



URBAN SERVICES COMMITTEE

Agenda

Tuesday, July 7, 2015
5:00 pm

Madison Avenue Meeting Room
500 SW Madison Avenue

- | | |
|------------------------------------|---|
| Discussion/ Possible Action | I. Parking District C Expansion (Attachment) |
| Discussion/ Possible Action | II. Recommendation on Transportation System Plan Work Products (Attachment) |
| Discussion/ Possible Action | III. Residential Parking District Program Changes (Attachment) |
| Information | IV. Other Business |

Next Scheduled Meeting

Tuesday, July 21, 2015 at 5:00 pm
Madison Avenue Meeting Room, 500 SW Madison Avenue

Agenda

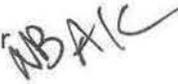
None at this time.

***** MEMORANDUM *****

June 15, 2015

TO: Urban Services Committee for the July 7, 2015 meeting

FROM: Mary Steckel, Public Works Director 

THROUGH: Mark W. Shepard, City Manager 

SUBJECT: Residential Parking District C Expansion Request

ISSUE

A request was received from residents to expand Residential Parking District (RPD) C to the south of the existing boundary.

BACKGROUND

An administrative process developed in Public Works establishes six steps for forming or expanding RPDs (Attachment A). The limits of the existing RPD C are generally the south and west sides of Central Park, including properties along 9th Street, and the north side of Jefferson Avenue (Attachment B shows the current district boundaries and the area proposed for district expansion).

DISCUSSION

Step 1 - In April of 2015, staff received petitions signed by property owners in the proposed expansion area. The area included extends south to SW Washington Avenue, with SW 6th and 9th Streets generally forming the eastern and western boundaries.

Step 2 - Staff completed a daytime, midweek parking survey of the area in late April, 2015. The average usage for the entire area was 91% and just two block faces fell below the 85% threshold identified in Step 2 of the process; these were at 72% and 81%. As these sections are within the general boundary of the requested area and the overall utilization is so high, staff believes it makes sense to evaluate these block faces with the others.

Step 3 - The Corvallis Police Department completed the enforcement impact report, which concluded that current staffing levels allow for adding this area without a significant impact to Parking Enforcement's workload or additional cost to the City. Parking Enforcement did raise concerns about the east side of 7th Street and the north side of Adams Avenue (both abutting the former *Gazette Times* building) not being included in the proposed district. This was out of concern that it would create confusion for people not noticing that one side of the street is signed as within an RPD and the other side isn't. Staff notes that this is common within the existing residential parking districts. Since the applicants did not submit petitions for these blocks faces and there is uncertainty about the timing and type of development for the former *Gazette Times* block, staff did not pursue requiring their inclusion in this proposed expansion.

Urban Services Committee
Proposed Residential Parking District C Expansion
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Step 4 - Staff sent a letter and postcard ballot to all property owners on the block faces proposed for inclusion in the new district boundary. The ballot asked whether the property owner supports expansion of RPD C to include their block face. The response rate varied by block face and was 75% overall. Attachment C shows a graphic representation by block face of the responses by property; 'yes' indicating support for and 'no' indicating opposition to the expansion proposal. Generally, the proponents are owners of single family dwellings, while multi-family dwelling owners either didn't respond or voted against the expansion. Of the responses received, 77% (58% of all properties) favored expanding the district while 23% (17% of all properties) were opposed.

Step 5 - The Downtown Parking Committee (DPC) reviewed the request at their June 2, 2015 meeting. Following staff's presentation and input from several residents of the neighborhood, the DPC discussed the request and recommended that the Urban Services Committee forward to the City Council the expansion as presented.

Step 6 - All the information collected in Steps 1-5 above is summarized in this staff report for review by the Urban Services Committee and City Council.

The Urban Services Committee is asked to review the request and determine whether to recommend approval of the RPD C expansion request or to recommend denial. If the Committee supports approval, the next step would be to determine if the expansion boundary should be accepted as proposed or whether a different configuration should be considered based on the responses by block face.

REQUEST

Staff requests direction on the RPD C expansion request.

- Attachments:
- A - District Formation/Expansion process
 - B - Map of existing and requested RPD C boundary
 - C - Map of responses by property owners for/against
 - D - Ordinance to revise the CMC to include new block faces in RPD C

ATTACHMENT A

Residential Parking District Formation Process

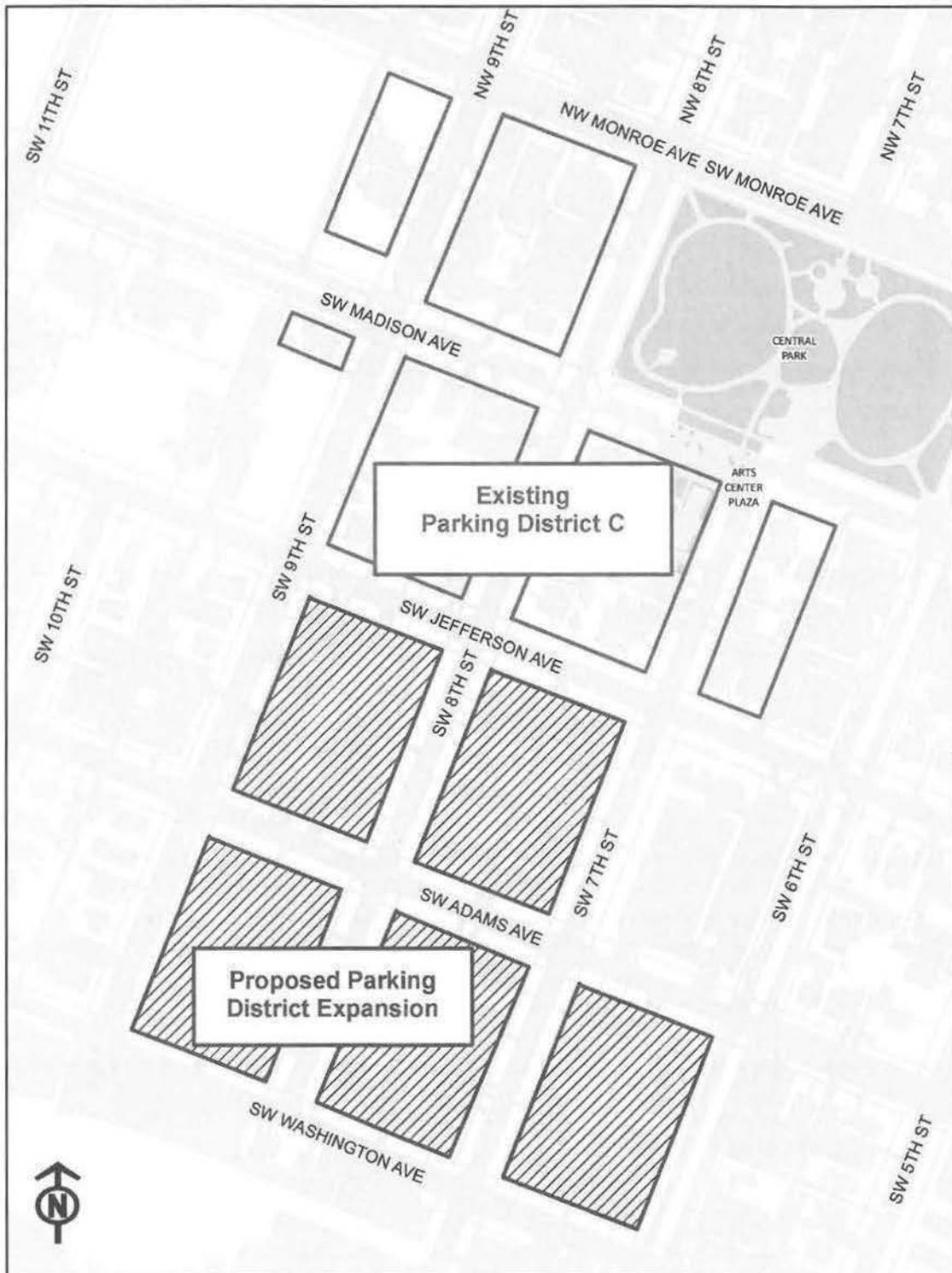
April 2006

- Step 1 Petition to form a new district or expand an existing district
- A petition signed by at least 50% of the **property owners** abutting each block face in any area that is interested in forming a new district or expanding an existing district. The petition should clearly indicate the area (include a street map with the proposed district outlined). To assure effective districts, the minimum new district size is **10 block faces**.
- Step 2 City staff will complete a parking study that identifies the peak parking demand in relationship to supply. Generally, demand must be **85% of supply** to continue the process. This step may result in adjustments to the proposed district boundaries.
- Step 3 City staff will complete an enforcement impact report that discusses the ability to enforce parking controls within the proposed district and/or the need for additional enforcement staff.
- Step 4 Property owners within the proposed district will be asked, via ballot, to support the formation of the district. Information regarding the cost and process to acquire parking permits for those living in residential parking districts will be provided with the ballot.
- Step 5 Proposed districts within the area included in the 2002 Downtown Parking Plan will be reviewed by the Downtown Parking Commission with a recommendation to the City Council.
- Step 6 All the information developed through steps 1-5 above will be provided to the City Council through the Urban Services Committee for a decision regarding district formation or expansion

Note: The current annual cost for a residential parking permit is \$15. There is no fee to petition to create a new residential parking district or to expand an existing district.

ATTACHMENT B

Existing and Proposed Residential Parking District C Expansion



ATTACHMENT C



ATTACHMENT D

ORDINANCE 2015-_____

AN ORDINANCE RELATING TO CREATION AND DESIGNATION OF RESIDENTIAL PARKING PERMIT DISTRICTS, AMENDING CORVALLIS MUNICIPAL CODE CHAPTER 6.15.030, "CREATION AND DESIGNATION", AS AMENDED

THE CITY OF CORVALLIS ORDAINS AS FOLLOWS:

Municipal Code Section 6.15.030 is hereby amended as follows:

Section 6.15.030 - Creation and designation.

There are hereby created residential parking permit districts subject to the provisions herein and containing the following described areas:

1) *District "A."* District A shall include all property abutting the following described streets: The west side of NW 27th Street between NW Johnson Avenue and NW Arnold Way; NW 28th, 29th, and 30th Streets between NW Johnson and Van Buren Avenues; NW 28th Street between NW Van Buren Avenue and Arnold Way; NW 31st Street between its southerly end and NW Van Buren Avenue; the south-westerly side of NW Arnold Way between NW 27th and 28th Streets; NW Van Buren Avenue between NW Arnold Way and NW 31st Street; NW Jackson Avenue between NW 27th and 32nd Streets; NW Johnson Avenue between NW 27th and 33rd Streets; 32nd Street and the east side of NW 33rd Street between Johnson Avenue and Jackson Avenue; and 29th Street from its Northerly end to Van Buren Avenue.

2) *District "B."* District B shall include all property abutting the following described streets: NW 14th, 15th, and 16th Streets between Monroe Avenue and NW Harrison Boulevard; NW 17th Street between NW Jackson Avenue and NW Harrison Boulevard; NW 18th Street between NW Van Buren Avenue and NW Harrison Boulevard; NW Kings Boulevard and NW 21st Street between Monroe Avenue and NW Harrison Boulevard; NW 23rd Street between NW Jackson Avenue and NW Harrison Boulevard; NW Jackson and Van Buren Avenues and the south side of NW Harrison Boulevard between NW 14th and 23rd Streets; the north side of NW Jackson Avenue between NW 23rd Street and the alley between NW 23rd and 25th Streets; and the north side of Monroe Avenue between the east side of NW 14th Street and NW 21st Street.

3) *District "C."* District C shall include all property abutting the following described streets: **The west side of SW Sixth Street between SW Adams and SW Washington Avenues; SW Seventh Street between SW Madison and SW Jefferson Avenues; the west side of SW Seventh Street between SW Jefferson and SW Adams Avenues; SW Seventh Street between SW Adams and SW Washington Avenues; SW Eighth Street between SW Monroe and SW Jefferson Washington Avenues; SW Ninth Street between SW Monroe and SW Jefferson Avenues; the east side of SW Ninth Street between SW Jefferson and SW Washington Avenues; and SW Madison Avenue between SW Ninth Street and the alley between SW Sixth and SW Seventh Streets; SW Jefferson between SW Seventh and SW Ninth Streets; SW Adams Avenue between SW Seventh and SW Ninth Streets; the south side of SW Adams Avenue between SW Sixth and SW Seventh Streets; and the north side of SW Washington Avenue between SW Sixth and SW Ninth Streets.**

(Ord. No. 2015-03, §§ 1, 2, 02/17/2015; Ord. No. 2014-05, § 1, 06/02/2014; Ord. 2012-12 § 1, 07/02/2012; Ord. 2010-16 § 1, 07/19/2010; Ord. 2001-04 § 1, 5/7/2001; Ord. 89-45 § 1, 1989; Ord. 89-08, 1989; Ord. 88-08 § 3, 1988; Ord. 82-66 § 3, 1982)

PASSED by the City Council this _____ day of _____, 2015.

APPROVED by the Mayor this _____ day of _____, 2015.

EFFECTIVE this _____ day of _____, 2015.

Mayor

ATTEST:

City Recorder



CORVALLIS CITY ATTORNEY
456 SW Monroe, #101
Corvallis, OR 97333
Telephone: (541) 766-6906
Fax: (541) 752-7532

MEMORANDUM

To: Urban Services Committee

From: Jim Brewer, Deputy City Attorney 

Date: July 1, 2015

Subject: Is the process to initiate expansion of a parking district unconstitutional?

Issue:

In an email to the Mayor and City Council dated June 27, 2015, Paul Cauthorn asserted that the petition and ballot by property owners to initiate expanding an existing parking district is an unconstitutional process that is the equivalent to a poll tax.

Background:

Since 2006 the City has followed a multi-step administrative process to initiate creation and expansion of parking districts. Before the matter is put before the Urban Services Committee or City Council for consideration and decision, at least 50% of the real property owners in the area under consideration must petition for inclusion in a district, and after staff completes a parking study and an enforcement impact report, a majority of the property owners must agree to support the formation or inclusion. Tenants and other occupants or residents who are not property owners are not expressly included in these two steps.

Discussion:

While policy arguments can be made both for and against including residents who are not property owners in the initiation process, neither the petition nor the ballot of property owners are binding on this committee or the City Council. In general, there is no legal concern with the City Council receiving and considering information about the opinion or desires of real property owners, or any other discrete group in an area, whether related to parking districts or other topics. Nothing prevents tenants, occupants, or residents who are not owners of real property from petitioning or testifying before the committee and City Council regarding their support or opposition of the same issue.

Urban Services Committee

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July 1, 2015

In cases involving actual elections (when the voters make final decisions about measures or candidates), if voters or candidates are qualified or disqualified according to their status as owners of real property, the Courts at both the state and federal levels typically scrutinize the qualification requirement, looking for some overriding interest of the real property owners compared to people who are not real property owners.

If you have specific questions or concerns about this information, please feel free to call our office.

Day, Emely

Subject: FW: Expansion of Parking District C

From: Ward 2
Sent: Sunday, June 28, 2015 1:16 PM
To: Holzworth, Carla; Steckel, Mary
Subject: Fwd: Expansion of Parking District C

Could you please include in the USC packet. Thanks.

----- Forwarded Message -----

From: bill and suki meyer
To: ward2@council.corvallisoregon.gov, ward1@council.corvallisoregon.gov,
ward3@council.corvallisoregon.gov
Sent: Sun, 28 Jun 2015 11:34:43 -0700 (PDT)
Subject: Expansion of Parking District C

Dear Council Members:

As a matter of improving neighborhood livability, we joined with our neighbors to work on expanding Parking District C to include our streets in the parking district. During the school year if we need a contractor, we must park our vehicle on the street the night before so they can park in our parking space. If we don't do this, they have to park 3-4 blocks away!! When we put our garbage cans out the night before pickup, we find them moved the next morning such that the truck driver needs to get out of the truck to empty the cans. Since our home is on the corner of 8th and Adams, we can observe vehicles speeding and making dangerous maneuvers just to secure a parking spot. We are just waiting for someone to get injured. As a group, we worked hard to make sure that we followed all the requirements for joining parking district C. We met weekly since the beginning of the year, going through city records for names and addresses of all property owners. We then contacted each owner, explaining the process for obtaining a parking district and what a parking district meant for them and/or their tenants. We sent out petitions and followed up with personal contacts. We did the same, when the city sent out the ballots. In summary, we worked hard following all the rules established by the city for joining a parking district. So we now ask for your support in expanding parking district C to include our streets.

Sincerely

Bill and Suki Meyer

Day, Emely

Subject: FW: Expanding RPD "C"

From: Ward 2
Sent: Saturday, June 27, 2015 2:31 PM
To: Holzworth, Carla; Steckel, Mary
Subject: Fwd: Expanding RPD "C"

Please include the following in the USC packet. Thanks.

----- Forwarded Message -----

From: Doug Eaton
To: ward2@council.corvallisoregon.gov
Sent: Sat, 27 Jun 2015 14:29:23 -0700 (PDT)
Subject: Expanding RPD "C"

I support the expansion of Residential Parking District "C". I have lived in Ward 2 since I came to OSU in 1968. I bought the Charles and Ibbey Whiteside House at 7th and Adams in 1989 and the parking situation in our neighborhood needs fixing. The concerns are safety with cars jockeying around our neighborhood doing U turns in intersections and almost running into people on bicycles while looking for parking spaces. It is a problem for plumbers and electricians to work on the houses in the neighborhood since there is no place for them to park on the street. There is also no place for visitors to park during the day. Other parking districts in town have been expanded with council approval due to similar concerns and the results have been successful. The expansions fixed the problem in those neighborhoods. My neighbors and I have followed the city process for public participation in expanding parking districts. This is the same public process that other neighborhoods used to expand their parking districts. Please support the expansion of Park District "C".

Doug Eaton

Day, Emely

Subject: FW: USC packet

From: Ward 2

Sent: Saturday, June 27, 2015 1:53 PM

To: Holzworth, Carla; Steckel, Mary

Subject: USC packet

Could you please include the following statement in the packet for the upcoming USC meeting. Thanks.

"Councilor Hogg's home is within the area of the proposed expansion of parking district C."

Day, Emely

Subject: FW: Please support Expansion of Parking District C
Attachments: parkingletter from Elaine Cull.docx

From: Ward 2
Sent: Thursday, June 25, 2015 5:05 PM
To: Holzworth, Carla; Steckel, Mary
Subject: Fwd: Please support Expansion of Parking District C

Please include in the USC packet. Thanks.

----- Forwarded Message -----

From: Elaine Cull
To: ward2@council.corvallisoregon.gov
Sent: Thu, 25 Jun 2015 15:07:28 -0700 (PDT)
Subject: Please support Expansion of Parking District C

Dear Councilor Hogg:

I am writing to encourage you to support the expansion of Parking District C. I have attached a letter expressing my support, suitable for you to share with your colleagues and to include with the other materials in your packet on this issue. Thank you so much for anything you can do to advance safety and livability in our district!

Elaine Cull

Dear City Council representative,

You will soon be asked to vote on an issue of great importance to me and to other property owners in our district: the expansion of Parking District C. Caught between town and gown, we are asking you to vote yes.

Our area, just south of Central Park, has become the parking lot of choice for OSU students and staff who don't want to pay university parking fees, and downtown employees who have no more convenient parking. Those of us who live here can no longer park near our own homes on weekdays, let alone provide parking for contractors and guests. A recent study by the City of Corvallis shows parking utilization at 91% in the proposed parking expansion area, 100% on some blocks.

Arguments erupt between commuters who want to park and residents who want to put out their trash bins. Safety has become an issue, as cars speed around at all hours of the day searching for spaces, and making 180 degree turns at intersections. It is only a matter of time before there is a serious accident.

This situation erodes our intangible quality of life and our tangible property values. We who live here have invested a great deal of money in buying, maintaining, and improving our properties. But who would ever want to buy a home when you can't park near it? How could you let kids play where streets are so unsafe, when there are so many other options available? And what kind of impression do visitors get from this chaos? The correct impression: that we in Corvallis can't manage our own streets.

I strongly encourage you to support the expansion of Parking District C. I also encourage you to look for longer term solutions to the city's parking problems, such as forcing OSU to provide adequate parking for its students and staff.

Yours truly,

Elaine Cull

Day, Emely

Subject: FW: UPCOMING USC MEETING RE: EXPANSION OF RPD 'C'

From: Ward 2
Sent: Tuesday, June 23, 2015 3:02 PM
To: Holzworth, Carla
Subject: Fwd: UPCOMING USC MEETING RE: EXPANSION OF RPD 'C'

Carla, Could you please add the following email to the USC packet. Thanks.

----- Forwarded Message -----

From: Barb Corden
To: ward2@council.corvallisoregon.gov
Sent: Tue, 23 Jun 2015 13:56:55 -0700 (PDT)
Subject: UPCOMING USC MEETING RE: EXPANSION OF RPD 'C'

Dear Urban Services Committee Members,

We are unable to attend today's meeting but wish to express our complete support for the proposed expansion of RPD 'C'. Fellow neighbors and property owners banded together to do the necessary work that will allow us, with your positive support, to maintain a livable neighborhood, protect and sustain our property values and promote safer streets for drivers and pedestrians alike. The voting results and parking survey data confirm what close-to-campus neighborhoods need in order to survive, namely a Residential Parking District. The current street parking status quo is extremely frustrating, dangerous and unfair to all residents. Please support our efforts to create balance in our neighborhood by moving this proposal forward.

Cordially,

Barbara and David Corden

Day, Emely

Subject: FW: Poll Tax - Parking District Expansion Process - Tenants are not allowed to vote.
Attachments: Parking District Expansion Letter.pdf

From: Paul Cauthorn

Sent: Saturday, June 27, 2015 10:53 AM

To: Mayor and City Council; Steckel, Mary; City Manager; Holzworth, Carla

Subject: Poll Tax - Parking District Expansion Process - Tenants are not allowed to vote.

Hello Mayor and City Council:

The Corvallis city council has taken steps to improve community involvement in an attempt to increase public participation in government decision making, however one process in the city organization is operating contrary to those goals. I received a letter regarding the expansion of parking district "C", including information about the petition and ballot process.

I am disturbed by what I read in these documents. The process disenfranchises members of our community by requiring that one be a property owner in order to have a vote. It appears to me to be an unconstitutional process, which is equivalent to a poll tax. In order to have a say in what happens in your neighborhood and what fees you must pay, one must first own property. That is not good policy. That does not fit with the public participation concepts that this council and previous council say they support.

I find it shocking that this process would not allow tenants, who are citizens and voters in our community, an opportunity to vote on something that will impact them.

To be clear, the community has already voted on this issue. And in every ward, the majority did not support expanding parking districts. The will of the people has been numerically demonstrated and going against the will of the people leads to problems and furthers distrust of government. If you want greater public participation, it is very simple: You allow people to participate.

I request that the petition process for expanding parking districts be halted, until the process can be reworked to allow all of the citizens of area an opportunity to participate in the decision making and vote. It is the honorable and democratic thing to do.

Sincerely,

Paul Cauthorn

**Public Works Department**1245 NE 3rd Street

P.O. Box 1083

Corvallis, OR 97339-1083

(541) 766-6916

FAX: (541) 766-6920

TTY: (541) 766-6477

E-MAIL: publicworks@corvallisoregon.gov

June 23, 2015

Property Owner,

The City has received a request and petition from residents of your neighborhood that Residential Parking District "C" be expanded to include properties in close proximity to yours. **Your property has not been proposed for inclusion in the expanded district.**

Enclosed is a map of the proposed expansion area, a copy of the Residential Parking District section of the Corvallis Municipal Code and a handout detailing the process for expanding a residential parking district. Staff has completed all five steps outlined in the handout and a staff report has been prepared for the Urban Services Committee (USC). Their recommendation will be forwarded to the City Council. The USC meeting date for this item is **Tuesday, July 7, 2015. The meeting is at the Madison Avenue Meeting Room, 500 SW Madison Avenue, at 5:00 pm.** You are welcome to attend and address the USC.

If approved by the City Council, the proposed expansion area will have a two-hour maximum parking limit Monday - Friday from 8:00 a.m. to 5:00 p.m. This will affect any vehicle parked in this area whether resident, visitor, or student, unless the vehicle has a parking permit on the left rear bumper of the vehicle. It's possible that either the USC could recommend and/or the City Council could approve a district expansion that includes an area different than what is proposed.

Please feel free to call me at 541-754-1759 or email me at lisa.scherf@corvallisoregon.gov with any questions.

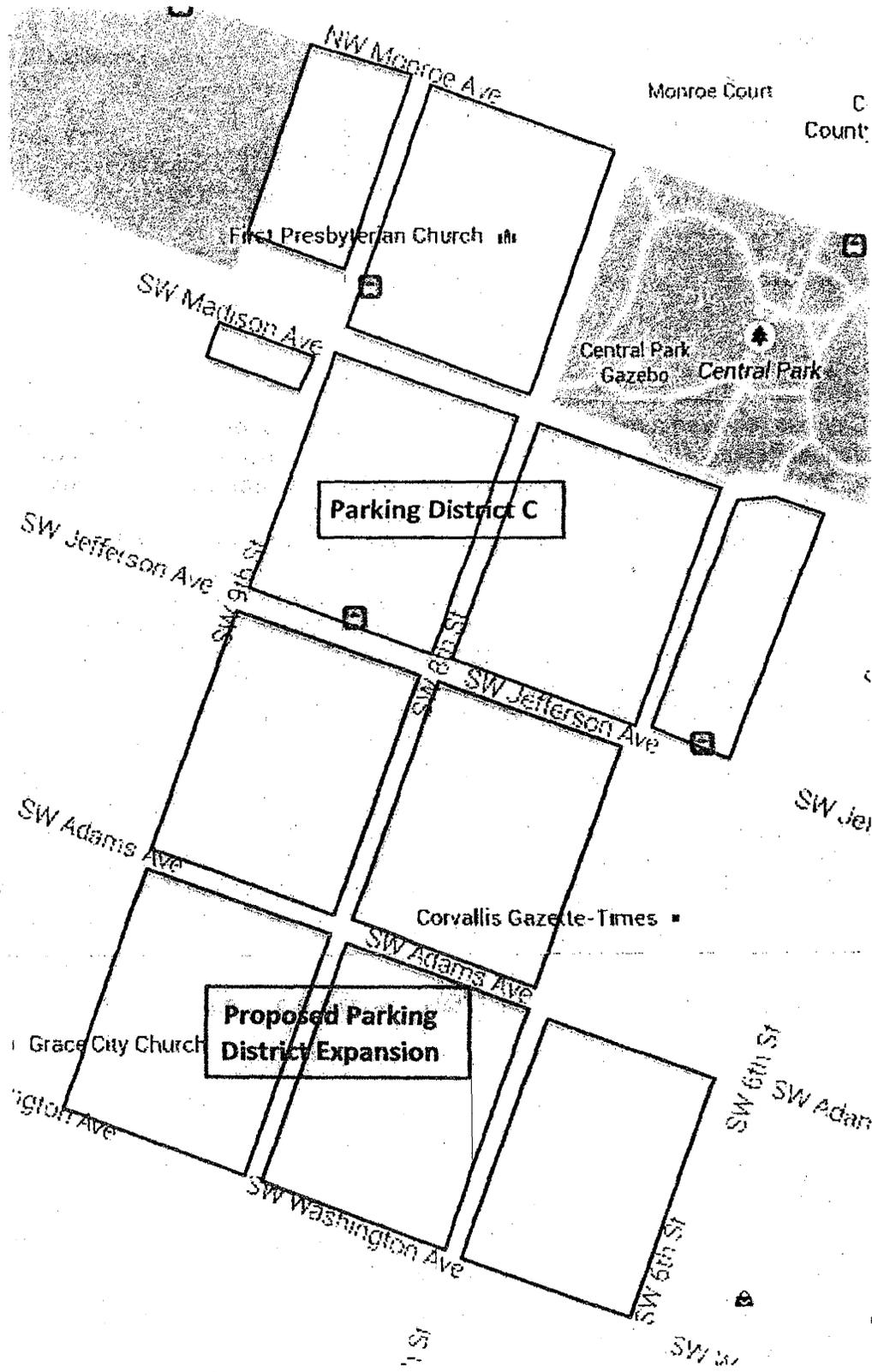
Regards,

A handwritten signature in black ink, appearing to read "L Scherf", is positioned below the "Regards," text.

Lisa Scherf
Transportation Services Supervisor

enclosures

A Community That Honors Diversity!



Chapter 6.15 - RESIDENTIAL PARKING PERMIT DISTRICTS

Sections:

FOOTNOTE(S):

--- (1) ---

Editor's note—Ord. No. 2015-03, § 1, adopted Feb. 17, 2015, repealed former Ord. No. 2014-05, adopted June 2, 2014, and Ord. No. 2014-09, adopted Aug. 5, 2014, which pertained to expansion of residential parking permit districts.

Section 6.15.010 - Legislative findings.

- 1) There exists within the areas described in Section 6.15.030, heavy concentration of vehicles which are parked all day by nonresidents.
- 2) The presence of these vehicles causes vehicular congestion, impedes the movement of traffic, and unduly restricts entry of residents to their homes.
- 3) Such vehicular congestion creates polluted air, excessive noise, and litter.
- 4) The conditions and evils mentioned above in subsections 1), 2), and 3) create blighted or deteriorated residential areas.
- 5) The establishment of residential permit parking districts will help preserve the character of these areas as residential areas and will preserve property values.
- 6) The establishment of residential permit parking districts will reduce motor vehicle miles traveled in the City by requiring commuters to carpool or to utilize forms of transportation which are less polluting per person than private passenger motor vehicles and thereby assist in conformance with national and State air quality standards.
- 7) Residential permit parking districts are necessary to promote the health, safety, and welfare of the inhabitants of the City.

(Ord. No. 2015-03, §§ 1, 2, 02/17/2015; Ord. No. 2014-05, § 1, 06/02/2014; Ord. 88-08 § 2, 1988; Ord. 82-66 § 1, 1982)

Section 6.15.020 - Definitions.

- 1) Residential area. A contiguous or nearly contiguous area containing public streets or parts thereof primarily abutted by residential property or residential and non-business property including, but not limited to, schools, parks, churches, hospitals, and nursing homes.

(Ord. No. 2015-03, §§ 1, 2, 02/17/2015; Ord. No. 2014-05, § 1, 06/02/2014; Ord. 82-66 § 2, 1982)

Section 6.15.030 - Creation and designation.

There are hereby created residential parking permit districts subject to the provisions herein and containing the following described areas:

- 1) District "A." District A shall include all property abutting the following described streets: The west side of NW 27th Street between NW Johnson Avenue and NW Arnold Way; NW 28th, 29th, and 30th Streets between NW Johnson and Van Buren Avenues; NW 28th Street between NW Van

Buren Avenue and Arnold Way; NW 31st Street between its southerly end and NW Van Buren Avenue; the south-westerly side of NW Arnold Way between NW 27th and 28th Streets; NW Van Buren Avenue between NW Arnold Way and NW 31st Street; NW Jackson Avenue between NW 27th and 32nd Streets; NW Johnson Avenue between NW 27th and 33rd Streets; 32nd Street and the east side of NW 33rd Street between Johnson Avenue and Jackson Avenue; and 29th Street from its Northerly end to Van Buren Avenue.

- 2) District "B." District B shall include all property abutting the following described streets: NW 14th, 15th, and 16th Streets between Monroe Avenue and NW Harrison Boulevard; NW 17th Street between NW Jackson Avenue and NW Harrison Boulevard; NW 18th Street between NW Van Buren Avenue and NW Harrison Boulevard; NW Kings Boulevard and NW 21st Street between Monroe Avenue and NW Harrison Boulevard; NW 23rd Street between NW Jackson Avenue and NW Harrison Boulevard; NW Jackson and Van Buren Avenues and the south side of NW Harrison Boulevard between NW 14th and 23rd Streets; the north side of NW Jackson Avenue between NW 23rd Street and the alley between NW 23rd and 25th Streets; and the north side of Monroe Avenue between the east side of NW 14th Street and NW 21st Street.
- 3) District "C." District C shall include all property abutting the following described streets: SW Seventh Street between SW Madison and SW Jefferson Avenues; SW Eighth Street between SW Monroe and SW Jefferson Avenues; SW Ninth Street between SW Monroe and SW Jefferson Avenues; and SW Madison Avenue between SW Ninth Street and the alley between SW Sixth and SW Seventh Streets.

(Ord. No. 2015-03, §§ 1, 2, 02/17/2015; Ord. No. 2014-05, § 1, 06/02/2014; Ord. 2012-12 § 1, 07/02/2012; Ord. 2010-16 § 1, 07/19/2010; Ord. 2001-04 § 1, 5/7/2001; Ord. 89-45 § 1, 1989; Ord. 89-08, 1989; Ord. 88-08 § 3, 1988; Ord. 82-66 § 3, 1982)

Section 6.15.040 - Issuance of permits; placement of signs.

- 1) The City Engineer shall cause residential parking district signs to be erected to designate the location of each district.
- 2) A permit shall be issued upon application and payment of the permit fee only to the owner or the operator of a motor vehicle who resides on property within that residential parking district, not to exceed three per kitchen (as defined in the Land Development Code) in a dwelling unit; except for cooperatives, fraternities, and sororities (as defined in the Land Development Code), in which cases, the number of permits issued will not exceed 20 per kitchen. Only one permit may be issued per registered vehicle owned or operated by a person residing within the permit zone.
- 3) Permits shall be valid from the date of issuance to and including the next following August 31 and may be renewed annually for a term of one (1) year beginning on September 1.
- 4) Residential parking permit fees shall be determined by Council.
- 5) The application for a permit shall contain the name of the owner or operator of the motor vehicle, residential address, motor vehicle's make, model, registration number, and the applicant's driver's license number. The permit shall display the permit number and expiration date.
- 6) The permit shall be nontransferable. If the holder of a valid permit sells, gives, or otherwise disposes of a vehicle for which the permit has been issued, a new permit will be issued to the holder of said valid permit upon the surrender of the valid permit and the filing of an application for a permit for another vehicle owned or operated by the holder of the surrendered permit and eligible for a permit under the provisions herein. The new permit shall be valid for the same period of time that the surrendered permit was valid and shall be issued at no additional charge to the permit holder.
- 7) The City Manager or designee is authorized to issue temporary parking permits to bona fide visitors of residents in residential parking districts.

- 8) Notwithstanding anything herein to the contrary, the following special provisions apply to businesses located in the SA(FS) (Shopping Area - Flexible Standards) commercial district along or adjacent to Monroe Avenue:
 - a) Up to three permits may be issued to the proprietor of a business, for use by the proprietor or employees of the business;
 - b) The permit may be used only for parking while the proprietor or employee is at her or his place of employment;
 - c) A permit held by a person in violation of these provisions may be revoked and future permits may be denied or restricted;
 - d) To the extent applicable, all other provisions herein shall apply.
- 9) Notwithstanding anything herein to the contrary, the following special provisions apply to businesses located in District "C":
 - a) Employers may purchase one permit for each 400 square feet of office space in the building for use by the proprietor or employees of the business. These permits are transferrable among the employees of that business.
 - b) The permit may be used only for parking while the proprietor or employee is at her or his place of employment.
 - c) A permit held by a person in violation of these provisions may be revoked and future permits may be denied or restricted.
 - d) To the extent applicable, all other provisions herein shall apply.

(Ord. No. 2015-03, §§ 1, 2, 02/17/2015; Ord. No. 2014-05, § 1, 06/02/2014; Ord. 2010-16 § 1, 07/19/2010; Ord. 89-45 § 2, 1989; Ord. 89-08 § 2, 1989; Ord. 88-08 § 4, 1988; Ord. 82-66 § 4, 1982)

Section 6.15.050 - Parking regulations.

- 1) The residential parking permit shall be affixed to the left rear bumper or placed in the left corner of the rear window of the vehicle.
- 2) The holder of a residential parking permit which is properly displayed on the left side of the rear bumper shall be permitted to park a motor vehicle in the specified residential parking district in excess of posted district time limits, but in no instance be in violation of any other City ordinance.
- 3) A residential parking permit does not guarantee nor reserve to the holder a parking space within the designated residential parking permit district.
- 4) A residential parking permit shall not authorize the holder thereof to park a motor vehicle in a parking meter zone or in such places or during such times as the stopping or parking of motor vehicles is prohibited or set aside for specified types of vehicles, nor exempt the holder from the observance of any traffic regulation.
- 5) No person shall stand or park a vehicle anywhere within a residential parking permit district in a manner or for a time different from the manner or in excess of the time authorized for parking therein. No person shall move a vehicle, for which a residential parking permit has not been issued, to another location within the same residential parking permit district during the same day. The installation and maintenance of a sign or signs within a block shall be prima facie evidence that said block is within a residential parking permit district and that said block has been regulated by Council in the manner designated on said sign.
- 6) A residential parking permit designated for a specific district does not permit the holder to park in another, but different, residential parking permit district.

(Ord. No. 2015-03, §§ 1, 2, 02/17/2015; Ord. No. 2014-05, § 1, 06/02/2014; Ord. 96-04 § 2, 1996; Ord. 89-45 § 3, 1989; Ord. 88-05 § 5, 1988; Ord. 82-66 § 5, 1982)

Section 6.15.060 - Parking permit violations.

It shall be unlawful for any person to:

- 1) Represent that he/she is entitled to a residential parking permit when that person is not so entitled;
- 2) Fail to surrender a permit to which the holder is no longer entitled; or
- 3) Park a vehicle displaying such a permit at any time when the holder of such permit is not entitled to hold it.

(Ord. No. 2015-03, §§ 1, 2, 02/17/2015; Ord. No. 2014-05, § 1, 06/02/2014; Ord. 82-66 § 6, 1982)

Section 6.15.070 - Revocation of permit.

The City Manager or designee is authorized to revoke the residential parking permit of any permittee found to be in violation of this Chapter; and upon written notification thereof, the permittee shall surrender such permit to the City Manager or designee. Failure, when so requested to surrender a residential parking permit so revoked, shall constitute a violation of this Section.

(Ord. No. 2015-03, §§ 1, 2, 02/17/2015; Ord. No. 2014-05, § 1, 06/02/2014; Ord. 82-66 § 7, 1982)

Section 6.15.080 - Penalty.

Any person who violates any provision herein shall be punished, upon conviction, by a fine of not less than \$40 nor more than \$100. It shall not be a defense to any violation herein that the permit had been issued but was not properly displayed.

(Ord. No. 2015-03, §§ 1, 2, 02/17/2015; Ord. No. 2014-05, § 1, 06/02/2014; Ord. 2011-17 § 1, 11/21/2011; Ord. 89-45 § 4, 1989; Ord. 82-66 § 8, 1982)

Residential Parking District

Formation Process

April 2006

- Step 1 Petition to form a new district or expand an existing district
- A petition signed by at least 50% of the **property owners** abutting each block face in any area that is interested in forming a new district or expanding an existing district. The petition should clearly indicate the area (include a street map with the proposed district outlined). To assure effective districts, the minimum new district size is **10 block faces**.
- Step 2 City staff will complete a parking study that identifies the peak parking demand in relationship to supply. Generally, demand must be **85% of supply** to continue the process. This step may result in adjustments to the proposed district boundaries.
- Step 3 City staff will complete an enforcement impact report that discusses the ability to enforce parking controls within the proposed district and/or the need for additional enforcement staff.
- Step 4 Property owners within the proposed district will be asked, via ballot, to support the formation of the district. Information regarding the cost and process to acquire parking permits for those living in residential parking districts will be provided with the ballot.
- Step 5 Proposed districts within the area included in the 2002 Downtown Parking Plan will be reviewed by the Downtown Parking Commission with a recommendation to the City Council.
- Step 6 All the information developed through steps 1-5 above will be provided to the City Council through the Urban Services Committee for a decision regarding district formation or expansion
- Note The current annual cost for a residential parking permit is \$15. There is no fee to petition to create a new residential parking district or to expand an existing district.

Residential Parking District Guidelines

1. Municipal Code states the permit must be attached to the left rear bumper or the left rear corner of the of the back window of the vehicle.
2. If you park at a parking meter, you must put money in the meter.
3. Temporary Residential Permits are available for guests who will be visiting at your residence for more than two hours. Anyone can park in a residential district for up to two hours.
4. The two hour limit is intended as a once per day time only, i.e. a person can-not park for two hours , leave and come back and park in the district for another two hours.
5. The residential parking permit allows parking during posted times in excess of the two hour limit. You may not park in any one location for more than 48 hours. This limit also applies to on-street parking outside of residential districts.
6. Parking violations are \$25.00 for each two hour period - from 8:00 AM to 5:00 PM Monday through Friday.
7. Each residential address is allowed a maximum of three permits only. The permit must be renewed annually. The current cost for a permit is \$15.
8. Permits are only valid in one district (there are currently two districts).
9. You cannot buy a permit for one car and put it on another car. If you replace a vehicle, the old permit must be surrendered. A new permit for the balance of the year will be issued at no cost.

MAYOR & COUNCIL EMAIL

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Proposed Addition to Parking District C

- *To:* "ward2@xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx" <ward2@xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx>, Ward 1 <ward1@xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx>, "ward3@xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx" <ward3@xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx>
- *Subject:* Proposed Addition to Parking District C
- *From:* Kenton Daniels <kentonofbenton@xxxxxxxx>
- *Date:* Mon, 29 Jun 2015 14:29:17 -0700
- *Authentication-results:* zmail-mta02.peak.org (amavisd-new); dkim=pass (2048-bit key) header.d=gmail.com

Dear Councilors Hogg, York and Baker,

On July 7th a proposal to add properties to existing Parking District C will come before the Urban Services Committee for consideration. As you know, this proposal only affects 51 properties in our small neighborhood south of Central Park. Neighbors have been working diligently since January to meet all of the current city requirements to make an expansion of an existing parking district.

We have contacted all property owners in the proposed area to be added, as well as many persons who rent in our neighborhood. Most feedback and responses we have received have been very positive from both property owners and from renters. From the initial petition we send out to 51 property owners (and we did reminder mailings/contacts), we received 32 responses, 29 supporting and only 3 opposed, a 91% "yes" vote of those signing the petition. 19 properties did not respond to our petition requests. The balloting perform by the City resulted (as of my last contact with City staff) in 30 "yes" votes and 9 "no" votes, a 77% "yes" vote of those who voted, with about 12 properties not responding.

This collaborative work done by residents of this neighborhood over the last 7 months should serve as a great example of public participation for the City of Corvallis. We are all working very hard to make improvements to our neighborhood in many ways (just over 50% of the properties in the area are owned by persons living in the proposed addition). Addressing the serious problem we all have with our streets serving as a free parking lot primarily for OSU students and employees during the work week is very degrading and negative for our quality of life, both for resident owners and for renters.

Please honor all of the work we have done and forward this proposal with a positive (hopefully unanimous) recommendation to the full City Council. Thanks you all for everything you do for our community.

Sincerely,

Kent Daniels

Corvallis

-
- Prev by Date: **"the City" - July issue**
 - Previous by thread: **"the City" - July issue**
 - Index(es):
 - **Date**
 - **Thread**

Day, Emely

Subject: FW: Proposed expansion of Parking District "C"
Attachments: 2012-2015_ParkingSurveyComparison_DistrictC.pdf

From: Ward 2
Sent: Monday, June 29, 2015 8:50 PM
To: Holzworth, Carla; Steckel, Mary
Subject: Fwd: Proposed expansion of Parking District "C"

Please include in the USC packet. Thanks.

----- Forwarded Message -----

From: C Cloyd
To: Roen Hogg, ward1@cityofcorvallis.org, Ward3@cityofcorvallis.org
Sent: Mon, 29 Jun 2015 18:03:57 -0700 (PDT)
Subject: Proposed expansion of Parking District "C"

Councilors Hogg, York, and Baker:

I'm writing in support of the proposal to expand Parking District "C." In the Central Park neighborhood, between downtown and OSU, weekday on-street parking during the school year has been increasingly difficult to find for the last seven years, or more. Parking District "C" was approved by the City Council in 2010 because residents, and visitors to nearby churches, businesses, and Central Park, found on-street parking difficult to impossible. District "C" has been successful, but parking on the streets outside its boundaries has been a source of increasing frustration for residents of those neighborhoods. In 2012, Central Park area residents began to talk about expanding Parking District "C." In late November of that year, half a dozen of them joined me to complete a two-day parking utilization survey covering all the streets of the Central Park Neighborhood Association. Following the parking utilization study protocol used by Group McKenzie, traffic and transportation consultants to the City of Corvallis and Collaboration Corvallis, we counted the number of occupied parking spaces on each block face at 90-minute intervals between 7 am and 5:30 pm on November 27 and 28, 2012. The results of our 2012 parking utilization survey for the streets in the proposed Parking District "C" expansion are remarkably similar to those of the April 29-30, 2015 parking survey completed by City of Corvallis staff as part of the proposed expansion. I have created a side-by-side comparison of the results of both surveys, which is attached for your reference. Overall parking space utilization in the five-block area proposed for District "C" expansion was 91.5% in the April 2015 survey, and 90.6% in the November 2012 survey; evidence that on-street parking has been very difficult to find for a long time. The results also suggest that OSU's new graduated pricing system for on-campus parking permits has not, by itself, made parking in the adjacent neighborhoods any easier to find. The results of these two parking utilization surveys are well above the 85% demand threshold established in the City's 2006 Parking District Formation Guidelines, which neighborhood residents followed in applying to expand Parking District "C." Parking districts provide, at nominal cost, a convenience to those who live within their boundaries. Other city residents and visitors have access those same streets without cost or obligation. Parking districts improve neighborhood livability, and make the streets safer by reducing traffic. For these reasons, I urge you to recommend the expansion of Parking District "C" to the full City Council for implementation by September 2015. My thanks for your many efforts on behalf of all Corvallis residents.

Sincerely,

Courtney Cloyd

Day, Emely

Subject: FW: Testimony in Favor of Expansion of Parking District C

From: Ward 2
Sent: Monday, June 29, 2015 8:51 PM
To: Steckel, Mary; Holzworth, Carla
Subject: Fwd: Testimony in Favor of Expansion of Parking District C

Please include in the USC packet. Thanks.

----- Forwarded Message -----

From: Deb Kadas
To: Roen Hogg, ward1@cityofcorvallis.org, ward3@cityofcorvallis.org
Sent: Mon, 29 Jun 2015 20:49:05 -0700 (PDT)
Subject: Testimony in Favor of Expansion of Parking District C

Dear Urban Services Committee Members,

I urge the USC to approve the expansion of Residential Parking District C. As a long time Corvallis citizen with first-hand parking district experience, I support this expansion because 1) the affected property owners overwhelmingly approve of the district; 2) forming a district will instantly improve parking for the neighborhood residents; and 3) expanding the district instantly will improve the availability of parking for residential guests, contractors, service vehicles...thereby improving the viability and livability of their neighborhood. 1) The USC should approve the district expansion because the neighbors who will be most impacted overwhelmingly support its creation. These neighbors have endured years of parking congestion in front of their homes, and deserve the same opportunity to park in front of their homes that the rest of us take for granted. 2) The USC should approve the district expansion because it will provide immediate relief to it's residents. When I moved to my home 20 years ago, Parking District A stopped a block from my home, and so there wasn't any weekday on-street parking available. Similar to today, a group of us neighbors provided a majority of signatures to then Director of Public Works, Steve Rogers, and he immediately approved the expansion. We could suddenly find parking in front of our homes and no longer feared that if we left home between 8-5, we would lose a place to park upon return! 3) The USC should approve the district expansion so that guests, contractors, service vehicles, etc. can all find a place to park! Last summer, I was hired to work on a home *near *Parking District C. Because of the lack of parking, working with my clients became complicated. Musical cars was a regular activity, and there were days when I had to ask to use a neighbor's driveway and/or when I had to park away and haul my heavy samples an unusually long distance. Neighbors near Parking District C are asking to have what most of us already have and take for granted...the ability for them, their neighbors, their loved ones, their guests, and the people that service their homes to ALL have the ability to park in front of their homes. PLEASE recommend approval to the City Council, and help restore the livability of this wonderful, older neighborhood! Should you have any additional questions about the merits of residential parking districts, please do not hesitate to contact me!

Most Sincerely,

Deb Kadas
(Parking District A)

MEMORANDUM

June 29, 2015

TO: Urban Services Committee for the July 7, 2015 meeting

FROM: Mary Steckel, Public Works Director 

THROUGH: Mark W. Shepard, City Manager 

SUBJECT: Transportation System Plan Public and Stakeholder Involvement Strategy

Issue

Staff is seeking City Council approval of the Transportation System Plan's (TSP) Public and Stakeholder Involvement Strategy (PSIS).

Discussion

The PSIS will guide stakeholder and public involvement during the update of the TSP and the Transit Development Plan (TDP). The purpose of the public involvement program is to share information and gather input on the needs and issues of the stakeholders in Corvallis and the surrounding area.

The project's public involvement and communication goals are to:

- Communicate complete, accurate, understandable and timely information to the public throughout both project plans.
- Actively seek public input throughout the projects, engaging a broad, diverse audience.
- Provide meaningful involvement opportunities and demonstrate how the input influenced the process.
- Seek participation of potentially affected and/or interested individuals, neighborhoods, businesses and organizations.
- Comply with Civil Rights Act of 1964 Title VI requirements (Title VI and its implementing regulations provide that no person shall be subjected to discrimination on the basis of race, color or national origin under any program or activity that receives federal financial assistance).
- Ensure that the public involvement process is consistent with applicable State and federal laws and requirements, and is sensitive to local policies, goals and objectives.

The PSIS reflects commitments from the City of Corvallis and the Oregon Department of Transportation (ODOT) to coordinate and complete outreach activities designed to provide interested parties an opportunity to have input on these plans.

The TSP Steering Committee (SC) reviewed the draft Public and Stakeholder Involvement Strategy at their meeting on June 9, 2015. Feedback from SC members was incorporated in the attached document that is ready for USC review and discussion.

Action Requested

Request the Urban Services Committee to recommend approval of the Public and Stakeholder Involvement Strategy for the TSP and TDP projects to the City Council.

Attachment: Draft Public and Stakeholder Involvement Strategy



Technical Memorandum #1

Public and Stakeholder Involvement Strategy

Prepared for

City of Corvallis

Prepared by

JLA Public Involvement, Inc.
1110 SE Alder Street, Suite 301
Portland, OR 97214

June 2015



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Introduction

This Public and Stakeholder Involvement Strategy (PSIS) will guide stakeholder and public involvement during the update of the City of Corvallis's Transportation System Plan (TSP) and Transit Development Plan (TDP). The PSIS reflects commitments from the City of Corvallis and Oregon Department of Transportation (ODOT) to coordinate and carry out outreach activities designed to provide interested parties an opportunity to have input on these plans.

Project Description and Project Area

Corvallis' **Transportation System Plan (TSP)** is a long-range plan that implements the transportation element of the City's Comprehensive Plan. It considers all modes of travel and provides guidance on how to invest in the transportation system through a combination of projects, policies, and programs to meet travel needs as the City grows. The City's current TSP was adopted in 1996 and needs to be updated to reflect the latest community vision and current infrastructure systems.

Corvallis's transit system is an important part of the transportation network and daily life. In order to improve overall transit performance and meet the evolving transportation needs of the community, the City is developing a **Transit Development Plan (TDP)**. The TDP will guide the City's operation of and investment in the public transportation system. More specifically, the plan is intended to:

- Evaluate the performance of the Corvallis Transit System, including the effectiveness of the existing bus routes and services and the financial performance of the system;
- Identify transit service needs of residents, businesses, visitors, or OSU that are not being met, or are not being met well, by the existing transit system;
- Design and evaluate short- and long-term (2040) transit system improvement alternatives that address any unmet needs or future growth opportunities.
- Recommend a plan for operations and capital improvements to implement the community preferred alternatives.

Corvallis is located in central western Oregon within the Willamette Valley. It is the county seat of Benton County and home to Oregon State University. The City covers approximately 14 square miles and has a current (2012) population of 55,000 residents, which includes approximately 25,000 college and university students. Major roadways within the City include OR 99W, OR 34, and US 20. The transportation system includes streets, pedestrian and bicycle facilities, rail facilities, parking, public transportation, and an airport.

Public Involvement Purpose and Goals

The purpose of the public involvement program is to share information and gather input on the needs and issues of the stakeholders in Corvallis and the surrounding area.

The project's public involvement and communication goals are to:

- Communicate complete, accurate, understandable and timely information to the public throughout both project plans.
- Actively seek public input throughout the project, engaging a broad, diverse audience.
- Provide meaningful public involvement opportunities and demonstrate how input has influenced the process.
- Seek participation of potentially affected and/or interested individuals, neighborhoods, businesses and organizations.
- Comply with Civil Rights Act of 1964 Title VI requirements. Title VI and its implementing regulations provide that no person shall be subjected to discrimination on the basis of race, color or national origin under any program or activity that receives federal financial assistance.
- Ensure that the public involvement process is consistent with applicable state and federal laws and requirements, and is sensitive to local policies, goals and objectives.

Audiences

As stated in the public involvement goals, the engagement efforts seek participation of potentially affected and/or interested individuals, neighborhoods, businesses and organizations.

The public involvement process will seek to engage the following types of affected and interested people and organizations in the project area:

- Elected officials
- Agency partners working on related plans
- Corvallis Area Metropolitan Planning Organization (MPO)
- Business organizations, associations and chambers of commerce
- Bike, Pedestrian, Airport and Transit advisory boards
- Bike and pedestrian interests
- Transit interests, including current or potential passenger transit riders/users, including Dial-A-Bus
- Local airports interests
- Freight interests
- Environmental interests
- Accessibility groups
- Senior services
- Minority groups
- Health equity interests
- Tourism interests
- OSU, LBCC, and school districts (including student groups)
- Housing and community development interests
- Casa Latinos Unidos de Benton County
- Emergency services providers
- Corvallis Neighborhood Associations
- Local event organizers
- Downtown and historic Corvallis interests
- Large employers
- Recreation interests
- General public
- Local media

Key Messages

- The current TSP is almost 20 years old.
- This project provides an important opportunity to engage the public to determine transportation needs for the City now and for the next 20+ years.
- The City is committed to engaging the public on this project and is employing tools to be accessible to a broad, diverse audience.
- The TSP will prioritize what projects compete for funding.
- There are many important factors that can impact local transportation needs. During the TSP update process, the team will consider changing land uses (such as increased student housing), funding opportunities, environmental conditions, and development conditions, among others.
- The TDP is a 10 year plan that will help to improve overall transit performance and meet the City's evolving transportation needs.

Decision-making Structure

The City Council is the project’s final decision maker. The Project Management Team (PMT) will make recommendations to the City Council based on technical analysis and stakeholder input. The decision-making structure for the TSP update and TDP project was developed to establish broad-based support for the project. The PMT believes the best way to build support is to have an open, inclusive process that is viewed as credible by stakeholders.

To support development of a credible decision-making process, the Steering Committee (SC) was appointed by the City Council to provide community-based recommendations. The SC will develop recommendations to the PMT and the City Council. All meetings will be open to the public and include a public comment period.

Based on this information, the decision-making structure shown in the following figure was developed. More information on these groups can be found in the next section of the PSIS.



Project Team Member Roles & Responsibilities for Public Involvement

The following are the key PMT members and their roles in the public involvement program:

City of Corvallis

- **Robyn Bassett, Project Manager.** Robyn provides project oversight to ensure that the project meets the requirements and objectives of affected community members and organizations within the project area.

Public Involvement Consultant Team

- **Stacy Thomas (JLA), Public Involvement Project Manager.** Stacy provides general oversight for the public involvement program – including public involvement, outreach and communications. Stacy will meet with ODOT and the City of Corvallis regularly to discuss public involvement issues.
- **Jessica Pickul (JLA), Public Involvement Coordinator.** Jessica supports Stacy in oversight of the public involvement program.

Planning Consultant Team

- **Thomas Brennan (Nelson/ Nygaard), Project Manager.** Tom is leading the consultant team, providing oversight on the TSP and TDP strategy and development and leading presentations with public groups.
- **John Bosket (DKS Associates), Deputy Project Manager.** John is coordinating team effort for the development of the TSP and TDP and will assist Tom with presentations with public groups.

Role of the Steering Committee

The Steering Committee (SC) was formed to provide a community perspective to the process of developing the Corvallis TSP update and the Transit Development Plan. The committee was appointed by the City Council. The SC will develop recommendations to the Project Management Team (PMT) and the City Council. All meetings will be open to the public and include a public comment period.

Steering Committee Members

- Steve Rogers (*Chair*), Retired City Public Works Director
- Jeff Barricks, Safeway Store Manager
- Theresa Conley, OCWCOG, Metropolitan Planning Coordinator
- Nick Fowler, Economic Development Advisory Board
- Stephan Friedt, Transit Advisory Board, ACT, Linn-Benton Loop
- Meghan Karas, Bicycle and Pedestrian Advisory Board
- Roger Lizut, Corvallis Planning Commission
- Mark O'Brien, Corvallis Chamber of Commerce
- Juliana Recio, Access Benton County
- Jay Thatcher, South Corvallis Neighborhood Association
- Meredith Williams, OSU Transportation Services
- Tatiana Dierwechter, Benton County Health Department
- Hal Brauner, City Council Liaison (non-voting)

Public Involvement Strategies

The project groups discussed earlier in the PSIS will serve as the primary tools for collaboration and consensus building on the project. The following table includes stakeholder engagement and informational tools and activities that will be used throughout the project to engage and inform a broader public audience.

Stakeholder Engagement

Tool/Activity	Description	PI Lead
Stakeholder database	A database that will include potentially impacted parties in the project area, interested parties, and meeting attendees. The database will be updated after public events and will track those individuals and groups who express interest in the project. The database will be used for notification of public events, project news and outreach materials.	JLA
Comment collection, analysis and responses	A web-based comment log accessible by the PMT will be used. Consultant will log and analyze all public comments and coordinate responses to comments using the web-based system.	JLA
Social media	A Facebook page and Twitter account will include project announcements, news, and meeting information, as well as solicit feedback. <i>See Social Media section of the PSIS for more details.</i>	JLA

Tool/Activity	Description	PI Lead
<p>Comments and surveys</p>	<p>In addition to information sharing, the website will provide an opportunity for two-way communication. The site will contain an online comment form where the public can share thoughts and ideas, as well as host online surveys at key milestones.</p> <p>Paper surveys will be distributed to high traffic locations and to organizations and businesses serving residents that may not be comfortable taking a survey online.</p> <p>Both paper and online surveys will be translated into Spanish.</p> <p>Special efforts will be made to target elementary school parents and high school students, and underrepresented populations such as Spanish-speakers, to participate in public surveys.</p>	<p>JLA; City will lead the paper survey distribution</p>
<p>Open houses, materials, displays and online open houses</p>	<p>Two rounds of open houses will be conducted to share information with the general public and to gather feedback and opinions. Materials and displays will be created for the open house events and posted on the project website.</p> <p>During each round of open houses, an online open house also will be held to engage individuals who may not attend traditional open houses. The online open houses will include project information and videos, and will provide the same opportunities for comment as the traditional open house.</p> <p>Information for the events can be made available in alternative languages and formats upon request. Accommodations will be provided to persons with disabilities.</p>	<p>JLA</p>

Tool/Activity	Description	PI Lead
Topic-specific work group meetings	<p>During each of the two (2) open house rounds, up to three (3) topic-specific work group meetings will be held to solicit input on the goals and policies of the TSP and TDP, as well as suggestions for transportation system options to be considered to address deficiencies.</p> <p>Work group meetings will include displays, interactive maps and other tools. A high school student will be recruited to participate on each group. Special efforts will also be made to recruit participants from underrepresented populations.</p> <p>Information for the events can be made available in alternative languages and formats upon request. Accommodations will be provided to persons with disabilities.</p>	JLA & City
Community and jurisdictional briefings	The City will meet with interest groups such as neighborhood and business groups, service providers, multicultural interests, schools and student groups and others, to discuss the project and collect input. These briefings are an opportunity to meet with people who might not attend open houses and keep those who are following the project informed on progress.	City
Individual communications	The City will hold briefings with stakeholders and elected officials as needed to share information, collect input, and build consensus.	City
Translation, interpretation and outreach	The City will work with community organizations to identify and implement targeted outreach to the Spanish-speaking community. Key project documents will be translated into Spanish. Interpretive services will be provided at public meetings, upon request. Translation of documents into other languages, including sign language, will be available upon request.	City

Tool/Activity	Description	PI Lead
Community events	The project will host information booths at community events such as farmers' markets, and seasonal festivals to provide one-on-one opportunities to talk about the project and get feedback from the general public.	JLA & City

Information Tools

Tool/Activity	Description	PI Lead
Web site	The project website, www.CorvallisTSP.org , is the primary source for public information. The site includes project description, copies of project materials and contact information for project staff. Upcoming meetings are announced on the site and materials are posted here in advance of each meeting. Google translate allows web content to be translated into different languages.	JLA
Project videos	Project videos will be created to raise awareness and interest. Videos will be posted on the project website and social media sites in an effort to engage diverse stakeholders and will include English and Spanish subtitles.	JLA
Fact sheet	A fact sheet will be prepared to support open houses, committee meetings, community briefings, and can be attached to news releases. The fact sheet will be updated as needed to reflect project milestones and will be translated into Spanish.	JLA
Newsletters	Newsletters will be produced and distributed prior to each round of open houses (and at other key times as needed) to share information and invite participation and will be translated into Spanish.	JLA
Email announcements	Email announcements will be distributed to interested parties included in the stakeholder database to provide project updates and notification of meetings.	JLA

Tool/Activity	Description	PI Lead
News releases	The PI team will identify opportunities to keep the project in the news by producing media releases. Releases will be sent prior to open houses and committee meetings and at key milestones.	JLA

Measuring and Monitoring Outreach Activities

The PMT will evaluate the public involvement process on an ongoing basis to determine the effectiveness of the outreach effort. The PSIS will be modified as needed to expand successful techniques.

At key milestones, the PI team will meet to discuss and assess how well the program is meeting the public involvement goals listed in this plan. While evaluation of these goals is necessarily subjective, the team will also consider the following more measurable objectives as the team assesses program effectiveness:

- Number of participants attending meetings or events.
- Number of responses received to a survey or questionnaire.
- Number of website hits or downloads occurring during a specific time period.
- Number of followers, responses and retweets on Twitter.
- Number of followers and messages on Facebook.
- Number of people who have signed up for the project mailing list.
- Number of project comments received (phone, email, comment cards, online).
- Whether the comments are relevant to the project (indicates project understanding).
- How project decisions have been modified as a result of public input.

Demographic Analysis

As part of the outreach to engage citizens and stakeholders in the TSP project, the City will make special efforts to involve minority and low-income groups. The demographic data summarized below is intended to set a citywide baseline that will be compared to more localized areas of the City in future technical memoranda. This will ultimately help identify areas of the City that have higher concentrations of these populations.

According to the 2013 American Community Survey, nearly 80 percent of the population of Corvallis is Caucasian. Residents of Hispanic or Latino and Asian origin represent nearly 16 percent of the population (8 percent each). Although proficient English is spoken by 95 percent of Corvallis residents, key project documents will be translated into Spanish. Translation into languages other than Spanish will be made available upon request. As shown in Figure 1, a greater proportion of minorities are located near the Oregon State University (OSU) campus, the west side of Witham Hill, and near the OR 99W intersection with Walnut Boulevard. (Based on census block groups that exceed the citywide average.)

Several Native American tribes, such as the Confederated Tribes of the Grand Ronde, Confederated Tribes of Siletz Indians, and the Confederated Tribes of Warm Springs, may have interest in the region. Therefore, the City will distribute project information to representatives of those tribes to keep them informed and facilitate their ability to participate in the process.

Approximately 30 percent of residents within Corvallis were below the poverty level in 2013, nearly double that of the statewide average. The median annual household income was below \$40,000. As shown in Figure 2, a greater proportion of residents with an income below the poverty level are located near the OSU campus, and portions of north and south Corvallis. (Based on census block groups that exceed the citywide average.)

The majority of the residents in Corvallis are between the age of 18 and 64 (75 percent), with over 30 percent of those (or nearly 18,000 residents) being college-aged (18 to 24). The portion of college-aged residents in Corvallis is nearly four times that of the statewide average. As shown in Figure 3, most of these residents live near the OSU campus. (Based on census block groups that exceed the citywide average.)

Only 15 percent of residents are under the age of 18, and 10 percent are 65 years and older, both being around five percent less than statewide averages. These residents are generally distributed throughout the City. Over 30 percent of residents 65 years and older have a disability, slightly less than the statewide average. As shown in Figure 4, high proportions of disabled residents over the age of 65 are located near downtown, the Corvallis Country Club, just northwest of the OSU campus, and along OR 99W in north Corvallis. (Based on census block groups that exceed the citywide average.)

¹ Analysis conducted is consistent with ODOT Region 2 Guidelines for Addressing Title VI/ Environmental Justice (EJ) in transportation planning. ² This data for Corvallis does include college students residing in the City.

Social Media Plan

Social Media Goals

- Build awareness of project and related public events
- Gather public feedback

Messaging Opportunities

- Alerts of public events and meetings of interest
- Inform of project progress
- Engage public in project-related questions
- Respond to related tweets and status updates

Measurement

Measurement of social media tools will occur on a monthly basis. Results of the monthly reports will be incorporated into the project Public Involvement Summary.

Twitter

About: A project Twitter account (@CorvallisTSP) includes project announcements, news, and meeting information. Feedback will be solicited on a regular basis. The benefit of a Twitter account is the ability to send out frequent updates, questions, and related information in a less formal way – keeping the project on stakeholders' minds and opening up more opportunities for dialogue.

Approach: To encourage retweets and the ability for Twitter users to search for tweets related to the TSP and TDP, all tweets relating to these projects will include the corresponding hashtags #CorvTSP and/or #CorvTDP. Tweets and messages sent to @CorvallisTSP relating to the projects will be responded to promptly by JLA. Twitter will also be searched multiple times a week for project-related terms (i.e. transportation+Corvallis, transit-Corvallis.) to find additional people and discussions to follow and engage with.

Stakeholders to Follow

The following is an initial list of agencies, organizations, and people to follow on Twitter. **Note:** this is an initial list and will grow as online interest builds.

Agencies

- @cityofcorvallis
- @OregonDOT
- @ODOTValleyNCFA
- @BentonGov
- @CorvallisPD

Elected Officials

- @SenJeffMerkley
- @RonWyden

Economic Development / Chambers of Commerce

- @CorvallisBiz
- @corvallisdp
- @PhilomathAreaCC
- @youngpros
- @OregonBusiness
- @SustainableBzOR
- @EcDevComDev
- @id8nation
- @CorvallisEDO

Community Organizations

- @corvallislib
- @ccofo
- @RotaryCorvallis
- @INcorvallis
- @WeLoveCorvallis

Universities and Schools

- @oregonstateuniv
- @OSUValleyLib
- @lbcc
- @oregonstatenews
- @OSU_COB
- @BeWellatOSU
- @OSUEquity
- @ASOSUgov
- @OSU_BeaverDam
- @CorvallisSD1

Media

- @KEZI9
- @OPB
- @BeaversDigest
- @DailyBaro
- @gtnews
- @CorvallisWeekly
- @TheCorvAdvocate
- @Oregonian

Local Businesses

- @CVOBikes
- @CSPSoccer
- @Block15Brewing

- @CorvallisCOI
- @corvallisquotes
- @PRIDECorvallis
- @CorvParents

- @FifthStGrowlers
- @2TownsCider
- @MazamaBrewing
- @DomFitness1

Tourism

- @TravelOregon
- @Visit_Corvallis

Oregon Transportation Interests

- @DriveOregon

Events

- @BentonCoFair
- @CorvallisEvnts
- @HypeCorvallis
- @CorvallisScene
- @RebeccaCAFM

Environmental / Sustainability Interests

- @SustainCorv

Health / Recreation

- @RunCorvallis
- @CorvallisHealth
- @CorvKnights

Facebook

About: A project Facebook page includes project announcements, news, and meeting information. Feedback will be solicited on a regular basis. The project Facebook page has the potential to reach local residents and organizations with a platform that is more personal and social than other messaging strategies.

Approach: A Facebook page dedicated to TSP updates and TDP provides similar content to the project website and directs people to the project website for more information. In addition, survey tools, pictures and other interesting project news will be shared.

Connecting to Stakeholders

With Facebook, the more people or organizations that “like” your page, the more likely others will see your page. Unfortunately, unlike a personal Facebook page, there is no longer the option to “friend” a group of people or organizations. To build a following for a project Facebook page, the key is to promote it in project communications and with those already engaged.

The following is an initial list of suggested stakeholders to send a direct message to once the Facebook page is active. The direct message will let stakeholders know that project updates and information will be posted on the page and encourage them to “like” the page to help build awareness of it.

Agencies

- City of Corvallis
- Corvallis Police Department
- Oregon Department of Transportation

Economic Development / Chambers of Commerce

- Corvallis Chamber of Commerce
- Corvallis-Benton Economic Development
- Corvallis Independent Business Alliance (CIBA)

Community Organizations

- Corvallis Benton County Public Library
- Corvallis Maven
- Corvallis Police Cadets
- SO Corvallis!
- Dial A Bus Corvallis

Universities and Schools

- Corvallis High School
- Corvallis Waldorf School
- Oregon State University
- Linn Benton Community College
- Oregon State Athletics
- Oregon State Baseball
- Oregon State Football

Media

- Corvallis Gazette- Times
- The Corvallis Advocate
- KEZI 9 News
- OPB
- The Oregonian

Local Businesses

- Corvallis Bicycle Collective
- Corvallis Pedicab

- Corvallis Aero Service
- Corvallis Great Harvest Bread Company
- Pastini Pastaria
- Corvallis Feed and Seed
- Papa’s Pizza Corvallis
- Corvallis Crowbar
- Corvallis Fresh Fades
- Corvallis Coffee Works
- Shari’s of Corvallis
- Block 15 Brewing Company
- Flat Tail Brewing
- McMenamins on Monroe
- Hilton Garden Inn
- Best Western
- Budget Car Rental
- Corvallis Riverfront Hotel
- Scooter Dash
- Avis Car Rental
- Fernwood Circle Guest House
- Enterprise Rental Car

Tourism

- Travel Oregon

Transportation Interests

- Corvallis Municipal Airport
- Drive Less Oregon
- Corvallis Right of Way

Events

- Corvallis-Albany Farmers Market
- Corvallis Indoor Winter Market
- Corvallis Arts Walk
- Corvallis Half Marathon
- Corvallis Spring Roll
- Corvallis Fall Festival
- Corvallis Swing and Blues Weekend
- Corvallis Calendar
- Albany Farmers Market

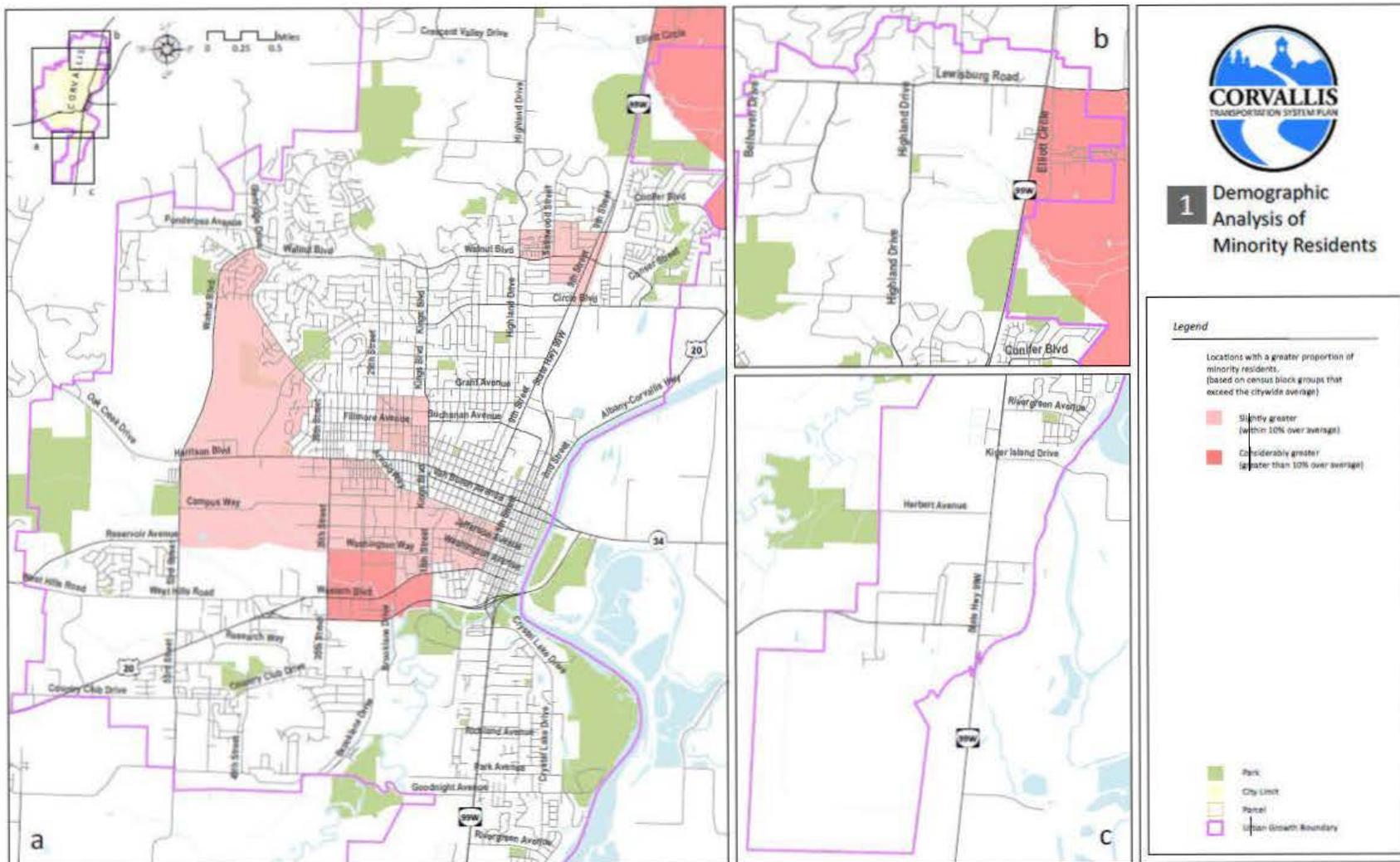
Environmental / Sustainability Interests

- Corvallis Sustainability Coalition
- Corvallis Environmental Center

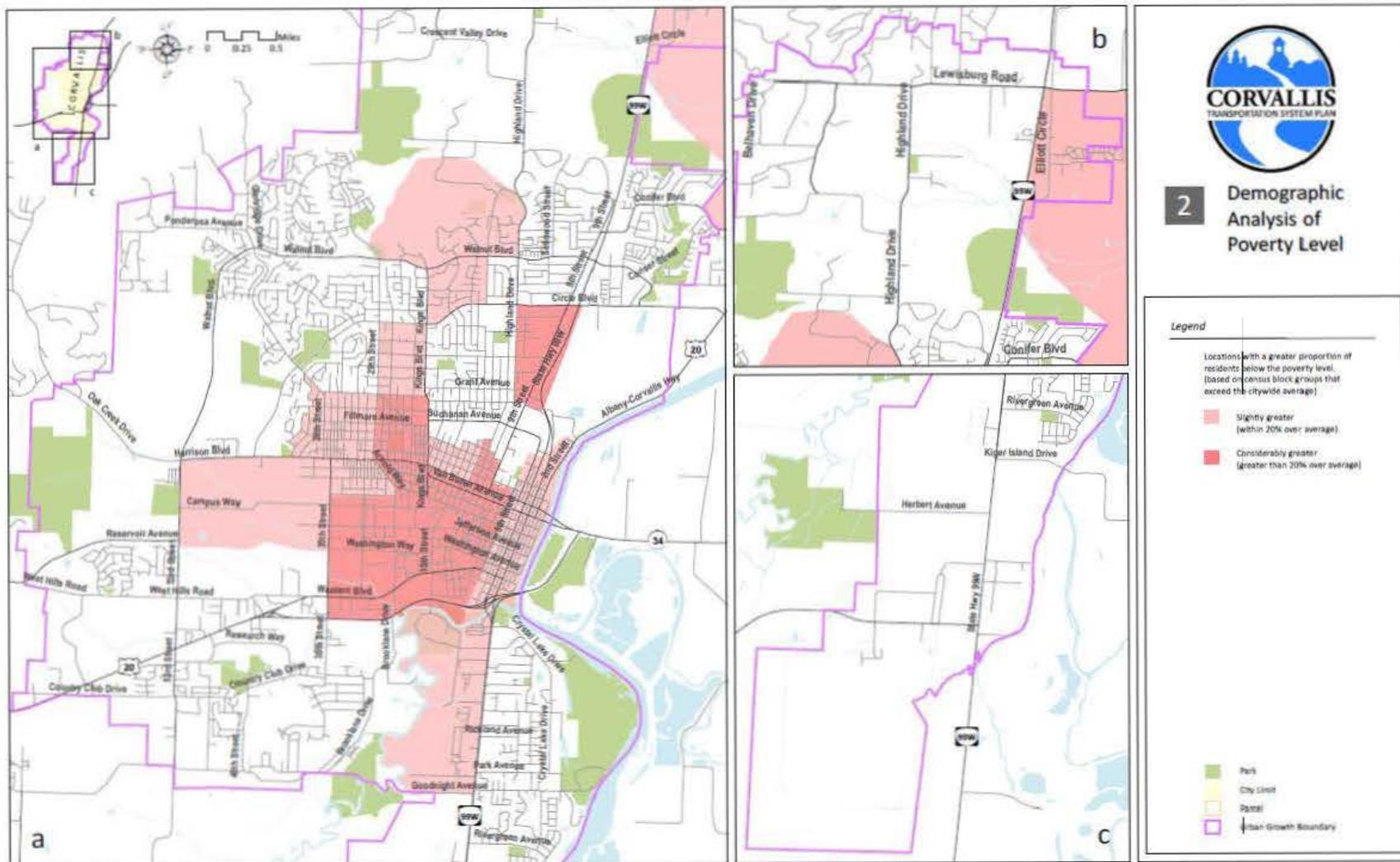
Health / Recreation

- Linn Benton Health Equity Alliance
- Corvallis Knights Baseball
- Corvallis Clinic
- Barre3 Corvallis
- Corvallis Country Club
- Run Corvallis
- Sunday Lunch Rides
- Heart of the Valley Runners
- Mid-Valley Bike Club

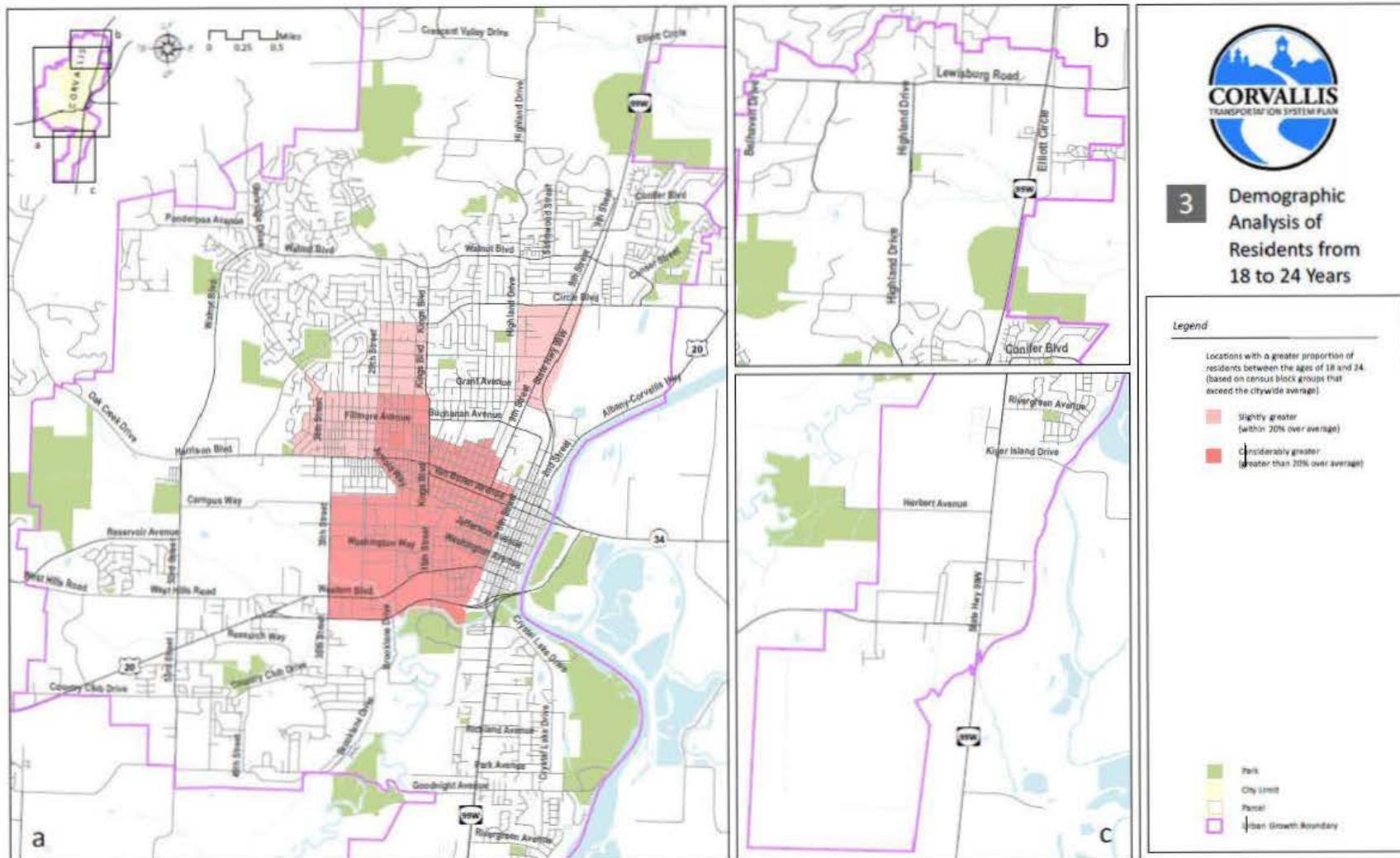
Appendix - Figure 1: Demographic Analysis of Minority Residents



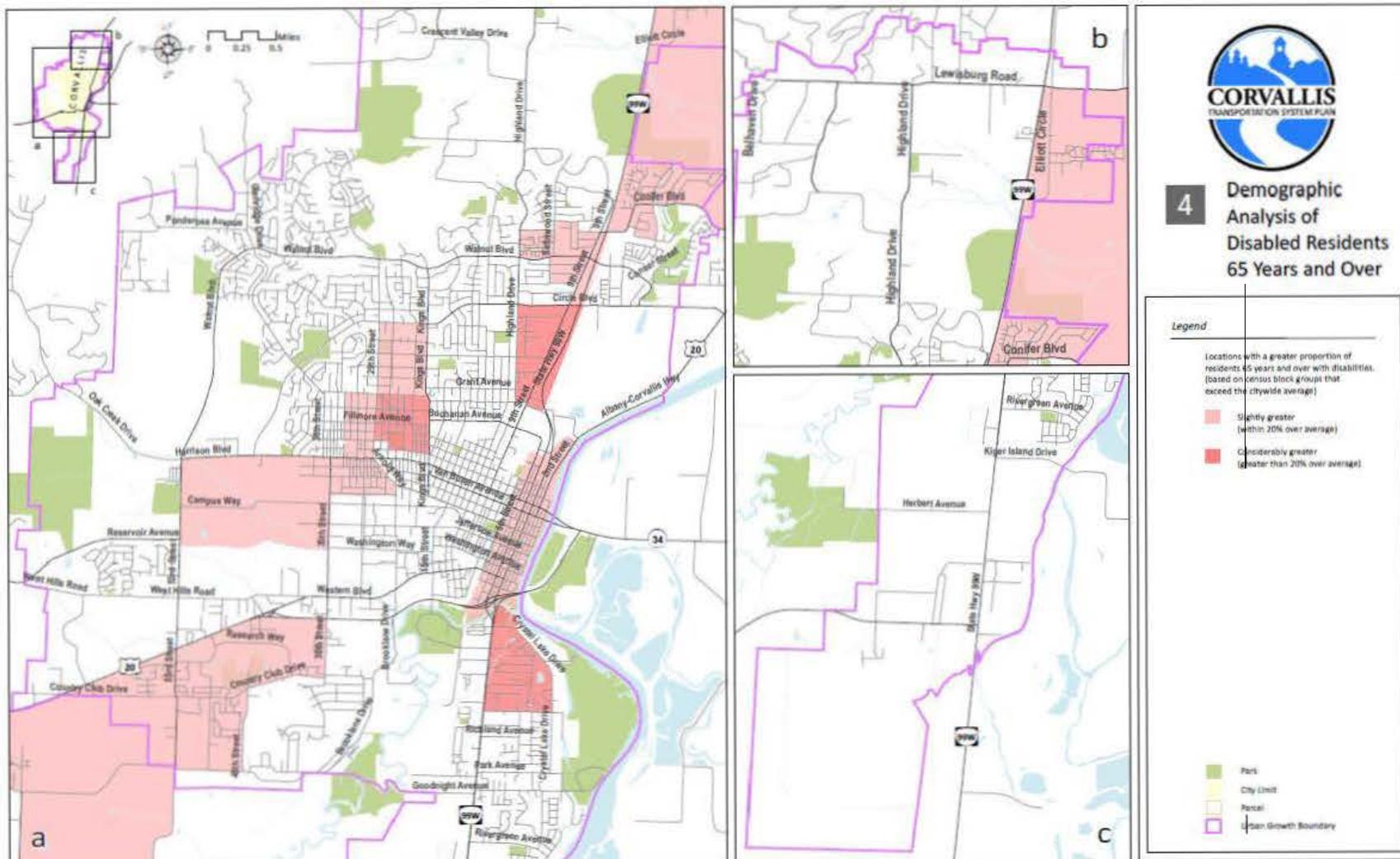
Appendix - Figure 2: Demographic Analysis of Poverty Level



Appendix - Figure 3: Demographic Analysis of Residents from 18 to 24 Years



Appendix - Figure 4: Demographic Analysis of Disabled Residents



MEMORANDUM

June 19, 2015

TO: Urban Services Committee for the July 7, 2015 meeting

FROM: Mary Steckel, Public Works Director 

THROUGH: Mark W. Shepard, City Manager 

SUBJECT: Residential Parking District Program Suggested Amendments

Issue

Minor changes to Municipal Code Chapter 6.15, Residential Parking Permit Districts would provide more clarity and consistency to the program.

Background

During the discussion in 2013 and 2014 about expanding the Residential Parking Districts (RPD) program, a number of problems or inconsistencies with the current program were identified by the USC members, staff and the public. Municipal Code changes to correct these issues were incorporated in a revised ordinance approved by the Council in June 2014. With the failure of the RPD ballot measure in the November 2014 election, the new ordinance did not go into effect and consequently the identified problems were not corrected.

Following the measure's defeat, the USC was asked to consider addressing some of the problems or inconsistencies with the RPD program identified previously. The USC directed staff to postpone further action on the topic for six months.

In March 2015, staff returned to USC seeking direction on suggested changes in three areas: definitions, employer permits and visitor permits. USC requested staff develop a report on these items for their deliberation.

Discussion

Concerns about the code language for the current program include lack of meaningful definitions, inconsistent treatment of businesses in an RPD, and abuse of the visitor permit. Each of these is discussed in more detail below.

Meaningful Definitions

Feedback received indicated a need for more definitions than the single one in the current Code, mainly to provide a reliable understanding of the terms used. For instance, concerns were expressed that without a definition for 'visitor' it would not be possible to be consistent when distinguishing *bona fide* visitors who were using a visitor permit appropriately from people who were abusing the visitor permit system. The following definitions are suggested to provide clarity in interpreting and enforcing the current program requirements:

Abuse. Use of a resident, visitor, or employer parking permit in any manner that is not authorized by the City or the display of any resident permit not assigned to that vehicle.

Employer. Any business, civic or religious institution which is located within a Residential Parking Permit District.

Permit. Any decal or placard issued by the City for use in Residential Parking Permit Districts. A permit is proper for only one of the following: resident, employee or visitor. Permits expire on the last day of the permit year in which they are issued and are no longer valid after that date.

Resident. Any person who resides within a Residential Parking Permit District.

Visitor. A person received and entertained by a resident for a period of 30 days or less. For purposes of this section, a visitor does not include residents, employees, customers or subtenants.

Staff recommends these definitions be added to the Municipal Code.

Consistent Treatment for Employer Permits

Employers within parking districts create unique challenges for a program designed for a residential area. Special provisions are included in the Code to address employer needs, but the provisions vary between Districts. In District C, employers are allocated transferable permits based on the square footage of office space. In District B, the permits are not transferable and regardless of the business size, only three permits are allocated per business. While adjusting the allocation methodology for consistency would result in a burden for some of the employers in either district, the transferability of the employer permit appears to be a value-added feature that all employers should have access to.

Staff recommends providing transferable permits to employers in District B by adding “These permits are transferable among the employees of that business.” to Section 6.15.040 (8)(a).

Abuse of the Visitor Permit

Testimony by both the public and staff spoke to the ability to easily abuse the current visitor permit. The permit is intended for one-day use and is printed on construction paper as a blank form that the resident completes on the day the permit is used. The opportunities for abuse in this system include reproducing the permit because the paper is readily available, reusing the one-day permit for multiple days because the date can be changed on the form, and using the permit in any district because the permits all look the same.

In the development of the expanded RPD program, this topic was discussed in depth, with proponents from the public on both sides. The final decision was to change the visitor permit to a hard plastic material that was to be valid only in one district, be hung on the rear-view mirror and be used as many times as necessary during a permit year. In addition, one visitor permit was to

be allocated per address (from the current allocation of 10 per residential parking permit) and a \$20 fee was to be charged to cover the cost and administration of the hard plastic permit (currently visitor permits are free). This style and quantity of visitor permits is the one staff found most often used after surveying other communities.

Staff continues to believe that changes to the visitor permit system are needed. However, unlike the other topics discussed above, reducing the number of permits allocated and charging a fee are likely to stimulate a community conversation by those RPD residents impacted. In light of the number of other items currently engaging the public's attention, such as Council goals, Community Development Department planning-related work efforts, and the Transportation System Plan update, staff recommends not making changes to these aspects of the visitor permit system at this time.

One aspect could be improved by restricting the use of a visitor permit to one district. This change can be made with a slight modification to the physical permit and does not require a change to the Municipal Code. Staff plans to implement the restriction of the visitor permit to one district with the upcoming permit year, unless otherwise directed.

Recommendation

That the USC recommends the City Council approve amendments to Municipal Code Chapter 6.15 to add definitions and to provide transferable permits to employers in District B.

Attachment: Draft Ordinance

ORDINANCE 2015-_____

AN ORDINANCE RELATING TO RESIDENTIAL PARKING DISTRICTS AMENDING CORVALLIS MUNICIPAL CODE CHAPTER 6.15, "RESIDENTIAL PARKING PERMIT DISTRICTS".

THE CITY OF CORVALLIS ORDAINS AS FOLLOWS:

Section 1. Municipal Code Section 6.15 is hereby amended as follows:

Section 6.15.020 Definitions.

- 1) **Abuse. Use of a resident, visitor, or employee parking permit in any manner that is not authorized by the City or the display of any resident permit not assigned to that vehicle.**
- 2) **Employer. Any business, civic or religious institution which is located within a Residential Parking Permit District.**
- 3) **Permit. Any decal or placard issued by the City for use in Residential Parking Permit Districts. A permit is proper for only one of the following: resident, employee or visitor. Permits expire on the last day of the permit year in which they are issued and are no longer valid after that date.**
- 4) **Resident. Any person who resides within a Residential Parking Permit District.**
- 5) ***Residential area.* A contiguous or nearly contiguous area containing public streets or parts thereof primarily abutted by residential property or residential and non-business property including, but not limited to, schools, parks, churches, hospitals, and nursing homes.**
- 6) **Visitor. A person received and entertained by a resident for a period of 30 days or less. For purposes of this section, a visitor does not include residents, employees, customers, or subtenants.**

(Ord. 2015- § ; Ord. No. 2015-03, §§ 1, 2, 02/17/2015; Ord. No. 2014-05, § 1, 06/02/2014; Ord. 82-66 § 2, 1982)

Section 6.15.040 Issuance of permits; placement of signs.

- 1) The City Engineer shall cause residential parking district signs to be erected to designate the location of each district.
- 2) A permit shall be issued upon application and payment of the permit fee only to the owner or the operator of a motor vehicle who resides on property within that residential parking district, not to exceed three per kitchen (as defined in the Land Development Code) in a dwelling unit; except for cooperatives, fraternities, and sororities (as defined in the Land Development Code), in which cases, the number of permits issued will not exceed 20 per kitchen. Only one permit may be issued per registered vehicle owned or operated by a person residing within the permit zone.
- 3) Permits shall be valid from the date of issuance to and including the next following August 31 and may be renewed annually for a term of one (1) year beginning on September 1.
- 4) Residential parking permit fees shall be determined by Council.
- 5) The application for a permit shall contain the name of the owner or operator of the motor vehicle, residential address, motor vehicle's make, model, registration number, and the applicant's driver's license number. The permit shall display the permit number and expiration date.
- 6) The permit shall be nontransferable. If the holder of a valid permit sells, gives, or otherwise disposes of a vehicle for which the permit has been issued, a new permit will be issued to the holder of said valid permit upon the surrender of the valid permit and the filing of an application for a permit for another vehicle owned or operated by the holder of the surrendered permit and eligible for a permit

under the provisions herein. The new permit shall be valid for the same period of time that the surrendered permit was valid and shall be issued at no additional charge to the permit holder.

- 7) The City Manager or designee is authorized to issue temporary parking permits to bona fide visitors of residents in residential parking districts.
- 8) Notwithstanding anything herein to the contrary, the following special provisions apply to **employers** ~~businesses~~ located in the SA(FS) (Shopping Area - Flexible Standards) commercial district along or adjacent to Monroe Avenue:
 - a) Up to three permits may be issued to the ~~employer~~~~proprietor of a business~~, for use by the proprietor or employees of the business. **These permits are transferable among the employees of that business;**
 - b) The permit may be used only for parking while the proprietor or employee is at her or his place of employment;
 - c) A permit held by a person in violation of these provisions may be revoked and future permits may be denied or restricted;
 - d) To the extent applicable, all other provisions herein shall apply.
- 9) Notwithstanding anything herein to the contrary, the following special provisions apply to **employers** ~~businesses~~ located in District "C":
 - a) Employers may purchase one permit for each 400 square feet of office space in the building for use by the proprietor or employees of the business. These permits are transferrable among the employees of that business.
 - b) The permit may be used only for parking while the proprietor or employee is at her or his place of employment.
 - c) A permit held by a person in violation of these provisions may be revoked and future permits may be denied or restricted.
 - d) To the extent applicable, all other provisions herein shall apply.

(Ord. 2015- § ; Ord. No. 2015-03, §§ 1, 2, 02/17/2015; Ord. No. 2014-05, § 1, 06/02/2014; Ord. 2010-16 § 1, 07/19/2010; Ord. 89-45 § 2, 1989; Ord. 89-08 § 2, 1989; Ord. 88-08 § 4, 1988; Ord. 82-66 § 4, 1982)

PASSED by the City Council this _____ day of _____, 2015.

APPROVED by the Mayor this _____ day of _____, 2015

EFFECTIVE this _____ day of _____, 2015

Mayor

ATTEST:

City Recorder