

**PORT ORFORD PLANNING COMMISSION
CITY COUNCIL CHAMBERS, PORT ORFORD CITY HALL
HYBRID MEETING
Tues, May 10, 2022
3:30 PM**

How to Participate:

Planning May 10, 2022
Tue, May 10, 2022 3:30 PM

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1. Call to Order
2. Additions to the Agenda
3. Approval of Minutes: April 12 Meeting (Not Available yet)
4. Announcements and Communications
 - A. Chairperson/Assistant City Planner
5. Comments from the Public (Agenda Items only)
6. Public Hearing
 - A. None
7. Planning Matters-
 - A. PUD
 - B. Changes to definitions draft
 - C. ADU Questions for discussion
8. Other Business
 - A. Announcements and Communications:
 - i. City Planner Comments
 - ii. Planning Commission Comments
9. Public Considerations
10. Adjourn

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City of Port Orford

CITY COUNCIL AGENDA DOCUMENTATION

Date: 05/10/2022

SUBJECT: PUD- Planned Unit Development

ITEM NO: 7 A.

I have attached a copy of the current code for Chapter 17.28 along with the current code for Chapter 16.16 for Planned Unit Developments for your reference. Are there any suggestions and or discussions on the changes that our City Planner is suggesting?

SUBMITTED BY:

Jessica Ginsburg

Jessica Ginsburg, City Administrator

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CURRENT CODE LANGUAGE

Chapter 16.16

PLANNED UNIT DEVELOPMENTS

Sections:

- 16.16.010 General provisions.**
- 16.16.020 Tentative plans—Contents.**
- 16.16.030 Action by the Planning Director and Planning Commission.**

16.16.010 General provisions.

- A. A planned unit development is a development for multiple use of all or a portion of the land and facilities. Examples are a condominium, subdivision-type development, where there are common areas such as parks, recreational areas and facilities, etc., for the use of the owners or occupants rather than the general public; trailer or mobile home parks, or private mausoleum or cemetery.
- B. The intent of a planned unit development is to develop land for residential, business, commercial, industrial or other uses in a manner which creates an attractive, healthful, efficient and stable environment.
- C. No multiple unit structure or structures shall be constructed on one site containing over three acres unless it is an approved planned unit development.
- D. Before any plan or plat of a planned unit development may be made and recorded, the person proposing the same or his or her authorized agent or representative, shall make an application in writing to the Planning Commission for approval thereof. Each application shall be accompanied by seven copies of a tentative plan including plats and maps showing the general design.
- E. The application shall be filed with the City Clerk.
- F. Approval of the tentative plan shall not constitute final acceptance, however, approval of such tentative plan shall be binding upon the Planning Commission for the purposes of the preparation of the final plan and the Planning Commission may require only such changes as are necessary for compliance with its approval of the tentative plan.
- G. Detailed specifications of buildings are not required, however the applicant must furnish proof that the same comply with applicable building, health, fire and safety codes.
- H. Before final approval the applicant must furnish proof of compliance with all applicable laws pertaining to condominiums and joint ownership and use.
- I. Because of varying types and complexities of planned unit developments, the specifications required herein are minimum requirements, and greater detail may be required by the Planning Director or Planning Commission. (Ord. 258 § 7, 1974)

16.16.020 Tentative plans—Contents.

- A. The tentative plat or map shall be to the largest practical scale so as to show clearly all details and shall be to a scale of one inch to 25, 50 or 100 feet.
- B. The tentative plat or map shall in general follow the requirements for tentative plans and plats of subdivisions as contained in Section 16.08.020, and, in addition, shall contain the following:
 - 1. Location and dimensions of all proposed and existing structures together with the name and address of any architect, engineer or designer designing the same;

2. Housing or use densities;
3. Location and size of all parking areas;
4. Landscaping, walls and fences. (Ord. 258 § 7, 1974)

16.16.030 Action by the Planning Director and Planning Commission.

In general the actions taken by the Planning Director and the Planning Commission shall be the same as stated in Section 16.08.040, pertaining to subdivisions and major partitions. In the event of a zone change or a conditional use permit is required, the Planning Commission shall first dispose of this. If such disposition is favorable to the applicant, the Planning Commission shall then proceed with the consideration of the planned unit development in accordance with Section 16.16.010(D) and (E). (Ord. 258 § 7, 1974)

Chapter 16.16
(to replace current Chapter 16.16)

PLANNED UNIT DEVELOPMENT

Sections:

- 16.16.010 General Provisions.**
- 16.16.020 Tentative plan.**
- 16.16.030 Final Plat.**

16.16.010 General Provisions

- A. Purpose of this chapter is to provide the necessary linkage necessary for the subdivision plat to work hand in hand with Chapter 17.28, which addresses the site and the integration of zoning with the physical and cultural features of the property.**
- B. The Tentative Plan shall be approved in a consolidated application with Chapter 17.28 of the Port Orford Municipal code whereby the application for a PUD is approved through a Conditional Use Permit.**
- C. Approval of the tentative plan is binding upon the City for purposes of the preparation of the final plan. The Planning Commission may require only such changes as are necessary for compliance with the approval of the tentative plan.**
- D. Final Approval constitutes compliance with all of the applicable requirements and conditions of the City and State of Oregon for approval of the PUD. Upon final approval, the approved PUD is identified on the zoning map.**

16.16.020 Tentative plan

- A. The tentative plat or map shall be to the largest practical scale to show the required details and shall be to a scale of one inch to twenty-five (25), fifty (50) or 100 (100) feet.**
- B. The Tentative plan shall map is similar to tentative plat maps included for subdivisions and partitions as contained in Section 16.08.020, with additional items for the PUD application as follows:**
 - a. Any replat, boundary adjustments or partitioning that is necessary for the PUD use.**
 - b. The boundary line of the entire tract to be included within the PUD.**
 - c. Location and dimensions of all proposed structures, and existing structures that will remain on the tract.**
 - d. The name of the PUD.**
 - e. The name and address of any architect, engineer, surveyor and/or landscape architect involved in preparing the application.**

- f. Legal description, assessor's map numbers
- g. Contours with intervals of five feet or less.
- h. The names of adjacent subdivisions and partitions.
- i. The location, widths and names of all existing or platted streets or other public ways within or adjacent to the tract.
- j. Proposed street patterns and sidewalks in the interior, with widths, grades and names of all streets within the PUD.
- k. The widths and names of streets or public ways that are adjacent to the tract.
- l. A chart with approved housing density equivalents.
- m. Location and size of all parking areas, including the dimensions of parking spaces.
- n. Any existing wetlands or hazard areas including identified topographic or geologic overlay zones or other features within the PUD tract.
- o. Access approval for the PUD.
- p. Easements, together with their location and purpose.
- q. Metes and bounds description of the PUD lot, with distances to the nearest tenth of a foot and angles to the nearest thirty-second.
- r. Zoning as set forth in the zoning ordinance for the PUD lot.
- s. Location of all monuments found or set in the area.
- t. A plan providing for electrical and telephone service to the lot, with letters from the appropriate utilities stating that they can serve the lot and the PUD use.
- u. Sidewalks, or trails that are part of the PUD infrastructure.
- v. Landscaping plan and any walls or fencing to be part of the PUD.
- w. Open space and designations of facilities and areas for common use.
- x. Drainage and erosion control plans.
- y. Vicinity map.
- z. Other information that may be required by the City.

16.16.030 Final plat

The Final Plat to comply with the approved tentative plan, subject to Chapter 16.20 *(need to add PUD Final Plats to the wording to the Ordinance)* and applicable provisions of ORS 94 Planned Communities, and ORS 100 Condominiums.

CURRENT CODE LANGUAGE

Chapter 17.28

PLANNED UNIT DEVELOPMENTS

Sections:

17.28.010 Standards and requirements.

17.28.020 Procedure.

17.28.010 Standards and requirements.

The following shall be observed when a planned unit development in a zone in which it is permitted. (Ord. 278 § 5.010, 1977)

17.28.020 Procedure.

The following shall be observed when a planned unit development proposal is submitted for consideration.

- A. An applicant shall submit 15 copies of a preliminary development plan to the Planning Commission for study at least seven days prior to the commission meeting at which it is to be considered. The preliminary plan shall include the following information:
 - 1. Proposed land uses, building locations and housing unit densities;
 - 2. Proposed circulation pattern indicating the status of street ownership;
 - 3. Proposed open space uses;
 - 4. Proposed grading and drainage pattern;
 - 5. Proposed method of water supply and sewage disposal;
 - 6. Economic and supporting data to justify any proposed commercial and industrial elements in the area not so zoned;
 - 7. Relation of the proposed development to the surrounding area and to the comprehensive plan.
- B. Prior to discussion of the plan and a Planning Commission meeting, copies shall be given to the City Engineer and county sanitarian for study and comment.
- C. In reviewing the preliminary plan, the commission must determine that:
 - 1. Special physical conditions or objectives or development exist to warrant a departure from standard regulation requirements.
 - 2. Resulting development will not be inconsistent with the comprehensive plan objectives or zoning provisions of the area.
 - 3. The area around the development can be planned to be in substantial harmony with the proposed plan.
 - 4. The plan can be completed within a reasonable period of time.
 - 5. Any proposed commercial or industrial development can be justified economically.
 - 6. The streets are adequate to support the anticipated traffic and the development will not overload the streets outside and adjacent to the planned unit development.
 - 7. Proposed utility and drainage facilities are adequate for the population densities and type of development proposed.
- D. If the Planning Commission finds that the foregoing provisions are satisfied, the proposal shall be processed in accordance with the procedure used for establishing a subdivision. If the Planning

Commission finds to the contrary, they may recommend the application be denied or returned to the applicant for revision.

- E. In addition to the requirements of this section, the Planning Commission shall follow the procedure for considering an amendment as required in Chapter 17.32.
- F. Permits for the construction in a planned unit development shall be issued only on the basis of the approved plan. Any changes in the approved plan shall be submitted to the commission for processing as an amendment to this title.
- G. An approved planned unit development shall be identified on the zoning map. (Ord. 278 § 5.020, 1977)

~~DRAFT~~ Chapter 17.28 PLANNED UNIT DEVELOPMENTS (PUD)

The zoning ordinance will be organized to provide that PUD's are a minimum of 1 acre (currently is 3 acres)

17.28.010 ~~Standards and requirements.~~ General Provisions.

Purpose and Intent

~~The following shall be observed when a planned unit development in a zone in which it is permitted. (Ord. 278 § 5.010, 1977)~~ **The PUD conditional use permit process provides an opportunity for the property owner to preserve unusual physical features that are part of the site by providing for equivalent use of the remainder of the property to comply with the intent of the zoning.**

Historical, topographical, or other distinctive features of the property may be protected or enhanced through the PUD. A PUD is suitable for condominium development, subdivision development and other development that includes common ownerships by the occupants. This includes, but is not limited to features such as facilities, open space or other, and may include varying housing types. The intent is to develop land and housing in a manner that creates an attractive, healthful, efficient and stable environment.

17.28.020 Procedures.

Preapplication

~~The following procedures shall be observed is required when a planned unit development proposal is to be submitted for consideration:~~

- A. ~~An applicant shall submit 15 copies of a preliminary development plan to the Planning Commission for study at least seven days prior to the commission meeting at which it is to be considered. The preliminary plan shall include the following information:~~ **A preapplication conference shall be scheduled with the City prior to the filing of any application for a PUD. The applicant is required to include documents described in Section 17.28.020**
- B. **Existing site maps showing physical features of the site and narrative that addresses the PUD for the pre-application conference including, but not limited to the following are required:**

~~The preliminary plan shall include the following information:~~

- ~~1. Proposed land uses, building locations and housing unit densities;~~
- ~~2. Proposed circulation pattern indicating the status of street ownership;~~
- ~~3. Proposed open space uses;~~
- ~~4. Proposed grading and drainage pattern;~~
- ~~5. Proposed method of water supply and sewage disposal;~~

~~6. Economic and supporting data to justify any proposed commercial and industrial elements in the area not so zoned;~~

~~7. Relation of the proposed development to the surrounding area and to the comprehensive plan.~~

~~B. Prior to discussion of the plan and a planning Commission meeting, copies shall be given to the City Engineer and county sanitarian for study and comment.~~

- 1. Proposed land uses, building locations and housing units with density calculations that comply with the zoning.**
- 2. Description of unusual physical or cultural feature(s) of the property which can be conserved and thus provide the applicant with equivalent use of the property as a result of the PUD process;**
- 3. Proposed circulation pattern indicating the proposed street ownership;**
- 4. Proposed open space and common areas including appropriate access with pathways or sidewalks;**
- 5. Site maps with topography, culture or history with and notations of special conditions or objectives that exist to warrant departure from standard zoning requirements;**
- 6. Proposed method of water supply and sewage disposal;**
- 7. Setbacks around the perimeter of the property that comply with the zoning;**
- 8. Proposed landscaping plan that shows landscaping and any fencing; proposed within the perimeter of the site in compliance with the zoning;**
- 9. Economic and supporting data to justify any proposed nonresidential elements;**
- 10. Lighting to comply with Chapter 15.17 Outdoor Lighting Code;**
- 11. Analysis of the proposed development in relationship to the neighborhood and the streets.**
- 12. Declaration of Covenants, Conditions, Restrictions and Easements (CC&Rs), articles and bylaws of the homeowner's association (HOA) as applicable.**

C. The applicant shall include professionals who will be prepare the PUD application and the Tentative Plan in the pre-application meeting.

D. The City shall provide notice to state and local agencies having jurisdiction, and involve the City Engineer, and other professionals in the pre-application meeting as determined appropriate.

~~B. Prior to discussion of the plan and a Planning Commission meeting, copies shall be given to the City Engineer and county sanitarian for study and comment.~~

17.28.040 Application

- A. The applicant shall prepare the PUD application based upon the discussion at the pre-application meeting and include additional information to explain the project.**
- B. Any application to the City shall include all of the information that was required for the pre-application meeting prepared by professionals including all of the documents and maps addressed in Section 17.28.020.**
- C. The applicant shall submit a consolidated plan that includes all that is required under Municipal Code Chapter 16.16 including submission of a tentative plan in compliance with Section 16.08.020.**
- D. The applicant shall include analysis of the PUD in relation to adjacent streets and properties to assure that there are not negative aspects due to lack of capacity.**
- E. The applicant shall provide a timeframe for completion of the project along with explanations or charting of activities to be completed.**
- F. The City will schedule and provide notice of a Planning Commission's public hearing.**
- G. Following any approval of the tentative plat, the applicant shall comply with Chapter 16.20 Final Plats.**

~~C.—In reviewing the preliminary plan, the commission must determine that:~~

- ~~1.—Special physical conditions or objectives or development exist to warrant a departure from standard regulation requirements.~~
- ~~2.—Resulting development will not be inconsistent with the comprehensive plan objectives or zoning provisions of the area.~~
- ~~3.—The area around the development can be planned to be in substantial harmony with the proposed plan.~~
- ~~4.—The plan can be completed within a reasonable period of time.~~
- ~~5.—Any proposed commercial or industrial development can be justified economically.~~
- ~~6.—The streets are adequate to support the anticipated traffic and the development will not overload the streets outside and adjacent to the planned unit development.~~
- ~~7.—Proposed utility and drainage facilities are adequate for the population densities and type of development proposed.~~

~~D.—If the Planning Commission finds that the foregoing provisions are satisfied, the proposal shall be processed in accordance with the procedure used for establishing a subdivision. If the Planning Commission finds to the contrary, they may recommend the application be denied or returned to the applicant for revision.~~

~~E.—In addition to the requirements of this section, the Planning Commission shall follow the procedure for considering an amendment as required in Chapter [17.32](#).~~

~~F.—Permits for the construction in a planned unit development shall be issued only on the basis of the approved plan. Any changes in the approved plan shall be submitted to the commission for processing as an amendment to this title.~~

~~G. An approved planned unit development shall be identified on the zoning map.~~
~~(Ord. 278 § 5.020, 1977)~~

17.28.050 Criteria for Approval of a PUD

- A. Compliance with the Port Orford Comprehensive Plan Goals and Policies.**
- B. Compliance with the Provisions of Chapter 17.28.**
- C. Compliance with Title 16, Chapter 16.16 of the Port Orford Municipal Code.**
- D. Compliance with Chapter 16.08.020 Tentative plans and plats – Contents, and Chapter 16.20 Final Plats.**
- E. Compliance with Municipal Code Chapter 15.17 Outdoor Lighting Code.**
- F. Streets are adequate to support the anticipated traffic.**
- G. Demonstrated ability to complete the plan within the proposed stated timeframe.**
- H. Compliance with Municipal Code, Chapter 17.17 Erosion Prevention and Sediment Control, Chapter 17.18 Storm and Surface Water Management Standards, and other requirements of the code that apply.**
- I. Compliance with the provisions of any overlay zones that apply.**
- J. Proposed utilities are adequate for the development.**
- K. Compliance with ORS 94 Real Property Development and other Oregon laws which regulate specific uses to be included in the PUD.**
- L. The proposed Declaration of Covenants, Conditions, Restrictions and Easements (CC&Rs), articles and bylaws of the homeowner's association (HOA) as provided need to comply with applicable Oregon laws including but not limited to ORS 94 Planned Communities, and ORS 100 Condominiums.**

City of Port Orford

CITY COUNCIL AGENDA DOCUMENTATION

Date: 05/10/2022

SUBJECT: Definition updates

ITEM NO: 7 B.

These are the definitions that were discussed at the last meeting. If there are any additional items you would like to have included in the definitions please let us know.

SUBMITTED BY:

Jessica Ginsburg

Jessica Ginsburg, City Administrator

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MEMO

Draft was revised 4-25-22 to modify definitions that became outdated in 2021 having to do with manufactured dwelling parks and manufactured dwelling definitions, also added references to Planned Unit Development in Port Orford draft codes, and some other. Need to check Recreational Vehicle Park to see how it needs to be updated. I do not think it complies with the 2021 law.

Here are definitions that provide a basis for uses to be considered for incorporation into the Port Orford Zoning/ Subdivision Ordinances to change the “landscape of the code relative to housing options.”

- ✓ Language that could be the basis for specifics within the code appear in **BOLD** font.
- ✓ Language that would be removed from our current code is shown with ~~cross-outs~~.
- ✓ Language that exists within our code that addresses housing options with no expectation for change is included with no bold or cross outs.

More Information:

- ✓ Some definitions are included for uses that are not currently permitted in Port Orford, but have been adopted in other small and large cities can be considered.
- ✓ Some definitions show suggested amendments to current language.
- ✓ Some definitions show current language in our code.

Definitions of housing types:

“Accessory dwelling unit (ADU)” means an interior, attached or detached residential structure with habitable space that provides shelter, cooking facilities, water and sanitary facilities that is used in connection with or that is accessory to a single-family dwelling. An ADU is not a motor vehicle or recreational vehicle. ADUs include, but may not be limited to the following examples:

- 1) **Cottages that are detached structures. These may be free-standing accessory structures or detached garage conversions.**
- 2) **Apartments that are attached or are part of the primary dwelling such as apartments over a garage, additions to existing dwellings, attic spaces or other conversions.**

“Apartment house.” See “Dwelling, multi-family.”

“Attached single-family house.” See “Rowhouse” or “Townhouse.”

“Cottage Cluster residential” means a development technique wherein house sites or structures are grouped closer together with the remainder of the tract left in it’s a natural state or as landscaped open space. It does not necessarily have a mixture of housing types and uses, and is done in a unit, rather than planned phases. Structures can be in part of a single ownership, be, or in condominium ownership or other. Cottage Cluster Development is processed through Chapter 17.28 Planned Unit Development (new amendment).

“Condominium” means property submitted under the provisions of ORS are submitted under ORS Chapter 100. **Process through Chapter 16, and Section 17.28 Planned Unit Development.**

Cluster Subdivision is a subdivision that is organized in the Commercial (4-C) zone with dwelling units of 400 - 1,000 square feet on smaller lots than those permitted in residential zones.

“Dwelling unit, single-family” means a detached building or portion thereof, constructed on or off site containing ~~one dwelling unit~~ **an independent living facility for one or more persons with permanent provisions for living, sleeping, eating cooking and sanitation.**

“Dwelling, two-family” means a building designed for occupancy by two families, living separately, including duplex and semi-detached dwellings. ~~A two-family dwelling may also be referenced as a duplex.~~ **containing two independent living facilities with permanent provisions for living, sleeping, eating cooking and sanitation.**

“Dwelling, multi-family” means a building containing three or more dwelling units on an individual lot, including, but not limited to multiplexes, apartments and condominiums.

~~“Family” means an individual or two or more persons related by blood, marriage, legal adoption or guardianship, living together in a dwelling unit in which board and lodging may also be provided for not more than four additional persons, excluding servants; or a group of not more than five persons, who need not be related by blood, marriage, legal adoption or guardianship living together in a dwelling unit.~~ **“Household” or “Family” means an individual, or two or more persons living together in a dwelling unit in which shelter, cooking facilities, water and sanitation are available.**

“Guest house” means a small detached accessory building without cooking facilities that is designed for and used to house nonpaying transient visitors or guests or the occupants of the primary dwelling on the lot.

“Manufactured dwelling” means a residential trailer, mobile home or manufactured home.

“Manufactured dwelling park” means any place where four or more manufactured dwellings or prefabricated structures as defined in ORS 455.010 that are relocatable and more than eight and one-half feet wide, are located within 500 feet of one another on a lot, tract or parcel of land under the same ownership, the primary purpose of which is to rent or lease space or keep space for rent or lease to any person for a charge or fee paid or to be paid for the rental or lease or use of facilities or to offer space free in connection with securing the trade or patronage of such person provided that each manufactured dwelling is not located on a single platted lot.

Manufactured home” means a structure constructed for movement on the public highways that has sleeping, cooking and plumbing facilities, that is intended for human occupancy, that is

being used for residential purposes and that was constructed in accordance with Federal manufactured housing construction and safety standards and regulations in effect at the time of construction.

~~“Mobile home” means a vehicle or structure constructed with wheels for movement on public highways, that has sleeping, cooking and plumbing facilities; is intended for human occupancy and permanent residential purposes and that met the Oregon Mobile Home Law in effect at the time of construction. that was constructed between January 1, 1962 and June 15, 1976, and met the construction requirements of Oregon mobile home law in effect at the time of construction. The removal of the wheels does not alter this definition. A mobile home shall only be sited within an established mobile home park.~~

“Mobile home park” means a place where four or more mobile homes recreational vehicles, or a combination thereof, are located within 500 feet of one another on a lot, tract or parcel of land under the same ownership, the primary purpose of which is to rent space or keep space for rent to any person for a charge or fee paid or to be paid for the rental or use of facilities or to offer space free in connection with securing the trade or patronage of such persons. Mobile home park does not include lots located within a subdivision being rented or leased for occupancy by no more than one manufactured dwelling per lot if the subdivision was approved by the City of Port Orford.

“Planned Community” means any subdivision under ORS 92.010 to 92.190 that results in a pattern of ownership of real property and all the buildings, improvements and rights located on or belonging to the real property and which is created under ORS 94.550 to 94.783.

“Planned unit development” means a single development in which a combination of uses compatible with the comprehensive plan and with neighboring properties is permitted subject to the procedural requirements of this title. Some An examples are is a planned housing project with single-family, duplex and multiple-family homes, apartment houses, and a shopping center; or a recreation facilities complex including the principle uses, parking, sanitary facilities and concessions or other similar uses. other services to support the residential uses.

“Prefabricated structure” means a building or subassembly which has been in whole or substantial part manufactured or assembled using closed construction at an off-site location to be wholly or partially assembled on-site; but does not include a manufactured structure.

~~“Recreational vehicle” means a vacation trailer or self-propelled vehicle or structure designed for frequent or constant highway use and for vacation recreational purposes, but not for normal residential purposes, and may be equipped with plumbing, sink or toilet.~~ **“Recreational vehicle” means a vehicle with or without motive power that is designed for use as temporary living quarters and as further defined by rule by the Oregon Director of Transportation.**

“Recreational vehicle park” defined in ORS 197 means a place where two or more recreational vehicles, camping vehicles or trailers are located within 500 feet of one another on a lot, tract or parcel of land under common ownership and having as its primary purpose, the renting of space

and related facilities for charge or fee, or the provision of space for free in connection with securing the patronage of a person. **It does not mean an area designated only for picnicking or overnight camping or a manufactured dwelling park or mobile home park.**

“Rowhouse” or “townhouse” means a dwelling unit constructed in a row of attached units separated by property lines and with open space on at least two sides. Rowhouses or townhouses may be permitted as a specific dwelling type within a Planned Unit Development under Chapter 17.28.

“Cottage dwelling” means a dwelling unit not less than 400 square feet or more than 1,000 square feet in floor area that is site-built/stick-built, manufactured or prefabricated, permanently anchored to a foundation, and provided with utility connections. The cottage dwelling is not designed to be movable or constructed on a wheeled chassis, nor is it a recreational vehicle, shipping container, trailer, tiny house on wheels, or other similar object.

City of Port Orford

CITY COUNCIL AGENDA DOCUMENTATION

Date: 05/10/2022

SUBJECT: ADU's

ITEM NO: 7 C.

The City Planner has put together some discussion points and questions that need to be addressed as we are working on the code for ADU's. Below are my suggestions based on questions I have received from the public.

Question 2. Detached or both

Question 3. Residential Zones

Question 4b. We have a good system in place currently in City hall for researching and finding out short term rentals that are not registered with us.

Question 4h. Yes they should have separate hook ups. This is a way for us to regulate and have the water and sewer in the renters name.

SUBMITTED BY:

Jessica Ginsburg

Jessica Ginsburg, City Administrator

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DRAFT Questions for PC Discussion – Housing

1. **Guest Houses (no cooking facilities)** for transient visitors or occupants of the primary dwelling – Not the same as ADUs. We currently have these, under the definition of “Accessory structure or use.”

“Accessory structure or use” means a structure or use incidental and subordinate to the main use of the property and which is located on the same lot with the main use.

2. **Additional Dwelling Units (ADUs)** are living units that include kitchens, and would be permitted uses. Select what we want for Port Orford:

- a. _____ Attached
- b. _____ Detached
- c. _____ Both Attached and Detached is proposed.

3. Suggested zones are for ADUs?

- a. _____ Residential zones (R-1) and (R-2)
- b. _____ Shoreland Overlay (9-SO)

4. **Criteria for ADUs**

- a. ADUs are accessory to existing single-family, duplex, and multi-family (from Gold Beach) and others.
- b. ADUs are permitted for long-term rentals (single-family dwelling, not permitted for short term less than 30-day increments, and cannot be advertised as such. How do we regulate?
- c. ADUs are not permitted on lots where there are already more than one dwelling unit already exists through grand-fathering or other.
- d. ADU Size: Minimum 200 square feet; Maximum 600’ square feet (Gold Beach). Port Orford needs to determine the acceptable minimums and maximums for our community.
- e. Suggested new dedicated parking space not required.
- f. Comply with setbacks of the zones.

g. Comply with building all building codes, and obtain a building permit.

h. Obtain permits for separate hookups for sewer and water.

5. Consider reduced lot sizes in residential zones

- a. Consider permitting a lot size smaller than 5,000 square feet in the residential zones, R-1 and R-2, specifically to permit houses of 400 – 1,000 square feet, subject to review by the Planning Commission as a Conditional Use Permit. Gold Beach has selected 3,000 square feet. This could be too much change along with permitting ADUs on all lots along with a single-family dwelling.
- b. Our Commercial (4-C) zone, and Battle Rock (10-MU) zones do not have a minimum lot sizes; no ADUs are suggested for these zones.

6. Cluster Subdivision Proposed for the Commercial (4-C) zone

- a. A Cluster Subdivision is permitted through a Conditional use Permit.
- b. Lot area to be included within a Cluster Subdivision shall include a minimum of 10,000 square feet to a maximum of 21,780 square feet.
- c. Each Cluster Subdivision lots shall contain at least 2,500 square feet.
- d. Dwelling units shall range from 400 – 1,000 square feet including stick-built, modular or manufactured homes.
- e. Setbacks for the specific lots are as follows:
 - i. The front yard shall be a minimum of ten feet.
 - ii. The side yard shall be a minimum of five feet.
 - iii. The rear yard shall be a minimum of five feet.
- f. A landscaping plan shall be provided for the lots to include landscaping that within the setback areas.
- g. Three building articulation features shall be included from the listing in Section 17.12.090 (E)(2). See Attached list.
- h. A landscaping plan is required to include landscaping coverage for at least 5% of each lot.
- i. Each lot shall have a city-approved access entrance and driveway. Flag lots are permitted.
- j. Streets on the interior of the subdivision shall comply with City requirements as to width and construction. Any requests for variance from such requirements is subject to an approved variance presented along with the consolidated Conditional Use Permit, and

Tentative Plat approval for the subdivision. Approval of the Port Orford Fire Protection District is to be included along with the application.

k. The applicant may be required to pave or otherwise improve a portion of streets providing access to the lots..

l. The applicant shall obtain approved hookups for sewer and water prior to sales.

m. Any accessory structures constructed on individual lots within a Cluster Subdivision shall be limited to one accessory structure that includes square footage that is less than the square footage of the dwelling unit on that specific lot.

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