

ARTICLE 3:
SITE IMPROVEMENT REQUIREMENTS

SECTION 3.3.010 PURPOSE

The objective of this Article is to set minimum development standards for private property which promote and protect the public health, safety and welfare of the community; to enhance aesthetic values; and, to conform with the adopted goals, objectives and policies of the Roseburg Urban Area Comprehensive Plan

SECTION 3.3.020 SITE DEVELOPMENT – EXCAVATION AND FILL PLACEMENT.

- 1) Excavation, fill placement, or removal of trees or ground cover shall require a permit from the Community Development Department if any of the following conditions apply.
 - a) The volume of fill placement or excavation exceeds five (5) cubic yards for any 1,000 square feet of area.
 - b) The proposed fill placement or excavation will result in disturbing 3,000 or more square feet.
 - c) The property contains all or portions of a river, stream, wetland, spring, or other source where the continuous presence of water is indicated and which would be disturbed.
 - d) Lands within and identified on the City of Roseburg Slope Map or having slopes of greater than 12% shall comply with the requirements identified in Article 10.
 - e) Exceptions. A site development permit shall not be required for the following activities:
 - i) Projects or developments which have received Site Plan Review approval.
 - ii) The installation and maintenance of public utilities and infrastructure such as water lines, water meters, pump stations, sewer lines, and streets by the City, Roseburg Urban Sanitary Authority, other utilities or their contractors.
 - iii) Removal of trees and ground cover in emergency situations involving immediate danger to life or property or substantial fire hazards.
 - iv) Removal of trees, ground cover, or obnoxious vegetation on partially developed property for purposes of general property and utility

maintenance, fire hazard removal, landscaping, or gardening without the use of a bulldozer or similar mechanical equipment.

- 2) Application and Submittal Requirements. The application shall include, at a minimum, the following information.
- a) Map/Plan. The submitted map/plan shall include the date, north arrow, location of adjoining streets, structures and property, existing utilities, scale, and contours at no more than two (2) foot intervals.
 - b) Property description(s). Legal description including accurate property lines and boundaries.
 - c) Planned Improvements. Proposed location of all improvements, including but not limited to structures, utilities, roads, storm drainage, and retaining walls.
 - d) Topography. Natural features, tree groupings, rivers, streams, wetlands, or other geographical features.
 - e) Stabilization/Erosion Control Method(s). Proposed methods for bank stabilization, erosion control plan and measures (DEQ requirements), and land restoration.
 - f) Vegetation/soils. General description and notation of trees and ground cover; general description of soils and characteristics. Subject to review, certain development projects may require a geo-technical report.
 - g) Grading Plan. Plan including cut and fill areas, existing and finish grades and slope height.
 - h) Drainage. Drainage plan complying with the Storm Drainage Master Plan.
 - i) Supplementary Information. Name and address of property owner.
 - j) Written Information
 - i) Project Description. General description of the proposed project.
 - ii) Schedule. Proposed time schedule for excavation, land clearing, or fill placement, land restoration, bank stabilization and erosion control, and future development.
 - iii) Additional Permit(s). Permit approvals or applications from other agencies such as the Oregon Division of State Lands, Oregon Department of Environmental Quality, or The U.S. Army Corps of Engineers shall be provided at the time of application submittal.

iv) Other. Other information as deemed necessary by the Community Development Department in order to adequately review and approve the application.

3) Minimum Requirements

- a) Each permit approval shall be subject to the requirement that all ground stabilization be maintained and not be allowed to deteriorate.
- b) Removal of vegetation shall not occur more than 30 days prior to grading or construction.

4) If a building permit is issued as part of the project, the requirements of the excavation/land clearing permit shall be completed prior to framing or set-up. Erosion control and stabilization methods shall be in place prior to and during the entire construction phase of the project.

SECTION 3.3.030 SURFACE WATER DRAINAGE.

- 1) Adequate provisions shall be made to ensure proper drainage of surface waters, and to prevent soil erosion and flooding. Site drainage provisions shall provide for acceptance of off-site drainage waters, and conveyance of all drainage waters, including crawlspace and roof drainage, such that they are discharged offsite at a location and in such a manner that they do not damage off-site properties, do not violate drainage ordinances or laws, and are not increased in volume over natural or pre-project flows without said increase being in conformance with drainage law or first having obtained the approval of the downstream owner(s).
- 2) If a development is or will be periodically subject to accumulation of surface water or is traversed by a water course, drainage way, channel, stream, creek, or river, the applicant may be required to dedicate to the public storm drain easements approved as adequate by the Director of Public Works to provide for present and future drainage needs of the area, including access for maintenance. Storm drainage facilities shall conform to the standards established by the Director of Public Works.

SECTION 3.3.040 UNDERGROUND UTILITIES.

- 1) All new major development shall be served by underground utilities, including, but not limited to, electrical, telephone, cable television, and street lighting lines.
 - a) For the purpose of this Section, new major development is any new development containing more than 5,000 square feet of gross floor area, either in a single structure or in the sum of all structures constructed on a single lot or parcel, or any enlargement or structural alteration exceeding 5,000 square feet of gross floor area, for which site plan review is required by this Article, and any development subject to the requirements

of [Chapter 6](#) of this Ordinance and/or any development where underground utilities are available and accessible. (Ord.3289, 9/08)

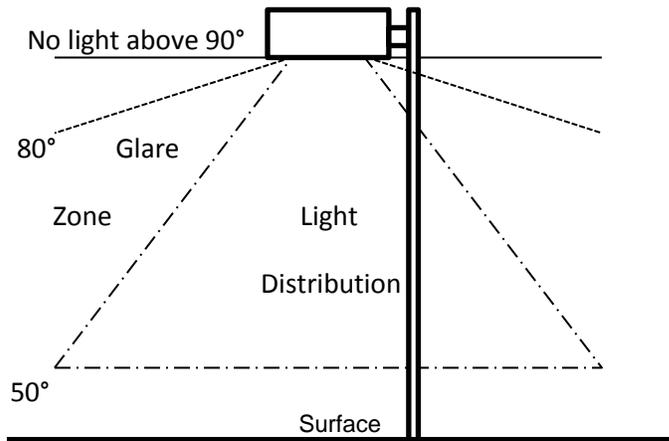
- b. The Director may vary the requirements of this Subsection upon finding that such strict application is impractical due to the location of existing overhead utilities, unusual and special utility requirements of the development, or other conditions beyond the control of the developer.
- c. Whenever overhead utilities are utilized in a development, the Director shall review the proposed location of such overhead utilities, and may require their arrangement and location in such a manner to better carry out the purpose of the Article.

SECTION 3.3.050 LIGHTING.

- 1) Adequate exterior lighting shall be provided to promote public safety and shall be directed onto and confined to the property from which it is generated. All outdoor light fixtures used for general illumination or advertisement are subject to the standards in subsection (a-b) unless exempted by subsection (c) of this section.
 - a) All on-site lighting shall be designed as a full cut-off fixture or have a shielding method to direct light emissions down onto the site and not shine direct illumination, glare, or cast a shadow onto adjacent properties or into the public right-of-way.

- i. Full cut-off means a light fixture designed and constructed so that light is directed down and no light is projected above the horizontal plane.

- ii. Example:



- iii. Glare means stray, unshielded light striking the eye that may result in nuisance such as light shining into a window, discomfort causing

squinting of the eyes, disabling vision by reducing the ability of the eyes to see into shadows, or reduction of visual performance.

- b) The use of laser light, high intensity light, searchlight, or similar upwardly directed lighting is prohibited.
- c) Exemptions.
 - i. Lighting associated with the operation of an airport when said lighting is required to meet Federal Aviation Administration (FAA) standards.
 - ii. Low intensity, upwardly directed lighting intended to highlight part of a building, sign, flag, or landscaping may be permitted, provided that the light distribution from the fixture is effectively constrained by an overhanging architectural element or landscaping element and does not shine beyond the intended target including into the night sky. Containment elements may include but are not limited to awnings, shrubs, or dense tree canopies that limit illumination of the sky.

SECTION 3.3.060 SCREENING.

- 1) Except in the Heavy Industrial District (M3), exposed storage areas, utility buildings, machinery (ground- or roof-mounted), garbage and refuse storage areas, service and truck loading areas, and other accessory uses and structures shall be adequately set back and screened. Screening may consist of fences, walls, berms, and landscaping, or any combination thereof, which effectively obscures sight, is six (6) feet in height and meets the intent of this provision or otherwise conforms to the standards established by this Ordinance. Screening or buffering of parking areas in all districts shall conform to the standards established in Section 3.3.200.
 - a) Roof-mounted equipment may be granted an exception to these standards if the equipment is set back at least three (3) feet from the edge(s) of the roof for every one (1) foot of equipment height.

SECTION 3.3.070 GARBAGE CONTAINER AREAS

- 1) New Development, except single-family and two-family dwellings, shall provide a Garbage and Recycle Container area that shall be screened per 3.3.060. Multifamily housing complexes shall also provide recycling containers for at least four (4) principal recyclable materials. Garbage and Recycle Container Areas shall meet the following construction design standards.
 - a) All containers must be placed on a hard level surface.

- b) All containers shall have a minimum clear area 65 feet long by 12 feet wide in front with no obstructions.
- c) This area must be on the same cross slope as the container (level).
- d) The clear area and hard level surface under the container must be flush (No curbs or drops).
- e) The unobstructed area must have no more than a two percent (2%) slope front to back.
- f) Enclosures shall have a minimum of 18 feet overhead clearance over the entire clear area.
- g) Any enclosure shall have a minimum opening of ten (10) feet centered in front of the clear area.
- h) Any enclosure gates shall open past 90 degrees.
- i) All enclosures shall have a curb or other stop at least four (4) inches high and a minimum of six (6) inches in front of back wall or fence.
- j) Developments proposing to deviate from these requirements shall submit written approval from the designated service provider prior to City consideration.
- k) Uses having cooking grease contained for recycling purposes shall provide appropriate containment areas within the garbage container area that has curbs and an approved grate trap.

SECTION 3.3.080 OFF-STREET PARKING

(Ord.3279, 3/08)

At the time of erection of a new structure, the addition of dwelling units, at the time of enlargement except for enlargement of a one or two-family dwelling, or at the time of a change in the use of an existing structure, off-street parking spaces and bicycle parking spaces shall be provided in accordance with this Article and Table 3-3: Minimum Parking Spaces Required, except as otherwise provided. In an existing use, the parking space shall not be eliminated if elimination would result in less space than is required by this Article. Where square feet are specified, the area measured shall be the gross floor area of the building, excluding restrooms, hallways, mechanical spaces, elevators, stairwells, and space devoted to off-street parking or loading. Where employees are specified, persons counted shall be those working on the premises during the largest shift at peak season, including proprietors. Where the resulting number of spaces is a fraction of a parking space, any fraction under one-half shall be disregarded and any fraction of one-half (1/2) or more shall count as one (1) space.

TABLE 3-3: MINIMUM PARKING SPACES REQUIRED

LAND USE	MINIMUM VEHICULAR PARKING SPACES	BICYCLE PARKING SPACES
1) RESIDENTIAL		
a) One and two-family dwellings	2 per dwelling unit	N/A
b) Multi-family dwelling		1 per unit for developments with 4+ dwelling units
i) One-bedroom units	1.5 per dwelling unit	
ii) Two-bedroom units	1.75 per dwelling unit	
iii) Three+ bedrooms units	2 per dwelling unit	
c) Townhouse	2 per dwelling unit	N/A
d) Accessory Residential Unit	1 per dwelling unit	N/A
e) Residential Home	1 for every 2 rooms	N/A
f) Bed and Breakfast	2 plus 1 space per guest room	N/A
2) COMMERCIAL/RESIDENTIAL		
a) Motel/Hotel	1 per guest room or suite plus required parking for on-site uses	1 per 15 required auto spaces
b) Residential Facility	1 per 5 beds	1 per 15 required auto spaces
3) INSTITUTIONAL		
c) Welfare or Correctional Institution	1 per 5 beds based on maximum capacity	1 per 15 required auto spaces
d) Hospital	2 per bed based on maximum capacity	1 per 15 required auto spaces
4) PLACES OF ASSEMBLY		
a) Religious Institution or other place of assembly	1 per 4 seats in the main auditorium based on maximum capacity, or 1 for each 5 occupants based on maximum capacity as calculated under the provision of the building code.	1 per 20 required auto spaces
b) Library, Reading Room, Museum, Art Gallery	1 per 300 square feet of floor area	1 per 10 required auto spaces
c) Pre-School, Child Care Facility, Kindergarten	2 for the first 16 children plus one additional space for every 12 children thereafter, along with off-street loading and unloading area	1 per classroom

d) Elementary or Junior High School	2 per classroom, plus one for each 5 fixed seats in any area used for auditorium purposes; if no fixed seating, one for each 5 occupants based on building code along with off-street loading and unloading	1 per 2 required auto spaces
e) High School	5 per classroom, plus one for each 5 fixed seats in any area used for auditorium purposes; if no fixed seating, one for each 5 occupants based on building code along with off-street loading and unloading	1 per 10 required auto spaces
f) College; Commercial School	7 per classroom plus one for each 5 fixed seats in any area used for auditorium purposes; if no fixed seating, one for each 5 occupants based on building code.	1 per 5 required auto spaces [1]
g) Political, Civic, Social or Labor Organization Meeting Halls	1 per 4 seats based on maximum capacity or 1 for each 5 occupants based on maximum calculated in the building code.	1 per 25 required auto spaces
h) Other Auditorium, meeting room	1 per 4 seats based on maximum capacity or 1 for each 5 occupants based on maximum as calculated in the building code.	1 per 20 required auto spaces
5) RECREATIONAL		
a) Stadium, Arena, Theater	1 per 5 seats based on maximum capacity or 1 for each 5 occupants based on maximum capacity as calculated under the provisions of the building code.	1 per 10 required auto spaces
b) Bowling Alley	3 per lane	1 per 15 required auto spaces
c) Dance Hall	1 per 100 square feet of floor area	1 per 15 required auto spaces
d) Skating Rink	1 per 200 square feet of floor area	1 per 15 required auto spaces
e) Swimming pool facility	1 per 200 square feet of pool surface area	1 per 15 required auto spaces
f) Racquet court, athletic club	1 per court, plus 1 per 100 square feet of exercise area	1 per 15 required auto spaces
g) Other indoor recreation facility	1 per 100 square feet of floor area	1 per 15 required auto spaces
h) Outdoor recreation facility	25 per field or recreation area	1 per 10 required auto spaces

6) COMMERCIAL [2]

a) Grocery store, retail store, bank, professional office, laboratory, beauty/barber shop or other personal service, and dining establishments with a gross floor area no greater than 2,500 square feet located within a multiple-use building. (Ord.3289, 9/08)	1 per 300 square feet of floor area	1 per 15 required auto spaces
b) Furniture, appliance, auto, boat, manufacture or mobile home sales, trailer sales, or other bulk retail.	1 per 700 square feet of floor area	N/A
c) Medical or dental offices, emergency or urgent care clinics	1 per 200 square feet of floor area	N/A
d) Sit-down and carry-out restaurant, tavern, bar and nightclub	1 per 100 square feet of floor area	1 per 30 required auto spaces
e) Drive-in restaurant or other drive-in services	1 per 4 seats or one per 200 square feet of floor area, whichever is greater	N/A
f) Mortuary, Funeral Parlor or Mausoleum	1 per 4 occupants based on maximum capacity as calculated under the provisions of the building code	N/A
g) Ambulance or Rescue Services	1 per rescue vehicle, plus 1 per employee	N/A
h) Automobile Repair Garage	At least 4 for each service stall	N/A
i) Automobile Service Station	1 per 2 gasoline pumps	N/A
j) Truck, trailer and automobile rental	1 per 300 square feet of building area plus one for every 10 spaces devoted to rental vehicles	N/A
k) Private Utility (gas, electric, telephone, etc.)	1 per 300 square feet of building area, and in the case of an unstaffed facility, at least 2 spaces	N/A
l) Laundromat and Dry cleaning Facility	1 per 300 square feet	N/A

m) Passenger Transportation Terminal	1 for each 5 seats based on maximum capacity for each transporter loading and unloading within any half-hour period	1 per 10 required auto spaces
7) INDUSTRIAL		
a) Manufacturing Establishments	1 per each 500 square feet floor area	1 per 15 required auto spaces
b) Storage, Warehouse, Wholesale establishment; rail or trucking freight terminal; truck, trailer or auto storage	1 per each 1,500 square feet floor area	N/A
c) Building or Specialty Trade Contractor Office or Shop	1 per 500 square feet of floor area	As determined by the Director
8) UNSPECIFIED USE		
<p>The parking requirements for buildings and uses not set forth herein shall be determined by the Director, and such determination shall be based upon the requirements for the most comparable building or use specified herein. The decision of the Director may be appealed to the Commission in accordance with the provisions of Section 5.1.170 of this Ordinance.</p>		

[1] May be reduced up to 25% where design incorporates features that promote alternative transportation access, such as walking, bicycling, or transit and it is demonstrated that alternative transportation access, such as walking, bicycling, or transit is available and is likely to be used.

[2] Bicycle Parking is not required in the Central Business District (CBD)

SECTION 3.3.090 BICYCLE PARKING STANDARDS

(Ord.3279, 3/08)

1) Bicycle Parking Facility Design

- a) Bicycle parking facilities shall either be securely anchored lockable enclosures in which the bicycle is stored, or secure anchored stationary rack which support the frame so the bicycle cannot easily be pushed or fall to one side. Racks that require a user-supplied lock shall accommodate locking the frame and both wheels using either a cable or U-shaped lock.
- b) Bicycle parking spaces shall be at least six (6) feet long and two-and-one-half (2.5) feet wide, and overhead clearance in covered spaces shall be a minimum of seven (7) feet.
- c) A five (5) foot aisle for bicycle maneuvering shall be provided and maintained beside or between each row of bicycle parking.
- d) Required bicycle parking shall be located in a well-lighted, secure, and visible location.

2) Locational Standards for Bicycle Parking

- a) All required bicycle parking shall be located on the site. Bicycle parking shall have direct access (i.e., from the street or path to the parking area and from the parking area to the entrance) to both the public right-of-way and to the main entrance of the principal use via a walkway meeting the standards of Section 3.3.230.
- b) Public bicycle parking shall be distributed at the various public entrances, while employee parking shall be located at the employee entrance, if appropriate.
- c) Bicycle parking shall not be located in the public right-of-way; however, in exceptional circumstances bicycle parking in the public right-of-way may be allowed if approved in writing by the Public Works Director.
- d) Bicycle parking may be provided within a building, but the location must be easily accessible for bicyclists.

SECTION 3.3.100 ACCESSIBLE (ADA) PARKING STANDARDS

All parking areas, except for one and two-family dwellings, accessory residential units, and townhouses, shall provide parking spaces in conformance with the Americans with Disabilities Act (ADA), all Uniform Building Code Standards and based on the ratios shown in Table 3-4: Ratio of Accessible Parking Spaces:

TABLE 3-4: RATIO OF ACCESSIBLE PARKING SPACES

TOTAL PARKING AREA SPACES	REQUIRED ACCESSIBLE SPACES
1 – 25 spaces	1 space
26 – 50 spaces	2 spaces
51 – 75 spaces	3 spaces
76 – 100 spaces	4 spaces
101 – 150 spaces	5 spaces
151 – 200 spaces	6 spaces
201 – 300 spaces	7 spaces
301 or more	7 plus 1 for each 100 additional spaces

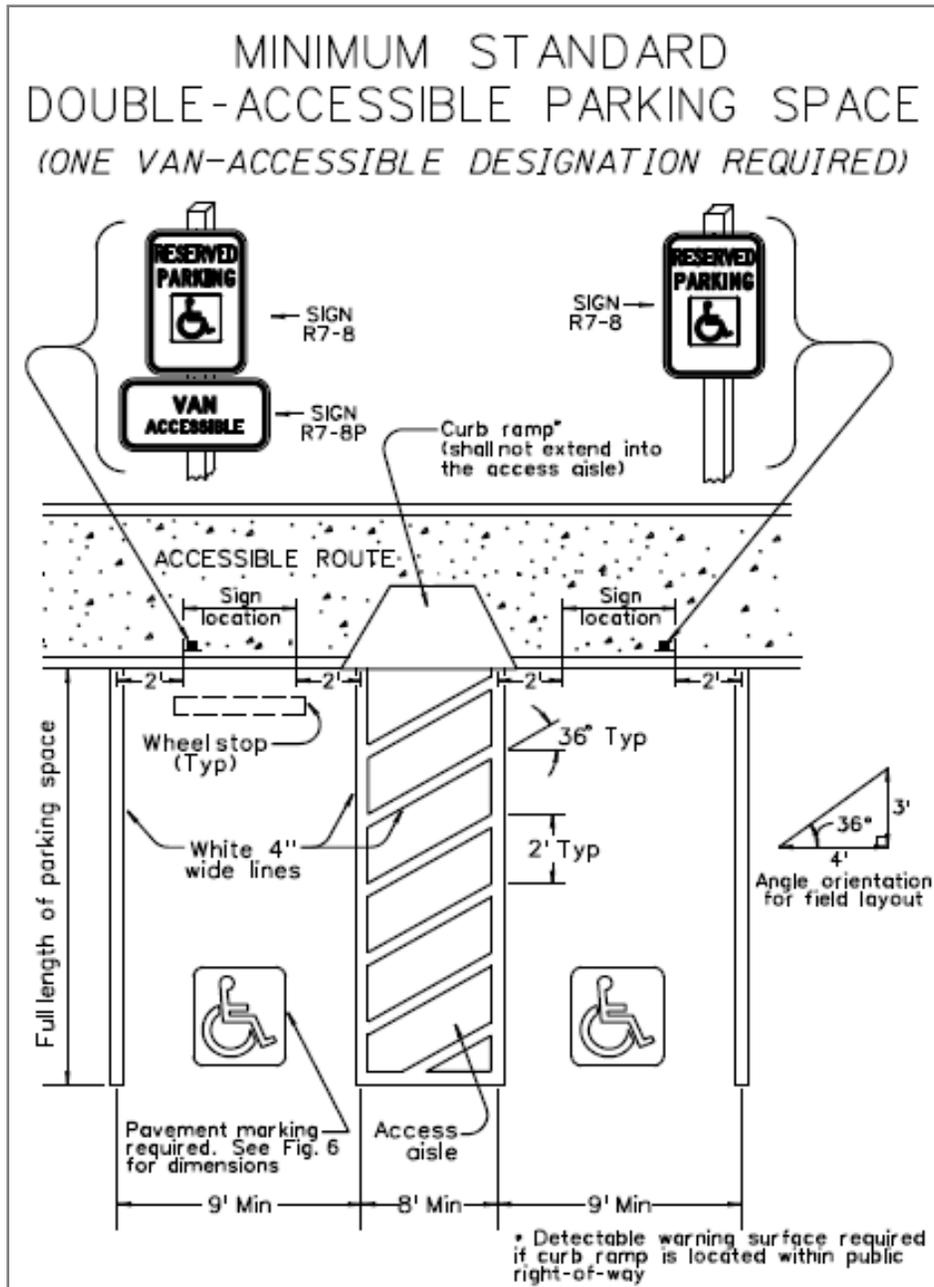
For each accessible parking space provided which conforms to the provisions of this Article, one (1) parking space, otherwise required by Section [3.3.080](#) may be eliminated subject to the following limitations:

- 1) **Space Specifications.** Each accessible parking space shall be at least nine (9) feet wide and shall have an adjacent access aisle. The adjacent aisle shall be at least six (6) feet wide for standard spaces and eight (8) feet wide for “van-accessible” spaces. If one (1) accessible space is provided, it shall be designated

“van-accessible.” All other spaces may be either “van-accessible” or standard spaces (refer to Figure 3-1: Accessible Parking Spaces).

- 2) Access Aisle. The aisle shall be located on the passenger side of the parking space except that two (2) adjacent accessible parking spaces may share an aisle (See Figure 3-1).
- 3) Signs and Pavement Markings. A sign shall be posted for each accessible parking space. The sign shall be clearly visible to a person parking in the space and marked with the international symbol of accessibility indicating that the spaces are reserved for persons with disabled person parking permits and be designed to standards adopted by the Uniform Building Code. The pavement of each accessible parking space shall be clearly marked with the international symbol of accessibility and be designed to standards adopted by the Uniform Building Code.
- 4) Space Location. Each accessible parking space and adjacent aisle shall be situated so as to avoid requiring any person using the space from having to cross or traverse within any access driveway, vehicle maneuvering area or other vehicle traffic lane.
- 5) Ramps. When accessible parking spaces are provided, safe and convenient curb ramps shall be installed to meet Uniform Building Code specifications. Building design and subsequent activities shall not unreasonably impair access by physically challenged persons to the principal use.

FIGURE 3-1: ACCESSIBLE PARKING SPACES



SECTION 3.3.110 PARKING STALL STANDARDS

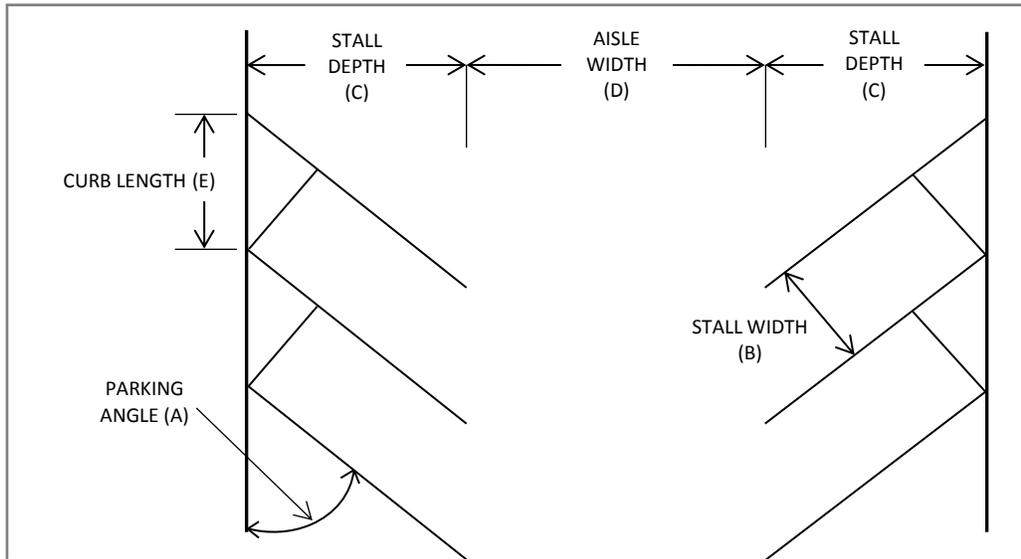
- 1) Table 3-5: Required Stall and Aisle Dimensions, provides the minimum dimensions of public or private parking stalls and maneuvering aisles.
 - a) Stalls with angles between 0° and 90° that are served with a two-way aisle shall be angled in opposing directions (Figure 3-2: Parking Design Key, represents stalls served by a one-way aisle).
 - b) One-way and two-way maneuvering aisles that do not directly serve parking stalls (e.g., provide access to other areas of a parking lot) shall be 12 feet and 20 feet-wide respectively.

TABLE 3-5: REQUIRED STALL AND AISLE DIMENSIONS

PARKING ANGLE (A)	TYPE OF STALL	STALL WIDTH (B)	STALL DEPTH (C)	AISLE WIDTH (D)		CURB LENGTH (E)
				ONE-WAY	TWO-WAY	
0° (parallel)	Standard	9	9	12	24	22
30°	Compact	8	15	12	24	16
	Standard	9	17.3	12	24	18
45°	Compact	8	17	12	24	11.5
	Standard	9	19.8	14	24	12.7
60°	Compact	8	18	18	24	9
	Standard	9	21	18	24	10.4
90°	Compact	8	18	24	24	8
	Standard	9	18	24	24	9

Dimensions are rounded to the nearest 10th of a foot.

FIGURE 3-2: PARKING DESIGN KEY



- 2) **Compact Car Parking.** The Director may authorize the creation of compact car spaces in any public or private parking area which contains a minimum of ten (10) parking spaces. The number of parking spaces established for compact cars shall be based on the ratios shown in Table 3-6: Percent of Permitted Compact Spaces. All compact car parking spaces created under the provisions of this Section shall be clearly identified as compact car spaces

TABLE 3-6: PERCENT OF PERMITTED COMPACT SPACES

NUMBER OF SPACES REQUIRED	PERCENT OF DESIGNATED COMPACT SPACES
10 – 25 Spaces	15 Percent
26 – 50 Spaces	20 Percent
51 – 100 Spaces	25 Percent
Over 100 Spaces	30 Percent

- 3) **Motorcycle Parking.** Motorcycle parking spaces may substitute for up to 5 spaces or 5 percent of required automobile parking, whichever is less.
- a. For every 4 motorcycle spaces provided, the automobile parking requirement is reduced by one space.
 - b. Each motorcycle space shall measure 4 feet by 8 feet, or 50 percent of the required stall and aisle dimension standards for a compact space (Table 3-5), whichever is less. Each space shall be clearly striped or signed to indicate motorcycle parking only.
 - c. Existing parking may be converted to take advantage of this provision.

SECTION 3.3.120 PARKING REDUCTION

(Ord.3279, 3/08)

The following provisions offer reductions for required off-street parking and may be combined, however, the maximum reduction from all reductions in parking spaces shall be no more than 25% of the required number of parking spaces.

- 1) Public Transit. In order to encourage and facilitate the use of public transit or car/vanpooling, a maximum of 15% of the required number of off-street parking spaces for employees may be eliminated in lieu of car/vanpooling facilities or public transit service areas and facilities provided by the developer, including off- street transit loading and unloading areas and passenger shelters. The provisions of this Section may be negotiated in conjunction with the requirements of Article 1, Chapter 3: Site Plan Review.

- 2) Available On-street Parking. For any development requiring at least ten off-street parking spaces, the number of required off-street parking spaces may be reduced by the number of on-street parking spaces on the street frontage of the property, up to a maximum reduction of 20%, provided:
 - a) Such on-street parking is accessible from the buildings being developed via convenient walkways; and,
 - b) Such walkways are constructed with permanent hard-surfaced material, such as concrete, stone, brick or tile which is all-weather, non-skid; and,
 - c) The location of the on-street parking is no more than 150 feet from the entrance of the development requiring the parking.
 - d) Such on-street parking shall not be used or reserved exclusively for the development but shall be available at all times to the general public.
 - e) Each 25 feet of uninterrupted curb designed for on-street parking constitutes one parking space.

- 3) Additional Landscaping. For commercial and industrial development requiring at least 50 off-street parking spaces, a reduction of up to a maximum five percent (5%) in the number required parking spaces may be allowed if there is an increase in landscaped area which exceeds by at least 25% the minimum landscaping amount, and incorporates landscaping exceeding minimum standards. The landscaped area must be located between the public street and the parking area. The reduction is allowed at a maximum rate of one (1) parking space per 200 square feet of landscaped area in excess of the minimum.

4) Change of Use

- a) Unless otherwise expressly stated, when the use of property changes, additional off-street (vehicle and bicycle) parking spaces must be provided to serve the new use only when the number of parking spaces required for the new use exceeds by more than 10% the number of spaces required for the lawful use that most recently occupied the building, based on the standards of this Ordinance. In other words, 110% “credit” is given to the most recent lawful use of the property for the number of parking spaces that would be required under this Ordinance, regardless of whether such spaces are actually provided. Any new parking spaces required must comply with all applicable parking area design and layout standards.
- b) When the number of parking spaces required for the new use exceeds the number of spaces required for the use that most recently occupied the property by more than 10%, additional parking spaces are required only to make up the difference between the amount of parking required for the previous use and the amount of parking required for the new use, based on the standards of this Ordinance.
- c) The relief from parking requirements attributed to a change of use shall not relieve the applicant from providing ADA parking spaces determined by the total number of normally required parking spaces and Section [3.3.100](#).

5) Landmarks and Historic Districts. The Director is authorized to approve exceptions and waivers to minimum off-street parking ratios for the following:

- a) rehabilitation or reuse of buildings on the National Register of Historic Places;
- b) buildings designated as local cultural resources;
- c) contributing buildings in National Register Historic Districts; or
- d) buildings in locally designated historic districts.

SECTION 3.3.130 CENTRAL BUSINESS DISTRICT PARKING REQUIREMENTS

(Ord.3051, 12/99)

- 1) CBD Joint-Use Parking. Joint-use parking standards are based on the assumption that patrons will use a single parking space for more than one destination in Downtown Roseburg and that one parking space will be open and available for short-term parking to serve many different uses which may have different peak hours.
 - a) Eligible Development. The following categories of development shall be eligible to use joint-use parking standards to meet parking requirements:

- i) Nonresidential new construction on sites of less than 20,000 square feet in size;
 - ii) New construction on sites greater than 20,000 square feet in size for retail commercial, restaurants, and movie theaters; and
 - iii) Additions to existing buildings, rehabilitation of existing buildings, or changes in use or occupancy in existing buildings.
 - b) Ineligible Development. The following types of uses are not eligible to use joint-use parking standards:
 - i) New or existing residential uses; and
 - ii) New construction of hotel or office uses on sites greater than 20,000 square feet in size.
 - c) Alternative Joint-Use Parking Standards. Section [3.3.080](#) of this Ordinance shall determine circumstances in which parking shall be required. Once it has been established that parking is required, eligible projects within the CBD Zone may choose to provide required parking by using the Alternative Joint-Use Parking Standards (Table 3-7).
 - d) Joint-Use Parking Agreement. All parking developed under joint-use parking standards shall be required to enter into an agreement with the City and recorded County Clerk, requiring the parking to be operated on a non-exclusive basis, to be open and available to the public for joint-use short-term public parking during normal business hours.
- 2) CBD In-Lieu Parking Fee. The existence of small parcels within the Downtown often makes it difficult to provide on-site parking. As an alternative to onsite parking, the City may establish an in-lieu parking fee as part of a transportation system development charge. The fees would be "banked" by the City to provide funds to develop and maintain centralized public parking facilities.
 - 3) Use of Alleys within CBD. For existing structures, a public alley may be used as part of the required maneuvering aisle for onsite parking that is immediately adjacent to the alley.
 - 4) Structured Parking within CBD. For any proposed project in the CBD District, up to a maximum twenty percent (20%) reduction in required parking spaces may be allowed for the development if structured parking can be provided and a finding can be made that adequate parking will be available to serve the subject project.
 - 5) On-Street Parking within CBD. The number of on-street parking spaces within 100 feet of a parcel in the CBD District, or the number that will be within 100 feet

upon completion of planned street/parking improvements, whichever is greater, may be counted toward the required number of non-employee parking spaces.

- 6) Parking Reductions within CBD. For new and existing development within the CBD area, required parking may be reduced on a case-by-case basis in compliance with Section [3.3.220](#).

TABLE 3-7: ALTERNATIVE JOINT-USE PARKING STANDARDS

LAND USE	MINIMUM PARKING RATIOS
OFFICE 1) Banks, Savings and Loans, Other Financial Institutions. 2) Medical or Dental Office. 3) Professional or Unspecified Office.	3.0 Spaces/1,000 SF of gross usable area
COMMERCIAL RETAIL	5.0 Spaces/1,000 SF of gross usable area
PUBLIC ASSEMBLY 1) Movie Theater 2) Museum	1.0 Space/4 seats 3.3 Spaces/1,000 SF of gross usable area
RESTAURANT 1) Restaurant/Coffee House/Juice Bar under 1,000 square feet of gross usable area. 2) Restaurant over 1,000 square feet of gross usable area. 3) Outdoor dining areas associated with a restaurant.	3.0 Spaces/1,000 SF of gross usable area 5.0 Spaces/1,000 SF of gross usable area 0 Spaces
RESIDENTIAL	Excluded from use of joint-use parking standards.
NEW CONSTRUCTION OF OFFICE OR HOTEL USES ON LOTS GREATER THAN 20,000 SQUARE FEET	Excluded from use of joint-use parking standards.
OTHER	Any category not listed above may be reviewed by the City on a case-by-case basis, taking into consideration the impact on peak-hour parking usage and the established parking standards contained in LUDO Section 3.3.080 .

SECTION 3.3.140 OFF-STREET LOADING AND DRIVE-UP USES

- 1) Schools. A driveway designed for continuous forward flow of passenger vehicles for the purpose of loading and unloading children shall be located on the site of any school having a capacity greater than 25 students.
- 2) Merchandise, Materials or Supplies. Buildings or structures to be built or substantially altered to receive and distribute material or merchandise by truck shall provide and maintain off-street loading berths in sufficient numbers and size to adequately handle the needs of the particular use. If loading space has been provided in connection with an existing use or is added to an existing use, the loading space shall not be eliminated if elimination would result in less space than is required to adequately handle the needs of the particular use. Off-street parking areas used to fulfill the requirements of this Ordinance shall not be used for loading and unloading operations except during periods of the day when not required to take care of parking needs.
- 3) Drive-up Uses. Drive-up uses shall provide a minimum stacking area (a lane in which vehicles temporarily idle while awaiting service), clear of the public right-of-way and parking lot aisle, for the window serving the vehicles. The stacking area shall not interfere with safe and efficient access to other parking areas on the property. Stacking areas shall not contribute to the minimum dimensions necessary for parking spaces or maneuvering aisles as determined by Section [3.3.110](#). The following shall apply to drive-up uses:
 - a) Stacking areas shall not interfere with walkways.
 - b) Stacking areas shall be delineated with painted lines, curb, or other methods acceptable by the Director. The direction of flow shall be clearly marked with pavement markings, and the entrance and exit shall be indicated with Directional Signs.
 - c) The length of the stacking area shall be measured at a point six feet beyond the center of the forward most drive-up window and provide for the following number of vehicles based on the use:
 - i) Restaurants. Minimum capacity for eight (8) automobiles.
 - ii) Banks. Minimum capacity for five (5) automobiles.
 - iii) Espresso Stands. Minimum capacity for four (4) automobiles.
 - iv) Other Drive-up uses. Minimum capacity for two (2) to eight (8) automobiles, as determined by the Director.
 - v) For purposes of this Section, an automobile shall be considered no less than 18 feet in length. The lane shall be at least 12 feet wide.

SECTION 3.3.150 GENERAL PROVISIONS – OFF-STREET PARKING AND LOADING

The provisions and maintenance of off-street parking and loading spaces are continuing obligations of the property owner. No building permit shall be issued until plans are presented that show property that is and will remain committed to exclusive use of required off-street parking and loading space. The subsequent use of property for which the building permit is issued shall be conditional upon the unqualified continuance and availability of the amount of parking and loading space required by this Ordinance. Use of property in violation hereof shall be a violation of this Ordinance. Should the owner or occupant of a lot or building change the use to which the lot or building is put, thereby increasing off-street parking or loading requirements, it shall be unlawful and a violation of this Ordinance to begin or maintain such altered use until the required increase in off-street parking or loading is provided.

SECTION 3.3.160 PARKING AREA LOCATION

Parking areas required by this Ordinance shall be located on the same lot as the building they are required to serve, or may be located in the immediate vicinity if the nearest point of the parking facility is no more than 200 feet from the nearest point of the building that such facility is required to serve.

SECTION 3.3.170 PARKING AREA AND DRIVEWAY DESIGN

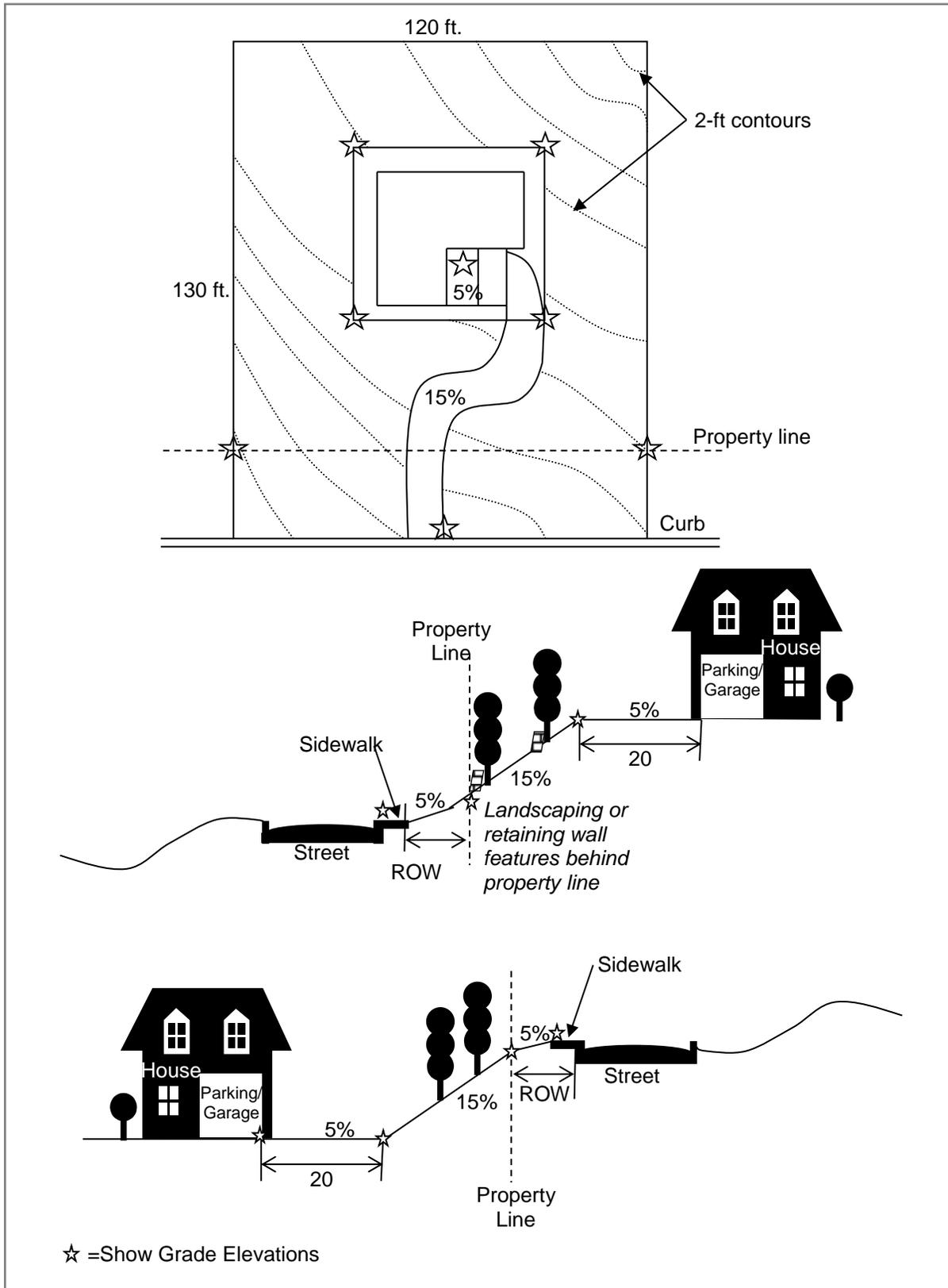
All public or private parking areas, parking garages and public spaces, shall be designed, laid out and constructed in accordance with the provisions of this Article.

- 1) Driveway Specifications. Groups of three or more parking spaces, except those in conjunction with a single-family dwelling, a two-family dwelling, or a townhouse on a single lot, shall be served by a driveway that does not require backward movement or other maneuvering of a vehicle within a street, other than an alley. Driveways shall be designed and constructed to facilitate the flow of traffic, provide maximum safety in traffic access and egress, and maximum safety of pedestrian and vehicular traffic on the site. Two-way and one-way driveways for commercial and multi-family development shall not be less than 20 feet and 12 feet wide, respectively, nor shall any driveway have a width in excess of 40 feet.
 - a. Driveways for commercial and industrial sites, as well as residential developments that require 10 or more off-street parking stalls, shall have at least 20 feet of uninterrupted travel length as measured from the nearest curb return where access to a Collector, or lower classified, street is provided, and at least 40 feet from an Arterial street. For the purposes of this Section, “uninterrupted” shall refer to the lack of parking stalls, access aisles, ingress or egress of stacking areas, and other features that have the potential to create situations of conflicting travel paths for vehicles entering a site.
- 2) Driveways and Maneuvering Aisles. Driveways shall be aligned with maneuvering aisles so as to facilitate safe and convenient ingress and egress.

- 3) Access Grades. Driveways used to access onsite parking and as further defined by Figure 3-2: Driveway Access Grade, shall comply with the following criteria: (Ord.3274, 8/07)
- a) Maximum grade of any portion of a driveway from a property line to the face of a garage shall not exceed 15% at any point and shall be graded to allow clearance to pass an automobile 18 feet in length.
 - b) Maximum grade of driveway between the back of curb to the property line, within the right-of-way, shall not exceed five percent (5%) and shall be graded to allow for clearance to pass an automobile 18 feet in length.
 - c) When it is determined necessary at the time of site plan review to provide emergency apparatus access, access drives exceeding 30 feet in length are to provide a paved area that is a minimum 20 feet wide and 20 feet long from the face of the garage or at the end of the driveway not exceeding five percent (5%) grade. (Ord.3274, 8/07)
- 4) Driveway Location in relation to Intersections. Except in relation to single-family districts, the minimum distance between driveways and intersections shall be as provided in Section [3.2.010](#).

If the subject property is not of sufficient width to allow for separation between driveway and intersection as provided, the driveway shall be constructed as far from the intersection as possible, while maintaining the five (5) foot setback between the driveway and property line as required. (Ord.3279, 3/08)

FIGURE 3-3: DRIVEWAY ACCESS GRADE



- 5) Driveway Location in Relation to Intersections – Single-Family, Two-Family Dwellings and Townhouses. The minimum distance between driveways and intersections shall be 30 feet.
- 6) Driveway Location in relation to Lot Lines. Access driveways shall not be located closer than five (5) feet to an interior side lot line, except that common access driveways (not exceeding 40 feet in width) to two (2) adjacent properties may be provided at the common lot line when a common driveway agreement is executed on a form provided by the Director and recorded with the County Clerk.

Driveways serving residential garages shall have a minimum depth of 20 feet from the property line from which access is provided, unless zoning district setbacks are five (5) feet or less, but in no case shall the length of driveways serving residential garages be between five (5) and 20 feet.
- 7) Number of Accesses Permitted. Access points to a public street shall be the minimum necessary to provide reasonable access while not inhibiting the safe traffic circulation and carrying capacity of the street. The location, width, and number of accesses to a public street may be limited for developments that are subject to site plan review provisions of this Ordinance. (Ord.3279, 3/08)
- 8) Common Access Points. Common access points at a property line are encouraged and, in some instances, may be required in order to reduce the number of access points to streets. Construction of common access points must be preceded by recording of joint access and maintenance easements.
- 9) Parking Area Marking. Access driveways to parking areas having 10 or more spaces shall be clearly marked to indicate one-way or two-way access. Two-way driveways shall have a painted centerline at least four (4) inches in width and at least 10 feet in length beginning at the interior edge of the sidewalk; or, where sidewalks are not present, at a point five (5) feet from the curb line; or, where neither sidewalks or curbs are present, at a point five (5) feet from the edge of the paved street surface.

SECTION 3.3.180 COMMON PARKING FACILITIES (SHARED PARKING)

(Ord.3279, 3/08)

In the case of mixed uses, the total requirements for off-street parking spaces shall be the sum of the requirements for the various uses. Off-street parking facilities for one use shall not be considered as providing required parking spaces for any other use, except as provided below.

- 1) Joint Use of Parking Facilities. The Director may authorize the joint use of parking facilities required by said uses and any other parking facility, provided that:

- a) The applicant shows that there is no substantial conflict in the principal operating hours of the building or use for which the joint use of parking facilities is proposed.
- b) The parking facility for which joint use is proposed is no further than 400 feet from the building or use required to have parking facilities.
- c) The parties concerned in the joint use of off-street parking facilities shall evidence agreement for such joint use by a legal instrument approved by the Director as to form and content. Such instrument, when approved as conforming to the provisions of this Ordinance, shall be recorded in the office of the County Recorder, and copies thereof filed with the Director.

SECTION 3.3.190 PARKING AREA IMPROVEMENTS

- 1) **Surfacing.** All parking areas, vehicle maneuvering areas and access driveways shall have a durable, dust-free surfacing of asphaltic concrete, Portland cement concrete, brick, or concrete paver blocks. In all residential districts, a minimum of two-and-one-half (2 ½) inches asphalt over four (4) inches of aggregate base will be provided or four (4) inches of Portland cement concrete. In all other districts, either three (3) inches asphalt over four (4) inches aggregate base or a single pavement of five (5) inches of Portland cement concrete is required. All parking areas, except those in conjunction with a single-family or two-family dwelling on a single lot, shall be graded so as not to drain storm water over the public sidewalk or onto any abutting public or private property.
- 2) **Perimeter Curb.** All parking areas except those required in conjunction with a single or two-family dwelling shall provide a curb of not less than four (4) inches in height located at the edge of the paved surface. (Ord.3289, 9/08)
- 3) **Lighting.** Any lights provided to illuminate any public or private parking area or vehicle sales area shall comply with Section [3.3.050](#).
- 4) **CBD Off-Street Parking Lighting.** Lights shall comply with Section 3.3.050 and shall be a maximum of 20 feet in height. The height of the light standards shall be measured from the elevation of the adjacent pavement of the parking area. (Ord.3051, 12/99)
- 5) **Striping.** All parking spaces, except those in conjunction with a single- or two-family dwelling, shall be sufficiently marked with painted stripes four (4) inches in width or other permanent markings acceptable to the Director and otherwise comply with Section [3.3.110](#) of this Ordinance.
- 6) **Wheel Bumper.** All parking stalls fronting a sidewalk, alleyway, street, property line, or building, shall provide a secured wheel bumper not less than four (4) inches in height, nor less than six (6) feet in length, and shall be centered and set back a minimum of two-and-one-half (2½) feet from the front of the stall.

- 7) Drainage Facilities. All parking areas shall provide drainage facilities in conformance with City of Roseburg Public Works Standards.

SECTION 3.3.200 LANDSCAPING AND BUFFERING

The purpose of this Section is to enhance the appearance of land development, reduce noise, glare and urban heat island effects, improve air quality, filter and minimize stormwater runoff, mitigate possible adverse effects of higher intensity land uses and foster quality land development. The design of the parking area landscaping shall be the responsibility of the developer and should consider visibility of signage, traffic circulation, comfortable pedestrian access, and aesthetics. Trees shall not be cited as a reason for applying for or granting a variance on placement of signs.

- 1) Application. Parking area landscaping and buffering standards shall apply to all public and private outdoor parking areas that provide for four (4) or more spaces or to any paved vehicular use area 3,000 square feet or larger on the same lot or on contiguous tax lots under the same common ownership or use, excluding single and two-family dwellings. Parking areas include all surfaces acceptable per Section [3.3.190](#) that facilitate vehicle parking including, but not limited to, parking spaces, driveways and maneuvering aisles. Parking area landscaping and buffering will be required when any of the following occur:
- a) New development occurs;
 - b) Existing development is expanded or modified that results in a 20% increase or greater in building gross floor area;
 - c) Existing development is expanded, modified or the use is changed in any way that results in at least a 10% increase in required off-street parking spaces. Landscaping requirements shall be based on the expanded parking area, not the entire parking area that existed prior to the expansion or modification.
 - d) An existing parking lot containing at least four (4) parking spaces or 3,000 square feet of parking area is excavated and reconstructed, or an existing gravel or dirt parking lot is converted to a surface in conformance with Section [3.3.190](#).
 - e) Exemptions. Any paved vehicular area which provides fewer than 10 total spaces shall be exempt from the interior lot line buffering and interior parking area landscaping requirements. Areas used specifically as a utility storage lot or a truck loading area shall also be exempt from interior parking area landscaping requirements.
- 2) Specifications for Trees and Plant Materials. The following standards apply to all landscaping areas specified in this Section.

- a) Deciduous Trees. Deciduous shade or ornamental trees shall be a minimum of six (6) feet in height above ground, one-and-one-half (1½) inch caliper measured six (6) inches above ground.
 - b) Conifer or Evergreen Trees. Coniferous or evergreen trees shall be a minimum of six (6) feet in height above ground.
 - c) Acceptable and Prohibited Trees. Trees selected shall be varieties that avoid root damage to pavement and utilities. Medium and large mature stature trees shall require approval from the City. Trees listed in Table 3-8: Prohibited Street Trees, are strictly prohibited. Trees listed in Table 3-8 are prohibited for use as street trees as their roots cause damage to sewers, pavements, and sidewalks. Furthermore, these trees are prohibited for planting in a parking lot buffer area adjacent to a street or right-of-way.
 - d) Evergreen and Deciduous Shrubs. Evergreen and deciduous shrubs shall be at least one (1) to five (5) gallon size.
 - e) Living ground cover. Living ground cover consists of small drought-tolerant plants that shall be fully rooted and shall be well branched or leafed.
 - f) Non-living ground cover. Non-living ground cover shall consist of a decorative treatment of bark, rock, or other attractive ground cover that does not create an impervious surface.
 - g) Lawns. Lawns shall consist of grasses, including sod, or seeds. Lawns shall provide 100% coverage and be weed free.
- 3) Parking Area Buffering. Parking areas shall be buffered from the required areas listed below with a minimum five (5) foot wide strip of landscaping materials.
- a) Required Buffer Areas. The parking area (including stacking areas for drive-through uses) shall be buffered from the following areas:
 - b) Street frontage. The parking area shall be buffered from adjacent linear street frontage, exclusive of driveway entrances, pedestrian entrances, and exits, with the designated landscaping strip.
 - c) Interior Lot Lines. The parking area shall be buffered from the interior lot line when abutting residential zones with the designated landscaping strip. Where screening is required in Section 3.2.140(5), the screening area shall be incorporated into the landscaping strip. This requirement shall not in any way prohibit joint access driveways between two (2) or more adjacent parking areas.
 - d) Buffer Area Landscaping Standards. Minimum landscaping acceptable per 50 linear feet of required buffer area is as follows:

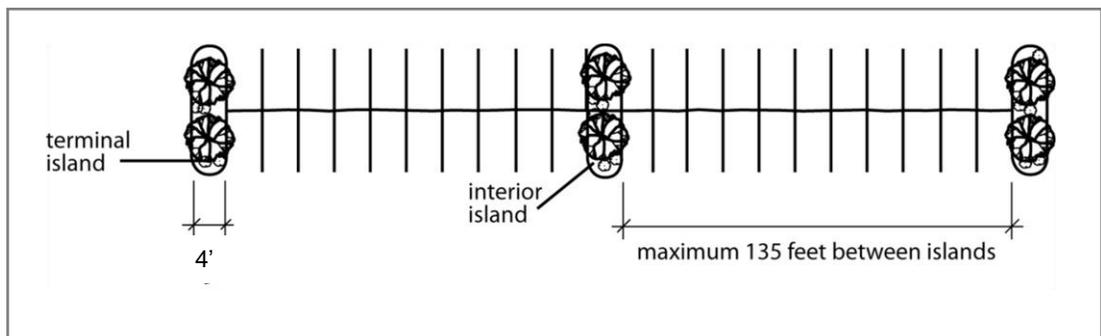
- i) One (1) tree at least six (6) feet in height;
- ii) Five (5) five-gallon or eight (8) one-gallon shrubs;
- iii) The remaining area shall be treated with ground cover, or lawn;
- iv) Trees shall be installed at locations that allow at least two (2) feet of space between the trunk and any curb or paved surface. Additionally, trees shall be evenly spaced throughout the landscaping strip, except that they shall not be located within 10 feet of a fire hydrant or utility pole. Shrubs may be installed anywhere within the landscaping strip without regard for uniformity, however, shrubs shall not be installed within four (4) feet of a tree trunk nor within three (3) feet of a fire hydrant.

TABLE 3-8 PROHIBITED STREET TREES

COMMON NAME	BOTANICAL NAME
Evergreen Conifers >8' wide; > 8' tall	Numerous species
Poplar and related species	Populus species
Black Locust	Robinia psuedoacacia
Box Elder (except varigated)	Acer negundo
Sycamore	Platanus species
Siberian Elm	Ulmus pumila
American Elm	Ulmus americana
Walnut	Juglans species
Weeping Willow	Salix babylonica
Commercial Fruit Trees	Numerous species
Catalpa	Caltalpa speciosa
Tree of Heaven	Ailanthus altissima
English Hawthorn	Crataegus monogyna
Royal Empress Tree	Paulownia tomentosa
Big Leaf Maple	Acer macrophyllum
Horse Chestnut/Buckeye	Aesculus species
Fruiting Mulberry	Morus alba
Osage Orange	Maclura pomifera
Weeping varieties of trees: (e.g., cherry, mulberry, crabapple)	Numerous species
Female Ginkgo	Ginkgo biloba

- 4) Interior Parking Area Landscaping. Area landscaped to meet minimum interior parking area landscaping requirements shall be located within or adjoining the paved parking lot area, not in required buffering or screening areas. The minimum amount of landscaping required shall be based on all paved areas within a parking lot (e.g., parking spaces, maneuvering aisles, driveways). This requirement shall not in any way prohibit a developer from grouping the required interior landscaping area in one or more sections of the parking lot.

- a) No less than five percent (5%) of the total area within the paved parking area shall be landscaped. For every 160 square feet of the minimum five percent (5%), one (1) tree at least six (6) feet high and five (5) one-gallon shrubs or two (2) five-gallon shrubs shall be planted with the remaining area treated with ground cover. Trees shall be situated properly to ensure the tree trunk is at least two (2) feet from any curb or paved area.
- b) Landscaped Islands. Landscaped islands must be provided to define maneuvering aisles and break up long rows of parking spaces by providing at least one landscaped (interior) island every 135 feet or 15 parking spaces, whichever is less. Any parking stall row that ends adjacent to a maneuvering aisle, regardless of the aisle's length, must have a landscaped (terminal) island at that end of the parking row. Islands shall be :
 - i) bordered by a paved surface on at least two sides;
 - ii) surrounded by a perimeter curb not less than four (4) inches high;
 - iii) at least four (4) feet wide (as measured from the outside of curb to the outside of curb) and equal the length of adjoining parking spaces, as measured from the outside edge of the curb;
 - iv) planted with at least one (1) tree and five (5) one-gallon shrubs or two (2) five-gallon shrubs per 100 square feet of island area with the remaining area treated with ground cover;
 - v) situate trees properly to ensure the tree trunk is at least one-and-a-half (1.5) feet from any curb or paved area.



- 5) Parking Area Screening. All public and private parking areas, including service and access driveways, which abut residentially zoned properties shall be screened along and immediately adjacent to any interior property line in order to mitigate possible adverse effects (e.g. noise, lighting, and other site-related and operational impacts). Parking area screening is supplemental to other landscaping standards and does not exclude other screening or landscaping

provisions contained within this Ordinance. The screening standard shall apply to all parking areas and service drives or to any paved vehicular use area 3,000 square feet or larger on the same lot or on contiguous tax lots under the same common ownership or use, except those in conjunction with single-family dwellings, two-family dwellings and townhouses. The placement of screening materials shall adhere to the Clear Vision Standards in Section [4.4.060](#). Screening shall be located at a distance not more than five (5) feet from the subject property line.

- a) Minimum Screening Area Requirements. The minimum improvements within a screening area shall consist of the following:

Screening shall consist of either one (1) row of evergreen shrubs at least six (6) feet in height at the time of planting an earth berm combined with specified evergreen plantings that forms a sight and noise buffer at least six (6) feet in height at the time of installation. The slopes of the earth berm shall not exceed 2:1 and both faces of the slope shall be planted with ground cover and shrubs. Bark mulch or other non-living materials shall not be used as the ground cover for an earthen berm. Evergreen plantings shall include at least five (5) five-gallon shrubs or ten (10) one-gallon shrubs for each 100 linear feet of required screening area.

- 6) Irrigation of Required Landscaping. All required landscaped areas must be provided with a piped underground water supply irrigation system, unless a licensed landscape professional submits written verification that the proposed plant materials do not require irrigation. Irrigation systems installed in the public right-of-way require an encroachment permit from Public Works.

- 7) Landscape Plan Submittal Requirements. A Landscape Plan, drawn to scale, must accompany Site Plan Review applications. The plan must show the following elements, drawn to scale, in conjunction with the requirements of this Ordinance:

- a) Type of landscaping, or other screening materials, including name of plant species. Heights of landscaping materials shall also be noted.
- b) Location and size of landscaped areas on the development site.
- c) Abutting land uses and/or zones.
- d) If existing trees and plant materials are proposed to be preserved, methods for the protection of the plant material shall be noted. This shall include the drip line measurements for trees (see Item #10 below for information on Landscape Area Credit for the Preservation of Existing Trees).
- e) Plan for underground irrigation system.

- 8) Performance Guarantees. Certificates of Occupancy may be issued prior to the complete installation of all required landscaping if an adequate bond or other security is submitted to the Director for the completion of the landscaping, and the City is given written authorization to enter the property and install the required landscaping, in the event that the required landscaping has not been installed within nine months of the issuance of a Certificate of Occupancy. The form of such written authorization and the security shall be submitted to the City Attorney for review and approval.
- 9) Clear Vision. All buffering and landscaping material shall not encroach into the Clear Vision areas at the intersections of streets or at the intersection of a street and driveway, as defined in Section [4.4.060](#).
- 10) Installation and Maintenance of Landscaped Areas. Plant materials shall be installed, staked and maintained to current industry standards. It shall be the continuing obligation of the property owner to maintain required landscaped areas in an attractive manner, free of weeds and noxious vegetation. In addition, the minimum amount of required living landscape materials shall be maintained.
- 11) Landscape Area Credit for Preservation of Existing Trees. A system of landscape area credits has been established as an incentive for property owners and developers to preserve existing trees and to include them in the landscape plan for proposed developments.
 - a) Criteria for Landscape Credit. Tree(s) preserved on the development site may reduce the total landscaped area required for interior parking lots. Credit shall be considered for approval if a qualified arborist or landscape professional submits the following information to the Director:
 - i) A statement confirming that the size, health, and physical appearance of the tree(s) warrant landscape credit. Trees of 25 inches or greater in circumference measured at a height of four (4) feet above grade are considered significant.
 - ii) A protection plan for the trees' health during construction. This shall include verification of the radius of the drip line area or an area recommended by a licensed landscape professional. The drip line area shall be defined as the ground area and vegetation measured from the outermost branches to the trunk of the tree. Existing trees may be considered preserved if no cutting, compacting, or grading of the soil takes place between the trunk of the tree and the area five (5) feet outside of the tree's drip line. Trees to be retained shall be protected from damage during construction by a construction fence located five (5) feet outside the drip line.
 - iii) A plan for future maintenance of the tree(s).

- b) Landscape Credit System. The Director shall grant landscape credit based on the total area of the preserved tree drip line. The area of the drip line shall be directly credited toward the required landscaping area for interior parking lots. In order to secure credit, the entire area within the drip line of the preserved tree must be protected from encroachment unless an alternative is otherwise approved by the Director.
- c) Limits to Landscape Area Credit. Landscape credits for preserved trees shall not eliminate or reduce the parking area screening and buffering requirements. Landscape credit shall be applied only to the required interior parking area landscaping. Credit for preserved trees shall be limited to 60% of the total interior parking area landscaping requirement. The remaining 40% shall be provided according to Section 3.3.200(4). Landscape credit shall not be granted for trees preserved within a required Riparian Habitat Protection Area.

SECTION 3.3.210 CENTRAL BUSINESS DISTRICT (CBD) PARKING LOT LANDSCAPING

- a) Adjacent to Streets. Parking areas adjoining a public street shall be designed to provide a landscaped planting strip between the street right-of-way and parking area.
 - i) The landscaping strip shall be at least five (5) feet wide.
 - ii) For every 25 feet, five (5) five-gallon or eight (8) one-gallon shrubs shall be planted. The remaining area shall be treated with ground cover.
 - iii) The landscaping shall be designed and maintained to screen cars from view from the street and shall be approximately 36 inches tall.
 - iv) Screening materials may include a combination of plant materials, solid masonry walls, raised planters, or other screening devices that meet the intent of this requirement and have been approved by the Director.
 - v) Plant materials, walls, or structures within a clear vision area shall not exceed 36 inches in height.
- b) Interior Parking Lot Landscaping
 - i) A minimum of two percent (2%) of the parking lot interior area shall be landscaped. For every 100 square feet of the minimum two percent (2%), one (1) tree at least six (6) feet high and five (5) one-gallon shrubs or two (2) five-gallon shrubs shall be planted with the remaining area treated with ground cover.
 - ii) Parking lots with more than 100 spaces shall provide appropriate entry features consisting of a concentration of landscape elements at primary

entrances, including specimen trees, flowering plants, enhanced paving, and project identification.

SECTION 3.3.220 VARIANCE FOR PARKING/LANDSCAPING STANDARDS

The Director may reduce the number of parking spaces and landscape area through an Administrative Variance procedure pursuant to Section [5.1.060](#) for lots 10,000 square feet or less, or lots developed prior to the adoption of this Ordinance. The Director may grant reductions only if, on the basis of investigation and evidence submitted that a lot is 10,000 square feet or less, or existing developments are unable to meet the parking and landscaping provisions due to existing lot and building configurations. The application for variance shall be reviewed according to the following criteria:

- 1) The proposed development will not conflict with the purposes of this Ordinance and adopted policies of the Comprehensive Plan and any other plans or policies adopted by the approving authority;
- 2) The proposed development will not adversely affect existing traffic or the eventual development of abutting properties any more than if the development were to occur according to the standards of the Ordinance.
- 3) The proposal is compatible with existing development and character of adjoining properties.

SECTION 3.3.230 INTERNAL WALKWAYS

(Ord.3279, 3/08)

- 1) Purpose. The objective of this Section is to accomplish the construction of an efficient, connected, and safe system of pedestrian circulation, coordinated within and between various urban developments, by providing walkways and sidewalks for pedestrian access from and within urban developments and via extensions to street sidewalks.
- 2) Exceptions. The requirements of this Section shall not apply to single-family and two-family dwellings.
- 3) Locations. Each property in all Zoning Districts being newly developed, or redeveloped in accordance with Section 3.1.040 shall provide internal sidewalks and walkways, subject to the requirements and exceptions set forth in this Section.
 - a) Each property subject to the provisions of this Section shall provide pedestrian walks at or around the building of sufficient extent to provide safe and convenient pedestrian passage commensurate with the character of the development and the nature of the intended use of the building.

- b) Each such property shall provide pedestrian walkways, crosswalks and other pedestrian facilities to allow safe and convenient pedestrian access throughout the site, particularly to routes between main building entrances and adjacent pedestrian destinations, including uses on adjoining properties, public sidewalks, and transit stops. Where the nature of the development is such that several buildings utilize a common internal pedestrian walkway system, such internal walkway system shall extend to the street sidewalk and shall serve to meet the requirements of this Section.

The ends of all raised walkways, where the walkway intersects a drive, parking aisle or street shall provide ADA accessible ramps.

4) Design Standards

- a) Surface. Pedestrian walks and accessway surfaces shall provide a minimum three (3) foot wide paved with permanent hard-surfaced material, such as concrete, stone, brick, or tile. Only all-weather, non-skid paving shall be used in walk construction.
- b) Stairs. Where stairs are employed, the riser to tread proportion shall be designed to normal stair standards. Handrails shall be provided where the number of risers of adjoining grade difference requires the protection afforded by rails, as determined by the Uniform Building Code of the State of Oregon. Any flight of stairs, if it be on a pedestrian route, shall have the same riser to tread dimension. Stairs shall be constructed of concrete, metal or approved walkway material.
- c) Lighting. Night lighting sufficient to ensure safe pedestrian use shall be provided where stairs, curbs, ramps, or other potential hazards occur.
- d) Curbs. Pedestrian walks adjoining automobile circulation lanes or parking areas shall be raised six (6) inches, or curbed, painted or constructed of different (contrasting) materials to define the pedestrian walk.
- e) Markings. Where pedestrian walks must cross parking areas or automobile circulation lanes, the pedestrian walk shall be defined by use of a contrasting paving, such as white concrete in an asphalt area, visually obvious paint stripes, or other clearly defined pattern.
- f) Crosswalks. Where a walkway crosses a parking area containing more than ten (10) parking spaces, a driveway, or a street, the walkway shall be clearly marked with contrasting paving materials, which may be part of a raised/hump crossing area. Painted or thermo-plastic striping and similar types of non-permanent applications may be approved for crosswalks not exceeding 24 feet in length.

- 5) Review of Plans by Community Development Director. Before a development permit is issued, plans for pedestrian walks shall be reviewed by the Community Development Director to determine that the provisions and objectives of this Article are to be accomplished. To the extent practicable, such review shall be in conjunction with all other development plan reviews required by this Ordinance, and may be incorporated into the general site plan review process as provided for in Article 1: Site Plan Review.