Ord. O-02-4 § 2 (part), 2002)

16.94.030 - Conditional uses.

A conditional use is a use, which is subject to a discretionary decision by the planning commission. The approval criteria are set forth in Chapter 16.156. If a use is not listed as a conditional use, it may be held to be a similar unlisted use under the provisions of Chapter 16.82. Conditional uses in the R-12 district are:

- A. Schools;
- B. Utilities;
- C. Community services;
- D. Parks and open space not created as part of a subdivision or planned development;
- E. Religious assembly;
- F. Public safety facilities;
- G. Day care group home (Family care); and
- H. Recreation vehicle and boat storage serving only the residents within the development.

(Ord. O-02-4 § 2 (part), 2002)

16.94.040 - Dimensional and density requirements.

Amendments to this section

Relocate Dimensional and density requirements to the new 16.84.030 Table

The dimensional and density requirements of the R-12 district are:

Design Requirements Table	
Minimum and average lot size/land area per unit	
Single family detached units	2,000 min./2,400 avg. square feet
Duplex	3,600 min./4,000 avg. square feet
Single family attached and 0 foot setback units	1,600 min./2,000 avg. square feet
Multi family units	1,600 min./2,000 avg. square feet
Minimum average lot width (per lot)	
Single family detached units	28 feet

Duplex	48 feet
Single family attached and 0 foot setback detached units	24 feet
Multi family units	48 feet
Minimum average lot depth (per lot)	
Single family detached units	60 feet
Duplex	60 feet
Single family attached and 0 foot setback detached units	60 feet
Multi family units	60 feet
Setbacks (measured from property lines, except as noted for garage entrances)*	
Front yard	10 feet minimum and 26 feet maximum to front building wall. 6 feet minimum and 15 feet maximum to front porch. 18 feet from the nearest edge of the public sidewalk to front of garage entrance. The front lot line shall be used if a sidewalk will not be present prior to occupancy permit.
Front yard—corner	For corner lots, at least one street frontage shall meet the front yard requirements above. For the second front yard, the property owner/applicant may apply the following standards: 8 feet minimum for a side yard facing a street. 18 feet from the nearest edge of the public sidewalk to front of garage entrance. The front lot line shall be used if a sidewalk will not be present prior to occupancy permit.
Side yard—interior	0 feet or a minimum of 3 feet. In all cases, 0 foot setback buildings shall either: (1) be attached at the property line; or (2) have a minimum separation of 6 feet.
Rear yard	10 feet minimum for residential building. 0 feet for a detached accessory dwelling unit or building less than or equal to 18 feet in height. 0-6 feet or ≥ 18 feet to a garage entrance to an alley.

Building height	
Single family, duplex, multi family and accessory dwellings that are within or attached to the primary dwelling	35 feet
Accessory structures and detached accessory dwellings	25 feet
Density standards	
Maximum	12 units per gross acre (Chapter 16.146)
Minimum	80% of the allowed maximum

* In addition, setbacks for each type of structure must comply with the current Oregon Building Code.

(Ord. O-02-4 § 2 (part), 2002; [Ord. No. O-2020-01](#), § 1(Exh. A), 8-19-2020)

16.94.050 - Design requirements.

In addition to the dimensional requirements in Section 16.94.040, the following design requirements shall apply:

Design Requirements Table	
Main entrance	
Location	Within 8 feet of the longest front building wall (see Figure 1). The applicant/owner may select which street frontage to use for a corner lot.
Orientation	Face the street at an angle that does not exceed 45 degrees; or Open onto a porch, which has: <ul style="list-style-type: none"> • A minimum of 25 square feet with a minimum dimension of 4 feet; • At least one entrance facing the street; and • A roof that covers at least 30 percent of the porch area (see Figure 2).
Front windows - First floor of all dwellings	
Minimum glazing area	20 sq. ft. for each building wall facing a street. Windows in entry or garage doors shall not be included to meet this standard.

Maximum window sill height	4 ft. above finished first floor elevation for the window(s) necessary to meet the 20 sq. ft. minimum glazing area standard. No sill height standard for all other windows.
Garage door frontage - Maximum percentage of the building width allowed for the garage door	
Single-family detached units	50% when the garage setback is the same or less than the front building wall. The garage door setback shall be no more than 6 feet less than the front building wall setback. 60% when the garage setback is at least 2 feet behind the front building wall or front porch. 70% when the garage setback is at least 4 feet behind the front building wall or front porch.
Single-family attached, duplex and multi-family units	30% when the garage setback is less than the front building wall or front porch. 60% when the garage setback is equal to or greater than the front building wall. 70% when the garage setback is at least 4 feet behind the front building wall or front porch.
Minimum garage door width	Notwithstanding the above requirements for garage door widths, a residence shall be permitted to have one garage door that is up to 10 feet wide.
Attached units	
Maximum number of attached single or multi-family units	12 units.
Required outdoor area	
Single-family detached units	Minimum contiguous rear or side yard outdoor area of 300 square feet shall be provided on each lot, of which no dimension shall be less than 10 feet. This standard is not required when the garage for the residence or a detached accessory dwelling unit is located in the rear yard.
Duplex, single-family attached, detached single-family units, or detached accessory dwelling units with one 0-foot setback	Minimum contiguous rear or side yard outdoor area of 200 square feet shall be provided on each lot, of which no dimension shall be less than 10 feet. This standard is not required when the garage for the residence or a detached accessory dwelling unit is located in the rear yard.
Multi-family units	Minimum contiguous rear or side yard outdoor area of 200 square feet shall be provided for each unit on the lot, of which no dimension shall be less than 15 feet.
Common outdoor area	In lieu of meeting the outdoor area requirements for each lot, a common

alternative	<p>outdoor area may be provided for the development. This common outdoor area shall have a minimum contiguous area of 400 square feet per unit in the development with a minimum size of 4,000 square feet, of which no dimension shall be less than 40 feet.</p>
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Figure 1

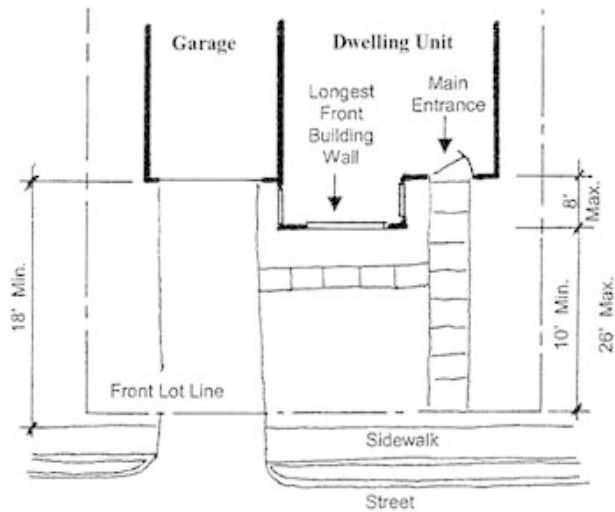
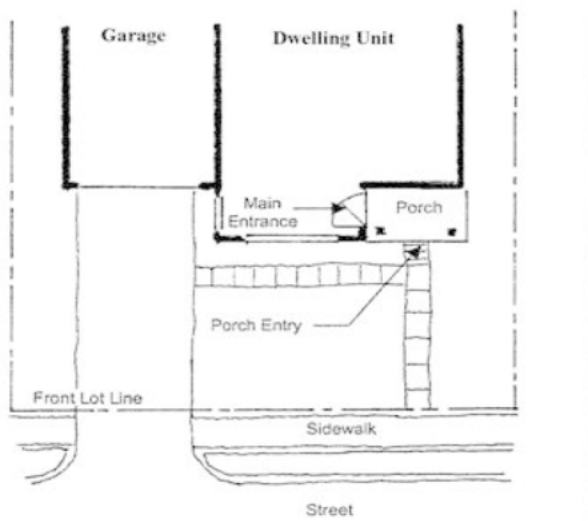


Figure 2



(Ord. O-02-4 § 2 (part), 2002; [Ord. No. O-2020-01](#), § 1(Exh. A), 8-19-2020)

Chapter 16.96 - MULTI-FAMILY RESIDENTIAL ZONE (R-15)

Amendments to this section

Relocate all Single Use Residential zone Purpose Statements to 16.84.010. See page 3.

~~16.96.010 Purpose.~~

~~The purpose of the R-15 zone is to provide land for housing opportunities for individual households. The zone implements the comprehensive plan policies and regulations that are intended to create, maintain and promote moderate density residential neighborhoods. This land use designation is intended to generally apply to annexed properties that were designated as R-15 in Washington County.~~

(Ord. O-99-6 § 1 (part), 1999: Ord. 96-4 § 1 (part), 1996)

16.96.020 - Permitted uses.

Amendments to this section

Delete reference to Housing Types in the permitted use list

A permitted use is a use, which is allowed outright, but is subject to all applicable provisions of this title. If a use is not listed as a permitted use, it may be held to be a similar unlisted use under the provisions of Chapter 16.82. Permitted uses in the AT zone are:

- ~~A. Dwelling, single family detached;~~
- ~~B. Dwelling, single family attached;~~
- ~~C. Dwelling, multi family;~~
- ~~D. Manufactured home on an individual lot;~~
- ~~E. Duplex residential units;~~
- F. Residential home;
- G. Manufactured/mobile home parks and subdivisions;
- H. Family day care (family care); and
- I. Residential facility;
- J. Dwelling, accessory.

(Ord. O-03-2 § 1 (part), 2003; Ord. O-99-6 § 1 (part), 1999: Ord. 96-4 § 1 (part), 1996)

16.96.030 - Conditional uses.

A conditional use is a use which is subject to a discretionary decision by the planning commission. The approval criteria are set forth in Chapter 16.156. If a use is not listed as a conditional use, it may be held to be a similar unlisted use under the provisions of Chapter 16.82. Conditional uses in the R-15 district are:

- A. Schools;
- B. Utilities;
- C. Community services;
- D. Parks and open space;
- E. Religious assembly;
- F. Public safety facilities; and
- G. Day care group home (family care).

(Ord. O-99-6 § 1 (part), 1999: Ord. 96-4 § 1 (part), 1996)

16.96.040 - Dimensional and density requirements.

Amendments to this section

Relocate Dimensional and density requirements to the new 16.84.030 Table

The dimensional requirements in the R-15 district are:

A. ~~The minimum lot area shall be:~~

- ~~1. Twenty thousand square feet for multi family development;~~
- ~~2. Five thousand square feet for single family dwellings and manufactured homes on individual lots;~~
- ~~3. Ten thousand square feet for a duplex;~~
- ~~4. Five thousand square feet for a park.~~

B. ~~The minimum yards required shall be:~~

~~1. Front yard:~~

- ~~a. Multi family Twenty feet;~~
- ~~b. Single family, manufactured home, duplex Fifteen feet;~~

~~2. Side yard:~~

- ~~a. Multi family Twenty feet;~~
- ~~b. Single family, manufactured home, duplex Five feet.~~

~~3. Rear yard for all buildings Twenty feet;~~

~~4. Garage vehicle entrance setback of fifteen feet;~~

~~5. Where the side yard or rear yard of single family attached or multiple family dwellings abut a more restrictive zoning district, such setbacks shall not be less than thirty feet.~~

C. ~~Residential structures shall not exceed thirty feet in height, and accessory dwelling units shall not exceed twenty five feet in height;~~

D. ~~The maximum height and size and minimum setbacks for accessory structures shall comply with the provisions of Chapter 16.176;~~

E. ~~The maximum coverage of buildings and impervious surfaces shall not exceed seventy five percent of the total lot area; and~~

F. ~~Residential development shall be no less than eighty percent of the maximum density allowed by the requirements of this chapter.~~

(Ord. O-99-6 § 1 (part), 1999; Ord. 96-4 § 1 (part), 1996)

([Ord. No. O-2020-01](#), § 1(Exh. A), 8-19-2020)

Chapter 16.100 - MULTI-FAMILY RESIDENTIAL ZONE (R-24)

Amendments to this section

Relocate all Single Use Residential zone Purpose Statements to 16.84.010. See page 3.

16.100.010 Purpose:

The purpose of the R-24 zone is to provide land for housing opportunities for individual households. The zone implements the comprehensive plan policies and regulations that are intended to create,

~~maintain and promote high density residential neighborhoods. This land use designation is intended to generally apply to annexed properties that were designated as R-24 in Washington County.~~

(Ord. O-99-6 § 1 (part), 1999; Ord. 96-4 § 1 (part), 1996)

16.100.020 - Permitted uses.

Amendments to this section

Delete reference to Housing Types in the permitted use list

A permitted use is a use which is allowed outright, but is subject to all applicable provisions of this title. If a use is not listed as a permitted use, it may be held to be a similar unlisted use under the provisions of Chapter 16.82. Permitted uses in the AT zone are:

- ~~A. Dwelling, single family detached;~~
- ~~B. Dwelling, single family attached;~~
- ~~C. Multi family residential dwellings;~~
- ~~D. Manufactured home on an individual lot;~~
- ~~E. Duplex residential units;~~
- F. Residential home;
- G. Manufactured/mobile home parks and subdivisions;
- H. Family day care (family care);
- I. Residential facility; and
- J. Dwelling, accessory.

(Ord. O-03-2 § 1 (part), 2003; Ord. O-99-6 § 1 (part), 1999; Ord. 96-4 § 1 (part), 1996)

16.100.030 - Conditional uses.

A conditional use is a use which is subject to a discretionary decision by the planning commission. The approval criteria are set forth in Chapter 16.156. If a use is not listed as a conditional use, it may be held to be a similar unlisted use under the provisions of Chapter 16.82. Conditional uses in the R-24 district are:

- A. Schools;
- B. Utilities;
- C. Community services;
- D. Parks and open space;
- E. Religious assembly;
- F. Public safety facilities;
- G. Day care group home and adult day care (family care); and
- H. Recreational vehicle parks.

(Ord. O-03-2 § 1 (part), 2003; Ord. O-99-6 § 1 (part), 1999; Ord. 96-4 § 1 (part), 1996)

16.100.040 - Dimensional and density requirements.

Amendments to this section

Relocate Dimensional and density requirements to the new 16.84.030 Table

~~The dimensional requirements in the R-24 district are:~~

~~A. The minimum lot area shall be:~~

- ~~1. Twenty thousand square feet for multi family development;~~
- ~~2. Five thousand square feet for single family dwellings and manufactured homes on individual lots;~~
- ~~3. Ten thousand square feet for a duplex;~~
- ~~4. Five thousand square feet for a park.~~

~~B. The minimum yards required shall be:~~

~~1. Front yard:~~

- ~~a. Multi family Twenty feet;~~
- ~~b. Single family, manufactured home, duplex Fifteen feet;~~

~~2. Side yard:~~

- ~~a. Multi family Twenty feet;~~
- ~~b. Single family, manufactured home, duplex Five feet;~~

~~3. Rear yard for all buildings Twenty feet;~~

~~4. Garage vehicle entrance setback of fifteen feet;~~

~~5. Where the side yard or rear yard of attached, multiple family, single family dwelling, or manufactured home on an individual lot abut a more restrictive zoning district, such setbacks shall not be less than thirty feet.~~

~~C. The maximum building heights shall be:~~

- ~~1. Thirty feet for single family dwellings;~~
- ~~2. Forty feet for multi family dwellings.~~

~~D. Accessory structures and detached accessory dwellings shall comply with the provisions of Chapters 16.176 and 16.178;~~

~~E. The maximum coverage of buildings and impervious surfaces shall not exceed seventy five percent of the total lot area; and~~

~~F. Residential development shall be no less than eighty percent of the maximum density allowed by the requirements of this chapter.~~

(Ord. O-99-6 § 1 (part), 1999; Ord. 96-4 § 1 (part), 1996)

([Ord. No. O-2020-01](#), § 1(Exh. A), 8-19-2020)

The following sections are not amended and have been removed to aid readability

Chapter 16.120 - MANUFACTURED/MOBILE HOME REGULATIONS

Chapter 16.132 - PARKING AND LOADING

16.132.010 - Purpose.

The purpose of these regulations is to establish parking areas having adequate capacity and which are appropriately located and designed to accommodate the majority of traffic generated by the range of uses which may locate on a site over time. The required parking numbers correspond to broad use categories, not specific uses, in response to this long term emphasis.

(Ord. 96-4 § 1 (part), 1996)

16.132.020 - General provisions.

- A. Applicability. The provisions of this chapter shall apply to all development regulated by this title and to any change of use or expansion which increases the on-site parking or loading requirements.
- B. Landscaping. All required parking areas must be completed and landscaped prior to occupancy of any structure except as provided in Chapter 16.124.
- C. Availability. Required parking spaces must be available for the use of residents, customers or employees of the use. Required parking spaces may not be assigned in any way to a use on another site, except for shared parking situations. Required parking spaces may not be used for the parking of equipment or storage of goods or inoperable vehicles.
- D. Location. Required parking spaces for residential uses must be located on the site of the use. Required parking spaces for nonresidential uses and residential uses in the LC Zone must be located on the site of the use or in parking areas whose closest point is within three hundred feet of the site.
- E. Shared Parking. Shared parking between two or more uses is permitted when all the following criteria are satisfied:
 - 1. The hours of operation of the uses do not overlap;
 - 2. Satisfactory legal evidence is presented to the city manager in the form of deeds, leases or contracts to establish the shared use;
 - 3. The other standards of this title can be met; and
 - 4. If a joint use arrangement is subsequently terminated, the requirements of this title shall then apply separately to each use.
- F. Change in Use.
 - 1. When an existing structure is changed in use from one use to another use as listed in Section 16.132.030, and the parking requirements for each use are the same, no additional parking shall be required.
 - 2. Where a change in use results in an intensification of use in terms of the number of parking spaces required, additional parking spaces shall be provided in an amount equal to the difference between the number of spaces required for the existing use and the number of spaces required for the new, more intensive use.

- G. D.E.Q. Permit. All parking areas which are designed to contain two hundred fifty or more parking spaces or to contain two or more levels, shall obtain a Department of Environmental Quality (D.E.Q.) indirect source construction permit and shall install oil and grease separators.
- H. Calculation of Required Parking.
1. Where building square footage is specified, the area measured shall be the gross floor area within the exterior walls of the structure, excluding interior space devoted to off-street parking or loading.
 2. Where several uses occupy a single structure or parcel of land or a combination of uses are included in one business, the total off-street parking spaces and loading area shall be the sum of the separately computed requirements for each use, unless shared parking is approved as provided in Section 16.132.020.E.
 3. When a building is planned or constructed in such a manner that a variety of uses is possible and a choice of parking requirements could be made, the use(s) which requires the greater number of parking spaces shall govern.

Description of specific amendments to a section

Amend parking space marking requirements to they do not apply to middle housing.

- I. Parking Space Markings.
1. ***Except for single-family, two-family, three-family, four-family, or Cottage Cluster residences,*** ~~Except for single-family and two-family residences,~~ any parking spaces that are intended to be used to meet the off-street parking requirements contained in this chapter shall have all parking spaces clearly marked using a permanent paint; and
 2. All interior drives and access aisles shall be clearly marked and signed to show direction of flow and maintain vehicular and pedestrian safety.
- J. Employee Parking. Employee parking shall be designated for commercial developments. The employee spaces should be located in a manner that provides preferential treatment to business patrons.
- K. Short Term Parking Spaces. When deemed appropriate by the approval authority, short-term parking spaces shall be provided that enhance convenience and accessibility of the business for patrons. Said spaces shall be identified with signs and time limits.

(Ord. 96-4 § 1 (part), 1996; Ord. No. [O-2015-01](#), § 1(Exh. A), 3-18-2015)

16.132.030 - Minimum off-street parking requirements.

Minimum Off-Street Parking Requirements		
Use Categories	Specific Uses	Minimum Required Parking
A. Residential Categories:		
1. Single-Family	• Single-Family Attached/Detached	1 space per unit (accessory dwellings shall comply with 16.178.050)

	• Manufactured Home	
	• Mobile Home	
	• Duplex	
	• Residential Care	
2. Multi-Family/Group Living	• Multi-Family Studio/1 Bedroom	1 space per unit
	• Multi-Family	1 space per unit
	• 2 or more Bedrooms	

The following sections are not amended and have been removed to aid readability

16.132.040 - Parking dimensional standards.

16.136.030 - Access standards—Residential

Description of specific amendments to a section

Amend applicability to include detached dwellings on a single lot.

Consider amending this section to right-size pavement width for access/egress for middle housing up to six units.

- A. Vehicular access and egress for ~~single-family~~ duplex, **detached** or attached single-family dwelling units on individual lots shall not be less than the following:

Number Dwelling Unit/Lots*	Minimum Number of Driveways	Minimum Property or Easement Width	Minimum Pavement Width
1	1	15 ft.	10 ft.
2	2 or 1	15 ft. 25 ft.	10 ft. 20 ft.

3—6	1	30 ft.	24 ft.
			With curbs on both sides and walkway on one side.

* Excludes accessory dwelling units.

B. Vehicular access and egress for multiple-family residential uses shall not be less than the following:

Dwelling Units*	Minimum Number of Driveways	Minimum Property or Easement Width	Minimum Pavement, Sidewalks, etc.
1—2	1	10 ft.	10 ft.
3—99	1 or one-way	30 ft. 20 ft.	24 ft. if two-way 15 ft. if one-way Curbs on both sides and 5' walkway on one
			side.
100+	2 (additional access may be required by Tualatin Valley Fire and Rescue)	30 ft.	24 ft. Curbs on both sides and 5' walkway on both sides.

* Excludes accessory dwelling units.

- C. A public street right-of-way and improvement shall be required when more than six separate lots are served by a street or access drive.
- D. Private residential access drives shall be provided and maintained in accordance with the applicable provisions of the uniform fire code.
- E. Access drives in excess of one hundred fifty feet in length shall be provided with approved provisions for the turning around of fire apparatus by one of the following:
 1. A level, circular, paved surface having a minimum turn radius measured from center point to outside edge of forty-five feet.
 2. A level, hammerhead-configured, paved surface with each leg of the hammerhead having a minimum depth of forty feet and a minimum width of twenty feet.

(Ord. 96-4 § 1 (part), 1996; Ord. No. [O-2015-01](#), § 1(Exh. A), 3-18-2015; [Ord. No. O-2020-01](#), § 1(Exh. A), 8-19-2020)

16.136.040 - Access standards—Non-residential.

A. Vehicle access, egress and circulation for nonresidential use shall not be less than the following:

Required Parking Spaces	Minimum Number of Driveways	Minimum Property or Easement Width	Minimum Pavement
0—99	1	30 ft.	24 ft. Curbs on both sides and 5' walkway on both sides.
100+	2	30 ft.	24 ft. Curbs on both sides and 5' walkway on both sides.
or			
	1	50 ft.	40 ft. Curbs on both sides and 5' walkway on one side.

(Ord. 96-4 § 1 (part), 1996; Ord. No. [O-2015-01](#), § 1(Exh. A), 3-18-2015)

16.136.050 - Design standards.

A. Access Drives.

1. Access drives from the street to off-street parking or loading areas shall be designed and constructed to facilitate the flow of traffic and provide maximum safety for pedestrian and vehicular traffic on the site.
2. Parking spaces on major access driveways shall be designed to reduce or eliminate backing movements and other conflicts with the driveway traffic and pedestrian routes and crosswalks.
3. In order to slow traffic speeds on access drives, speed bumps, speed limit signs and similar techniques may be required by the approval authority to enhance safety for pedestrians, bicyclists and motorists on the site.
4. In order to improve traffic flow, the approval authority may require directional signs on the site to guide pedestrians, bicyclists or motorists.

B. One-Way Vehicular Access.

1. Where a proposed parking facility is served by one-way traffic flow on the site, it shall be accommodated by a driveway system approved by the city, and the entrance drive shall be situated closest to oncoming traffic and the exit drive shall be situated farthest from oncoming traffic.
2. The direction of traffic flow shall be clearly marked for motorists on the property and the adjoining public street.

C. On-Site Bicycle and Pedestrian Circulation.

1. Walkways and driveways shall provide a direct connection to existing and planned walkways and driveways on adjacent developments.
2. Sidewalks and walkways must connect the pedestrian circulation system to other areas of the site such as buildings, vehicle and bicycle parking, children's play areas, required outdoor areas and any pedestrian amenities, such as open space, plazas resting areas and viewpoints. The pedestrian system must connect the site to adjacent streets and nearby transit stops.
3. Walkways shall be located so that pedestrians have a short distance to walk between a transit stop or public sidewalk and building entrances.
4. Pedestrian and bicycle connections shall be direct and circuitous routes shall be avoided.
5. Where pedestrian or bicycle routes cross driveways, parking area or loading areas, the connection must be clearly identifiable through the use of striping, elevation changes, speed bumps, a different paving material or other similar method.
6. Where pedestrian or bicycle routes are parallel and adjacent to an auto travel lane, the connection must be safely separated from the auto travel lane through the use of raised path, a raised curb, bollards, landscaping or other physical barrier.

(Ord. 96-4 § 1 (part), 1996; Ord. No. [O-2015-01](#), § 1(Exh. A), 3-18-2015)

16.136.060 - Reservoir areas required for drive-in use.

- A. All uses providing drive-in services as defined by this title shall provide on the same site a reservoir for inbound vehicles as follows:

Use	Reservoir Requirement
Drive-in banks	5 spaces/service terminal
Drive-in restaurants	10 spaces/service window
Gasoline service stations	3 spaces/pump
Mechanical car washes	3 spaces/washing unit
Parking facilities:	
Free Flow entry	1 space/entry driveway

Ticket dispense entry	2 spaces/entry driveway
Manual ticket dispensing	8 spaces/entry driveway
Attendant parking	10% of that portion of parking capacity served by the driveway

B. A parking reservoir space shall be eighteen feet in length and eight feet in width.

(Ord. 96-4 § 1 (part), 1996)

16.136.070 - Access restrictions.

- A. Excluding single-family and duplex residences, groups of more than two parking spaces and all loading areas shall be served by a service drive so that no backing movements or other maneuvering within a street or other public right-of-way is required.
- B. In order to provide for increased traffic movement on congested streets and eliminate turning movement problems, the city may restrict the location of driveways on the street and require the location of driveways to be placed on adjacent streets when all of the following criteria apply:
 - 1. The driveway would cause or increase existing hazardous traffic conditions;
 - 2. The driveway would not provide adequate access for emergency vehicles;
 - 3. The alternative driveway location would provide a safer method of access and egress to the site; and
 - 4. The alternative driveway location would not create an adverse traffic impact for properties in the immediate vicinity of the site.

(Ord. 96-4 § 1 (part), 1996)

16.136.080 - Surfacing requirements.

All driveways shall be paved and designed in a manner approved by the city manager.

(Ord. 96-4 § 1 (part), 1996)

(Ord. 96-4 § 1 (part), 1996)

Chapter 16.146 - RESIDENTIAL DENSITY CALCULATION

16.146.010 - Purpose.

The purpose of this chapter is to describe how density shall be calculated for residential development proposals.

(Ord. O-02-4 § 2 (part), 2004)

16.146.020 - Applicability of provisions.

The density calculations in this chapter shall apply to any development that has residential units as part of the proposed development with the exception of residential facilities and residential homes where the units for residents do not include individual kitchen and/or bathroom facilities and accessory dwelling units.

(Ord. O-02-4 § 2 (part), 2004; [Ord. No. O-2020-01](#), § 1(Exh. A), 8-19-2020)

16.146.030 - Density calculation.

Description of specific amendments to a section

Clarify that density maximums do not apply to duplexes, quadplexes, triplexes, or cottage clusters; clarify that townhouses have a maximum density of 25 dwelling units per acre; clarify that cottage clusters have minimum density requirement of 4 dwelling units per acre and are exempt from density maximums.

- A. To determine the maximum or minimum number of units, which may be constructed on a site for residential uses, the site size (in acres) shall be multiplied by the maximum or minimum number of units per acre allowed on the site, as designated by the applicable zone district, except as specified otherwise in this chapter. ***Density maximums may not apply to duplexes, quadplexes, triplexes, or cottage clusters.***

EXAMPLE

Acres × units per acre = number of units allowed

$$1.6 \times 5 = 8.0 \text{ or } 8 \text{ units}$$

- B. Site size shall include the area of the subject lot(s) or parcel(s), in acres or portions thereof, except for:
1. All areas dedicated for public right-of-way that exist at the time the development application is submitted for review;
 2. Proposed lots with a maximum size of twenty thousand square feet to include existing residences on the subject lot(s) or parcel(s) to be developed; and
 3. Proposed remnant parcels, which are of sufficient size to be developed or divided in the future.
- C. No portion of the allowable density shall be transferred from one land use designation to another land use designation, except as permitted in accordance with the planned development provisions of Chapter 16.150.
- D. Land outside of the urban growth boundary (UGB) shall be ineligible for density transfer and shall not be considered in any density calculations.
- E. The number of units, which may be constructed on the subject lot(s) or parcel(s) shall be subject to the limitations of the applicable provisions of this title.
- F. When the maximum or minimum number of units allowed on a site results in a fraction of one-half or more, the number of units allowed shall be the next highest whole number, provided all minimum zone district requirements other than density can be met.

- G. Land that is dedicated to a park and recreation provider as public park land may be used to calculate the minimum or maximum density, provided the land is developed for recreational uses, and is not comprised of flood plain, drainage hazard, wetland or slopes over twenty percent.
- H. Land used for a private park, that is available to the general public outside of the residential development the park is located in, may be excluded from the acreage used to calculate the minimum density, provided the park is developed for recreational uses and does not include flood plain, drainage hazard, wetland, or slopes over twenty percent.
- I. For categories of land listed in Section 16.146.040, the applicant may either include it or exclude it from the acreage used to calculate the minimum or maximum density.

(Ord. O-02-4 § 2 (part), 2004)

16.146.040 - Density transfers for unbuildable lands.

- A. Transfer of density from one area of land to another shall be permitted for any unbuildable portion of a lot or parcel when a portion of the subject lot or parcel is within the UGB and within one of the following areas:
 - 1. Floodplain;
 - 2. Drainage hazard;
 - 3. Jurisdictional wetland;
 - 4. Slopes over twenty percent;
 - 5. Power line easement or right-of-way;
 - 6. Future right-of-way for transitway, designated arterials, collectors and neighborhood collectors;
 - 7. Water quality sensitive areas designated for permanent protection; or
 - 8. Vegetated corridors designated for permanent protection.
- B. Density may be transferred within the UGB only as follows:
 - 1. Within a single lot or parcel within the same land use designation; or
 - 2. To an adjoining lot or parcel that is a subject of the development application provided it is also within the same land use designation as the other lot or parcel.
- C. Density Transfer Calculations. The number of units, which may be transferred, shall be calculated as follows:
 - 1. Determine the total density for the subject lot(s) or parcel(s);
 - 2. Determine the total number of units in the buildable portion and the unbuildable portion of the total site;
 - 3. Transfer the density of the unbuildable portion of the site to the buildable portion of the site, provided that the transferred density does not more than double the density allowed on the buildable portion of the site.
- D. For the purpose of this chapter, buildable shall mean all portions of the subject lot(s) or parcel(s) not included within a category listed in subsection A of this section, and unbuildable shall mean all portions of the lot(s) or parcel(s) included in one of these categories.

(Ord. O-02-4 § 2 (part), 2004)

Title 16 - COMMUNITY DEVELOPMENT AND ZONING CODE

Article V. - Development Review

Chapter 16.152 - SITE PLAN REVIEW

16.152.010 - Purpose.

- A. The purpose of the site plan review provisions is to establish process and standards for the review of development proposals to assist in conserving and enhancing the appearance of the city and to assist in promoting functional, safe and innovative site development.
- B. It is in the public interest that this chapter be applied to:
 - 1. Eliminate undue burdens on public facilities; and
 - 2. Assure that scale, layout and design are compatible with the surrounding environment and the character of the surrounding neighborhood or area.
- C. The intent is to assure that:
 - 1. There is compatibility between adjoining uses;
 - 2. Privacy is maximized;
 - 3. Private and common outdoor space is provided;
 - 4. Vehicular, pedestrian, and bicycle access and circulation is safe and convenient;
 - 5. Parking areas are made attractive and safe;
 - 6. The site is well drained;
 - 7. The needs of the handicapped are met;
 - 8. Adequate landscaping is provided to assure visual quality; and
 - 9. Crime prevention and public safety factors are considered.

(Ord. 96-4 § 1 (part), 1996)

16.152.020 - Applicability of provisions.

Description of specific amendments

Amend to remove site plan review requirements for duplexes, triplexes, quadplexes, and cottage cluster residential structures.

Site plan review shall be applicable to all new developments and major modifications of existing developments, except it shall not apply to:

- A. Single-family detached **or attached** dwellings; **duplexes, quadplexes, triplexes, or cottage clusters**
- ~~B. A duplex, not being reviewed as part of any other development; or~~

CB. Proposed minor modification of an existing development which does not cause or create:

1. An increase in dwelling unit density or increase in lot coverage for residential development, ***unless the increase in dwelling unit density is due to conversion of an existing dwelling or the addition of dwelling units to accommodate duplexes, quadplexes, triplexes, or cottage cluster;***
 2. A change in the ratio or number of different types of dwelling units, ***unless the change in ratio or number of different types of dwelling units is due to conversion of an existing dwelling or the addition of dwelling units to accommodate duplexes, quadplexes, triplexes, or cottage cluster;***
 3. A need for additional on-site parking in accordance with this title;
 4. An increase in the height of the building(s) by more than twenty percent, ***unless the increase in height is due to conversion of an existing dwelling or the addition of dwelling units to accommodate duplexes, quadplexes, triplexes, or cottage cluster; this provision applies only to non-residential buildings***
 5. A change in the type and location of accessways and parking areas where off-site traffic would be affected;
 6. An increase in vehicular traffic to and from the site of more than twenty vehicles per day as determined by using the International Transportation Engineer's (ITE) Manual or a professional traffic engineer;
 7. An increase in the floor area of nonresidential uses by more than ten percent, excluding expansions under five thousand square feet;
 8. A reduction in project amenities below the minimum established by this title or by more than ten percent where specified in the approved site plan including:
 - a. Recreational facilities,
 - b. Screening and buffer areas, and/or
 - c. Landscaping and open space; and
 9. A modification of the conditions imposed at the time of site plan review approval which are not the subject of subsection (C)(1) through (C)(8) of this section.
- D. Alterations which cause or create one or more of the impacts listed in subsection (C) of this section shall be considered as a major modification.
- E. Alterations that do not cause or create any of the impacts listed in subsection (C) of this section shall be subject to the administrative review process.

(Ord. 96-4 § 1 (part), 1996)

(Ord. No. [O-2015-01](#), § 1(Exh. A), 3-18-2015)

16.152.030 - Administration.

- A. Site plan review applications and major modifications to existing development shall be administered and reviewed as a planning commission review in accordance with Article II of this title.
- B. Minor modifications, as described in Section 16.152.020(C), shall be administered and reviewed as a city manager decision in accordance with Article II of this title.
- C. Permits to construct a single-family residence or duplex shall be administered and reviewed as an administrative decision in accordance with Article II of this title.

(Ord. 96-4 § 1 (part), 1996)

16.152.040 - Submittal requirements.

- A. In addition to the application form and information required in Section 16.44.030, the applicant shall submit each of the following:
 - 1. A site plan, with the number of copies to be determined at the preapplication conference, and necessary data or narrative which explains how the development conforms to the standards, and:
 - a. The site plans and required drawings shall be drawn on sheets preferably not exceeding eighteen inches by twenty-four inches;
 - b. The scale for site plan shall be an engineering scale; and
 - c. All drawings of structure elevations or floor plans shall be a standard architectural scale, being one-fourth inch or one-eighth inch.
 - 2. The site plan, data and narrative shall include the following:
 - a. An existing site conditions analysis as described in Section 16.152.050;
 - b. A site plan, as detailed in Section 16.152.060;
 - c. A grading plan as detailed in Section 16.152.070;
 - d. Architectural elevations of all structures as detailed in Section 16.152.080;
 - e. A landscape plan as detailed in Section 16.152.090;
 - f. A sign plan as detailed in Section 16.152.100; and
 - g. A copy of all existing and proposed restrictions or covenants.
- B. The manager may require information in addition to that required by this chapter when it is found that certain information is necessary to properly evaluate the application.
- C. The manager may waive a specific requirement for information when it is found that such information is not necessary to properly evaluate the application.

(Ord. 96-4 § 1 (part), 1996)

16.152.050 - Site conditions.

The site analysis drawings shall include:

- A. A vicinity map showing streets and access points, pedestrian and bicycle pathways, transit stops and utility locations;
- B. The site size and its dimensions;
- C. Contour lines at two-foot contour intervals for grades zero to ten percent and five-foot intervals for grades over ten percent;
- D. The location of drainage patterns and drainage courses;
- E. The location of natural hazard areas including:
 - 1. The one hundred-year floodplain;
 - 2. Slopes in excess of twenty-five percent;
 - 3. Unstable ground (areas subject to slumping, earth slides or movement);

4. Areas having a high seasonal water table within zero to twenty-four inches of the surface for two weeks or more of the year;
 5. Areas having a severe soil erosion potential;
 6. Areas having severe weak foundation soils;
- F. The location of resource areas including those shown on the comprehensive plan inventory data:
1. Wildlife habitats; and
 2. Wetlands;
- G. The location of resource areas including those shown on the comprehensive plan inventory data:
1. Rock outcroppings;
 2. Trees with six inches diameter or greater measured four feet from ground level;
 3. Streams and drainageways; and
- H. The location of existing structures on the site and proposed use of those structures; and
- I. The locations and types of noise sources on the site or on adjoining property such as traffic ways, mechanical equipment or noise producing land uses if requested by the city manager. See Section 8.04.130 for noise provisions.

(Ord. 96-4 § 1 (part), 1996)

16.152.060 - Site plan.

The proposed site plan shall be at the same scale as the site analysis and shall include the following information:

- A. The proposed site and surrounding properties;
- B. Contour line intervals as required by Section 16.152.050(C);
- C. The location, dimensions and names of all:
 1. Existing and platted streets and other public ways and easements on the site and on adjoining properties, and
 2. Proposed streets or other public ways and easements on the site;
- D. The location and dimensions of:
 1. Entrances and exits on the site,
 2. Parking and circulation areas,
 3. Loading and service areas,
 4. Pedestrian and bicycle circulation,
 5. Outdoor common areas, and
 6. Above ground utilities;
- E. The location, dimensions and setback distances of all:
 1. Existing structures, improvements and utilities on the site or which are located on adjacent property within twenty-five feet of the site and are permanent in nature, and
 2. Proposed structures, improvements and utilities on the site;

- F. The location of all areas to be landscaped;
- G. The location and type of outdoor lighting, considering crime prevention techniques;
- H. The location of mailboxes;
- I. The location of proposed utility lines;
- J. The location of all structures and their orientation; and
- K. The size and location of mixed solid waste and recyclables storage areas.

(Ord. 96-4 § 1 (part), 1996)

16.152.070 - Grading plan.

The site plan shall include a grading plan at the same scale as the site analysis drawings and shall contain the following information:

- A. Requirements in Sections 16.152.050 and 16.152.060;
- B. The location and extent to which grading will take place indicating general contour lines, slope ratios and slope stabilization proposals;
- C. A statement from a registered engineer supported by factual data substantiating:
 - 1. The validity of the slope stabilization proposals;
 - 2. That any increase in intensity of the runoff caused by development must be facilitated on the site and the intensity of runoff leaving the site in its developed state shall not exceed that in its undeveloped state. The statement shall include as a minimum a storm frequency of occurrence of ten years or greater, depending upon evaluation of potential for damage when a storm of higher frequency occurs;
 - 3. When on-site detention of an increased volume of water caused by development is not feasible or acceptable, a plan which identifies and which mitigates any off-site adverse effects resulting from increased runoff shall be prepared by a registered civil engineer; and
 - 4. Compliance with clean water services requirements for erosion control during construction.

(Ord. O-02-4 § 2 (part), 2002; Ord. 96-4 § 1 (part), 1996)

16.152.080 - Architectural drawings.

The application shall include:

- A. Floor plans indicating the square footage of all structures proposed for use on-site; and
- B. Typical elevation and section drawings of each structure.

(Ord. 96-4 § 1 (part), 1996)

16.152.090 - Landscape plans.

- A. The landscape plan shall be drawn at the same scale as the site analysis plan, or a larger scale if necessary, and shall indicate:
 - 1. Location of underground irrigation system sprinkler heads where applicable;
 - 2. Location and height of fences, buffers and screening;

3. Location of terraces, decks, shelters, play areas and common open spaces; and
 4. Location, type, size and species of existing and proposed plant materials.
- B. The landscape plan shall include a narrative which addresses:
1. Soil conditions;
 2. Erosion control measures that will be used; and
 3. A plan for soil treatment such as stockpiling the top soil.

(Ord. 96-4 § 1 (part), 1996)

16.152.100 - Sign plan.

- A. Sign drawings shall be submitted in accordance with Chapter 16.148 of this title.
- B. Freestanding signs shall be described at the time of site plan review by identifying:
1. Location of any freestanding signs shown on the site plan; and
 2. A drawing to scale submitted to the city manager showing the dimensions, height, color, material and means of illumination of the sign.

(Ord. 96-4 § 1 (part), 1996)

16.152.110 - Approval standards.

The planning commission shall approve, approve with conditions or deny an application based on findings of fact with respect to the approval standards of this section.

- A. Provisions of the following parts of this title:
1. Accessory uses and structures—Chapter 16.176;
 2. Additional yard and setback requirements—Section 16.80.060;
 3. Base zone requirements—Chapters 16.80 through 16.112;
 4. Building height exceptions—Section 16.80.070;
 5. Circulation and access—Chapter 16.136;
 6. Landscaping and screening—Chapter 16.124;
 7. Parking and loading—Chapter 16.132;
 8. Public facility and service requirements—Chapter 16.196;
 9. Flood plain and drainage hazard areas—Chapter 16.140;
 10. Signs—Chapter 16.148;
 11. Solar balance point standards—Chapter 16.116;
 12. Tree removal—Chapter 16.128;
 13. Vision clearance—Chapter 16.144; and
 14. Neighborhood circulation—Chapter 16.212.
 15. Manufactured/Mobile Home Regulations - Chapter 16.120;
 16. West King City Planning Area Goal 5 Safe Harbor - Chapter 16.142;
 17. Residential Density Calculation - Chapter 16.146;

18. Planned Development - Chapter 16.150; and
 19. King City Plaza master plan - Section 16.104.060.
- B. Relationship of the Natural and Physical Environment.
1. Buildings shall be:
 - a. Located to preserve existing trees, topography and natural drainage to the degree possible;
 - b. Located in areas not subject to ground slumping or sliding;
 - c. Located to provide adequate distance between adjoining buildings on-site and off-site to provide for adequate light, air circulation and fire fighting; and
 - d. Oriented with consideration for sun and wind.
 2. Trees having a six-inch diameter or greater diameter, four feet from the base, shall be preserved or replaced by new plantings of equal character.
- C. Exterior Elevations.
1. Along the vertical face of single-family attached and multi-family structures, offsets shall occur at a minimum of every thirty feet by providing any two of the following:
 - a. Recesses (decks, patios, entrances, floor area, etc.), of minimum depth of eight feet,
 - b. Extensions (decks, patios, entrances, floor area, etc.), of minimum depth of eight feet, a maximum length of an overhang shall be twenty-five feet, or
 - c. Offsets or breaks in roof elevations of three or more feet in height.
- D. Buffering, Screening and Compatibility between Adjoining Uses.
1. Buffering shall be provided between different types of land uses (for example, between single-family and multi-family residential, and residential and commercial), and the following factors shall be considered the adequacy of the type and extent of the buffer (see Chapters 16.180 and 16.124 for specific provisions):
 - a. The purpose of the buffer, for example to decrease noise levels, absorb air pollution, filter dust, to provide a visual barrier,
 - b. The size of the buffer required to achieve purpose in terms of width and height,
 - c. The directions from which buffering is needed,
 - d. The required density of the buffering, and
 - e. Whether the viewer is stationary or mobile.
 2. On-site screening from view from adjoining properties of such things as service areas, storage areas, parking lots and mechanical devices on rooftops (e.g., air cooling and heating systems) shall be provided and the following factors will be considered in determining the adequacy of the type and extent of the screening (see Chapters 16.180 and 16.124 for specific fence and screening provisions):
 - a. What needs to be screened,
 - b. The direction from which it is needed,
 - c. How dense the screen needs to be,
 - d. Whether the viewer is stationary or mobile, and
 - e. Whether the screening needs to be year round.
- E. Privacy and Noise.

1. Structures which include residential dwelling units shall provide private outdoor areas, that are screened from adjoining units;
 2. Structures shall be oriented in a manner which protects private spaces on adjoining properties from view and noise;
 3. Residential units shall be located on the portion of the site having the lowest noise levels;
 4. On-site uses which create noise, lights, or glare shall be buffered from adjoining residential uses (see subsection (D)(2) of this section for specific provisions); and
 5. All uses and structures shall comply with the provisions of Title 8 of this code.
- F. Private Outdoor Areas—Residential Uses.
1. In addition to the requirements of subsection (D)(2) of this section, each ground level residential living unit shall have an outdoor private area (patio, terrace, porch), and shall be at least forty-eight square feet in size with a minimum width dimension of four feet and: Balconies used for entrances or exits shall not be considered as open space except where such exits or entrances are for the sole use of the unit;
 2. Wherever possible, private outdoor open spaces should be oriented toward the sun; and
 3. Private outdoor spaces shall be screened or designed to provide privacy for the users of the space.
- G. Shared Outdoor Recreation Areas—Residential Uses.
1. In addition to the requirements of subsections (E) and (F) of this section, usable outdoor recreation space shall be provided in residential development for the shared or common use of all residents in the following amounts:
 - a. Studio size up to and including two-bedroom units, two hundred square feet per unit,
 - b. Three or more bedroom units, three hundred square feet per unit, and
 - c. For manufactured/mobile home parks, two hundred fifty square feet per dwelling with each shared outdoor recreation area having a minimum size of two thousand five hundred square feet.
 2. The required recreation space may be provided using one or more of the following options:
 - a. It may be all outdoor space,
 - b. It may be part outdoor space and part indoor space, for example, an outdoor tennis court and indoor recreation room,
 - c. It may be all public or common space,
 - d. It may be part common space and part private, for example, it could be an outdoor tennis court, indoor recreation room and balconies on each unit, or
 - e. Where balconies are added to units, the balconies shall not be less than forty-eight square feet.
 3. Shared outdoor recreation space shall be readily observable for reasons of crime prevention and safety;
 4. Parks shall be conveniently located so as to provide direct public access and availability from a public street;
 5. Parks shall be bordered by at least one public street for a sufficient distance to encourage public use and provide visual access.
- H. Where landform alteration and/or development are allowed within and adjacent to the one hundred-year floodplain, the city shall require the preservation of open space within the one hundred-year floodplain as provided in Chapter 16.140.

- I. Demarcation of Public, Semipublic and Private Spaces—Crime Prevention.
 - 1. The structures and site improvements shall be designed so that public areas such as streets or public gathering places, semipublic areas and private outdoor areas are clearly defined in order to establish persons having a right to be in the space, in order to provide for crime prevention and to establish maintenance responsibility; and
 - 2. These areas may be defined by:
 - a. A deck, patio, low wall, hedge or draping vine,
 - b. A trellis or arbor,
 - c. A change in the texture of the path material,
 - d. Signs, or
 - e. Landscaping;
- J. Crime Prevention and Safety.
 - 1. Windows shall be located so that areas vulnerable to crime can be surveyed by the occupants;
 - 2. Interior laundry and service areas shall be located in a way that they can be observed by others;
 - 3. Mail boxes shall be located in lighted areas having vehicular or pedestrian traffic;
 - 4. The exterior lighting levels shall be selected and the angles shall be oriented towards areas vulnerable to crime; and
 - 5. Light fixtures shall be provided in areas having heavy pedestrian or vehicular traffic and in potentially dangerous areas such as parking lots, stairs, ramps and abrupt grade changes. Fixtures shall be placed at a height so that light patterns overlap at a height of seven feet which is sufficient to illuminate a person.
- K. Parking and Circulation. In addition to the provisions of this title, the following shall apply to all uses:
 - 1. The parking area shall have less than a five percent grade, and shall be free of areas which pond water;
 - 2. Pedestrian walkways shall be provided in parking areas having fifteen or more spaces;
 - 3. The parking and circulation patterns shall be clear to minimize traffic hazards and congestion and to facilitate emergency vehicles; and
 - 4. If any parking is provided for the public or visitors, or both, the needs of the handicapped shall be considered and accommodated.
- L. Landscaping.
 - 1. All landscaping shall be designed in accordance with the requirements set forth in this title Article IV, Chapter 16.124.
 - 2. Residential Uses. In addition to the open space and recreation area requirements of subsections 16.152.110 (E) and (F) of this section, a minimum of twenty-five percent of the gross area including parking, loading and service areas shall be landscaped.
 - 3. Non-residential Uses. A minimum of fifteen percent of the gross site area shall be landscaped with landscaping located within parking areas.
 - 4. Parking, Loading or Service Areas.

- a. A parking, loading or service area which abuts a street shall be set back from the right-of-way line by a landscaped strip at least five feet in width and the landscaped area shall comply with the provisions of Chapter 16.124.
 - b. A parking, loading or service area which abuts a property line shall be separated from the property line by a landscaped area that complies with the provisions of Chapter 16.124.
- M. Drainage. All drainage plans shall be designed in accordance with criteria within the city's public facilities plan.
- N. Manufactured/Mobile Home Park Standards. In addition to the other applicable standards of this title, a Manufactured/Mobile Home Park shall comply with all of the following criteria:
 1. A minimum lot gross area of one acre;
 2. A minimum frontage of one hundred feet;
 3. A minimum depth of one hundred fifty feet;
 4. A front and rear yard setback of twenty-five feet;
 5. A side yard setback of ten feet, except on a corner lot abutting a street side yard shall be twenty-five feet;
 6. Evidence shall be provided that the park will be eligible for a certificate of sanitation required by state law;
 7. Each manufactured/mobile home shall be adequately serviced by public facilities such as, but not limited to, water supply, sewers, sidewalks, street lights and improved streets;
 8. Each unit shall be provided with full public utilities including but not limited to water, sewer, electrical connection and cable television;
 9. No mobile home, accessory building or other structure shall be closer than eight feet from another mobile home, accessory building or other structure;
 10. Each vehicular way in a mobile home park shall be named and marked with signs which are similar in appearance to those used to identify public streets; and a map of the named vehicular ways shall be provided to the fire district and the police department;
 11. If a mobile home space or permanent structure in the park is more than five hundred feet from a public fire hydrant, the park shall provide:
 - a. Water supply lines designed with fire hydrants which shall be provided within five hundred feet of such space or structure; and
 - b. Each hydrant within the park shall be located on a vehicular way and shall conform in design and capacity to city and water and fire district standards.
 12. There shall be no outdoor storage of furniture, tools, equipment, building materials or supplies belonging to the occupants or management of the park;
 13. The manufactured/mobile home shall have a garage to be constructed of materials matching those of the manufactured/mobile home. The garage shall be in place on the property prior to occupancy of the manufactured/mobile home;
 14. Accessways or driveways shall be lighted in accordance with city standards;
 15. Primary access to the manufactured/mobile home park shall be from a public street;
 - a. Where necessary, additional street right-of-way shall be dedicated to the city to maintain adequate traffic circulation into and out of the park.
 - b. Private access driveways connecting units to a public street shall have a width of not less than thirty-six feet, of which not less than twenty-four feet shall be paved.

- c. Driveways shall be designed to provide for all maneuvering and parking of units without encroaching on a public street.
- O. Mixed Solid Waste and Recyclable Storage.
 1. Applicability. The mixed solid waste and source separated recyclables storage standards in this subsection shall apply to new multi-family residential buildings containing five or more units and non-residential construction that are subject to site plan or conditional use review.
 2. General Requirements.
 - a. The storage area requirement is based on the predominant use(s) of the building, (i.e., residential, office, retail, educational/institutional or other). If a building has more than one of the uses listed in subsection (O)(3) of this section and that use occupies twenty percent or less of the floor area of the building, the floor area occupied by that use shall be counted toward the floor area of the predominant use(s). If a building has more than one of the uses listed in subsection (O)(3) of this section and that use occupies more than twenty percent of the floor area of the building, then the storage area requirement for the whole building shall be the sum of the requirement for the area of each use.
 - b. Storage areas for multiple uses on a single site may be combined and shared.
 - c. The specific requirements are based on an assumed storage height of four feet for solid waste/recyclables. Vertical storage higher than four feet but no higher than seven feet may be used to accommodate the same volume of storage in a reduced floor space (potential reduction of forty-three percent of specific requirements). Where vertical or stacked storage is proposed, the site plan shall include drawings to illustrate the layout of the storage area and dimensions of containers.
 3. Specific Requirements.
 - a. Multi-unit residential buildings containing five to ten units shall provide a minimum storage area of fifty square feet. Buildings containing more than ten residential units shall provide an additional five square feet per unit for each unit above ten.
 - b. Non-residential buildings shall provide a minimum storage area of ten square feet, plus.

Office: four square feet/one thousand square feet of gross floor area (GFA);

Retail: ten square feet/one thousand square feet of GFA;

Educational and Institutional: four square feet/one thousand square feet of GFA;

Other: four square feet/one thousand square feet of GFA.
 4. Location, Design and Access Standards for Storage Areas. The following location, design and access standards for storage areas shall be satisfied.
 - a. Location Standards.
 - i. To encourage its use, the storage area for source separated recyclables shall be located with the storage area for residual mixed solid waste.
 - ii. Indoor and outdoor storage areas shall comply with uniform building and fire code requirements.
 - iii. Storage area space requirements can be satisfied with a single location or multiple locations, and can combine both interior and exterior locations.
 - iv. Exterior storage areas can be located within interior side yard or rear yard areas. Exterior storage areas shall not be located within a required front yard setback or in a yard adjacent to a public or private street.

- v. Exterior storage areas shall be located in central and visible locations on a site to enhance security for users.
 - vi. Exterior storage areas can be located in a parking area, if the proposed use provides at least the minimum number of parking spaces required for the use after deducting the area used for storage and access. Storage areas shall be appropriately screened according to the provisions in subsection (O)(4)(b) of this section.
 - vii. The storage area shall be accessible for collection vehicles and located so that the storage area must not obstruct pedestrian or vehicle traffic movement on the site or on public streets adjacent to the site.
- b. Design Standards.
- i. The dimensions of the storage area shall accommodate containers consistent with current methods of local collection.
 - ii. Storage containers shall meet Uniform Fire code standards and be made and covered with waterproof materials or situated in a covered area.
 - iii. Exterior storage areas shall be enclosed by a sight obscuring fence, wall or hedge at least six feet in height. Gate openings which allow access to users and haulers shall be provided. Gate openings for haulers shall be capable of being secured in a closed and open position.
 - iv. Storage area(s) and containers shall be clearly labeled to indicate the type of materials accepted.
- c. Access Standards.
- i. Access to storage areas can be limited for security reasons. However, the storage area shall be accessible to users at convenient times of the day, and to collection service personnel on the day and approximate time they are scheduled to provide collection service.
 - ii. Storage areas shall be designed to be easily accessible to collection trucks and equipment, considering paving, grade and vehicle access. A minimum of ten feet horizontal clearance and eight feet of vertical clearance is required if the storage area is covered.
 - iii. Storage areas shall be accessible to collection vehicles without requiring backing out of a driveway onto a public street. If only a single access point is available to the storage area, adequate turning radius shall be provided to allow collection vehicles to safely exit the site in a forward motion.

(Ord. O-03-2 § 1 (part), 2003; Ord. O-02-4 § 2 (part), 2002; Ord. 96-4 § 1 (part), 1996)

(Ord. No. [O-2015-01](#), § 1(Exh. A), 3-18-2015)

16.152.120 - Exceptions to provisions.

The planning commission may grant an exception to the dimensional building setback or yard requirements of the applicable zone based on findings that the approval will result in the following:

- A. A reduction of a required setback which is not greater than fifteen percent;
- B. Promotion of a more efficient use of the site; and
- C. Preservation of unique site conditions or features such as wetlands, flood plains, steep slopes or mature trees.

(Ord. 96-4 § 1 (part), 1996)

16.152.130 - Agreement and security.

The developer and property owner shall, as a condition of approval, execute a development agreement for any public improvements required by site plan review. The agreement shall be on a form approved by the city attorney. The property owner may be required to file with the city a performance bond or other security as approved by the city attorney to assure full performance of the required improvements. The bond shall be for the estimated cost of the improvements plus ten percent. The bond shall remain in effect until the public improvements are accepted by the city. Landscaping shall be installed prior to issuance of an occupancy permit unless the city manager determines that a delay in planting is justified to promote the maintenance of the landscaping. In this case, security equal to the cost of landscaping, as determined by the city manager, must be filed with the city assuring installation of landscaping within six months after occupancy.

(Ord. 96-4 § 1 (part), 1996)

16.152.140 - Maintenance.

All on-site improvements shall be the ongoing responsibility of the property owner or occupant. Should landscaping materials die after installation, it shall be the ongoing responsibility of the property owner to provide replacement plantings to maintain the intent of the approved landscape plan. All other facilities, including parking areas, walks, signage and other improvements shall be maintained in good serviceable quality so that the quality appearance of the site is maintained at all times.

(Ord. 96-4 § 1 (part), 1996)

The following sections are not amended and have been removed to aid readability

Chapter 16.156 - CONDITIONAL USES

Chapter 16.178 - ACCESSORY DWELLING UNITS

16.178.010 - Purpose.

Accessory dwelling units are allowed to:

- A. Create new housing units while respecting the character of single-family residential neighborhoods;
- B. Utilize existing housing stock and infrastructure more efficiently;
- C. Provide a mix of housing types that respond to changing household needs;
- D. Provide a means for residents, particularly seniors, single parents and other established residents to remain in their homes and neighborhoods, and obtain extra income, security, companionship and services; and
- E. Provide a broader range of affordable housing options.

(Ord. O-03-2 § 1 (part), 2003; [Ord. No. O-2020-01](#), § 1(Exh. A), 8-19-2020)

16.178.020 - Applicability of provisions.

The provisions of this chapter shall apply to all new accessory dwelling unit construction or floor area expansion of an existing accessory dwelling in the R-9, SF, AT, R-12, R-15, R-24, and NMU districts.

(Ord. O-03-2 § 1 (part), 2003; [Ord. No. O-2020-01](#), § 1(Exh. A), 8-19-2020)

16.178.030 - Administration.

Applications for a new accessory dwelling unit or an alteration, extension or reconstruction of an existing accessory dwelling unit shall be administered and reviewed as an administrative review in accordance with Article II of this title.

(Ord. O-03-2 § 1 (part), 2003; [Ord. No. O-2020-01](#), § 1(Exh. A), 8-19-2020)

16.178.040 - Submission requirements.

- A. In addition to the application form and information required in Section 16.44.030, the applicant shall submit the following:
 - 1. A site plan(s) and necessary data or narrative, which explains how the accessory dwelling unit conforms to the standards of this title:
 - 2. The application for a proposed accessory dwelling unit or the alteration, extension or reconstruction of an existing accessory dwelling unit shall include:
 - a. A site plan showing the location of all existing and proposed structures on the site and directly abutting the site, and their orientation:
 - i. The location of existing and proposed utility lines and easements;
 - ii. The location of any streets abutting the site;
 - iii. The location of any accessway to the proposed accessory dwelling unit;
 - iv. The dimensions and square footage of the accessory accessory dwelling unit; and
 - v. A copy of all existing and proposed restrictions or covenants.
 - b. The proposed architectural plans for the accessory accessory dwelling unit shall include:
 - i. At least the front and side elevations of any proposed structure; and
 - ii. If a building permit is required, all structural drawings and data required by the current Oregon Building Code shall be included.
- B. The city manager may require information in addition to that required by this chapter when it is found that certain information is necessary to properly evaluate the application.
- C. The city manager may waive a specific requirement for information when it is found that such information is not necessary to properly evaluate the application.

(Ord. O-03-2 § 1 (part), 2003; [Ord. No. O-2020-01](#), § 1(Exh. A), 8-19-2020)

16.178.050 - Approval standards.

Description of specific amendments

Minor amendment to refer to dwelling rather than single family dwelling, in order to be consistent with

the general shift in terminology away from use of household type as a proxy for dwelling type.

- A. Creation. An accessory dwelling unit may only be created through the following methods:
 - 1. Converting existing living area, attic, basement, garage, or detached accessory structure;
 - 2. Adding floor area to an existing residence or detached accessory structure;
 - 3. Constructing a detached accessory dwelling unit on a site with an existing house, attached house or manufactured home; or
 - 4. Constructing a new house, attached house, or manufactured home with an internal or detached accessory dwelling unit.
- B. Maximum Number. A maximum of one accessory dwelling unit is allowed ~~per legal single family dwelling~~ **per dwelling**.
- C. Other Development Requirements for New and Existing Accessory Dwellings.
 - 1. A building containing an accessory dwelling unit shall provide front, side and rear setbacks and have a maximum building height which comply with the applicable zone district.
 - 2. A detached accessory dwelling unit shall not be located within a front yard.
 - 3. Properties with a detached accessory dwelling unit are allowed to increase the maximum lot coverage standard of the applicable zone up to ten percent.
 - 4. No additional off-street parking is required for an accessory dwelling unit.
 - 5. A detached accessory dwelling unit shall not exceed eight hundred square feet of floor area, or seventy-five percent of the primary dwelling's floor area, whichever is less.
 - 6. Conversion of an existing legal nonconforming structure to an accessory dwelling unit is allowed provided that the conversion does not increase the degree of nonconformity.
 - 7. Accessory dwelling units are exempt from density calculations and requirements.

(Ord. O-03-2 § 1 (part), 2003; [Ord. No. O-2020-01](#), § 1(Exh. A), 8-19-2020)

Oregonian Media Group
1500 SW 1st Ave Suite 500
Portland, OR 97201



The Oregonian

CITY OF KING CITY
ATTN: Ronnie Smith
15300 SW 116TH AVE KING
CITY, OR 97224

AD#: 0009980122

Sales Rep: Kimberlee O'Neill
Account Number: 1000816725
AD#: 0009980122

Remit Payment to: Oregonian
Media Group Dept 77571
P.O. Box 77000
Detroit, MI 48277-0571

Page 1 of 3

Date	Position	Description	P.O. Number	Ad Size	Costs
05/27/2021	PublicNotices OR	PUBLIC NOTICE Case No. LU 2021-01 King City Community	Case No. LU 2021-01	2 x 100 L	
Basic Ad Charge - 05/21/2021					\$1,258.05
Total					\$1,258.05


FOR QUESTIONS CONCERNING THIS AFFIDAVIT, PLEASE CALL 503-221-8481

AD#: 0009980122

State of Oregon,) ss
County of Multnomah)

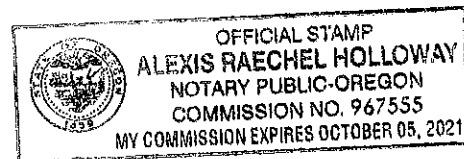
Brian Maly being duly sworn, deposes that he/she is principal clerk of Oregonian Media Group; that The Oregonian is a public newspaper published in the city of Portland, with general circulation in Oregon, and this notice is an accurate and true copy of this notice as printed in said newspaper, was printed and published in the regular edition and issue of said newspaper on the following date(s):

The Oregonian 05/21/2021


Principal Clerk of the Publisher

Sworn to and subscribed before me this 25th day of May 2021


Notary Public



**PUBLIC NOTICE
Case No. LU 2021-01**

**King City Community Development Code and Comprehensive Plan -
HB 2001 Amendments**

The city of King City will hold public hearings before the King City Planning Commission and King City Council regarding potential amendments to the King City Community Development Code (CDC) and Comprehensive Plan. The purposes of the proposed amendments are to: 1) adopt amended CDC regulations for residential housing types in the R-9, SF, AT, R-12, R-15, and R-24 districts to comply with state requirements in House Bill 2001; 2) minor amendments in the CDC to support the amendments to residential districts; and 3) minor amendments to the residential housing descriptions in the Land Use Designations and Location Criteria section of the Comprehensive Plan to coincide with the proposed CDC amendments.

The primary CDC amendments will affect the following:

- Section 16.24.030 C. Residential Use Types - amendments to residential use definitions.
- Chapters 16.84 through 16.100 (R-9, SF, AT, R-12, R-15, and R-24 districts) - combine the provisions for the city's residential districts into one overall residential zoning chapter with a reorganized and amended set of development and design standards.
- Chapters 16.80 and 16.82 - supporting amendments for consistency with the Chapter 16.84 through 16.100 amendments.
- Chapter 16.132 Parking and Loading - minor residential parking amendments.
- Chapter 16.146 Density Calculations - amendments to clarify that density maximums do not apply to duplexes, quadplexes, triplexes, or cottage clusters, that townhouses have a maximum density of 25 dwelling units per acre, and cottage clusters have minimum density requirement of 4 dwelling units per acre and are exempt from density maximums.
- Section 16.152.020 Applicability of Provisions - remove site plan review requirements for duplexes, triplexes, quadplexes, and cottage cluster development from the requirements of Chapter 16.152 Site Plan Review - amendments to coincide with other proposed CDC amendments.
- Chapter 16.179 Accessory Dwelling Units - delete references to "single family dwelling."

The approval criteria for evaluating the plan include:

- King City Comprehensive Plan; and
- Statewide planning goals.

The Planning Commission will consider public testimony regarding the draft King City CDC amendments. The purpose of the hearing will be for the Planning Commission to make a formal recommendation about the draft amendments to the King City Council.

The City Council will consider public testimony and the Planning Commission recommendation prior to making a decision regarding adoption of the King City CDC amendments.

Failure of an issue to be raised in the hearings, in person or by letter, or failure to provide sufficient specificity to afford the approval authority an opportunity to respond to the issue precludes appeal to the Land Use Board of Appeals based on that issue.

The public hearing before the Planning Commission is scheduled for Wednesday, June 6, 2021 at 9:30 a.m. Commissioners will be calling into the meeting via conference call. Members of the public will be able to listen to the meeting on the teleconference line or watch the meeting via video link. Minimal staff will be in the City Hall Conference Room, 15300 SW 116th Ave, King City, Oregon 97224. To avoid the potential spread of the COVID-19 virus, members of the public will not be allowed in the room. The packet can be found online at: http://www.ci.king-city.or.us/government/mayor_and_council/agendas_and_minutes.php#

The City has taken steps to utilize current technology to make meetings available to the public without increasing the risk of exposure. The public can participate by emailing public comments to City Recorder at rsmith@cl.king-city.or.us or leaving a voicemail that can be played during the meeting. The audio/video recording of the meeting will be posted to the City's website within two to three days of the meeting.

Join Zoom Meeting

<https://us02web.zoom.us/j/86335547229?pwd=OXhJY0h5V1h5ZWl3SU45bmhtcFRJUT09>

Meeting ID: 863 3554 7229

Passcode: 923757

The public hearing before the City Council is scheduled for Wednesday, June 16, 2021 at 5:30 p.m., at the above same ZOOM link

Copies of the draft King City CDC amendments and a staff report are available at King City Hall, 15300 SW 116th Avenue. In addition, the King City CDC draft amendments and staff report may be found on the city's website at http://www.cl.king-city.or.us/municipal_code_updates/index.php

Questions and requests for additional information should be directed to:

Michael Weston, City Manager, mweston@cl.king-city.or.us, 503-639-4082

Keith Liden, Contract City Planner, Keith.liden@gmail.com, 503-757-5501

NOTICE TO MORTGAGEE, LIENHOLDER, VENDOR OR SELLER: ORS CHAPTER 215 REQUIRES THAT IF YOU RECEIVE THIS NOTICE, IT MUST PROMPTLY BE FORWARDED TO THE PURCHASER.

AFFIDAVIT OF PUBLICATION



DJCOREGON

11 NE Martin Luther King Jr. Blvd, Suite 201 / Portland, OR 97232-3579
(503) 226-1311

STATE OF OREGON, COUNTY OF MULTNOMAH--ss.

I, **Nick Bjork**, being first duly sworn, depose and say that I am a **Publisher** of the **Daily Journal of Commerce**, a newspaper of general circulation in the counties of CLACKAMAS, MULTNOMAH, and WASHINGTON as defined by ORS 193.010 and 193.020; published at Portland in the aforesaid County and State; that I know from my personal knowledge that the Other notice described as

Case Number: NOT PROVIDED
KING CITY COMMUNITY DEVELOPMENT CODE AND COMPREHENSIVE PLAN - HB 2001 AMENDMENTS

a printed copy of which is hereto annexed, was published in the entire issue of said newspaper for 1 time(s) in the following issues:

5/21/2021

**CITY OF KING CITY
PUBLIC NOTICE**

CASE NO. LU 2021-01

**KING CITY COMMUNITY DEVELOPMENT CODE AND COMPREHENSIVE PLAN -
HB 2001 AMENDMENTS**

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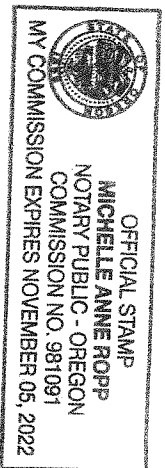
Join Zoom Meeting

<https://us02web.zoom.us/j/86335547229?pwd=OXhJY0h5V1h5ZlV3UjU4S0h0bmcFEhI7TG0=>

SIGNED OR ATTESTED BEFORE ME
ON THE **24th** DAY OF **May**, 2021

Nick Bjork

Notary Public-State of Oregon



Ronnie Smith
City Of King City
15300 SW 116th Ave
King City, OR 97224-2658



Oregon

Kate Brown, Governor

Liquor Control Commission

PO Box 22297

Portland, OR 97269-2297

(503) 872-5000

(800) 452-6522

5/21/2021

GoFresh Inc. / Grocery Outlet Inc.
dba **GROCERY OUTLET KING CITY**
15705 SW 116th Ave.
King City, OR. 97239

Dear Applicant:

We have received your liquor license application for an Off-Premises sales license. Before we can begin processing your application, you must submit a copy of your liquor license application to your local governing body and pay any required fees.

Please mail or deliver the attached documents and any fee to your government office listed below as soon as possible.

If you have questions please contact us at the email below.

Liquor License Application Coordinator
olcc.liquorlicenseapplication@oregon.gov

Your Local Governing Body

City of King City
15300 SW 116th Ave.
King City, OR. 97224
503-639-4082





OREGON LIQUOR CONTROL COMMISSION

LIQUOR LICENSE APPLICATION

1. Application. **Do not include** any OLCC fees with your application packet (the license fee will be collected at a later time). Application is being made for:

License Applied For:	CITY AND COUNTY USE ONLY
<input type="checkbox"/> Brewery 1st Location	Date application received and/or date stamp:
<input type="checkbox"/> Brewery 2nd Location	
<input type="checkbox"/> Brewery 3rd Location	Name of City or County:
<input type="checkbox"/> Brewery-Public House 1st Location	
<input type="checkbox"/> Brewery-Public House 2nd Location	Recommends this license be:
<input type="checkbox"/> Brewery-Public House 3rd Location	
<input type="checkbox"/> Distillery	<input type="checkbox"/> Granted <input type="checkbox"/> Denied
<input type="checkbox"/> Full On-Premises, Commercial	By: _____
<input type="checkbox"/> Full On-Premises, Caterer	
<input type="checkbox"/> Full On-Premises, Passenger Carrier	Date: _____
<input type="checkbox"/> Full On-Premises, Other Public Location	OLCC USE ONLY
<input type="checkbox"/> Full On-Premises, For Profit Private Club	
<input type="checkbox"/> Full On-Premises, Nonprofit Private Club	Date application received:
<input type="checkbox"/> Grower Sales Privilege 1st Location	_____ 5/14/21
<input type="checkbox"/> Grower Sales Privilege 2nd Location	By: _____ 5/19/21
<input type="checkbox"/> Grower Sales Privilege 3rd Location	License Action(s):
<input type="checkbox"/> Limited On-Premises	C/O; C/TN
<input checked="" type="checkbox"/> Off-Premises	
<input type="checkbox"/> Off-Premises with Fuel Pumps	
<input type="checkbox"/> Warehouse	
<input type="checkbox"/> Wholesale Malt Beverage & Wine	
<input type="checkbox"/> Winery 1st Location	
<input type="checkbox"/> Winery 2nd Location	
<input type="checkbox"/> Winery 3rd Location	
<input type="checkbox"/> Winery 4th Location	
<input type="checkbox"/> Winery 5th Location	

2. Identify the applicant(s) applying for the license(s). ENTITY (example: corporation or LLC) or INDIVIDUAL(S) applying for the license(s):

Grocery Outlet Inc. (Applicant #1) Grocery Outlet Inc. (Applicant #2)
_____ (Applicant #3) _____ (Applicant #4)

3. Trade Name of the Business (Name Customers Will See)		
Grocery Outlet King City		
4. Business Address (Number and Street Address of the Location that will have the liquor license)		
15705 SW 116TH AVE		
City	County	Zip Code
KING CITY	Washington County	97239



OREGON LIQUOR CONTROL COMMISSION

LIQUOR LICENSE APPLICATION

5. Trade Name of the Business (Name Customers Will See) Grocery Outlet King City			
6. Does the business address currently have an OLCC liquor license? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO			
7. Does the business address currently have an OLCC marijuana license? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO			
8. Mailing Address/PO Box, Number, Street, Rural Route (where the OLCC will send your mail) 15705 SW 116th Ave			
City King City	State Oregon	Zip Code 97224	
9. Phone Number of the Business Location (503) 968-8991		10. Email Contact for this Application go.kingcity@gmail.com	
11. Contact Person for this Application Bob Barnard		Phone Number (503) 807-5572	
Contact Person's Mailing Address (if different) Same	City	State	Zip Code

Please note that liquor license applications are public records. A copy of the application will be posted on the OLCC website for a period of several weeks.

I understand that marijuana (such as use, consumption, ingestion, inhalation, samples, give-away, sale, etc.) is **prohibited** on the licensed premises.

I attest that all answers on all forms, documents, and information provided to the OLCC are true and complete.

Applicant Signature(s)

- Each individual person listed as an applicant must sign the application.
- If an applicant is an entity, such as a corporation or LLC, at least one person who is authorized to sign for the entity must sign the application.
- A person with the authority to sign on behalf of the applicant (such as the applicant's attorney or a person with power of attorney) may sign the application. If a [redacted] ant signs the application, please provide proof of signature authority.

(Applicant#1)

(Applicant#3)

(Applicant#4)



OREGON LIQUOR CONTROL COMMISSION

INDIVIDUAL HISTORY FORM

1. Name: (LAST) Barnard		(FIRST) Robert	(MIDDLE) Paul
2. Other Names Used (Maiden, Etc.):			
3. Do you have a Social Security Number (SSN) issued by the U.S. Social Security Administration? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, please provide your SSN: _____ - _____ - _____			
<p>SOCIAL SECURITY NUMBER DISCLOSURE: As part of your application for an initial or renewal license, Federal and State laws require you to provide your Social Security Number (SSN) to the Oregon Liquor Control Commission (OLCC) for child support enforcement purposes (42 USC § 666(a)(13) & ORS 25.785). If you are an applicant or licensee and fail to provide your SSN, the OLCC may refuse to process your application. Your SSN will be used only for child support enforcement purposes unless you indicate below.</p> <p>Based on our authority under ORS 471.311 and OAR 845-005-0312(6), we are requesting your voluntary consent to use your SSN for the following administrative purposes only: to match your license application to your Alcohol Server Education records (where applicable), and to ensure your identity for criminal records checks. OLCC will not deny you any rights, benefits or privileges otherwise provided by law if you do not consent to use of your SSN for these administrative purposes (5 USC§ 552(a).</p> <p>Do you voluntarily consent to the OLCC's use of your SSN as just described? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>			
4. Date of Birth (MM/DD/YYYY): _____		5. Contact Phone: (503)807-5572	
6. Driver License or State ID _____		7. St _____	
8. Residence Address: _____			
9. Mailing Address (if different):			
10. E-Mail (optional): gokingcity@gmail.com			
11. Do you have a spouse or domestic partner? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, list his/her full name:			
12. If yes to #11, will this person be involved in the management of, or have control over the business? <input type="checkbox"/> No <input type="checkbox"/> Yes			
13. In the past 10 years, have you been convicted ("convicted" includes paying a fine) in Oregon or another U.S. state of driving a car with a suspended driver license or driving a car with no insurance? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes (Please include explanation below) <input type="checkbox"/> Unsure (Please include explanation below)			
14. In the past 10 years, have you been convicted ("convicted" includes paying a fine) in Oregon or another U.S. state of a FELONY ? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes (Please include explanation below) <input type="checkbox"/> Unsure (Please include explanation below)			
15. Have you ever been in a drug or alcohol diversion program in Oregon or another U.S. state? A diversion program is where you are required, usually by the court or another government agency, to complete certain requirements in place of being convicted of a drug or alcohol-related offense. <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes (Please include explanation below) <input type="checkbox"/> Unsure (Please include explanation below)			

16. Do you, or any legal entity that you are a part of, currently hold or have previously held a liquor license or a recreational marijuana license in Oregon or another U.S. state? (Note: alcohol service permits and marijuana worker permits are not liquor licenses).

☐ No ☒ Yes (Please include explanation below) ☐ Unsure (Please include explanation below)

Barnard's GO Inc
Scappoose Grocery Outlet
52115 SW Chinook Way
Scappoose OR 97056
License # 330275

17. Have you, or any legal entity that you are a part of, ever had an application for a license, permit, or certificate denied or cancelled by the OLCC or any other governmental agency in the U.S.?

☒ No ☐ Yes (Please include explanation below) ☐ Unsure (Please include explanation below)

18. Are you applying for a Full On-Premises, Limited On-Premises, Off-Premises, or Brewery-Public House license?

☒ No Please skip questions 19 & 20. Go directly to question 21.
☐ Yes Please answer questions 19, 20, and 21.

19. Do you or will you have any ownership interest in a business that manufactures, wholesales, or distributes alcohol in Oregon or another U.S. state?

☐ No ☐ Yes (Please include explanation below) ☐ Unsure (Please include explanation below)

20. Does or will an alcohol manufacturer, wholesaler, or distributor in Oregon or another U.S. state have any ownership interest in your business?

☐ No ☐ Yes (Please include explanation below) ☐ Unsure (Please include explanation below)

21. Do you currently have, or will you have, any ownership interest in any business in Oregon with a Full On-Premises, Limited On-Premises, Off-Premises, or Brewery-Public House license?

☒ No ☐ Yes (Please include explanation below) ☐ Unsure (Please include explanation below)

You must sign your own form. Another person, like your attorney or a person with power of attorney, may not sign your form. I affirm that my answers are true and complete. I understand the OLCC will use the above information to check my records, including but not limited to, criminal history. I understand that if my answers are not true and complete, the OLCC may deny my license application.

Name: (LAST)

Barnard

(FIRST)

Robert

(MIDDLE)

Paul

Signature

Date:

5.13.2021



OREGON LIQUOR CONTROL COMMISSION
BUSINESS INFORMATION

Please Print or Type

Applicant Name: GOFRESH INC Phone: (503) 968-8991

Trade Name (dba): Grocery Outlet King City

Business Location Address: 15705 SW 116th Ave

City: King City ZIP Code: 97224

DAYS AND HOURS OF OPERATION

Business Hours:

Sunday 8am to 10pm
Monday 8am to 10pm
Tuesday 8am to 10pm
Wednesday 8am to 10pm
Thursday 8am to 10pm
Friday 8am to 10pm
Saturday 8am to 10pm

Outdoor Area Hours:

Sunday _____ to _____
Monday _____ to _____
Tuesday _____ to _____
Wednesday _____ to _____
Thursday _____ to _____
Friday _____ to _____
Saturday _____ to _____

The outdoor area is used for:

- ☐ Food service Hours: _____ to _____
☐ Alcohol service Hours: _____ to _____
☐ Enclosed, how _____

The exterior area is adequately viewed and/or supervised by Service Permittees.

(Investigator's Initials)

Seasonal Variations: ☐ Yes ☐ No If yes, explain: _____

ENTERTAINMENT

Check all that apply:

- ☐ Live Music ☐ Karaoke
☐ Recorded Music ☐ Coin-operated Games
☐ DJ Music ☐ Video Lottery Machines
☐ Dancing ☐ Social Gaming
☐ Nude Entertainers ☐ Pool Tables
☐ Other: _____

DAYS & HOURS OF LIVE OR DJ MUSIC

Sunday _____ to _____
Monday _____ to _____
Tuesday _____ to _____
Wednesday _____ to _____
Thursday _____ to _____
Friday _____ to _____
Saturday _____ to _____

SEATING COUNT

Restaurant: _____ Outdoor: _____
Lounge: _____ Other (explain): _____
Banquet: _____ Total Seating: _____

OLCC USE ONLY

Investigator Verified Seating: ____ (Y) ____ (N)
Investigator Initials: _____
Date: _____

I understand if my answers are not true and complete, the OLCC may deny my license application.

Applicant Signature: _____ Date: 5.13.2021

1-800-452-OLCC (6522)

www.oregon.gov/olcc

(rev. 12/07)

CITY OF KING CITY

RESOLUTION R-2021 - 03

A RESOLUTION ADOPTING A TRANSFER BUDGET AND MAKING BUDGET APPROPRIATIONS FOR THE 2020 - 2021 FISCAL YEAR.

WHEREAS, there are expenditures that have occurred or are expected to occur during the 2020 - 2021 fiscal year which were not included in the City's original budget;

WHEREAS, Oregon Revised Statutes (Chapter 294.450) specifically authorizes the governing body of a municipal corporation to transfer budget appropriations within a particular fund, department and budget category when a need arises;

NOW THEREFORE, BE IT RESOLVED, that the budget amounts Shown in Exhibit A, are hereby allocated, re-appropriated and transferred.

INTRODUCED AND ADOPTED by the City of King City Council and signed by me in authentication of its passage this 16st day of June 2021.

CITY OF KING CITY, OREGON

By: _____
Mayor

ATTEST:

By: _____
City Recorder

Exhibit " A "

CITY OF KING CITY - TRANSFER BUDGET REVISIONS FY 2020-2021

EXPENDITURES

	ACCT. NO	ADOPTED BUDGET	BUDGET ADJUST	REVISED BUDGET
GENERAL FUND				
CITY COUNCIL				
Capital Outlay - Monitor,computer,Ipad	7012005	0	\$ 12,000	12000
PLANNING / FINANCE				
Service Contracted-staff charge to other programs	5092299	\$ (94,007)	\$ (94,000)	\$ (188,007)
GENERAL SERVICES TRANSFER & CONTIGENCY				
Contingency - Reserved for future expenditure		\$ 1,033,042	\$ 82,000	\$ 1,115,042
STREET FUND				
STREET OPERATION				
Service Contracted-staff charge to other programs	5095499	\$ -	\$ 94,000	\$ 94,000
Contingency	8115401	\$ 592,446	\$ (94,000)	\$ 498,446
TOTAL			\$ -	

CITY OF KING CITY

RESOLUTION No.R-2021- 04

A RESOLUTION ADOPTING THE BUDGET, MAKING APPROPRIATIONS AND AUTHORIZING FUND TRANSFERS, AND LEVYING TAXES FOR FISCAL YEAR 2021-2022, FOR THE CITY OF KING CITY, OREGON.

WHEREAS, the King City Budget Committee approved the budget on May 12th 2021

NOW THEREFORE BE IT RESOLVED that the City Council, following a Public Hearing on June 16th 2021, hereby adopts the budget now on file in the office of the City Manager in King City, 15300 SW 116th Avenue, King City, Oregon

BE IT FURTHER RESOLVED that the City Council hereby levies the taxes provided for in the budget by adopting its permanent tax rate of \$1.5261 which shall be allocated into the General Fund and that these taxes are hereby levied upon all taxable property within the district. The electors of King City approved in Nov.2019, a five-year Local Option Levy whereby levying a \$0.63 tax rate of police services.

	Subject to the General Government Limitation	Excluded from the limitation
General Fund – permanent tax rate	\$ 1.5261	\$ 0.00
Serial Levy Fund	\$ 0.63	\$ 0.00
Bonded Debt Fund	\$ 0.00	\$ 0.00

BE IT FURTHER RESOLVED that the amounts for the fiscal year beginning July 1, 2021, and for the purposes shown below are hereby appropriated as follows:

GENERAL FUND:

City Council	\$ 84,160.00	
Administration	\$ 1,171,410.00	
Police	\$ 1,231,875.00	
Municipal Court	\$ 99,150.00	
Building	\$ 90,861.00	
Public Information	\$ 6,000.00	
Debt Service	\$ 100,000.00	
Reserved for Future Expenditure	\$ 1,033,042.00	
Contingency	\$ 600,000.00	
TOTAL GENERAL FUND		\$ 4,416,498.00

STREET FUND:

Materials & Services	\$ 239,819.00	
Capital Outlay	\$ 382,000.00	
Transfers	\$ 20,235.00	
Contingency	\$ 328,446.00	
TOTAL STREET FUND		\$ 970,500.00

LOCAL OPTION LEVY:

Transfer to General Fund	\$ 360,000.00	
TOTAL LOCAL OPTION LEVY		\$ 360,000.00

PARK SDC'S FUND

Capital Outlay	\$ 20,000.00	
Transfers	\$ 20,000.00	
Reserved for Future Expenditure	\$ 25,950.00	
Contingency	\$ 100,000.00	
TOTAL PARK SDC'S FUND		\$165,950.00

TRANSPORTATION DEVELOPMENT TAX FUND:

Transfers	\$ 48,000.00	
Reserved for Future Expenditure	\$ 496,580.00	
Contingency	\$ 100,000.00	
TOTAL		\$ 644,580.00

<u>TOTAL APPROPRIATIONS:</u>	\$ 6,557,528.00
-------------------------------------	------------------------

BE IT RESOLVED that the City Manager will certify to the County Clerk, County Assessor of Washington County, Oregon, and the Department of Revenue, in Salem, Oregon, the tax levy made by this Resolution and shall file with them a copy of the Budget as finally adopted.

INTRODUCED AND ADOPTED by the City of King City Council and signed by me in authentication of its passage this 16TH day of June, 2021.

CITY OF KING CITY, OREGON

By: _____
Kenneth Gibson, Mayor

ATTEST:

By: _____
Ronnie Smith, City Recorder

FORM

RESOURCES

City of King City

LB-20

GENERAL FUND

	Historical Data			RESOURCE DESCRIPTION	Budget for Next Year 2021-2022			
	Actual Second Preceding Year 2018-2019	First Preceding Year 2019-2020	Adopted Budget This Year 2020-2021		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
1	1,500,634	1,891,141	2,033,040	1 Beginning Fund Balance	1,900,000	1,900,000	1,900,000	1
2			-250,000	2 Account's Receivable Noncollectable	-125,000	-125,000	-125,000	2
3	35,748	31,934	35,000	3 Interest	35,000	35,000	35,000	3
				OTHER RESOURCES				
4	293,158	379,863	354,560	4 Taxes-Liquor/Cigarette/Motel/ Marijuana	364,560	364,560	364,560	4
5	43,854	47,645	40,000	5 Revenue Sharing	40,000	40,000	40,000	5
6	12,000	63,415	467,938	6 Grants	346,795	346,795	346,795	6
7	67,218	80,275	77,000	7 Licenses, Fees & Building Permits	77,000	77,000	77,000	7
8	249,169	289,543	218,600	8 Franchise Fees	218,600	218,600	218,600	8
9	85,625	59,200	30,000	9 Passport Fee	80,000	80,000	80,000	9
10	1,680	0	3,000	10 METRO Tax	3,000	3,000	3,000	10
11	16,766	0	30,000	11 School C.E.T.	30,000	30,000	30,000	11
12	4,200	2,906	3,000	12 OR State Surcharge 12%	3,000	3,000	3,000	12
13	173,636	107,649	31,000	13 Court Fine Revenues	31,000	31,000	31,000	13
14	89,521	63,508	90,000	14 Water Franchise Fee (5%)	90,000	90,000	90,000	14
15	1,572,170			15 Loan from Business Oregon				15
16	16,772	8,433	1,000	16 Miscellaneous	1,000	1,000	1,000	16
				TRANSFER IN				
17	35,235	20,235	20,235	17 Fr. Street Fund	20,235	20,235	20,235	17
18	50,000	50,000	20,000	18 Fr. Parks SDC Fund	20,000	20,000	20,000	18
19	305,738	287,441	348,500	19 Fr. Local Option Levy	360,000	360,000	360,000	19
20	48,000	48,000	48,000	20 Fr. Transportation Development Fund	48,000	48,000	48,000	20
21	4,601,124	3,431,188	3,600,873	21 Total resources, except taxes to be levied	3,543,190	3,543,190	3,543,190	21
22			840,000	22 Taxes estimated to be received	873,308	873,308	873,308	22
23	775,819	796,923		23 Taxes collected in year levied				23
24	5,376,943	4,228,111	4,440,873	24 TOTAL RESOURCES	4,416,498	4,416,498	4,416,498	24

REQUIREMENTS SUMMARY
GENERAL FUND

CITY OF KING CITY

Historical Data				Budget for Next Year 2021-2022							
Actual		Adopted Budget This Year 2020-2021		Proposed By Budget Officer				Approved By Budget Committee		Adopted By Governing Body	
Second Preceding Year 2018-2019		First Preceding Year 2019-2020		Budget Officer				Committee		Body	
1	867,008	901,881	952,800	1	Salaries / OT / Payout & Payroll Taxes			1,016,488	1,016,488	1,016,488	1
2	470,912	556,472	606,500	2	Benefits - Insurance & Retirement			617,880	617,880	617,880	2
3	-53,807	1,554	0	3	Service Contracted			-94,000	-94,000	-94,000	3
4	1,284,113	1,459,907	1,559,300	4	TOTAL PERSONNEL SERVICES			1,540,368	1,540,368	1,540,368	4
	11.00	10.75	10.75		Total Full - Time Equivalent (FTE)			9.75	9.75	9.75	
					MATERIALS AND SERVICES						
5	13,809	8,845	11,560	5	Membership, Dues and Fees			11,560	11,560	11,560	5
6	30,506	21,942	49,910	6	Training, Travel & Subsistence / Employee Vehicle			49,910	49,910	49,910	6
7	0	489	25,050	7	Books, Periodicals, Subscriptions			25,050	25,050	25,050	7
8	7,233	14,375	9,000	8	Advertising / Recording / Elections/Public Notices			9,000	9,000	9,000	8
9	21,698	17,400	32,150	9	Office / Department Supplies			34,150	34,150	34,150	9
10	24,302	29,575	32,603	10	Utilities			32,603	32,603	32,603	10
11	118,974	151,533	137,400	11	Professional Services			137,400	137,400	137,400	11
12	205,666	238,439	510,000	12	Contract Services			512,200	512,200	512,200	12
13	24,916	27,420	28,000	13	Insurance - Liability Bond			28,000	28,000	28,000	13
14	34,665	33,117	50,700	14	Special Department Expenses			33,200	33,200	33,200	14
15	656	661	1,050	15	Meal & Related Business Expenses			1,050	1,050	1,050	15
16	5,307	18,593	46,800	16	Building Maintenance / Equipment Repairs			49,200	49,200	49,200	16
17	9,151	48,605	53,738	17	Grant Expenditures			46,795	46,795	46,795	17
18	3,218	3,199	6,700	18	Uniforms			6,700	6,700	6,700	18
19	47,354	17,240	24,620	19	Vehicle Maintenance			24,620	24,620	24,620	19
20	8,250	12,400	14,250	20	Audit Expense			14,250	14,250	14,250	20
21	32,608	18,538	50,000	21	Legal Services			50,000	50,000	50,000	21
22	588,313	662,371	1,083,531	22	TOTAL MATERIALS AND SERVICES			1,065,688	1,065,688	1,065,688	22
					CAPITAL OUTLAY						
23	1,613,376	57,400	65,000	23	TOTAL CAPITAL OUTLAY			77,400	77,400	77,400	23
24	3,485,802	2,179,678	2,707,831	24	TOTAL ALLOCATED REQUIREMENTS			2,683,456	2,683,456	2,683,456	24
					REQUIREMENTS FOR OTHER ORG. UNITS OR PROGRAMS						
25	65,151	45,499	84,160	25	City Council			84,160	84,160	84,160	25
26	1,691,917	184,306	245,269	26	City Manager			249,869	249,869	249,869	26
27	582,485	733,619	987,843	27	Finance & Planning			921,541	921,541	921,541	27
28	107,612	101,753	113,250	28	Municipal Court			99,150	99,150	99,150	28
29	81,602	55,299	90,861	29	Building Department			90,861	90,861	90,861	29
30	953,655	1,056,304	1,180,448	30	Police Department			1,231,875	1,231,875	1,231,875	30
31	3,380	2,898	6,000	31	Public Information			6,000	6,000	6,000	31
32	3,485,802	2,179,678	2,707,831	32	TOTAL ALLOCATED REQUIREMENTS			2,683,456	2,683,456	2,683,456	32

**FORM
LB-30**

**REQUIREMENTS SUMMARY
NOT ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM
GENERAL FUND**

CITY OF KING CITY

	Historical Data				Budget for Next Year 2021-2022			
	Actual Second Preceding Year 2018-2019	First Preceding Year 2019-2020	Adopted Budget This Year 2020-2021		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
1				PERSONNEL SERVICES NOT ALLOCATED				1
2								2
3				3 TOTAL PERSONNEL SERVICES				3
4				4 Total Full - Time Equivalent (FTE) MATERIALS AND SERVICES NOT ALLOCATED				4
5								5
6								6
7								7
8				8 TOTAL MATERIALS AND SERVICES CAPITAL OUTLAY NOT ALLOCATED				8
9								9
10				10				10
11				11 TOTAL CAPITAL OUTLAY				11
12				DEBT SERVICE				
13		15,393	100,000	12 Equity Loan payment / Interest	100,000	100,000	100,000	12
14		15,393	100,000	13				13
15				14 TOTAL DEBT SERVICE SPECIAL PAYMENTS	100,000	100,000	100,000	14
16				15				16
17				16 TOTAL SPECIAL PAYMENTS INTERFUND TRANSFERS				17
18				17				18
19				18				19
20				19 TOTAL INTERFUND TRANSFERS				20
21			600,000	20 OPERATING CONTINGENCY	600,000	600,000	600,000	21
22			1,033,042	21 Reserved for Future Expenditure	1,033,042	1,033,042	1,033,042	22
23	3,485,802	2,179,678	1,733,042	22 TOTAL REQUIREMENTS NOT ALLOCATED	1,733,042	1,733,042	1,733,042	23
24	1,891,141	2,033,040	2,707,831	23 TOTAL ALLOCATED REQUIREMENTS	2,683,456	2,683,456	2,683,456	24
25				24 ENDING BALANCE				25
26				25				26
27	5,376,943	4,228,111	4,440,873	26				27
				27 TOTAL REQUIREMENTS	4,416,498	4,416,498	4,416,498	28

**FORM
LB-30**

**REQUIREMENTS SUMMARY
BY ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY
GENERAL FUND**

CITY OF KING CITY

	Historical Data			Adopted Budget This Year 2020-2021	REQUIREMENTS FOR: <u>CITY COUNCIL</u>	Budget for Next Year 2021-2022			
	Actual Second Preceding Year 2018-2019	First Preceding Year 2019-2020				Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
1					PERSONNEL SERVICES:				
2									
3									
4									
5									
6									
7					7 TOTAL PERSONNEL SERVICES				
8					8 Total Full - Time Equivalent (FTE)				
9	11,729	6,184	7,750	9	MATERIALS AND SERVICES:				
10	5,395	707	6,560	10	Membership, dues and fees	7,750	7,750	7,750	9
11	0	0	500	11	Training, Travel & Subsistence	6,560	6,560	6,560	10
12	0	0	500	12	Council Vehicle Expense	500	500	500	11
13	7,169	7,670	4,050	13	Meals & Related Business Expenses	50	50	50	12
14	8,250	12,400	14,250	14	Special Dept. Expense	4,050	4,050	4,050	13
15	32,608	18,538	50,000	15	Audit Expense	14,250	14,250	14,250	14
16				16	Legal Services	50,000	50,000	50,000	15
17				17	Miscellaneous				16
18				18					17
19				19					18
20				20					19
21	65,151	45,499	83,160	21	TOTAL MATERIALS & SERVICES	83,160	83,160	83,160	20
22					CAPITAL OUTLAY				21
23		0	0	22	Computer / Monitor	0	0	0	22
24		0	1,000	23	Software / Hardware	1,000	1,000	1,000	23
25				24					24
26		0	1,000	25					25
27				26	TOTAL CAPITAL OUTLAY	1,000	1,000	1,000	26
28				27	REQUIREMENTS FOR OTHER ORG. UNITS OR PROGRAMS				27
29	65,151	45,499	84,160	28	TOTAL ORG./PROG. REQUIREMENTS	84,160	84,160	84,160	28

**FORM
LB-30**

**REQUIREMENTS SUMMARY
BY ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY
GENERAL FUND**

CITY OF KING CITY

	Historical Data				REQUIREMENTS FOR: City Manager	Budget for Next Year 2021-2022			
	Actual Second Preceding Year 2018-2019	First Preceding Year 2019-2020	Adopted Budget This Year 2020-2021			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
1				1	PERSONNEL SERVICES:				1
2				2					2
3				3					3
4				4					4
5	79,726	79,726	79,726	5	Service Contracted	79,726	79,726	79,726	5
6	79,726	79,726	79,726	6	TOTAL PERSONNEL SERVICES	79,726	79,726	79,726	6
7				7	Total Full - Time Equivalent (FTE)				7
					MATERIALS AND SERVICES:				
8	2,378	1,828	2,200	8	Office Supplies	2,200	2,200	2,200	8
9	7,206	8,836	9,933	9	Utilities	9,933	9,933	9,933	9
10		0	1,000	10	Professional Services	1,000	1,000	1,000	10
11	45,914	45,124	53,500	11	Contract Services	55,700	55,700	55,700	11
12	6,229	6,855	7,000	12	Insurance - Liability Bond - 20%	7,000	7,000	7,000	12
13	4,473	5,695	6,000	13	Special Department Expenses	6,000	6,000	6,000	13
14	5,890	2,137	8,500	14	Travel and Training / Employee Vehicle Expense	8,500	8,500	8,500	14
15	656	661	1,000	15	Meals & Related Business Expenses	1,000	1,000	1,000	15
16	2,840	16,259	42,000	16	Building Maintenance	44,400	44,400	44,400	16
17	1,485	1,798	1,760	17	Membership, Dues & Fees	1,760	1,760	1,760	17
18	0	489	25,050	18	Books, Periodicals, Subscriptions, Codification	25,050	25,050	25,050	18
19	0	5,199	4,000	19	Elections / Public Notices / Advertising	4,000	4,000	4,000	19
20	77,071	94,881	161,943	20	TOTAL MATERIALS AND SERVICES	166,543	166,543	166,543	20
					CAPITAL OUTLAY				
21	1,535,120	9,699	2,000	21	City Hall Remodeling Project	2,000	2,000	2,000	21
22			1,600	22	Software / Hardware	1,600	1,600	1,600	22
23				23					23
24	1,535,120	9,699	3,600	24	TOTAL CAPITAL OUTLAY	3,600	3,600	3,600	24
					REQUIREMENTS FOR OTHER ORG. UNITS OR PROGRAMS				
25				25					25
26				26					26
27	1,691,917	184,306	245,269	27	TOTAL ORG./PROG. REQUIREMENTS	249,869	249,869	249,869	27

**FORM
LB-30**

**REQUIREMENTS SUMMARY
BY ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY
GENERAL FUND**

CITY OF KING CITY

	Historical Data			REQUIREMENTS FOR: Finance and Planning	Budget for Next Year 2021-2022		
	Actual Second Preceding Year 2018-2019	First Preceding Year 2019-2020	Adopted Budget This Year 2020-2021		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body
				PERSONNEL SERVICES:			
1	286,175	320,925	339,000	1 Salaries & Payroll Taxes	353,768	353,768	353,768
2	167,485	206,171	218,800	2 Benefits - Insurance & Retirement	225,330	225,330	225,330
3				3			
4				4			
5	-147,814	-92,453	-94,007	5 Service Contracted	-188,007	-188,007	-188,007
6	305,846	434,643	463,793	6 TOTAL PERSONNEL SERVICES	391,091	391,091	391,091
7	3,00	4,00	4,00	7 Total Full - Time Equivalent (FTE)	3,00	3,00	3,00
				MATERIALS AND SERVICES:			
8	8,945	7,022	10,375	8 Office Supplies	10,375	10,375	10,375
9	3,785	4,953	5,275	9 Utilities	5,275	5,275	5,275
10	110,730	141,918	125,000	10 Professional Services	125,000	125,000	125,000
11	59,779	114,239	341,500	11 Contract Services	341,500	341,500	341,500
12	1,197	5,249	9,000	12 Special Department Expenses	9,000	9,000	9,000
13	9,808	6,945	20,200	13 Travel and Training / Employee Vehicle Expense	20,200	20,200	20,200
14	110	110	100	14 Membership, Dues & Fees	100	100	100
15	7,233	9,176	5,000	15 Elections / Public Notices / Advertising	5,000	5,000	5,000
16				16			
17				17			
18				18			
19				19			
20	201,587	289,612	516,450	20 TOTAL MATERIALS AND SERVICES	516,450	516,450	516,450
				CAPITAL OUTLAY			
21	3,740		1,000	21 Computer / Monitor / Phone System	1,000	1,000	1,000
22	1,094	5,280	3,600	22 Software / Hardware	10,000	10,000	10,000
23			2,000	23 Vehicle Maintenance Equipment	2,000	2,000	2,000
24	70,218	4,084	1,000	24 New City Hall Furnitures	1,000	1,000	1,000
25	75,052	9,364	7,600	25 TOTAL CAPITAL OUTLAY	14,000	14,000	14,000
				REQUIREMENTS FOR OTHER ORG. UNITS OR PROGRAMS			
26				26			
27				27			
28	582,485	733,619	987,843	28 TOTAL ORG./PROG. REQUIREMENTS	921,541	921,541	921,541

**FORM
LB-30**

**REQUIREMENTS SUMMARY
BY ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY
GENERAL FUND**

CITY OF KING CITY

Historical Data				REQUIREMENTS FOR : ADMINISTRATION PUBLIC INFORMATION	Budget for Next Year 2021-2022			
Actual		Adopted Budget This Year 2020-2021			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
Second Preceding Year 2018-2019	First Preceding Year 2019-2020							
				PERSONNEL SERVICES				
1				1				1
2				2				2
3	1,000	1,000	1,000	3 Service Contracted	1,000	1,000	1,000	3
4	1,000	1,000	1,000	4 TOTAL PERSONNEL SERVICES	1,000	1,000	1,000	4
5	0.00	0.00	0.00	5 Total Full - Time Equivalent (FTE)	0.00	0.00	0.00	5
				MATERIALS AND SERVICES				
6	2,380	1,898	5,000	6 Special Department Expenses	5,000	5,000	5,000	6
7				7				7
8				8				8
9				9				9
10				10				10
11				11				11
12	2,380	1,898	5,000	12 TOTAL MATERIALS AND SERVICES	5,000	5,000	5,000	12
				CAPITAL OUTLAY				
13	0	0	0	13 Website Development	0	0	0	13
14				14				14
15				15				15
16				16				16
17				17				17
18				18				18
19				19				19
20				20				20
21	0	0	0	21 TOTAL CAPITAL OUTLAY	0	0	0	21
				REQUIREMENTS FOR OTHER ORG. UNITS OR PROGRAMS				
22				22				22
23				23				23
24				24				24
25				25				25
26	3,380	2,898	6,000	26 TOTAL ORG. / PROG. REQUIREMENTS	6,000	6,000	6,000	26

**FORM
LB-30**

**REQUIREMENTS SUMMARY
BY ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY
GENERAL FUND**

CITY OF KING CITY

Historical Data					REQUIREMENTS FOR: Court	Budget for Next Year 2021-2022			
Actual		Adopted Budget This Year 2020-2021	Proposed By Budget Officer	Approved By Budget Committee		Adopted By Governing Body			
Second Preceding Year 2018-2019	First Preceding Year 2019-2020								
				PERSONNEL SERVICES:					
1	65,697	62,182	56,900	1 Salaries & Payroll Taxes	58,700	58,700	58,700	1	
2	45,190	49,325	48,500	2 Benefits - Insurance & Retirement	50,100	50,100	50,100	2	
3				3				3	
4				4				4	
5				5				5	
6	-29,475	-29,475	-29,475	6 Service Contracted	-29,475	-29,475	-29,475	6	
7	81,412	82,032	75,925	7 TOTAL PERSONNEL SERVICES	79,325	79,325	79,325	7	
8	1.00	0.75	0.75	8 Total Full - Time Equivalent (FTE)	0.75	0.75	0.75	8	
				MATERIALS AND SERVICES:					
9	1,678	2,007	4,125	9 Office Supplies	4,125	4,125	4,125	9	
10	6,244	6,015	6,500	10 Professional Services	6,500	6,500	6,500	10	
11	18,153	11,624	25,000	11 Special Department Expenses	7,500	7,500	7,500	11	
12				12 Travel and Training / Employee Vehicle Expense				12	
13	125	75	100	13 Membership, Dues & Fees	100	100	100	13	
14				14				14	
15				15				15	
16				16				16	
17				17				17	
18				18				18	
19	26,200	19,721	35,725	19 TOTAL MATERIALS AND SERVICES	18,225	18,225	18,225	19	
				CAPITAL OUTLAY					
20			1,600	20 Software 1/5	1,600	1,600	1,600	20	
21				21				21	
22				22				22	
23				23				23	
24	0	0	1,600	24 TOTAL CAPITAL OUTLAY	1,600	1,600	1,600	24	
				REQUIREMENTS FOR OTHER ORG. UNITS OR PROGRAMS					
25				25				25	
26				26				26	
27	107,612	101,753	113,250	27 TOTAL ORG./PROG. REQUIREMENTS	99,150	99,150	99,150	27	

REQUIREMENTS SUMMARY
BY ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY
GENERAL FUND

CITY OF KING CITY

Historical Data			REQUIREMENTS FOR: Building Department	Budget for Next Year 2021-2022		
Actual	First Preceding Year 2019-2020	Adopted Budget This Year 2020-2021		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body
Second Preceding Year 2018-2019						
			PERSONNEL SERVICES:			
1			1 Salaries & Payroll Taxes			1
2			2 Benefits - Insurance & Retirement			2
3			3			3
4			4			4
5			5			5
6	13,281	13,281	6 Service Contracted	13,281	13,281	6
7	13,281	13,281	7 TOTAL PERSONNEL SERVICES	13,281	13,281	7
8	0.00	0.00	8 Total Full - Time Equivalent (FTE)	0.00	0.00	8
			MATERIALS AND SERVICES:			
9	1,554	1,680	9 Utilities Expenses	1,530	1,530	9
10	66,767	40,173	10 Contract Services	74,250	74,250	10
11	0	165	11 Training & Travel	200	200	11
12			12 Vehicle Equipment Maintenance			12
13			13			13
14	68,321	42,018	14 TOTAL MATERIALS AND SERVICES	75,980	75,980	14
15			15			15
			CAPITAL OUTLAY			
16			16 Software 1/5	1,600	1,600	16
17			17			17
18			18			18
19			19			19
20		1,600	20 TOTAL CAPITAL OUTLAY	1,600	1,600	20
			REQUIREMENTS FOR OTHER ORG. UNITS OR PROGRAMS			
21						21
22						22
23						23
24						24
25						25
26						26
27	81,602	55,299	TOTAL ORG./PROG. REQUIREMENTS	90,861	90,861	90,861 27

**FORM
LB-30**

**REQUIREMENTS SUMMARY
BY ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY
GENERAL FUND**

CITY OF KING CITY

	Historical Data			REQUIREMENTS FOR: Police Department	Budget for Next Year 2021-2022			
	Actual Second Preceding Year 2018-2019	First Preceding Year 2019-2020	Adopted Budget This Year 2020-2021		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
				PERSONNEL SERVICES:				
1	515,136	518,774	556,900	1 Salaries / OT / Payout & Payroll Taxes	604,020	604,020	604,020	1
2	258,237	300,976	339,200	2 Benefits - Insurance & Retirement	342,450	342,450	342,450	2
3	29,475	29,475	29,475	3 Service Contracted	29,475	29,475	29,475	3
4	802,848	849,225	925,575	4 TOTAL PERSONNEL SERVICES	975,945	975,945	975,945	4
5	7.00	6.00	6.00	5 Total Full - Time Equivalent (FTE)	6.00	6.00	6.00	5
				MATERIALS AND SERVICES:				
6	2,863	2,040	3,900	6 Office Supplies	3,900	3,900	3,900	6
7	5,834	4,503	11,550	7 Department Supplies	13,550	13,550	13,550	7
8	1,293	981	1,650	8 Special Dept. Expenses	1,650	1,650	1,650	8
9	360	678	1,850	9 Membership dues	1,850	1,850	1,850	9
10	2,000	3,600	4,900	10 Professional Services	4,900	4,900	4,900	10
11	18,687	20,565	21,000	11 Insurance (Liability/Umbrella/Bonding) - 60%	21,000	21,000	21,000	11
12	47,354	17,240	24,620	12 Vehicle Expenses	24,620	24,620	24,620	12
13	3,218	3,199	6,700	13 Uniforms & CERT Supply	6,700	6,700	6,700	13
14	33,206	38,903	40,750	14 Contract Services	40,750	40,750	40,750	14
15	2,467	2,334	4,700	15 Equipment Repairs & Maintenance	4,700	4,700	4,700	15
16	0	0	100	16 Building Maintenance	100	100	100	16
17	9,413	11,988	13,950	17 Travel, Training & Subsistence	13,950	13,950	13,950	17
18	11,757	14,106	15,865	18 Utilities	15,865	15,865	15,865	18
19	9,151	48,605	53,738	19 Grant Expenditures	46,795	46,795	46,795	19
20	147,603	168,742	205,273	20 TOTAL MATERIALS AND SERVICES	200,330	200,330	200,330	20
				CAPITAL OUTLAY				
21	0	0		21 Handgun Replacement / Other TBID/Radar Unit				21
22	0	26,803	42,000	22 Vehicle Purchase	50,000	50,000	50,000	22
23			3,000	23 Taser / Radar Unit Replacement	3,000	3,000	3,000	23
24		599	1,600	24 Mis. - Security Camera Replacement / E PRINTERS	1,600	1,600	1,600	24
25		7,510		25 Ammunition Locker / DATA UNIT FOR SPEED TRAILER				25
26		3,425		26 MDT MOUNTS(4)/MDT TABLETS(5) / MDT SERVER				26
27	3,204	0	3,000	27 Ballistic Shield (Patrol Rifle)	1,000	1,000	1,000	27
28	3,204	38,337	49,600	28 TOTAL CAPITAL OUTLAY	55,600	55,600	55,600	28
29				29 REQUIREMENTS FOR OTHER ORG. UNITS OR PROGRAMS				29
30	953,655	1,056,304	1,180,448	30 TOTAL ORG./PROG. REQUIREMENTS	1,231,875	1,231,875	1,231,875	30

**FORM
LB-20**

**RESOURCES
STREET FUND**

CITY OF KING CITY

Historical Data				Budget for Next Year 2021-2022			
Actual		Adopted Budget This Year 2020-2021		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
Second Preceding Year 2018-2019	First Preceding Year 2019-2020						
			BEGINNING FUND BALANCE				
1			1 Available cash on hand (cash basis) or				1
2	129,501	264,023	2 Net working capital (accrual basis)	480,000	480,000	480,000	2
3			3 Previously levied taxes estimated to be received				3
4	2,888	3,045	4 Interest	5,500	5,500	5,500	4
5			OTHER RESOURCES				5
6	272,239	269,189	6 State Gas Tax	270,000	270,000	270,000	6
7	2,750	2,719	7 Bike Path	2,500	2,500	2,500	7
8	13,340	12,942	8 County Gas Tax	14,000	14,000	14,000	8
9	35,609	0	9 Privilege Tax 1.5%	38,000	38,000	38,000	9
10		46,907	10 Grants:				10
11		0	11 Special City Allotment	100,000	100,000	100,000	11
12			12 CDBG - SW King George				12
13			13 CDBG - CUL-DE-SACS				13
14			14 CDBG -				14
15	60,095	83,275	15 CWS/Surface Water Mgmt.	60,000	60,000	60,000	15
16	0	0	16 Miscellaneous	500	500	500	16
17		20,000	17 Transfers In - fm Park SDC Fund	0	0	0	17
18			18				18
19			19				19
20			20				20
21			21				21
22			22				22
23			23				23
24	516,422	702,100	24 Total resources, except taxes to be levied	970,500	970,500	970,500	24
25			25 Taxes necessary to balance				25
26			26 Taxes collected in year levied				26
27	516,422	702,100	27 TOTAL RESOURCES	970,500	970,500	970,500	27

**FORM
LB-30**

REQUIREMENTS SUMMARY
NOT ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM
STREET FUND
CITY OF KING CITY

Historical Data				Budget for Next Year 2021-2022			
Actual		Adopted Budget		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
Second Preceding Year 2018-2019	First Preceding Year 2019-2020	This Year 2020-2021					
			PERSONNEL SERVICES NOT ALLOCATED				
1			1				1
2			2				2
3			3 TOTAL PERSONNEL SERVICES				3
4			4 Total Full - Time Equivalent (FTE)				4
5			MATERIALS AND SERVICES NOT ALLOCATED				5
6			5				6
7			6 TOTAL MATERIALS AND SERVICES				7
8			CAPITAL OUTLAY NOT ALLOCATED				8
9			7				9
10			8				10
11			9 TOTAL CAPITAL OUTLAY				11
12			DEBT SERVICE				12
13			10				13
14			11				14
15			12 TOTAL DEBT SERVICE				15
16			SPECIAL PAYMENTS				16
17			13				17
18			14				18
19			15 TOTAL SPECIAL PAYMENTS				19
20			INTERFUND TRANSFERS				20
21	35,235	20,235	16 Transfer to General Fund	20,235	20,235	20,235	21
22			17				22
23			18				23
24			19				24
25	35,235	20,235	20,235 20 TOTAL INTERFUND TRANSFERS	20,235	20,235	20,235	25
26			592,446 21 OPERATING CONTINGENCY	328,446	328,446	328,446	26
27	35,235	20,235	612,681 22 TOTAL REQUIREMENTS NOT ALLOCATED	348,681	348,681	348,681	27
28	421,837	201,574	357,819 23 TOTAL ALLOCATED REQUIREMENTS	621,819	621,819	621,819	28
29	59,350	480,291	24 ENDING BALANCE				29
30	516,422	702,100	970,500 25 TOTAL REQUIREMENTS	970,500	970,500	970,500	30

REQUIREMENTS SUMMARY
STREET FUND

CITY OF KING CITY

Historical Data				Budget for Next Year 2021-2022				
Actual		Adopted Budget This Year 2020-2021		REQUIREMENTS FOR: <u>ROADWAY SIGNS, MARKING,& LIGHTS</u>	Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
Second Preceding Year 2018-2019	First Preceding Year 2019-2020							
				PERSONNEL SERVICES				
1			1					1
2			2					2
3			3					3
4			4	TOTAL PERSONNEL SERVICES				4
				Total Full - Time Equivalent (FTE)				
				MATERIALS AND SERVICES				
5	1,080	1,080	1,080	5 Rental - Garage	1,080	1,080	1,080	5
6		1,021		6 Street lighting				6
7	29,585	2,007	34,114	7 Roadway Surface Maintenance	34,114	34,114	34,114	7
8	843	2,139	1,000	8 Traffic Control	1,000	1,000	1,000	8
9	31,508	6,247	36,194	9 TOTAL MATERIALS & SERVICES	36,194	36,194	36,194	9
				CAPITAL OUTLAY				
10			10					10
11			11					11
12			12					12
13			13					13
14			14	TOTAL CAPITAL OUTLAY				14
				REQUIREMENTS FOR OTHER ORG. UNITS OR PROGRAM				
15			15					15
16			16					16
17			17					17
18			18					18
19			19					19
20			20					20
21			21					21
22			22					22
23			23					23
24			24					24
25	31,508	6,247	36,194	25 TOTAL ORG./PROG. REQUIREMENTS	36,194	36,194	36,194	25

REQUIREMENTS SUMMARY
STREET FUND

CITY OF KING CITY

Historical Data				Budget for Next Year 2021-22			
Actual		Adopted Budget This Year 2020-2021		REQUIREMENTS FOR: STREET OPERATIONS	Budget for Next Year 2021-22		
Second Preceding Year 2018-2019	First Preceding Year 2019-2020		Proposed By Budget Officer		Approved By Budget Committee	Adopted By Governing Body	
				PERSONNEL SERVICES			
1				1 Salaries / OT / Payout & Payroll Taxes			1
2				2 Benefits - Insurance & Retirement			2
3	55,130			3 Service Contracted	94,000	94,000	3
4	55,130	0	0	4 TOTAL PERSONNEL SERVICES	94,000	94,000	4
5	1.00	0.00	0.00	Total Full - Time Equivalent (FTE)	1.00	1.00	5
				MATERIALS AND SERVICES			
6	6,229	6,855	8,000	5 Insurance Expenses	8,000	8,000	6
7	12,152	195	30,000	6 Professional Services	30,000	30,000	7
8	1,080	1,080	1,080	7 Rent & Lease Payment	1,080	1,080	8
9	111	0	8,415	8 Vehicle Maintenance	8,415	8,415	9
10	1,786	1,889	2,000	9 Surface Water Management	2,000	2,000	10
11	43,348	43,412	45,000	10 Street Lighting Expense	45,000	45,000	11
12	1,671	4,260	2,600	11 Maintenance of Parkways	2,600	2,600	12
13	0	0	0	12 Traffic Control	0	0	13
14	7,251	10,632	10,000	13 Contract Services	10,000	10,000	14
15	774	1,330	1,530	14 Special Department Expenses	1,530	1,530	15
16	0	0	1,000	15 Street Issue Legal Fees	1,000	1,000	16
17				16			17
18				17			18
19	74,402	69,653	109,625	18 TOTAL MATERIALS AND SERVICES	109,625	109,625	19
				CAPITAL OUTLAY			
20				19			20
21				20			21
22				21			22
23				22			23
24				23 TOTAL CAPITAL OUTLAY			24
				24			
25				25			25
26				26			26
27				27			27
28	129,532	69,653	109,625	27 TOTAL ORG./PROG. REQUIREMENTS	203,625	203,625	28

**FORM
LB-30**

**REQUIREMENTS SUMMARY
STREET FUND**

CITY OF KING CITY

	Historical Data				Budget for Next Year 2021-2022			
	Actual	First Preceding Year 2019-2020	Adopted Budget This Year 2020-2021		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2018-2019			REQUIREMENTS FOR: CAPITAL IMPROVEMENTS				
1				PERSONNEL SERVICES				
2				1				1
3				2				2
4				3				3
				4 TOTAL PERSONNEL SERVICES				4
				Total Full - Time Equivalent (FTE)				
				MATERIALS AND SERVICES				
5				5				5
6				6				6
7				7				7
8				8				8
9				9 TOTAL MATERIALS & SERVICES				9
				CAPITAL OUTLAY				
10	202,255	21,617	100,000	10 Street Improvements	270,000	270,000	270,000	10
11		103,832	100,000	11 SCA GRANT	100,000	100,000	100,000	11
12	58,542	0	0	12 ODOT Enhance Grant Match	0	0	0	12
13	0	225	12,000	13 Truck Replacement	12,000	12,000	12,000	13
14	260,797	125,674	212,000	14 TOTAL CAPITAL OUTLAY	382,000	382,000	382,000	14
15	260,797	125,674	212,000	15 TOTAL ORG./PROG. REQUIREMENTS	382,000	382,000	382,000	15
				REQUIREMENTS FOR OTHER ORG. UNITS OR PROGRAMS				
16	31,508	6,247	36,194	16 Roadway Signs, Marking & Lights	36,194	36,194	36,194	16
17	129,532	69,653	109,625	17 Street Operations	203,625	203,625	203,625	17
18				18				18
19				19				19
20				20				20
21				21				21
22				22				22
23				23				23
24				24				24
25				25				25
26				26				26
27	421,837	201,574	357,819	27 TOTAL ALLOCATED REQUIREMENTS	621,819	621,819	621,819	27

**FORM
LB-10**

**SPECIAL FUND
RESOURCES AND REQUIREMENTS
PARK - SDC'S Fund**

CITY OF KING CITY

	Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for Next Year 2021-2022			
	Actual Second Preceding Year 2018-2019	First Preceding Year 2019-2020	Adopted Budget This Year 2020- 2021		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
				RESOURCES				
				Beginning Fund Balance				
1				1 Cash on hand (cash basis), or				1
2	445,964	341,599	146,116	2 Working Capital (accrual basis)	130,000	130,000	130,000	2
3				3 Previously levied taxes estimated to be received				3
4	11,121	5,537	6,000	4 Earnings from temporary investments	4,000	4,000	4,000	4
5				5 Transferred from other funds				5
6	22,365	0	31,950	6 Revenue - Parks System Development Fees	31,950	31,950	31,950	6
7			47,000	7 CARE ACT GRANT (for MozaicArt & Benches)				7
8				8 METRO - GRANT				8
9				9 Total Resources, except taxes to be levied				9
10				10 Taxes necessary to balance				10
11				11 Taxes collected in year levied				11
12	479,450	347,136	231,066	12 TOTAL RESOURCES	165,950	165,950	165,950	12
				REQUIREMENTS BY ORGANIZATIONAL UNIT OR PROGRAM				
13	87,851	131,020	70,000	13 Park Improvements	20,000	20,000	20,000	13
14				14				14
15	87,851	131,020	70,000	15 TOTAL ORG. / PROG. REQUIREMENTS	20,000	20,000	20,000	15
				REQUIREMENTS NOT ALLOCATED				
16	50,000	50,000	20,000	16 Transfer to General Fund	20,000	20,000	20,000	16
17		20,000	0	17 Transfer to Street Fund	0	0	0	17
18		0	100,000	18 Operating Contingency	100,000	100,000	100,000	18
19		0	41,066	19 Reserved for future expenditure	25,950	25,950	25,950	19
20	50,000	70,000	161,066	20 TOTAL REQUIREMENTS NOT ALLOCATED	145,950	145,950	145,950	20
21	87,851	131,020	70,000	21 TOTAL ALLOCATED REQUIREMENTS	20,000	20,000	20,000	21
22	341,599	146,116		22 ENDING BALANCE (PRIOR YEARS)				22
23				23				23
24	479,450	347,136	231,066	24 TOTAL REQUIREMENTS	165,950	165,950	165,950	24

**FORM
LB-10**

**SPECIAL FUND
RESOURCES AND REQUIREMENTS
TRANSPORTATION DEVELOPMENT TAX**

CITY OF KING CITY

	Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for Next Year 2021-2022			
	Actual Second Preceding Year 2018-2019	First Preceding Year 2019-2020	Adopted Budget This Year 2020- 2021		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
				RESOURCES				
				Beginning Fund Balance				
1				1 Cash on hand (cash basis), or				1
2	2,457,078	1,872,045	1,084,000	2 Working Capital (accrual basis)	530,000	530,000	530,000	2
3				3 Previously levied taxes estimated to be received				3
4	57,131	23,861	32,000	4 Earnings from temporary investments	30,000	30,000	30,000	4
5				5				5
6	59,702	0	84,580	6 Transportation Development Tax	84,580	84,580	84,580	6
7				7				7
8				8				8
9				9				9
10				10				10
11				11				11
12	2,573,911	1,895,906	1,200,580	12 TOTAL RESOURCES	644,580	644,580	644,580	12
				REQUIREMENTS BY ORGANIZATIONAL UNIT OR PROGRAM				
13	449,193	1,342,697	0	13 Street Improvements	0	0	0	13
14				14				14
15	449,193	1,342,697	0	15 TOTAL ORG. / PROG. REQUIREMENTS	0	0	0	15
				REQUIREMENTS NOT ALLOCATED				
16	48,000	48,000	48,000	16 Transfer to General Fund	48,000	48,000	48,000	16
17				17				17
18		0	1,052,580	18 Reserved for future expenditure	496,580	496,580	496,580	18
19		0	100,000	19 Operating Contingency	100,000	100,000	100,000	19
20	48,000	48,000	1,200,580	20 TOTAL REQUIREMENTS NOT ALLOCATED	644,580	644,580	644,580	20
21	449,193	1,342,697	0	21 TOTAL ALLOCATED REQUIREMENTS	0	0	0	21
22	2,076,718	505,209		22 ENDING BALANCE (PRIOR YEARS)				22
23				23				23
24	2,573,911	1,895,906	1,200,580	24 TOTAL REQUIREMENTS	644,580	644,580	644,580	24

**FORM
LB-10**

**SPECIAL FUND
RESOURCES AND REQUIREMENTS
LOCAL OPTION LEVY FUND**

CITY OF KING CITY

	Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for Next Year 2021-2022			
	Actual Second Preceding Year 2018-2019	First Preceding Year 2019-2020	Adopted Budget This Year 2020- 2021		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
				RESOURCES				
				Beginning Fund Balance				
1				1 Cash on hand (cash basis), or				1
2	21,189	0		2 Working Capital (accrual basis)	0			2
3				3 Previously levied taxes estimated to be received				3
4				4 Earnings from temporary investments				4
5	274,903	283,878	340,000	5 Local Option Levy	351,500	351,500	351,500	5
6	1,239	753	500	6 Interest	500	500	500	6
7	8,406	2,810	8,000	7 Property Delinquent	8,000	8,000	8,000	7
8				8				8
9				9				9
10				10				10
11				11				11
12	305,737	287,441	348,500	12 TOTAL RESOURCES	360,000	360,000	360,000	12
				REQUIREMENTS BY ORGANIZATIONAL UNIT OR PROGRAM				
13				13 Street Improvements				13
14				14				14
15	0	0	0	15 TOTAL ORG. / PROG. REQUIREMENTS	0	0	0	15
				REQUIREMENTS NOT ALLOCATED				
16	305,737	287,411	348,500	16 Transfer to General Fund	360,000	360,000	360,000	16
17				17				17
18				18				18
19				19 Contingency				19
20	305,737	287,411	348,500	20 TOTAL REQUIREMENTS NOT ALLOCATED	360,000	360,000	360,000	20
21				21 TOTAL ALLOCATED REQUIREMENTS				21
22	0	0		22 ENDING BALANCE (PRIOR YEARS)				22
23				23				23
24	305,737	287,411	348,500	24 TOTAL REQUIREMENTS	360,000	360,000	360,000	24



Oregon

Kate Brown, Governor

Department of Administrative Services

Enterprise Goods and Services, Shared Financial Services

155 Cottage St. NE

Salem, OR 97301-3972

(971) 719-3183

R-2021-05

AN ORDINANCE/RESOLUTION DECLARING THE CITY'S ELECTION TO RECEIVE STATE REVENUES

The City of KING CITY ordains as follows:

Section 1. Pursuant to ORS 221.770, the city hereby elects to receive state revenues for fiscal year 2021-2022.

Passed by the Common Council the 16th day of June, 2021.

Approved by the Mayor this 16th day June, 2021.

Mayor _____

Attest _____

I *certify that a public hearing before the Budget Committee was held on May 12th, 2021 and a public hearing before the City Council was held on June 16th, 2021, giving citizens an opportunity to comment on use of State Revenue Sharing.

City Recorder



Oregon

Kate Brown, Governor

Department of Administrative Services

Enterprise Goods and Services, Shared Financial Services

155 Cottage St NE

Salem, OR 97301-3972

(503)373-0735

FAX (503)373-1273

RETURN TO:

DEPARTMENT OF ADMINISTRATIVE SERVICES
SHARED FINANCIAL SERVICES
ATTN Laura Erich
155 COTTAGE ST NE
SALEM OR 97301-3972

RESOLUTION NO. R-2021-06

Whereas, ORS 221.760 provides as follows:

Section 1. The officer responsible for disbursing funds to cities under ORS 323.455, 366.785 to 366.820 and 471.805 shall, in the case of a city located within a county having more than 100,000 inhabitants according to the most recent federal decennial census, disburse such funds only if the city provides four or more of the following services:

- (1) Police protection
- (2) Fire protection
- (3) Street construction, maintenance, and lighting
- (4) Sanitary sewer
- (5) Storm sewers
- (6) Planning, zoning, and subdivision control
- (7) One or more utility services

and

Whereas, city officials recognize the desirability of assisting the state officer responsible for determining the eligibility of cities to receive such funds in accordance with ORS 221.760, now, therefore,

Be it resolved, that the City of KING CITY hereby certifies that it provides the following four or more municipal services enumerated in Section 1, ORS 221.760:

<input checked="" type="checkbox"/> Police protection	_____	One or more utility services not checked off on left:
<input type="checkbox"/> Fire protection	_____	
<input checked="" type="checkbox"/> Street construction, maintenance, & lighting	_____	
<input checked="" type="checkbox"/> Sanitary sewer	_____	_____
<input checked="" type="checkbox"/> Storm Sewers	_____	_____
<input checked="" type="checkbox"/> Planning, zoning, and subdivision control	_____	_____

Approved by the City of KING CITY
this 16th day of June, 2021

Attest: _____
Mayor

Recorder _____

RESOLUTION NO. R - 2021- 07
RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KING CITY
ADOPTING AN ALLOWANCE FOR UNCOLLECTIBLE ACCOUNTS AND ESTABLISHING
AUTHORITY LEVELS TO WRITE-OFF ACCOUNTS RECEIVABLE.

WHEREAS, diligent efforts are made to collect on delinquent accounts, and

WHEREAS, the City believes it is important to adopt a policy to set up an allowance for uncollectible accounts and establish levels of authority to write-off uncollectible accounts.

NOW THEREFORE, BE IT RESOLVED by the Council of the City of King City hereby adopts Policy No. APP-2021-07: "General Accounting – Allowance for Uncollectible Accounts and Write-off Accounts Receivable Policy" a copy of which is attached hereto and incorporated herein.

PASSED AND ADOPTED at the regular meeting of the city council of the City of King City held this 16th day of June 2021.

CITY OF KING CITY, OREGON

BY : _____
Kenneth Gibson, Mayor

ATTEST:

By: _____
Ronnie Smith, City Recorder

Subject: Administration Policy Procedures	AGENDA ITEM:
Category: General Accounting – Allowance for Uncollectible Accounts and Write – off of Accounts Receivable Policy	RESOLUTION NUMBER: R-2021-07 POLICY NUMBER: APP-2021-07

PURPOSE: To establish guidelines for recording of Allowance for Uncollectible Accounts and establish authority levels to write-off accounts receivable.

SCOPE: This policy applies to all receivable balance owed to the City.

DEFINITIONS:

Accounts receivable – A current asset account on the balance sheet. It represents money owed to the City for revenue earned.

Allowance for Uncollectible Accounts – A contra-asset account on the balance sheet representing a portion of accounts receivable the City does not expect to collect.

Write-off of Accounts Receivable – Permanent removal of accounts receivable amounts from the accounting records for accounts deemed uncollectible.

POLICY:

It is the policy of the City to diligently pursue all monies due it. Under certain circumstances regardless of the best efforts of the staff, monies due to the City may not be collected. The timely identification of accounts receivable whose collection is doubtful is a critical component of measuring the value of the City's assets.

I. Allowance for Uncollectible Accounts:

A. In accordance with generally accepted accounting principles, and allowance for uncollectible receivables should be recorded if both of the following conditions are met:

1. It is probable that receivables recorded at the financial statement date will not be collected; and
2. The uncollectible amount can be reasonably estimated.

B. When collection of delinquent accounts receivable (greater than 365 days) is deemed doubtful, the City shall establish an Allowance for Uncollectible Accounts. Staff will accrue a loss of collection against current year income and increase the Allowance for Uncollectible Accounts.

C. Staff will continue collection efforts of the delinquent account until collection efforts are exhausted and the account is considered uncollectible.

II. Write-Off Accounts Receivable:

A. The following criteria shall be used in determining accounts eligible for write-off from the City's accounting records:

- 1) The accounts receivable is older than one year (365 days) and collection efforts have been unsuccessful.
- 2) The responsible party has declared bankruptcy.
- 3) A legal settlement has been reached with the responsible party and a determination has been made as to the amount owed to the City
- 4) A court of law has denied the City a judgment for the money due.
- 5) The statute of limitations has expired for claiming the money due to the City
- 6) The debtor cannot be located
- 7) The cost of further collection will exceed the amount recovered.

B. Finance staff will prepare a quarterly list of all eligible accounts to be considered for write-off and submit to the CPA accountant.

C. The CPA accountant shall have authority to approve write-off of all outstanding accounts over 365 days.

D. Staff will perform the appropriate accounting entries to remove the uncollectible accounts from the City's general ledger.