

NOTICE OF PLANNING COMMISSION MEETING

The City Planning Commission of the City of King City will hold a Planning **Session** at 9:30 AM, Wednesday, March 24, 2021, by teleconference at City Hall 15300 SW 116th Ave, King City, Oregon 97224 – Please see instructions below.

Posted Date: March 17, 2021, at 3:30 PM

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

The King City Planning Commission will hold a meeting on March 24, 2021, at 9:30 AM.

Commissioner 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/departments/planning_commission/planning_commission_agenda_and_minutes.php#outer-958

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 website within two to three days after the meeting.

Join Zoom Meeting

<https://us02web.zoom.us/j/86389216368?pwd=OTVRbistrQzZUbwBY3JrZEV4N3BuUT09>

Meeting ID: 863 8921 6368

Passcode: 291743

One tap mobile

+12532158782,,86389216368# US (Tacoma)

+13462487799,,86389216368# US (Houston)

Dial by your location

+1 253 215 8782 US (Tacoma)

+1 669 900 6833 US (San Jose)

Meeting ID: 863 8921 6368

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
PLANNING SESSION		
9:30 AM	1. CALL TO ORDER	Time:
	2. ROLL CALL	
	3. APPROVAL OF MINUTES: 3.1 FEBRUARY 24, 2021	M S A
9:35 AM	4. TO CONSIDER:	
	4.1 Master Plan Update	Discussion
	4.2 Development Code Update in Accordance with HB 2001/2003	Discussion
	4.2 Transportation System Plan update (TSP)	Discussion
10:35 AM	5. STAFF'S REPORT	
11:00 AM	6. CITY MANAGER'S REPORT	
11:15 AM	7. COMMISSIONER'S REPORTS	
11:45 AM	8. ADJOURN	M S A
		Time:
<p style="text-align: center;">NEXT MEETING</p> <p style="text-align: center;">APRIL 28, 2021, AT 9:30 AM, REGULAR MEETING</p> <p>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.</p> <p>Live broadcast coverage of the King City Planning Commission Meetings can now be seen on TVCTV cable channel 30.</p> <p>You can also find a copy of the meeting on the King City YouTube page a few days later. Please note you can also go to TVCTV video on demand for King City at http://tvctv.org/?page_id=1409</p> <p style="text-align: center;">M=Motion S=Second A=Action</p>		

APPROVAL OF MINUTES:
3.1 FEBRUARY 24, 2021



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**CITY OF KING CITY
PLANNING COMMISSION MEETING MINUTES**

Call to Order:

[Video time \(0:06\)](#)

A regular meeting of the King City Planning Commission was held on ZOOM and at the City Hall in the Council Chamber with limited staff due to COVID-19: located at 15300 SW 116th Ave, King City, Oregon beginning at 9:36 AM on Wednesday, February 24, 2021, Chair Commissioner Petrie called the regular Planning Commission to Order at 9:36 AM.

Roll Call:

[Video time \(0:11\)](#)

The following Planning Commission members were present:

Commissioner Marc Manelis
Commissioner John Walter
Commissioner Ann Marie Paulsen
Commissioner Billie Reynolds
Commissioner Laurie Petrie
Commissioner Joe Casanova – was running late

Absent:

Commissioner Carol Bellows

Staff present included:

City Manager (CM) Mike Weston
City Planner (CP) Keith Liden
City Recorder (CR) Ronnie Smith

Agenda Item 3

[Video time \(0:54\)](#)

Approval of Minutes:

3.1 January 27, 2021

[Video time \(1:19\)](#)

**MOTION MADE BY COMMISSIONER PAULSEN TO APPROVE
THE MINUTES FOR JANUARY 27, 2021, SECONDED BY
COMMISSIONER REYNOLDS.**

**VOICE VOTE: 5-AYES – 0-NEYS – 1-ABSTENTIONS– 0- RECUSED
THE MOTION CARRIED 5-0-1**

Agenda Item 4

[Video time \(2:38\)](#)

4.1 Master Plan Update

Steve Faust gave a presentation giving the details about the Master Plan process. He mentioned that everyone should go to the project website

<https://www.kingcitymasterplan.com/>

The Commissioner and staff discussed the Master Plan process and schedule.

[Video time \(22:09\)](#)

4.2 Development Code Update in Accordance with HB 2001/2003

Marcy McInelly from Urbworks gave a presentation on HB 2001/2003.

Mrs. McInelly gave a brief project overview for the King City Community Development Code (CDC) project that updates the Comprehensive Plan and the CDC so that the City fully complies with House Bill 2001 (HB 2001.)

There were some concerns about the parking restrictions placed on the City by House Bill 2001.

The staff, consultant, and Planning Commissioners continued talking about the housing market, parking, and code compliances.

Agenda Item 5: **Staff Report:** None

Agenda Item 6: **Commissioners Report:**

[Video time \(1:15:24\)](#)

Commissioner Manelis mentioned the first SAC meeting for the Master Planning efforts would be this week. He also noted that Washington County is holding a virtual open house on a complete street design update; it closes this Friday.

Agenda Item 6: **Adjournment**

[Video Time \(1:17:21\)](#)

**MOTION MADE BY COMMISSIONER WALTER TO
ADJOURNMENT, SECONDED BY COMMISSIONER MANELIS.
THE MEETING ADJOURNED AT 10:48 AM**

Respectfully Submitted by:

Attested by:

Ronnie Smith
City Recorder

Mike Weston
City Manager

4.1 Master Plan Update: No documents at this time. Discussion only!



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4.2 Development Code Update in Accordance with HB 2001/2003



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Date: 17 March 2021
Subject: King City Middle Housing Code Amendments
To: Mike Weston, Keith Liden, Planning Commission, King City, Oregon
From: Marcy McInelly AIA, Urbsworks, Inc.

REFINED AMENDMENTS | CITY OF KING CITY MIDDLE HOUSING PROJECT

Project timeline and Planning Commission role			
December 2020-January 2021	January – February 2021	March – May 2021	May 2021
Task 1 – Code Audit– completed	Task 2 - Draft Amendments (this memo)	Task 3 – Refinement of Amendments	Task 4 – Public Hearing
Review conducted by the Planning Commission and Technical Advisory Committee	Planning Commission role: <ul style="list-style-type: none"> Review preliminary amendments and provide feedback. Learn about public involvement 	Planning Commission role: <i>Hold up to two sessions to accept comments and recommendations on the public drafts.</i>	Planning Commission role: <ul style="list-style-type: none"> Review revised amendments and make recommendations to the City Council.

Key Dates/Project Timeline

- The project began in December 2020 and will be completed in late May to early June 2021.
- 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 PC reviewed the Code Audit at its January meeting to understand key issues.
- The City anticipates having hearings-ready amendments at the end of this project (May 2021) and will present them to the Planning Commission and City Council in late May and June of 2021.

PROJECT OVERVIEW

The 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.

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 Kingston Terrace Master Plan.

REFINED AMENDMENTS

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 13th Draft Amendments deliverable and presented to the Planning Commission on March 9th. 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.

Dimensional Standards Tables

The CDC reorganization will include tables that list all the clear and objective, numerical (dimensional) standards in a single table or series of tables. Dimensional standards are those within the King City CDC that govern minimum lot size, lot width, building height, density and other requirements for development. See pages 5 and 6 for examples.

Overview of Articles and Chapters being amended

Based on the findings from the Code Audit, several amendments will be needed to ensure compliance with HB 2001:

- Reconcile the way that King City currently defines housing types compared with the way that Oregon Administrative Rules (OAR) and LCMC (Large City Model Code) define them.
- Clarify the specific housing types that are permitted in each zone and maintaining consistency with the CDC purpose statements for each zone while complying with HB 2001.
- Update all residential land use zones and mixed use zones including Neighborhood Mixed-Use (NMU) to simplify and permit housing types per HB 2001 definitions.
- Amend the CDC so that residential land use zones and development standards are easy to understand (and flexible) to support the development of middle housing, particularly in the Kingston Terrace area.
- Update the Comprehensive Plan to support zone changes and encourage middle housing types.
- Amend procedures so that all required housing types are subject to the same approval process as single detached dwellings.

Proposed Outline

On the following page is an outline of the Option 2 reorganization.

Within Article III – Land Use Districts, residential chapters that are being amended for HB 2001 compliance would be re-organized as follows:

Chapter	Sub-article		Proposed amendments
Single-use residential zones Combine chapters 16.84-16.96 SINGLE-FAMILY RESIDENTIAL (SF) SMALL LOT AND ATTACHED RESIDENTIAL ZONE (R-9) ATTACHED RESIDENTIAL (R-12) APARTMENTS AND TOWNHOUSES (R-15) MULTI-FAMILY RESIDENTIAL (R-15) MULTI-FAMILY RESIDENTIAL (R-24)	16.84.010	Overview of residential zones	<ul style="list-style-type: none"> · Include an overview table listing the abbreviation, zone name, dwelling units/acre, minimum lot size, and previous and new chapter numbers. · Re-order residential zones by density, along a density and form-based spectrum
	16.84.020	Purpose statements	<ul style="list-style-type: none"> · In one consolidated section update, simplify and potentially combine purpose statements.
	16.84.030	Permitted and conditional uses	<ul style="list-style-type: none"> · Add housing types. · Display all zones side by side in a table. · Additional details or requirements that do not fit in the table are footnoted and follow the table in narrative and graphics form.
	16.84.040	Dimensional and density requirements	<ul style="list-style-type: none"> · Display all zones side by side in a table. · Additional details or requirements that do not fit in the table are footnoted and follow the table in narrative and graphics form.
	16.84.050	Design requirements	<ul style="list-style-type: none"> · Display all zones side by side in a table. · Additional details or requirements that do not fit in the table are footnoted and follow the table in narrative and graphics form.
Mixed use zones 16.102 and future mixed use zone chapters NEIGHBORHOOD MIXED-USE ZONE (NMU)	16.102	See sub-article order at right.	<p>This chapter would accommodate future Kingston Terrace mixed use zones.</p> <p>This section would follow the sub-article structure established above: <i>010 –Overview of mixed use zones; 020 –Purpose statements; 030 – Permitted and conditional uses; 040 –Dimensional and density requirements, and 050 –Design requirements.</i></p>

Additional amendments

There are a few other King City Community Development Code (CDC) Articles and Chapters that will be amended as follows:

Article		Chapter		Sub-article		Proposed amendments
I	Introduction and General Provisions	16.24	Definitions	16.24.020	Definitions of specific terms	Update “C. Residential Use Types”
II	Procedures	16.40	Types of development actions and determination of proper procedure	16.40.020	City manager review	Ensure that middle housing and single detached dwellings types are subject to the same review procedure.
				16.40.030	Planning commission review	
		16.46	Requirement for community meetings	16.46.010	Requirement for community meetings	

Dimensional standards table example – listing standards by housing type

urb s works

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		
i	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			

KING CITY MIDDLE HOUSING PROJECT | PUBLIC INVOLVEMENT
MATERIALS



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Date: 17 March 2021
Subject: King City Middle Housing Code Amendments
To: Mike Weston, Keith Liden, Planning Commission, King City, Oregon
From: Marcy McInelly AIA, Urbsworks, Inc.

KING CITY MIDDLE HOUSING PROJECT | PUBLIC INVOLVEMENT MATERIALS

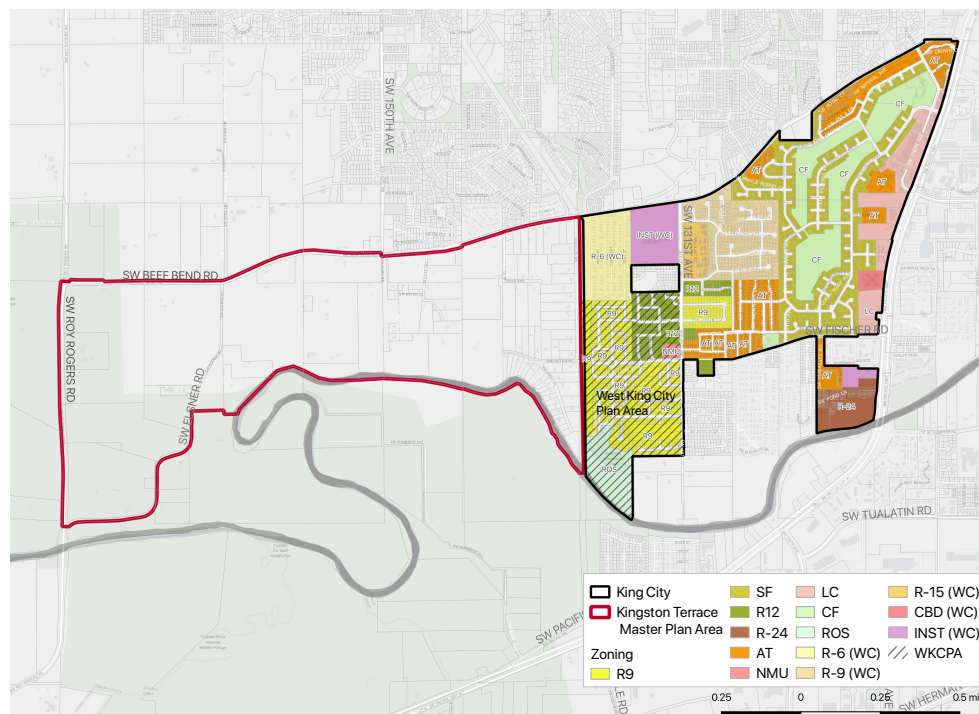
NEWSLETTER CONTENT

King City Middle Housing – Project Update

The King City Middle Housing Code Update project began in December of 2020 and will continue through May of 2021. The project will update the Comprehensive Plan and Community Development Code so that they fully comply with the Oregon State House Bill 2001 for Housing Choices. The objectives of this project are:

- Further expand the range of middle housing types, including duplexes, triplexes, quadplexes, townhouses and cottage clusters, which are allowed and encouraged citywide.
- Streamline the review and approval process with clear and objective standards for middle housing.
- Update dimensional standards and design criteria so they are consistently and fairly applied to all types of residential construction.

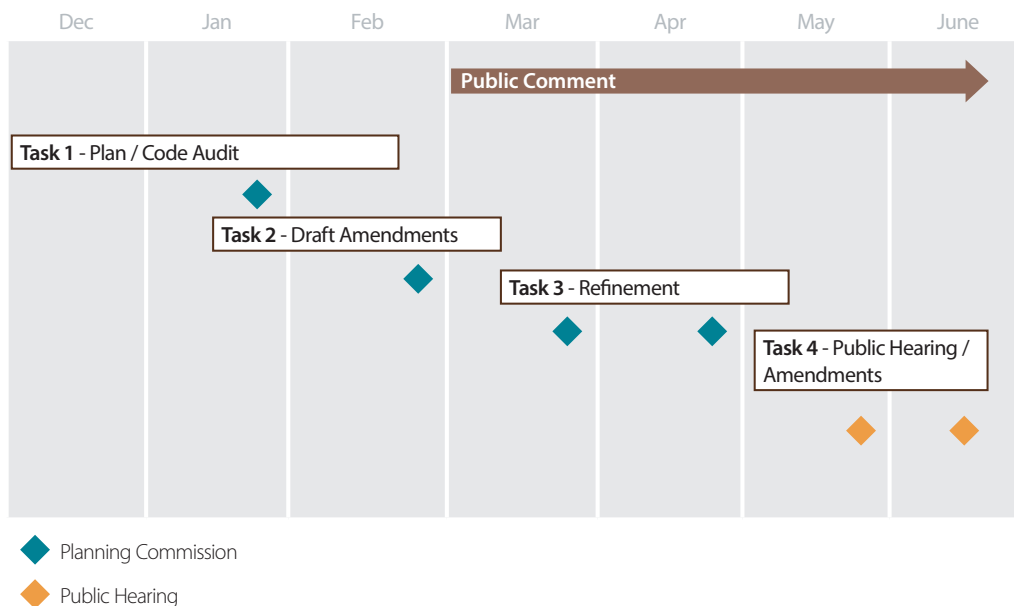
Updates resulting from this project will be incorporated into the larger city-led project to update the CDC overall. In addition to complying with HB 2001, the update will improve the code organization to facilitate necessary amendments over the next several years related to the TSP and Kingston Terrace planning efforts.



Areas impacted by HB 2001 include any zones that permit single detached dwellings.

Project Timeline

The King City Middle Housing Code Update project is a seven-month project. The following schedule highlights key tasks and opportunities for public input. The City anticipates having hearings-ready amendments at the end of this project and will present them to the Planning Commission in May of 2021. Public hearings that provide an opportunity for people to comment on draft amendments.



FAQS CONTENT

What is middle housing?

Middle housing refers to housing types that fill the gap between apartments and detached single dwellings. They can include duplexes, triplexes, quadplexes, townhomes, and cottage clusters. HB 2001 includes specific definitions for each of these housing types.

- *Housing should be adaptable.* Household sizes are changing and evolving as their members pass through different phases of life.
- *There is a housing crisis.* Not just in Oregon but nationwide. There is not enough housing or enough types of housing to meet people's needs.
- *Homes are more than just a place to live.* Especially during COVID-19. They serve as our workplaces, our schools, and how we take care of our families and friends

What is the best way to comment on draft materials?

There will be two public hearings: at Planning Commission on May 26,* and at City Council on June 2nd or 9th. * You can attend either of these meetings to share your feedback on draft amendments. There is also a comment option as part of the project website.*

**Consultant is working with staff to verify the dates for hearings and to determine the best website location for documents.*

Does HB 2001 ban single family dwellings?

No, single-family detached dwellings will still be allowed. HB 2001 allows more types of housing to be constructed in low-density residential zones but does not restrict development of single-family detached dwellings.

Why was HB 2001 created?

The principles behind HB 2001 mirror a national movement, which calls for increasing housing of all types to alleviate shortages throughout the country. Here in Oregon there is an increasing lack of housing, particularly housing priced that the average resident can afford. Oregon is one of the fastest growing states in the country, but state policies, zoning codes, community opposition, and other factors have made it challenging to accommodate population growth. HB 2001 was created to help increase the amount and types of housing available to Oregonians.

How does HB 2001 affect accessory dwelling units (ADUs)?

HB 2001 prevents local governments from requiring owner occupancy or additional parking for ADUs. ADUs are small, secondary housing units constructed on the same property as an existing house. ADUs can be attached to the main dwelling unit, above a detached garage or freestanding. This provision went into effect on Jan. 1, 2020.

Can the City, private individuals, or homeowners' associations pass new regulations or rules to prevent middle housing in other ways?

HB 2001 prohibits middle housing from be restricted through alternate means, including documents recorded against a property or other governing documents that occur on or after Aug. 8, 2019 (the effective date of the act). This means that homeowners' associations and related groups can't create new rules to prohibit middle housing.

Where can I find HB 2001 to read for myself?

HB 2001 can be found on the [Oregon State Legislature website](https://legislature.oregon.gov/Bills/2001/HB/2001_2001_2009.aspx)

4.2 Transportation System Plan update (TSP): No documents at this time. Discussion only!



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