PLANNING COMMISSION WORK SESSION AGENDA
Monday, October 25, 2021 - 6:00 PM
City Hall, Council Chambers, 169 SW Coast Hwy, Newport, OR 97365

This meeting will be held electronically. The public can livestream this meeting at https://newportoregon.gov. The meeting will also be broadcast on Charter Channel 190. Public comment may be made, via e-mail, up to four hours before the meeting start time at publiccomment@newportoregon.gov. The agenda may be amended during the meeting to add or delete items, change the order of agenda items, or discuss any other business deemed necessary at the time of the meeting.

Anyone wishing to make real time public comment should submit a request to publiccomment@newportoregon.gov. at least four hours before the meeting start time, and a Zoom link will be e-mailed.

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1. CALL TO ORDER

Jim Patrick, Bill Branigan, Lee Hardy, Bob Berman, Jim Hanselman, Gary East, Braulio Escobar, Dustin Capri, and Greg Sutton.

2. UNFINISHED BUSINESS

2.A Continued Review of TSP Tech Memo #12, Transportation Standards.

Memorandum

Draft Memorandum by Angelo Planning Group, dated September 8, 2021 (received October 5, 2021)

3. NEW BUSINESS

3.A Transportation System Plan Tech Memo #11, Alternate Mobility Targets.

Memorandum
Draft Technical Memo #11 Alternative Mobility Targets, by DKS Associates, dated October 18, 2021

3.B Establishment of a Parking Advisory Committee and Parking Management Strategies for the Bayfront, Nye Beach, and City Center Districts.
Memorandum
Ordinance No. 2164
Ordinance No. 2163
Resolution No. 3864
NMC Chapter 14.14

3.C Goal Setting Report.
10.18.21 Memo and Attachment Reminder of Committee Goal Report

3.D Planning Commission Representative on the Vision 2040 Committee.

4. ADJOURNMENT

City of Newport

Community Development Department

Memorandum

To: Planning Commission/Commission Advisory Committee

From: Derrick I. Tokos, AICP, Community Development Director

Date: October 22, 2021

Re: Continued Review of TSP Tech Memo #12, Transportation Standards

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Enclosed is an initial draft of amendments to the City's transportation standards that the consulting team is recommending the City adopt to implement the updated Transportation System Plan. The Planning Commission reviewed the first four (4) sections at its October 11, 2021 work session. There are a couple of areas that we covered where I have offered additional thoughts, or plugged in additional information for the Commission's consideration. I would like to touch on those points first and then pick-up the review at the fifth section titled "Transit-Supportive Requirements." Hopefully, we will able to get through the balance of the document at this meeting.

Attachments
Draft Memorandum by Angelo Planning Group, dated September 8, 2021 (received October 5, 2021)

DRAFT MEMORANDUM

DATE: September 8, 2021

TO: Newport TSP Project Management Team

FROM: Andrew Parish, Shayna Rehberg, and Darci Rudzinski, APG

SUBJECT: Newport Transportation System Plan Update
Development Code Amendments

Introduction

The City of Newport is undertaking an update of the City of Newport Transportation System Plan (TSP) consistent with the requirements of Statewide Planning Goal 12 - Transportation. This memorandum identifies needed amendments to the City's Municipal Code, Title 13 Land Division and Title 14 Zoning Code (collectively known as the "Development Code") to be consistent with the updated TSP. This material is an outgrowth of:

- TM #3 – Regulatory Review and Transportation Planning Rule (TPR)
- Code Concepts – Transportation Mitigation and Implementation
- Additional discussion with city staff and the consultant team

Table 1 identifies the proposed amendments and includes a reference number for the associated text that follows the table, with code additions and deletions shown in underline-strikeout text.

Table 1. Municipal Code Recommendations

Recommendation and Discussion	Reference
Identify "Transportation Facilities (operation, maintenance, preservation, and construction in accordance with the city's Transportation System Plan)" as a permitted use in all land use districts as required by the Transportation Planning Rule (TPR)	1
Consolidate the definitions of transportation facilities throughout the Development Code.	2
Adjust the Traffic Impact Assessment (TIA) threshold and process described in the Zoning Ordinance to reduce the number of peak hour trips for which a TIA is required.	3
Add specific language requiring that transportation providers, including ODOT, Lincoln County Transit be notified of proposals that may impact their facilities or services.	4

Recommendation and Discussion	Reference
Update the development code to better address transit by requiring transit amenities as identified in the Lincoln County Transit Development Plan, update bicycle parking requirements to include transit facilities, and improve provision of bicycle parking through development.	5
Amend the development code to include language vehicular access, circulation, connections, and pedestrian access through parking lots.	6
Amend the development code to include the TSP's updated street standards, block lengths, and accessway requirements	7
Provide new code language for drive aisles and parking lot layouts.	8
Amend the development code to clarify that development along state highways requires coordination with ODOT.	9
Address TPR requirements related to bicycle and pedestrian access and mobility through the addition of a new Pedestrian Access and Circulation section	10
Require new developments with planned designated employee parking areas provide preferential parking for employee carpools and vanpools.	11
Develop a new "Transportation Mitigation Procedure" section of the code.	12
Identify city authority and process for deploying traffic calming on neighborhood collectors.	13

Commented [DT1]: addressing

Reference 1: Transportation Facilities as Allowed Use

Recommendation: Consolidate the definition of transportation facilities throughout the development code, and identify "Transportation Facilities (operation, maintenance, preservation, and construction in accordance with the city's Transportation System Plan)" as a permitted use in all land use districts as required by the TPR.

14.03.050 Residential Uses

		R-1	R-2	R-3	R-4
Z	Transportation Facilities	P	P	P	P

14.03.070 Commercial and Industrial Uses.

		C-1	C-2[1]	C-3	I-1	I-2	I-3
12	Basic Utilities ~~and Roads~~ [3]	P	P	P	P	P	P
22	Transportation Facilities	P	P	P	P	P	P

14.03.080 Water-dependent and Water-related Uses.

		W-1	W-2
22	Transportation Facilities	P	P

14.03.100 Public Uses

		P-1	P2	P-3
25.	~~Trails, paths, bike paths, walkways, etc.~~ Transportation Facilities	P	P	P

Reference 2: Consolidation of Definitions

Recommendation: Consolidate the definitions of transportation facilities throughout the development code.

13.05.005 Definitions

The following definitions apply ~~in this chapter~~ within Title 13 and Title 14:

…

Alley. A narrow street 25 feet or less through a block primarily for vehicular service access to the back or side of properties otherwise abutting on another street. Frontage on said alley shall not be construed as satisfying the requirements of this Ordinance related to frontage on a dedicated street.

…

Accessway. A walkway providing a through connection for pedestrians between two streets, between two lots, or between a development and a public right-of-way. It may be an access way for pedestrians and bicyclists (with no vehicle access), or a walkway on public or private property (i.e., with a public access easement); it may also be designed to accommodate emergency vehicles.

Pedestrian Trail. Pedestrian trails are typically located in parks or natural areas and provide opportunities for both pedestrian circulation and recreation.

Shared Use Path. Shared use paths provide off-roadway facilities for walking and biking travel. Depending on their location, they can serve both recreational and citywide circulation needs. Shared use path designs vary in surface types and widths

Roadway. The portion of a street right-of-way developed for vehicular traffic.

Street. A public or private way ~~other than a driveway~~ that is created to provide ingress or egress for persons to one or more lots, parcels, areas, or tracts of land. The City of Newport Transportation System Plan establishes four functional classifications of streets: Arterial, Major Collector, Neighborhood Collector, and Local Streets.

~~For the purposes of this section Title, a "driveway" is a private way that begins at a public right-of-way that is proposed to serve not more than four individual lots/parcels cumulative as the primary vehicular access to those individual lots/parcels.~~

1. ~~**Alley**. A narrow street through a block primarily for vehicular service access to the back or side of properties otherwise abutting on another street~~.

2. **Arterial**. ~~A street of considerable continuity which is primarily a traffic artery among large areas.~~ Arterial streets are primarily intended to serve regional and citywide traffic movement. Arterials provide the primary connection to collector

Commented [AP2]: City: I've addressed TSP-related definitions and added them to this section. We've discussed consolidating all definitions (or even all of titles 13 and 14), which could be done but would dilute the purpose of this memo.

Commented [AP3]: Updated for consistency with TSP standards memo

Commented [AP4]: Replaced with definition above

streets. Where an Arterial intersects with a Neighborhood Collector or Local Street, access management and/or turn restrictions may be employed to reduce traffic delay. The Arterial streets in Newport are US 101 and US 20.

3. **Half-street**. A portion of the width of a right of way, usually along the edge of a subdivision or partition, where the remaining portion of the street could be provided in another subdivision or partition, and consisting of at least a sidewalk and curb on one side and at least two travel lanes.

4. **Marginal Access Street**. A minor street parallel and adjacent to a major arterial street providing access to abutting properties, but protected from through traffic.

Commented [AP5]: City: Is this still a relevant definition?

5. ~~**Minor Street**. A street intended primarily for access to abutting properties.~~

6. **Major Collector Street.** Major Collectors are intended to distribute traffic from Arterials to streets of the same or lower classification. Where a Major Collector street intersects with a Neighborhood Collector or Local Street, access management and/or turn restrictions may be employed to reduce traffic delay.

7. **Neighborhood Collector Street.** Neighborhood Collectors distribute traffic from Arterial or Major Collector streets to Local Streets. They are distinguishable from Major Collectors in that they principally serve residential areas. Neighborhood Collector streets should maintain slow vehicle operating speeds to accommodate safe use by all modes and through traffic should be discouraged. Where a Neighborhood Collector street intersects with a higher-classified street, access management and/or turn restrictions may be employed to reduce traffic delay and discourage through traffic.

8. **Local Street**. All streets not classified as Arterial, Major Collector, or Neighborhood Collector streets are classified as Local Streets (seen at right). Local Streets provide local access and circulation for traffic, connect neighborhoods, and often function as through routes for pedestrians and bicyclists. Local Streets should maintain slow vehicle operating speeds to accommodate safe use by all modes.

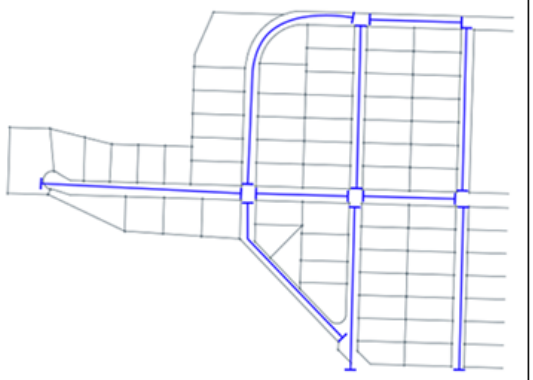
9. **Private Street.** Private Streets are a special type of Local Streets that are used to facilitate access to specific properties or small neighborhoods. The City of Newport is not responsible for maintenance on private streets.

10. **Private Driveway.** A Private Driveway is a private way that begins at a public right-of-way that is proposed to serve not more than four individual lots/parcels cumulative as the primary vehicular access to those individual lots/parcels.

11. **Street Segment.** A portion of a local or collector street which is located between two intersections, or between an intersection and the end of a cul-de-sac or dead-end. See Illustration: Illustrative Street Segments, below.

Illustration
Illustrative Street Segments

Street segments are indicated in with blue lines on the illustrative parcel map shown below.



11. **Shared Street.** A shared street is a local street that carries fewer than 500 vehicles per day. Shared streets have a single travel lane.

…

Transportation Facility. A street, pedestrian pathway, bicycle facility, shared use path, or other improvement for the conveyance of people or goods, as identified in the adopted Transportation System Plan. The o(operation, maintenance, preservation, and construction of a transportation facility in accordance with the city's Transportation System Plan is a permitted use in all zones within Newport.

Walkway. A sidewalk or path, including any access way, improved to city standards, or to other roadway authority standards, as applicable.

…

Commented [AP6]: Definition from Chapter 14.01. Still relevant?

Commented [AP7]: Shown in Standards Memo Table 2 but not really addressed elsewhere. Anything more to add in definitions?

Commented [DT8]: Fix numbering.

Reasonably Direct. A route that does not deviate unnecessarily from a straight line or a route that does not involve a significant amount of out-of-direction travel for likely users.

14.01.020 Definitions

…

~~**Alley …**~~

~~**Street …**~~

~~**Street Segment …**~~

Reference 3: Traffic Impact Analysis

Recommendation: Adjust threshold and process of the Traffic Impact Assessment (TIA) described in the development code to reduce the number of peak hour trips for which a TIA is required.

CHAPTER 14.45 TRAFFIC IMPACT ANALYSIS

14.45.010 Applicability

A Traffic Impact Analysis (TIA) shall be submitted to the city with a land use application under any one or more of the following circumstances:

A. To determine whether a significant effect on the transportation system would result from a proposed amendment to the Newport Comprehensive Plan or to a land use regulation, as specified in OAR 660-012-0060.
B. ODOT requires a TIA in conjunction with a requested approach road permit, as specified in OAR 734-051-3030(4).
C. The proposal may generate ~~100~~ 50 PM peak-hour trips or more ~~onto city streets or county roads~~.
D. The proposal may increase use of any adjacent street by 10 vehicles or more per day that exceeds 26,000 pound gross vehicle weight.
E. The proposal includes a request to use Trip Reserve Fund trips to meet the requirements of Chapter 14.43, South Beach Transportation Overlay Zone.
F. Existing or proposed approaches or access connections that do not meet minimum spacing or sight distance requirements or are located where vehicles entering or leaving the property are restricted, or such vehicles are likely to queue or hesitate at an approach or access connection, creating a safety hazard;

Commented [DT9]: Agreed to bring examples at 10-11-21 work session.
Projects that would trigger 50 pm peak hour trips:
Coffee Kiosk (Drive Thru Only) – 670 sf
Restaurant (sit down) – 6,700 sf+
Specialty Retail 19,000 sf
Gas Station – 4 pumps
Single Family Project – 50 dwellings
Apartment Project – 80+ units

Commented [DT10]: Should be closer to clear and objective.

…

14.45.050 Approval Criteria

When a TIA is required, a development proposal is subject to the following criteria, in addition to all criteria otherwise applicable to the underlying proposal:

A. The analysis complies with the requirements of 14.45.020;

B. The TIA demonstrates that adequate transportation facilities exist to serve the proposed development or identifies mitigation measures that resolve the traffic safety problems in a manner that is satisfactory to the City Engineer and, when state highway facilities are affected, to ODOT; and

C. Where a proposed amendment to the Newport Comprehensive Plan or land use regulation would significantly affect an existing or planned transportation facility, the TIA must demonstrate that solutions have been developed that are consistent with the provisions of OAR 660-012-0060; and

D. For affected non-highway facilities, the TIA establishes that any Level of Service standards adopted by the city in the Transportation System Plan have been met. ~~and development will not cause excessive queuing or delays at affected intersections, as determined in the City Engineer's sole discretion; and~~

E. Proposed public improvements are designed and will be constructed to the standards specified in Chapter 14.44 Transportation Standards or Chapter 13.05, Subdivision and Partition, as applicable.

14.45.060 Conditions of Approval

The city may deny, approve, or approve a development proposal with conditions needed to meet operations, structural, and safety standards and provide the necessary right-of-way and improvements to ensure consistency with the city's Transportation System Plan.

Note: Recommend removing Fee In Lieu option from the TIA section – it is referenced in the new Transportation Mitigation Procedure (Reference 12) and may otherwise be required even in cases where a TIA is not needed.

~~14.45.070 Fee in lieu Option~~

…

14.44.60 Fee in Lieu Option

The city may require the applicant to pay a fee in lieu of constructing required frontage improvements.

A. A fee in lieu may be required by the city under the following circumstances:

1. There is no existing road network in the area.

2. There is a planned roadway in the vicinity of the site, or an existing roadway stubbing into the site, that would provide better access and local street connectivity.

3. When required improvements are inconsistent with the phasing of transportation improvements in the vicinity and would be more efficiently or effectively built subsequent to or in conjunction with other needed improvements in area.

~~4. For any other reason which would result in rendering construction of otherwise required improvements impractical at the time of development.~~

B. The fee shall be calculated as a fixed amount per linear foot of needed transportation facility improvements. The rate shall be set at the current rate of construction per square foot or square yard of roadway built to adopted city or ODOT standards at the time of application. Such rate shall be determined by the city, based upon available and appropriate bid price information, including but not limited to surveys of local construction bid prices, and ODOT bid prices. This amount shall be established by resolution of the City Council upon the recommendation of the City Engineer and reviewed periodically. The amount of monies deposited with the city shall be at least 100 percent of the estimated cost of the required street improvements (including associated storm drainage improvements), and may include more than 100 percent of the cost as required for inflation. The fee shall be paid prior to final plat recording for land division applications or issuance of a building permit for land development applications.

C. All fees collected under the provisions of Section 14.45.070 shall be used for construction of like type roadway improvements within City of Newport's Urban Growth Boundary, consistent with the Transportation System Plan. Fees assessed to the proposed development shall be roughly proportional to the benefits the proposed development will obtain from improvements constructed with the paid fee.

Commented [AP11]: City: This clause is very broad. Recommend removing.

Commented [AP12]: City: This is new language to address issues the concern noted in previous conversations.

Commented [DT13R12]: The City has not established a fee in lieu program. It is an additional administrative burden and the City lacks the capacity o roll those types of projects out in a timely manner. That said, there is no harm in keeping language that allows the City to setup a program if it wishes. 100 percent of the estimated cost seems too low, as the City would never be able to implement quickly. Could we set that at 125% to account for inflation or put language in the code allowing the percentage to be adjusted by Council resolution to account for inflation?

Reference 4: Notice Requirements

Recommendation: Add specific language for applications requiring transportation providers, including ODOT, Lincoln County Transit be notified of proposals that may impact their facilities or services.

C. Mailing of Notice. Notices of hearings and actions shall be mailed by first class mail at least 14 days prior to the deadline for providing testimony for Type II decisions and at least 20 days prior to the public hearing for Type III and Type IV quasi-judicial actions. Notices shall be mailed to:

1. The applicant and property owner (if different).

2. Any affected public agency, including ODOT and Lincoln County Transit, or public/private utility.

Reference 5: Transit-Supportive Requirements

Commented [DT14]: Begin Planning Commission Review at 10/25/21 Work Session

Recommendation: Update the development code to better address transit by requiring provision of transit amenities as identified in the Lincoln County Transit Development Plan and amend bicycle parking requirements to include transit amenities and improve provision of bicycle parking through development.

CHAPTER 14.44 TRANSPORTATION STANDARDS

14.44.50 Transportation Standards

…

F. Transit improvements. Developments that are proposed on the same site as, or adjacent to, an existing or planned transit stop, as designated in a transportation or transit plan adopted by the city or Lincoln County Transit, shall provide the following transit access and supportive improvements in coordination with the transit service provider:

(a) Reasonably direct pedestrian and bicycle connections between the transit stop and primary entrances of the buildings on site, consistent with the definition of "reasonably direct" in Section 13.05.005.

(b) The primary entrance of the building closest to the street where the transit stop is located shall be oriented to that street.

(c) A transit passenger landing pad that is ADA-accessible.
(d) An easement or dedication for a passenger shelter or bench if such an improvement is identified in an adopted transportation or transit plan.
(e) Lighting at the transit stop.
(f) Other improvements identified in an adopted transportation or transit plan.

14.14.070 Bicycle Parking

Bicycle parking facilities shall be provided as part of new multi-family residential developments of four units or more~~,and~~ new retail, office, and institutional developments; and park-and-ride lots and transit transfer stations.

A. The required minimum number of bicycle parking spaces is as follows, rounding up to the nearest whole number:

Parking Spaces ~~Required~~	Bike Spaces Required
1 to 4 [a]	1 ~~0~~
5 to 25	1
26 to 50	2
51 to 100	3
Over 100	1/~~50~~ 25

[a] Residential developments less than 4 units are exempt from bicycle parking requirements

Commented [AP15]: Tie the number of required bicycle spaces to the number of parking spaces proposed, rather than required? Specifically trying to address a hypothetical "park and ride lot" which doesn't have a required amount of parking.

Commented [D16]: Since other tables have endnotes, consider using that format here. (Really don't like parentheses in code.)

Reference 6: Vehicular Access and Circulation

Recommendation: Amend the development code to include language for vehicular access and circulation and connections, and pedestrian access through parking lots.

CHAPTER 14.14 PARKING AND LOADING~~, AND ACCESS~~ REQUIREMENTS

CHAPTER 14.61 VEHICULAR ACCESS AND CIRCULATION

A. Purpose and Intent. Section 14.61 implements the street access policies of the City of Newport Transportation System Plan. It is intended to promote safe vehicle access and egress to

Commented [AP17]: 14.14 is really more about parking. Moving "access" requirements to the new/proposed "Vehicular Access and Circulation" (below) and "Pedestrian Access and Circulation" (see Reference 10) Chapters.

properties, while maintaining traffic operations in conformance with adopted standards. "Safety," for the purposes of this chapter, extends to all modes of transportation.

B. Permit Required. Vehicular access to a public street (e.g., a new or modified driveway connection to a street or highway) requires an approach permit approved by the applicable roadway authority.

C. Traffic Impact Analysis Requirements. The city, in reviewing a development proposal or other action requiring an approach permit, may require a traffic impact analysis, pursuant to Chapter 14.45, to determine compliance with this code.

D. Approach and Driveway Development Standards. Approaches and driveways shall conform to all of the following applicable development standards:

1. Access to parking lots shall be from a public street or alley. Access to loading and unloading areas shall be from a public street, an alley, or a parking lot.
2. Access to nonresidential parking lots or loading and unloading areas shall not be through areas that are zoned residential.
3. All accesses shall be approved by the City Engineer or designate.
4. Access Consolidation. Accesses shall be consolidated unless demonstrated to be unfeasible as determined by the City Engineer.
5. The number of approaches on higher classification streets (e.g., collector and arterial streets) shall be minimized; where practicable, access shall be taken first from a lower classification street.
6. Approaches shall conform to the spacing standards of subsections TABLE 14.61-A, below, and shall conform to minimum sight distance and channelization standards of the roadway authority.
7. With the exception of "Private Driveways" as defined in Section 13.5.005, driveways shall be paved and meet applicable construction standards.
8. The city may limit the number or location of connections to a street, or limit directional travel at an approach to one-way, right-turn only, or other restrictions, where the roadway authority requires mitigation to alleviate safety or traffic operations concerns.
9. Where the spacing standards of the roadway authority limit the number or location of connections to a street or highway, the city may require a driveway extend to one or more edges of a parcel and be designed to allow for future extension and inter-parcel circulation as adjacent properties develop. The city may also require the owner(s) of the subject site to record an access easement for

Commented [AP18]: Existing code moved from 14.14.120

future joint use of the approach and driveway as the adjacent property(ies) develop(s).

10. Where applicable codes require emergency vehicle access, approaches and driveways shall be designed and constructed to accommodate emergency vehicle apparatus and shall conform to applicable fire protection requirements. The city may restrict parking, require signage, or require other public safety improvements pursuant to the recommendations of an emergency service provider.
11. As applicable, approaches and driveways shall be designed and constructed to accommodate truck/trailer-turning movements.
12. Driveways shall accommodate all projected vehicular traffic on-site without vehicles stacking or backing up onto a street.
13. Driveways shall be designed so that vehicle areas, including, but not limited to, drive-up and drive-through facilities and vehicle storage and service areas, do not obstruct any public right-of-way.
14. Approaches and driveways shall not be wider than necessary to safely accommodate projected peak hour trips and turning movements, and shall be designed to minimize crossing distances for pedestrians.
15. The City Engineer, in consultation with the roadway authority, as applicable, may require that traffic-calming features, such as speed tables, textured driveway surfaces (e.g., pavers or similar devices), curb extensions, signage or traffic control devices, or other features, be installed on or in the vicinity of a site as a condition of development approval. Traffic calming (also known as "Neighborhood Traffic Management" or "NTM") features are identified in the Transportation System Plan.
16. Construction of approaches along acceleration or deceleration lanes, and along tapered (reduced width) portions of a roadway, shall be avoided; except where no reasonable alternative exists and the approach does not create safety or traffic operations concern.
17. Approaches and driveways shall be located and designed to allow for safe maneuvering in and around loading areas, while avoiding conflicts with pedestrians, parking, landscaping, and buildings.
18. Where sidewalks or walkways occur adjacent to a roadway, driveway aprons constructed of concrete shall be installed between the driveway and roadway edge. The roadway authority may require the driveway apron be installed outside the required sidewalk or walkway surface, consistent with Americans

with Disabilities Act (ADA) requirements, and to manage surface water runoff and protect the roadway surface.

19. Where an accessible route is required pursuant to ADA, approaches and driveways shall meet accessibility requirements where they coincide with an accessible route.
20. The city may require changes to the proposed configuration and design of an approach, including the number of drive aisles or lanes, surfacing, traffic-calming features, allowable turning movements, and other changes or mitigation, to ensure traffic safety and operations.
21. Where a new approach onto a state highway or a change of use adjacent to a state highway requires ODOT approval, the applicant is responsible for obtaining ODOT approval. The city may approve a development conditionally, requiring the applicant first obtain required ODOT permit(s) before commencing development, in which case the city will work cooperatively with the applicant and ODOT to avoid unnecessary delays.
22. Where a proposed driveway crosses a culvert or drainage ditch, the city may require the developer to install a culvert extending under and beyond the edges of the driveway on both sides of it, pursuant to applicable engineering design standards.
23. Except as otherwise required by the applicable roadway authority or waived by the City Engineer, temporary driveways providing access to a construction site or staging area shall be paved or graveled to prevent tracking of mud onto adjacent paved streets.

TABLE 14.61-A: ACCESS SPACING STANDARDS [1]

	Arterials [3]	Major Collectors	Neighborhood Collectors	Local Streets
Minimum Driveway Spacing (Driveway to Driveway)	350-1,320 feet	100 feet	75 feet	n/a
Minimum Intersection Setback (Full Access Driveways Only) [2]	350-1,320 feet	150 feet	75 feet	25 feet
Minimum Intersection Setback (Right-In/Right-Out Driveways Only) [2]	350-1,320 feet	75 feet	50 feet	25 feet

1. All distances measured from the edge of adjacent approaches.

2. A property must construct access to a lower classified roadway, where possible.

3. All Arterial streets in Newport are under ODOT jurisdiction. ODOT facilities are subject to access spacing guidelines in the Oregon Highway Plan (see Table 14 of Appendix C) and the Blueprint for Urban Design which vary based on posted speed and urban context.

H. Exceptions and Adjustments. The city may approve adjustments to the spacing standards in Table 14.61-A, where an existing connection to a city street does not meet the standards of the roadway authority and the proposed development moves in the direction of code compliance. The city, through a Type II procedure, may also approve a deviation to the spacing standards on city streets where mitigation measures, such as consolidated access (removal of one or more access), joint use driveways (more than one property uses same access), directional limitations (e.g., one-way), turning restrictions (e.g., right-in/right-out only), or other mitigation actions can be shown to mitigate all traffic operations and safety concerns.

I. Joint Use Access Easement and Maintenance Agreement. Where the city approves a joint use driveway, the property owners shall record an easement with the deed allowing joint use of and cross access between adjacent properties. The owners of the properties agreeing to joint use of the driveway shall record a joint maintenance agreement with the deed, defining maintenance responsibilities of property owners. The applicant shall provide a fully executed copy of the agreement to the city for its records, but the city is not responsible for maintaining the driveway or resolving any dispute between property owners.

~~**14.14.120 Access**~~

~~A. Access to parking lots shall be from a public street or alley. Access to loading and unloading areas shall be from a public street, an alley, or a parking lot.~~

~~B. Access to nonresidential parking lots or loading and unloading areas shall not be through areas that are zoned residential.~~

~~C. All accesses shall be approved by the City Engineer or designate.~~

~~D. Driveway accesses onto Arterial streets shall be spaced a distance of 500 feet where practical, as measured from the center of driveway to center of driveway~~

~~E. Each parcel or lot shall be limited to one driveway onto an Arterial street unless the spacing standard in (D) can be satisfied.~~

F. ~~Access Consolidation. Accesses shall be consolidated unless demonstrated to be unfeasible as determined by the City Engineer.~~

Reference 7: Street, Block Length, and Accessway Standards

Recommendation: Update street, block length, and accessway standards to match TSP recommendations.

13.05.015 Streets

…

B. ~~Minimum Right-of-Way and Roadway Width. Unless otherwise indicated in the Transportation System Plan, the street right-of-way and roadway widths shall not be less than the minimum width in feet shown in the following table:~~

~~Type of Street~~	~~Minimum Right-of-Way Width~~	~~Minimum Roadway Width~~
~~Arterial, Commercial, and Industrial~~	~~80 feet~~	~~44 feet~~
~~Collector~~	~~60 feet~~	~~44 feet~~
~~Minor Street~~	~~50 feet~~	~~36 feet~~
~~Radius for turn-around at end of cul-de-sac~~	~~50 feet~~	~~45 feet~~
~~Alleys~~	~~25 feet~~	~~20 feet~~

…

B. Street Width and Cross Sections. Right-of-way widths for streets shall comply with Section X: Preferred Street Cross-Sections for City Streets of the Transportation System Plan

C. If the required cross-section is wider than the available right-of-way, coordination with the City of Newport is required to determine whether right-of-way acquisition is necessary or design elements can be narrowed or removed. Any modifications to the preferred street cross-section require approval per the requirements of Section 14.33.100 – Transportation Mitigation Procedure. Constrained conditions on ODOT facilities will require review and approval by ODOT.

…

Commented [AP19]: Needs to be updated to cite a particular section/table of the TSP.
TSP uses "Preferred" widths – we recommend treating these as "Required" widths that can be changed through the procedure in Reference 12 in certain cases.

13.05.020 Blocks

~~A. General. The length, width, and shape of blocks for non-residential subdivisions shall take into account the need for adequate building site size and street width, and shall recognize the limitations of the topography.~~

~~B. Size. No block shall be more than 1,000 feet in length between street corners.~~ Blocks created in land divisions shall be consistent with the standards in Table 13.05.020 -A. Modifications to ~~this requirement~~ the standards may be made by the approving authority pursuant to the standards in Chapter 14.33 if the street is adjacent to an arterial street, ~~or the topography or~~ the location of adjoining streets, or other constraints identified in **Section 14.33.100** justify ~~ies~~ the modification. ~~A pedestrian or bicycle way may be required by easement or dedication by the approving authority to allow connectivity to a nearby or abutting street, park, school, or trail system to allow for efficient pedestrian and bicycle connectivity between areas if a block of greater than 1,000 feet if a modification is approved and the requested easement or dedication has a rational nexus to the proposed development and is roughly proportional to the impacts created by the proposed land division.~~

TABLE 13.05.020 -A: BLOCK LENGTH [1]

	Arterials [3]	Major Collectors	Neighborhood Collectors	Local Streets
Maximum Block Length (Public Street to Public Street)	n/a	1000 feet	1000 feet	1000 feet
Minimum Block Length (Public Street to Public Street)	n/a	200 feet	150 feet	125 feet
Maximum Length Between Pedestrian/Bicycle Connections (Public Street to Public Street, Public Street to Connection, or Connection to Connection) [2]	n/a	300 feet	300 feet	300 feet

1. All distances measured from the edge of adjacent approaches.

2. Mid-block pedestrian and bicycle connections must be provided when the block length exceeds 300 feet to ensure convenient access for all users. Mid-block pedestrian and bicycle connections must be provided on a public easement or right-of-way every 300 feet, unless the connection is impractical due to topography, inadequate sight distance, high vehicle travel speeds, lack of supporting land use, or other factors that may prevent safe crossing; or a rational nexus to the proposed development is not established and the connection is not roughly proportional to the impacts created by the proposed land division. When the block length is less than 300 feet, mid-block pedestrian and bicycle connections are not required.

3. All Arterial streets in Newport are under ODOT jurisdiction. ODOT facilities are subject to access spacing guidelines in the Oregon Highway and the Blueprint for Urban Design which vary based on posted speed and urban context.

Reference 8: Parking Lot Standards

Recommendation: Provide new code language for drive aisles and parking lot layouts.

14.14.060 Compact Spaces

For parking lots of four vehicles or more, 40% of the spaces may be compact spaces~~, as defined in Section 14.14.090(A)~~ measuring 7.5 feet wide by 15 feet long. Each compact space must be marked with the word "Compacts" in letters that are at least six inches high.

14.14.090 Parking Lot Standards

Commented [AP20]: City: Language below is drawn from the Model Development Code for Small Cities. Recommend consulting with the City Engineer about whether this is an improvement and what else may be desired in the code.

Parking lots shall comply with the following:

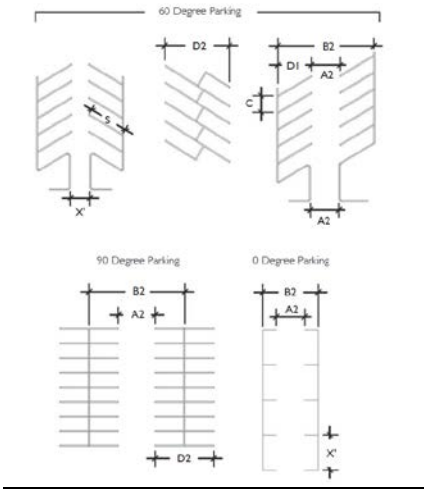
A. Parking Lot Minimum Standards. Parking lots shall be designed pursuant to the minimum dimensions provided in Table 14.14.090-A and Figure 14.14.090-A.~~Size of Spaces. Standard parking spaces shall be nine (9) feet in width by 18 feet in length. Compact spaces may be 7.5 feet wide by 15 feet long. Wherever parking areas consist of spaces set aside for parallel parking, the dimensions of such parking space(s) shall be not less than eight (8) feet wide and 22 feet long. Lines demarcating parking spaces may be drawn at various angles in relation to curbs or aisles so long as the parking spaces so created contain within them the rectangular area required by this section.~~

~~B. Aisle Widths. Parking area aisle widths shall conform to the following table, which varies the width requirement according to the angle of parking:~~

Parking Angle	0	30°	45°	60°	90°
Aisle Width					
One way traffic	13	11	13	18	24
Two-way traffic	19	20	21	23	24

Table 14.14.090-A - Parking Lot Minimum Dimensions									
	PARKING ANGLE < °	CURB LENGTH	STALL DEPTH		AISLE WIDTH		BAY WIDTH		STRIPE LENGTH
			SINGLE D1	DOUBLE D2	ONE WAY A1	TWO WAY A2	ONE WAY B1	TWO WAY B2	
Standard Space	90°	8'-6"	18'	36'	23'	23'	59'	59'	18'
	60°	10'	20'	40'	17'	18'	57'	58'	23'
	45°	12'	18'-6"	37'	13'	18'	50'	55'	26'-6"
	30°	17'	16'-6"	33'	12'	18'	45'	51'	32'-8"
	0°	22'	8'-6"	17'	12'	18'	29'	35'	8'-6"

Figure 14.14.090-A - Parking Lot Minimum Dimensions



C. Surfacing. […]

D. Joint Use of Required Parking Spaces. […]

E. Satellite Parking. […]

F. Lighting. […]

G. Drive-Up/Drive-In/Drive-Through Uses and Facilities. […]

H. Parking Lot Location. Off-street parking shall not be placed between the primary building entrance or entrances and the street(s) to which the building or buildings are oriented. To the extent practicable, off-street parking shall be oriented internally to the block and accessed by alleys or driveways.

I. Driveway Standards. Driveways shall conform to the requirements of Section 14.61.D.

J. Landscaping and Screening. Parking lot landscaping and screening standards must comply with NMC 14.19.050.

14.19.050 Landscaping Required for New Development, Exceptions

All new development, except for one and two family residences, shall be required to install landscaping per this section. For purposes of this section, new development shall mean construction upon a vacant lot or a lot that becomes vacant by virtue of the demolition of an existing building. Landscaping shall be provided as follows:

[…]

D. Landscaping and Screening for Parking Lots. The purpose of this subsection is to break up large expanses of parking lots with landscaping. Therefore, all parking areas or each parking bay where a development contains multiple parking areas ~~not abutting a landscaping area with 20 or more parking stalls~~ shall comply with the following provisions:

1. ~~Five percent of the parking area shall be dedicated to a landscaped area and areas.~~ A minimum of [10] percent of the total surface area of all parking areas, as measured around the perimeter of all parking spaces and maneuvering areas, shall be landscaped. Such landscaping shall consist of canopy trees distributed throughout the parking area. A combination of deciduous and evergreen trees, shrubs, and ground cover plants is required. At a minimum, one tree per 12 parking spaces on average shall be planted over and around the parking area.

2. In no cases shall a landscaped area required under this subsection be larger than 300 square feet. If more landscaping is required than the 300 square feet it shall be provided in separate landscaping areas.

Commented [AP21]: City: This is more urban design than transportation policy, but generally recommended.

Commented [SR22]: Andrew/Darci – 5% is their current regulation and 10% is suggested in the Model Code.

Commented [AP23]: City: 10% is what we generally recommend. Current code requires 5%.

Commented [SR24]: Andrew/Darci – Not sure whether to keep this language and suggest upping the square footage from 300 or suggest striking the provision altogether.

Commented [AP25]: City: How has this provision worked so far? There are other ways to require size/design of landscaped areas, including what is recommended in the following items.

3. All parking areas with more than 20 spaces shall provide landscape islands with trees that break up the parking area into rows of not more than 12 contiguous parking spaces. Landscape islands and planters shall have dimensions of not less than 48 square feet of area and no dimension of less than 6 feet, to ensure adequate soil, water, and space for healthy plant growth;

4. All required parking lot landscape areas not otherwise planted with trees must contain a combination of shrubs and groundcover plants so that, within 2 years of planting, not less than 50 percent of that area is covered with living plants; and

5. Wheel stops, curbs, bollards or other physical barriers are required along the edges of all vehicle-maneuvering areas to protect landscaping from being damaged by vehicles. Trees shall be planted not less than 2 feet from any such barrier.

6. Trees planted in tree wells within sidewalks or other paved areas shall be installed with root barriers, consistent with applicable nursery standards.

7. The edges of parking lots shall be screened to minimize vehicle headlights shining into adjacent rights-of-way and residential yards. Parking lots abutting sidewalk or walkway shall be screened using a low-growing hedge or low garden wall to a height of between 3 feet and 4 feet.

8. The provisions of this subsection do not apply to areas for the storage and/or display of vehicles.

Reference 9: Coordination with ODOT

Recommendation: Amend the development code to clarify that development along state highways requires coordination with ODOT.

This recommendation is addressed through amendments elsewhere in this memorandum:

- Reference 2: Access Management (standards table footnote)
- Reference 3: Transportation Impact Analysis
- Reference 6: On-Site Circulation and Connections
- Reference 12: Transportation Mitigation Procedure (Process table)

Reference 10: Pedestrian Access and Circulation

Recommendation: Add new code section addressing pedestrian access and circulation.

CHAPTER 14.65 PEDESTRIAN ACCESS AND CIRCULATION

A. **Purpose and Intent.** This Chapter implements the pedestrian access and connectivity policies of City of Newport Transportation System Plan. It is intended to provide for safe, reasonably direct, and convenient pedestrian access and circulation.

B. **Standards.** Developments shall conform to all of the following standards for pedestrian access and circulation:

1. **Continuous Walkway System.** A pedestrian walkway system shall extend throughout the development site and connect to adjacent sidewalks, if any, and to all future phases of the development, as applicable.

2. **Safe, Direct, and Convenient.** Walkways within developments shall provide safe, reasonably direct, and convenient connections between primary building entrances and all adjacent parking areas, recreational areas/playgrounds, and public rights-of-way based on all of the following criteria:

a. The walkway is reasonably direct. A walkway is reasonably direct when it follows a route that does not deviate unnecessarily from a straight line or it does not involve a significant amount of out-of-direction travel;

b. The walkway is designed primarily for pedestrian safety and convenience, meaning it is reasonably free from hazards and provides a reasonably smooth and consistent surface and direct route of travel between destinations. The city may require landscape buffering between walkways and adjacent parking lots or driveways to mitigate safety concerns.

c. The walkway network connects to all primary building entrances and, where required, Americans With Disabilities Act requirements.

3. **Vehicle/Walkway Separation.** Except as required for crosswalks, Subsection 4, below, where a walkway abuts a driveway or street it shall be raised [6] inches and curbed along the edge of the driveway/street. Alternatively, the city may approve a walkway abutting a driveway at the same grade as the driveway if the walkway is physically separated from all vehicle-maneuvering areas. An example of such separation is a row of bollards (designed for use in parking areas) with adequate minimum spacing between them to prevent vehicles from entering the walkway.

4. **Crosswalks**. Where a walkway crosses a parking area or driveway ("crosswalk"), it shall be clearly marked with contrasting paving materials (e.g., pavers, light-color concrete inlay between asphalt, or similar contrast). The crosswalk may be part of a speed table to improve driver-visibility of pedestrians.

5. **Walkway Width and Surface.** Walkways shall be constructed of concrete, asphalt, brick/masonry pavers, or other durable surface, as approved by the City Engineer, and not less than 6 feet wide.

6. **Walkway Construction.** Walkway surfaces may be concrete, asphalt, brick/masonry pavers, or other city-approved durable surface meeting Americans With Disabilities Act requirements. Walkways shall be not less than [4] feet in width, except that concrete walkways a minimum of 6 feet in width are required in commercial developments and where access ways are required. The city may also require 6-foot wide, or wider, concrete sidewalks in other developments where pedestrian traffic warrants walkways wider than 4 feet.

7. **Pedestrian Trail, Accessway, and Shared Use Path Guidelines.**

a. **Pedestrian Trail.** Pedestrian trails are typically located in parks or natural areas and provide opportunities for both pedestrian circulation and recreation. They are recommended to include a minimum width of 5 feet (see Figure 14.65-A) and may include a hard or soft surface.

b. **Accessway**. Accessways must be on public easements or rights-of-way and have minimum

paved surface of 8 feet, with a 2-foot shoulder on each side, and 12 feet of right-of-way.

c. **Shared Use Path**. A shared use path must be a minimum of 10 feet wide within a 14 feet of right-of-way. In areas with significant walking or biking demand, as identified in the Newport Transportation System Plan (e.g., Nye Beach Area, Oregon Coast Bike Route) or on ODOT facilities, the path must be 12 feet wide within a right-of-way of 16 feet (see Figure 14.65-B). A shared use path may be narrowed to 8 feet over short distances to address environmental or right-of-way constraints.

Figure 14.65-A - Pedestrian Access and Circulation Standards Illustration

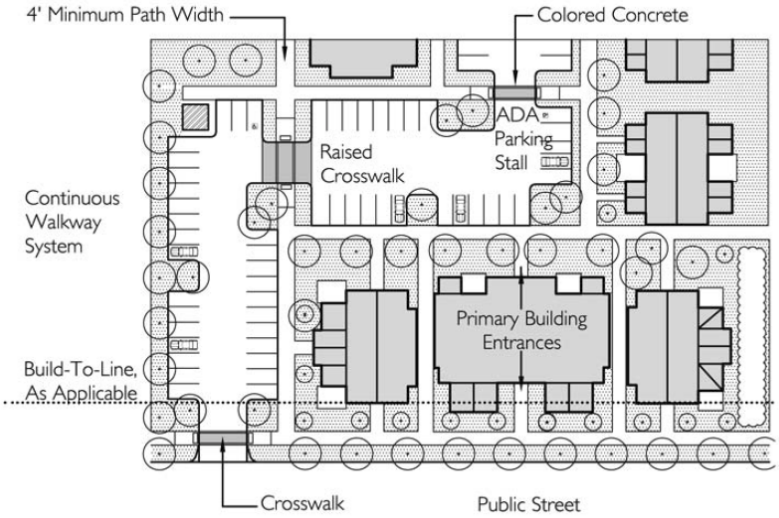


Figure 14.65-B - Pedestrian Trail, Accessway, and Shared Use Path Guidelines Illustration

PEDESTRIAN TRAIL DESIGN	ACCESSWAY DESIGN	TYPICAL SHARED USE PATH DESIGN	HIGH-DEMAND SHARED USE PATH DESIGN[1]
			

1. High-demand shared use path is required parallel to ODOT facilities and in other areas with significant walking or biking demand (e.g., Nye Beach area and Oregon Coast Bike Route).

Reference 11: Preferential Carpool/Vanpool Parking

Recommendation: Require new developments with planned designated employee parking areas provide preferential parking for employee carpools and vanpools.

14.14.090 Parking Lot Standards

[…]

K. Preferential Carpool/Vanpool Parking. Parking areas that have designated employee parking and more than 20 vehicle parking spaces shall provide at least 10% of the employee parking spaces, or a minimum of two spaces, whichever is greater, as preferential carpool and vanpool parking spaces. Preferential carpool and vanpool parking spaces shall be closer to the employee entrance of the building than other parking spaces, with the exception of ADA accessible parking spaces.

Reference 12: Transportation Mitigation Procedures

Recommendation: Add new procedure for approving alternative cross-sections and future guarantees in areas with topographical or other constraints.

Section 14.33.100 Transportation Mitigation Procedure

A. Purpose and Applicability. The purpose of this procedure is to allow modifications to transportation standards where meeting the roadway cross-section requirements of Section 13.05.015.C is not possible due to existing site constraints.

B. Approval Process.

1. Pre-application Conference. The applicant shall meet with the City Engineer prior to submitting an application requesting a Transportation Mitigation Procedure. This meeting will be coordinated with ODOT when an approach road to US-101 or US-20 serves the property so that the application addresses both city and ODOT requirements.

2. When a requested, the applicable review process will be the same as that accorded to the underlying land use proposal.

C. Approval Criteria.

1. A cross-section other than that identified in the adopted TSP for the functional classification of the roadway may be approved if one or more of the following conditions apply to the subject property and result in site conditions that prohibit the preferred roadway cross-section from being constructed.

a. Slopes over 25%

b. Mapped landslide areas

c. Mapped wetlands (National Wetland Inventory, City Wetlands Areas, or site-specific survey)

d. Existing structures

e. Historical resources

2. The steps to determine an acceptable alternate roadway design must be documented and follow the Process for Determining Street Cross-Sections in Constrained Conditions, as detailed in Table 14.33.100-A and the Newport Transportation System Plan.

Commented [AP26]: City: The TIA process and this item are the only codified references to a Pre-Application Conference. Would you like a general provision in the code?

3. The proposal shall include findings indicating that one or more of the conditions in subsection 1 above apply to the subject property and showing how conditions prevent the preferred cross-section from being constructed.

4. The proposal shall include documentation in the form of a written agreement from the City Engineer that the proposed cross-section is consistent with the Process for Determining Street Cross-Sections in Constrained Conditions as shown in the adopted Transportation System Plan.

TABLE 14.33.100-A: Process for Determining Street Cross-Sections in Constrained Conditions

ANY NON-ARTERIAL[1] STREET FUNCTIONAL CLASSIFICATION WITH:	STEPS TO REDUCE LOWER PRIORITY STREET COMPONENTS[5]			
	STEP 1	STEP 2	STEP 3	STEP 4
EQUAL PEDESTRIAN AND BICYCLE CORRIDORS[2]	Eliminate on-street parking on one or both sides	Reduce sidewalk frontage zone to acceptable width	Choose acceptable bike facility	Reduce the furnishings/ landscape zone or pedestrian throughway to acceptable width
HIGHER PEDESTRIAN VS. BICYCLE CORRIDORS [3]		Implement acceptable bike facility	Reduce sidewalk frontage zone to acceptable width	
HIGHER BICYCLE VS. PEDESTRIAN CORRIDORS[4]		Reduce sidewalk frontage zone to acceptable width	Reduce the furnishings/ landscape zone or pedestrian throughway to acceptable width	Implement acceptable bike facility

Notes:

1. The street cross-section for ODOT facilities depends on the urban context and are subject to review and approval by ODOT. Additional detail is provided in the BUD.
2. Includes Major Pedestrian vs. Major Bicycle corridor, Neighborhood Pedestrian vs. Neighborhood Bicycle corridor, or Local Pedestrian vs. Local Bicycle corridor.
3. Includes Major Pedestrian vs. Neighborhood or Local Bicycle corridor, or Neighborhood Pedestrian vs. Local Bicycle corridor.
4. Includes Major Bicycle vs. Neighborhood or Local Pedestrian corridor, or Neighborhood Bicycle vs. Local Pedestrian corridor
5. Local Streets that carry less than 500 vehicles per day are candidates for shared street treatments in lieu of this process

14.47.40 Conditions of Approval

The city may deny, approve, or approve a development proposal with conditions needed to meet operations, structural, and safety standards and provide the necessary right-of-way and improvements to ensure consistency with the city's Transportation System Plan.

14.47.50 Fee in Lieu. The city may require the applicant to pay a fee in lieu of constructing required frontage improvements, consistent with NMC 14.44.60 - Fee in Lieu Option

13.05.015 Streets

A. ~~Criteria for Consideration of~~ Modifications to Street Design. Modifications to street standards identified in Title 13 or Title 14 of the Newport Municipal Code may be allowed pursuant to Section 14.33.100 – Transportation Mitigation Procedure. ~~As identified throughout the street standard requirements, modifications may be allowed to the standards by the approving authority. In allowing for modifications, the approving authority shall consider modifications of location, width, and grade of streets in relation to existing and planned streets, to topographical or other geological/environmental conditions, to public convenience and safety, and to the proposed use of land to be served by the streets. The street system as modified shall assure an adequate traffic circulation system with intersection angles, grades, tangents, and curves appropriate for the traffic to be carried considering the terrain. Where location is not shown in the Transportation System Plan, the arrangement of streets shall either:~~

1. ~~Provide for the continuation or appropriate projection of existing principal streets in surrounding areas; or~~

2. ~~Conform to a plan for the neighborhood approved or adopted by the Planning Commission to meet a particular situation where topographical or other conditions make continuance or conformance to existing streets impractical.~~

Reference 13: Traffic Calming

Recommendation: Identify city authority and process for deploying traffic calming on neighborhood collectors.

This recommendation is addressed in Section 14.61 under **Reference 6 – Vehicular Access and Circulation.**

City of Newport

Community Development Department

Memorandum

To: Planning Commission/Commission Advisory Committee

From: Derrick I. Tokos, AICP, Community Development Director

Date: October 22, 2021

Re: Transportation System Plan Tech Memo #11, Alternate Mobility Targets

---

Enclosed is an initial draft of the alternate mobility targets the City would be requesting of the Oregon Department of Transportation as it relates to US 101 and US 20. This gets at the level of highway congestion that is acceptable before major highway improvements are required (e.g. additional vehicle lanes, signal improvements, etc.). It is also the first opportunity for you to see some of the transportation improvements that DKS Associates will be recommending the City include in its fiscally constrained project list. That is, projects the City is likely to be able to construct over the next 20 years. The memo only references projects on the fiscally constrained list that are relevant to the listed intersections, and this is just a portion of the projects that the City is likely to be able to fund. Please take a moment to review the memo and come prepared to share your thoughts as to whether or not DKS Associates is headed in the right direction.

I have included staff comments and those from James Feldmann with ODOT. The memo is relatively short, so my plan is to walk through the document section-by-section. We need to get comments back to DKS Associates next week.

Attachments
Draft Technical Memo #11, Alternative Mobility Targets, by DKS Associates, dated October 18, 2021

ALTERNATIVE MOBILITY TARGETS

DATE: October 18, 2021

TO: Project Management Team

FROM: Kayla Fleskes, Rochelle Starrett, Kevin Chewuk, Carl Springer | DKS

SUBJECT: Newport TSP Update
Technical Memorandum #11: Alternative Mobility Targets

Project #17081-007

This technical memorandum summarizes an evaluation of locations where alternate mobility targets are needed on the State highway system within Newport. This memorandum follows the evaluation process outlined in the Planning Business Line Team Operational Notice PB-02[1]. Final review and approval of alternative mobility targets for State highway corridors will be an action of the Oregon Transportation Commission (OTC).

INTRODUCTION

The Oregon Highway Plan (OHP) identifies highway mobility targets for maintaining acceptable and reliable levels of mobility on the state highway system, consistent with expectations for each facility type, location, and functional objectives[2]. The adopted mobility targets are the initial tool for identifying deficiencies and considering solutions for vehicular mobility on the state system. However, consistent with OHP Policy 1F, the ability to meet OHP mobility targets may not be compatible with a community's adopted land use plan, financial capacity, or goals. In these cases, alternative mobility targets can be explored for a facility to adjust long-term roadway performance expectations.

It is important for a transportation system plan to identify a broad range of transportation system projects and services to address the deficiencies that would exist at the end of a 20-year planning horizon if the community grows in accordance with its adopted land use plan. However, it is also important to realistically identify which transportation projects and services are reasonably likely to be implemented over the 20-year planning horizon, based on financial or other constraints. This exercise enables the community and the state to establish realistic expectations for how that transportation system will likely operate at the end of the 20-year planning horizon.

Because of the financial constraints that have been faced by state and local governments over the last 20 years and which are expected to continue into the foreseeable future, it is often the case

[1] Planning Business Line Team Operational Notice PB-02, Oregon Department of Transportation, effective May 2, 2013.

[2] *1999 Oregon Highway Plan, as amended May 2015*, Policy 1F: Highway Mobility Policy, Oregon Department of Transportation

that the local and/or state roadways will not be able to meet local level-of-service (LOS) standards or, in the case of ODOT, roadway volume-to-capacity (v/c) ratio-based mobility targets, at the end of the 20-year planning horizon if the community grows in accordance with its land use plan. This is particularly common in larger communities or in those with roadways that experience higher travel demands. In these cases, it is appropriate to adjust roadway performance expectations, as expressed through local LOS standards or state mobility targets, to match the performance that is actually forecasted to exist at the end of the 20-year planning horizon, through the adoption of alternative standards or mobility targets.

In these situations, adopting alternative standards or mobility targets means adjusting roadway performance expectations to match realistic expectations for how the roadways are forecasted to operate, taking into account financial and other constraints. In addition to establishing realistic expectations for future system performance, this process will help reduce the need to list state and local investment needs that both parties acknowledge are unlikely to be achieved or counter to a community's adopted land use plan and goals.

Commented [DT1]: It would be helpful if you could describe what a volume-to-capacity based mobility target is in lay terms.

ALTERNATIVE MOBILITY TARGET NEED

In Newport, US 20 and US 101 bisect the city and are the major transportation routes through Newport. In many cases (such as approaching the Yaquina Bay Bridge), parallel routes do not exist.

US 20 and US 101 are classified as Statewide Highways, which typically provide inter-urban and inter-regional mobility and provide connections to larger urban areas, ports and major recreation areas that are not directly served by Interstate Highways. US 101 north of US 20 is a National Network freight route while US 20 is a designated freight route in the Oregon Highway Plan. US101 north of US 20 and US 20 ~~Both routes~~ are also freight reduction review routes.

Commented [FJ2]: US101 to the south of US20 is not a RRR.

Given the population and employment growth projected over the 20-year planning horizon, significant stretches of US 20 and US 101 through Newport are forecast to exceed ODOT's current mobility targets. An evaluation of the disparity between the current targets and forecasted traffic operations confirmed the need for assessing the potential for alternative mobility targets to balance the community's goals established in the Newport TSP Goals and Policies. The findings of that evaluation are described below.

Commented [DT3]: Analysis from 2013 in support of the South Beach Alternate Mobility Standards called out the limited capacity of the Yaquina Bay Bridge as the primary factor causing extensive congestion and low highway speeds during typical PM peak hour conditions. It similarly impacts areas north of the bridge, and should be addressed here as a constraint.

CURRENT MOBILITY TARGETS

All US 20 and US 101 intersections in Newport must comply with the volume-to-capacity (v/c) ratio targets in Table 6 of the OHP. ODOT v/c ratio mobility targets are based on highway classification, posted speed and area type. Within Newport, US 20 and US 101 are classified as Statewide Highways. Therefore, the v/c target ranges from 0.80 to 0.95, as listed in Table 1 below. Note that alternative mobility targets have previously been adopted on US 101 in South Beach.

TABLE 1: EXISTING MOBILITY TARGETS FOR US 20 AND US 101

ROADWAY	EXTENTS	EXISTING V/C MOBILITY TARGET	
		SIGNALIZED	UNSIGNALIZED [A]
US 101	North Urban Growth Boundary to NE 20th Street	≤ 0.80	≤ 0.80/0.90
US 101	NE 20th Street to SE 40th Street [B]	≤ 0.90	≤ 0.90/0.95
US 101	SE 40th Street to south Urban Growth Boundary [B]	≤ 0.80	≤ 0.80/0.90
US 20	Urban Growth Boundary to Moore Drive	≤ 0.80	≤ 0.80/0.90
US 20	Moore Drive to US 101	≤ 0.85	≤ 0.85/0.95

[A] For unsignalized intersections, the mobility target is listed for major approach (highway approach)/minor approach (side street approach).

[B] Alternative mobility targets have been adopted at the intersection of US 101/S 35th St (v/c ≤0.99), US 101/SE 32nd St (v/c ≤0.99), US 101/40th St (v/c ≤0.99) and US 101/South Beach State Park Entrance (v/c ≤0.85).

The mobility targets in the OHP are based on conditions present during the 30th highest annual hour of traffic (30 HV), which in Newport typically occurs during the summer months when traffic volumes increase due to an influx of vacationers and visitors. Newport's position along the Oregon Coast and US 101 leads to significant variations in traffic throughout the year; traffic volumes along US 101 are approximately 20% higher during July and August compared to average weekday volumes.

EXISTING AND FUTURE HIGHWAY OPERATIONS

In the TSP, a comparison of existing (year 2016) and future (year 2040) traffic operations along US 101 to adopted mobility targets during summer traffic conditions (30 HV) shows that most intersections operate well today, but traffic demand in the summer p.m. peak period at some intersections will exceed capacity by 2040.

Table 2 also demonstrates the results of doing nothing (retaining the system as it exists today) versus implementing the Financially Constrained projects included in the TSP in 2040 (Table 3). The table compares baseline operations to the Oregon Highway Plan (OHP) mobility targets. Note that currently adopted mobility targets/standards for US 101 are based on accommodating summertime conditions.

TABLE 2: INTERSECTION OPERATIONS ON US 101 AND US 20 WITHOUT AND WITH THE FINANCIALLY CONSTRAINED ~~IMPROVEMETNS~~ IMPROVEMENTS (2040 PM PEAK HOUR, 30 HV)

#	STUDY INTERSECTION	TRAFFIC CONTROL	MOBILITY TARGET [A]	EXISTING V/C	2040 NO BUILD V/C	2040 Financially Constrained V/C
1	US 101/73rd	Urban 4ST	0.80 / 0.95	0.41/0.46	**0.55/1.57**	0.75
2	US 101/52nd*	Urban 4SG	0.80	0.68	**0.89**	**0.89**
3	US 101/ Oceanview	Urban 3ST	0.80 / 0.95	0.58/0.36	**0.72/1.12**	0.72/0.9
4	US 101/36th	Urban 3ST	0.80 / 0.95	0.58/0.16	0.68/0.24	0.68/0.24
5	US 101/31st	Urban 3ST	0.80 / 0.95	0.61/0.16	0.71/0.30	0.71/0.30
6	US 101/20th*	Urban 4SG	0.90	0.72	0.88	0.88
7	US 101/11th	Urban 4SG	0.90	0.54	0.65	0.65
8	US 101/6th	Urban 4SG	0.90	0.69	0.81	0.81
9	US 101/US 20	Urban 4SG	0.85	**0.92**	**0.99**	**0.99**
10	US 101/Angle	Urban 4ST	0.90 / 0.95	0.37/0.71	**0.49/2.63**	0.38/0.06
11	US 101/ Hurbert	Urban 4SG	0.90	0.74	**0.90**	0.54
12	US 101/Bayley	Urban 4ST	0.90 / 0.95	0.33/0.39	0.41/0.79	0.41/0.79
13	US 20/Benton	Urban 4ST	0.85 / 0.95	0.43/0.75	**0.46/1.05**	0.43/0.53
14	US 20/Moore	Urban 4SG	0.85	0.68	**0.85**	0.63
18	9th (Proposed US 101N) /Hurbert	Urban 4ST	0.90 / 0.95	0.06/0.41	0.06/0.44	0.43/0.67

Bold and Red values indicate the adopted mobility target would not be met.
*Reported using HCM 2000
[A] For unsignalized intersections, the mobility target is listed for major approach (highway approach)/minor approach (side street approach).
Note: At signalized study intersections the v/c, LOS and delay are reported as the intersection average and at unsignalized intersections the v/c, LOS and delay are reported for the worst highway approach/ worst side street approach.

Commented [DT4]: The 30th Highest Traffic Volume Hour represents summer traffic conditions in Newport. In South Beach, we elected to use Annual Average Weekday PM Peak Hour traffic volumes, which are akin to the shoulder season (May or September). Shouldn't we be consistent and use one or the other?

Commented [DT5]: It would be helpful if you could include language in the memo that explains how the v/c ratios at intersections relate to the Level of Service (LOS) standards that you are recommending the city adopt. For example, you were recommending LOS E and v/c ≤0.95 for a two-way stop such as this. Are you now saying LOS F is acceptable with v/c 0.99? LOS F is defined as "represents conditions where average vehicle delay is excessive, and demand exceeds capacity, typically resulting in long queues and delays." I don't see how that would be acceptable. Also, what are the ramifications of a LOS standard being more strict than a v/c target?

Commented [DT6]: These numbers appear to be too low. Kittelson assessed the intersection in 2020 for the UGB land swap and their PM Peak hour v/c figure for the 2040 no build condition, .07/1.75. The larger number is for the west bound leg. We provided a copy of that study with the background materials. Could you please review and clarify?

Commented [DT7]: Same issue as above. Kittelson's figure for this intersection was .07/1.69

Commented [DT8]: Kittelson analysis 0.95

The project category distribution in the financially constrained list is as follows:

- Intersection – 11 projects
- Road Extension – 5 projects
- Revision – 1 project
- Sidewalk – 19 projects
- Shared-use path – 8 projects
- Bike route – 12 projects
- Separated bike lanes – 3 projects
- Bike Lanes – 12 projects
- Pedestrian crossings – 17 projects
- Programs – 1 project
- Major Roadway – 1 project

Of these projects the 11 intersection related projects and the major roadway project, the US 101 short couplet, are expected to directly impact traffic operations at the study intersections. These projects are shown in Table 3.

TABLE 3: FINANCIALLY CONSTRAINED INTERSECTION IMPROVEMENTS

PROJECT NUMBER	LOCATION	DESCRIPTION
INT1	US 101/NE 73rd Street	Complete an intersection control evaluation: either a traffic signal or roundabout are potential solutions
INT3	US 101/NW Oceanview Drive	Widen the eastbound NW Oceanview Drive approach to include separate left and right turn lanes
INT4	US 101/US 20	Intersection improvements project could include advance signage to detour westbound right turning vehicles onto NE Avery Street[a]
INT5	US 101/SW Hurbert Street	Restripe US 101 approaches to include left turn lanes and modify signal to include protected left turn phases for US 101 (project removes on-street parking)
INT6	US 101/SE Moore Drive/NE Harney Street	Complete an intersection control evaluation: either a traffic signal (with separate left turn lanes on the northbound and southbound approaches) or a roundabout are potential solutions

Commented [DT9]: Appears to be a footnote reference that I don't see. Shouldn't this be northbound US 101? Also, the intersection project needs t6o include the additional US 101 southbound left turn lane recommended by the Project Advisory Committee.

Commented [DT10]: Not recommended by project advisory committee. Suggest you drop this option.

PROJECT NUMBER	LOCATION	DESCRIPTION
INT7	US 101/SW Angle Street	Restripe SW Angle Street approaches to right-in/right-out only
INT8	US 101/NE 36th Street	Complete an intersection control evaluation: either a Traffic signal (with separate left and right turn lanes for westbound traffic) or roundabout are potential solutions
INT9	US 101/SW 40th Street	Complete an intersection control evaluation: either a traffic signal or roundabout are potential solutions
INT10	US 20/Benton Street	Restripe northbound approach to include a right turn pocket (project removes on-street parking)
INT11	US 101/NW 6th Street	Realign intersection
INT12	US 101/NE 57th Street	Realign approach to align with NW 58th Street
US 101 SHORT COUPLET	Fall St to Angle St – US 101	Construct a couplet for US 101 with the southbound direction along the current highway right of way and the northbound direction along 9th Street

Commented [DT11]: The location is terrain constrained. Has this been assessed for feasibility?

Commented [DT12]: Add detail. I assume this is elimination of the severe dog leg.

FACTORS LIMITING THE ABILITY TO MEET EXISTING MOBILITY TARGETS

Several factors combine to make compliance with current mobility targets within Newport difficult. They include the following.

PROJECTED MULTIMODAL TRAVEL NEEDS

The importance of US 20 and US 101 to statewide, regional, and local travel creates significant multimodal demands for both short and long trips along the corridor. These users include:

- People driving ~~taking~~ US 101 and US 20 to make local trips to homes, work, and shopping
- People driving ~~making~~ regional trips between cities on the Oregon Coast
- Freight traveling to and through Newport (US 101 north of US 20 and US 20 are both freight routes)
- Transit traveling along the main state facility or turning at a local street
- People biking and walking along and across US 101 and US 20 (US 101 is a major touring bicycle route as well as a means of transportation for local~~s~~ residents)

Balancing the needs of each of these various users is incorporated in the goals of the Newport TSP and factored into identifying reasonably likely to be funded projects and programs for the Newport TSP.

EXISTING AND PLANNED DEVELOPMENT PATTERNS

In many areas along US 101 and US 20, adjacent existing development and planned urban form promoting increased density and mixed land use constrain the ability to widen the highway right-of-way or provide parallel alternate routes. Obtaining needed right-of-way for highway widening would require acquisition and removal of such development, which would be very expensive and counter to the goals and objectives of the community.

Commented [FJ13]: Not clear what this is referring to. Clarify.

Commented [DT14]: Bridge constraint could be referenced in this paragraph as well.

FINANCIAL FACTORS

As is true for most agencies, funding for transportation improvements is limited and constrains the ability of ODOT to fund highway capacity improvements. The Newport TSP identifies comprehensive set of transportation solutions resulting in $78,525,000 worth of projects deemed reasonably likely to be funded in the 20-year planning horizon, including many projects on state highways. However even with the projects and programs identified as reasonably likely to be funded, there are remaining facility mobility target performance deficiencies that could not be addressed within the funding constraints.

OTHER STRATEGIES BEING APPLIED TO ENHANCED MOBILITY

In addition to funding capacity improvements, the Newport TSP ~~the~~ identifies funding for programs and policies to improve multimodal conditions and help reduce motor vehicle demand. This includes a commitment to constructing 71 active transportation projects including bike routes, sidewalk improvements, and shared-use paths. It also includes a parking management program for the Nye Beach and Bayfront areas with the goal of increasing parking turnover.

Commented [FJ15]: Not clear that there's a commitment, unless that's what's meant by being on the project list.

ALTERNATIVE MOBILITY TARGET EVALUATION

Figure 2 shows ODOT's methodology for determining alternative mobility targets[3]. A summary of each step is discussed below, and Table 4 lists the results for each individual intersection.

STEP 1: IMPLEMENT PLANNED IMPROVEMENTS

Prior to implementing alternative mobility targets, all feasible actions and improvements must be taken to meet the current targets. Even with the implementation of the Financially Constrained improvements in the City of Newport TSP, alternative mobility targets will be needed at the following two study intersections:

- US 101 & 52nd Street/Lighthouse Drive – v/c 0.89
- US 101 & US 20 – v/c 0.99

STEP 2: INCREASE V/C TARGETS, STAYING BELOW CAPACITY

In cases where the v/c is forecasted to be greater than the OHP mobility target but less than capacity (v/c = 1.0) during the 30 HV, establish the proposed alternative target consistent with the v/c values used in the OHP. This approach would work for the intersections needing alternative mobility targets.

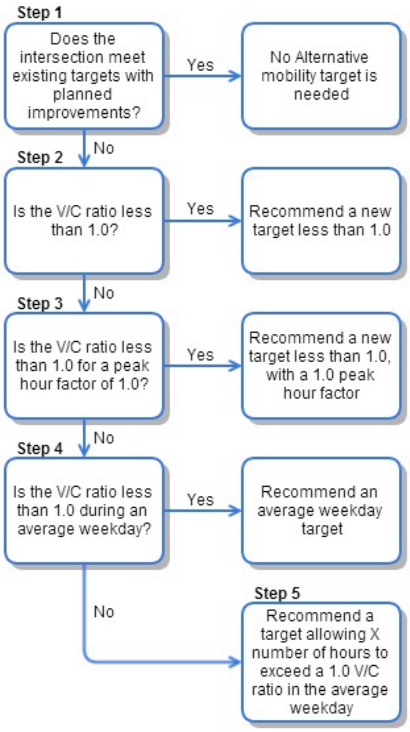


FIGURE 2: ALTERNATIVE MOBILITY TARGET METHODOLOGY

STEP 3: REMOVE PEAKING WITHIN THE PEAK HOUR

In cases where v/c is forecasted to be greater than or equal to capacity during the 30 HV using the standard analysis procedures, evaluate the actual peak hour traffic volume for future year 30 HV projections rather than expanding the peak 15 minutes to be the 30 HV. If the resulting v/c is less than 1.0, establish the proposed alternative target. Setting the peak hour factor (PHF) for the 30 HV to 1.0 relaxes the peaking assumptions and allows for analysis of the peak hour volumes instead of the peak 15-minute volumes. This step was not analyzed due to mobility targets of 1.0 during the 30 HV (Step 2) resolving the mobility target problem.

[3] Planning Business Line Team Operational Notice PB-02, Oregon Department of Transportation, effective May 2, 2013.

STEP 4: ANALYZE AVERAGE WEEKDAY CONDITIONS

In cases where v/c is forecasted to be greater than or equal to capacity during the design hour using the actual peak hour projection of traffic and in areas where design hours are affected by high seasonal traffic volumes, evaluate the annual average weekday p.m. peak (AWD) as the future year design hour rather than the 30 HV. If the resulting v/c is less than 1.0, establish the proposed alternative target. Analyzing average weekday conditions instead of the 30 HV gives a more accurate representation of typical conditions instead of peak summer conditions when there is an influx of visitors in Newport. This step was not analyzed due to mobility targets of 1.0 during the 30 HV (Step 2) resolving the mobility target problem.

STEP 5: HOURS OF CONGESTION

In cases where v/c is forecasted to be greater than or equal to 1.0 using the Annual Average Weekday PM Peak as the future design hour, determine the duration of the period during which the future Annual Average Weekday PM Peak hour will have a v/c greater than or equal to 1.0. Establish the proposed alternative target by increasing the number of hours that v/c can be greater than or equal to 1.0. An "hours of congestion" analysis assumes that traffic volumes that exceed capacity in the analysis hour are shifted to the "shoulder' hours, iteratively, until all traffic can be accommodated. The calculation of multi-hour conditions with peak spreading is fairly complex and it can be difficult to achieve consistent results. Also, because only the most congested intersections make it to Step 5 when considering alternative mobility targets, it is often found that over-capacity conditions would be present for several hours of the day making such a target fairly ineffective. This step was not analyzed due to mobility targets of 1.0 during the 30 HV (Step 2) resolving the mobility target problem.

TABLE 4: INTERSECTION OPERATIONS ON US 101 AND US 20 WHEN APPLYING THE ALTERNATIVE MOBILTY TARGET METHODOLOGY (2040 PM PEAK HOUR)

#	STUDY INT.	CONTROL	EXISTING V/C MOBILITY TARGET [A]	STEP 1: 30 HV, W/ FINANCIALLY CONSTRAINED IMPROVEMENTS	STEP 2: 30 HV, V/C ≤ 1.0
1	US 101/73rd	Urban 4ST	0.80 / 0.95	0.75	0.75
2	US 101/52nd*	Urban 4SG	0.80	**0.89**	0.89
3	US 101/ Oceanview	Urban 3ST	0.80 / 0.95	0.72/0.9	0.72/0.9
4	US 101/36th	Urban 3ST	0.80 / 0.95	0.68/0.24	0.68/0.24
5	US 101/31st	Urban 3ST	0.80 / 0.95	0.71/0.30	0.71/0.30

#	STUDY INT.	CONTROL	EXISTING V/C MOBILITY TARGET [A]	STEP 1: 30 HV, W/ FINANCIALLY CONSTRAINED IMPROVEMENTS	STEP 2: 30 HV, V/C ≤ 1.0
6	US 101/20th*	Urban 4SG	0.90	0.88	0.88
7	US 101/11th	Urban 4SG	0.90	0.65	0.65
8	US 101/6th	Urban 4SG	0.90	0.81	0.81
9	US 101/US 20	Urban 4SG	0.85	**0.99**[B]	0.99
10	US 101/Angle	Urban 4ST	0.90 / 0.95	0.38/0.06	0.38/0.06
11	US 101/ Hurbert	Urban 4SG	0.90	0.54	0.54
12	US 101/Bayley	Urban 4ST	0.90 / 0.95	0.41/0.79	0.41/0.79
13	US 20/Benton	Urban 4ST	0.85 / 0.95	0.43/0.53	0.43/0.53
14	US 20/Moore	Urban 4SG	0.85	0.63	0.63
18	9th (Proposed US 101N) /Hurbert	Urban 4ST	0.90 / 0.95	0.43/0.67	0.43/0.67

*Reported using HCM 2000

Bold and Red values indicate a v/c ratio greater than the mobility target at that step.

[A] For unsignalized intersections, the mobility target is listed for major approach (highway approach)/minor approach (side street approach).

[B] The proposed improvement does not improve the v/c ratio (from no build) because the WBR movement is not the critical movement for the phase. However the reduction of WBR turning volume will reduce queueing on that approach.

Note: At signalized study intersections the v/c, LOS and delay are reported as the intersection average and at unsignalized intersections the v/c, LOS and delay are reported for the worst highway approach/ worst side street approach.

Commented [DT16]: As noted earlier, the additional US 101 south bound left turn lane should added to the fiscally constrained list and factored into this analysis.

RECOMMENDED ALTERNATIVE MOBILITY TARGETS

While the transportation investments identified as reasonably likely to be funded in the Newport TSP will result in improved intersection performance on ODOT facilities, not all intersections will be able to meet state v/c mobility targets. There is a need to consider alternative mobility targets in select locations, for the 30 HV condition. Alternative mobility targets establish realistic expectations for future system performance and help the community continue to grow in accordance with its adopted land use plan. Table 5 shows the existing and proposed mobility targets.

TABLE 5: EXISTING AND PROPOSED MOBILITY TARGETS

#	STUDY INT.	CONTROL	EXISTING V/C MOBILITY TARGET [A]	PROPOSED MOBILITY TARGET[B]
1	US 101/73rd	Urban 4ST	0.80 / 0.95	0.99
2	US 101/52nd	Urban 4SG	0.80	0.99
3	US 101/ Oceanview	Urban 3ST	0.80 / 0.95	0.99
4	US 101/36th	Urban 3ST	0.80 / 0.95	0.99
5	US 101/31st	Urban 3ST	0.80 / 0.95	0.99
6	US 101/20th	Urban 4SG	0.90	0.99
7	US 101/11th	Urban 4SG	0.90	0.99
8	US 101/6th	Urban 4SG	0.90	0.99
9	US 101/US 20	Urban 4SG	0.85	0.99
10	US 101/Angle	Urban 4ST	0.90 / 0.95	0.99
11	US 101/ Hurbert	Urban 4SG	0.90	0.99
12	US 101/Bayley	Urban 4ST	0.90 / 0.95	0.99
13	US 20/Benton	Urban 4ST	0.85 / 0.95	0.99
14	US 20/Moore	Urban 4SG	0.85	0.99

[A] For unsignalized intersections, the mobility target is listed for major approach (highway approach)/minor approach (side street approach).

[B] For unsignalized intersections the mobility target is for the worst approach (major or minor)

Commented [DT17]: Should we consider lower mobility targets as we go north away from the City's core areas?

APPENDIX

CONTENTS

SECTION 1.HCM REPORTS

FINANCIALLY CONSTRAINED

City of Newport

Community Development Department

Memorandum

To: Planning Commission/Commission Advisory Committee

From: Derrick I. Tokos, AICP, Community Development Director

Date: October 22, 2021

Re: Establishment of a Parking Advisory Committee and Parking Management Strategies for the Bayfront, Nye Beach, and City Center Districts

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Ordinance No. 2164 established a Parking Advisory Committee for the Bayfront, Nye Beach, and City Center areas. It was adopted at the same time as Ordinance No. 2163, which amended the City of Newport Comprehensive Plan to establish a policy framework for managing public parking assets in these same areas. The Committee was not formed in 2020 due to the onset of the pandemic, and the City Council's decision to defer one of the key recommendations, the implementation of a parking permit and metering program along the Bayfront, also due to the pandemic. The permit parking and metering project is budgeted for the current fiscal year and now that the summer tourist season is wrapping up, it is timely to pull together the Parking Advisory Committee so that it can begin its work.

The City is now recruiting for the eleven (11) parking advisory committee members, three of which are to come from the Bayfront, Nye Beach, and City Center areas, along with two at large members. Our hope is that the City Council will be able to interview and appoint the Committee members at its December 6, 2021 meeting. Please reach out to persons you believe might be interested in serving on the committee. Applications can be submitted online at: https://www.newportoregon.gov/citygov/comm/vacancies.asp.

Once the Committee is formed, the group will begin to implement the policies and implementation measures outlined in Ordinance No. 2163. The initial effort will likely be focused on getting a set of implementing regulations and RFP drafted for the metered/permit/timed parking program along the Bayfront. Work would then turn to what steps can be taken in Nye Beach, short of metering, that would improve vehicle turnover and reduce congestion.

Implementing measures for permit parking, reducing or eliminating minimum off-street parking requirements for new development in metered and meter/permit zones, and developing temporary parking options, are recommended steps that will necessitate changes to Zoning Ordinance Chapter 14.14, Parking, Loading, and Access Requirements. This is an area where I'd like to begin working with the Planning Commission and Commission Advisory Committee on options, so that once the Parking Advisory Committee is up and running we will have something to present to them for their consideration. A more detailed discussion of what those options might look like would be the topic for one or more of your November or December work sessions. Enclosed is background information that you might find useful as you begin to think about these issues. Any preliminary thoughts you might have at this work session would be welcome as well.

Attachments: Ordinance No. 2164, Ordinance No. 2163, Resolution No. 3864, and NMC Chapter 14.14.

CITY OF NEWPORT

ORDINANCE NO. 2164

AN ORDINANCE AMENDING CHAPTER 2.05 NEWPORT MUNICIPAL CODE BY ADDING SECTION 2.05.085 ESTABLISHING A PARKING ADVISORY COMMITTEE

WHEREAS, the city has established special parking areas in its Bayfront, Nye Beach, and City Center districts; and

WHEREAS, businesses and residents within these parking areas rely upon public parking to meet their needs; and

WHEREAS, city recognizes that public parking assets in these areas must be maintained, enhanced, and supplemented in order for the districts to remain vibrant; and

WHEREAS, the city wishes to provide opportunities for individuals or entities that own property or businesses within special parking areas to advise policy makers and staff on how the city might best leverage and invest in its parking and transportation-related assets; and

WHEREAS, the Mayor and City Council find that establishing a standing committee with a liaison to city staff is a means of fulfilling those goals.

THE CITY OF NEWPORT ORDAINS AS FOLLOWS:

Section 1. Amendment. The Newport Municipal Code is hereby amended by the addition of Section 2.05.085 establishing the Parking Advisory Committee, to read as follows:

2.05.085 Parking Advisory Committee

A. Parking Advisory Committee Established. There is hereby established a Parking Advisory Committee. The Committee shall consist of eleven (11) members. Members shall be appointed by the Mayor and confirmed by the City Council, and shall include:

   1. Three members each from the Bayfront, Nye Beach, and City Center special parking areas as defined in Section 14.14.100; and

   2. Two at-large members that live or work within the Newport City limits.

B. Committee Appointment Guidelines. When making appointments the City Council shall seek to ensure that a broad range of stakeholder interests are represented, including persons that reside, own property, own a business, or work within special parking areas; are affiliated with commercial fishing, fish processing, or tourist industries; have special parking/mobility needs (e.g. disabled persons); or are often underrepresented on city committees (e.g. members of the Latino community).

C. Term of Office. Appointments will be made in a manner consistent with Section 2.05.002 for a term of three years. Initial appointments will serve staggered terms. Terms of office shall begin the first day of the calendar year.

D. Committee Leadership and Meetings. A Chair and Vice-Chair shall be elected by the Committee members at the first meeting of each calendar year. The Committee will hold quarterly meetings with additional special meetings as needed.

E. General Powers and Duties. The Parking Advisory Committee shall have the following powers, duties, and functions as it relates to special parking areas:

1. Engage policy makers, city committees, staff, and partner organizations to plan for, and facilitate the implementation of parking and other transportation related improvements;

2. Provide recommendations regarding city parking policies and programs, including maintenance of parking and related infrastructure, fees, wayfinding, transit, sidewalk connectivity, and parking enforcement; and

3. Advocate and promote public awareness of parking and related initiatives, community engagement, and other efforts to achieve desired policy outcomes.

F. Administrative Support. The City Manager shall designate staff to attend meetings and perform administrative functions for the Parking Advisory Committee.

Section 2. Effective Date. This ordinance shall take effect 30 days after its adoption.

Adopted by the Newport City Council on March 16, 2020.

Signed by the Mayor on March 7, 2020.

Dean H. Sawyer, Mayor

ATTEST:

Margaret M. Hawker, City Recorder

CITY OF NEWPORT

ORDINANCE NO. 2163

AN ORDINANCE AMENDING THE CAPITAL FACILITIES CHAPTER OF THE CITY OF NEWPORT COMPREHENSIVE PLAN TO ESTABLISH A POLICY FRAMEWORK FOR MANAGING PUBLIC PARKING ASSETS IN THE NYE BEACH, CITY CENTER, AND BAYFRONT AREAS (Newport File No. 1-CP-19)

Summary of Findings:

1. In 2016, the City of Newport commissioned the preparation of a Parking Management Plan to identify strategies to maximize available parking supply in the Bay Front, Nye Beach, and City Center areas of Newport to support a vibrant working waterfront, tourist and general retail-oriented commercial businesses, and mixed use neighborhoods. Each of these areas within the City is densely developed with much of the parking demand being met with on-street spaces and public parking lots.

2. Historically, persons developing commercial property in these areas have been allowed to pay a fee to the City in lieu of providing new off-street parking spaces to address the impacts attributed to their projects. That program proved outdated, and beginning in 2009 business owners petitioned the City to establish Economic Improvement or "Parking Districts" to fund parking system improvements through a business license surcharge. While the Parking Districts have been easier for the City to administer than a "payment in lieu" program, and have allowed for greater involvement from area business owners, neither approach provides a clear, long term strategy for how public parking assets should be managed nor have they generated sufficient funding to make meaningful improvements to the parking system.

3. The City hired a consultant, Lancaster StreetLab, to prepare the Parking Management Plan, with assistance from City staff and oversight by a City Council appointed Parking Study Advisory Committee consisting of representatives from the three Parking District advisory committees. An initial round of workshops and walking tours with local stakeholders and business owners occurred in April of 2016. The consultants then inventoried the parking supply in the three districts and observed utilization and turnover rates during periods of peak and off-peak demand. This occurred on Thursday August 25, 2016, Saturday August 27, 2016, and Saturday December 10, 2016.

4. Lancaster StreetLabs field work, and resulting recommendations, were vetted with the Parking Study Advisory Committee, and ultimately worked into a draft Parking

Management Plan completed on March 9, 2018. The Parking Management Plan includes an inventory and assessment of the condition of public parking assets in these areas; detailed field survey data illustrating the utilization and turnover rates of parking spaces during peak and off-peak periods; a list of capital improvements needed to maintain and improve available parking, including possible upgrades to transit service; and financing strategies to fund needed improvements.

5. Once the study was completed an additional round of outreach was conducted during the summer of 2018 with Bayfront, Nye Beach, and City Center businesses; the Port of Newport and commercial fishing community; Bayfront processors; Chamber of Commerce, and Rotary Club. Members of the Parking Study Advisory Committee and city staff attended each meeting and provided an overview of the study's recommendations. Feedback obtained at these meetings was used by the advisory committee to fine tune the Parking Management Plan's recommendations.

6. The proposed amendments to the Comprehensive Plan draw from this body of work. The recommendations, framed as goals, policies, and implementation measures, seek to improve the availability of public parking for all users. This will require changes to how parking is managed. The recommendations touch upon wayfinding, lighting, needed parking improvements, and the City's parking standards for new construction. Additionally, they call for public parking along the Bayfront to be managed with a combination of parking meters and permits. Meters are a proven method of altering parking behavior and improving turnover of parking stalls in high congestion areas. They will also generate revenue for maintenance and improvement of public parking assets. Further outreach is recommended in Nye Beach to assess whether or not a non-metering option that consist of fees and/or parking permits is a workable parking management solution. No major changes are proposed for the City Center area at this time.

7. The Parking Study Advisory Committee consisted of individuals representing tourist-oriented retail businesses, commercial fishing interests, seafood processors, residents, and affected government entities. The group met 15 times over a three year period to develop its recommendations, and their work was informed by a significant amount of public input resulting from outreach resulting from direct mail notice, email distribution lists, press releases, radio shows, newspaper ads, walking tours with business owners and stakeholder interviews.

8. On June 4, 2019 the Parking Study Advisory Committee adopted a motion to recommend the Newport Planning Commission initiate the legislative process to amend the Newport Comprehensive Plan to add a new Parking Facilities Element as outlined in the draft set of amendments now up for consideration. This was the last action taken by the Committee, as that group's responsibilities ended when the three Parking Districts expired at the end of June 2019.

9. These amendments to the "Public Facilities" Chapter of the Newport Comprehensive Plan are consistent with applicable Statewide Planning Goals in that the changes:

a. Have been developed and vetted with a Parking Study Advisory Committee, Planning Commission, and city Council at public meetings and hearings consistent with Statewide Planning Goal 1, Public Involvement; and

b. Update the Newport Comprehensive Plan's technical inventory with respect to the condition of public parking capital assets, infrastructure investment priorities, and funding strategies that will facilitate fact based land use decision making processes consistent with Statewide Planning Goal 2, Land Use Planning; and

c. Promote further economic development within the Bayfront, and potentially Nye Beach and City center, shifting to demand management approach to ensuring parking needs are met, providing businesses a broader range of development and redevelopment options, consistent with Statewide Planning Goal 9; and

d. Provide for the timely, orderly, and efficient arrangement of public facilities and services by ensuring that public parking infrastructure priorities are identified in conjunction with the City's other capital project needs, consistent with Statewide Planning Goal 11.

10. No other Statewide Planning Goals are applicable to the proposed changes to the "Public Facilities" Chapter of the Newport Comprehensive Plan.

11. Following a work session on July 8, 2019, the Planning Commission initiated the process for amending the Newport Comprehensive Plan in a manner consistent with the proposal recommended by the Parking Study Advisory Committee and scheduled a public hearing.

12. On September 9, 2019, the Planning Commission held a public hearing on the proposed amendments. At the close of the public hearing, a motion was made by Bill Branigan, the Commission liaison to the Parking Study Advisory Committee that the policy recommendations be forwarded to the City Council as drafted, along with an ordinance that would establish a standing advisory committee to assist with implementation. That motion failed on a 3-4 vote. Instead, the Commission recommended that the Council create a new advisory committee with instructions that they revise the draft to eliminate or minimize recommendations related to metering.

13. On October 7, 2019, the Newport City Council met to discuss the Planning Commission's recommendation. The Port Commission, whose members and staff participate in the development of the proposed parking related Comprehensive Plan amendments, requested that Council hold a public hearing. They did not provide formal comment at the Planning Commission meeting. The City Council meeting was also an opportunity for representatives of the Planning Commission to share their different perspectives on the matter. After considering public testimony, the City Council elected to hold a public hearing to take additional testimony before deciding how it wants to proceed.

14. On November18, 2019, the City Council held a public hearing to take testimony on how the City should manage its public parking assets in Nye Beach, City Center, and the

Bayfront. After taking testimony, the Council elected to hold a work session to discuss how they wanted to proceed with the proposed amendments.

15. On January 6, 2020, the City Council met in work session discussed how it wanted to proceed with the proposed amendments, and there was general consensus that there was sufficient business and property owner support to schedule a public hearing on an ordinance to amend the Comprehensive Plan.

16. The City Council held a public hearing on March 2, 2020 regarding the question of the proposed Comprehensive Plan amendments, and voted in favor of their adoption after considering the recommendation of the Planning Commission, testimony, and evidence and argument in the record.

17. Information in the record, including affidavits of mailing and publication, demonstrate that appropriate public notification was provided for the Planning Commission and City Council public hearings.

THE CITY OF NEWPORT ORDAINS AS FOLLOWS:

Section 1. Findings. The findings set forth above are hereby adopted in support of the amendments to the Newport Comprehensive Plan adopted by Sections 2 of this Ordinance.

Section 2. Amendment. A Public Parking Facilities Element is hereby added to the Public Facilities chapter of the City of Newport Comprehensive Plan as set forth in the attached Exhibit "A". The body of the amendment, excluding goals and policies, shall be inserted into the chapter after the "Roadway Transportation Facilities" section. The goals and policies shall be inserted in the section titled "Goals and Policies Public Facilities Element," after the heading "Transportation."

Section 3. Effective Date. This ordinance shall take effect 30 days after passage.

Date adopted and read by title only: March 2, 2020

Signed by the Mayor on March 3, 2020.

Dean H. Sawyer, Mayor

ATTEST:

Margaret M. Hawker, City Recorder

Exhibit A
Ordinance No. 2163

PUBLIC PARKING FACILITIES

In 2016, the City of Newport commissioned the preparation of a Parking Management Plan to identify strategies to maximize available parking supply in the Bay Front, Nye Beach, and City Center areas of Newport to support a vibrant working waterfront, tourist and general retail oriented commercial businesses, and mixed use neighborhoods. Each of these areas within the City is densely developed with much of the parking demand being met with on-street spaces and public parking lots.

Historically, persons developing commercial property in these areas have been allowed to pay a fee to the City in lieu of providing new off-street parking spaces to address the impacts attributed to their projects. That program proved outdated, and beginning in 2009 business owners petitioned the City to establish Economic Improvement or "Parking Districts" to fund parking system improvements through a business license surcharge. While the Parking Districts have been easier for the City to administer than a "payment in lieu" program, and have allowed for greater involvement from area business owners, neither approach provides a clear, long term strategy for how public parking assets should be managed nor have they generated sufficient funding to make meaningful improvements to the parking system.

Characteristics of each of the study areas is summarized as follows:

> Bay Front: A working waterfront with a mix of tourist oriented retail, restaurants, fish processing facilities (e.g. Pacific Seafood), and infrastructure to support the City's commercial fishing fleet. The Port of Newport is a major property owner and a boardwalk and fishing piers provide public access to the bay. The area is terrain constrained, with steep slopes rising up from commercial sites situated along Bay Boulevard.
>
> City Center: A "main street" style cluster of commercial buildings oriented along US 101 between the intersection of US 101 and US 20 and the Yaquina Bay Bridge. Many of the City's public buildings are within this district, including the Lincoln County Courthouse, Newport City Hall, 60+ Center, Recreation & Aquatic Center, and the Samaritan Pacific Hospital.
>
> Nye Beach: A mixed-use neighborhood with direct beach access anchored by Performing Arts and Visual Art Centers. Commercial development is concentrated along Beach Drive and Coast Street, both of which include streetscape enhancements that encourage a dense pedestrian friendly atmosphere. This area includes a mix of retail, dining, lodging, professional services, galleries, single family homes, condominiums, long term and short term rentals.

The Parking Management Plan, prepared Lancaster StreetLab, dated March 9, 2018, includes an inventory and assessment of the condition of public parking assets in these commercial areas; detailed field survey data illustrating the utilization and turnover rates of parking spaces during peak and off-peak periods; a list of capital improvements needed to maintain and improve available parking, including possible upgrades to transit service; and financing strategies to fund needed improvements.

Development of the Parking Management Plan, summarized in this Public Facilities Element of the Newport Comprehensive Plan, was informed by public input from outreach events and the project advisory committee. That committee consisted of individuals representing tourist-oriented retail businesses, commercial fishing interests, seafood processors, residents, and affected government entities. Once the Parking Management Plan was complete, additional outreach was conducted with stakeholders in the community and the project advisory committee, over a period of several months, further refined many of the Plan's concepts and maps resulting in a the final set of recommendations contained in this document.

Existing Public Parking Assets

To inform the preparation of the Parking Management Plan, city staff and the consultant inventoried the public parking assets in the Bay Front, Nye Beach, and City Center areas. Additionally, city staff conducted a field survey to assess the pavement condition of the public parking lots. Much of the work was performed in the spring/summer of 2016. Results were presented to the project advisory committee at its November 2016 meeting, and are summarized in Tables 1 through 3 below.

Table 1: Parking Lots

Facility	Size (SF)	District	# Spaces	Condition
Abbey Street Lot	21,200	Bayfront	53 standard 2 ADA accessible	Poor
Abbey Street (right-of-way)	5,800	Bayfront	10 standard 2 ADA accessible	Good
Case Street (right-of-way)	3,600	Bayfront	6 standard 1 ADA accessible	Good
Canyon Way Lot	23,000	Bayfront	33 standard	Fair
Fall & Bay Street	8,600	Bayfront	13 standard 1 ADA accessible	Poor
Fall & 13th Street	11,800	Bayfront	22 standard	Fair
Hurbert (right-of-way)	13,400	Bayfront	28 standard	
Lee Street	11,000	Bayfront	19 standard	Good
Hatfield Lift Station	2,000	Bayfront	5 standard	Poor
13th Street (right-of-way)	3,200	Bayfront	7 standard	Poor
Angle Street Lot	30,000	City Center	53 standard 4 Recreational vehicle 3 ADA accessible	Good
City Hall Campus	57,900	City Center	107 standard 9 ADA accessible	Good
9th and Hurbert	29,700	City Center	39 standard 5 Recreational vehicle 2 ADA accessible 2 EV charging stations	Fair
US 101 & Hurbert	9,200	City Center	18 standard 2 ADA accessible	Fair
Don & Ann Davis Park	9,800	Nye Beach	25 standard 2 ADA accessible	Good
Performing Arts Center	74,800	Nye Beach	143 standard 8 ADA accessible	Good
Jump-off Joe	6,100	Nye Beach	10 standard	Good
Nye Beach Turnaround	40,400	Nye Beach	45 standard 3 ADA accessible	Poor
Visual Arts Center	12,900	Nye Beach	21 standard 2 ADA accessible	Poor

Table 2: Striped On-Street Spaces

District	Streets	Striping (LF)	# Spaces
Bayfront	Bay Street, Bay Blvd, Canyon Way, Fall Street, Hatfield Drive, Lee Street, Naterlin Drive	5,280	386
City Center	Alder Street, Angle Street, Fall Street, Hurbert Street, Lee Street, US 101, 7th Street, and 9th Street	4,830	293
Nye Beach	Coast Street, Olive, and 3rd Street	2,570	249

Pavement Condition Assessment

A simplified Good-Fair-Poor asphalt pavement rating system was used to gauge the condition of the surface parking areas, with the resulting information being used to estimate funds needed to maintain the lots in good condition.

A Good condition rating was defined as a lot that appeared stable, with minor cracking that is generally hairline and hard to detect. Minor patching and deformation may have been evident.

A Fair condition rating was given to parking surfaces that appeared to be generally stable with minor areas of structural weakness evident. Cracking in these areas was easier to detect. Patching areas may have existed, but were not excessive and deformation may have been more pronounced.

Fatigue Cracking – Abbey Street Lot (2016)

A Poor condition rating was provided for parking areas with visible areas of instability, marked evidence of structural deficiency, large crack patterns (alligatoring), heavy or numerous patches, and/or deformation that was very noticeable.

The following is a brief description of factors that show the degree to which wearing surfaces are worn:

Fatigue Cracking: Sometimes called alligator cracking due to the interconnected cracks which resemble an alligator's skin, fatigue cracking is caused by load-related deterioration resulting from a weakened base course or subgrade, too little pavement thickness, overloading, or a combination of these factors.

Deformation: A distortion in asphalt pavement that is often attributed to instability of an asphalt mix or weakness of the base or subgrade layers. This type of distress may include rutting, shoving, depressions, swelling and patch failures.

Edge Cracking: Edge cracks are longitudinal cracks which develop within one or two feet of the outer edge of pavement. They form because of a lack of support at the pavement edge; which in this case would be poorly managed drainage that is undermining the road surface

Raveling: Raveling is the wearing away of the asphalt cement from the aggregate particles. This can occur as a result of normal wear over time and it can be exacerbated by such conditions as oil dripping from vehicles.

Structural weakness: When pavement conditions wear to the point that there is substantial fatigue cracking, deformation, and/or patching, it can no longer be preserved with a slurry seal and will need to be reconstructed.

The pavement condition assessment was for the travel surface only and did not factor in striping, signing, drainage, railing, sidewalk or other repairs that may be needed.

Maintenance Schedule

The pavement condition assessment informed the development of a maintenance schedule to identify the level of funding the City should reserve annually to maintain the travel surfaces of the public parking lots (Table 3). Lots that are in good condition can be maintained with a chip seal or slurry seal every 5-10 years, and this is typically done up to three times before the surface is reconstructed. Those in fair condition will need to be rebuilt sooner, and those in poor condition are not candidates for a seal coat, as such treatment is unlikely to extend the useful life of the pavement surface.

Annual estimates were further prepared to account for striping and other ancillary repairs that may be needed, such as drainage, sidewalk, or curb replacement. Placeholders were also provided for administration of a permit parking program and metering, should those elements be implemented. The annual maintenance needs were then broken out by commercial area (Table 4).

Table 3: Parking Lot Surface Maintenance Needs.

Parking Lot	District	Size (sf)	Spaces	Condition	1-5 Years		5-10 Years		10-15 Years		15-20 Years	
Angle Street Lot	City Center	30,000	65	Good			Seal	$60,000			Seal	$79,500
City Hall	City Center	57,900	112	Good			Seal	$115,800			Seal	$153,435
Don Davis Park	Nye Beach	9,800	25	Good			Seal	$19,600			Seal	$25,970
Performing Arts Center	Nye Beach	74,800	151	Good			Seal	$149,600			Seal	$198,220
Jump-Off Joe	Nye Beach	6,100	10	Good			Seal	$12,200			Seal	$16,165
Lee Street	Bay Front	11,000	19	Good			Seal	$22,000			Seal	$29,150
Abbey (ROW)	Bay Front	5,800	10	Good			Seal	$11,600			Seal	$15,370
Case (ROW)	Bay Front	3,600	6	Good			Seal	$7,200			Seal	$9,540
9th & Hurbert	City Center	29,700	48	Fair	Seal	$51,678			Rebuild	$198,099		
US 101 & Hurbert	City Center	9,200	20	Fair	Seal	$16,008			Rebuild	$61,364		
Fall & 13th	Bay Front	11,800	22	Fair	Seal	$20,532			Rebuild	$78,706		
Hurbert (ROW)	Bay Front	13,400	28	Fair	Seal	$23,316			Rebuild	$89,378		
Canyon Way	Bay Front	23,000	33	Fair	Seal	$40,020			Rebuild	$153,410		
Nye Beach Turnaround	Nye Beach	40,000	45	Poor	Rebuild	$203,616			Seal	$92,920		
Visual Arts Center	Nye Beach	12,900	21	Poor	Rebuild	$65,016			Seal	$29,670		
Fall & Bay	Bay Front	8,600	13	Poor	Rebuild	$43,344			Seal	$19,780		
Abbey Lot	Bay Front	21,200	53	Poor	Rebuild	$106,848			Seal	$48,760		
13th (ROW)	Bay Front	3,200	7	Poor	Rebuild	$16,128			Seal	$7,360		
Hatfield Lift Station	Bay Front	2,000	5	Poor	Rebuild	$10,080			Seal	$4,600		
					Cost:	$596,586		$398,000		$784,047		$527,350
										Total Cost:		$2,305,983
										Annual		$115,299

Table 4: Annual Maintenance Expenses

Parking District	Lot Resurfacing[1]	Ancillary Repairs[2]	Striping	Permit Program[3] (if implemented)	Metering[3] (if implemented)	Total
Bayfront	$37,850	$9,450	$1,850	$10,000	$28,800	$87,950
City Center	$36,800	$9,200	$1,900	Not recommended	Not recommended	$47,900
Nye Beach	$30,500	$7,650	$1,450	$10,000	$13,200	$62,800

1. Costs from pavement condition assessment prepared as part of parking study. Resurfacing costs proportioned by district with the cost of the Nye Beach Turnaround project being backed out since it has been funded with other resources.

2. Ancillary costs include repairs to drainage system, sidewalks, walls and railing when lots are resurfaced. Assumes 25% of resurfacing cost.

3. Annual maintenance costs are as outlined in the Study ($500/pay station and $100/sign).

Outreach

Buy-in from business owners, residents, and other affected parties is essential to the success of a parking management plan. To this end, a series of public meetings were held at the outset of work on the Parking Management Plan, with the goal of obtaining public input on opportunities and constraints with regard to parking management.

Meetings were held from 6:00 to 8:00 pm during the second week of April, 2016. One meeting was held for each of the three Parking Districts. The City Center district meeting was held on Tuesday April 12th; the Nye Beach district meeting was held on Wednesday April 13th, and the Bayfront District Meeting was held on Thursday April 14th. All meetings were open to the public and advertised publicly in advance of the meeting.

Before each of the above meetings, a walking tour of the study area took place that included the consulting team and a small handful of local stakeholders and business owners. These were advertised to local business owners and other stakeholders who have been active within management of the existing parking districts. In tandem with the formal meetings in the evening, this process provided an opportunity for additional public input during which some issues and potential solutions were discussed and incorporated into the Parking Management Plan.

Once the study was completed an additional round of outreach was conducted during the summer of 2018 with Bayfront, Nye Beach, and City Center businesses; the Port of Newport and commercial fishing community; Bayfront processors; Chamber of Commerce, and Rotary. Members of the project advisory committee and city staff attended each meeting and provided an overview of the study's recommendations. Feedback obtained at these meetings was used by the advisory committee to fine tune the studies recommendations.

Parking Management Plan Methodology

In order to gain an understanding of parking demand within each of the respective parking management areas, a detailed study of parking demand and utilization was conducted. The primary study days were Saturday August 27, 2016 and Saturday December 10, 2016. These days were selected because they were expected to represent typical weekend days (i.e., no special events or other unusual factors) during the peak tourism season and the slowest period of the year for tourism, respectively. Additional observations were conducted on Thursday August 25, 2016 in order to study differences between weekday and weekend demand patterns. The results of this analysis heavily inform the management recommendations that follow, and were used to project potential revenues and maintenance needs.

The methodology employed for this analysis consisted of two steps: an inventory of parking supply, including the number and types of stalls, followed by peak and off-peak occupancy and demand observations. To complete the first step, an inventory of the supply of parking stalls was conducted, tracking the number and location of parking spaces along each block face as well as designated users, maximum time stays, and other pertinent information as applicable. Locations and capacities of parking lots were recorded, and for on-street spaces, whether or not a space was marked was recorded. The inventory was conducted utilizing a tablet PC. Data collected in this step was used to set up data collection tools in the form of spreadsheets, to be used during the following step.

Following the inventory step, parking demand data was collected. The study area consisted of routes containing approximately 30 to 35 block faces of on-street parking as well as any lots along the route. Four routes were in Nye Beach, three were the Bayfront, and one was within the City Center district. Route sizes and configurations were designed such that data collectors were able to walk and collect data over the entire route once per hour without needing to work excessively quickly. Each parking space within the study area was thus visited once per hour from 10:00 AM to 7:00 PM.

The data were collected on tablet PCs utilizing the route-optimized spreadsheets created during the inventory phase. During each hourly orbit of a given route, the first four digits of the license plate of each vehicle parked in a stall along the route were recorded, to allow for analysis of both occupancy and duration of stay.

Occupancy curves in Figures 1 to 3 below show overall parking occupancy throughout the study area for weekdays. In these figures, the time of day is shown on the horizontal axis and the percent of available parking that was observed to be occupied is shown on the vertical axis. Additionally, a line indicating an occupancy level of 85% is shown-this occupancy level is generally considered to be indicative of 'functionally full' parking. At parking occupancies at or near 85%, high instances of illegal parking, congestion attributed to vehicles cruising for parking, and other undesirable behaviors are often observed from frustrated drivers. Parking areas that are functionally full are candidates for "metering" as a tool to improve parking turnover.

Figure 1: City Center Parking Utilization

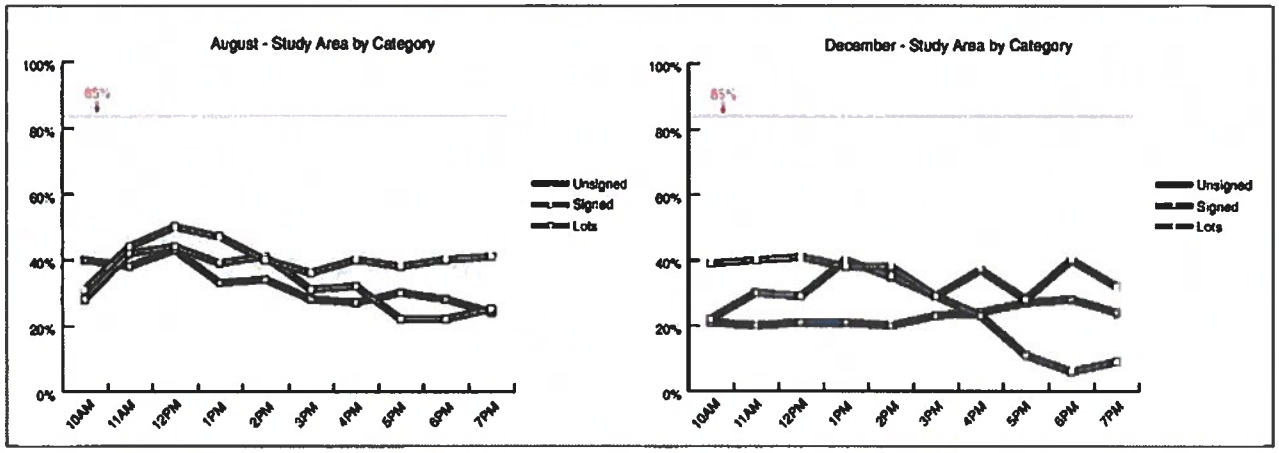


Figure 2: Nye Beach Parking Utilization

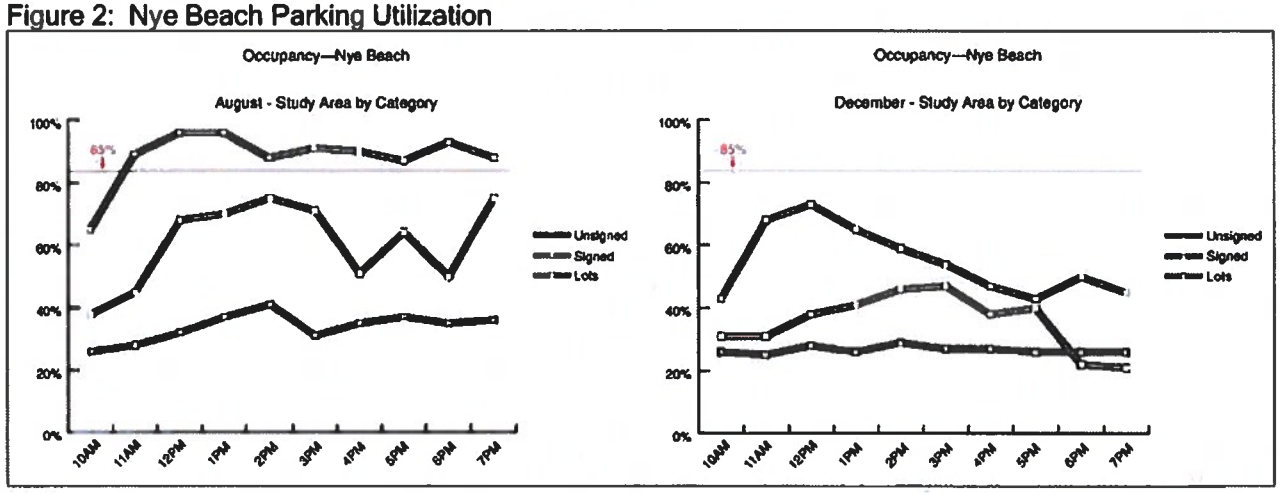
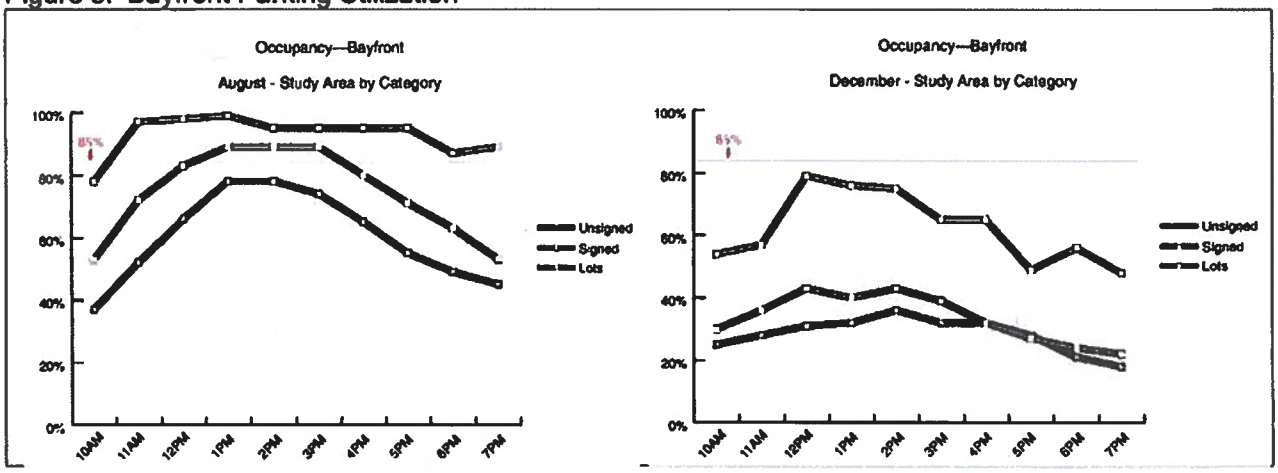


Figure 3: Bayfront Parking Utilization



Survey data was also used to identify the percentage of overall occupancy (hourly), percentage occupancy by street block (hourly), average stay length (Signed, Unsigned, Overall Study Area), percentage overstays (Signed Stalls), Unique Vehicle Served Daily (Signed Stalls). It is broken down in charts graphics, with more detailed analysis, in the Lancaster Parking Management Plan, included in the appendices to this Plan.

Recommendations

Recommendations from the Lancaster Parking Management Plan, as amended by the project advisory committee, are summarized below and further refined in the goals and policies section of the Public facilities Element of the Newport Comprehensive Plan.

Demand Management

- Implement metered zones, permit zones, and hybrid permit/meter zones for high demand areas along the Bayfront as generally depicted in Figure 4 below. Conduct further outreach with the Nye Beach community to assess whether or not a scaled down metering concept, focused on core commercial areas as depicted in Figure 5 below, is acceptable or if a non-metering option that consists of fees and/or permit parking is preferable.
- Support metering with permit program for residents, businesses and the fishing community.
- Meter revenues in excess of administrative costs should be dedicated to prioritized parking system investments.
- Evaluate measures on an ongoing basis with attention to economic, land use and related factors that influence parking demand.

Wayfinding and Lighting

- Improve branding of city-owned parking lots and facilities and wayfinding between parking areas and destinations.
- Focus wayfinding efforts on under-utilized facilities such as the Hurbert Street lots and Performing Arts Center lot.
- Adjust signage to encourage RV parking and circulation outside of high demand areas along the Bayfront and in Nye Beach.
- Improve street lighting to create a better walking environment and to help activate under-utilized parking in poorly lit areas.

Parking Improvements

- Explore opportunities for the City and Port of Newport to partner on a project to add an east gangway access to Port Dock 5 to make Port property more attractive for parking
- Coordinate with the Port on opportunities to more efficiently store and/or rack gear to free up parking on Port property
- Restripe side street parking areas and lots with worn pavement markings (e.g. Canyon Way) to improve efficiently
- A key component is metering public parking in portions of the Bayfront and potentially Nye Beach.

Code Revisions

- Add code provisions to allow pervious pavement and other comparable alternatives to paved surfaces for areas suitable for temporary parking
- Allow temporary parking on undeveloped properties during extreme demand periods
- Eliminate minimum off-street parking requirements for new development and redevelopment in metered and permit zones (for most uses)

City of Newport
Community Development Department
169 SW Coast Highway Phone:1.541.574.0629
Newport, OR 97365 Fax:1.541.574.0644

This map is for informational use only and has not been projected for, nor is it suitable for legal, engineering, or surveying purposes. It includes data from multiple sources. The City of Newport assumes no responsibility for its compilation or use and users of this information are cautioned to verify all information with the City of Newport Community Development Department

Figure 4: Bay Front Parking Management Alternative

Image Taken July 2018
4-Inch, 4-band Digital Orthophotos
Quantum Spatial, Inc. Corvallis, OR

0 150 300 600 900 Feet

N

City of Newport
Community Development Department
169 SW Coast Highway
Newport, OR 97365
Phone: 1.541.574.0629
Fax: 1.541.574.0644

Figure 5: Nye Beach Parking Management (Alternative)

N

Image Taken July 2010
4-inch, 4-band Digital Orthophotos
Quantum Spatial, Inc. Corvallis, OR

0 100 200 400 Feet

Metering, in conjunction with permit and timed parking, is the most significant change recommended by the Parking Management Plan and is proposed as a demand management option at this time because:

- There are not enough parking spaces along the Bay Front and portions of Nye Beach to meet demand.
- Metering with permit parking is an opportunity to improve turnover in high demand areas while enhancing revenues for needed parking improvements.
- Existing revenue is insufficient to address maintenance needs let alone pay for additional supply.
- Resulting condition creates significant congestion and safety issues.
- Timed parking alone, coupled with enforcement will not address the supply problem (observed overstays 5-7%).
- Improvements to wayfinding and lighting, while important, similarly cannot contribute a meaningful number of additional spaces.
- Development opportunities, particularly on the Bayfront, are constrained by the lack of parking.
- Opportunities to add supply or supplement transit services are expensive and require dedicated revenue sources that do not presently exist.

A standing parking advisory committee, with representatives from the three commercial areas should be established to provide oversight. Responsibilities could include:

- Engage policy makers, city committees, staff, and partner organizations to plan for, and facilitate the implementation of parking and other transportation related improvements;
- Provide recommendations regarding city parking policies and programs, including maintenance of parking and related infrastructure, fees, wayfinding, and parking enforcement;
- Advocate and promote public awareness of parking and related initiatives, community engagement, and other efforts to achieve desired policy outcomes.

Capital Projects

The following is a list of capital projects recommended to enhance the availability or improve the supply of available parking. A transit option was explored to provide users an alternative method of transportation to and from the Bay Front, City Center and Nye Beach. A vanpool/carpool option was also discussed; however, further analysis is needed to determine how the mechanics of such a program would work given the employment dynamics in these areas.

Table 5: Potential Capital Projects

Parking System Enhancements (Per study except for refined meter information)

Description	Upfront Cost	Annual Cost (2018)
Implementation of Metered Areas (Bay Front and Nye Beach)	$634,750	$42,000
Implementation of Metered Areas (Bay Front Only)	$435,000	$28,800
Newport Transit Loop		$200,000+
Expanded Striping to Un-Marked Spaces (ref: difference between Table 2 and Table 6)	$10,000	$5,000
Improved Lighting at 3rd & 6th Street	$235,000	$45,000
Gangway from Port parking area to east end of Port Dock 5	$250,000 - $750,000	$7,500
Enhance City-Wide Wayfinding System	$25,000 - $125,000	$5,000
Nye Beach Area Structured Parking	$2,400,000	$15,000
Bayfront Structured / On-Pier Parking	$4,000,000	$25,000

Figure 6: Newport Transit Loop

The Lincoln County adopted a new transit development plan at the same time the Parking Management Plan was being developed. The transit plan includes an enhanced loop between Nye Beach and the Bayfront that utilizes City Hall as a transfer station.

Time: 15-minutes from Nye Beach to City Hall and City Hall to the Bayfront.

Equipment: One new bus

Cost: $201,000 year

Financing

Outlined below are metering and non-metering options for funding parking system improvements. The metering options are limited to the Bayfront and Nye Beach and align with the concept for paid only, paid/permit, and permit/timed concepts depicted on Figures 4 and 5. A breakdown of the spaces that would be subject to these concepts is listed below in Table 6. Accessible parking spaces in these areas would not be subject to meter limitations.

Table 6: Public Parking in Meter/Permit Concepts

Parking Stall Management (By Type)

District	Type	Paid Only	Paid / Permit	Permit / Timed	Unrestricted
Bay Front	On-Street[1]	144	117	242	72
	Public Lot	0	103	52	23
Nye Beach	On-Street[1]	9	105	268	747
	Public Lot	45	0	21	186

1 Includes unstriped parallel parking spaces in the totals, leading to a larger count than the figures reflected in Table 2.

Table 7: Paystation Pricing

Meter Options

Parking District	# Spaces	# Paystations[1]	Paystation Cost[1]	Signage Cost[2]	Total Cost
Bay Front	364	43	$344,000	$91,000	$435,000
Nye Beach	159	20	$160,000	$39,750	$199,750

1 Roughly one kiosk per eight spaces with adjustments based on lot/street configuration. Price of $8,000 per kiosk as noted in Study.

2 Signage cost of $1,250 (sign and post) and assumes one sign per five parking spaces (per the Study). There would likely be cost savings attributed to re-use of existing poles.

Table 8: Meter Revenues

Annual Revenues (Assumes no Business License Surcharge)

Parking District	Meter[1]	Permit (Aggressive)[2]	Permits (Conservative)[3]
Bay Front	$292,000	$37,000	$25,700
Nye Beach	$134,000	$28,400	$19,700

1 Peak demand assumes $1.00 hour seven days a week from 11am – 5pm, June through September. Meters are weekends only for other months. Assumes same Phase 1 per stall revenue as study.

2 Assumes annual sales at 120% of available spaces in all paid permit and permit timed areas. Priced at $60.00 per permit. Could be district specific or area wide.

3 Assumes annual sales at 50% of available spaces in all paid permit and permit timed areas. Priced at $100.00 per permit. Could be district specific or area wide.

Initial installation of meters would need to come from existing city funding sources. Once implemented, anticipated meter revenue is expected to exceed annual expenses and would provide a funding stream to enhance the parking system. The non-meter option (Table 9) relies upon business license and permit parking fees, which could be supplemented with other city funding sources to maintain status quo and low cost enhancements (i.e. striping and wayfinding). For Nye Beach. new revenue could be generated by expanding the boundary of the area where business license surcharges are collected. There is less of an opportunity to do the same in the Bay Front; however, reinstituting contributions from the Port of Newport coupled with increases to existing business license surcharges may generate sufficient funds if paired with a parking permit program.

Table 9: Non-Meter Alternative

No-Metering Alternative (Timed Parking with Permits)

Bayfront		Nye Beach	
Maintenance Needs (Table 4)	$58,350	Maintenance Needs (Table 4)	$49,600
Current Business License Surcharge Revenue[1]	$13,750	Current Business License Surcharge Revenue	$6,450
Maintenance Shortfall	- $44,600	Maintenance Shortfall	- $43,150
New Revenue from Parking Permits[2]	$25,700	New Revenue from Parking Permits[1]	$19,700
New Revenue from Business License Surcharge Fees[3]	$18,900	New Revenue from Business License Surcharge Fees[2]	$23,450

1 This amount would be increased by $6,000 if the Port of Newport and City of Newport were to execute a new intergovernmental agreement committing the Port to ongoing annual contributions on behalf of the commercial fishing interests.

2 Assumes annual sales at 50% of available spaces in all areas identified as paid, paid permit, or timed permit. Priced at $100.00 per permit. Could be district specific or area wide.

3 Fees are scalable and the amounts listed reflect what is needed to cover anticipated maintenance costs.

Consideration should be given to phasing fee increases in over time. If other revenue sources become available that can be dedicated to maintenance and/or enhancement of the parking assets then adjustments should be made to the fee structure to ensure equitable contributions from various user groups.

GOALS AND POLICIES
PUBLIC FACILITIES ELEMENT

PUBLIC PARKING

Goal 1: Maximize the available parking supply in Nye Beach, Bay Front, and City Center areas to support a vibrant working waterfront and retail-oriented, tourist commercial businesses, and mixed-use neighborhoods.

Policy 1.1: Promote the use of under-utilized public parking areas.

Implementation Measure 1.1.1: Improve branding of City-owned parking lots and facilities and wayfinding between parking areas and destinations.

Implementation Measure 1.1.2: Add street lighting to create a better walking environment and to help activate parking in poorly lit areas.

Implementation Measure 1.1.3: Adjust signage to encourage RV parking in the Hurbert Street lot and along Elizabeth Street.

Implementation Measure 1.1.4: Identify specific measures that can be taken to enhance visibility and increase the use of the Hurbert Street lots and Performing Arts Center lot.

Policy 1.2: Promote alternative modes of transportation to reduce vehicle trips to and from Nye Beach and the Bayfront.

Implementation Measure 1.2.1: Support efforts to establish a rapid transit loop between the Bayfront, City Center, and Nye Beach as outlined in the Lincoln County Transit Development Plan (April 2018).

Implementation Measure 1.2.2: Coordinate with area employers on opportunities to expand carpool or vanpool options.

Implementation Measure 1.2.3: Continue to expand the bicycle and pedestrian network to improve connectivity and user options.

Policy 1.3: Consider demand management strategies to improve parking turnover for public parking areas where occupancies are "functionally full" (i.e. at or near 85% percent during peak periods).

Implementation Measure 1.3.1: Pursue metered zones, hybrid paid / permit, and hybrid permit / timed zones for high demand areas along the Bayfront.

Implementation Measure 1.3.2: Support metering, where implemented, with a parking permit program.

Implementation Measure 1.3.3: Conduct outreach with the Nye Beach community to address whether or not a non-metering concept, focusing on

options that consist of fees, permit parking, or other dedicated funding sources is preferable.

Policy 1.4: Investigate opportunities to enhance the supply of public and privately owned parking through strategic partnerships in a manner that best leverages limited funding.

Goal 2: Maintain public parking assets so that they are suitable to meet the needs of all users.

Policy 2.1: Develop financing strategies that secure equitable contributions from parties that benefit from and utilize public parking.

Implementation Measure 2.1.1: Metering should be directed to peak demand periods, as opposed to year round, with a baseline for pricing that is consistent with the recommendations contained in the Newport Parking Management Plan (March 2018).

Implementation Measure 2.1.2: In areas where metering is not implemented, fees from businesses and users should be adjusted to cover anticipated maintenance costs, unless other revenue sources are identified for that purpose.

Implementation Measure 2.1.3: Revenues generated from public parking meters, permits or other fees should be dedicated to public parking, and not used to support other city programs.

Implementation Measure 2.1.4: Business license surcharge fees now imposed in the Bayfront, Nye Beach, and City Center should be expanded to apply to short-term rentals, but otherwise maintained in their present form until other funding sources are established.

Policy 2.2: Establish a program for routine maintenance of public parking lots.

Implementation Measure 2.2.1: Incorporate scheduled resurfacing, striping, and reconstruction of the public parking lots into the City's Capital Improvement Plan.

Policy 2.3: Consider adjustments to funding maintenance of public parking areas in City Center once the urban renewal funded transportation system planning effort for that area is complete.

Policy 2.4: Evaluate parking management practices at the City Hall Campus to ensure available parking is sufficient to meet anticipated needs.

Goal 3: Implement changes to how the City manages public parking in a manner that is easily understood by the public, meets the needs of area businesses and residents, recognizes seasonality of certain uses, and is effectively enforced.

Policy 3.1: Ensure city codes and policies provide a clear administrative framework for implementing metering, permitting, or other regulatory tasks.

Policy 3.2: Identify opportunities to facilitate economic development and enhance livability in areas where parking is limited.

Implementation Measure 3.2.1: Add code provisions to allow pervious pavement and other comparable alternatives to paved surfaces for areas suitable for temporary parking.

Implementation Measure 3.2.2: Allow temporary parking on undeveloped properties during extreme demand periods.

Implementation Measure 3.2.3: Reduce or eliminate minimum off-street parking requirements for new development or redevelopment in metered and meter/permit zones.

Policy 3.3: Scale code enforcement resources commensurate to the demands of the parking program.

Goal 4: Provide opportunities for the public to inform city decision making related to the management of public parking areas.

Policy 4.1: Provide a structured method for members of the public to advise policy-makers and staff on how the city might best leverage and invest in its parking and transportation-related assets.

Implementation Measure 4.1.1: Establish a standing parking advisory committee, with representation from affected areas.

Implementation Measure 4.1.2: Utilize public processes to evaluate parking measures on an ongoing basis with attention to economic, land use and related factors that influence parking demand.

CITY OF NEWPORT
RESOLUTION NO. 3864

RESOLUTION SETTING
PARKING DISTRICT BUSINESS LICENSE FEES

WHEREAS, at the request of area business owners, the Newport City Council adopted Ordinance Nos. 1993, 2009, and 2020 establishing the Nye Beach, City Center and Bayfront Commercial Parking Districts ("Parking Districts") to generate funding to pay for parking system improvements in the respective commercial areas; and

WHEREAS, each of the Parking Districts is an economic improvement district pursuant to ORS Chapter 223, funded through a business license surcharge and authorized for an initial five year period; and

WHEREAS, the effective period of these economic improvement districts was extended with Ordinance Nos 1993, 2078, 2098, and 2134, with the districts now set to expire June 30, 2019; and

WHEREAS, the latest round of extensions were undertaken to provide an opportunity for a parking study to be performed to establish whether or not the Parking Districts should continue in their current form or whether an alternative approach should be pursued to address each of the areas parking needs; and

WHEREAS, while the parking study is complete, and has been vetted and revised with the assistance of a citizen advisory committee, recommendations on how best to address parking needs, including parking management and funding strategies, have not yet been finalized; and

WHEREAS, it is in the public interest that business license surcharges imposed within the Parking Districts remain in effect until parking management and funding strategies are finalized in order to provide a seamless transition; and

WHEREAS, this can most effectively be accomplished by allowing the economic improvement districts to expire and instead impose business license surcharges under Section 4 of the City Charter and the City's Constitutional Home Rule authority, as implemented through Chapter 4.05 of the Newport Municipal Code; and

WHEREAS, NMC 4.05.030(C) establishes that business license annual fees shall be determined by City Council resolution and the fees set forth herein serve as a portion of the business license annual fee for businesses operating within the Parking Districts.

THE CITY OF NEWPORT RESOLVES AS FOLLOWS:

Section 1. **Parking Districts Established**. The boundary of the Parking Districts shall be as established with Ordinance No. 1993, 2009, and 2020, as amended, as graphically depicted on Exhibit A.

Section 2. **Parking District Business License Annual Fee**. The business license annual fee, framed as a business license surcharge in the fee schedule, shall be as follows:

A. Nye Beach Parking District.

Business provides no off-street parking spaces:	$250.00
Business provides 1-3 off-street parking spaces:	$150.00

All other businesses:	$100.00
B. City Center Parking District.	$35.00
C. Bay Front Parking District.	
Fewer than 5 employees:	$150.00
5 to 20 employees:	$300.00
More than 20 employees:	$600.00

Section 3. Relationship to Other Business License Fees. Fees set forth in Section 2, are in addition to other business license fees collected pursuant to NMC Chapter 4.05.

Section 4. Special Parking Area Requirements. NMC 14.14.100 provides that off-street parking within a Parking District shall be provided as specified by the Parking District. For that purpose, the business license annual fee established herein shall exempt new development or redevelopment from having to provide up to five (5) off-street parking spaces, just as it did when the economic improvement districts were effective. Businesses that require more than five (5) off-street parking spaces shall provide the additional spaces in accordance with applicable provisions of the Newport Zoning Ordinance (NMC Chapter 14).

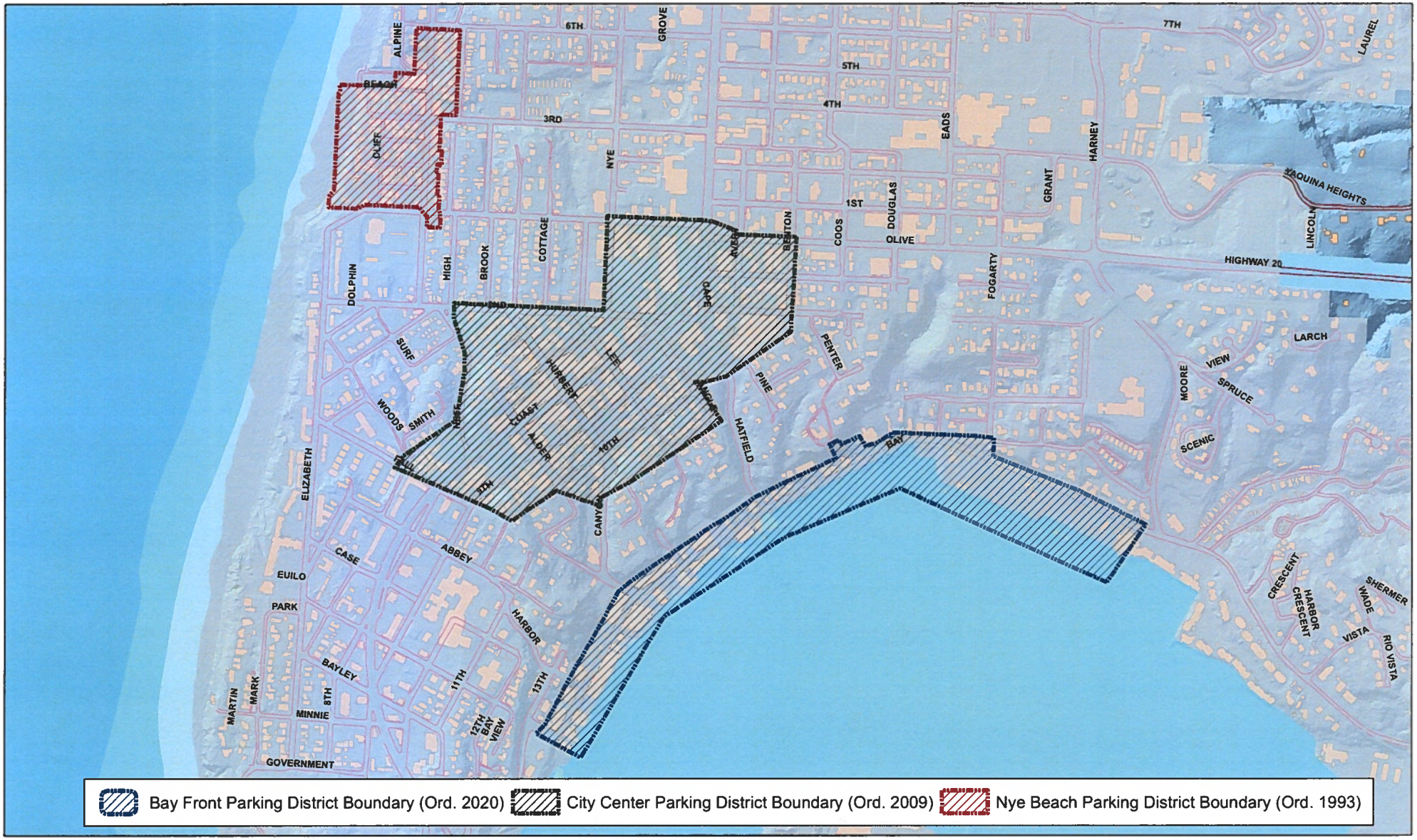
Section 5. Effective Date. This resolution is effective immediately upon adoption.

Adopted by the Newport City Council on June 17, 2019

David N. Allen, Council President

ATTEST:

Margaret M. Hawker, City Recorder



City of Newport
Community Development Department
169 SW Coast Highway
Newport, OR 97365
Phone: 1 541 574 0629
Fax: 1 541 574 0644

Exhibit A, Resolution No. 3864
Parking Districts Subject to Business License Surcharge

0 300 600 1,200 Feet

N

Date: 5/31/19

CHAPTER 14.14 PARKING, LOADING, AND ACCESS REQUIREMENTS

14.14.010 Purpose

The purpose of this section is to establish off-street parking and loading requirements, access standards, development standards for off-street parking lots, and to formulate special parking areas for specific areas of the City of Newport. It is also the purpose of this section to implement the Comprehensive Plan, enhance property values, and preserve the health, safety, and welfare of citizens of the City of Newport.

14.14.020 Definitions

For purposes of this section, the following definitions shall apply:

Access. The point of ingress and egress from a public street to an off-street parking lot or loading and unloading area.

Aisle. Lanes providing access to a parking space.

Gross Floor Area. The total area of a building measured by taking the outside dimensions of the building at each floor level intended for occupancy or storage.

Loading Space. A parking space for the loading and unloading of vehicles over 30 feet in length.

Parking Space. An area for the parking of a vehicle.

Site Plan. A map showing the layout of the building, parking, landscaping, setbacks, and any other pertinent information concerning the development of a site.

Use. Any new building, change of occupancy, or addition to an existing building.

14.14.030 Number of Parking Spaces Required

A. Off-street parking shall be provided and maintained as set forth in this section. Such off-street parking spaces shall be provided prior to issuance of a final building inspection, certificate of occupancy for a

building, or occupancy, whichever occurs first. For any expansion, reconstruction, or change of use, the entire development shall satisfy the requirements of Section 14.14.050, Accessible Parking. Otherwise, for building expansions the additional required parking and access improvements shall be based on the expansion only and for reconstruction or change of type of use, credit shall be given to the old use so that the required parking shall be based on the increase of the new use. Any use requiring any fraction of a space shall provide the entire space. In the case of mixed uses such as a restaurant or gift shop in a hotel, the total requirement shall be the sum of the requirements for the uses computed separately. Required parking shall be available for the parking of operable automobiles of residents, customers, or employees, and shall not be used for the storage of vehicles or materials or for the sale of merchandise. A site plan, drawn to scale, shall accompany a request for a land use or building permit. Such plan shall demonstrate how the parking requirements required by this section are met.

Parking shall be required at the following rate. All calculations shall be based on gross floor area unless otherwise stated.

(*Section previously amended by Ordinance No. 1332 (5-23-83), Ordinance No.1447 (12-16-85), Ordinance No. 1462 (5-3-86), Ordinance No. 1548 (8-21-89), Ordinance No. 1638 (7-20-92), and Ordinance No. 1622 (10-7-91); section amended in its entirety by Ordinance No. 1780 (11-17-97); and amended in its entirety by Ordinance No. 2010 (1-6-2011).)

1.	General Office	1 space/600 sf
2.	Post Office	1 space/250 sf
3.	General Retail (e.g. shopping centers, apparel stores, discount stores, grocery stores, video arcade, etc.)	1 space/300 sf
4.	Bulk Retail (e.g. hardware, garden center, car sales, tire stores, wholesale market, furniture stores, etc.)	1 space/600 sf
5.	Building Materials and Lumber Store	1 space/1,000 sf
6.	Nursery – Wholesale Building	1 space/2,000 sf 1 space/1,000 sf
7.	Eating and Drinking Establishments	1 space/150 sf
8.	Service Station	1 space/pump

9.	Service Station with Convenience Store	1 space/pump + 1 space/ 200 sf of store space
10.	Car Wash	1 space/washing module + 2 spaces
11.	Bank	1 space/300 sf
12.	Waterport/Marine Terminal	20 spaces/berth
13.	General Aviation Airport	1 space/hangar + 1 space/300 sf of terminal
14.	Truck Terminal	1 space/berth
15.	Industrial	1.5 spaces
16.	Industrial Park	1.5 spaces/5,000 sf
17.	Warehouse	1 space/2,000 sf
18.	Mini-Warehouse	1 space/10 storage units
19.	Single-Family Detached Residence	2 spaces/dwelling
20.	Duplex	1 space/dwelling
21.	Apartment	1 space/unit for first four units + 1.5 spaces/unit for each Additional unit
22.	Condominium (Residential)	1.5 spaces/unit
23.	Townhouse	1.5 spaces/unit
24.	Cottage Cluster	1 space/unit
25.	Elderly Housing Project	0.8 space/unit if over 16 dwelling units
26.	Congregate Care/Nursing Home	1 space/1,000 sq. ft.
27.	Hotel/Motel	1 space/room + 1 space for the manager (if the hotel/motel contains other uses, the other uses Shall be calculated separately
28.	Park	2 spaces/acre
29.	Athletic Field	20 spaces/acre
30.	Recreational Vehicle Park	1 space/RV space + 1 space/10 RV spaces
31.	Marina	1 space/5 slips or berths
32.	Golf Course	4 spaces/hole
33.	Theater	1 space/4 seats
34.	Bowling alley	4 spaces/alley
35.	Elementary/Middle School	1.6 spaces/classroom
36.	High School	4.5 spaces/classroom
37.	Community College	10 spaces/classroom
38.	Religious/Fraternal Organization	1 space/4 seats in the main auditorium
39.	Day Care Facility	1 space/4 persons of license occupancy
40.	Hospital	1 space/bed
41.	Assembly Occupancy	1 space/8 occupants (based on 1 occupant/15 sf of exposition/meeting/assembly room conference use not elsewhere specified

(Section 14.14.030 was amended by Ordinance No. 2182, adopted on May 17, 2021; effective on June 16, 2021.)

14.14.040 Parking Requirements for Uses Not Specified

The parking space requirements of buildings and uses not set forth above shall be determined by the Planning Director or designate. Such determination shall be based upon requirements for the most comparable building or use specified in Section 14.14.030 or a separate parking demand analysis prepared by the applicant and subject to a Type I decision making procedure as provided in Section 14.52, Procedural Requirements.

14.14.050 Accessible Parking

Parking areas shall meet all applicable accessible parking requirements of the Oregon Structural Specialty Code to ensure adequate access for disabled persons.

14.14.060 Compact Spaces

For parking lots of four vehicles or more, 40% of the spaces may be compact spaces, as defined in Section 14.14.090(A). Each compact space must be marked with the word "Compacts" in letters that are at least six inches high.

14.14.070 Bicycle Parking

Bicycle parking facilities shall be provided as part of new multi-family residential developments of four units or more and new retail, office, and institutional developments.

A. The required minimum number of bicycle parking spaces is as follows:

Parking Spaces Required	Bike Spaces Required
1 to 4	0
5 to 25	1
26 to 50	2
51 to 100	3
Over 100	1/50

B. Bicycle parking for multiple uses (such as commercial shopping centers) may be clustered in one or several locations but must meet all other requirements for bicycle parking.

C. Each required bicycle parking space shall be at least two and a half by six feet. An access aisle at least five feet wide shall be provided and maintained beside or between each row of bicycle parking.

D. Bicycle parking facilities shall offer security in the form of either a lockable enclosure in which the bicycle can be stored or a stationary object (e.g., a "rack") upon which a bicycle can be locked.

E. Areas set aside for required bicycle parking must be clearly marked and reserved for bicycle parking only.

14.14.080 Shared Parking

The off-street parking requirements of two or more uses, structures, or parcels may be satisfied by the same parking lot or loading spaces used jointly to the extent that it can be shown by the owners or operators of the uses, structures, or parcels that their parking needs do not overlap. If the uses, structures, or parcels are under separate ownership, the right to joint use of the parking space must be evidenced by a deed, lease, contract, or other appropriate written document to establish the joint use.

14.14.090 Parking Lot Standards

Parking lots shall comply with the following:

A. Size of Spaces. Standard parking spaces shall be nine (9) feet in width by 18 feet in length. Compact spaces may be 7.5 feet wide by 15 feet long. Wherever parking areas consist of spaces set aside for parallel parking, the dimensions of such parking space(s) shall be not less than eight (8) feet wide and 22 feet long. Lines demarcating parking spaces may be drawn at various angles in relation to curbs or aisles so long as the parking spaces so created contain within them the rectangular area required by this section.

B. Aisle Widths. Parking area aisle widths shall conform to the following table, which varies the width requirement according to the angle of parking:

Parking Angle	0	30°	45°	60°	90°
Aisle Width					
One way traffic	13	11	13	18	24
Two-way traffic	19	20	21	23	24

C. Surfacing.

1. All parking lots that are required to have more than five parking spaces shall be graded and surfaced with asphalt or concrete. Other material that will provide equivalent protection against potholes, erosion, and dust may be approved by the City Engineer if an equivalent level of stability is achieved.

2. Parking lots having less than five parking spaces are not required to have the type of surface material specified in subsection (1), above. However, such parking lot shall be graded and surfaced with crushed rock, gravel, or other suitable material as approved by the City Engineer. The perimeter of such parking lot shall be defined by brick, stones, railroad ties, or other such similar devices. Whenever such a parking lot abuts a paved street, the driveway leading from such street to the parking lot shall be paved with concrete from the street to the property line of the parking lot.

3. Parking spaces in areas surfaced in accordance with subsection (1) shall be appropriately demarcated with painted lines or other markings.

D. Joint Use of Required Parking Spaces. One parking lot may contain required spaces for several different uses, but the required spaces assigned to one use may not be credited to any other use.

E. Satellite Parking.

1. If the number of off-street parking spaces required by this chapter cannot be provided on the same lot where the principal use is located, then spaces may be provided on adjacent or nearby lots in accordance with the provisions of this section. These off-site spaces are referred to as satellite parking spaces.

2. All such satellite parking spaces shall be located within 200 feet of the principal building or lot associated with such parking.

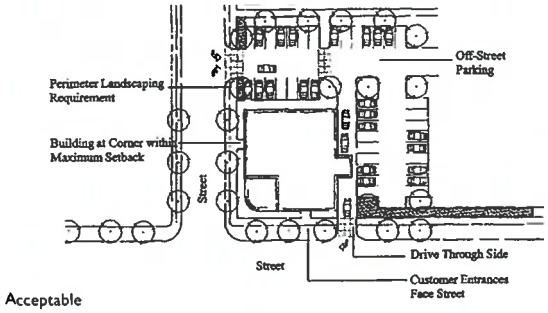
3. The applicant wishing to take advantage of the provisions of this section must present satisfactory written evidence that the permission of the owner or other person in charge of the satellite parking spaces to use such spaces has been obtained. The applicant must also sign an acknowledgement that the continuing validity of the use depends upon the continued ability to provide the requisite number of parking spaces.

4. Satellite parking spaces allowed in accordance with this subsection shall meet all the requirements contained in this section.

F. Lighting. Lighting from parking lots shall be so designed and located as to not glare onto neighboring residential properties. Such lighting shall be screened, shaded, or designed in such a way as to comply with the requirement contained in this section. This section is not intended to apply to public street lighting or to outdoor recreational uses such as ball fields, playing fields, and tennis courts.

G. Drive-Up/Drive-In/Drive-Through Uses and Facilities. Drive-up or drive-through uses and facilities shall conform to the following standards, which are intended to calm traffic, and protect pedestrian comfort and safety (Figures 1 and 2).

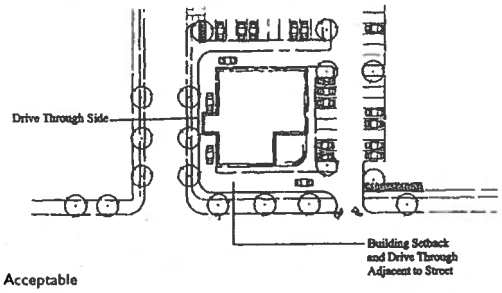
Figure 1 – Drive-Up and Drive-Through Facilities



Acceptable

1. The drive-up/drive through facility shall orient to an alley, driveway, or interior parking area, and not a street; and

2. None of the drive-up, drive-in or drive-through facilities (e.g., driveway queuing areas, windows, teller machines, service windows, kiosks, drop-boxes, or similar facilities) are located within 20 feet of a street and shall not be oriented to a street corner. (Walk-up only teller machines and kiosks may be oriented to a street or placed adjacent to a street corner); and



Not Acceptable

3. Drive-up/in queuing areas shall be designed so that vehicles do not obstruct a driveway, fire access lane, walkway, or public right-of-way.

14.14.100 Special Area Parking Requirements

These special areas are defined as follows:

A. Nye Beach. That area bounded by SW 2nd Street, NW 12th Street, NW and SW Hurbert Street, and the Pacific Ocean.

B. Bayfront. That area bounded by Yaquina Bay and the following streets: SE Moore Drive, SE 5th and SE 13th, SW 13th Street, SW Canyon Way, SW 10th, SW Alder, SW 12th, SW Fall, SW 13th, and SW Bay.

C. City Center. That area bounded by SW Fall Street, SW 7th Street, SW Neff Street, SW Alder Street, SW 2nd Street, SW Nye Street, Olive Street, SE Benton Street, SW 10th Street, SW Angle Street, SW 11th Street, SW Hurbert Street, and SW 10th Street.

Uses within a special area are not required to provide the parking required in this section if a parking district authorized by the City Council is formed in all or part of the special area. In such circumstances, off-street parking shall be provided as specified by the parking district.

(Section 14.14.100 adopted by Ordinance No. 2081, adopted on May 18, 2015: effective June 18, 2015.)

14.14.110 Loading and Unloading Areas

Off-street loading and unloading areas shall be provided per this section.

A. Whenever the normal operation of any use requires that goods, merchandise, or equipment be routinely delivered to or shipped from that use, a sufficient off-street loading and unloading area must be provided in accordance with this subsection to accommodate the delivery or shipment operations in a safe and convenient manner.

B. The loading and unloading area must accommodate the numbers as set forth in Table A. At a minimum, a loading and unloading space must be 35 feet in length, 10 feet in width, and 14 feet in height. The following table indicates the number of spaces that, presumptively, satisfy the standard set forth in this subsection.

Table A

Square footage of Building	Number of Loading Spaces
0-19,999	0
20,000 - 79,999	1
80,000 - 119,999	2

120,000+	3

C. Loading and unloading areas shall be located and designed so that vehicles intending to use them can maneuver safely and conveniently to and from a public right-of-way or any parking space or parking lot aisle. No space for loading shall be so located that a vehicle using such loading space projects into any public right-of-way.

D. No area allocated to loading and unloading facilities may be used to satisfy the area requirements for off-street parking, nor shall any portion of any off-street parking area be used to satisfy the area requirements for loading and unloading facilities.

E. Whenever a change of use occurs after January 1, 1995, that does not involve any enlargement of a structure, and the loading area requirements of this section cannot be satisfied because there is insufficient area available on the lot that can practicably be used for loading and unloading, then the Planning Commission may waive the requirements of this section.

F. Whenever a loading and unloading facility is located adjacent to a residential zone, the loading and unloading facility shall be screened per Section 14.18.

14.14.120 Access

A. Access to parking lots shall be from a public street or alley. Access to loading and unloading areas shall be from a public street, an alley, or a parking lot.

B. Access to nonresidential parking lots or loading and unloading areas shall not be through areas that are zoned residential.

C. All accesses shall be approved by the City Engineer or designate.

D. Driveway accesses onto Arterial streets shall be spaced a distance of 500 feet where practical, as measured from the center of driveway to center of driveway.

E, Each parcel or lot shall be limited to one driveway onto an Arterial street unless the spacing standard in (D) can be satisfied.

F. Access Consolidation. Accesses shall be consolidated unless demonstrated to be unfeasible as determined by the City Engineer.

14.14.130 Variances

Variances to this section may be approved in accordance with provisions of Section 14.33, Adjustments and Variances, and a Type III Land Use Action decision process consistent with Section 14.52, Procedural Requirements.*

Spencer R. Nebel
City Manager
CITY OF NEWPORT
169 S.W. Coast Hwy.
Newport, OR 97365
s.nebel@newportoregon.gov

DATE: October 18, 2021

TO: City of Newport Department Heads and Advisory Committees

FROM: Spencer Nebel, City Manager

RE: Committee Goal Report

The City Council will be meeting on January 10, 2022 to develop goals and objectives for the fiscal year beginning July 1, 2022. During this past year, COVID-19 has continued to impact many aspects of our lives, including limiting our ability to address many of our plans that we had identified prior to the pandemic. That being said, even with COVID-19, a lot of work was completed.

In preparation for the City's development of goals and objectives for the fiscal year beginning July 1, please review your existing goals and objectives developed by your Committee, or for your department, for the 2021-2022 Fiscal Year to provide the status of each of these items. Some of the objectives may have been met, others may be in process, or planned to be addressed by the end of the fiscal year. Also, indicate if a goal is being dropped from consideration due to changing circumstances. Please use the Goals and Objectives website to indicate the current status of these goals.

For developing goals and objectives for Fiscal Year 2022-2023, please report which goals and objectives will be carried over to the new fiscal year, and add any new goals and objectives that the Committee would like to focus on in the coming year.

Goals should be tied to key strategies identified in the Great Newport Area Vision 2040 link below.
https://www.newportoregon.gov/dept/cdd/documents/Vision2040/Vision2040_Brochure.pdf

As a reminder, goals are longer-term efforts to achieve a desired result. An example of a goal from the Engineering Department is as follows: **"Reinvest in improvements in the City's sanitary sewer system to eliminate wastewater overflows."**

Objectives are specific and measurable steps that are to be accomplished during the next fiscal year. Examples of objectives to achieve the above goal would be **"Construct two sanitary lift stations and one mile of sewer mains in Agate Beach"** or **"Complete design engineering for**

the North Side Pump Station headworks." Both of these objectives are specific and measurable. By the end of the year, we can measure what progress was made on the goal of eliminating overflows by seeing if the proposed objectives were met.

This information for the Fiscal Year 2022-2023 goals and objectives will be compiled and included in a report to the City Council. The information will need to be entered in the Goals and Objectives website by December 15, 2021, for it to be provided as part of the agenda packet for the City Council goal session. Also, please update the status of current goals on the website by December 29, 2021, so that this information can be included in the materials for the City Council in preparation of the January 10, 2022 Council Goal Setting Session. The full schedule for Fiscal Year 2022-2023 Goals Setting is as follows:

Annual Goal Setting Calendar

10/18/21	Notice sent to departments and staff for the Fiscal Year 2022-2023 Goal Setting Session
10/27/21	Update status of Fiscal Year 2021-2022 department and committee goals on the website
12/15/21	Enter Fiscal Year 2022-2023 goals on the website
12/29/21	Update status of Fiscal Year 2021-2022 department and committee goals on the website
1/3/22	2040 Vision Advisory Committee presents annual report to the City Council
1/10/22	Council Goal Setting meeting
1/17/22	Council approves draft goals
2/21/22	2040 Vision Advisory Committee provides a report on draft goals to the City Council
3/7/22	Public Hearing and adoption of the goals
4/6/22	Update the status of Fiscal Year 2021-2022 department and committee goals on the website

IT Director, Richard Dutton, has prepared a guide to using the Goals and Objectives website. A copy is attached for your review. Please speak with Richard if you have any questions.

Sincerely,

Spencer R. Nebel,
City Manager

cc: Kay Keady, Retirement Board
Mike Cavanaugh, Parks & Rec, 60+
Linda Wertman, Audit
Sherri Marineau, Planning Commission
Beth Young, Bike & Ped
Peggy Hawker, Budget, Airport, DNC, Public Arts, Sister City & Vision 2040
Laura Kimberly, Library
Leslie Palotas, Vision 2040

Attachments: Guide to Entering Update to Goals on the Website

City of Newport

Goals & Objectives website

https://goals.newportoregon.gov

Contents

Top Menu

Home

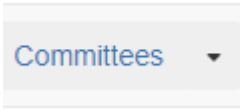
The Home tab gives you an overall count of the number of goals associated with V2040 strategies. You can filter the dashboard by Focus Area, Tier and Year. The dashboard gives a visual representation of V2040 strategies are identified with committees and departments.

Vision2040

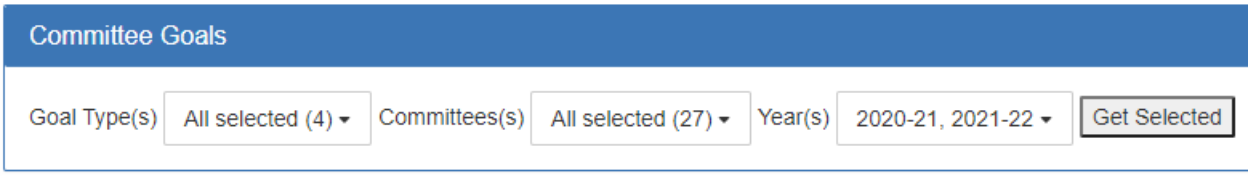
The Vision2040 tab gives a more detailed view of each of the Focus Areas. You can filter by Focus Area, Tier, the City's role and year (based upon the financial year calendar). Use the filters to limit the amount of data on display. Make you selection and then click on "Get Selected". You can display all Vision 2040 focus areas at once, or go directly to an individual area; use the down-arrow in the menu.

Committees

The committees tab shows all currently active committees and their goals/objectives and other associated data. You can display all committees at once or go directly to a specific committee; use the down-arrow in the menu.



You can filter by Goal Type, Committee and Year. You can select multiple criteria to display; make your selection and click “Get Selected”.



Departments

The departments tab shows all departments and their goals/objectives and other associated data. You can display all departments at once, or go directly to a specific department; use the down-arrow in the meny. You can filter the display by Goal Type, Department and Year. You can select multiple criteria at once; make your selection and click “Get Selected”.

Table View vs Timeline View

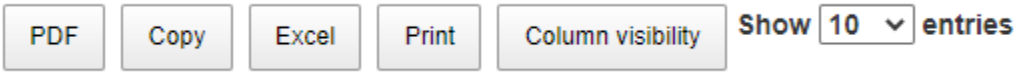
Table View displays all the data for the current selection. If you’re signed-in, an Edit button will appear next to each item you’re authorized to manage. Table view is the primary view for reviewing, updating and creating goals & objectives.

Timeline View displays Goals over one or more years. This gives you the ability to see goals from year to year, and their current status (Complete, In Progress, Not Started or Terminated). Multi-year goals are displayed in the year the goal was established, and subsequently with an arrow symbol for following years.

Goal/Objective Progress

You can set the progress status of each objective to Not Started, In Progress, Completed, or Terminated. Terminated is to be used for those objectives that are no longer being pursued. The progress status is indicated graphically by red, yellow, green or purple dots. Once all the objectives for a goal are marked as Completed, the overall goal status becomes Completed (green).

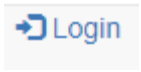
Table View – Export & display functions

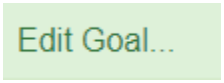


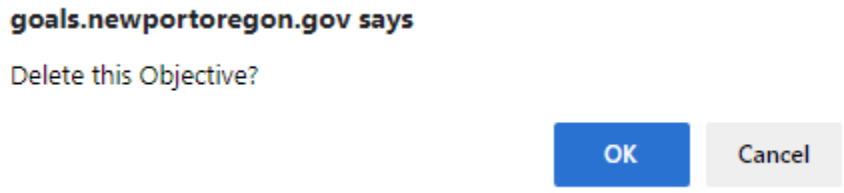
This is the primary view for creating and updating goals & objectives. Once you are signed-in, Table View allows you to export goals to PDF, the clipboard, or Excel. You can also print directly from this view. Column Visibility allows you to adjust what you want to see on the screen. Note that the export- and print-functions export all goal/objective data regardless of column visibility settings. After exporting data you can further manipulate which columns you may want in your report.

You can sort goals in table-view, as well as search for text.

How to Update Current Goals/Objectives

1. Login (top-right of screen). 

2. Use your network username/password to gain access.
3. Once you have signed in you will have edit access to assigned department(s) and committees. Others will remain view-only.
4. You will be signed-out automatically after about 20minutes of inactivity. You can click on Logout to sign out immediately.
5. On the far-right of each goal row, click the Edit button.  This puts you into “edit mode”


6. The text of existing goals and objectives should be left un-edited after publication. However, you can update it to make corrections, adjust formatting etc.
7. You can add & remove Objectives to the goal. You will receive a warning when deleting an objective, giving you the chance to Cancel.


8. Update the Progress of each Objective. This will be reflected in the overall progress of the goal when you finish editing. 

9. Vision2040 linked Strategies can be added and removed.

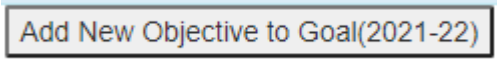
a. Select the Focus Area (A, B, C, D, E or F) first.

b. Then select a corresponding Focus Strategy.

c. Then click “Add V2040 to Goal” 

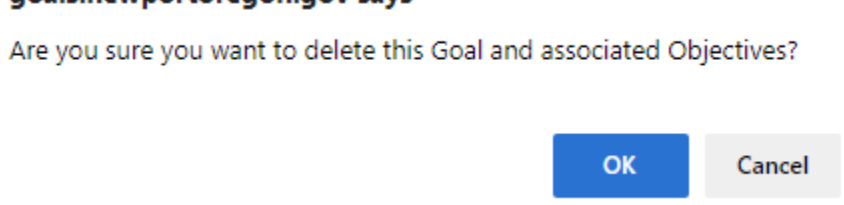
d. You can remove a V2040-linked strategy by clicking the red delete icon to the right on each assigned strategy. 

10. Multi-Year Goals
    a. Some goals may span multiple-years. Goal Updates and Objective Updates are shown below the core goal-information section.
    b. You can extend a goal into future years by clicking on the button marked “Advance Goal/Objective(s) to Next Year”. 

    c. Currently you can only advance a goal as far as year 2029-30.
    d. Any Objectives that have a status of “Not Started” or “In Progress” will automatically be advanced into future years as well. You can remove automatically assigned objectives from future years if you wish. Objectives advanced into future years will have a progress label of “Not Started”, as they are specific to each year.
    e. You can add new objectives for future years for the same goal. Click on the button marked “Add New Objective to Goal”; the year for each goal and objective(s) is marked in parentheses. 

    f. You can add Status comments to the goal for each year, as well as adjust the Goal Type (Ongoing, Current FY, 2-5years, 5+ years).
    g. The goal progress icon reflects the objective progress status. Currently the icon color only changes upon window refresh. A future release will include automatic color-updating…oohh.
11. Deleting a Goal
    a. You can delete an entire goal and all objectives associated with it. Click the “Delete Goal” button at the foot of the page. 

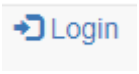
    b. You will receive a warning asking you to confirm deletion.



c. Once a Goal and associated Objectives have been deleted it is very difficult to restore them. They can be recovered from daily backups, but must be re-entered manually (copy/paste). Be careful when deleting goals!

12. Move to Next/Previous Goal
    a. At the foot of the page are “next” and “previous” buttons. These allow you to move backwards and forwards through your goals whilst remaining in Edit mode.

How to Add New Goals

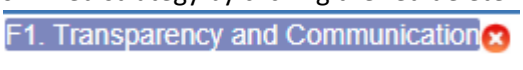
1. Login (top-right of screen). 

2. Use your network username/password to gain access.
3. Once you have signed in you will have the ability to add new goals to assigned department(s) and committees. Others will remain view-only.
4. You will be signed-out automatically after about 20minutes of inactivity. You can click on Logout to sign out immediately.
5. First select the year in which you wish to create a new goal.

6. Then click the “Add New Goal” button. This creates a new goal in the selected year.
7. Set the Goal Type – Ongoing, Current FY, 2-5 Years, 5+ years.
8. Enter a Goal Title.
9. Enter Goal Text. This box can be used to describe the goal in more detail.
10. Assign Vision-2040 Strategies, where applicable.
    a. Select the Focus Area (A, B, C, D, E or F) first.

    b. Then select a corresponding Focus Strategy.

    c. Then click “Add V2040 to Goal” 

    d. You can remove a V2040-linked strategy by clicking the red delete icon to the right on each assigned strategy. 

11. Add Objectives to the Goal. (Reminder, Objectives should be discrete, measurable action items.)

a. 

b. You can add as many objectives as you like.

c. Enter Objective text, and assign Objective Progress.

d. Delete an Objective by click on the red delete icon  . You will be prompted to confirm that you wish to delete the objective. Recovering deleted objectives is possible but quite time consuming.

12. Delete new Goal
    a. Newly created goals may be deleted, along with any associated objectives.