



**CORVALLIS
CITY COUNCIL AGENDA**

**January 5, 2015
6:30 pm**

Council photograph will be taken at 6:00 pm

**Downtown Fire Station
400 NW Harrison Boulevard**

*[Note: The order of business may be revised at the Mayor's discretion.
Due to time constraints, items on the agenda not considered
will be continued to the next regularly scheduled Council meeting.]*

COUNCIL ACTION

I. OATH OF OFFICE

II. CALL TO ORDER

III. PLEDGE OF ALLEGIANCE

IV. ROLL CALL

V. PROCLAMATION / PRESENTATION / RECOGNITION

A. Municipal Judge Introduction

VI. VISITORS' PROPOSITIONS – This is an opportunity for visitors to address the City Council on subjects not related to a public hearing before the Council. Each speaker is limited to three minutes unless otherwise granted by the Mayor. Visitors' Propositions will continue following any scheduled public hearings, if necessary.

VII. CONSENT AGENDA – The following items are considered to be routine and will be enacted by one motion. There will be no separate discussion of these items unless a Council member (or a citizen through a Council member) so requests, in which case the item will be removed from the Consent Agenda and considered separately. If any item involves a potential conflict of interest, Council members should so note before adoption of the Consent Agenda.

A. Reading of Minutes

1. City Council Work Session – December 11, 2014
2. City Council Meeting – December 15, 2014
3. For Information and Filing (Draft minutes may return if changes are made by the Board or Commission)
 - a. Airport Advisory Board – December 2, 2014
 - b. Arts and Culture Advisory Board – November 19, 2014
 - c. Bicycle and Pedestrian Advisory Board – December 5, 2014

- d. Capital Improvement Program Commission – October 30, 2013, November 12 and November 13, 2014
 - e. Citizens Advisory Commission on Civic Beautification and Urban Forestry – December 11, 2014
 - f. City Legislative Committee – December 15, 2014
 - g. Downtown Parking Committee – December 2, 2014
 - h. Economic Development Commission – November 10, 2014
 - i. Historic Resources Commission – November 25 and December 9, 2014
 - j. Watershed Management Advisory Board – December 17, 2014
- B. Approval of an ambulance mutual aid intergovernmental agreement
 - C. Approval of a lease extension for 5595 SW Plumley Place
 - D. Approval of an application for a Limited On-Premises Sales liquor license for City of Corvallis for Majestic Theatre, 115 SW Second Street (Change of Ownership)

VIII. ITEMS REMOVED FROM CONSENT AGENDA

IX. UNFINISHED BUSINESS

- A. OSU District Plan Timeline [information]

X. STANDING COMMITTEE REPORTS, ORDINANCES, RESOLUTIONS, AND MOTIONS

- A. Human Services Committee – None
- B. Urban Services Committee – None
- C. Administrative Services Committee – December 17, 2014
 - 1. Livability Code/Neighborhood Outreach Program Review [information]
- D. Other Related Matters
 - 1. Municipal Judge *Pro Tem*
ACTION: A resolution relating to appointment of Municipal Judge Pro Tem to be read by the City Attorney [direction]
 - 2. Littering
ACTION: An ordinance amending Municipal Code Chapter 5.03 "Littering," as amended, to be read by the City Attorney [direction]

XI. MAYOR, COUNCIL, AND STAFF REPORTS

- A. Mayor's Reports
 - 1. Election of Council President and Vice President for 2015-2016 Term of Office [direction]

2. Standing Committee Appointments and Appointments of Council Liaisons to Advisory Boards and Commissions (to be distributed on Monday) [information]
3. Updated Advisory Boards and Commissions Directory (to be distributed on Monday) [information]

B. Council Reports

C. Staff Reports

1. 2015-2016 Ward meetings [direction]
2. 2015 Government Comment Corner [direction]
3. Council Policies to be reviewed in 2015 [information]
4. Calendars [direction]

XII. NEW BUSINESS

XIII. PUBLIC HEARING – 7:30 pm

- A. CDBG/Home Annual Action Plan [direction]

IX. ADJOURNMENT

For the hearing impaired, a sign language interpreter can be provided with 48 hours' notice prior to the meeting. Please call 541-766-6901 or the Oregon Communications Relay Service at 7-1-1 to arrange for TTY services. A large print agenda can be available by calling 541-766-6901.

A Community That Honors Diversity



**CITY OF CORVALLIS
ACTIVITY CALENDAR**

JANUARY 5 - 17, 2015

MONDAY – JANUARY 5

City Council – 6:30 p.m. – Downtown Fire Station, 400 NW Harrison Boulevard

TUESDAY – JANUARY 6

Airport Advisory Board – 7:00 a.m. – Madison Avenue Meeting Room, 500 SW Madison Avenue

Human Services Committee – 2:00 p.m. – Madison Avenue Meeting Room, 500 SW Madison Avenue

Downtown Parking Committee – 4:00 p.m. – Downtown Fire Station, 400 NW Harrison Boulevard

Urban Services Committee – 5:00 p.m. – Madison Avenue Meeting Room, 500 SW Madison Avenue

WEDNESDAY – JANUARY 7

Administrative Services Committee – 3:30 p.m. – Madison Avenue Meeting Room, 500 SW Madison Avenue

Planning Commission – 7:00 p.m. – Downtown Fire Station, 400 NW Harrison Boulevard

THURSDAY – JANUARY 8

Mayor/City Council Orientation – 6:00 p.m. – Madison Avenue Meeting Room, 500 SW Madison Avenue (City Manager *Pro Tem*, City Recorder, Community Development Director)

SATURDAY – JANUARY 10

Government Comment Corner – 10:00 a.m. – Library Lobby, 645 NW Monroe Avenue; host to be determined

City Council Historic Neighborhood Trolley Tour – 12:45 p.m. – meet at Visit Corvallis office, 420 NW Second Street

MONDAY – JANUARY 12

Economic Development Advisory Board – 3:00 p.m. – Madison Avenue Meeting Room, 500 SW Madison Avenue

TUESDAY – JANUARY 13

Transit Advisory Board – 8:20 a.m. – Madison Avenue Meeting Room, 500 SW Madison Avenue

City Council/Planning Commission Joint Work Session – 6:00 p.m. – Madison Avenue Meeting Room, 500 SW Madison Avenue (OSU District Plan)

Historic Resources Commission – 6:30 p.m. – Downtown Fire Station, 400 NW Harrison Boulevard

WEDNESDAY – JANUARY 14

Downtown Advisory Board – 5:30 p.m. – Madison Avenue Meeting Room, 500 SW Madison Avenue

THURSDAY – JANUARY 15

Parks, Natural Areas, and Recreation Advisory Board – 6:30 p.m. – Downtown Fire Station, 400 NW Harrison Boulevard

SATURDAY – JANUARY 17

Government Comment Corner – CANCELED



C2C Trail News

Corvallis-to-Sea Trail / No. 10, Nov 2014

Corvallis-to-the-Sea (C2C) 2014

June 18-22 was the fourth official 5-day C2C trek from the valley to the coast (2006, 2008, 2011 and 2014). This year's trek was a supported outing rather than the usual back-pack trip. The Corvallis-to-the-Sea (C2C) Trail Partnership recruited ten hikers new to C2C to participate. They needed carry only their day packs, with a support vehicle doing pick-up and delivery of camping gear to near the four over-night camping locations. The goal was to get outside perspectives on the experience of hiking through the Coast Range Mountains along the proposed Corvallis-to-the-Sea Trail route.



The thru-hikers at the start of the trek to the coast (above) and celebrating the finish at Ona Beach (below)

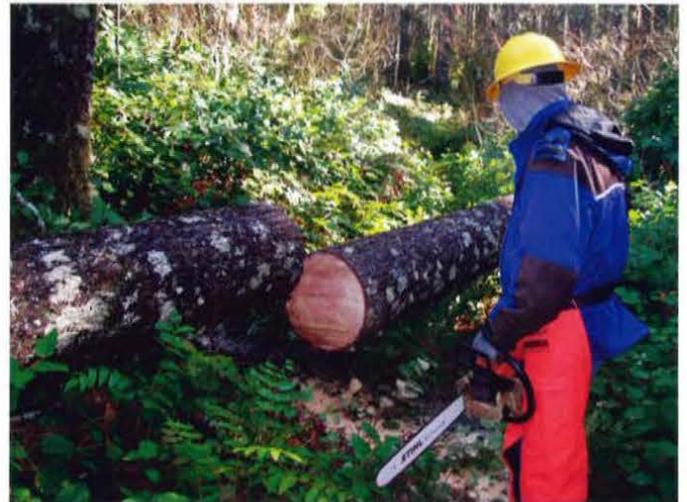


The seven women and three men who volunteered to join the hike leader, Louise Marquering, included several persons undertaking their first multi-day, long-distance hike. As usual, the most difficult parts of the journey were the six sections of proposed new trail where footing can be a problem with hidden "trippers and sliders," especially on steeper side-hills. Despite these problems, "it was inspiring, challenging, and definitely worth the effort," summed up the group's evaluation of the experience.

Trail Volunteers: a Busy Year

In addition to supporting the 2014 hike, C2C trail volunteers logged over 1,000 hours in the field including:

- the annual series of six "show-and-tell" day hikes over the 40 most-scenic miles of the 65-mile proposed route to the coast (check the website next spring for 2015 day-hike dates);
- sixteen work days to remove logs and brush or fine-tune the trail layout;
- twelve 3-day weekends of trail college classes at Cascade Locks, Westfir (Willamette National Forest) and Allingham (Deschutes National Forest).



Rollie Bowers clearing a winter blow-down; C2C volunteers have taken chainsaw and cross-cut saw certification classes at the various Trail Colleges held annually in the Cascades.



Volunteers learned to install rock-filled gabions to stabilize the edge of a crumbling trail (Cascade Locks Trail College)

Siuslaw National Forest's C2C Trail Special Use Permit Pending

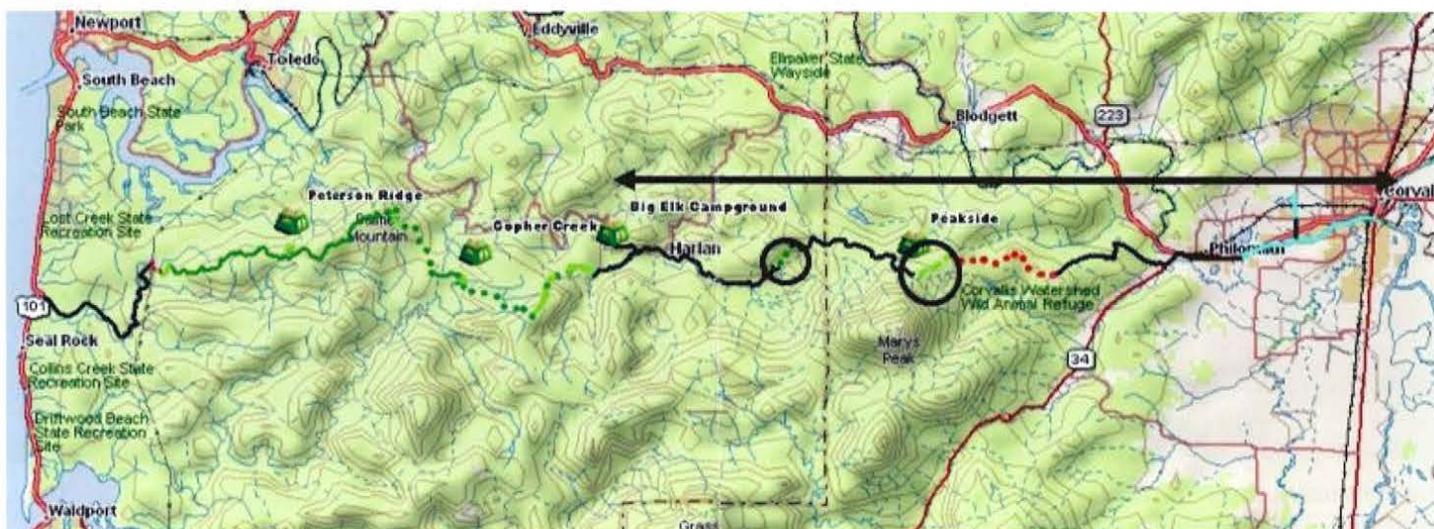
Early this year a significant advance was made for the C2C Trail when the Siuslaw National Forest (SNF) removed two liability conditions from the Special Use Permit they will require for the Corvallis-to-the-Sea (C2C) Trail Partnership to build and maintain a trail route over SNF lands. With the removal of these liability conditions, the Partnership at last felt comfortable applying for a permit to construct and maintain a trail route over National Forest land. However, at this time the Forest Service will limit the permit to just the 32-mile eastern half of the proposed route, that portion from Corvallis to Big Elk Campground west of Harlan (see map below).

The permit signing, expected by mid-August, is on hold awaiting completion of the environmental assessment of impacts of the several miles of routing on SNF lands on the

eastern half of the trail. The current delay is reported to be related to a pending U.S. Fish and Wildlife Service ruling on the impact of trail users' on the threatened marbled murrelet, a sea bird that nests in older coniferous trees of the Coast Range.

The delay in signing the permit has pushed back the trail construction scheduled for this fall until sometime next year. The Partnership had hoped to officially open the eastern half of the trail route on National Trail Day, June 6, 2015, but that opening date is in doubt at this time.

Looking beyond the current permit, the Partnership will continue to work with the SNF to obtain a permit to push the route farther west as soon as possible. The west half of the route will have much more SNF lands and more single-track trail than the east half.



The east half of the C2C trail (arrows) with a bit on Forest Service lands (encircled). Red is the route on private lands, green is the route on Forest Service land (predominating the west half of the trail), black is city, county, and state roads, and blue is bike path.

C2C Mourns the Loss of Two Stalwart Trail Volunteers

This past year we lost two long-time active volunteers for the C2C Trail. In February, Paul Martin Smith passed away. Paul was a member of the C2C board of directors and a trail maintenance mentor *par excellence*. Paul was also a maintenance volunteer coordinator for the Pacific Crest Trail and an officer for the local Habitat for Humanity.

In September, John Nervik died only days after he and his wife Denise returned home from a month-long trip to the coast of northwestern Australia where they visited such places as the newly discovered Bungle Bungles, Kakadu National Park, and Darwin. John was a long-time supporter of the trail and, especially, of his wife Denise's role as a board member and adopt-a-trail volunteer since the founding of the C2C Trail Partnership. In 2008 and 2011, John participated in the C2C Trail backpacks to Ona Beach.

Visit c2ctrail.org to learn more about the project or
to make a tax-deductible donation;
Questions?: E-mail us at info@c2ctrail.org

The C2C Trail Partnership thanks those landowners whose cooperation made the current route possible: Starker Forests, the Corvallis Watershed, Dan Farmer, OSU's College of Forestry, Van Eck Forest Trust, and Hitselberger Ranch. Until the trail is officially approved and signs installed, using the route over these properties is still trespass. Have patience, the eastern half is close...

**CITY OF CORVALLIS
COUNCIL WORK SESSION MINUTES
December 11, 2014**

The work session of the City Council of the City of Corvallis, Oregon, was called to order at 5:00 pm on December 11, 2014 in the Library Main Meeting Room, 645 NW Monroe Avenue, Corvallis, Oregon, with Mayor Manning presiding.

I. ROLL CALL

PRESENT: Mayor Manning; Councilors Beilstein, Brauner, Brown, Hervey, Hirsch, Hogg, Traber, York

Councilors-elect Baker, Bull, Glassmire

ABSENT: Councilor Sorte and Councilor-elect Hann (both excused)

II. UNFINISHED BUSINESS

A. City Manager Recruitment Profile

Heather Gantz from Waldron said 18 people attended the December 3, 2014 town hall meeting and 144 surveys were received. Common themes included sustainability, environmental issues, Council relations, financial stability, the 2020 Vision Statement, housing, parking, and issues related to Oregon State University.

In the Opportunities section of the draft brochure, Councilors agreed the words "may include" should be added to statements that referred to the Climate Action Plan and 2020 Vision Statement update. The 2015-2016 Council had not yet adopted their goals, so it was not certain those items would be included as work efforts. The group also discussed amending the "Opportunities" heading to include the word "Priorities."

In the Ideal Candidate section of the draft brochure, use of the word "experienced" instead of "mature" was suggested. Councilors wanted to ensure the brochure clearly communicated that the City Manager carried out the direction set by the Council.

In the Qualifications section of the draft brochure, Councilors supported modification of the last sentence as follows: A bachelor's degree ~~in business, public administration or related field~~ is required with an advanced degree strongly preferred.

Councilors agreed with the proposed annual salary range of \$140,000 to \$160,000.

Councilors agreed the tone of the Corvallis Community section of the draft brochure could be modified to communicate a more authentic tone.

III. ADJOURNMENT

The meeting adjourned at 5:45 pm.

APPROVED:

MAYOR

ATTEST:

CITY RECORDER

**CITY OF CORVALLIS
COUNCIL ACTION MINUTES
December 15, 2014**

SUMMARY OF DISCUSSION

Agenda Item	Information Only	Held for Further Review	Decisions/Recommendations
Presentation 1. Gateway Walk Project update from MATF Page 469	Yes		
Visitors' Propositions 1. Open carry of loaded firearms (Quirk, Bolger, Price, Hess, Highburger, Barkley, Glassmire, Weaver) 2. Climate Action Plan Task Force (Lovett, Paul) Pages 469-471	Yes Yes		
Consent Agenda Page 471			
Unfinished Business 1. City Manager Hiring Standards and Process 2. Housing Study Pages 471-473			<ul style="list-style-type: none"> • Amended brochure <u>passed U</u> • Approved process <u>passed U</u> • Accepted Housing Study <u>passed U</u>
HSC Meeting – December 2, 2014 1. Community Relations Advisory Board; CP 2.02, "Council Process" 2. CPRR: 1.03, "Naming of Public Facilities and Lands" 3. CPRR: 4.01, "Guidelines for Commercial Vending and Fundraising Activities in City Parks" Pages 473-474		Yes	<ul style="list-style-type: none"> • Amended CP 2.02 <u>passed U</u> • ORDINANCE 2014-21 <u>passed U</u> • Amended CP 1.03 <u>passed U</u>
USC Meeting – December 2, 2014 1. CPRR: 7.15, "Fee-in-Lieu Parking Program for Parking-Related Improvements in the Central Business District and Riverfront District" Pages 474-475			<ul style="list-style-type: none"> • Amended CP 7.15 <u>passed U</u>
ASC Meeting – December 3, 2014 1. Open Carry of Loaded Firearms 2. CAFR 3. Livability Code/NOP Review (administrative provisions) Pages 475-476	Yes		<ul style="list-style-type: none"> • Suspended consideration of an ordinance and a Council-initiated advisory question; directed staff to draft policy and resolution language <u>passed U</u> • Accepted CAFR <u>passed U</u>

Agenda Item	Information Only	Held for Further Review	Decisions/Recommendations
Other Related Matters 1. Resolution appropriating new estimated revenues for Majestic Theatre expenditures under Parks and Recreation Department Page 476			<ul style="list-style-type: none"> • RESOLUTION 2014-32 <u>passed U</u>
Staff Reports 1. City Manager's Report – November 2014 2. ED MBAR – November 2014 3. CRFR 4. Potential for lease of City-owned space for MGOs Pages 476-477	Yes Yes Yes		<ul style="list-style-type: none"> • Directed staff to further research MGOs on City property
Mayor's Report 1. Legislative Committee – December 15, 2014 2. Recognition of outgoing Councilors Page 477	Yes Yes		
Council Reports 1. Traffic calming administrative process (Sorte) 2. Whiteside Drive path (York) 3. Words of thanks and recognition (Sorte, York, Hogg, Traber, Brauner, Hervey) Page 478	Yes		

Glossary of Terms

ASC	Administrative Services Committee
CAFR	Comprehensive Annual Financial Report
CM	City Manager
CP	Council Policy
CPRR	Council Policy Review and Recommendation
CRFR	Council Request Follow Up Report
ED	Economic Development
HSC	Human Services Committee
MATF	Madison Avenue Task Force
MGOs	Marijuana Grow Operations
MBAR	Monthly Business Activity Report
NOP	Neighborhood Outreach Program
U	Unanimous
USC	Urban Services Committee

**CITY OF CORVALLIS
COUNCIL ACTION MINUTES
December 15, 2014**

I. CALL TO ORDER

The regular meeting of the City Council of the City of Corvallis, Oregon was called to order at 6:30 pm on December 15, 2014 in the Downtown Fire Station, 400 NW Harrison Boulevard, Corvallis, Oregon, with Mayor Manning presiding.

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

PRESENT: Mayor Manning; Councilors Beilstein, Brauner, Brown, Hervey, Hirsch, Hogg, Sorte, Traber, York

Mayor Manning directed attention to items at Councilors' places, including a brochure related to the Gateway Walk Project (Attachment A), the proposed City Manager recruitment brochure (Attachment B), the proposed time line for the City Manager recruitment (Attachment C), and a document from Councilor Hervey regarding suggested changes to the City Manager recruitment brochure (Attachment D).

IV. PROCLAMATION/PRESENTATION/RECOGNITION

A. Gateway Walk Project update from Madison Avenue Task Force (MATF)

David Livingston gave a presentation entitled *Corvallis and the College – a legacy of connections to be celebrated by The Gateway Walk Project* (Attachment E).

Councilor Hogg thanked Mr. Livingston and the MATF for their work, which had spanned 40 years. He said the project was an example of how Corvallis and Oregon State University (OSU) were intertwined, and it demonstrated a positive connection between the University and the community. Mayor Manning and Councilor Sorte also expressed their thanks.

V. VISITORS' PROPOSITIONS

Leo Quirk opposed open carry of firearms in Corvallis, regardless of whether weapons were loaded. He said in 1789, when James Madison and his colleagues wrote the Second Amendment to the United States Constitution, they provided a clear expression for legalization of a well-regulated militia consisting of men bearing single-shot muzzle-load rifles. He doubted that Mr. Madison conceived of a six shooter revolver, let alone an AK47 assault rifle. He said the open carry of loaded firearms issue before the Council had almost no resemblance to Mr. Madison's declaration in the Second Amendment. Mr. Quirk said he was not against guns and he opined Corvallis voters would reject open carry if a measure was on the ballot. Councilor Hirsch recommended that Mr. Quirk speak to his State Representative about the matter; he said City government could not effectively enforce open carry of loaded firearms.

Leah Bolger said citizens were working on the idea of encouraging businesses to post signs that weapons were not welcome in their establishments. While she would appreciate the Council's support, she understood such an effort was not the role the City government. She asked anyone who was interested in participating to email her at leahbolger@comcast.net. She said Council had the power to ban firearms in public buildings and she asked for signs to be posted communicating such.

She asked why the City could not extend the ban to City-owned parks. In response to Councilor Beilstein's inquiry, Ms. Bolger said if someone brought a weapon into a private establishment that posted a notice that firearms were not permitted, they could be charged with trespass. Councilor Beilstein supported a ban on open carry of loaded firearms wherever it could be effective. Councilors Hervey thanked to Ms. Bolger for her work and Councilor Hirsch expressed support for her efforts.

Carl Price said semi-automatic and automatic weapons existed during James Madison's time and Lewis and Clark carried such weapons with them across the plains. He said the Founding Fathers clearly stated that to remove people's rights to bear arms would be to enslave the people. The United States Supreme Court has held the right to bear arms is an individual right and concealed carry of firearms is a privilege. He said any group whose purpose was to infringe on civil rights was a hate group and was intolerant to other people's view points. He did not want Corvallis to be embroiled in hate groups or expensive lawsuits that could result if the City banned open carry of loaded firearms.

Jeff Hess said focusing on violent behavior was more effective than spending resources on the open carry of loaded firearms issue. He distributed a Corvallis Arts Walk brochure (Attachment F), noting the Majestic Theatre had joined the Arts Walk group, and choirs from Corvallis High School and Crescent Valley High School would participate by singing carols.

Ron Highburger said Councilors had taken an oath to uphold the United States Constitution, which included the Second Amendment. He said many people used guns for hunting and recreation, and businesses displaying signs that firearms were not allowed could discourage that group of customers. He said any restriction on his ability to use or carry a firearm was an infringement upon him, personally. He believed the Council was trying to fix a problem that did not exist.

Derek Barkley said a previous citizen's testimony was incorrect, as those with concealed carry licenses may carry a firearm in a public building.

Leslie Glassmire attended the November 3, 2014 Council meeting when open carry of loaded firearms was discussed. She felt intimidated by the open display of weapons and the heckling from the audience, so she did not get up to speak. She respected the Constitution; however, she did not believe people should have to feel intimidated or uncomfortable when attending a Council meeting, patronizing a coffee shop, attending a concert, or participating in some other event in Corvallis. Councilor Hervey said the Council thoughtfully planned for safety considerations at the November 3 Council meeting and the Mayor conducted the proceedings carefully to minimize the potential for disruption.

Roger Weaver was concerned for his grandchildren's safety and he did not necessarily feel safer if a teacher had a firearm at school. He said the Country's history with guns did not oblige people to continue living in that manner.

Linda Lovett with the Climate Action Plan Task Force (CAPTF) spoke from a prepared statement (Attachment G). Ms. Lovett said the best way for citizens to provide feedback was through the group's website at www.CorvallisCAP.org. Mayor Manning noted CAPTF was a group of volunteers who came together on their own to address the issue of climate action and she complimented Ms. Lovett on the depth of information contained in the draft document. Councilor York observed that Ward 3 Councilor-elect Baker served on the CAPTF. Councilor Hervey thanked Ms. Lovett and the CAPTF for their work, noting their tenacity in meeting an aggressive timeline; Councilor Traber agreed. Councilor Hirsch said the draft document was comprehensive, he was very impressed with the work, and he would advocate on the CAPTF's behalf during Council goal setting.

Kris Paul, a member of the CAPTF said she was impressed with the number of people in Corvallis who were committed to a sustainable, green city. She said very little action on climate change had been taken at the Federal level and she encouraged Corvallis to join other cities like Portland and Eugene in addressing the matter.

VI. CONSENT AGENDA

Councilors Hirsch and Traber, respectively, moved and seconded to adopt the Consent Agenda as follows:

- A. Reading of Minutes
 1. City Council Work Session – November 20, 2014
 2. City Council Work Session – December 1, 2014
 3. City Council Meeting – December 1, 2014
 4. For Information and Filing (Draft minutes may return if changes are made by the Board or Commission)
 - a. Citizens Advisory Commission on Civic Beautification and Urban Forestry – November 13, 2014
 - b. Corvallis-Benton County Public Library Board – November 5, 2014
 - c. Housing and Community Development Commission – November 19, 2014
 - d. Parks, Natural Areas, and Recreation Board – November 20, 2014
 - e. Planning Commission – November 19, 2014
 - f. Public Art Selection Commission – November 19, 2014
- B. Confirmation of Appointments to Corvallis Transportation System Plan Steering Committee (various) and Community Police Review Advisory Board (Chatfield)
- C. Announcement of Vacancies on Capital Improvements Program Advisory Board (Griffiths) and Parks, Natural Areas, and Recreation Advisory Board (Griffiths)
- D. Schedule a public hearing for January 5, 2015 to consider a CDGB/Home Action Plan
- E. Approval of a Corvallis Rural Fire Protection District Intergovernmental Agreement
- F. Schedule two public hearings for January 20, 2015 to consider appeals of Historic Resources Commission decisions

The motion passed unanimously.

VII. ITEMS REMOVED FROM CONSENT AGENDA – None.

VIII. UNFINISHED BUSINESS

- A. City Manager Hiring Standards and Process

Human Resources Director Altmann Hughes referenced the updated draft City Manager recruitment brochure and timeline provided at Councilors' places. The updated draft reflected changes recommended by Councilors at the December 11, 2014 work session.

Councilors York and Traber, respectively, moved and seconded to approve the brochure.

Councilors Hervey and Hirsch, respectively, moved and seconded to amend the fourth paragraph under Corvallis Community as follows: Surrounded by **rich and productive farmland** ~~fertile countryside~~, Corvallis is home to many creative chefs whose restaurants

feature both locally grown food and ~~serve~~ wine from locally owned, nationally recognized wineries. **Also decidedly local are dozens of offerings from the six local brewers producing** ~~Local brew masters from five different breweries make their home in Corvallis and produce~~ quality craft beer **and cider**. ~~In addition to craft beers, fantastic ciders are made from locally produced apples, honey and other special ingredients.~~

The amendment passed unanimously.

Councilors Hervey and Hirsch, respectively, moved and seconded to amend bullet #4 Priorities and Opportunities as follows: Support the City's interest and focus on the environment. Work with the Mayor and Council to further define **any** environmental and sustainability goals **they set**. ~~and successfully partner to develop and implement a sustainability plan.~~

The amendment passed unanimously.

The motion passed unanimously.

Councilors Traber and Hervey respectively, moved and seconded to adopt the timeline for the City Manager recruitment.

The motion passed unanimously.

B. Housing Study

Councilors Brauner and Brown, respectively, moved and seconded to accept the Corvallis Housing Characteristics and Policy Analysis Report.

Councilor Sorte said the recommendations provided in the Report were not available at the November 20, 2014 work session when the Housing Study was discussed. He did not see how the consultant concluded from the discussion that occurred at the work session to indicating that Corvallis was short of work force housing in the \$18,000 to \$95,000 bracket, which was a very broad area of income for that work force. He noted the Housing Study results showed that long-held perceptions about housing in Corvallis were not borne out. The data revealed that of the work force that was surveyed, with the exception of one income level, respondents were paying more to live outside of the city limits; when in-commuting costs were added, those who were at that income level also paid more to live outside Corvallis. On page A-26 of the Study, if commuting was used as a proxy, Corvallis' housing prices were better than neighboring communities such as Albany, Lebanon, Monmouth, and Tangent because those communities have higher in-commuting rates. Only two comparators were significantly less than Corvallis with regard to cost per square foot, and they were remotely located from metro areas. Councilor Sorte questioned the validity of those comparators, as they were located in the Midwest where there was an excess supply of housing; housing prices in that area would be expected to be lower as a result. When considering rent as a percentage of income, he believed Corvallis was doing well, even among comparators in the Willamette Valley.

Councilor Sorte addressed several of the recommendations contained in the report:

Identify opportunities to streamline the development process and the development code. He reminded Councilors they had recently adopted policies to make sections of the Land Development Code that related to infill stricter.

Inventory and monitor the supply of buildable residential land and reform the annexation process. He said the recommendation indicated the City should weaken its annexation policies. He suggested the concerns that were raised regarding Campus Crest could lead to stricter annexation policies. He opined that if phased annexations were in effect, the City might have seen Legend Homes build out Campus Crest and the recent controversy could have been avoided.

Identify one or more tools to provide infrastructure in key areas for growth. He strongly supported the recommendation. The City could utilize urban growth, urban renewal, and greenfield development, and it could subsidize infrastructure for work force housing, someplace in the zero to \$30,000 annual income range. To do so would require a focused approach of building low-cost, multi-family dwellings.

Evaluate the use of a targeted tax abatement program. Councilor Sorte said if the tax abatement for multiple-unit vertical housing was outside of existing neighborhoods, it would be fine. However, if the tax abatement was within existing neighborhoods, it would not be congruous with Council's recent action on land use policies related to infill development.

Councilor Sorte said the City was doing a good job with regard to housing and he asked the incoming Council to look closely at the data. He believed some of the recommendations could be eliminated.

Councilor Beilstein wanted Corvallis to be a more affordable place to live with less in-commuting. He supported the City's involvement in tax abatement and/or an urban renewal district.

Councilor Hervey said Phase 2 of the Housing Study addressed many of the concerns he expressed during Phase 1, and he appreciated the work of the Councilors who served on the Housing subcommittee.

The motion passed unanimously.

Mayor Manning recognized Councilors Brauner, Brown, and Beilstein, as well as Community Development Department staff, for their work to facilitate the Housing Study.

IX. STANDING COMMITTEE REPORTS, ORDINANCES, RESOLUTIONS, AND MOTIONS

A. Human Services Committee (HSC) – December 2, 2014

1. Community Relations Advisory Board

Councilors Sorte and York, respectively, moved and seconded to amend Council Policy 2.02, "Council Process," as recommended by staff.

The motion passed unanimously.

City Attorney Fewel read an ordinance amending Corvallis Municipal Code Chapter 1.16, "Boards and Commissions," as amended.

Councilor Sorte noted the official title in the Municipal Code was Community Relations Advisory Board; however, the Code also stated it would be referred to as

the Community Relations Advisory Group. The name adjustment was to avoid use of the acronym CRAB.

ORDINANCE 2014-21 passed unanimously.

2. Council Policy Review and Recommendation: 1.03, "Naming of Public Facilities and Lands"

Councilors Sorte and Beilstein, respectively, moved and seconded to amend Council Policy 1.03, "Naming of Public Facilities and Lands," as recommended by staff.

Councilor Sorte was concerned that the Policy contained a disparity, as it allowed wealthy people to have buildings or land named after them; however, a meritorious person without financial means did not enjoy the same privilege unless they died first. He noted there was an appeal option; however, the process was not routine.

Councilor York said the Policy provided an opportunity to recognize those who made significant contributions to the community. She believed allowing some time to pass after a person died was in order so an appropriate response could be considered, and an appeal option was available. She said another aspect of the Policy related to providing a revenue source to improve City facilities, and she believed that element called for a different action. She understood Councilor Sorte's concern when those two aspects were put together; however, she viewed the Policy as attempting to accomplish two different things, and she believed both were being appropriately addressed through the Policy.

The motion passed unanimously.

3. Council Policy Review and Recommendation: 4.01, "Guidelines for Commercial Vending and Fundraising Activities in City Parks"

Councilor Hervey apologized for not providing comments before the HSC meeting. He noted the Council goal related to removing barriers to growing food and increasing the number of community gardens. He would like to see an exemption for those who want to trade locally grown foods in parks. Exchanging money as part of a food trade was currently considered to be a commercial activity. For example, if someone was trading potatoes for onions, it may be more equitable to supplement the lower cost food with a small amount of cash. He wanted this type of food trading to be permitted in parks so that other citizens would see the activity and be inspired to participate. He requested the Policy be sent back to the Committee for further discussion. Councilors agreed.

B. Urban Services Committee (USC) – December 2, 2014

1. Council Policy Review and Recommendation: 7.15, "Fee-in-Lieu Parking Program for Parking-Related Improvements in the Central Business District and the Riverfront District"

Councilor Brown explained the Policy provided an option for Downtown property owners to pay a fee in lieu of providing onsite parking. USC concurred with staff's recommendation to increase the per-parking-space fee to \$10,560 and to use the August 2014 *Engineering News Record Construction Cost Index* factor of 9846.

Councilors Brown and Hogg, respectively, moved and seconded to amend Council Policy 7.15, "Fee-in-Lieu Parking Program for Parking-Related Improvements in the Central Business District and the Riverfront District," as recommended by staff.

The motion passed unanimously.

C. Administrative Services Committee – December 3, 2014

1. Open Carry of Loaded Firearms Alternatives

Councilors Brauner and Traber, respectively, moved and seconded to cease consideration of an ordinance and a Council-initiated advisory question for referral to the voters, and direct staff to develop language concerning safety and Constitutional rights in the form of a Council policy and a resolution.

Councilor Brauner said when discussing alternatives, ASC agreed an ordinance would not be enforceable and they preferred to make a statement in the form of a Council Policy or a resolution that reflected the wishes of the community. ASC also did not recommend a Council-initiated advisory question because it would delay the issue and would have no effect. He noted doing so would not take away the right of citizens to initiate an advisory question. Ms. Bolger's earlier testimony about businesses posting signs that weapons were not welcome was not considered to be a role for the Council, although Councilors could express support for the program.

Councilor York noted language in the Council Policy regarding Hate/Bias Violence, which addressed protected classes, provided guidance and spoke to some of the philosophical elements of the open carry issue. She requested the open carry of loaded firearms draft policy include language that related to the existing Hate/Bias Violence Policy.

Councilor Traber believed the Corvallis community did not want to see open carry of guns. An ordinance would not be enforceable, so it was important for the community and the City Council to find another way to express the community's view on the matter.

Councilor Hirsch said he was initially prepared to advocate for a narrow, yet unenforceable ordinance. In his view, the fact such an ordinance was not enforceable was not necessarily a reason not to have it. However, such an ordinance would put Corvallis police officers at risk, so ultimately, he did not support it. He also did not support citizens initiating an advisory question, as he believed it would be counterproductive.

Councilor Beilstein asked legal counsel to review the feasibility of the City banning open carry of loaded firearms in City facilities such as the Library, parks, and meeting rooms. Police Chief Sassaman confirmed State law permitted a ban of open carry in public facilities; however, those with concealed carry licenses were permitted to openly carry firearms. He also confirmed the State law did not apply to parks.

The motion passed unanimously.

2. Comprehensive Annual Financial Report

Councilors Brauner and Traber, respectively, moved and seconded to accept the Comprehensive Annual Financial Report.

Councilor Brauner said the City received another clean audit and the last section of the audit document contained good information about Corvallis and City government.

The motion passed unanimously.

Mayor Manning and City Manager *Pro Tem* Brewer recognized Acting Finance Director Chenard and Finance Department staff for their work.

3. Livability Code/Neighborhood Outreach Program Review (administrative provisions)

Councilor Brauner said in previous meetings, ASC discussed interior, exterior and administrative provisions as part of developing a livability code. At its December 17, 2014 meeting, the Committee was scheduled to conduct a final review and recommendations would be provided to Council in January. The item was for information only.

D. Other Related Matters

1. Mr. Fewel read a resolution adopting a supplemental budget in the amount of \$43,977,950 for Fiscal Year 2014-15 and increasing appropriations by \$187,590 for the Parks and Recreation Department.

Councilors Hirsch and Beilstein, respectively, moved and seconded to adopt the resolution.

RESOLUTION 2014-32 passed unanimously.

X. MAYOR, COUNCIL, AND STAFF REPORTS

C. Staff Reports

1. City Manager's Report – November 2014
The item was for information only.
2. Economic Development Monthly Business Activity Report – November
The item was for information only.
3. Council Request Follow-up Report
The item was for information only.
4. Potential for lease of City-owned space for marijuana grow operations

City Manager *Pro Tem* Brewer said the City's Economic Development Office received two inquiries concerning locating indoor marijuana grow operations (MGOs) in Corvallis. One group was interested in a building at the Corvallis Airport Industrial Park (AIP). Ms. Brewer noted the City owned the land; however,

it did not own the building. The other group was seeking the City's assistance in locating a space in an industrial park, but not necessarily the AIP. Before proceeding with the requests, staff sought direction about whether the Council was interested in pursuing the potential of locating MGOs on City property. If the Council supported the concept, staff would research the legal implications and other considerations, such as whether locating an MGO at the AIP would jeopardize the millions of dollars the City receives in grants from the Federal Aviation Administration (FAA).

Councilor Hirsch said six years ago, he requested a report regarding the issue, and he believed MGOs could be a good connection with OSU's horticulture program. He supported the concept and noted the revenue potential.

Councilor Sorte said thus far, OSU had not indicated whether it would support MGO facilities; however the Extension Service said it would not support it. They shared many of the concerns Ms. Brewer raised about Federal grants. He noted that if the City authorized MGOs and the Federal government mandated their closure, facilities would be in place to grow local food or other plants. He observed that Washington and Colorado had already authorized commercial growing facilities in industrial parks that included FAA-controlled spaces.

Councilor York supported looking into the issue; however, she preferred that the matter come back to the Council as whole, rather than assigning it to a Council Standing Committee.

Councilor Beilstein said agricultural land was already rented for growth of grass seed. The City's income was only about \$15 per acre per year, while the average earning in the Willamette Valley was about \$45. He noted an MGO was one possible way to obtain a higher value crop, and he was willing to take a risk on the matter if the inquiring businesses were.

Councilors Traber, Brauner, and Hogg agreed with staff gathering more information about MGOs.

Mayor Manning observed there were no Councilors who opposed further exploration of the concept.

A. Mayor's Reports

Mayor Manning said on December 15, 2014, the City Legislative Committee met with State Senator-elect Gelser and State Representative-elect Rayfield to discuss Corvallis' legislative priorities.

Mayor Manning thanked Councilors for their service, and distributed framed certificates of recognition and small rosewood gift boxes that were made in Oregon. She also thanked her constituents for giving her the opportunity to serve as Corvallis' Mayor; her family for their support, especially her father Herm Jones; and City staff.

Ms. Brewer thanked the Mayor and the City Council for their service. Staff presented the Mayor with a framed certificate, a wellness gift card, and a small book.

B. Council Reports

Councilor Sorte thanked Public Works Director Steckel for providing information about an administrative process related to traffic calming which provides an exception to the 300 vehicle threshold. Councilor Sorte thanked his constituents, his wife, staff, and his fellow Councilors. He complimented Mayor Manning for being an exceptional Mayor.

Councilor York thanked Ms. Steckel for following up on a safety issue related to the Whiteside Drive path. She recognized Mayor Manning for being a wonderful representative for Corvallis and for skillfully chairing Council meetings; and she thanked her fellow Councilors for their service.

Councilor Hogg recognized Councilors Brown and Hervey, who served with him on USC. He said working with them was a great experience, noting they researched information and considered options beyond what was provided in Council packets.

Councilor Traber thanked the outgoing Councilors for being a good resource, and he said he learned a great deal from them. He also thanked Mayor Manning for her service and leadership.

Councilor Brauner said the 2013-2014 Council addressed many difficult issues and they accomplished a great deal. He said Corvallis Mayors have always set a high standard and Mayor Manning had set the bar even higher. He was confident Mayor-elect Traber was up to the challenge.

Councilor Hervey recognized his family and thanked them for their support. He said he would miss being associated with such a dedicated group of volunteers and staff. He complimented Mayor Manning for her skills in chairing meetings and for making a difference in Corvallis and Oregon.

XI. NEW BUSINESS – None

XII. PUBLIC HEARING – None

XIII. ADJOURNMENT

The meeting adjourned at 8:39 pm.

APPROVED:

MAYOR

ATTEST:

CITY RECORDER



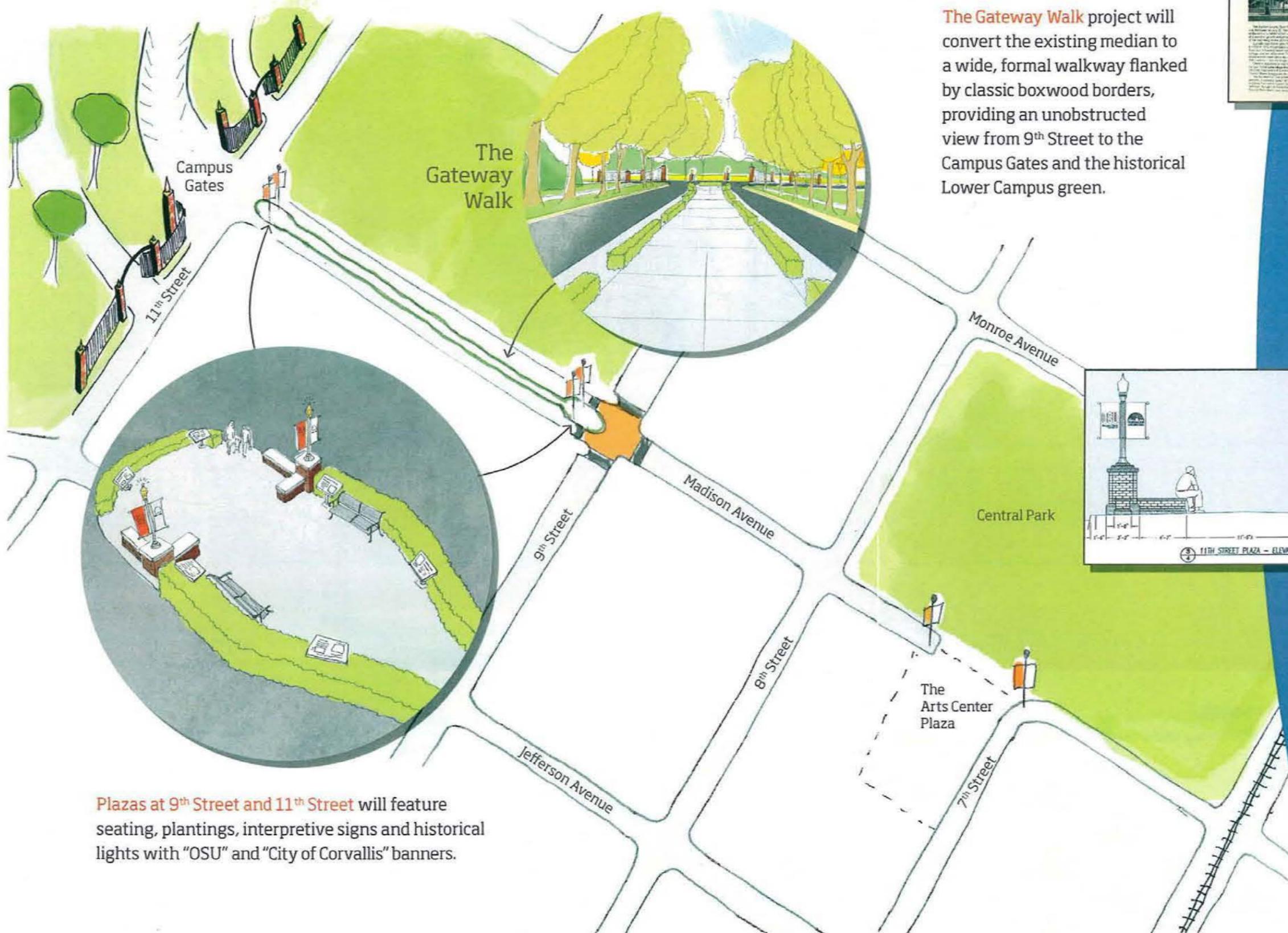
Photo by Keith Roon

THE GATEWAY WALK

From 9th Street to these Campus Gates at 11th Street:
a new formal walkway that will connect Corvallis and OSU.

THE GATEWAY WALK

is a formal, 500-foot walkway on the Madison Avenue median between 9th Street and the Campus Gates at 11th Street.



Plazas at 9th Street and 11th Street will feature seating, plantings, interpretive signs and historical lights with "OSU" and "City of Corvallis" banners.

The Gateway Walk project will convert the existing median to a wide, formal walkway flanked by classic boxwood borders, providing an unobstructed view from 9th Street to the Campus Gates and the historical Lower Campus green.

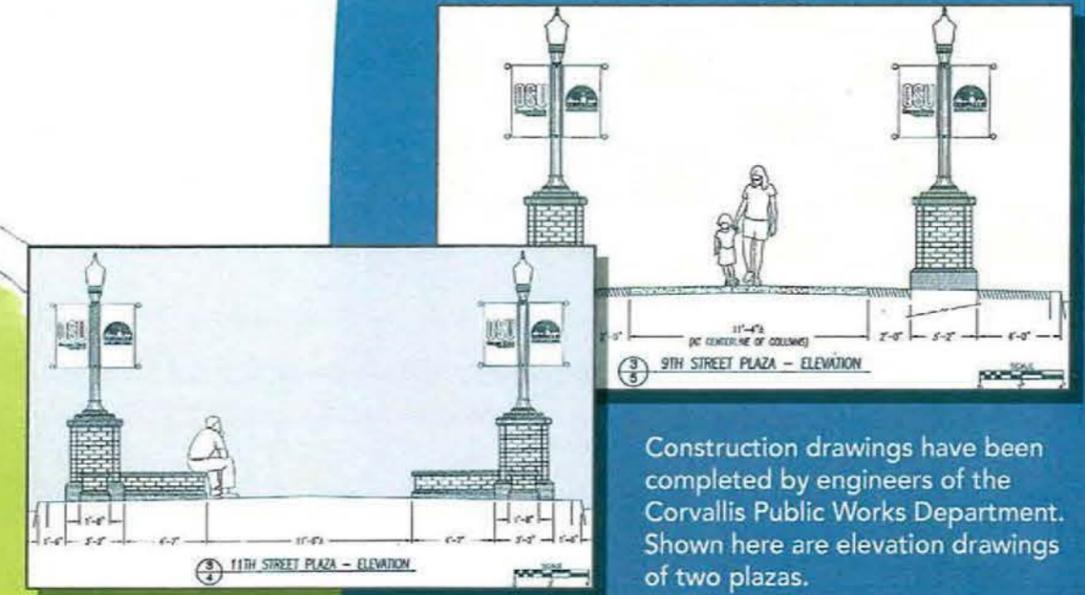
Corvallis College



Kearney Hall



Historical plaques will tell the stories of the people, places and events that connect the City and the University. These plaques will match the existing historical signs throughout downtown.



Construction drawings have been completed by engineers of the Corvallis Public Works Department. Shown here are elevation drawings of two plazas.

"My mother, father and grandmother were OSU students and they walked along Madison Avenue, through the historical gates between campus and downtown. I used this route, too, as a student. I think the Gateway Walk project is a great way to enhance this experience for students, alumni, local residents and visitors!"



Doug Eaton, OSU Class of 1972
Chair, Madison Avenue Task Force

THE GATEWAY WALK project timeline

2008 – 2010 OSU planners, city planners and consultants worked with constituents, stakeholders and the Madison Avenue Task Force to develop conceptual designs.

2010 Preferred design was approved by OSU Facilities Services, OSU Campus Planning Committee, Corvallis Capital Improvement Projects Commission and City Council.

2011 Phase I complete: New “OSU Intersection” at 9th and Madison was completed, featuring orange and black concrete and an extended plaza.

2012 Corvallis Public Works engineers were hired to prepare final construction drawings for the Gateway Walk.

2013 “OSU” and “City of Corvallis” banners were installed at the Arts Center Plaza to emphasize the linkages between OSU and Corvallis. Gateway Walk construction drawings and cost estimates were completed by City of Corvallis engineers.

2018 Project to be completed for OSU's 150th Anniversary, celebrating its 1868 beginnings as Corvallis College.

THE GATEWAY WALK is a collaboration of OSU and the City of Corvallis, promoted and organized by the members of the Madison Avenue Task Force, which was formed in 1973 to encourage the flow of pedestrians along Madison Avenue between the downtown riverfront and the Oregon State campus.

(541) 754-6506
MadisonAvenueTaskForce.org



“A place fueled by curiosity and innovation.”

City of Corvallis City Manager

Search conducted by:

DRAFT
weidron



CORVALLIS COMMUNITY

Corvallis is in the heart of Oregon’s Willamette Valley. Ideally located, the City is 90 minutes from Portland and close to the Cascade Mountains and Pacific Coast shoreline. Located in Benton County, Corvallis is the County seat, has a residential population of 56,535 and is home to Oregon State University.

Corvallis is a community that focuses on livability. The downtown and University neighborhoods are walkable and Corvallis is one of the best cities in the nation for bicycling. In addition, the fareless public transit service, Corvallis Transit System (CTS) provides bus service throughout the City with connections to neighboring communities, Philomath and Albany.

With a beautiful waterfront and vibrant businesses, Corvallis is a place to shop. The downtown shops and restaurants are predominately locally owned and operated. Additional shopping opportunities are located throughout town and include major retail outlets mixed alongside trendy stores, unique coffee bars and restaurants. From affordable to whimsical, Corvallis offers something to suit every style.

Surrounded by fertile countryside, Corvallis is home to many creative chefs whose restaurants serve wine from locally owned, nationally recognized wineries. Local brew masters from five different breweries make their home in Corvallis and produce quality craft beer. In addition to craft beers, fantastic ciders are made from locally produced apples, honey and other special ingredients.

Corvallis has a thriving arts and cultures community. Great artists, photographers, musicians and performing artists routinely display their talents at a variety of venues in town. The City has more than 45 beautiful parks and recreational areas with 2,000 acres of parks, play grounds, playing fields, trails, open spaces and natural areas. Given its location in the heart of the Willamette Valley, Corvallis is also minutes away from a multitude of other recreation opportunities.



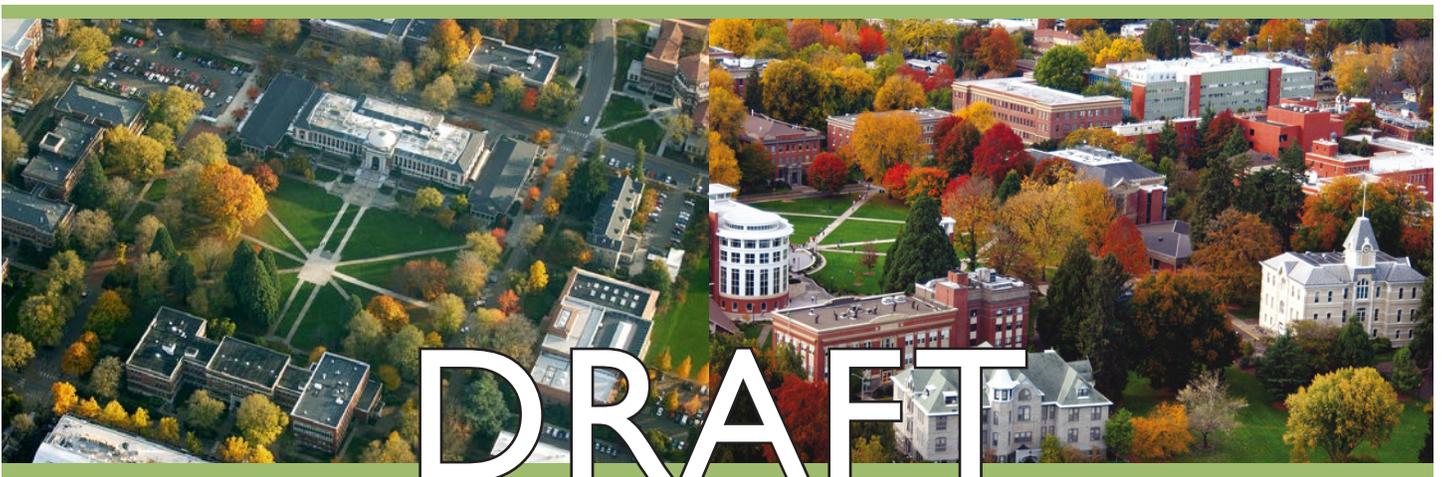


Education plays an important role in Corvallis and begins early with an active preschool population. The well-regarded Corvallis Benton County Public Library emphasizes early literacy and hosts many events focused on lifelong learning for all ages. Benton County has the reputation for having some of the strongest schools in the State and the Corvallis School District is no different. With approximately 6,200 students, many of the local K-12 schools achieve awards for academics, activities and athletics.

The presence of Oregon State University contributes to the City's vibrancy. It is an integral part of the local community with approximately 24,980 students and roughly 9,280 employees. The University is considered one of the nation's leading research universities and serves as Oregon's leading source of basic applied research in forestry, agriculture, fisheries, engineering, electronics, home economics and the sciences for the development of human, land, atmospheric and oceanic resources.

Linn-Benton Community College (LBCC) based in Albany has a strong presence in Corvallis at the Benton Center, which serves more than 7,000 students each year. LBCC is the sixth-largest community college in Oregon and offers a wide variety of transfer, career and technical programs. In addition, the college offers the LBCC/OSU Degree Partnership Program providing dual enrollment services to students.

The influence of a major research university, thriving sectors of high tech, agribusiness, biosciences, healthcare and green energy, along with an educated workforce result in a solid local economy. In fact, Forbes magazine ranks Corvallis among its top 20 Best Small Places for Business and Careers. Additionally, scientists at Los Alamos National Laboratory and the Santa Fe Institute in New Mexico found that Corvallis led the nation in patented inventions as well as economic output, personal income and preventing violent crime.



CITY GOVERNMENT

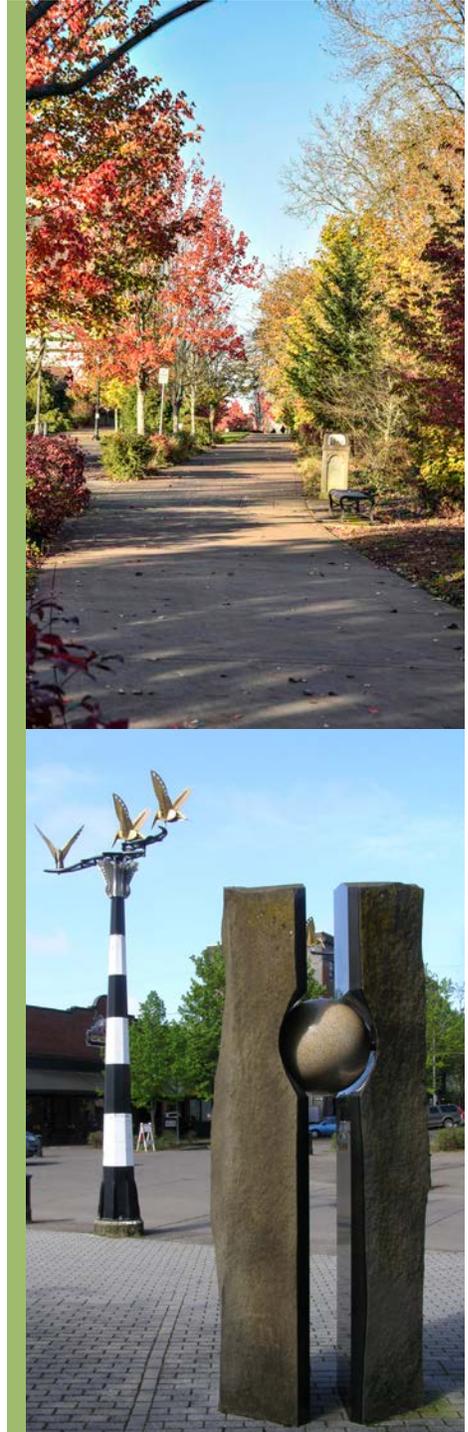
The City of Corvallis is a Council/Manager form of government with a nine member City Council that is elected by ward to serve a two-year term. The Mayor presides at Council meetings and is elected at-large for a four-year term. The Mayor and Council provide community leadership, develop policies to guide the City in delivering services and achieving community goals, and encourage citizen awareness and involvement.

The Mayor and City Council are advised by three standing committees: the Administrative Services Committee, the Human Services Committee and the Urban Services Committee. Each committee includes three Councilors who review issues and topics and make recommendations to the full Council. Corvallis also has numerous Boards and Commissions that serve in an advisory capacity to the City Council. The Advisory Boards and Commissions are designed to directly involve citizens in local government to have a positive impact on the future of their community, and to ensure the City Council receives timely input and information regarding issues and potential impacts on citizens.

The City Council appoints the City Manager to oversee the administrative operations of the City and a City Attorney to advise the Council and City staff on legal affairs. Additionally, the Council appoints a Municipal Judge to preside over the Corvallis Municipal Court and ensure that cases involving municipal offenses are fairly decided in a manner consistent with community values on a timely basis.

Corvallis is a full service city with a FY 2014-15 budget of more than \$138M. The City employs 404 staff members including 359 full-time and 45 part-time employees who deliver city services through the following departments: City Manager's Office, Community Development, Finance, Fire, Library, Parks and Recreation, Police and Public Works.

Sustainability has been important to Corvallis for many years. In 2004, the City Council adopted an organizational sustainability policy to provide guidance and direction to staff. Sustainability is defined as using natural, financial and human resources in a responsible manner that meet existing needs without compromising the ability of future generations to meet their own needs. Since implementation of the policy, the organization's sustainability efforts have continued to evolve.



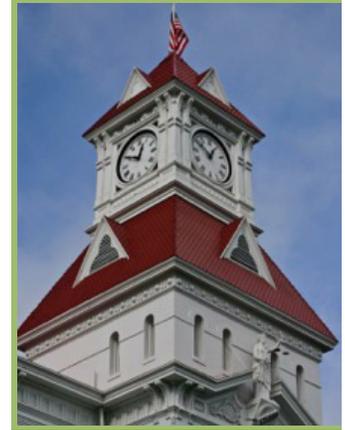
DRAFT



POSITION

The City Manager serves as the City of Corvallis' chief executive with responsibility for the administration of the various functions of City government as described in the City Charter and in accordance with legislative policy established by the City Council. The City Manager:

- devotes their time to the discharge of official duties, attends all meetings of the Council and keeps the Council advised at all times of the affairs and needs of the City; develops and delivers reports annually, or more frequently if requested by the Council, of all the affairs and departments of the City; may take part in the discussion of all matters before the Council.
- ensures that all ordinances are enforced and that the provisions of all franchises, leases, contracts, permits and privileges granted by the City are observed.
- appoints all City officers and employees except as the City Charter otherwise provides, and shall have general supervision and control over them and their work; has the power to transfer an employee from one department to another, and shall exercise supervision and control over the departments.
- acts as purchasing agent for all departments of the City.
- is responsible for preparing and submitting to the Budget Commission the annual budget estimates and any such reports that commission requests.
- supervises the operation of all public utilities owned and operated by the City and shall have general supervision over all City property.
- performs other duties as required by the City Charter or as the Council requires.



PRIORITIES AND OPPORTUNITIES

- Develop and maintain positive relationships with the Mayor, City Council, and City staff. Work to understand the current organization, operations, culture and structure. Establish trust and encourage collaboration to prioritize and execute on achievable goals.
- Embrace the Corvallis community and quickly establish self as a visible figure. Develop relationships that not only encourage but increase public participation and engagement.
- Continue to drive financial stability. Develop sustainable budgets, maintain fiscal accountability and build City reserves. Identify new revenue streams and work to understand financial impacts of council goals, projects and staffing to balance the fiscal reality with the City's needs.
- Support the City's interest and focus on the environment. Work with the Mayor and Council to further define environmental and sustainability goals and successfully partner to develop and implement a sustainability plan.
- Develop an understanding of the City's aging infrastructure and maintenance needs. Proactively move forward with planning and project prioritization with a focus on maintaining community livability.
- In partnership with the Mayor and City Council, further define and prioritize projects pertaining to Homelessness, Housing, Parking, and Transportation. Consider the proper timing, planning, funding and community support to bring reality to these initiatives.
- Participate and proactively engage in strategic, long term planning for the City. This may include anticipated updates to the 2020 Vision Statement, Comprehensive Plan, Oregon State University District Plan and the Transportation System Plan.
- Proactively collaborate with Oregon State University. Develop relationships, ensure open and transparent communication and maintain effective partnerships with University leadership and key stakeholders that encourage and support a mutually beneficial relationship.

DRAFT



IDEAL CANDIDATE

The City of Corvallis seeks a City Manager with genuine interest in and appreciation for public processes, partnerships and planning. The ideal candidate is an established leader with a successful track record of balancing process with driving decisions and moving projects and initiatives forward. The City Manager is considered creative and forward thinking and will bring those skills to Corvallis.

With strong situational awareness, the City Manager is transparent and recognizes the importance of relationships and partnerships at all levels. The City Manager is also clear about his or her role and the role of the City Council. Considered neutral and unbiased, the City Manager maintains objectivity in working with elected officials. The successful candidate is an active listener who values honesty and integrity. The ideal candidate is also confident, yet humble and diplomatic with a willingness to push back as necessary. The City Manager demonstrates an ability to build consensus and guide others to decisions.

The City Manager naturally develops positive relationships in the community. The ideal candidate establishes a high level of trust, encourages public engagement and enjoys being an active member of the community. The City Manager values the opinions of others and encourages diversity of thought. A good sense of humor with the ability to laugh is essential. Importantly, the preferred candidate is genuinely excited about the Corvallis community and its dedication to sustainability.

The City Manager is a dynamic leader with a strong background in re-energizing and effectively managing staff. Considered genuine and thoughtful, the successful candidate leads by example and is supportive and trusting of City staff. The ideal candidate is fair, establishes clear expectations and holds others accountable. The City Manager promotes a culture where creativity, communication and collaboration are highly valued. Additionally, the successful candidate embraces technology and innovation and utilizes both to drive efficiency.

A strategic thinker, the City Manager can easily see the big picture and values the goals of Corvallis as well as the broader region. The ideal candidate embraces regional initiatives and looks for opportunities to partner effectively. The successful candidate has a track record of developing and executing strategies and follow through. With experience in budgeting and finance, the City Manager is financially savvy and views economic development opportunities through a sustainable lens. The preferred candidate works well with the business community and supports the growth of incubators and accelerator programs. With a mindful eye, the City Manager monitors best practices and innovative trends to keep Corvallis moving forward.



DRAFT



QUALIFICATIONS

At least seven years of progressively responsible leadership experience in public or municipal administration, ideally in a full service city. Strong managerial experience is essential, preferably with a well-rounded background that includes a combination of public and private sector experience. Highly developed communication skills and experience working closely with elected officials is crucial as is a background in facilitation and conflict management. An exceptional ability to collaborate and develop effective partnerships is required with experience in a college or university community desired. Experience working in a union environment highly desired. A bachelor's degree is required with a Master's in Public or Business Administration strongly preferred.

COMPENSATION AND BENEFITS

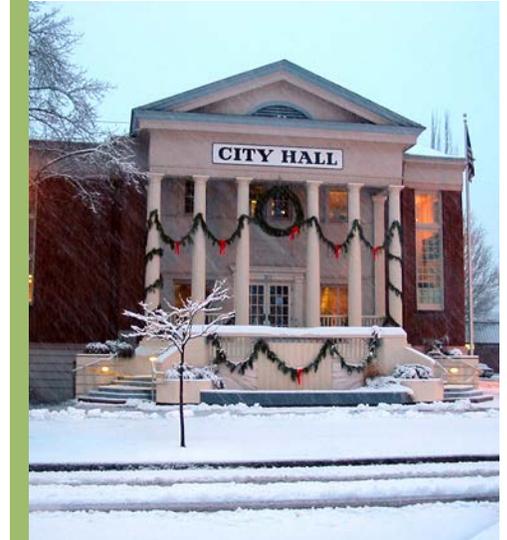
\$140,000 - \$160,000 DOQ

The City of Corvallis offers an attractive benefits package, including: City-paid contribution to OPSRP, Deferred Compensation Plan (457), City-paid life insurance, Cafeteria 125 Plan to use towards medical, dental, vision. Excellent vacation and sick leave accrual rates with 10 paid holidays per year.

APPLY

For immediate consideration, please apply at candidates.waldronhr.com no later than February 8, 2015. Included with your resume should be a cover letter expressing how your interest and accomplishments align with the needs of Corvallis. For additional information or questions, please contact Heather Gantz at heather@waldronhr.com.

The City of Corvallis is committed to the principles of equality of opportunity for all citizens of the community. The City is an equal opportunity employer and is in compliance with the Immigration and Naturalization Reform Act (INRA) and the Americans with Disabilities Act (ADA). The City does not discriminate on the basis of age, sex, religion, national origin, sexual orientation, race, color, political affiliation, or mental or physical disabilities. It is the policy of the City of Corvallis to comply with all applicable laws regarding veterans' preference.



waldron

DRAFT

Waldron is honored to work with the City of Corvallis in the search for a City Manager. We believe in and support the work of the City of Corvallis and we are doing our best to recruit a talented team member who will accelerate this mission. As the consulting partner strategic leaders choose to help attract, engage, and inspire effective leaders, Waldron provides a unique combination of executive search, leadership development, and career transition services across sectors and industries. Our passion is helping people and organizations realize their full potential and increase their impact.

Seattle | Portland | Phoenix | Salt Lake City | Boise | San Francisco

www.waldronhr.com



City of Corvallis - City Manager

Search Timeline

Week of	Activity	Status	Client Participation
11/10/14	Kick Off		
	Kick Off Discussion		✓
	Review and discuss recruitment strategy and backgrounding		✓
	Review timeline		✓
11/17/14*	Backgrounding (*Continuing through 12/05/14), Position Profile, Recruitment Strategy		
	Gather input from Council, Staff, Stakeholders, Community		✓
	Update position profile		✓
	Review and final approval of position profile (*12/11)		✓
	Develop research and visibility campaign strategy		
12/16/14	Launch Recruitment and Visibility Campaign		
	Launch visibility and outreach campaign		
12/16/14	Active Recruitment and Outreach		
	Begin targeted recruitment and outreach, networking and sourcing for referrals		
01/05/15	Status Report and Dashboards		
	Deliver first progress report to Client; dashboards weekly thereafter until presentation of candidates		
	Begin screening and interviewing of potential candidates		
02/02/15	Target Date for Candidate Materials		
	Complete active recruitment phase; Interested candidates should provide materials (cover letter and resume) by this time		
	Screening and interviewing still in progress		
02/16/15	Candidate Presentation		
	Deliver candidate materials prior to presentation		
	Meet with Client and determine which candidates will proceed; semi-final interviews or final interviews		✓
	Finalize arrangements for interviews		✓

02/23/15	Semi Final Interviews (If Necessary)		
	Client interviews, debriefings Initial referencing by Waldron Waldron notifies unsuccessful candidates		✓
03/09/15	Final Interviews (or)		
03/02/15	Final Interviews If No Semi-Final Interviews		
	Panel interviews, presentations, panel debriefings Continued and additional referencing by Waldron Successful candidate selection; background check Waldron assists with offer and negotiations as needed Waldron notifies unsuccessful candidates		✓ ✓ ✓

Amendment #1 – Revise the 4th paragraph under Corvallis Community to read:

Surrounded by rich and productive farmland, Corvallis is home to many creative chefs whose restaurants feature both locally grown food and wine from locally owned, nationally recognized wineries. Also decidedly local are dozens of offerings from the six local brewers producing quality craft beer and cider. [[word count = 46]

Current Text with word count of 56

Surrounded by fertile countryside, Corvallis is home to many creative chefs whose restaurants serve wine from locally owned, nationally recognized wineries. Local brew masters from five different breweries make their home in Corvallis and produce quality craft beer. In addition to craft beers, fantastic ciders are made from locally produced apples, honey and other special ingredients.

Amended Text showing edits

Surrounded by ***rich and productive farmland*** ~~fertile countryside~~, Corvallis is home to many creative chefs whose restaurants ***feature both locally grown food and*** ~~serve~~ wine from locally owned, nationally recognized wineries. ***Also decidedly local are dozens of offerings from the six local brewers producing*** ~~Local brew masters from five different breweries make their home in Corvallis and produce~~ quality craft beer ***and cider***. ~~In addition to craft beers, fantastic ciders are made from locally produced apples, honey and other special ingredients.~~

Amendment #2 – Revise bullet #4 Priorities and Opportunities to read:

Support the City's interest and focus on the environment. Work with the Mayor and Council to further define, ***develop and implement*** any environmental and sustainability goals they set. [[Word count 28]]

Current Text with word count of 32

Support the City's interest and focus on the environment. Work with the Mayor and Council to further define environmental and sustainability goals and successfully partner to develop and implement a sustainability plan.

Amended Text showing edits

Support the City's interest and focus on the environment. Work with the Mayor and Council to further define, ***develop and implement any*** environmental and sustainability goals ***they set***. ~~and successfully partner to develop and implement a sustainability plan.~~

The Story of Corvallis and the College

A legacy of connections to be celebrated by the Gateway Walk project. Presented by David Livingston

The story of Corvallis and the College is a story of connections ... and a common goal of creating a dignified and civilized place to live. But Corvallis didn't start out that way...

Joseph Avery arrived in 1845, and staked out his Donation Land Claim near the confluence of the Marys and the Willamette. He went to the California gold fields in 1848, and came back in 1849 with a modest sum and set up a store. His business was located in the oldest commercial building in today's downtown, now occupied by Robnetts.

In late 1850, he platted a town along the riverfront, and named it Marysville.

It was centered pretty much on Madison Avenue. He hoped his town would compete with dozens of other settlements along the Willamette, despite the fact that the wagon roads to town were daunting, railroads wouldn't come to town for 30 years, and Willamette River steamboats from Oregon City couldn't reach this far up the river.

The next year, Mr. Avery got lucky.

In 1851, two things happened... gold was discovered in southern Oregon; and the steamboat Canemah reached us from Oregon City, making us the head of navigation...a perfect staging point for miners to start overland for the gold fields of Southern Oregon.

And the town became a great place for business.

Especially if you didn't mind the greasy packers and teams of 200 animals in the public commons. We had a reputation as a tough town, with the downtown and riverfront teaming with saloons. It took four more years for a church to even dare get established here. The town was unwelcoming and uncivilized, and a lousy place to raise a family.

That doesn't sound like the beginnings of our award-winning, lovely and gracious town of today. How did we get from there to here?

I would like to introduce you to Martha Marsh Avery, wife of Joseph, mother of 8.

She came by wagon train in 1846, after Joseph, with her uncle and three children. She kept the home going while Joseph went back and forth to the California gold fields. Her grandson described her as a tough little woman.

In 1853, I want to think it was Martha's turn to influence our town's future.

Mr. Avery was informed by the Post Office that our town was constantly being confused with the other Gateway to the Goldfields, Marysville, California. He had to come up with a new name.

So in 1853, our town had a chance for a do-over...a new start.

Sometimes we don't know exactly how history is made, but here is where I get a chance to speculate a little. I can imagine a conversation where Martha said this to Joseph...

Joseph, even though the commons are dotted with huge piles of beans and whiskey, those pack trains of 200 animals leave a lot of other less desirable stuff in the commons. We've got to make this a better place to raise a family.

Now that we have a chance to rename our town, perhaps we can go for a more dignified identity.

One of Martha's relatives was a minister, and I have to guess that he knew Latin. A new name for our town was created, derived from Latin, meaning heart of the valley.

From that point on, perhaps influenced by the high standard set from having a name derived from that classical language of educated people, our town began to follow a path of more dignified choices... especially regarding education.

In 1856, three years after we changed our name to Corvallis, the Corvallis Academy was established at 5th and Madison.

Just one year later, in 1857, Corvallis was finally incorporated as a town.

And in 1858, a group of 6 families incorporated Corvallis College, re-formed from the Corvallis Academy. One of those families happened to be Joseph and Martha Avery. History doesn't tell us if this was Martha's idea, or if Joseph was a lover of learning. Or perhaps he just knew a good economic engine when he saw one.

Ten years later, in 1868, a huge local effort had successful results -- Corvallis College was designated the State's Land Grant College.

But in 1871, the State Agricultural College was about to lose its Land Grant designation, because it didn't own any land. It leased its site on Fifth Street.

Local citizens knew the value of the college to their town, and came to the rescue with donations to purchase 35 acres of land to save the college. The cost was \$4,963.50. That property is known today as Lower Campus.

The late 1800's were prosperous times in Corvallis. In the space of four years, the citizens built a new City Hall, Central School, and a new 1888 Courthouse.

All of these buildings were dignified structures reflecting the enthusiasm and optimism of the times. Even the Corvallis College building had been expanded now that it was the State Agricultural College.

But the college was in trouble again... even though they owned 35 acres, their building still stood on rented ground, and the legislature insisted that the college build a dignified structure on its **own** property, or lose its status as Oregon's Land Grant College. And the state would not provide any money.

There were politics and skullduggery at work, because several other Oregon towns wanted the Land Grant College. They were hoping that Corvallis would fail to fund a building.

Again, the citizens came through, raising \$25,000 for the 1888 Benton Hall.

The building was accepted by the Governor of Oregon as a gift from the citizens of Corvallis and Benton County.

By 1910, our town had overcome its former reputation as a lousy place to live. And over the next 60 years, the town and the college grew up together.

In 1973, a civic-minded Corvallis citizen and a university president saw a need to remind us of the connections between the town and the college. Engineer Jim Howland and University president Robert MacVicar believed that the connections between the town and College could be strengthened by enhancing the pedestrian experience along Madison Avenue between the riverfront and the campus.

They created the Madison Avenue Task Force, a group of volunteers who have worked with a variety of other organizations, including the City, local businesses, and OSU to create 40 years of improvements along Madison Avenue.

You have a handout listing some of these accomplishments, and here a partial list of our partners on Madison Avenue projects.

And it is this historical route from town to college that brings us to the last portion of this connection along Madison Avenue. The project is called the Gateway Walk, and it occupies a section of Madison Avenue that used to be part of the pathway from town to Benton Hall.

This project creates a formal walkway that will connect the town to the campus at the historic campus gates at 11th.

The project will convert the existing median to a wide formal walkway connecting two lighted plazas at 9th and 11th.

Here's what it looks like today, looking down Madison Avenue from 9th to the gates at 11th.

And here is the median today, and here is how the promenade will look, lined by boxwood borders. The parking shown here will be shifted away from the median over to the edges of the street.

The boxwood is reminiscent of the formal walks that led to the Memorial Union in the 30s and 40s.

Here are some details from the construction drawings created by the City Engineering Department, who were hired by the Task Force. The existing bulb at ninth will feature historic lamps on brick pedestals, with Corvallis and OSU banners, as well as benches and historical signs.

The center promenade includes benches and more historical signs.

Here are some of the sign topics that tell the stories of the connections between the town and the college. The bulb at 11th features lights, benches and signs, and brings you to the gates that invite you to cross the street to the formal entrance to Lower Campus.

This location is one of the best places to tell how the city and the college connect...indeed, you are about to enter land that was given by citizens in 1871 to keep the college in our town ...

... and your destination is Benton Hall -- a gift from the citizens of Corvallis and Benton County that insured that the college would be here forever.

PROJECT UPDATE

Here is a quick project update...

Construction drawings are complete

It's on the CIP construction schedule for summer 2017

The cost estimate is \$327,000

Last May a major donor, wishing to remain anonymous, pledged half of this amount in cash and in-kind services....\$167,000. We now have permission to identify this donor....thank you Oregon State University.

There is more good news. To date, members of the MATF have pledged \$99,000 over the next four years.

There remains \$61,000 to go, and we have 3 and ½ years to raise that amount.

In 2018, the completed project will be ready for the 150th anniversary of OSU's beginnings as Corvallis College.

Donors may send a letter to the MATF noting the annual amounts to be pledged. Donation checks may be made in a lump sum, or by individual payments in December of 2014, 2015, 2016 and July 2017. Checks may be made out to:

“MATF Gateway Walk Fund c/o OSU Foundation”,

Mail to:

**MATF
P.O. Box 1013
Corvallis, OR 97339**

On the check’s subject line, write “MATF Gateway”

Donations are tax deductible to the extent of the law.

Thank you!

Timeline: Strengthening the OSU-Corvallis Connection

- 1973 - Dr. Robert McVicar, OSU President, proposed an enhanced Madison Avenue "pedestrian corridor" to bring interaction and cooperation between the University and citizens. Madison Avenue has been the historic route from town to Benton Hall since 1889.
- 1974 - Design competition sought ideas from citizens and OSU design students.
- 1974 - A task force was established of citizens, OSU administration and planners, city staff and downtown business interests: **The Madison Avenue Task Force**. (MATF)
Mission:
To develop a sense of community by connecting the OSU campus with Madison Avenue cultural features, offices, restaurants, downtown and the riverfront.
- 1974 - 2013 Pedestrian amenities focused on Madison Avenue:
- ◆ Plazas at Arts Center, City Hall, 8th and Madison
 - ◆ Pedestrian-friendly bulbed intersections along Madison Avenue
 - ◆ Center median from 9th to 11th. *Designed, funded, planted, maintained by OSU.*
 - ◆ Six bronze sculptures
 - ◆ Sixteen historical panels.
 - ◆ 15 Alley Art installations.
 - ◆ 10,000 spring bulbs planted.
 - ◆ Arts Center Plaza upgrade.
 - ◆ Howland Plaza: Madison Avenue connection at Riverfront Park
 - ◆ Historical lighting at Arts Center Plaza. *City project with partial funding by MATF.*
 - ◆ Created Annual Spring Garden Festival to bring people to Madison Avenue. 28 years running.

GATEWAY WALK PROJECT BEGINS

- 2005 - MATF approached OSU with a proposal to work together on 9th to 11th segment.
- 2006 - MATF shared 50% of planning costs with OSU for Grand Entry concept at 11th. This unfunded \$1.4 M project was approved by the Campus Planning Committee
- 2008 - Grand Entry connection concept was approved by Corvallis Capital Improvement Projects Commission. Unfunded.
- 2010 - 9th to 11th Grand Entry plan was revised to create small plazas and a pedestrian promenade with historical signs celebrating town and college connections. Project to be within existing curblines, no loss of parking. (As part of the design development, MATF proposed additional parking along 11th Street, adding 22 spaces. City and OSU adopted this additional parking.)
Revised plan was approved by OSU Campus Planning Committee, OSU Facilities Services and Corvallis Capital Improvement Projects Commission. Planning costs funded by MATF.
- 2011 - New "OSU" intersection at 9th and Madison featuring orange and black concrete was completed. MATF members worked with Corvallis Public Works to coordinate intersection design with Campus-Community Connection plans. Boxwood borders were planted (privately funded.)
- 2012 - MATF hired Corvallis Public Works to prepare construction drawings. *Funded by MATF.*
- 2013 - MATF funded and installed "OSU" and "City of Corvallis" banners on historical light poles at Arts Center Plaza. Boxwood planted on east side, funded by adjacent property owners.
- 2013 - Construction drawings were completed for the Campus-Community Connection project. Reviewed and approved by OSU Facilities Services, November 2013.
Cost estimate for construction: \$245,000. Estimate for 16 historical signs: \$80,000.:
- 2014 - Fundraising goal: \$327,500
- | | |
|--|-----------|
| Anonymous donor: | \$167,500 |
| Madison Avenue Task Force members: | \$99,100 |
| Remaining amount needed, as of 12-15 -14 | \$60,900 |

Capital Improvements Project schedule: construction in FY 2017-2018

Madison Avenue / OSU Improvements

Department: Public Works

Category: Community Enhancement

Origination: Madison Avenue Task Force (MATF) (Initiated into CIP: 2008)

Priority: 4–Citizen Request

Purpose: This project is the result of a collaborative effort between the MATF and OSU for improvements that enhance the pedestrian connection between OSU, Central Park, downtown, and the Riverfront.

This project supports the City Council’s sustainability policy by providing facilities that promote pedestrian travel within the community.

An initial ODOT grant funding request for this project was unsuccessful.

Scope of Work: Design of Phase I improvements was initiated in FY 12-13 with a grant from the Madison Avenue

Task Force. Phase I improvements include landscape improvements and a sidewalk with street furniture in the Madison Avenue median between 9th and 11th Streets.

FY 15-16: Construct Phase I improvements.

FY 16-17: Design (Phase II) additional improvements to the intersection of 11th Street and Madison Avenue.

FY 17-18: Construct Phase II improvements.

Assumptions: Implementation of this project is dependent on acquiring grant funding or private donations.

Operating Budget Impacts: Proposed improvements will result in impacts to the operating budget due to electrical expenses for proposed ornamental lighted bollards, as well as maintenance costs associated with landscaping and street furniture.

Estimated Useful Life: 50 years

9/25/13

EVERY THIRD THURSDAY



THANKS TO EVERYONE WHO HELPS OUT WITH THE CORVALLIS ARTS WALK, IN WAYS GREAT AND SMALL!

A SPECIAL THANKS TO OUR SPONSORS:

DECEMBER 18
4-8PM
2014

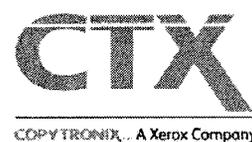
BELIEVE THE HYPE!



THEHYPECORVALLIS.COM



The Corvallis **ADVOCATE**



★ **PEGASUS STUDIO & GALLERY | 341 SW 2ND**
“Movable Feast of Art”, a rotating display of artwork throughout the Pegasus gallery & the Old World Deli arena. Featuring work from local, national & international artists. Come “feast your eyes” on the images and ideas on display.

★ **BRITTNEY WEST STUDIO | 340 SW 2ND, #3**
At Brittney’s open studio, review her 100-day art series and view original oil paintings & drawings. Over 30 various, affordable Eco-prints for sale. All are welcome!

★ **TEAL COOPERATIVE GALLERY | 328 SW 2ND ST**
Watch Anita Cook demonstrate her lino-cutting and painting technique for her beautiful floral images. Also featuring a locally handcrafted Ginger Liqueur made by Spiritopia. 6-8PM

★ **COMMUNITY ART WALL | 7TH & WESTERN**
View local graffiti that is always changing & community supported!

AFTER WALK EVENTS

1 **BIG RIVER RESTAURANT | 101 NW Jackson Ave**
The CAW Featured Restaurant for December, Big River’s menu pays tribute to local, natural foods. Complemented with daily baked artisan bread and local & regional wines, single malts and seasonal martinis.

2 **CLOUD AND KELLY’S PUBLIC HOUSE | 126 SW 1ST**
Enjoy chef Ko Atteberry’s unique takes on traditional Irish fare, as well as fine dining specials created using ingredients from the Corvallis Farmer’s Market. Freerange Open Mic Night will kick off at 8pm.

MORE LOCAL ARTS DESTINATIONS EVERY MONTH!
WANT TO BE ON THE MAP?
CONTACT THE CAW FOLKS FOR MORE INFO:

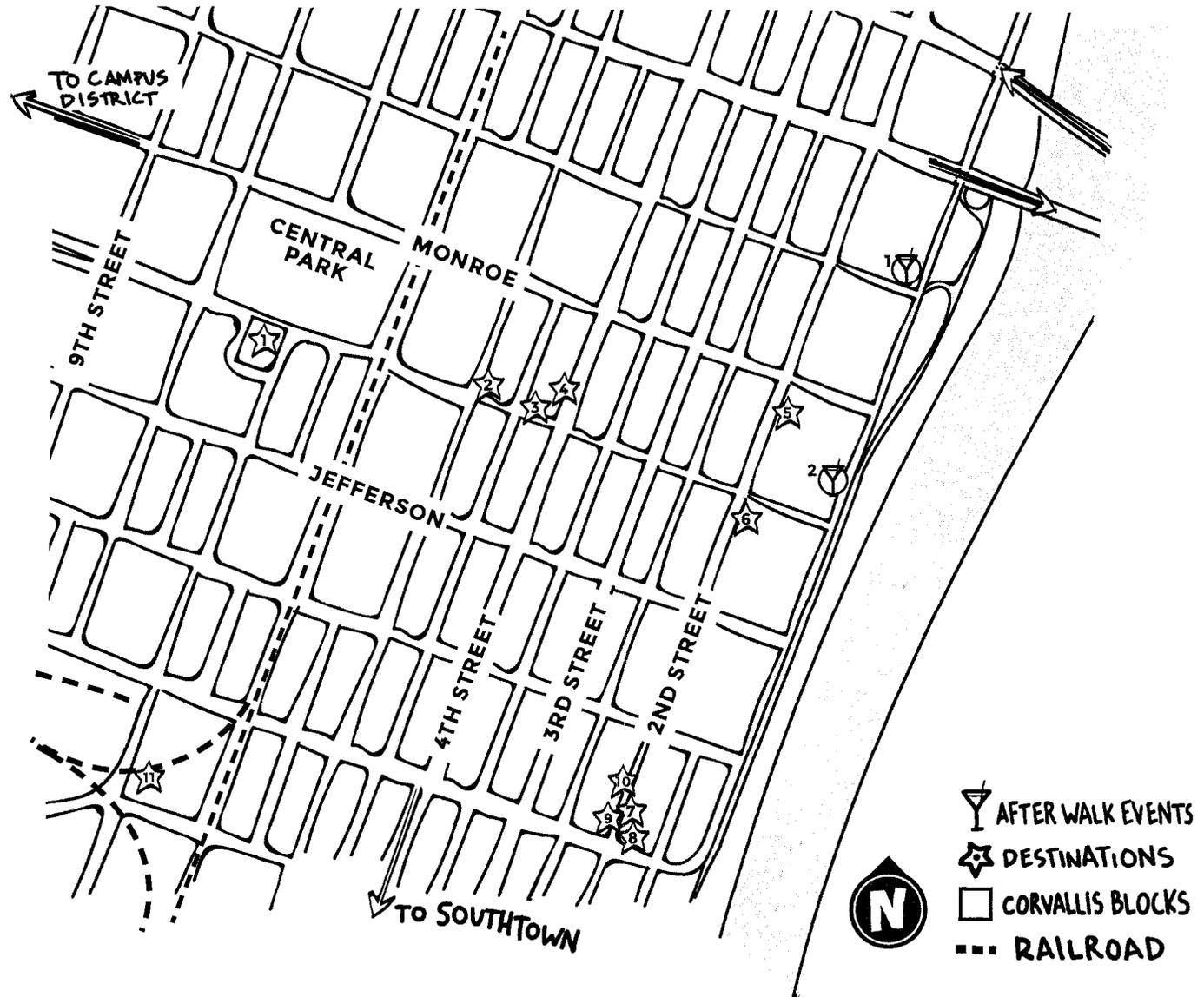
WWW.CORVALLISARTSWALK.COM

DESTINATIONS

- ☆ **THE ARTS CENTER | 700 SW MADISON AVE**
December CAW will see artists on hand, along with the curator Hester Coucke, to discuss the "Small Work Works" exhibit hanging in the main gallery. 4-7PM
- ☆ **CORVIDOPOLIS @ THE MAC | 459 SW MADISON**
Local artist, Christopher R. Adams, hosts an open studio. View his printmaking & illustration, watch brief tutorials & try some printing of your own—bring something to print on! 5-8PM
- ☆ **THE CORVALLIS ADVOCATE LOFT | 425 SW MADISON [UPSTAIRS]**
The Temporary Artists' Guild will be hanging out with a wide selection of work on display from various mediums. Work large and small, cheap and not-so-cheap, will be available for your purchasing or staring pleasure. 4-8PM
- ☆ **STUDIO 262 | 425 SW MADISON AVE., SUITE G**
Local artist, Eric French, will be sharing the history and techniques of the process of Camera Obscura while showcasing his latest work at Studio262. 4-8pm.
- ☆ **THE MAJESTIC THEATRE | 115 SW 2ND ST**
The art of San Francisco artist Pablo Solares. Born and raised in Mexico, Solares' work is an expression of his experience of different environments, with a particular interest in exploring Mexican-American culture. 4-8PM
- ☆ **ART IN THE VALLEY | 209 SW 2nd St.**
Annual "Mini-Month Event" of smaller works for the holidays. Featuring Jean Lawrence's painted silk scarves. Wine tasting from Emerson Vineyards and live music by Whistle Punks. 4-8PM
- ☆ **AZURE FINE ART GALLERY | 341 SW 2ND**
December CAW will kick off the GRAND OPENING! Local artist Deb has created a winter installation inviting the audience to enjoy her oil paintings on the couch with a cup of tea and a fire surrounded by her eclectic collection of art books.

CORVALLIS ARTS WALK OFFICIAL MAP

COME OUT EVERY THIRD THURSDAY & SUPPORT YOUR LOCAL ARTS!!!



CAP Update to City Council - December 15, 2014

Good evening,

I'm Linda Lovett and I'm speaking on behalf of the Climate Action Plan Task Force. We want to update you on the Climate Action Plan that we developed with the guidance of the Urban Services Committee and that is now in your packet.

Six months ago, we requested that the Council follow up on the community greenhouse gas inventory by setting emission reduction targets and creating a climate action plan. These were things previous Councils had committed the City to doing by signing on to the Cities for Climate Protection Campaign, the US Mayors Climate Protection Agreement and by joining ICLEI—Local Governments for Sustainability.

The climate action plan that our Task Force has drafted is a step toward fulfilling those commitments, although it is by no means done. We are bringing it to you today clearly marked as a draft because we are still incorporating feedback and because we are interested in getting your feedback. We want to close the loop with the current Council and set the stage for a more formal presentation to the new Council on January 20th. For now, I will briefly go over what we have completed and what remains to be done.

Since setting our scope of work with the Urban Services Committee in August, the Task Force has:

1. Completed a basic framework of a climate action plan with goals and actions for six key topic areas:
 - Buildings and Energy
 - Food and Agriculture
 - Land Use and Transportation
 - Consumption and Solid Waste
 - Health and Social Services
 - Urban Natural Resources
2. Recruited technical specialists and developed an advisory panel composed of people with expertise in the process of developing climate action plans.
3. Begun outreach to the community through our website and by conducting two community meetings to provide information about the plan and to receive public input. The draft has been revised based on feedback from those meetings.
4. Finally, we have sent the draft to our technical specialists and members of our advisory panel.

We will incorporate the feedback from those reviewers into the final draft. Other work that we will do before submitting the final plan in January includes:

- Additional research to clarify some of the relative costs and benefits of actions.
- We are still researching setting an emissions reduction target for a forecast year.
- Finally, we are updating our website as we revise the draft and are seeking further public input by directing people to the website, where they can provide comments.

We'll talk more about next steps in January, but we hope that this plan will serve as the foundation for a climate-related goal for the next City Council and for integration into updates of the 2020 Vision Statement, the Comprehensive Plan, and other city plans and policies.

In closing, the Task Force thanks you—especially the members of the Urban Services Committee—for your interest and support during this process. We look forward to working with the new Council to implement this Climate Action Plan.

Climate Action Plan Task Force

Julie Arrington	Marys Peak Group—Sierra Club
Zach Baker	Member at Large
Dan Blaustein-Rejto	Member at Large
Glencora Borradaile	Member at Large
Claudia Keith	League of Women Voters
Linda Lovett	Corvallis Sustainability Coalition
Annette Mills	League of Women Voters
Kris Paul	350 Corvallis
Marge Stevens	First United Methodist Church Natural Step Ministry

**AIRPORT ADVISORY BOARD
MINUTES
December 2, 2014
DRAFT**

Present

Rod Berklund, Chair
Lanny Zoeller, Vice-Chair
Todd Brown
Bill Dean
Douglas Warrick
Bill Gleaves
Biff Traber, Council Liaison

Staff

Dan Mason, Public Works
Greg Gescher, Public Works

Visitors

Jack Mykrantz

Absent

Brad Smith, Excused
Rajeev Pandey, Excused

SUMMARY OF DISCUSSION

Agenda Item	Information Only	Held for Further Review	Recommendations
I. Open Meeting/Introductions	X		
II. Review of September 2, 2014 Minutes			Approved
III. Visitor Comments	NA		
IV. Old Business • None	NA		
V. New Business • Looney Lease Extension 5595 SW Plumley Place			The Board recommended approval
VI. Information Sharing • Update on the Airport Industrial Park • Update on the Airport • Update on the City Council • Monthly Financial Report	X X X X		

CONTENT OF DISCUSSION

I. Open Meeting/Introductions

Chair Berklund called the meeting to order and those present introduced themselves.

II. Review of Minutes

Board Member Brown moved to approve the September 2 minutes. Board Member Zoeller seconded the motion and the minutes were approved unanimously.

III. Visitor Comments

None.

IV. Old Business

None.

V. New Business

Looney Lease Extension 5595 SW Plumley Place

Mr. Mason reported that Susan Looney, who has two T-hangar complexes at the airport, is asking to exercise the next 10-year option on her second lease for the building at 5595 SW Plumley Place. **Board Member Zoeller moved to recommend approving the lease extension. Board Member Brown seconded the motion, which was passed unanimously.**

VI. Information Sharing

Update on the Airport Industrial Park

Mr. Nelson reported the following:

- One investor is looking at building some flex space in the Airport Industrial Park (AIP), but they could not get financing to build there because they cannot purchase the property. The Board discussed the possibility of selling some property, but noted that it is a difficult process. Mr. Mason noted that T. Gerding was given a loan to build on their leased property in the AIP and that other businesses have also. He noted that the City works with banks on collateral options.
- Staff received a request from a prospective marijuana cultivation business regarding leasing the 480 SW Airport Avenue building for office space. Staff will be presenting a staff report to the City Council on December 15 asking if they have interest in pursuing this. In response to a question, Mr. Mason stated that, per previous discussions with the Federal Aviation Administration (FAA) and City Attorney's Office, as long as the business is not operating against the law, the City could lease space at the AIP for this business.

Update on the Airport

Mr. Mason reported the following:

- The directional signs on Plumley Place will be replaced.
- A granite bench was installed near the flagpole as a memorial for Tyler Adams, a local pilot who passed away in Nevada.
- Staff is working on the FAA-funded access road on the west side of the apron. The environmental reports have been submitted to the FAA and they believe we will get a Categorical Exclusion decision by mid-January.
- Staff is in the process of updating the Airport's Capital Improvement Projects list with the FAA and Oregon Department of Aviation. Staff plans to add a project to build T-hangar taxiways in 2020. Mr. Mason noted there were no vacancies in any of the airport hangars and new hangars will need to be built soon.

- Three large hawks have been seen around the Airport. Mr. Mason saw one warming itself on one of the taxiway lights yesterday.
- Betty Griffiths, former Council Liaison to the Airport Commission, passed away.
- Chair Berklund and the rest of the Board thanked Councilor Traber for his outstanding service as the Council Liaison to the Airport Commission for the last four years.

Update on the City Council

- Chair Berklund noted that this will be Councilor Traber's last meeting as Council Liaison to the Airport Advisory Board and congratulated him on his election to Mayor. Councilor Traber stated that he has not yet assigned a new Liaison.
- Councilor Traber discussed the changes the Council is making to the City's Boards and Commissions.
- Councilor Traber reported that the Council is in the early days of the City Manager recruitment. The development of the search criteria closes in about two weeks. He stated that the Board Members have an opportunity to provide feedback through an online survey.
- Councilor Traber stated that the Council will be setting new goals for the two-year period, so if the Board Members have any suggestions they should submit them to the Council.

Monthly Financial Report

Not discussed.

The meeting was adjourned at 8:00 a.m.

NEXT MEETING: January 6, 2014, 7:00 a.m., Madison Avenue Meeting Room

DRAFT
CITY OF CORVALLIS
MINUTES OF THE CORVALLIS ARTS AND CULTURE ADVISORY BOARD
NOVEMBER 19, 2014

Attendance

Rebecca Badger, Chair
Wayne Wiegand, Vice Chair
Karyle Butcher
Deborah Correa
Charles Creighton
Shelley Moon
Charles Robinson
Cynthia Spencer
Joel Hirsch, City Council Liaison

Staff

Karen Emery, Parks and Recreation Director
Jacqueline Rochefort, Park Planner

Guests

Jimbo Ivy, The Hype

Absent/Excused

Brenda Downum-VanDevelder

I. CALL TO ORDER. Chair Rebecca Badger called the meeting to order at 5:31 p.m.

II. INTRODUCTIONS. ACAB members introduced themselves to, and welcomed, new member Deborah Correa, and guest Jimbo Ivy of The Hype.

III. REVIEW OF OCTOBER 15, 2014 MINUTES. The minutes from October 15, 2014 were approved following motion proposed by Butcher and seconded by Creighton.

IV. VISITOR PROPOSITIONS AND DISCUSSION. No propositions.

Ivy stated that The Hype is not a news source, but rather a promotional source which helps small businesses advertise and market their events and products in the Corvallis community. The Hype seeks to promote, not to review.

Butcher, Moon, and Ivy discussed the CAFA program being featured in The Hype, and CAFA's events being listed into The Hype's calendar of events. Moon will follow up with Ivy regarding CAFA. Ivy stated that fees for non-profits range between a low-end of \$50 monthly to a high-end of roughly \$300 monthly, all of which is done with no contract or future commitment. Spencer mentioned corvalliscalendar.org as well, which is forthcoming from Corvallis Advocate.

V. MAJESTIC THEATRE UPDATE. Emery stated that City Council met Monday November 17, which was staff planned to update the Council regarding the Majestic Theatre however, during such, the Council asked Parks and Recreation to operate the theatre for a period of up to 2 years, effective January 1, 2015, giving quarterly reports to the Administrative Services Committee, and the target for shortfall is no greater than \$10,000 a year. Funding for the City's Supervisor role (formerly Executive Director, at \$35,000) will pay a salary of roughly \$52,000, with the addition of benefits bringing the total to roughly \$85,000.

VI. ARTS STUDY UPDATE. Emery and Rochefort stated that the upcoming report presentation planned for December did not have a set-in-stone date. Rochefort stated she'd given an interim update to the Human Services Committee the day prior, explaining that: two stakeholder meetings have been

held; analysis has been completed, finalized, and circulated; comparable cities have been updated; and what remains is to use the proper metrics and approach pertaining to the measure of economic impact and the final report with recommendations.

Rocheftort added that a number of organizations have not yet supplied information, with the majority of these having not replied whatsoever. Butcher recommended calling representatives at those organizations to gain additional information. Rocheftort and Griesmeyer will work toward such.

Councilors have asked that ACC considers doing intercept surveys as a part of their study.

VII. JOINT MEETING WITH ALBANY. None.

VIII. CITY COUNCIL CHANGES TO BOARDS AND COMMISSIONS UPDATE / PASC UPDATE. Emery stated that City Council repealed PASC as a commission, and has accepted the PPTF recommendation to have a subcommittee of ACAB responsible for the selection of public art.

Moon reported that there were concerns within the PASC membership regarding the brochure composition they have spent a great deal of time on. Butcher stated the importance of properly integrating PASC under the umbrella of ACAB.

Emery recommended Badger meeting with Spencer and Moon as a subcommittee to find out who is interesting in continuing, and to reach out to those interested individuals promptly.

IX. SUBCOMMITTEE PROCESS FOR ENGAGING VOLUNTEERS / OSU EVENTS. Badger circulated draft materials regarding engaging volunteers, and asked whether ACAB was interested in having more subcommittees. Badger stated the importance of ACAB reviewing and choosing its volunteers.

Wiegand queried as to whether ACAB's plan of a public meeting in January may be too hasty.

Robinson discussed events on-campus at OSU including general arts engagement in the College of Liberal Arts. This specifically included bringing one of Shakespeare's first folios to Corvallis, and how best to engage and utilize this event. OSU is also working on putting together a Maker Fair. Valley Lightning Talks are continuing at the Old World Deli.

X. OREGON CULTURAL TRUST ON ARTS COMMISSION COMMUNITY MEETING REPORT(S). Postponed.

XI. PERCENT FOR ART NEXT STEPS. Postponed.

XII. SUBCOMMITTEE REPORTS. Postponed.

XIII. COUNCIL LIAISON UPDATES. Postponed.

XIV. TASK TRACKER REVIEW – CHAIR. Postponed.

XV. ADJOURNMENT: The meeting was adjourned at 7:03 p.m.

BICYCLE AND PEDESTRIAN ADVISORY BOARD
MINUTES
December 5, 2014
DRAFT

Present

Brad Upton, Chair
 Susan Christie
 Meghan Karas
 Jeanne Holmes
 Brian Bovee
 Thomas Bahde
 Mike Beilstein, City Council

Absent

Sayard Schultz, excused

Staff

Greg Wilson, Public Works
 Lisa Scherf, Public Works
 Mary Steckel, Public Works
 Greg Gescher, Public Works
 Lt. Cord Wood, Corvallis Police

Visitors

Laura Duncan Allen
 Austin Fox
 Steve Rogers
 Mark Macmarcik
 Wendy Byrne

SUMMARY OF DISCUSSION

Agenda Item	Information Only	Held for Further Review	Recommendations
I. Call Meeting to Order/Introductions	X		
II. Review of November 7, 2014 Minutes			Approved
III. Visitor Comments	X		
IV. Old Business • None	NA		
V. New Business • 1st Quarter 2014/15 Crash Report • January Meeting Date • Transition to Advisory Board or Departmental Advisory Committee • Bike/Ped Unmet Needs • Proposed Corvallis to Albany Multi-Use Path		X	Lt. Wood presented the report Board kept the January 2 date Board prefers to remain as Council Advisory Board, not Dept. Advisory Committee Board has longstanding support for path and Chair will write letter to that effect
VI. Information Sharing	NA		
VII. Commission Requests and Reports	NA		
VIII. Pending Items	NA		

CONTENT OF DISCUSSION

I. Call Meeting to Order/Introductions

Chair Upton called the meeting to order and those present introduced themselves.

II. Review of Minutes

Board Member Karas moved to approve the November minutes. Board Member Christie seconded the motion, and the minutes were approved unanimously, with one abstention.

III. Visitor Comments

Visitor Laura Duncan Allen said she contacted staff in October regarding a vegetation obstruction, has not had any response and the issue has not been remedied. Mr. Wilson reported that the issue had been brought to his attention about two weeks ago and said it can be a lengthy process to get results. He said that a letter stating the problem with the vegetation on the sidewalk had been sent to the property owner and that the owner had two weeks to remedy the situation.

Visitor Austin Fox presented concerns about the areas of NW 17th Street, Rolling Green Drive, and Forest Green Drive. The first issue involves 17th Street dead-ending at Porter Park without paved access through the field. Mr. Fox also expressed concern about the speed of traffic through the intersection of Forest Green Drive and 17th Street. Finally, Mr. Fox noted a safety issue due to the lack of a light on the stairway that provides access to the Timberhill Shopping Center from 17th Street. The Board noted that the stairway is private property and recommended Mr. Fox contact the owner/manager of the shopping center property. Mr. Wilson said that he has spoken with Parks and Recreation Department staff about the linkage and they are amenable to considering the installation of a paved path through Porter Park, but funds are not available to construct the connection. Lt. Cord Wood stated that he had taken notes regarding the issue of getting more traffic enforcement at the Forest Green Drive and 17th Street area.

Visitor Steve Rogers reported on an Oregon Department of Transportation (ODOT) project to add capacity to the Highway 34 Bypass and east side of the Willamette River and asked that BPAB support several changes to the project. Mr. Rogers noted that ODOT is planning to complete the connection between the Susan Wilkins Path and the end of the new multi-use path on the north side of Highway 34 which ODOT constructed in 2013. The segment constructed in 2013 runs from the OSU boat ramp driveway to Electric Drive and the new project will extend the path from Electric Drive to Riverside Drive. The construction of the project will increase bicycle traffic, but does nothing to ease the constriction of bicycle traffic crossing the river on the south side of the highway. He suggested that three changes be made to the plan:

- Build a retaining wall, widen the shoulder and install a traffic barrier between the shoulder and travel lane on the south side of Highway 34 between the east end of the Van Buren Street Bridge and the entrance to the Susan Wilkins Path.
- Add lighting to the Susan B Wilkins Path under the Van Buren Street Bridge.
- Consider signage to instruct bicyclists to cross the river in the appropriate way.

Staff will take the suggestions to ODOT.

IV. Old Business

None.

V. New Business

1st Quarter 2014/15 Crash Report

Lt. Wood noted that visibility is always an issue with regard to bicycle or pedestrian related accidents this time of year. He noted that one rather unusual bicycle crash involved two bicyclists who were racing and crashed into each other. He also noted an accident where a bicyclist lost

control of his bicycle and hit a barrier in Avery Park. It was likely that the rider could not see the bollard as it was dark and the bicyclist had no front light on the bicycle. Chair Upton noted what he perceived as inconsistencies in how citations are issued in crashes involving bicyclists in bike lanes and right-turning motorists. Lt. Wood responded that it is sometimes difficult for motorists to see cyclists approaching from behind in the bicycle lane and that in some instances both parties could be cited. Lt. Wood noted that the Corvallis Police Department (CPD) has a Facebook page and that it contains information encouraging bicyclists to use lights, both to see and to be seen. Lt. Wood reported a significant increase in bicycle theft over this time last year. He stated that the CPD will be providing a downloadable form from their website for residents to register their bicycles, which assists the CPD in locating stolen bicycles.

January Meeting Date

The Board agreed to keep the January 2, 2015 meeting date rather than reschedule it.

Transition to Advisory Board or Departmental Advisory Committee

Public Works Director Mary Steckel provided some background on the Public Participation Task Force (PPTF) and what that group has recommended for the City's Boards and Commissions. She stated that the PPTF identified thirteen Boards and Commissions where they felt the scope was more technical in nature and not policy-driven. The City Council looked at the PPTF's recommendations, which concluded that the City should transition to Advisory Boards to advise the City Council and Department Advisory Committees to deal with technical or operational things. The PPTF submitted several options for the Bicycle and Pedestrian group, including being absorbed into a larger Multi-modal Transportation Advisory Board (MTAB), remaining as an individual Advisory Board, or becoming a Departmental Advisory Committee (DAC). Council agreed that a larger transportation board should be created. Staff discussed with the Council the need for a steering committee for the upcoming Transportation System Plan (TSP) update, and how this group could, at a later point, become the MTAB, likely in 2017. The Council has asked departments to look at their Boards and Commissions to determine where they fit into the new structure. Board Member Bahde expressed concern over being classified as either a technical or a policy board as he felt that they do both. Board Member Christie stated the importance of the Board being able to address the Council and Board Member Holmes expressed concern over how, where, and when the public would interact with the Board if it became a less formal DAC. After considerable discussion, the group reached consensus that although they fit into both categories, they recommend remaining a Council Advisory Board.

Ms. Steckel stated that it's possible all transportation-related Boards may go away if the steering committee established for the TSP continues on as an MTAB, and that the BPAB may have protection from this happening by becoming a Departmental Advisory Committee. Councilor Beilstein stated that Council is sensitive to the possibility of existing boards' effectiveness being degraded by the recommendations that have been made by the PPTF. Mr. Rogers noted that participating in the larger multi-modal board could be a powerful process for getting recommendations to the Council. He suggested that the members read both the existing TSP and the Corvallis Area Metropolitan Policy Organization's Regional Transportation Plan to get familiar with what is included. Chair Upton opined that the larger multi-modal group would be valuable, but expressed concern that the larger group would not have the knowledgebase of a more focused group. Ms. Steckel noted that this is where the strength of a DAC comes in, since they can inform and influence the larger group. Board Member Karas stated that this is an important topic that should be discussed in greater depth at a future meeting and that based upon the League of American Bicyclists' recent Bicycle Friendly Community review the BPAB needs to start considering policy changes. Commissioner Bahde asked that the BPAB's future discussion include potential policy changes as well as unmet needs. The members agreed to add

an item to the January meeting agenda regarding a discussion of unmet needs and the BPAB role in developing bicycling and walking policy.

Bike/Ped Unmet Needs

Not discussed.

Proposed Corvallis to Albany Multi-Use Path

Chair Upton stated that the BPAB has a long history of supporting the path, but that the railroad has since changed its stance on using railroad right-of-way (ROW) and the alignment of the path now affects some private property. Mr. Wilson stated that he had received an email asking about BPAB's stance on the change and he asked that the Board discuss their position. Mark Macmarcik, Chair of the Benton County Bicycle Advisory Committee (BAC), noted that the BAC supports the path. He said there is a possibility that farm equipment would occasionally need to cross the path. Chair Upton noted that property owners along the new alignment are asking why the County hasn't looked at other options, and he emphasized that the County did look at other options much earlier in the process. Mr. Wilson noted that the proposed path generally stays along the railroad ROW and Highway 20, and doesn't cut through the middle of any private property. Board Member Karas noted that bicycle paths are not in Benton County's development code for what is acceptable non-farming use on farm lands. Ms. Scherf stated that this is why the Conditional Use approval is needed. Board Member Bahde noted that the alignment in question falls outside of the City, and is therefore not under this Board's purview. Visitor Wendy Byrne noted that the proposed alignment change doesn't amount to twelve acres of land, and most of it is utilized as farm access roads. She opined that the tourism boost from the path will offset any impact on farming. The Board agreed to express support for the path in general, without commenting on the adjusted alignment. Chair Upton will write a letter to the Benton County Planning Commission that expresses this support.

VI. Information Sharing

None.

VII. Commission Requests and Reports

None.

VIII. Pending Items

None.

The meeting was adjourned at 9:15 a.m.

NEXT MEETING: January 2, 2015, 7:00 a.m., Madison Avenue Meeting Room

CIP COMMISSION MINUTES
October 30, 2013

Commission Members

Jim Patterson*
Lyle Hutchens
Ben Herman
Hal Brauner*
Scott Carroll
Tom Gerding
Betty Griffiths
Barbara Bull*
Kent Daniels*
Bill Humphreys, Jr.
*Excused Absence

Staff

Greg Gescher, Public Works
Aaron Manley, Public Works
Tonya Fawver, Public Works
Mary Steckel, Public Works

Visitors

Phil Costaggini
Kenyen Iverson

SUMMARY OF DISCUSSION

Agenda Item	Information Only	Held for Further Review	Recommendations
Roll Call	X		
Public Hearing	X		
Deliberations	X		All sections were approved
Approval of October 29, 2013 Minutes	X		Approved
New Business			
• Planning/Budget Commission Transmittal Letter	X		
• Process Improvements	X		
Administrative Items and Future Meetings	X		No further meetings required

CONTENT OF DISCUSSION

I. Roll Call

The meeting was called to order by Chair Hutchens and there was a quorum.

II. Public Hearing

Chair Hutchens opened the public hearing.

Phil Costaggini is a resident on Draper Place. He commended staff for a job well done on the 10th Street reconstruction project. Mr. Costaggini noted there are stormwater issues that he would like to be addressed on Draper Place. He stated the meter boxes are filled with water most of the year and the curbs are only a few inches higher than the street. Mr. Costaggini would like to get this work on the schedule to be completed soon and as funding permits. He thanked the Commission for listening to his concerns.

The Commission discussed the nature of the drainage problem. Staff noted some of the curb reveal has been lost due to street overlays and some weep holes are blocked.

Kenyen Iversen presented a letter to the CIP Commission from the Willamette Landing Owners Association in support of the Marys River - Crystal Lake Drive Shared-Use Path and Sidewalk In-Fill projects. Mr. Iversen stated he would like to see the Sidewalk In-Fill project finished for the safety of the kids. He noted he is also in favor of path project. Chair Hutchens reiterated these projects are currently included in the CIP document.

There were no other testimonies.

III. Deliberations

Chair Hutchens opened discussions for deliberations.

Betty Griffiths asked if the Draper Place drainage issue is included in the CIP? Mary Steckel, Public Works Director, introduced herself and provided an explanation of the 10th Street Reconstruction project. Due to the project funding (street revenue), staff is unable to do work on drainage. Staff has been looking for ways to improve the drainage. Ms. Steckel explained drainage in this area was placed in backyards and over time, structures have been build. To move drainage to the front, easements and funding are issues due to relocation of structures such as fences or sheds. This issue exists in a number of locations across Corvallis.

Greg Gescher clarified staff will look into mitigating the Draper Place drainage issue and that typically these types of projects would be listed in the CIP under the umbrella of a master planning project.

Betty Griffiths moved to approve the Airport and Industrial Park section as submitted; Ben Herman seconded and the motion passed unanimously.

The Commission discussed the Fire Department Facilities Relocation and the associated TMDL project. Greg Gescher explained what construction has been completed to date on the relocation project and noted staff will work on a funding strategy for the remaining work to be completed next year.

Tom Gerding moved to approve the Buildings and Facilities section as submitted; Betty Griffiths seconded and the motion passed unanimously.

Betty Griffiths asked staff to look into the revenue in place in the Acquisition of Land project. Greg Gescher will check with Finance staff. Betty Griffiths also noted the Friends of Corvallis has a brochure and they are looking for donations relating to some of the parks projects.

Bill Humphreys moved to approve the Parks and Recreation section as submitted; Ben Herman seconded and the motion passed unanimously.

Greg Gescher provided an explanation about the fish barrier project which was removed from the CIP document. Staff will re-evaluate this project in light of existing codes and hopefully bring the project back next year.

Scott Carroll moved to approve the Stormwater Utility section as submitted; Betty Griffiths seconded and the motion passed unanimously.

Tom Gerding moved to approve the Transportation section as submitted; Ben Herman seconded and the motion passed unanimously.

Betty Griffiths moved to approve the Wastewater Utility section as submitted; Bill Humphreys seconded and the motion passed unanimously.

Bill Humphreys moved to approve the Water Utility section as submitted; Tom Gerding seconded and the motion passed unanimously.

IV. Approval of October 29, 2013 Meeting Minutes

Bill Humphreys moved to approve the October 29, 2013 minutes; Ben Herman seconded the motion and the minutes were approved unanimously.

V. New Business

a. Planning/Budget Commission Transmittal Letter

The Commission would like to include their appreciation for staff researching grant opportunities for projects and community outreach efforts for CIP suggestions.

b. Process Improvements

The Commission liked the project update list and summary of changes. They also discussed SDC fees for project funding though the public may not be aware of how much is generated through these fees and what they actually fund.

The Commission discussed next's years process to be one meeting for Department presentations and another meeting for deliberations. They preferred the Departments presenting only changes made to the CIP.

VII. Administrative Items and Future Meetings

Greg Gescher explained that the in lieu of parking funds are collected specifically for the parking facility. He also discussed the past bank loan which was used for a number of high priority projects, such as seismic upgrades, due to lack of general funding availability.

No further meetings are needed.

CIP COMMISSION MINUTES

November 12, 2014

Commission Members

Nancy Brewer *Pro Tem*
 Lyle Hutchens
 Ben Herman
 Hal Brauner*
 Scott Carroll*
 Tom Gerding
 Betty Griffiths*
 Jasmin Woodside
 Mark O'Brien
 Bill Humphreys, Jr.*

*Absent

Staff

Greg Gescher, Public Works
 Aaron Manley, Public Works
 Mary Steckel, Public Works
 Tonya Fawver, Public Works
 Jeff McConnell, Public Works
 Jackie Rochefort, Parks and Recreation
 Jude Geist, Parks and Recreation

Visitor:

SUMMARY OF DISCUSSION

Agenda Item	Information Only	Held for Further Review	Recommendations
Roll Call and Introductions	X		
Election of Officers	X		See Minutes
Approval of October 30, 2013 Minutes	X		Approved
Visitor Comments			None
Department Presentations: Community Development Public Works Parks and Recreation	X X X		
New Business Citizen Outreach Efforts FY 13-14 Projects Update Project Prioritization - Proposed Changes	X X X		
Administrative Items and Future Meetings	X		Next Meeting Nov. 13, 2014, 7pm at Madison Avenue Meeting Room

CONTENT OF DISCUSSION

I. Roll Call and Introductions

The meeting was called to order by Chair Lyle Hutchens and those present introduced themselves.

II. Election of Officers

Ben Herman nominated Lyle Hutchens as Chair, Tom Gerding seconded, all in favor and motion carried. Jasmin Woodside nominated Ben Herman as Vice Chair, Chair Hutchens seconded, all in favor and motion carried.

III. Approval of October 30, 2013 Meeting Minutes

Tom Gerding moved to approve the October 30, 2013 minutes and Ben Herman seconded. Jasmin Woodside abstained, all others in favor and motion carried.

Chair Hutchens asked about the Draper Place storm drainage issues and Aaron Manley responded some issues were addressed with the street reconstruction project this past summer in that area and the neighborhood was satisfied.

IV. Visitor Comments - None

V. Department Presentations

- a. Community Development - Ken Gibb discussed the Downtown Wayfinding project.
- b. Public Works - Mary Steckel highlighted some of the Public Works projects.

Mary Steckel provided a map indicating a survey of the streets and their condition. She also explained the difference between resurfacing versus a total street reconstruction. Chair Hutchens asked if street resurfacing has a higher priority than a pedestrian crossing for example? Mary Steckel explained those types of projects would be considered separately due to the two different types of funding, i.e. dedicated funds versus grant funds. She also provided an explanation of SDC funding which can only be used for extra capacity projects.

Mary Steckel explained why a project may receive grant funding over another based on project size, available funds, environmental risks, and project support just to name a few. She also explained keeping projects within the CIP document can help with receiving grant funding because they are already programmed to be completed but awaiting funds.

Mary Steckel discussed the issues associated with the Tunison - Avery Shared Use Path project noting staff has communicated updates with the neighborhood.

Mark O'Brien asked what the specific drivers are for roof replacement projects, i.e. time, condition, etc.? Mary Steckel explained there is a 20-year building assessment plan and that roof condition is the driving factor.

Mary provided an asset management plan update and shared a map. She explained factors considered include consequence of failure, risk of failure, and risk exposure. Jasmin Woodside asked if the recent large waterline break [5th Street and Van Buren Avenue] was noted by this plan? Mary Steckel replied that specific pipe was not shown as a high probability for failure. She noted pipes break for a number of reasons, such as intrusive roots, pipe age, and seasonal effects of the water table going up and down causing the soil to shrink and expand. This plan helps to look at the higher likelihood of failure but can't predict pipe failure with any certainty.

Chair Hutchens mentioned a consequence of failure is loss of service to the customer and asked if that is one of the criteria? Mary Steckel replied yes.

- c. Parks and Recreation - Jackie Rochefort provided a slide presentation for the Parks and Recreation Department.

Jasmin Woodside noted the Willamette Park Restroom is a heavily used facility. Jackie Rochefort noted the infrastructure is in place for this project, it is just awaiting funding.

Jackie Rochefort also provided an explanation of how projects are prioritized.

Jasmin Woodside suggested use of the utility bill for donations to Parks and Recreation and also suggested providing outreach to explain what the funds are specifically earmarked for.

Ben Herman asked if there were any needed repairs to Chip Ross Park due to the recent fire? Jackie Rochefort replied none to Chip Ross but noted a few nearby impacts including damage to a portion of the Shooting Star Trail boardwalk and some needed tree replacements.

VI. New Business

- a. Citizen Outreach Efforts - Aaron Manley explained staff's outreach efforts for this last year's CIP suggestions. Jasmin Woodside suggested use of the utility bills for outreach. Commission members were interested in how a suggestion makes it into the CIP document and the evaluation process staff uses to determine what projects the CIP Commission reviews. Aaron Manley explained projects within the CIP document come from citizen input, staff suggestions, mandatory regulations, etc. Mary Steckel added there is a first layer of filtering which occurs when suggestions are received to determine if the suggestion is a CIP project or not, i.e. maintenance issues such as a pot hole or something bigger such as a grocery store wanted in the neighborhood.

Greg Gescher noted all bicycle projects go to the Bicycle and Pedestrian Advisory Committee first where they are ranked by that Commission. He mentioned we don't typically receive utility related projects such as pipe replacement from our suggestion outreach. Bike and pedestrian facilities and parks related projects are the majority of suggestions that are received. He also noted larger projects, such as a secondary clarifier, affect fund balance and how many projects can be accomplished. Jasmin Woodside asked how would the average citizen know about the process for suggesting utility projects? Nancy Brewer replied when a call is received by staff, the issue is evaluated and it is determined if it is a maintenance issue or is it a bigger project that needs to be planned within the capital budget.

Nancy Brewer also explained how the skate park was brought forward from a citizen group as a suggestion, planned, and eventually built.

- b. FY 13-14 Projects Update - Aaron Manley distributed a handout and highlighted projects that had deviated from the identified schedule.
- c. Project Prioritization - Proposed Changes - Aaron Manley discussed the handout indicating the proposed changes to language. After the Commission discussed, it was decided to leave the Number 4 as "Other" and not include it with the Number 3 category.

VII. Administrative Items and Future Meetings

Mary Steckel stated the Public Participation Task Force (PPTF) has gone through the task of reviewing Commissions. Nancy Brewer explained there are some Commissions which are required by law, some Commissions have decision making abilities which can be final or appealed by City Council, some are considered an advisory group with no decision making and then there are task groups which are for a specific purpose and usually a limited term. The PPTF recommended that the CIP Commission operate as a Departmental Advisory Board. The CIP Commission doesn't currently advise the City Council directly, and the CIP recommendation goes thru both the Planning and Budget Commissions. Mary Steckel noted the Commission would receive information in the future for their review relating to this change.

Chair Hutchens asked if Commission's function would remain the same? Nancy explained this Commission currently advises staff with no recommendations directly to City Council. She also explained a Department Advisory Board would be less formal with no minutes and would work on operational issues. Mary Steckel added the outreach efforts for CIP suggestions and the CIP document process would still be in place. However, the public input (currently the public hearing) may be accomplished during the Budget Commission or Planning Commission public hearings, for example. Nancy Brewer mentioned Boards and Commissions haven't had time to discuss this change but will have an opportunity to provide their input.

The Commission discussed the value of public input into this process and that this Commission's membership can provide a lot of experience. Mary Steckel reiterated the CIP document and outreach will not go away and that an Advisory Board may work better so that member input can be solicited all year long rather than just the current three month period.

Tom Gerding noted he will be absent from tomorrow's meeting.

The next meeting will be November 13, 2014 at 7 pm in the Madison Avenue Meeting Room.

CIP COMMISSION MINUTES

November 13, 2014

Commission Members

Nancy Brewer *Pro Tem*
Lyle Hutchens
Ben Herman
Hal Brauner*
Scott Carroll
Tom Gerding*
Betty Griffiths*
Jasmin Woodside
Mark O'Brien
Bill Humphreys, Jr.
*Absent

Staff

Greg Gescher, Public Works
Aaron Manley, Public Works
Tonya Fawver, Public Works
Jude Geist, Parks and Recreation

Visitors

None

SUMMARY OF DISCUSSION

Agenda Item	Information Only	Held for Further Review	Recommendations
Roll Call	X		
Public Hearing			None
Deliberations	X		All sections approved
New Business			
• Planning/Budget Commission Transmittal Letter	X		
• Process Improvements	X		
Administrative Items and Future Meetings	X		TBD

CONTENT OF DISCUSSION

I. Roll Call

The meeting was called to order by Chair Hutchens and there was a quorum.

II. Public Hearing

Chair Hutchens opened the public hearing. There was no testimony and hearing was closed.

III. Deliberations

Chair Hutchens opened discussions for deliberations.

Mark O'Brien moved to approve the Airport and Industrial Park section as submitted; Jasmin Woodside seconded and the motion passed unanimously.

Mark O'Brien moved to approve the Buildings and Facilities section as submitted; Jasmin Woodside seconded and the motion passed unanimously.

Jasmin Woodside moved to approve the Parks and Recreation section as submitted; Ben Herman seconded. Scott Carroll asked what the process and timelines were for building a privately funded park? Nancy Brewer explained the amended budget process and timelines. Staff suggested beginning the process by submitting the project to the Parks, Natural Areas and Recreation Board (PNARB) for their review. Nancy Brewer explained if PNARB supports the project, Parks and Recreation staff can meet with Finance staff to begin the process based on where the project is in regards to funding.

Jasmin Woodside reiterated the Willamette Park restroom project as a priority.

No further discussion and the motion passed unanimously.

Mark O'Brien moved to approve the Stormwater Utility section as submitted; Ben Herman seconded and the motion passed unanimously.

Jasmin Woodside moved to approve the Transportation section as submitted; Bill Humphreys seconded and the motion passed unanimously.

Ben Herman moved to approve the Wastewater Utility section as submitted; Jasmin Woodside seconded and the motion passed unanimously.

Jasmin Woodside moved to approve the Water Utility section as submitted; Ben Herman seconded and the motion passed unanimously.

IV. New Business

a. Planning/Budget Commission Transmittal Letter

Chair Hutchens noted staff will draft letter and provide to the Commission for their review and approval. Aaron Manley asked if there were any items the Commission wanted to include? Mark O'Brien suggested referencing the two new projects and also the complexity of the Tunison - Avery Shared-Use Path project may be a barrier to grant funding. Chair Hutchens noted efforts put into asset management with respect to street and utility infrastructure needs to be acknowledged. Jasmin Woodside suggested noting the projects that may move out of the CIP such as Goodnight ROW Acquisition and West Corvallis 2nd Level Water projects if no progress on easement or property acquisition is made in FY 15-16.

Staff will draft the letter, e-mail to Chair Hutchens for first review, and then distribute to Commission members for their review and input.

b. Process Improvements - None

VII. Administrative Items and Future Meetings

Staff discussed the Public Participation Task Force (PPTF) review of the various Commissions and their recommendation with respect to the CIP Commission. Nancy Brewer explained how a Departmental Advisory Board will be different than a Commission.

The CIP Commission would like to know how the changes would affect the Commission and requested the PPTF report be emailed to them.

The Commission would like to meet at a future date to discuss this issue further and requested a PPTF representative attend the meeting also. Staff will schedule another meeting for this purpose.

Meeting was adjourned.

**CITY OF CORVALLIS
MINUTES OF THE CIVIC BEAUTIFICATION & URBAN FORESTRY
ADVISORY COMMITTEE
DECEMBER 11, 2014**

Attendance

Matt Sanchez, Chair
Owen Dell, Vice Chair
Jennifer Killian
Ruby Moon
Jennifer Moreland
Larry Passmore
Angelica Rehkugler
Norm Brown, OSU Liaison
Joel Hirsch, City Council Liaison

Staff

Jude Geist, Parks Supervisor
Jonathan Pywell, Urban Forester
Mark Lindgren, Recorder

Guests

Scott Keeney
Erik Burke
Ross Parkerson
Jackie Rochefort

Absent/Excused

Tim Brewer
Becky Goslow

SUMMARY OF DISCUSSION

	Agenda Item	Summary of Recommendations
III.	Breakfast Potluck	
IV.	Approval of November 12, 2014 Meeting Minutes	November 12, 2014 minutes approved as corrected.
V.	Visitors' Propositions	
VI.	Pacific Power & Light	
VII.	Staff Reports- If Questions	
VIII.	City Council / OSU Liaison Reports	
IX.	Action Items – Discussion and Update	
X.	Adjourn and break out into subcommittees.	The next meeting will be held January 8, 2014 at 8:30 a.m., at the Avery Park Admin building conference room.

CONTENT OF DISCUSSION

I. CALL TO ORDER

Chair Matt Sanchez called the meeting of the Civic Beautification and Urban Forestry Advisory Committee to order at 8:30 a.m.

II. INTRODUCTIONS.

III. BREAKFAST POTLUCK.

IV. APPROVAL OF NOVEMBER 12, 2014 MEETING MINUTES

OSU Liaison Norm Brown asked that the second sentence of the bottom paragraph on page 2 be modified to read “.. Public Works *could* address the trip hazard by doing a panel grind,..”. Angelica Rehkugler moved and Ruby Moon seconded to approve the November 12, 2014 minutes as corrected; motion passed.

Rehkugler asked for follow-up on replacement of ginkgoes on 30th Street; Passmore replied that they had been replanted. Rochefort said the City doesn't have regulatory control of OSU private streets.

Rehkugler advocated ensuring development of a non-reactive approach on sweetgum trees. Pywell will contact Mr. Schroeder regarding the committee's recommendation and his decision regarding Mr. Schroeder's application to remove a sweetgum. Pywell has started a sweetgum inventory, by ward, and noticed a lot of minor sidewalk lifting from trees larger than 15" diameter in Ward 7. (He noted that a ½" lift is what constitutes a trip hazard). The damage is not severe but consistent. Most are in fair shape, though many have been topped.

Passmore asked about replacement of a pear tree on 35th Street removed during sewer work. Pywell will check on it.

V. VEGETATION PRESENTATION.

Passmore displayed hawthorn tree berries, saying birds eat the abundantly produced fruits. Most leaves have fallen by now. The cultivated varieties only get about 20' tall, and are generally well-behaved except for the falling berries. Wild varieties get 30' taller and are generally brushier and thorns (providing habitat). Moon said the trees are spread by birds and are very messy; Rehkugler said they are handsome in spring.

Erik Burke (Director of Eugene Friends of Trees) noted that hawthorns readily hybridize, especially between English and the native hawthorn, often making identification difficult. The three main types are English Hawthorn (planted widely in the valley and often a problem); Washington and Lavelle forms (banned from Eugene due to thorns); and Douglas Hawthorn in a columnar form. There are several other main hybridized forms as well. He said they do well in heavy clay and high water, where few trees thrive, and even fewer other trees thrive under power lines. They provide food for birds and pollinators. He said English hawthorns lose their foliage in July and Eugene Friends of Trees is campaigning to remove them, but also advocating that the City of Eugene reverse its decision banning new plantings of Washington and Lavelle varieties.

Passmore displayed a table he constructed of the wood of various local trees.

VI. VISITORS' PROPOSITIONS. None.

VII. PACIFIC POWER & LIGHT.

Forester Josh Hooley was absent, so his presentation was postponed. Pywell explained that PP&L were waiting on hiring a new Forester before they sent them to CBUF; they will present once they are hired.

VIII. STAFF REPORTS – IF QUESTIONS. None.

IX. OSU/CITY LIAISON REPORTS.

Council Liaison Joel Hirsch related that he'd discussed liaison assignments with the mayor, but with the recent reclassification of CBUF from a commission to a committee, it may not have a council liaison next term. He said the group has had an appointed liaison from the Council for years, and the group could ask for a liaison if it wished. He encouraged committee members to suggest items related to the creation of new Council Goals.

Owen Dell said that the group is now only advisory to staff, not the Council, and makes no binding decisions. Liaison Hirsch said he'd like to remain a liaison to Parks and Recreation groups. Recorder Mark Lindgren noted that with the change from a commission to a committee, CBUF is no longer required to have agendas or minutes, but staff have decided to continue them for the time being. Dell said the minutes were very useful and it was important to retain a record; Rehkugler concurred.

Liaison Hirsch noted that Parks funding has often been a target for cutting in the past, and it's important to be engaged in the budget process, especially as there is no more fat to cut, just muscle. Pywell said Parks operations can't be made any smaller or more efficient. Hirsch said parks and trees were important to the community, regardless of people's political affiliations, and advocating for them was important.

Rehkugler advocated presenting to the Council at least once a year. Pywell advocated increasing visibility via presentations, the website, etc. Rehkugler added that new members need CBUF T-shirts. Dell reported that he's trying to get an Education and Outreach Committee meeting scheduled within several weeks.

OSU Liaison Norm Brown related construction of Johnson Hall off Monroe and 26th Street will begin next week. A very large black walnut will be removed, along with some smaller trees. He said that often the wood of a significant tree that must be removed due to construction is used as part of a new building's structure or art within.

Dell asked whether the campus was close to being built out; Brown replied that the OSU president recently announced that construction would slow down in Corvallis but increase at the Bend campus. A few more new buildings are still in the pipeline. The District Plan is progressing; Hirsch recommended people attend the public meetings for the Plan. Moon said it was important for people to know their Council rep and share concerns.

X. ACTION ITEMS - BRIEF DISCUSSION AND UPDATE.

Forester Jonathan Pywell highlighted various action items. One was to increase communication between CBUF and the Council; given the regulations and policy changes it seeks to make, he recommended a presentation.

He highlighted the action item of increasing media coverage and awareness of CBUF activities. He noted that Urban Forestry webpage only had one page currently; he'll add the species list and digitize the permit process to streamline it. The website will add photographs of Heritage Trees to increase visual interest, as well as seasonal items to help keep the site fresher.

Pywell reported that he was reviewing nominated candidates for Heritage trees, including a cottonwood near the Crystal Lake boat ramp, and a walnut.

He is having discussions on analyzing canopy to help focus on green infrastructure. He is working on updating the tree inventory and added the ability to include costs to the TreeWorks software.

He is working on the "Tree for a Fee" program and Tree Restitution programs, and will submit them to the Development Review Committee. He said that currently property owners are simply asked to replace trees they remove, with no distinction in various values of trees, thereby giving away City green infrastructure. He is reviewing defensible valuation programs such as the Council of Tree and Landscape Appraisers program. The valuations should motivate developers to help preserve major trees; he expected the program would be adopted around spring.

He distributed a draft tree species list for review, to be publicized at the website, and they will be linked to Pat Breen's plant materials website, which has great photos of local trees. He noted that maples currently constitute 31% of the Corvallis inventory, which leaves the city vulnerable to the many pests and diseases that maples are susceptible to. Also, they often look terrible as they get older and it is important to have more diversity. He related that he drew upon Portland and Eugene's city lists. He said planting approval would be pending approval of the Forester, since often the appropriateness of varieties are site-specific.

Ross Parkerson asked if the tree list would have any impact on OSU; Pywell replied that it would have no impact. OSU Liaison Norm Brown added that OSU would certainly

consider it. Pywell said he's discussed with OSU managing the urban forest in a more integrated way with the City.

Parkerson asked if the list would go to the Historic Resources Commission, which must sometimes deal with issues related to historic trees. Pywell agreed that consideration could be paid to looking at tree species for historic districts.

Jennifer Killian asked about site issues; Pywell replied that that would be considered for plantings. Erik Burke said the Pat Breen website was a great resource, especially with its local photos. He noted that Portland imposed a moratorium on planting maples in planting strips, while Eugene's moratorium did not include local Vine Maples and Big Leaf Maples. Pywell said he'd lean towards only planting Big Leaf maples in parks, since they need a lot of width, and are not the strongest, most resilient tree in an area with a lot of traffic; they need very selective siting. He'd like to decrease the overall proportion of maples in the inventory.

Burke said Eugene Friends of Trees only plants Big Leaf Maples where there is a minimum of 8' wide park strip sited on river loam. They withstood the recent sleet storm in better shape than any other tree. He related that the City of Portland will increase their list from roughly 80 to 100 tree varieties, following recent review by a number of agencies.

Pywell said he would email out the draft risk assessment process and tree evaluation form.

XI. ADJOURNMENT & BREAKOUT INTO SUBCOMMITTEES. The meeting was adjourned at 10:28 a.m.

MEMORANDUM

December 15, 2014

TO: Mayor and City Council

FROM: Nancy Brewer, City Manager *Pro Tem* NB

SUBJECT: December 15, 2014 City Legislative Committee Working Notes

1. Call to Order

The meeting was called to order by Mayor Manning at 8:30 am, with Councilors Richard Hervey, Hal Brauner and Penny York present. City Manager *Pro Tem* Nancy Brewer was also in attendance.

Senator-elect Sara Gelser and Representative-elect Dan Rayfield were present to discuss the respective parties' legislative priorities.

2. Mayor Manning noted the short time period for the meeting, so the conversation was focused on priorities. For the City, the following items are the highest priority:

- Mental health is a priority for the League of Oregon Cities (LOC) and the Association of Oregon Counties (AOC) because of the impact on law enforcement and the entire community. Corvallis includes a special focus on youth mental health issues. Senator-elect Gelser noted she will be the Chair of the new Senate Committee on Human Services and Early Childhood, where mental health issues will be discussed and she appreciates the City of Corvallis' support for this critical area of community concern.
- Property tax reform, which is a long-term goal of the LOC. Both Representative-elect Rayfield and Senator-elect Gelser noted that revenue issues are likely to be difficult to pass.
- Climate change and the potential for a carbon tax. Senator-elect Gelser noted the State has information on a potential carbon tax, but they want to be sure if one is enacted it is done right, so there will be a considerable amount of work to be done during this session. The carbon tax may not be ready for action during this session, but the work should lead to action at either the 2016 or 2017 session
- Inclusionary Zoning is a tool the City Council feels would be helpful to address some Corvallis Housing issues. The summary from the recent Housing Study was shared with Gelser and Rayfield and Senator-elect Gelser noted that a draft Inclusionary Zoning bill has been forwarded to her.
- Mayor Manning noted the additional funding for the Regional Solutions and for the RAIN initiative underway as a joint effort between Corvallis, Eugene, Oregon State University, and the University of Oregon.
- Finally, transportation infrastructure funding was noted as a critical issue for all cities as well as the State.

3. Representative-elect Rayfield stated his legislative priority is to address the mortgage interest deduction with a cap at \$30,000 to \$40,000 with the additional revenue used to increase the

Oregon deduction on student loan interest. He stated he hopes that this would be a revenue neutral proposal, but if it was revenue positive he would propose the additional State funds be applied to Oregon Opportunity Grants.

4. Senator-elect Gelser stated her priorities remain focused on youth mental health issues, including the second phase of the youth early prevention initiatives started in the last session. She also stated that she would add focus around school discipline that currently includes expulsion for students under age 12, and suspension for truancy, as well as working on a program to deal with incarcerated youth and how to better transition these students from the Oregon Youth Authority to the public school system.
5. Senator-elect Gelser commented that she has appreciated the information from the Corvallis legislative committee in the past, but noted that information needs to get to her sooner. Often the City's response on bills gets to her after the vote has been taken. She also indicated that getting the information in a short e-mail is preferable to an attachment so it can be read easily on a smart phone. Ms. Gelser also said timing requirements are for 72 hours notice prior to the first public hearing on a bill, then 48 hours notice for work sessions after the first public hearing, so the Council's feedback needs to come within that 48 hour period. She also noted that interested parties can go to OLIS (Oregon Legislative Information System) and monitor committee schedules. Generally, bills that get scheduled for a work session have "legs" and are the bills that Council should consider weighing in on if the Council has a position.

Senator-elect Gelser reviewed the committee structure. She stated there would be one committee taking up all matters associated with implementing legalized recreational marijuana. Ms. Gelser's committee assignments include: Chair for the Senate Committee on Human Services and Early Childhood (a new committee), as well as positions on the Judiciary, Work Force and Education committees. Representative-elect Rayfield stated he will be on the House Rules and Consumer Protection and Government Efficiency Committees, and will also be on the House Ways and Means Committee, Co-Chairing the Natural Resources Sub-Committee.

6. The group briefly discussed an administrative issue with the Building Codes Division.
7. The meeting was adjourned at 9:15 am.



**CITY OF CORVALLIS
CITY LEGISLATIVE COMMITTEE**

**December 15, 2014
8:30 am**

****City Manager's Meeting Room**
Top Floor
501 SW Madison Avenue**

-
1. Call to Order
 2. City of Corvallis Legislative Priorities
 - a. Building Codes Division Actions
 - b. Marijuana
 - c. Property Tax Reform
 - d. Transportation Funding
 - e. Mental Health Services
 - f. Right-of-Way Management
 - g. Climate Change/Carbon Tax
 - h. RAIN – Mid-Valley Regional Solutions
 3. Senator Gelser/Representative Rayfield's Priorities
 4. Adjournment

The City of Corvallis is very concerned about recent actions by the State Building Codes Division which will adversely impact the local building permitting and inspection program.

Background

- Oregon has a system of statewide building codes, meaning the same law/codes apply across the entire state for more than 40 years.
- Under state law, the codes are administered either by the State, via the Building Codes Division (BCD), or by local cities and counties who choose to administer the code at the local level.
- In July of this year, BCD sent City and County jurisdictions a “Memorandum of Agreement” (MOA) to be signed by the local building official and returned to BCD by December 1.
- BCD has indicated its intent in requiring local jurisdictions to sign the agreement is to formalize the delegation of authority from the state to the local building inspection programs.
- This is the first time BCD has required such an agreement, despite local programs operating for years. State Statute already dictates the process by which BCD delegates authority to operate local building inspection programs. Further, part of the state/local government relationship is periodic review (currently every 4 years) and state renewal of local building code administration programs
- Many local jurisdictions, supported by guidance from their respective attorneys, have fundamental concerns about the MOA. These concerns include:
 1. BCD lacks statutory authority to require such an MOA.
 2. BCD intends the MOA to be a binding contract, but it lacks consideration—a legal requirement of a binding contract—so it is not enforceable.
 3. The MOA contains provisions that contradict state law—it would allow BCD to terminate a local building inspection program without following the statutorily required steps for termination.
 4. The MOA contains an indemnification clause that is overly broad and provides no indemnification to local jurisdictions operating a program under state auspices. There could be a major increase in insurance costs for Corvallis to cover the state required indemnification amount.
 5. The MOA contains provisions that are vague and contradictory.
- When local jurisdictions began to raise legal concerns about BCD’s authority to require the MOA, BCD passed a temporary, emergency rule on November 14, two weeks before the MOA deadline, with no public notice or comment, requiring building programs to sign the MOA.

Why is this MOA necessary?

- Corvallis has operated a building safety program since 1904.
- The building safety program is designed to provide cost effective services that meet the needs of the local community. The Insurance Services Office (ISO) recently evaluated 9,484 U.S. jurisdictions for building code program effectiveness and Corvallis was rated in the top 2% (only 5 jurisdictions received a higher ranking).
- We oppose actions that erode local control over building code administration

Request of Our Legislators

At this time, this is intended to be an informational item with no specific action requested. Corvallis will continue to pursue administrative solutions to these concerns but may need to follow-up with our legislative delegation in the upcoming weeks.



Marijuana

Description

The League will advocate for legislative changes that will clarify and enhance public safety and local control related to marijuana.

Background

In 2013, House Bill 3460 established a means for registering the 150-200 medical marijuana dispensaries that had been operating in the state illegally but with the forbearance of most law enforcement agencies. Additionally, in November the voters approved Ballot Measure 91 allowing the consumption, production and retail sale of marijuana for non-medical purposes.

Priority

The League will advocate for the following legislative and administrative changes:

- **Require employees and agents of dispensaries pass criminal background checks.**
Owners of marijuana dispensaries must pass criminal background checks prior to receiving a license to operate. Employees and other parties affiliated with the operation of a dispensary should also be subject to criminal background checks to help keep medical marijuana in the hands of patients and not diverted to criminal activity. Authority exists for the OLCC to require background checks for employees in the retail system; not requiring them for medical employees would vector those ineligible for employment in other aspects of the marijuana industry towards medical dispensaries.
- **Allow City Councils to Prohibit Retail Marijuana Sales and Production and Allow for Meaningful City input in the Licensing Process**
Measure 91 allows cities and counties to prohibit marijuana sales by an initiative vote of the people at the next general election, which would be 2016. However, under the act, OLCC would begin accepting license applications in January of 2016. Oregon has traditionally been a strong home-rule state, while allowing citizens to legislate directly through the initiative process. City councils should be allowed to prohibit commercial marijuana by ordinance. Additionally, allowing citizens to vote on an “opt-out” only at the next general election does not allow them to express their wishes at other stages of the process. Cities must also have a meaningful avenue to express concerns and objections to individual license applications.
- **Remove Preemption on Local Taxation and Ensure Equitable Distribution of Revenue**
The statutory scheme for the distribution of tax revenues is unworkable and does not provide adequate resources to cities and counties to deal with the impacts of marijuana. The legislature should provide mechanisms to provide fiscal resources to cities and counties to deal with the impacts of legalized marijuana.
- **Establish licensing and safety regulations for the manufacture of marijuana tinctures utilizing flammable or explosive materials.**
The manufacture of butane hash oil and other value-added extracts has resulted in fires, injuries and deaths in Oregon and other states. It is also an area the federal governments has demonstrated little tolerance for with prosecutions in Oregon and Washington. The OLCC will be regulating manufacturers of marijuana concentrates and those regulations should be tailored to ensure the safe production of extracts. However, medical dispensaries are not subject to the same regulations. Dispensaries should be required to acquire these products from a manufacturer that is licensed by the state and uses appropriate safety protocols.

- **Clarify land use regulations to ensure dispensaries are not allowed in areas inappropriate for their use or in close proximity to places where children congregate.**

The intent of HB 3460 was to prohibit dispensary operations in residential zones. However, the bill was phrased in a way that specifies which zones dispensaries are allowed in, as opposed to prohibiting them in residential zones and simply relying on the local development code to determine where a dispensary may be located in cities permitting them to operate. This language should be clarified to align with the bill's original intent to prohibit residential locations. Further, HB 3460 prohibits dispensaries within 1,000 feet of schools, but federal law creates a specific offense for distribution of controlled substances within 1,000 feet of any place children congregate. The conflict between those two requirements should also be resolved.

For more information, contact Scott Winkels at (503) 588-6550 or swinkels@orcities.org.



Property Tax Reform: Voter Control Referral

Description

The League’s proposed constitutional referral would allow local voters to consider a temporary property tax outside of statewide tax caps. The referral would not raise anyone’s taxes, but would empower voters to authorize a tax for local operations.

Background

Under Oregon’s current system, statewide limitations can prohibit local voters from raising their own taxes to support services they demand. Measure 5 limitations restrict general governments (cities, counties and special districts) and schools to levying no more than \$10 and \$5 per \$1,000 of real market value respectively. Any taxes levied in excess of those limitations are reduced until the limitations are met, a process known as compression. Temporary taxes that are in addition to the municipality’s permanent rate and are approved by voters to provide funding for services, such as public safety or school services, are compressed first under this system. As a result, voters residing in a municipality in compression are limited in their ability to raise revenue to support services they desire.

Examples

In numerous communities throughout Oregon, statewide tax caps reduce voter approved levies significantly. In the city of Sweet Home, for example, voters have approved local option levies for police and library services dating back to 1986. In 2010, voters approved the levies again with 60 and 55 percent of the vote respectively. Yet statewide tax limits cut 35 percent of what local voters approved, resulting in public safety and library services not being provided at a level local citizens wanted.

Many voter-approved levies throughout the state are being reduced by even larger percentages. In the West Linn/Wilsonville School District, statewide limits will reduce the collections for the voter-approved levy by 71 percent this year. For the Portland Children’s Levy, revenue is reduced by 51 percent (see Table 1 for additional examples).

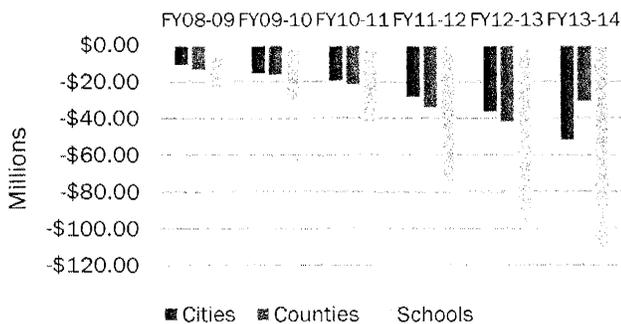
Table 1: Compression on Voter-Approved Levies

	Percentage of revenue lost due to statewide tax caps (2013-14)
Tigard-Tualatin School District	54%
Pendleton School District	42%
Eugene School District	41%
Lake Oswego School District	34%
Beaverton School District	34%
City of Albany public safety levy	34%

Statewide Impacts

Compression is a growing problem for local governments statewide. Since 2008-09, total revenue lost to compression has increased from \$51 million to \$212 million in 2013-14, (see Figure 1). This year 90 percent of school districts, 34 out of 36 counties and more than one-half of all cities have seen property tax revenues reduced due to statewide caps.

Figure 1: Statewide compression losses



Last May (2014), local voters approved 16 of 21 (76 percent) temporary tax measures. While voters may still be concerned about the state of the economy, in many instances they clearly realize the value of local government services and are willing to tax themselves to provide those services. Whether or not any local voters approve temporary taxes outside of compression limitations is irrelevant. What matters is that voters currently do not have the freedom and opportunity to do so.

Property Tax Reform: Reset at Sale

Description

The League's second proposed constitutional amendment would reset a property's assessed value to its real market value at the time of sale or construction. The amendment would not raise taxes on anyone's current home, but would restore equity by recalibrating taxes based on the market's valuation of a property at the time of sale—a better measure of a property's value and an owner's ability to pay.

Background

Measure 50, passed in 1997, created a new "assessed value" for all properties. Assessed value was initially set at 90 percent of a property's 1995-96 real market value. For newer properties, a county-wide ratio is applied to determine the initial assessed value. Growth in assessed value is limited to 3 percent annually.

By locking in assessed values based on 1995-96 real market values or a ratio at the time of construction, and by capping annual growth, huge disparities in tax bills have emerged as property values have changed at different rates.

Examples and Impacts

Homeowners in inner North and Northeast Portland, for example, often have property tax bills that are one-third or one-fourth of what homeowners with similar real market values pay across town. The reason is simple. In the early and mid-1990s, large swaths of North and Northeast Portland had lower market values, and those values still determine the taxes owed despite the rapid rise in home values (See Table 1).

These significant inequities in property taxes can play a role in the real estate market as well. An analysis conducted by the Northwest Economic Research Center found that property owners selling similar homes in disparate neighborhoods could attribute between \$9,300 and \$45,000 in their property's potential sale price to the quirks of Oregon's property tax system.

The authors wrote that Oregon's property tax system creates a hidden subsidy for those property owners with lower taxes and shifts the burden of local services onto others.

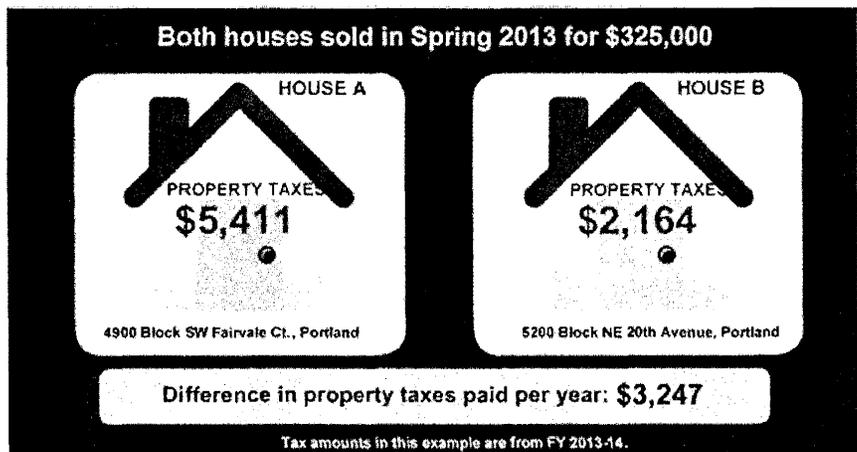
While the analysis focused on Portland, the authors said they would expect to find these results in other Oregon cities in which there has been uneven growth in home values since the 1990s.

Priority

Seventeen other states have property tax limitations similar to Oregon's. Of those, 15 readjust property taxes at the time of sale. Oregon's existing system, according to a Lincoln Institute of Land Policy report, "has gone the farthest of any [in the country] in breaking the link between property taxes and property values."

Resetting assessed value to real market value at the time of sale would reestablish the link between market values and property taxes, and improve the fairness of Oregon's system.

Table 1: Tax inequities between two neighborhoods in Portland





Property Tax Reform: Changed Property Tax Ratio

Description

The League's priority regarding property taxation changes the way new property is added to the tax rolls. This proposal, unlike the other two, would only require a statutory change, meaning the measure would not have to be referred out to voters in order to become law.

Currently, new or improved property is added to the tax rolls by applying an annual county-wide ratio of assessed values (AV) to real market values (RMV) to the new or improved property in an attempt to replicate the property tax discount given to properties via Measure 50. The ratio is calculated and applied to specific property classes (residential, multifamily, commercial, etc.).

However, significant variation between AV and RMV exists within a county, resulting in a discount that is often overly generous when compared to neighboring properties. In addition, the discount is out of line with what was originally offered to properties when Measure 50 passed in 1997.

As a result, similarly situated and valued properties can have significantly different property tax liabilities.

Background

The situation in Multnomah County is illustrative. The county is home to a number of cities, and the property values in each have not grown uniformly since Measure 50's passage in the mid-1990s. Consequently, the ratio of assessed value to real market value in each city varies, but the countywide average is applied to all new properties.

For example, the Multnomah County changed property ratio this year for residential property was roughly 70 percent. This means a home valued at \$200,000 will appear on the tax roll with an assessed value of \$140,000.

However, in Gresham, the average ratio is closer to 90 percent, meaning that the average \$200,000 home within the city limits has an assessed value of \$180,000. Meanwhile in Portland, the average ratio is about 64 percent, so a \$200,000 home has an assessed value of \$128,000. For the city of Gresham, the property tax discount given to new property is overly generous compared to what existing properties are paying in the city. Because of this, current Gresham residents are subsidizing the services for new properties.

Priority

The League will advocate for legislation to provide the option of applying a city-wide changed property ratio to new property.



Transportation Funding

Description

The League seeks passage of a comprehensive transportation funding and policy package to address multimodal needs, with a top priority of maintaining and preserving existing infrastructure.

Background

Oregon's road system is becoming increasingly distressed and transportation funding is not keeping up with basic maintenance and preservation needs. Cities throughout Oregon are facing serious street budget shortfalls, resulting in the deterioration of transportation infrastructure. According to a survey conducted by the League in 2014, cities face an annual funding gap of more than \$300 million per year. Uncertainty about federal funding and the decline in federal and state highway trust fund resources calls into the question the sustainability of the current transportation funding program.

In addition, Oregon's small cities (less than 5,000 population) have lagged behind larger cities in street funding. This is caused by declines in overall transportation revenue and the fact that a statutory program created to provide limited funding for small cities has not been updated since 1991.

Priority

Approval of a comprehensive transportation package containing at least the following:

- An increase in the state gas tax of up to five cents per gallon;
- Indexing of the state gas tax to the consumer price index or another relevant economic index;
- Expansion of the calculation method used for the state's transportation user fee to include vehicle miles traveled (VMT);
- An increase in license plates fees and inclusion of lightweight trailers;
- Maintaining the dedication of the state's Highway Trust Fund dollars to highway, road and street projects;
- Continued allocation of Highway Trust Fund dollars between the state, counties and cities at 50%-30%-20%, respectively;
- An increase in the statutory "Small City Allotment" fund from \$1 million to \$5 million annually, split evenly between the Oregon Department of Transportation and the cities' share of the trust fund;
- No preemption of local government ability to generate their own transportation revenues; and
- Funding for the jurisdictional transfer and maintenance of orphan highways (state highways or county roads that function as city streets).

The transportation package should also address funding and policy initiatives for all modes (streets, bike/pedestrian, transit, rail, aviation and marine) and advance connectivity, safety, jobs and economic development, transportation impact on climate change, active transportation and public health.



Mental Health Services

Description

The League will support increased resources across the state for persons with mental health issues, especially in crisis situations.

Background

Oregon's cities do not typically provide mental health services but have increasingly found themselves in the position of sending police officers to respond to individuals in crisis and dealing with the impacts of homelessness and addiction. A 9-1-1 call should not be the first time a person suffering from a mental illness receives public services.

Priority

The League will advocate for the following:

- **Preventative mental health care in the form of “drop-in” services should be available to all Oregonians regardless of where they live.**
The League believes that access to urgent care for mental health will allow those suffering from an illness or condition to be triaged and receive immediate treatment or where appropriate, referrals for treatment. This will avert unnecessary, unhealthful and sometimes tragic interactions with law enforcement personnel.
- **Proactive, mobile crisis intervention should be available statewide.**
The mobile crisis intervention approach has reduced negative encounters between police and the mentally ill. Resources should be provided so such services are available throughout the state.
- **Every police officer in the state of Oregon should have access to training in how to respond to a mental health crisis.**
The state should provide public safety personnel with access to instructions from mental health professionals that would equip officers with skills to respond in a way that de-escalates conflict and helps the affected individual and their family receive appropriate care.
- **The number of regional residential mental health facilities should be expanded.**
Jail should not be the only option to secure an individual experiencing a mental health crisis. Safe and secure mental health care beds will allow those in need to avoid jail, which could worsen their condition.

City of Corvallis' recommended additional language surrounding mental health legislative priorities:

- **Prevention and intervention mental health services for youth should be tailored for the special needs of this population so that community services are utilized appropriately.**
 - The state should make training available for judges on youth mental health issues including commitment, sexual abuse and mental illness treatment options so that individual rights can be balanced with the responsibilities of parents. Training should also be available for crisis teams on the differences required in handling out of control youth. Standards for transporting children in crisis should be established statewide.



Right of Way Management

Description

Local authority to manage public rights of way and receive compensation for their use is derived from Oregon's constitutional provisions for home rule, state statute, and court decisions which have consistently upheld the right of cities to manage rights of way. Nevertheless, legislative and judicial efforts are often mounted to thwart local management of this public resource.

Background

Cities have the right to set terms and conditions, including the establishment of a fee structure, when an entity occupies a right of way for transmission of data, energy, water and other resources. While certain statutes and utility regulations define how such fees can be charged, this ability is firmly established.

Cities also determine how this authority is exercised—by ordinance or through negotiation with each entity seeking to occupy the right of way. This applies to private and public sector occupants. In fact, several cities charge *themselves* a franchise fee when a municipally-owned utility is using the right of way.

Municipal authority over the management of rights of way is an essential component of a city's home rule.

Priority

The League will oppose any legislation preempting the ability of cities to manage and receive compensation for the use of a public right of way, including:

- Establishment of a “one-size-fits-all,” statewide franchise fee policy and collection system; and
- Prohibition of a city's authority to levy franchise fees on other government entities.

Holzworth, Carla

From: Ward 3
Sent: Wednesday, November 26, 2014 11:55 AM
To: 'Christopher White'
Cc: linlov@ ; zachariah.baker@ ; 'Biff Traber'; Ward 1; Hal Brauner; Holzworth, Carla; Mayor
Subject: RE: City of Corvallis Carbon Pricing Resolution

Mr. White,

I believe that the Legislative Committee of the current City Council will be meeting with our state representative and senator in the next couple of weeks. I anticipate that we will be asking them to work toward a carbon tax. I'll ask our City Clerk to have your resolution available before our conversation with them.

Beyond that I intend to leave any consideration of your request to the next City Council which will be seated on January 5th. There is a local citizens group that is encouraging council to put in place a climate action plan in the early part of next year. I do not want to interfere with what they may choose to recommend to Council.

We had a pretty contentious time, when we responded to mostly an outside group, in putting in place a bag ban. I'm guessing that we will be cautious in embracing any actions that originate outside of Corvallis in the near future.

Richard Hervey

From: Christopher White [mailto:whitec223@]
Sent: Wednesday, November 26, 2014 10:21 AM
To: ward3@council.corvallisoregon.gov
Subject: City of Corvallis Carbon Pricing Resolution

City Council Member Richard Hervey,

501 SW Madison Avenue

Corvallis, Oregon 97333

Subject: Carbon Fee & Dividend Presentation

Dear City Council Member Hervey,

We are representatives of Oregon Climate, a grassroots group working to pass climate legislation in 2015. We are interested in submitting a Carbon Tax Resolution to the Corvallis City Council for their consideration requesting carbon pricing by the State of Oregon in the 2015 legislature. Before we submit a resolution, we would like to give a presentation to the Council to inform them about this important issue.

We have been working with the Benton County Commissioners with a similar request. On July 3, 2014 Oregon Climate delivered a Power Point presentation to Benton County's Environmental Issues Advisory Committee regarding a *carbon pricing*. Following the committee meeting, a presentation was also made to Benton County Commissioners during

their work session September 3rd, 2014. The Benton County Commissioners signed the resolution on October 7th, 2014 and is attached.

To give you more information about our group, Oregon Climate is dedicated to helping Oregon seize its historic opportunity to pass effective and scalable climate legislation in 2015. We believe it is time to end the practice of free carbon dumping, while putting people and prosperity first. The Corvallis City Council can take a leadership role in this important goal. The following is more information about our vision and some reasons why you might support this request.

Oregon Climate's Vision

Building a sustainable energy future will require changes. We're proposing a price on carbon through a "carbon fee and dividend," which is a fee on fossil fuel extraction with the revenues evenly distributed to Oregonian households. The price of the fee should be grounded in science, and predictably rise every year to create market confidence in alternatives to oil, coal and gas.

This fee would make alternative energy sources more competitive when compared to polluting energy sources. By returning the revenues of the fee, as dividends for Oregonians households, we can model an equitable carbon fee.

A true price on carbon will create the conditions for a sustainable civilization. It will start the low-carbon American economic renaissance we know is possible. With the City Council's help, we can catalyze the state and federal policy upon which climate stability depends.

Reasons to support the Resolution

Corvallis has taken leadership in climate adaptation. This leadership must continue to lead by promoting policies to mitigate the source of the problem—carbon pollution—through a request that the State of Oregon exact a price on carbon. The following are important reasons to take this action:

- Scientific evidence is overwhelming: climate change is here, and unless we curb behaviors that contribute to it, it will get worse, putting Corvallis's food, air, water and security at risk. A recent White House Report confirms the findings of this year's Intergovernmental Panel on Climate Change Fifth Assessment report, and concludes global warming is a clear and present danger to the U.S.
- The resolution will be sent to Governor Kitzhaber, Senators Wyden and Merkley, Congressman DeFazio, our local state legislative delegation. This action will show our legislators and Corvallis residents that the issue is important, and that the Corvallis City Council wants a solution.
- The EPA on June 2, 2014 released a proposal that will set the first-ever national carbon pollution standard limits for America's existing power plants. Oregon will need to move forward with its plan to cut carbon. A carbon fee that is revenue neutral is a smart way to meet state requirements for emission reductions.
- The Northwest Economic Research Center is tasked with studying carbon pricing, and has already conducted a preliminary report on carbon pricing in Oregon. In December they will present their final report and recommendations. A Corvallis City Council resolution, in support of a carbon fee and dividend bill in the 2015 legislature, will help to encourage the policy to becoming law. The City Council can also weigh in on the type of carbon fee that is best for the City of Corvallis.
- A carbon fee and dividend will serve as a model within the emerging Pacific Northwestern carbon-pricing bloc and for the rest of the nation. We have no doubt that comprehensive climate legislation will pass Congress in the next decade. The

great danger is that we'll squander our one shot at true energy reform with a less effective omnibus of regulations and subsidies. Oregon can be a model for national legislation with an effective statewide policy.

In the face of budget constraints we advocate for carbon neutrality and returning of the tax revenue as a dividend to Oregon voters. This will ensure a policy that is not regressive while we transition to a low-carbon future. The severity of climate change impacts is expected to increase substantially in the coming decades. In light of these predicted impacts, it is important that the City of Corvallis facilitate this transition to a low-carbon future by supporting this resolution.

We would like to present this information to the City Council and answer any questions you might have.

Thank you for your consideration.

Sincerely,

Camila Thorndike

Executive Director

Oregon Climate

<http://www.oregonclimate.org/>

camila@oregonclimate.org

Christopher White

Policy Advisor & Local Coordinator

Oregon Climate

RESOLUTION NO. _____

A RESOLUTION TO REQUEST CARBON PRICING BY THE STATE OF OREGON

The Corvallis City Council,

- A.** Is compelled by the scientific consensus that carbon dioxide emissions are the primary cause of global climate change.
- B.** Finds that climate change is a threat to public health, national security, food security, and business supply chains. These costs to our society are not reflected in the price of fossil fuels and therefore the Corvallis City Council regards them as hidden costs—or *market externalities*—of fossil fuels.
- C.** Believes that a simple price signal to consumers is the most efficient way to discourage consumption of fossil fuels and encourage innovation of alternatives.
- D.** Finds that the preponderance of research—including the 2013 Tax and Shift report published by the Portland State University Northwest Economic Research Center and the 2014 Carbon Tax Study published by Regional Economic Models, Inc.—indicates a revenue neutral carbon fee would stimulate economic growth and rapidly reduce greenhouse gas emissions.
- E.** Believes that an upstream fee on fossil fuels would make low-carbon sectors of Oregon’s economy more competitive, and that renewable energy development is a growth opportunity for our state.
- F.** Appreciates that a carbon tax by itself would be regressive and supports a provision to alleviate the burden on low-income households.
- H.** Finds that global climate change is uniquely urgent and therefore supports a policy free from traditional wedge issues such as revenue, spending and the size of government.

THEREFORE, EFFECTIVE IMMEDIATELY, THE CORVALLIS CITY COUNCIL, A MUNICIPAL CORPORATION OF THE STATE OF OREGON, CALLS ON THE OREGON STATE LEGISLATURE TO:

- 1. Levy a fee on fossil fuels at the most upstream possible point of sale in the State of Oregon,
- 2. Schedule an annual increase in this fee without a cap to establish predictability in Oregon’s energy market,
- 3. Establish levels (in 1. and 2. above) that adequately address the climate crisis, according to the most credible climatological and economic research,
- 4. Return all net revenues generated by said fee evenly among Oregon voters on an annual basis..

This resolution shall be sent to Governor Kitzhaber, Senators Wyden and Merkley, Congressman DeFazio, our local state legislative delegation; and the City shall lobby on its behalf where appropriate.

The foregoing Resolution adopted on the _____ day of _____, 2014.

Deputy City Recorder

Regional Solutions Co-Investment Report: Executive Summary



The Governor's approach to community and economic development recognizes the unique needs of each Oregon region, and the importance of working locally to identify priorities, solve problems, and seize opportunities to get projects done.

Since Governor Kitzhaber took office in 2011, state resources have been strategically aligned throughout Oregon to accomplish these goals through Regional Solutions Advisory Committees, Centers, and Teams. This alignment serves and supports the unique economic and community development needs of each region, and the regional boundaries have been strategically aligned with the 11 federally designated Economic Development Districts.

For each region, the Governor has appointed advisory committees to represent the private, public, and philanthropic sectors. Over 100 local elected officials, business representatives, foundation representatives, and citizens were appointed to advisory committees. These 11 committees established regional priorities unique to their regions.

Regional Solutions Centers have been established in university/community college settings around Oregon to align investments in support of those priorities. Five core state agencies – the departments of transportation (ODOT), land conservation and development (DLCD), environmental quality (DEQ), housing and community services (OHCS), and business development (OBDD/Business Oregon) – have co-located their regional staff in these centers to form Regional Solutions Teams (RSTs). Coordination for these teams has been provided by the Governor's Office. The teams have been working together to complete regional priority projects and serve as quick response problem solvers.

With that foundation, the Governor signed an Executive Order in 2012 to create the Oregon Solutions Network. The Executive Order linked the resources of Oregon Solutions and Oregon Consensus to Regional Solutions Centers to provide additional capacity to address regional priorities. In February 2014 the legislature adopted House Bill (HB) 4015 establishing the Regional Solutions program into law. The bill also directed the five core agencies to use regional solutions priorities, along with other established criteria, when making funding decisions.

The results are impressive. Since the inception of the Regional Solutions program, over \$640 million collectively has been invested in priority community and economic development projects. This report documents the power of aligned investments, and is the first attempt to quantify the impact of Regional Solutions.

Overall, the state's investment of over \$142 million, when aligned with \$499 million county, municipal, private, philanthropic, and other funds, contributed significantly to the vitality of our state. With these investments, significant progress has been made to address infrastructure needs, industrial lands readiness, workforce housing needs, and to support local businesses through loans, grants, and incentives. Additionally, although not quantified as dollars invested,

state agencies have invested to integrate and align permitting requirements, remove barriers to business retention and expansion, and quickly respond to issues. Below are some examples highlighting areas of success.

Regional Solutions Teams have provided regulatory assistance by:

- Addressing wetland issues on available industrial lands in the cities of Gresham, Hillsboro, and The Dalles – and Clackamas, Columbia, Benton, Linn, Lane, and Lincoln counties – and establishing wetland mitigation “banks” in Douglas County and south of Seaside.
- Streamlining and funding permitting for dredging at small ports along Oregon’s coast.
- Reducing restrictions on economic development and reducing air pollution by funding wood stove replacements, and energy efficiency measures and home weatherization in Klamath and Lake Counties.
- Developing a state plan to address threats to sage grouse on private, state, and federal lands to avoid an Endangered Species Act listing.

Regional Solutions Teams have supported industrial lands readiness by:

- Certifying sites as “shovel ready.”
- Investing in infrastructure needed to support private sector investment.
- Providing technical assistance to address wetlands.
- Working with communities to re-zone land for economic development in Arlington, Prineville, Redmond, Vale, Nyssa, and Ontario.

Working with private and philanthropic partners, Regional Solutions has supported entrepreneurship and work force training by:

- Supporting the establishment of OSU Cascades in Bend.
- Funding the Regional Accelerator Innovation Network (RAIN) in the Willamette Valley.
- Investing in the Innovation and Learning Center in Lakeview to support distance learning in Klamath and Lake Counties.
- Funding the Job Growers network in the mid-Willamette Valley.

Regional Solutions teams have supported rural communities by:

- Working to improve forest health and secure access to timber resources through stewardship contracts and forest collaboratives.
- Providing technical assistance and funding to upgrade water and wastewater treatment systems.
- Supporting the development of work force housing in the Gorge, Boardman, and Pendleton and upgrading manufactured housing in Curry County.
- Providing opportunities for highway access along Highway 101 for commercial development along the coast.

**DOWNTOWN PARKING SUBCOMMITTEE
MINUTES
December 2, 2014
DRAFT**

Present

Liz White, Vice Chair
Steve Uerlings
Chris Heuchert
Bruce Sorte, Council Liaison

Staff

Lisa Scherf, Public Works
Alice Derrickson, Parking Enforcement
Greg Gescher, Public Works

Absent

Brad Upton, Chair
Joseph Elwood

Visitors

SUMMARY OF DISCUSSION

Agenda Item	Information Only	Held for Further Review	Recommendations
I. Call Meeting to Order/Introductions	X		
II. Review of October 7, 2014 Minutes			Approved
III. Visitor Comments			NA
IV. Old Business <ul style="list-style-type: none"> • 2nd Street & B Avenue Lot Time Limit and Permits • Motorcycle Parking in Downtown • Request for 2-hour Limit on NW 4th Street 	X X		Approved sending staff recommendation to the Downtown Advisory Board
V. New Business <ul style="list-style-type: none"> • None 			NA
VI. Information Sharing	X		
VII. Subcommittee Requests and Reports <ul style="list-style-type: none"> • Downtown Flower Baskets and Parking Signage 	X		
VIII. Pending Items	X		

CONTENT OF DISCUSSION

I. Call Meeting to Order/Introductions

Vice-Chair White called the meeting to order and members and staff introduced themselves.

II. Review of Minutes

Subcommittee Member Heuchert moved to approve the October minutes. Subcommittee Member Uerlings seconded the motion, which passed unanimously.

III. Visitor Comments

None.

IV. Old Business

2nd Street & B Avenue Lot Time Limit and Permits

Ms. Scherf presented a draft staff report that will be submitted to the Downtown Advisory Board (DAB) in January. She reported that staff collected new data on the parking patterns in the lot and noted that there were only minor changes since the last time data was collected. Ms. Scherf also noted that this report includes additional Corvallis Municipal Code (CMC) language regarding permit parking that the DPC hasn't seen, and apologized for the prior information being incomplete. She explained that the Subcommittee's prior recommendation was really granting an exemption to the time limit in the lot rather than establishing a true permit lot with specific spaces. She reiterated that enforcement of the 30-day limit recommended by the Subcommittee would be complaint-driven and require a lengthy process for taking enforcement action. Ms. Scherf stated that the draft staff report includes two different versions of the same ordinance for the DAB to consider, one to implement the DPS recommendations (Option A) and one to implement staff recommendations (Option B). The two differences between the recommendations include the cost of the permit and whether permit spaces are designated in the lot. The Subcommittee discussed the pricing of the permits and the advantages of having specific spaces in the lot over not restricting where in the lot the permits are valid. **Subcommittee Member Heuchert moved to recommend "Option B" (staff recommendation) to the Downtown Advisory Board. Subcommittee Member Uerlings seconded the motion, which passed unanimously.**

Motorcycle Parking in Downtown

Ms. Scherf stated that she didn't have a draft staff report for the DAB yet, but discussed her planned approach. She would like to present some options for improving motorcycle parking in the downtown core. One option would be the DPC recommendation and another could be marking more of the spaces downtown that might be used for motorcycle parking but aren't currently marked as such. She reported that she has done some more public outreach, including speaking at the Downtown Corvallis Association and the responses are mixed, with some strongly favoring the current restriction and others who thought it would be fine to remove it. Subcommittee Member Heuchert raised the issue of scheduling with regard to the time it could take to implement the recommendation. The DPS agreed to affirm their recommendation and have it presented to the DAB in January. Ms. Scherf agreed to have the draft staff report and map showing the current marked motorcycle parking spaces ready to share with the Subcommittee at the January 6 meeting before presenting it to the Downtown Advisory Board the following week. Councilor Sorte opined that the Subcommittee should work to eliminate inconsistencies in the CMC, and he feels that the restriction on motorcycle parking is one of those inconsistencies.

Request for 2-hour Limit on NW 4th Street

Ms. Scherf reported that, per the DPS recommendation, six 2-hour limited parking signs have been installed on NW 4th Street and two on NW Fillmore Avenue just west of NW 4th Street. She has not heard any feedback from the adjacent property residents.

V. New Business
None.

VI. Information Sharing

Councilor Sorte reported that he spoke to Steve Clark at OSU regarding the parking situation on campus. He stated that although permits for some lots have been oversold, many of OSU's lots are not fully used. The Reser lot has filled significantly compared to its prior use.

In response to a question, Councilor Sorte stated that the Council is holding off on making any changes to the Residential Parking District plan for the foreseeable future, but he expects that neighborhoods may come to Council to initiate their own parking plans. He suggested that it might be interesting to have OSU Parking staff come to the DPS to discuss their experiences with the parking changes they've made.

VII. Subcommittee Requests and Reports

Downtown Flower Baskets and Parking Signage

Ms. Scherf reported that she spoke with the nursery that supplies the flower baskets for downtown to ensure that in the future the baskets do not cover any signs.

Moving to another topic, Ms. Scherf reported that the 6-month period for the pilot bicycle corral will end in December and she has received nothing but positive feedback. The only likely ongoing issue could be minor maintenance (sweeping leaves and debris). Subcommittee Member Heuchert noted that if the restriction on motorcycles parking in standard spaces is lifted, perhaps that could free up space currently used for motorcycle parking "boxes" to be converted to bicycle corrals. Subcommittee Member White questioned whether bicycle corrals would be installed only where they were requested or if the City would put more in. Ms Scherf said that is undecided and would depend on completion of the pilot corral evaluation and further discussion with the Public Works Director. Other communities have had success with adjacent businesses both paying for the installation and sweeping them on an ongoing basis. However, if a business that installed a corral leaves, potentially a new business in that space may not be interested in maintaining the corral.

VIII. Pending Items

Ms. Scherf reported that staff will be working on bicycle parking monitoring in the next year.

The meeting was adjourned at 5:00 p.m.

NEXT MEETING: January 6, 2015, 4:00 p.m., Downtown Fire Station #1

**CITY OF CORVALLIS
ECONOMIC DEVELOPMENT COMMISSION
Minutes – November 10, 2014**

Present

Skip Rung, Chair
Pat Lampton
Jay Dixon
Tim Weber
Jason Bradford
Nick Fowler
Biff Traber, Council Liaison

Staff

Tom Nelson, Economic Development Manager
Amy Jauron, Economic Development Officer
Terry Nix, Recorder

Visitors

Paul Woods

Absent

Ann Buchele (excused)
Elizabeth French (excused)
Brian Wall (excused)

SUMMARY OF DISCUSSION

	Agenda Item	Summary of Recommendations/Actions
I.	Call to Order	
II.	Approval of October 13, 2014 Minutes	Approved as presented
III.	Visitor Comments	Information
IV.	Strategy/Business Activity Reports	Information
V.	Strategy Update	Discussion
VI.	Other Business	Information
VII.	Future Agenda Items	Economic Development Strategy Update
VIII.	Adjournment	Adjourned at 5:00 p.m.
IX.	Next Meeting	December 15, 2014, Madison Avenue Meeting Room, 500 SW Madison

CONTENT OF DISCUSSION

I. CALL TO ORDER

Chair Rung called the meeting to order at 3:00 p.m.

II. APPROVAL OF OCTOBER 13, 2014 MINUTES

Motion: Commissioner Dixon moved to approve the minutes as presented. Commissioner Lampton seconded. The motion passed unanimously.

III. VISITOR COMMENTS

Paul Woods, City Planning Commissioner, said he was speaking as an interested citizen and not in any official capacity. One of the reasons he is interested in economic development is that he would like for there to be a wide selection of high tech companies in the community in case he again needs or chooses to change jobs. He is an electrical engineer who was affected by the Hewlett Packard downsizing. He was fortunate to find employment in his field, but many others were obliged to leave the area, and the downsizing had an undesirable effect on the tax base. He thinks it would be a benefit to have many smaller employers as opposed to one large employer. The City could promote such diversification by ensuring that high speed internet is available to all residents. He distributed and reviewed a blog entry from Google Fiber which describes some of the positive economic effects in communities with gigabit internet. He urged the Commission to investigate the positive effects of treating high speed internet service as a utility. Support could include recommending changes to the Land Development Code to enable installation of conduit opportunistically when construction projects allow, and recommending consideration of public ownership of the infrastructure. High speed internet would provide fertile ground for startups and incentive for relocation and expansion of existing companies. He offered his help as a private citizen, and as a member of the Planning Commission as appropriate.

In discussion, Mr. Woods said his kids go to school in a city where Google Fiber came in because the city had built the infrastructure. He said the benefit of the technology would come from it being available to all residents. He felt it may be possible to redirect franchise fees in a way that would make this tax-neutral. Discussion followed regarding franchise issues, cost implications, and alternatives going forward.

Commissioner Fowler suggested that staff look at whether high speed internet is needed as part of the tool kit when recruiting companies. Economic Development Officer Jauron offered to meet with Mr. Woods and other interested parties to further discuss the issue.

IV. STRATEGY/BUSINESS ACTIVITY REPORTS

Economic Development Manager Nelson reviewed the Monthly Business Activity and Metrics Report. Staff had follow up meetings with three existing expansion or retention clients. In recruitment, staff responded to requests for information for eight projects and had follow up meetings with three existing recruitment clients. Discussion followed regarding the request for information projects, and staff described the status of each in determining whether or not to locate in the area.

Economic Development Officer Jauron said the Willamette Innovators Network Expo was held on November 6. The event went well - there were more than 36 booths and about 250 attendees. Economic Development staff put a lot of work into this event and suggests that the Commission have a focused discussion in the future about the level of work that staff should put into the event going forward.

Ms. Jauron reviewed her business visitations. She reviewed an opportunity from the Oregon Economic Development Association to lead a UAV subset focus group under TEAM Oregon Advanced Manufacturing. She is in the research phase to determine whether doing this would support the UAV industry locally, and Commissioners are welcome to contact her with input.

Commissioner Dixon commented that he has heard a number of positive comments about Ms. Jauron's work.

V. STRATEGY UPDATE

Chair Rung said the Commission began a review and update of the Corvallis Economic Development Strategy at the last meeting.

Economic Development Manager Nelson reviewed changes to the draft document based on the past discussion. The following comments and suggestions were made during discussion and review:

Corvallis Economic Landscape

- Figure 1: Manufacturing Employment in Benton County has been updated with new numbers from the Oregon Employment Department. It would be helpful to add a metric to show that the number of manufacturing businesses in Benton County is growing.
- On the two workforce comparison tables, the column titles should be renamed for clarity.
- The information on taxable values for commercial/industrial includes the adjustments to Hewlett Packard's value. It would be worthwhile to also show that information without the Hewlett Packard effect.
- If the increase in 509J student enrollment can be tied to certain sectors that are bringing in families with children, that positive information should be called out. It may be helpful to include a table showing family size and income levels.
- The table that was added to show net migration of tax filers needs to be embedded in the narrative in a logical fashion.
- When the update goes to the City Council, it would be helpful to include a transmittal letter that lists examples of businesses that were provided assistance in locating here or saved from transferring out of the area to put a "face" on the numbers.
- The section should be tightened up to tell the story that economic development was declining in 2012, that we needed to diversify the economy with more manufacturers and small businesses, and that there is evidence of success. Two major points to convey are that we have seen the bottom and that we are beginning to see the positive benefits of diversification.

Goals

- Further information is needed to back up the statement that the metrics in Goal 1 have been exceeded. Chair Rung and Commissioner Fowler will work on this.
- The Commission has talked about gaps and what is needed so we don't lose businesses as they get to the next level. The Goals should be revised to show the goal, the update, and the gaps under each.

Strategic Direction (formerly Big Ideas)

- While the EDC continues to support development of resident capital, it should also be noted that next stage capital is needed to retain homegrown startups into the future.
- The OSU-Corvallis connection is crucial. It is important to acknowledge what has occurred, and also to maintain and keep that connection going.
- Startups continue to need available, configurable, flexible space. Rather than calling for a research park, the strategy could include a statement of the gaps and call for activities aimed at filling those gaps.

It was agreed that staff will revise the document based on the input received and that a subset of the Commission will meet to polish the draft for further review at the next meeting. Chair Rung and Commissioner Fowler agreed to meet with staff. Ms. Jauron will contact Commissioners Wall and Buchele to see if they have an interest in participating in the small group review.

VI. OTHER BUSINESS

Holiday/New Year Card

Ms. Jauron will circulate the Holiday/New Year Card for signatures on December 15. It was agreed that the card is a good way to connect to the community. Discussion followed regarding positive information that could be added to the card, such as a list of upcoming events or an invitation to talk to the EDC during visitor propositions. It was agreed that the card would not include a photograph this year.

Other

Mr. Nelson said that during his recent performance review, City Manager *Pro Tem* Brewer talked to him about a goal to discuss with the EDC concepts for City participation in Public Private Partnership (P3) projects, including how, when, or whether to put policy sideboards on the City's participation so there is some level of policy guidance the next time a P3 comes through. The EDC is asked to make a recommendation to the City Council by September 30, 2015, on whether or not to put such sideboards into place.

VII. FUTURE AGENDA ITEMS

Chair Rung said he has a conflict on the next regular meeting date. Following discussion, it was agreed to change the next meeting date to December 15, 3:00 p.m.

The next meeting will include further review of the Economic Development Strategy Update and discussion on potential goals to send to the City Council.

VIII. ADJOURNMENT

The meeting was adjourned at 5:00 p.m.

IX. NEXT MEETING

The next meeting will be held on December 15, 2014, 3:00 p.m., in the Madison Avenue Meeting Room, 500 SW Madison.



DRAFT
CITY OF CORVALLIS
HISTORIC RESOURCES COMMISSION MINUTES
NOVEMBER 25, 2014

Present

Lori Stephens, Chair
 Kristin Bertilson, Vice Chair
 Rosalind Keeney
 Peter Kelly
 Cathy Kerr
 Mike Wells
 James Feldmann, Planning Comm. Liaison

Absent

Eric Hand
 Tyler Jacobsen
 Charles Robinson
 Roen Hogg, Council Liaison

Staff

Carl Metz, Associate Planner
 Amber Bell, Assistant Planner
 David Coulombe, Deputy City Attorney
 Mark Lindgren, Recorder

Guests

Glenn Halverson
 Bob Hamilton
 Bradley Horne
 Jennifer Nash
 Tanner Wood

Excused

SUMMARY OF DISCUSSION

	Agenda Item	Held for Further Review	Recommendations
I.	Visitor Propositions		None.
II.	Public Hearings A. Horace and Nellie Frances House (HPP14-00018) B. Farra House (HPP14-00019) C. William Lane House (HPP14-00020) D. Chi Omega Sorority/Acacia Fraternity House (HPP14-00021)		A. Motion passed to approve the application as conditioned. B. Motion passed to deny the application. C. Motion passed 3-2 to approve the application as conditioned and amended. D. Motion passed to approve the application with new Condition #6.
III.	Minutes Review- October 14, 2014		October 14, 2014 minutes approved as presented.
VI.	Other Business/Info Sharing a. Discuss December 9, 2015 meeting		Staff will poll Commissioners regarding attendance.
V.	Adjournment		Meeting adjourned at 9:59 p.m.

CONTENT OF DISCUSSION

Chair Lori Stephens opened the meeting at 6:30 p.m. at the Downtown Fire Station Meeting Room.

I. VISITOR PROPOSITIONS: None.

II. PUBLIC HEARINGS –A. HORACE AND NELLIE FRANCIS HOUSE (HPP14-00018)

A. Opening and Procedures:

The Chair reviewed the public hearing procedures. Staff will present an overview followed by the applicant's presentation. There will be a staff report and public testimony, followed by rebuttal by the applicant, limited in scope to issues raised in opposition and sur-rebuttal by opponents, limited in scope to issues raised on rebuttal. The Commission may ask questions of staff, engage in deliberations, and make a final decision. Any person interested in the agenda may offer relevant oral or written testimony. Please try not to repeat testimony offered by earlier speakers. It is sufficient to say you concur with earlier speakers without repeating their testimony. For those testifying this evening, please keep your comments brief and directed to the criteria upon which the decision is based.

Land use decisions are evaluated against applicable criteria from the Land Development Code and Comprehensive Plan. A list of the applicable criteria for this case is available as a handout at the back of the room.

Persons testifying either orally or in writing may request a continuance to address additional documents or evidence submitted in favor of the application. If this request is made, please identify the new document or evidence during your testimony. Persons testifying may also request that the record remain open seven additional days to submit additional written evidence. Requests for allowing the record to remain open should be included within a person's testimony.

The Chair opened the public hearing.

B. Declarations by the Commission: Conflicts of Interest, Ex Parte Contacts, Site visits, or Objections on Jurisdictional Grounds:

1. Conflicts of Interest. None declared.
2. Ex Parte Contacts. None declared. No rebuttals were made.
3. Site Visits. Commissioner Kelly had no comment. Commissioner Feeney drove by and observed the building's rear from the alley; Commissioner Stephens concurred. Commissioner Wells visited the site.
4. Objections on Jurisdictional Grounds. No objections were made.

C. Staff Overview:

Assistant Planner Amber Bell stated that the request was to replace the existing front door with one of a different style; replace non-historic garden windows on the rear façade with double-hung windows and French doors; install exterior sconces on the rear façade; remove the existing arbor trellis and construct a roof over the rear patio; and replace the existing concrete patio and re-align the patio steps with the proposed rear entry French doors. The house is located at 300 NW 31st Street, and is designated a Historic Contributing Resource within the College Hill West National Historic District.

D. Legal Declaration:

City Deputy Attorney David Coulombe stated that the Commission would consider the applicable criteria as outlined in the staff report, and he asked that citizens direct their testimony to the criteria in the staff report or other criteria that they feel are applicable. It is necessary at this time to raise all issues that are germane to this request. Failure to raise an issue, or failure to provide sufficient specificity to afford the

decision-makers an opportunity to respond, precludes an appeal to the State Land Use Board of Appeals on that issue.

The failure of the applicant to raise constitutional or other issues relating to proposed conditions of approval with sufficient specificity to allow the local government to respond to the issue precludes an action for damages in Circuit Court.

E. Applicant's Presentation:

Architect Bradley Horn said the proposal honored the historic nature of the home and sought a more functional use of space and to make repairs. Regarding the front façade, the front steps have sunk and need to be replaced. He highlighted Attachment A-4 in the packet to illustrate and contended that it was an in-kind repair. The existing mid-century front door (on the 1924 home) would be replaced with a Craftsman-style door with a 12 lite over 1-panel solid fir door, within the same opening, and the existing casement would remain. At the rear, a previous 1970's remodel added garden-style windows, which would be removed, along with the non-functional patio and the trellis, none of which were original to the home or the time period.

The proposal is to reflect existing front porch details at the rear of the home to unify the structure. New windows would be installed off the kitchen area, with three mullied together, consistent with those by the entry door at the front of the house. They would be double-hung, 6:1 true divided lites, matching existing windows, made of solid fir, with 1x5 trim and backband to reflect existing details. A new solid fir French door with a simulated 12 lite configuration would match interior French doors, creating a pathway to the outside, also with 1x5 backband trim. The simulated divided lites would provide differentiation between old and new doors.

The new rear concrete porch would match the existing style of the front porch, with tapered columns, and relocating concrete steps to align with the new French doors. The slightly larger scale of the porch would meet differentiation criteria and 15' setback requirements. A new clipped gable roof would match the existing front porch, and the proposed roof ridge would align with the existing belt course. The intent is to create a cohesive structure; currently, the rear feels random in nature. Where siding repair is required, it will match existing bevel-lap siding.

F. Complete Staff Report:

Planner Bell related that staff found that replacement of the front concrete steps was in-kind in nature, since the proposed dimensions and materials match those of the existing steps. The proposed siding replacement in the rear façade was also found to be in-kind in nature.

The house was constructed in 1924 in Craftsman architectural style and appears to be in good condition. The inventory describes it as a fine example and cites a few alterations, such as the window boxes that are proposed to be removed, along with the rear deck and pergola. Only several houses in the district are primarily in this style, but Craftsman may refer to either a house type or architectural style, and bungalows are common in the district, and many of these feature Craftsman architectural style. Given that, staff found that the Craftsman style may not be rare within the district.

Regarding Façades and Architectural Details criteria, some original siding will be replaced with like materials, but original architectural features will not be impacted. The top ridge of the proposed roof is proposed to align with the belt course, which will be retained. The proposal is for the rear porch design to match front porch details as much as possible. While the rear porch is visible from the public right of way of Van Buren Street, it directly faces the alley, and existing vegetation in the rear yard provides some visual buffering. Staff found the proposal complies with Façades and Architectural Details criteria.

The applicant indicates that historic materials and finishes will be maintained to the extent feasible. Replaced siding will use matching bevel lap siding; the replacement patio will match existing concrete patio; the proposed windows and doors are solid fir; and the rear style will match the style of the historic front porch. Staff found the proposal complies with Building Materials criterion.

Regarding Scale and Proportion, the width and depth of the rear patio are similar to the existing rear patio dimensions. The rear porch has been designed to cover the rear patio and massing of alterations proposed for the rear façade does not exceed a portion of the first story on the rear façade. The front door replacement is proposed to be located within the existing frame. Staff found the rear porch and alterations were of an appropriate scale and proportion in relation to the historic resource and met the criterion.

Staff found the proposal met the Height criterion, since the rear roof does not exceed the height of the existing resource and is proposed to align with the beltcourse. Staff found the proposal met the Roof Shape criterion, since the proposed roof was consistent with the shape of the historic gable.

Regarding the Pattern of Windows and Door Openings criterion, the replacement front door will be within the existing doorframe and casing (which will be retained). The existing door does not appear to be original. The applicant states the proposed door will better match the architectural style of the house.

The three double-hung windows proposed for the rear façade to replace one of the non-historic garden windows are single pane, solid fir, and will feature true divided lites. They will be mullied together on-site to create a 4" wide mullion to be consistent with adjacent windows.

The proposed French doors to replace the second garden window have been designed to align with interior French doors and staff found they were generally compatible with the style of the historic resource and feature solid fir, simulated divided lites, with 1x5 trim with backband. Staff found they were compliant with the compatibility differentiation criterion, and comply with the Pattern of Windows and Door Openings criterion.

Regarding the two exterior sconces to be located on either side of the rear French doors, while the specification doesn't exactly match the existing sconce on the front door, their Arts and Crafts style shares similarities with the Craftsman style. Landscaping provides buffering to the rear façade. Staff found the proposal complied with the Accessory Development and Structures criterion. Staff found the sconces and French Doors provide some differentiation in rear façade alterations and recommend approval of the application as conditioned.

G. Public Testimony in favor of the application: None.

H. Public Testimony in opposition of the application: None.

I. Neutral testimony: None.

J. Additional Questions for Staff: None.

K. Rebuttal by Applicant: None.

L. Sur-rebuttal: None.

M. Additional time for applicant to submit final argument:

The applicant waived the right to submit additional testimony and there was not a request for a continuance or to hold the record open.

N. Close the public hearing:

The Chair closed the public hearing.

O. Discussion and Action by the Commission:

Commissioner Bertilson said the proposed changes appeared to move the building closer to its original form.

MOTION:

Commissioner Bertilson moved to approve the application as presented and conditioned in the staff report; Commissioner Keeney seconded; motion passed unanimously.

P. Appeal Period:

The Chair stated that any participant not satisfied with this decision may appeal to the City Council within 12 days of the date that the Notice of Disposition is signed.

II. PUBLIC HEARINGS – B. FARRA HOUSE (HPP14-00019)

A. Opening and Procedures:

The Chair reviewed the public hearing procedures. Staff will present an overview followed by the applicant's presentation. There will be a staff report and public testimony, followed by rebuttal by the applicant, limited in scope to issues raised in opposition and sur-rebuttal by opponents, limited in scope to issues raised on rebuttal. The Commission may ask questions of staff, engage in deliberations, and make a final decision. Any person interested in the agenda may offer relevant oral or written testimony. Please try not to repeat testimony offered by earlier speakers. It is sufficient to say you concur with earlier speakers without repeating their testimony. For those testifying this evening, please keep your comments brief and directed to the criteria upon which the decision is based.

Land use decisions are evaluated against applicable criteria from the Land Development Code and Comprehensive Plan. A list of the applicable criteria for this case is available as a handout at the back of the room.

Persons testifying either orally or in writing may request a continuance to address additional documents or evidence submitted in favor of the application. If this request is made, please identify the new document or evidence during your testimony. Persons testifying may also request that the record remain open seven additional days to submit additional written evidence. Requests for allowing the record to remain open should be included within a person's testimony.

The Chair opened the public hearing.

B. Declarations by the Commission: Conflicts of Interest, Ex Parte Contacts, Site visits, or Objections on Jurisdictional Grounds:

1. Conflicts of Interest. None declared.
2. Ex Parte Contacts. None declared. No rebuttals were made.
3. Site Visits. Commissioner Keeney related that she walked around the building and observed the windows; Commissioners Kelly, Stephens, Bertilson and Wells concurred.
4. Objections on Jurisdictional Grounds. No objections were made.

C. Staff Overview:

Planner Carl Metz stated that the request was to replace seven wood windows on the north, south and east façades of the house with fiberglass-clad wood windows. The site is located at 660 SW Madison Avenue, and is listed on the Local and National Register of Historic Places. There was no public comment.

D. Legal Declaration:

City Deputy Attorney David Coulombe stated that the Commission would consider the applicable criteria as outlined in the staff report, and he asked that citizens direct their testimony to the criteria in the staff report or other criteria that they feel are applicable. It is necessary at this time to raise all issues that are germane to this request. Failure to raise an issue, or failure to provide sufficient specificity to afford the decision-makers an opportunity to respond, precludes an appeal to the State Land Use Board of Appeals on that issue.

The failure of the applicant to raise constitutional or other issues relating to proposed conditions of approval with sufficient specificity to allow the local government to respond to the issue precludes an action for damages in Circuit Court.

E. Applicant's Presentation:

Bob Hamilton said the windows to be replaced have physical damage and are south facing, on the third story. They don't operate and have fallen apart. The bathroom windows have dry rot. The window on the third floor facing north has major issues. The frames, jambs and trim are still in good shape; only the sashes have been lost. The proposal is to use fiberglass-clad wood windows and he displayed the sample window details.

Glenn Halverson, Architectural Specifications Representative at Milgard Doors and Windows, said the windows must conform to Historic Preservation requirements. He contrasted aluminum-clad and fiberglass-clad window details. He said fiberglass offers more opportunities for sustainability features. Milgard has produced aluminum-clad wood windows for many years, but has found that they often have incompatibility issues, damaging the seals, allowing water to penetrate and be absorbed by the wood. In contrast, the fiberglass expands and contracts at roughly the same rate as the glass, increasing life of the seals, and any leaks escape through a cavity without touching the interior. Fiberglass may be painted in any color, and may be painted at the factory and powder coated, to provide a harder surface, though a homeowner may paint over it.

The interiors of the windows have butt joints and rails against the stile typical of a typical historic wood window profiles. Both interior and exterior existing trim would remain. Mr. Hamilton said that with this construction about a half inch height is lost at the bottom, though with a new sill and header, it can be kept square. There were no plastic jamb liners. Any penetrating water drains out. Mr. Halverson highlighted sightlines, saying that the fiberglass-clad design shared the same details of wood windows, with simulated divided lites and spacer bar for dual-pane energy efficiency. The overall dimension is similar to existing windows. He highlighted ogee lugs in corners, which are not visible at a distance.

Commissioner Kerr asked if the existing windows proposed to be replaced were original. Mr. Hamilton replied that two rear south-facing windows were only ten years old, and all the others were original, about 100 years old. She asked if there was consideration of repairing the all-wood windows. He replied that replacement all-wood windows facing south have rotted and failed after only ten years, which is a safety concern if the window does not open.

Commissioner Keeney asked how long fiberglass-clad windows had been marketed. Mr. Halverson replied that Milgard started manufacturing fiberglass-clad windows in the 1990's and this model was introduced in 2011. Commissioner Keeney said the SHPO representative she contacted wasn't familiar with them.

Mr. Halverson said the windows have a full lifetime warranty in an owner-occupied residential situation. Installers must be certified by the American Architectural Manufacturers Association. Mr. Hamilton said by using this sash, it avoids lead contamination, which is a serious issue. Mr. Halverson said the powdercoat is more environmentally friendly, since most of the paint overspray is captured.

Commissioner Wells asked if the design made the window narrower. Mr. Halverson estimated that the design loses about two inches of lite size horizontally. Commissioner Kerr asked if the ogee foot profile detail would be matched by the proposed windows; Mr. Hamilton replied that the double-glazing prevented that.

Mr. Halverson explained that the windows are designed to fit within the existing pocket frame, so it is less invasive. When existing sashes are removed, the new frame is inserted to fit within the exterior stop and the interior stop. Because it is part of the whole window frame, it is not reliant on any functional part of the old frame, and slides within its own glides. Commissioner Keeney asked if an original and a new window would be placed adjacent to each other; Mr. Hamilton replied that they would not. On some third floor windows there is an issue of egress or deteriorating sashes. The second floor windows can be repaired. A few dormer windows don't need to be replaced.

Commissioner Wells summarized that old stops are pulled out, and the jambs are not affected, so it could be reversed down the road. Mr. Hamilton concurred. The interior ogee stops hold them in place.

Commissioner Kerr asked whether there was still some older "wavy" glass in original windows; Mr. Hamilton replied that some third floor sashes probably still have original glass, estimating that roughly half of the glass has been replaced over time. The new proposed glass is low-E energy efficient glass with a 0.30 U-value. There are other new clearer energy efficient glasses available.

Commissioner Keeney asked if there was a way to recycle the wavy glass, which is desirable to some. Mr. Hamilton explained that due to the lead-based paint contamination issue, it is not cost effective, so they are just double-bagged and removed. They can't be sold or given away.

Commissioner Wells asked about Attachments A-20 and A-21. Mr. Hamilton explained that they showed a standard sash, and classified that they are not the subject sashes.

F. Complete Staff Report:

Planner Metz said the proposal is to replace seven 1:1 double-hung wood windows with 1:1 fiberglass-clad wood windows. All windows are on the third floor, and consist of a three-window set on the north (on the front); a two-window set on the east (facing the alley); and a two-window set on the south (the rear elevation).

According to the applicant's materials, none of the sash elements (such as top and bottom stiles and rails) would vary from existing windows by more than one half inch. The applicant states that all window openings and exterior trim will remain unaltered, and the fiberglass exterior will be painted. In accordance with 2.9.100.03.e.1, a historic structure's window may be replaced, subject to Director Level approval, if the new window matches the original window's style, size, divided lite pattern and shape. It also states that the materials shall match, except that non-glass materials may be substituted with metal-clad wood. There is also an allowance for 1/2" and 1/8" tolerance in sash and muntin dimensions, respectively. None of the proposed sash dimensions would vary from existing windows corresponding dimensions by more than 1/2".

Therefore, if the materials were metal-clad wood windows, instead of fiberglass-clad, it appears that they'd be eligible for Director Level review. Staff discussed the option of using metal-clad wood windows instead of fiberglass-clad wood with the applicants prior to the application, but the applicant said window manufacturers have experienced problems related to water infiltration and that the proposed fiberglass-clad model better addressed this issue. As proposed, the request is not exempt or subject to Director Level review, so it requires an HRC level review.

He stated that 2.9.100.04.b requires an application to consider the resource's historic significance, historic integrity, age, architectural design or style, the condition of the resource, and whether the designed resource is a prime example, or one of the few remaining examples of a design or style, and whether the designated resource is a rare or unusual design or style. In general, alteration or new construction shall either cause the resource to more closely approximate the original historic design or style or be compatible with historic characteristics of the resource.

The house is associated with Dr. George Farra, who settled in Corvallis in 1877 and was an investor in the Corvallis Water Company, the Corvallis and Eastern Railroad, and the Willamette Land and Loan Association. The house was constructed in 1903 in Queen Anne architectural style and appears to be in good repair. Windows are mostly 1:1 double-hung sash set in simple surrounds. The survey does not indicate whether the building is a prime example, or a rare or unusual example of the style, and staff felt it was none of these. The LDC requires alterations and new construction to complement the architectural design or style of the primary resource, based on the compatibility criteria, and the staff report addresses all fourteen of them.

Regarding the Façades criterion, the applicant states that all existing window openings, mullions, and exterior trim will remain intact, with new windows being placed within the existing frames. The replacement windows would match the 1:1 double-hung style. The sash dimensions would vary from existing dimensions by one-quarter to one-half an inch and exterior materials would be a painted fiberglass-clad wood, rather than the existing painted wood. The most visible windows to be replaced would be the three on the north elevation that face Madison Avenue; the others face a public alley and an adjacent property. No other architectural elements would be altered or introduced. Existing wood trim would be retained, the third story windows' visibility would be limited, and the proposed windows' design and style would be consistent with existing windows, so staff found that the Façades criterion was satisfied.

Regarding the Building Materials criterion, staff was unaware of any existing windows that were not all wood, and while metal-clad wood windows could potentially be utilized as replacements subject to Director Level review, fiberglass-clad and vinyl windows are typically not considered compatible window materials on historic resources, the applicant cited design issues associated with metal-clad wood windows, and so propose to use fiberglass-clad wood windows instead. The applicants state the fiberglass portion would be painted, which staff found sufficiently addressed the aesthetic concern regarding the use of fiberglass-clad wood windows. Condition of Approval #3 addresses this concern. With this, staff found that the fiberglass-clad wood windows were complementary to existing windows and satisfied the Building Materials criterion.

Regarding the Architectural Details criterion, all existing window trim and detailing is to be retained and the new windows match the existing windows' design and style. The proposed windows vary in sash dimensions within the tolerance range allowed within the Director Level HPP. The existing windows top sashes have horns, and applicants state that the new windows will have horns with a similar design. However, the window horns are not depicted in any supporting materials provided by the applicant and so staff recommends approval subject to Condition of Approval #4. As conditioned, staff found the proposal complies with the Architectural Details criterion.

Planner Metz summarized that staff recommended approval subject to Conditions of Approval.

Commissioner Wells asked if this was the first time fiberglass-clad wood windows had been requested; Planner Metz replied that it was the only one he knew of, but he hadn't researched past permits.

Commissioner Kerr asked if the HRC had approved aluminum-clad windows in the past for historic resources. Planner Metz replied that they were listed as an approved material at the Director Level,

assuming you matched the overall design, function, design and dimensions. You could replace an all-wood window with a metal-clad window through an administrative approval as long as you met those criteria; it is not a subjective review.

Commissioner Keeney asked when metal-clad windows were designated as an approved material; Planner Metz replied that he wasn't sure when it was implemented. Commissioner Stephens recalled that OSU previously came forward with many requests for metal-clad windows, and felt that that was part of the reason for including metal-clad windows as a substitution. Commissioner Keeney asked if two inches of glass dimensions were being lost, whether it could truly be considered an in-kind replacement; Commissioner Wells concurred. Planner Metz replied that it is not in-kind, since it is changing; the aluminum-clad would be a Director Level review. You do lose a little dimension, so it is possible that it would not qualify as Director level substitution. Commissioner Stephens said that at that point, it would come before the HRC.

G. Public Testimony in favor of the application: None.

H. Public Testimony in opposition of the application: None.

I. Neutral testimony: None.

J. Additional Questions for Staff: None.

K. Rebuttal by Applicant: None.

L. Sur-rebuttal: None.

M. Additional time for applicant to submit final argument:

The applicant waived the right to submit additional testimony and there was not a request for a continuance or to hold the record open.

N. Close the public hearing:

The Chair closed the public hearing.

O. Discussion and Action by the Commission:

Commissioner Kerr felt the proposed windows were a new design and style; it is about texture and materials. It doesn't have the same quality as a wood-clad window as seen from the exterior of a building. The finish of the fiberglass exterior juxtaposed against the wood trim would be awkward. Commissioner Wells concurred, noting the window adds an extra width as well as a three-dimensional contour; the metal-clad windows do not add as much. The fiberglass-clad window changes the lite size considerably, adds another dimension to the window along the edge and potentially would set a precedent, and needs more discussion. Regarding precedent, Commissioner Stephens said the Commission evaluates applications on a case-by-case basis.

Commissioner Kerr stated that she appreciated the applicants preserving a beautiful structure. Because of that, and because it is fairly significant, she said that she hated to see replacing historic wood windows that can be refurbished, rehabilitated and reused. Commissioner Kerr said the proposed windows' shape, size and glass were not reflective of the period.

Commissioner Keeney said the problem is that any new windows will be different, and HRC has already approved metal-clad and they are very similar to these. Her concern on replacement windows is to have some way to evaluate the condition of the window to see if they could be fixed; some cities like Salem and Albany do this, and she highlighted sample assessment forms. Chair Stephens said that could be discussed

at a future meeting. Commissioner Kerr noted that fiberglass is not a material of the period and not reflective of the period; Commissioner Stephens replied that metal-clad was not, either, but that has been approved. Commissioner Kerr said it is approved on a case-by-case basis.

Commissioner Wells stated that he saw the shape and style of this window deviating further from metal-clad; metal was used in past construction, though not perhaps in windows. Commissioner Wells stated that the proposal did not meet Architectural Materials, Scale and Proportion, and Materials criteria; they would not match the original if compared side by side. Commissioner Kerr said windows were a character-defining element in this structure. Commissioner Wells said he'd have liked to have seen photos of the original windows.

Commissioner Bertilson said the intent of the code is to have the windows look the same when it can be done; if not, then it should be consistent. It should be visually comparable to what is currently there. It doesn't quite match in like for like terms; but the issue is whether it is acceptable in place of the existing window. Given that the windows must be replaced, the issue is whether it is comparable enough, since it won't be the same. Commissioner Wells concurred, but felt it wasn't close enough, mainly because of the 3-D dimension of the corners, with the large extruding square framing the sashes that is not normally there.

MOTION:

Commissioner Wells moved to deny the application based on the discussion; Commissioner Kerr seconded. Commissioner Bertilson asked if there were any changes that would allow the commission to approve the application, such as another Condition of Approval, rather than denying it.

Commissioner Keeney felt that the metal-clad and fiberglass-clad windows looked about the same. Commissioner Kerr asked if a similar aluminum-clad window would have simply been approved in Director Level review; Planner Metz replied that it was hard to say without a specific proposal. The code states that you can replace in-kind within parameters of design, style, and dimensions, but it does allow a certain tolerance of change of elements of the window. You can replace wood with aluminum-clad wood. It is not clear whether the proposed design would meet the specifications for tolerance of change. Sashes and muntins have a built-in tolerance. He said it was not completely clear in the code, but that his understanding is that tolerances for change apply to individual components of the sash in determining consistency in measurements. Each stile and each rail has a one half-inch tolerance. In the overall dimension of the proposed window, you start to lose some of the glazed component; however, the code is not that specific, and he said that he'd have to get more input from Planning staff. His reading was that given the sash dimensions and individual components, the measurements probably met Director Level review, but it needed more analysis.

Commissioner Stephens said that if it was within tolerances, a metal-clad window would be approved in Director Level review, but the HRC would have to review an application outside those measurement tolerances. She noted that OSU had replaced many all-wood windows with metal-clad windows, and found that once painted, they looked about the same. Since both metal-clad and fiberglass-clad windows are both powdercoated, you'd have the same material appearance.

Commissioner Keeney said her recollection was that OSU windows dimensions were typically much larger, with more glass; in this case, more glass is being lost. Commissioner Bertilson said it seemed that the only other way to get Commission approval is to remove the original sash, to avoid the three dimensional look; however, that would conflict with the code's intent to preserve as much historic material intact as possible. Commissioner Keeney noted that that would require cutting into the building to make it fit, requiring a bigger alteration. Commissioner Wells said the metal framework seemed less bulky than that of the fiberglass-clad window. Commissioner Kerr highlighted a previous approval in which all existing wood windows were refurbished, and rotted wood was replaced with like wood.

Commissioner Stephens stated that she felt that the proposed window design was in keeping with the style and what has been approved in materials before, and felt you can't tell the difference between fiberglass and metal cladding once it is painted. The commission is quibbling over very small details and the design is in keeping with the style of the existing windows. While some minor things are different, in this application, you won't detect the differences, especially since the windows are very high up. Commissioner Keeney agreed it would be difficult to see differences that high up. Commissioner Kerr expressed concern about setting precedent, Commissioner Keeney concurred. Commissioner Stephens replied that each application is decided on a case-by-case basis.

Attorney Coulombe said that the way to deal with materials is to propose a legislative text amendment to include fiberglass, rather than making an interpretive exercise that the commission will feel bound by in the future.

Commissioner Wells asked if fiberglass was plastic; Commissioner Stephens replied that it was made from a spun glass. Commissioner Wells said the material was not historically accurate; Commissioner Stephens replied that the HRC has already approved other historically inaccurate materials, such as cement fiberboard siding, which fits the design and style, once painted and smooth. Commissioner Wells said the design of the proposed windows does not match, whether it is painted or not. Commissioner Stephens replied that it comes down to how detailed the HRC wants to get.

Commissioner Bertilson said fiberglass is a plastic reinforced with glass fibers. Commissioner Keeney said she cared less about façades not visible to the public, and perhaps a condition could be not replacing the three windows on the front façade. Attorney Coulombe said you don't condition a denial.

Commissioners Kerr, Keeney, and Wells voted in favor of the denying the application; motion passed.

P. Appeal Period:

The Chair stated that any participant not satisfied with this decision may appeal to the City Council within 12 days of the date that the Notice of Disposition is signed.

II. PUBLIC HEARINGS – C. WILLIAM LANE HOUSE (HPP14-00020)

A. Opening and Procedures:

The Chair reviewed the public hearing procedures. Staff will present an overview followed by the applicant's presentation. There will be a staff report and public testimony, followed by rebuttal by the applicant, limited in scope to issues raised in opposition and sur-rebuttal by opponents, limited in scope to issues raised on rebuttal. The Commission may ask questions of staff, engage in deliberations, and make a final decision. Any person interested in the agenda may offer relevant oral or written testimony. Please try not to repeat testimony offered by earlier speakers. It is sufficient to say you concur with earlier speakers without repeating their testimony. For those testifying this evening, please keep your comments brief and directed to the criteria upon which the decision is based.

Land use decisions are evaluated against applicable criteria from the Land Development Code and Comprehensive Plan. A list of the applicable criteria for this case is available as a handout at the back of the room.

Persons testifying either orally or in writing may request a continuance to address additional documents or evidence submitted in favor of the application. If this request is made, please identify the new document or evidence during your testimony. Persons testifying may also request that the record remain open seven additional days to submit additional written evidence. Requests for allowing the record to remain open should be included within a person's testimony.

The Chair opened the public hearing.

B. Declarations by the Commission: Conflicts of Interest, Ex Parte Contacts, Site visits, or Objections on Jurisdictional Grounds:

1. Conflicts of Interest. None declared.
2. Ex Parte Contacts. None declared. No rebuttals were made.
3. Site Visits. Commissioner Kelly related that he walked by and looked around. Commissioner Keeney walked around the building and looked at the windows and was familiar with the project. Commissioners Bertilson and Stephens reported a site visit. Commissioner Wells viewed the windows.
4. Objections on Jurisdictional Grounds. No objections were made.

C. Staff Overview:

Planner Metz related that the request was to replace six wood windows on the east, south and west façades with fiberglass-clad wood windows. The site is located at 435 NW 4th Street, and is listed on the Local Register of Historic Landmarks and Districts. No public comment was received.

D. Legal Declaration:

City Deputy Attorney David Coulombe stated that the Commission would consider the applicable criteria as outlined in the staff report, and he asked that citizens direct their testimony to the criteria in the staff report or other criteria that they feel are applicable. It is necessary at this time to raise all issues that are germane to this request. Failure to raise an issue, or failure to provide sufficient specificity to afford the decision-makers an opportunity to respond, precludes an appeal to the State Land Use Board of Appeals on that issue.

The failure of the applicant to raise constitutional or other issues relating to proposed conditions of approval with sufficient specificity to allow the local government to respond to the issue precludes an action for damages in Circuit Court.

E. Applicant's Presentation:

Mr. Hamilton said the proposal is for the same type of windows as the previous (Farra House) application. The house was probably built within a few years of Farra House and the windows likely built by the same person that built those on Farra House. One window proposed to be replaced is on the first floor entry porch; another on the second floor facing the street; and a double set on the rear facing the alley.

He highlighted details, saying the aluminum-clad was identical to the fiberglass-clad, except the back leg on the rear of the latter was cut off on-site to fit inside the old window. Mr. Halverson said the window was fit into the old framing; this design was the least invasive method of installing the window without disturbing the rough opening. Mr. Hamilton said the only difference between this and the approved aluminum-clad version is the fiberglass material.

He related that there have been serious problems in recent metal-clad window installations, saying that we can't buy sash putty that works. The painters can't paint the product until after a very long curing period. A wood sash window with a putty stop is required to be painted; otherwise, the sashes rot. He said you can't buy a paint that will paint an oil-based putty; the bonding primers and adhesion primer are no longer available. He related that painters are struggling to get the putty to seal and then be able to paint it.

He related problems in getting properly functioning window sash weight systems, along with energy efficiency issues, and so that's why his company was moving to new products. Mr. Hamilton said he can't buy proper BT fir to build a wood window sash. We now have to use marine-type rosin with adhesion primer for modern woods. Within several years there will probably not be a functional paint product that

can be bought off the shelf, and old growth timber is becoming unavailable. He said fiberglass-clad wood will be the only alternative in the future, and the aluminum-clad windows have repeatedly failed. He said this fiberglass-clad window system has been used on a number of OSU buildings.

Mr. Halverson said the aluminum-clad and fiberglass-clad window designs were similar. Mr. Hamilton related that during recent installation of windows at old Citizen's Bank building there was insufficient room for sash weights needed to make them operable. He said he couldn't accept the liability of installing aluminum-clad windows and will only sell all-wood windows to the limited number of people that know how to properly maintain them.

Commissioner Keeney asked about the condition of existing windows; why they were being replaced. Mr. Hamilton said the sashes were rotting at a joint where the putty typically fails. He explained that the paint on the putty on the glass actually provides the water barrier, not the putty. He finds that only expensive bonding primers and marine type rosin now work.

Commissioner Stephens asked if the window on the front was the narrower one; Mr. Hamilton replied that it was. He would use a similar product but in a different method of installation for the larger windows. Commissioner Bertilson asked if they would be painted to match the others; Mr. Hamilton replied that they would.

F. Complete Staff Report:

Planner Metz said the proposal is to replace six 1:1 double-hung wood windows with 1:1 double-hung fiberglass-clad wood windows. Subject windows include one window on the first floor west front elevation; a two-window set on the second-story of the west front; one on the first floor on the south elevation; and a two-window set on the second story of the east rear elevation, facing the alley. According to applicants' window charts, none of the sash dimensions (such as the rails and stiles) would vary from the existing wood windows by more than ½". All the window openings and exterior trim would remain unaltered and the fiberglass exterior cladding is to be painted.

The structure is a one and a half story wood frame house constructed in 1909 in the Homestead architectural style. The historic survey inventory states the windows are 1:1 double-hung sash; a few changes were made to the resource and it appears to be in good repair. It is not clear if the Homestead architectural style in the survey is discernable, or whether it is a type of vernacular style. Vernacular styles are common in Corvallis, and this resource's mix of Classic and Gothic elements may be seen as a rare or unusual; the survey states that it is an exceptionally intact example of the Homestead style.

Regarding the Façades compatibility criterion, all existing window openings would remain intact and new windows placed within the existing frames. The replacement windows would match the 1:1 design and function as double-hung. The sash would differ from existing window dimensions from ¼" to ½" and the exterior would be painted fiberglass-clad wood rather than painted wood. Three of the six subject windows on the front face Fourth Street and are significantly visible; the others face an alley and an adjacent property and are not visible. No other architectural elements would be altered or new elements introduced. Staff found the proposal satisfies the Façades criterion since the existing windows' cornice heads, sideboards, and sills are being retained and the proposed windows' design and style are consistent with those of the existing windows.

Regarding the Building Materials criterion, the resource's primary materials include painted wood; shiplap and shingled siding; and painted wood trim, posts and windows. All existing windows appear to be the original 1:1 single-pane double-hung wood. The applicant states that the fiberglass portion is to be painted; staff found that this addressed the major aesthetic concern with the use of fiberglass-clad wood.

To ensure that these aesthetic compatibility concerns are addressed, staff recommends Condition of Approval #3. With this Condition, staff found that the proposed windows were complementary to those found on the resource and satisfied the criterion.

Regarding the Architectural Details criterion, all existing window trim and detailing is to be retained, and the new windows match the 1:1 design and double-hung function. The existing windows have top sash horns and the applicants state the replacements would have a similar design. However, the horns are not depicted in any of the submitted applicant graphics, so staff recommends approval subject to Condition of Approval #4, and that as conditioned, the proposal met the criterion.

Staff recommends approval subject to Conditions of Approval in the staff report.

G. Public Testimony in favor of the application:

Jennifer Nash introduced herself as one of the owners of the property. She highlighted questions the Commission raised earlier. One window that Mr. Hamilton missed in his presentation, but is part of the application, was the south window. None are operable, and the south facing window's sill, sash, and window itself are all damaged and must be replaced entirely. The intent is to replace all the subject windows at once to maintain consistency and reduce labor costs.

The Commission's earlier question regarding simply repairing existing windows ignores the significant lead paint problem. There is lead paint on all the windows, and it is not environmentally appropriate or cost effective to repair or rebuild the existing windows.

She stated that if we had asked for metal-clad windows, it would have been a Director Level approval; the only issue is the fiberglass versus metal cladding, since they are the same otherwise. The code does not state that material must match or be historic; rather, it states it must be compatible with original features and complementary. Many items currently used on historic structures were not in existence within these homes were built. With what we know about energy efficient and environmental concerns, many paints and sealants are no longer available or appropriate. If a superior product is consistent with and compatible with historic materials, her reading of the code is that those materials should be approved.

Many windows in the house have wavy glass, but none of the windows proposed to be replaced have wavy glass, since the owners recognize it as an important architectural feature. The double-hung window on the front (on the left) is proposed to be replaced, not the larger more architecturally striking window, which will remain. The two windows on the front second story would match the double-hung window. The windows on the north will not be replaced. Windows on the south living room area would remain.

Commissioner Kerr asked whether she believed the fiberglass-clad windows were consistent and compatible with the original building. Ms. Nash replied they were and were compatible and consistent with the metal-clad windows that the Commission has already approved.

H. Public Testimony in opposition of the application: None.

I. Neutral testimony: None.

J. Additional Questions for Staff: None.

K. Rebuttal by Applicant: None.

L. Sur-rebuttal: None.

M. Additional time for applicant to submit final argument:

The applicant waived the right to submit additional testimony and there was not a request for a continuance or to hold the record open.

N. Close the public hearing:

The Chair closed the public hearing.

O. Discussion and Action by the Commission:

Chair Stephens noted it was a separate application and that the Commission could vote differently than the previous application. She stated that the applicant discussed it being compatible with original features and she felt that it was consistent and was a compatible window. The HRC has approved other non-historic materials, such as fiberboard siding, and metal-clad windows. Commissioner Wells asked if previously approved metal-clad windows were similar in dimensions; Attorney Coulombe noted that the factual portion of the hearing had closed. Commissioner Wells felt that even though metal-clad windows were approved in the past, neither the metal-clad nor fiberglass-clad window design met the criteria. While they may be close, he felt the fiberglass-clad dimensions were further from the original dimensions and materials. The architectural detail in the framework was a big deviation on the exterior and changes the scale and proportion of the size of the window lites.

Commissioner Stephens said if the window was exactly the same dimension, it would get Director Level Approval; it does not have to match exactly. Commissioner Wells stated that the materials change the appearance; also, the proposal changes the sash appearance by using a layered sill.

Commissioner Bertilson said the key is whether it is compatible, it does not have to be an exact match. Commissioner Wells stated that it was a mistake, especially on the visible portion of an intact resource.

MOTION:

Commissioner Bertilson moved to approve the application as conditioned in the staff report. She stated that it was compatible with the resource. It is a different material, but we simply don't have the high quality wood available any more to replace failing wood windows. The extra depth of the proposed design would not be visible from the street; she noted the house was set back from the street a bit. She felt that fiberglass was a better option in the long run, based on what she has read on the subject. Commissioner Kelly seconded.

Commissioner Keeney stated at a state and national level, wood windows are still preferred on historic resources. There are often workshops on repairing wood windows in most cities, so the issues of lead paint and new paint must be being addressed somehow. Commissioner Kerr expressed concern about losing an increasing amount of consistent and compatible materials over time on historic structures.

The motion failed 2-3, with Commissioners Bertilson and Kelly in favor.

Commissioner Bertilson proposed approving the part of the application to allow fiberglass windows on non-visible sides (everything but the front façade). Attorney Coulombe said the code speaks about alteration activities, and the Commission could state that this application presented several alteration activities, which it could approve or deny. He cautioned that there is language about the "historic resource in existence and will remain"; so if an element will be introduced at a future application, you'll be introducing a compatibility element to the fabric of the resource that the Commission will be comparing a proposal to.

Commissioner Keeney asked if allowing fiberglass windows on the façades other than the front would be setting precedent. Attorney Coulombe replied that precedent (looking back on previous applications) is

something the Commission relies on occasionally, but only the City Council sets precedent. Commissioner Keeney asked about conditioning only part of the project; Commissioner Bertilson replied that it in effect sets precedent only for this house.

Commissioner Wells moved to deny the application; Commissioner Kerr seconded. Commissioner Keeney said she'd prefer to allow part of the project. Attorney Coulombe noted that you can't attach Conditions of Approval to motions to deny.

Commissioners Kerr and Wells voted to deny the application; Commissioners Kelly, Bertilson, and Keeney opposed. Motion failed 2-3.

Attorney Coulombe said the commission can move to approve, then vote to amend it. Commissioner Keeney moved to approve the application as conditioned; Commissioner Bertilson seconded. Commissioner Keeney moved to amend the motion so that the approved alteration shall be limited to the replacement of windows located on the east and south façades, as described in Attachment A. The three windows located on the west (front) façade shall not be replaced as proposed. Commissioner Bertilson seconded.

Commissioner Wells asked what would happen if the applicant returned, requesting to replace the front windows, in terms of precedent; Commissioner Bertilson replied that it would be a different application. Attorney Coulombe said the Commission would have changed the historic resource to allow fiberglass windows, which is something you're comparing the historic resource to.

Commissioners Kelly, Keeney, and Bertilson voted to approve the amended motion, with Commissioners Kerr and Wells opposing. The motion to amend passed. In the main motion, Commissioners Kelly, Keeney, and Bertilson voted to approve, with Commissioner Kerr and Wells opposing; main motion passed 3-2.

P. Appeal Period:

The Chair stated that any participant not satisfied with this decision may appeal to the City Council within 12 days of the date that the Notice of Disposition is signed.

II. PUBLIC HEARINGS –D. CHI OMEGA / ACACIA FRATERNITY HOUSE (HPP14-00021)

A. Opening and Procedures:

The Chair reviewed the public hearing procedures. Staff will present an overview followed by the applicant's presentation. There will be a staff report and public testimony, followed by rebuttal by the applicant, limited in scope to issues raised in opposition and sur-rebuttal by opponents, limited in scope to issues raised on rebuttal. The Commission may ask questions of staff, engage in deliberations, and make a final decision. Any person interested in the agenda may offer relevant oral or written testimony. Please try not to repeat testimony offered by earlier speakers. It is sufficient to say you concur with earlier speakers without repeating their testimony. For those testifying this evening, please keep your comments brief and directed to the criteria upon which the decision is based.

Land use decisions are evaluated against applicable criteria from the Land Development Code and Comprehensive Plan. A list of the applicable criteria for this case is available as a handout at the back of the room.

Persons testifying either orally or in writing may request a continuance to address additional documents or evidence submitted in favor of the application. If this request is made, please identify the new document or evidence during your testimony. Persons testifying may also request that the record remain open seven additional days to submit additional written evidence. Requests for allowing the record to remain open should be included within a person's testimony.

The Chair opened the public hearing.

B. Declarations by the Commission: Conflicts of Interest, Ex Parte Contacts, Site visits, or Objections on Jurisdictional Grounds:

1. Conflicts of Interest. None declared.
2. Ex Parte Contacts. None declared. No rebuttals were made.
3. Site Visits. Commissioner Kelly viewed the site. Commissioner Keeney noticed that on the side of the building on which the window was proposed to be placed that there was more than one kind of vinyl window there. Commissioner Stephens visited but had nothing to add. Commissioner Wells reported that he walked around the building, noting that Attachment A-11 didn't match the two existing windows in terms of their layout.
4. Objections on Jurisdictional Grounds. No objections were made.

C. Staff Overview:

Planner Metz related that the request was to install a new window on the east façade of the Chi Omega Sorority/Acacia Fraternity. The site is located at 2857 NW Van Buren Avenue, and is a Historic Contributing Resource within the College Hill West National Historic District. No public testimony had been received.

D. Legal Declaration:

City Deputy Attorney David Coulombe stated that the Commission would consider the applicable criteria as outlined in the staff report, and he asked that citizens direct their testimony to the criteria in the staff report or other criteria that they feel are applicable. It is necessary at this time to raise all issues that are germane to this request. Failure to raise an issue, or failure to provide sufficient specificity to afford the decision-makers an opportunity to respond, precludes an appeal to the State Land Use Board of Appeals on that issue.

The failure of the applicant to raise constitutional or other issues relating to proposed conditions of approval with sufficient specificity to allow the local government to respond to the issue precludes an action for damages in Circuit Court.

E. Applicant's Presentation:

Tanner Wood stated the fire escape was removed from the subject elevation several months ago and a door to the fire escape remained. Over time, original windows were almost all replaced by vinyl-clad wood windows. The proposal is to replace the existing door with a window. Next to that door are two windows that are obviously original windows. The trim from those windows dives into the door. The proposal is to remove the door, and then frame in a window approximately the same size as the two existing windows, in the style of those vinyl-clad windows, and the trim would be continued in the same style as existing.

Commissioner Keeney asked about the type of window proposed. Mr. Wood replied there is an attachment in the application with a picture of one of the existing windows; the new one will look the same. Most of the windows look similar to this. Commissioner Keeney noted that there was a very different vinyl window on another elevation.

Commissioner Kerr asked about the inch difference in the dimensions, and asked why it couldn't be identical. Mr. Wood replied the reason for the slight difference reflects the modern manufacturing practices. The outside edges won't be exactly identical to existing windows, but it will be as close as possible. The newer windows have a larger bottom piece. Commissioner Kerr asked if the owner had considered replacing all three together in order that they be more compatible; Mr. Wood replied he'd talked to the owner about that, but the owners preferred the proposed option.

Commissioner Wells said there appeared to be damage to the other two windows' sashes. Mr. Wood replied they were in decent shape, though they need paint; the whole building needs repair, as do most buildings in the Greek system. They haven't experienced rot, and are still salvageable within the next few years. He didn't believe any other windows were original.

F. Complete Staff Report:

Planner Metz stated that the applicant got HRC approval at the September 9, 2014 meeting to remove two fire escapes and an associated door. The application seeks to satisfy a Condition of Approval requiring the applicant to install a 6:6 double-hung window in the location of the door. The proposal is to replace the exterior third story fire escape door with a vinyl-clad wood window with a 6:6 simulated divided lite grid pattern beside the pair of existing double-hung wood windows, which have a 6:6 and 8:8 divided lite patterns, respectively, on the eastern façade.

The remaining portion of the door framing would be filled in with tapersawn cedar shake siding, matching the existing siding. The two existing windows have different widths; the proposed window would match the narrower (southernmost) of the two, and the height would match the other windows. Staff found a slight discrepancy in application materials between the proposed windows dimensions, so to ensure the proposed window matches the size of adjacent windows, staff recommends approval subject to Condition of Approval #3. Where the door jamb currently interrupts the would-be window's trim, the application depicts a 7"-wide mullion placed between the middle window and the proposed new window, matching the existing mullion. In order to create a symmetrical appearance, staff assumes the trim may need to be reconstructed to matching existing trim and mullion design, however, the applicant has not provided that level of detail in the application materials, and so staff recommends Condition of Approval #4 to ensure compatible design.

According to the Historic Resources survey, the house was constructed in 1930, with characteristics of the Colonial Revival architectural style, the most common of the Revival styles. It retains its character-defining features and is in good condition. While the proposed vinyl-clad wood window does not match the adjacent all-wood windows, almost every window on the house has been replaced with vinyl-clad wood windows with simulated divided lites. In fact, all windows were approved to be replaced with vinyl-clad wood in 2005, but these two windows were not replaced. The proposed 6:6 double-hung window matches most of the structure's windows in design and style.

Regarding the Façades compatibility criterion, the subject eastern façade is about 40' from Van Buren Avenue and faces an alley. The applicant states the installation will create a more symmetrical appearance, which is a common characteristic of the architectural style. The graphics provided show the existing trim being retained, and this is further addressed in Condition of Approval #4. Staff found the proposal as conditioned satisfies the Façade criterion.

The resource's primary materials are painted wood lath, cedar shake siding, painted wood window trim, unpainted brick chimney, and vinyl-clad double-hung wood windows with simulated divided lites. The proposal to install a vinyl-clad wood window would match most of the existing windows, satisfying Building Materials criterion. Conditions of Approval #4 and #5 further address the window trim and window material finish.

Regarding Architectural Details, the removal of the door was previously approved by the HRC and conditioned for a window to be installed in its place. Staff found the proposed alterations comply with the criterion.

Regarding Scale and Proportion, window opening dimensions would match adjacent windows. However, top and bottom rails, stiles and glazing would not match adjacent windows, with differences ranging

from 5/16" to 1 13/16". Overall, the window size and proportion is compatible with the existing structure and staff found that the criterion was met.

Removal of the existing door was previously approved. It is not clear if there was always a door there, or a window, but symmetry is a feature of the architectural style and so staff found that the proposed alterations comply with the Pattern of Window and Door Openings criterion. Staff recommended approval of the request subject to Conditions of Approval listed in the staff report.

Commissioner Keeney asked if Condition of Approval #3 addressed Commissioner Kerr's concern about differences in dimensions. Planner Metz replied that there was a discrepancy between Attachment A-12 and some earlier submitted application materials containing different opening dimensions. He was informed that the dimensions listed in A-12 were the most accurate, so he was trying to lock in these dimensions. Attorney Coulombe noted that Condition of Approval #1 included language "except as modified", pointing to other Conditions of Approval.

G. Public Testimony in favor of the application: None.

H. Public Testimony in opposition of the application: None.

I. Neutral testimony: None.

J. Additional Questions for Staff: None.

K. Rebuttal by Applicant: None.

L. Sur-rebuttal: None.

M. Additional time for applicant to submit final argument:

The applicant waived the right to submit additional testimony and there was not a request for a continuance or to hold the record open.

N. Close the public hearing:

The Chair closed the public hearing.

O. Discussion and Action by the Commission:

Commissioner Kerr expressed concern about the proposed vinyl window that doesn't match the scale and proportion of the two adjacent wood windows. Commissioner Wells said most of the windows are the same window from the same manufacturer; however, the newer ones will be a little different. Commissioner Stephens asked if it was correct that all the windows had previously been approved for replacement with vinyl; however, these two were not. Planner Metz confirmed all the windows were approved in 2005 to be replaced with vinyl-clad wood windows, though that approval has expired, and their replacement would now require another application.

Commissioner Kerr asked if there could be a Condition of Approval that would require replacing all three windows at the same time with vinyl-clad wood in order to match. Attorney Coulombe said that if the Commission found that all the windows needed to match in order to satisfy compatibility requirements for the façade, it could condition approval of this alteration activity on the basis that the other windows match it. Commissioner Bertilson said the commission had made similar conditioned approvals in the past requiring that windows must match.

Commissioner Kerr expressed concern about compatibility and consistency issues of the windows. The vinyl is consistent with most of the windows on the building but not the adjacent two windows, as well as

scale and proportion. Commissioner Bertilson noted that it faced an alleyway. Commissioner Kerr agreed, but felt that it was not compatible with other windows on that façade. Commissioner Keeney said that in the previous Condition of Approval from the other project, we weren't specific enough on matching. Commissioner Bertilson said that the Commission added the Condition. Commissioner Keeney said that Condition required that the window shall be historically compatible with the original windows with respect to form, materials, type, pattern, and placement; she noted that materials were conditioned. Commissioner Wells felt the drawing was probably not reflective of the actual window and made it appear more different than it actually was.

Commissioner Keeney said the proposed window was not compatible in regards to materials of the two adjacent windows. Commissioner Stephens noted that one option was Commissioner Bertilson's suggested Condition of Approval to address that (requiring matching, either with all wood or vinyl). Commissioner Wells noted that a feature of the architectural style was symmetry.

MOTION:

Commissioner Kerr moved to approve the request as conditioned in the staff report; Commissioner Bertilson seconded.

After further Commissioner and staff discussion, Commissioner Bertilson moved to amend the motion with a new Condition of Approval #6: Three-Window Set - The windows contained within the affected three window set shall match in design, style, and material, which may be accomplished one of two ways. One option requires the new window to match the southern-most window in design, style, dimensions, and material. Another option requires the replacement of the two existing windows with windows that match the proposed new window in design, style, and use of vinyl-clad wood materials, as described in Attachment A, except that the middle window would maintain its current opening dimension and grid pattern.

Commissioner Keeney seconded, and the motion to amend passed. The main motion passed unanimously.

P. Appeal Period:

The Chair stated that any participant not satisfied with this decision may appeal to the City Council within 12 days of the date that the Notice of Disposition is signed.

III. MINUTES REVIEW:

October 14, 2014-

Commissioner Bertilson moved and Commissioner Keeney seconded to approve the October 14, 2014 minutes as presented; motion passed.

IV. OTHER BUSINESS/INFORMATION SHARING:

Attorney Coulombe introduced new legal associate Dan Miller. He highlighted a couple Commission training issues. He noted that what Commissioners report that they see during a site visit publishes what they've looked at. If an architectural feature "says" something to you, the site visit is, in a sense, a form of ex parte contact, so the Chair's script should place asking for rebuttals *after* the site visits, not before.

He added that introducing evidence is not appropriate during deliberations, in order to be fair to both opponents and proponents. Everyone should have opportunity to address that evidence. Commissioners should point out ways in which they are not persuaded in the form of a question during testimony.

Planner Metz introduced a new Planner Rian Amiton, originally from Portland Oregon. He earned a Master in urban planning and then worked in Massachusetts.

a). Discuss December 9, 2014 Meeting.

Planner Metz said there were no applications to discuss at the meeting, and so suggested using the time to discuss Certified Local Government (CLG) grant applications that must be filed in February. That discussion could address HRC priorities. Chair Stephens concurred with discussing it. Planner Metz said he would include details from the previous meeting in his memo. Attorney Coulombe noted that a quorum would be needed. Planner Metz said he would poll commissioners for attendance.

Planning Commission Liaison James Feldmann reported that he was overextended and so another Planning Commissioner must take his place as Liaison; perhaps Commissioner Ridlington.

Planner Metz related that the Oregon State Historic Preservation Office (SHPO) contacted him, asking for information on Public Works Administration era buildings that were non-listed. SHPO is contemplating a multi-resource listing, and he asked Commissioners if they knew of any.

V. ADJOURNMENT: The meeting was adjourned at 9:59 p.m.



Community Development
 Planning Division
 501 SW Madison Avenue
 Corvallis, OR 97333

**DRAFT
 CITY OF CORVALLIS
 HISTORIC RESOURCES COMMISSION MINUTES
 DECEMBER 9, 2014**

Present

Lori Stephens, Chair
 Eric Hand
 Rosalind Keeney
 Peter Kelly
 Cathy Kerr
 Mike Wells

Staff

Carl Metz, Associate Planner
 Terry Nix, Recorder

Absent

Kristin Bertilson
 Tyler Jacobsen
 Charles Robinson

SUMMARY OF DISCUSSION

	Agenda Item	Information Only	Held for Further Review	Recommendations
I.	Visitor Propositions	X		
II.	Discussion of 2015-2016 CLG Grant Budget & Historic Preservation Plan	X		
III.	Other Business/Information Sharing	X		
IV.	Adjourn			Meeting adjourned at 7:56 p.m.

CONTENT OF DISCUSSION

Chair Stephens called the Corvallis Historic Resources Commission meeting to order at 6:30 p.m. in the Downtown Fire Station meeting room, 400 NW Harrison Boulevard.

I. VISITOR PROPOSITIONS

Roger Lizut commended the Commission for taking on the task of developing a Historic Preservation Plan. He referred to a previous process which involved the Infill Task Force, and he said he likes the idea of knowledgeable citizens augmenting the work of staff and City commissions. In his professional background in systems engineering, engineers consider the overall scope and then pass that down to those who do the design; he thought that was a good analogy for a process he was

suggesting. He supported the development of an overarching Preservation Plan, and he suggested the Commission consider drawing as much as possible on knowledgeable volunteers, of whom there are many in town, to help develop some concepts prior to staff and the Commission drafting the Plan.

II. DISCUSSION OF 2015-2016 CLG GRANT BUDGET & HISTORIC PRESERVATION PLAN

Associate Planner Carl Metz reviewed the staff memorandum. He said the City has the opportunity to apply for a Certified Local Government (CLG) Historic Preservation Grant through the State Historic Preservation Office (SHPO). This year's application is due by February 27, 2015, and the maximum request amount is \$13,000. The application needs to identify specific projects or actions that would be funded through the grant. A short list of possible projects detailed in the staff memo includes \$10,000 to create a Historic Preservation Plan with the help of a paid consultant. Previous estimates for the project have been around \$20,000. Some of the cost may be offset by staff and volunteer support but some City funds would likely be needed. Due to unknowns associated with the City's budget process, SHPO suggested that back-up projects could be identified in the application. Potential back-up projects are identified in the staff report.

In response to inquiries from the Commission, Planner Metz clarified that the required match for the CLG grant is exceeded by the City's administration of the Historic Preservation program. The concern is that the City would need to cover costs of the Preservation Plan in excess of the grant amount and it is not known whether or not that would be approved through the budget process.

Chair Stephens initiated discussion about the possibility of phasing the Preservation Plan over two cycles of CLG grant funding with this year's allocation to be used for the first phase.

Commissioner Kerr referred to Mr. Lizut's testimony and said it appears there are knowledgeable people in the community who would commit to this effort. Ms. Keeney said she acted as a volunteer consultant for a similar process in Linn County and SHPO was fine with that. Planner Metz said that requiring a consultant to work with volunteers could narrow the field of those who would submit proposals. Discussion followed regarding the potential of forming the RFP in a way that identified work that would be done by the volunteers and by the consultant. It was agreed that the consultant should not be a volunteer coordinator.

Commissioner Keeney suggested that rather than identify back-up projects for the grant, the application identify what could be accomplished with one year of grant funding. Chair Stephens noted that each grant cycle spans two years; therefore, spreading the process over two grant cycles would effectively result in a four-year process.

Following discussion, there was general agreement that the preferred option was to direct this year's grant allocation for the Preservation Plan with a request that the City to fund the remainder of the costs. If City funds are not approved for the project, the back-up plan would be to use this year's grant allocation to do some portion of the Preservation Plan by either scaling back or phasing in the project.

Planner Metz drew attention to the October 28, 2014, work session meeting notes which include discussion on the Preservation Plan. He distributed and reviewed a handout called "What is a Historic Preservation Plan?" He said staff wasn't looking to scope the project but would invite thoughts and general direction.

Planner Metz said the Preservation Plan could include informative and easy to understand guidelines, tailored to the needs of the community which could be flushed out based on early feedback and participation by stakeholders. He said a complete overhaul of the standards may not be needed due to previous Chapter 2.9 updates.

Chair Stephens initiated discussion about the RFP process and the need for the HRC to be involved in the process of identifying perceived shortcomings or issues that might be addressed through the Preservation Plan.

Planner Metz said he expects that the RFP would set forth the purpose, goals and objectives, and general framework of expectations, and that the responding consultants would submit their proposed processes.

Discussion followed regarding the public process and timeline involved in preparing a Preservation Plan. Further discussion followed regarding ways to involve and utilize stakeholders in the community including Preservation Works, an active nonprofit community group. Commissioner Keeney suggested that Commissioners attend one of the group's monthly meetings.

III. OTHER BUSINESS/INFORMATION SHARING

Commissioner Keeney shared information about a Mayor & City Council Trolley Tour of Corvallis' older neighborhoods on Saturday, January 10, 2015, 12:45 p.m., sponsored by Preservation Works. She said there may be an opportunity for HRC members to join, depending on the number of Councilors who participate.

Planner Metz advised that the Commission's decisions on HPP14-00019 and HPP14-00020 had each been appealed to the City Council and were tentatively scheduled for Council public hearings on Tuesday, January 20, 2015. In response to inquiries, he provided information regarding the appeals process.

The Commission discussed Code standards related to windows and ways in which the language could be revised or tightened up. There was general agreement that a larger conversation is needed on this topic and that it might be appropriate to have that discussion as part of the upcoming Historic Preservation Plan process. Planner Metz affirmed that staff is maintaining a list of potential Code tweaks for future review.

Planner Metz said there are no public hearings scheduled for the January meeting. Following discussion, the Commission agreed that the meeting would be a good opportunity for training on the quasi-judicial public hearing process.

IV. ADJOURN: The meeting was adjourned at 7:56 p.m.

**WATERSHED MANAGEMENT ADVISORY BOARD
MINUTES
December 17, 2014
DRAFT**

Present

Jessica McDonald, Chair
David Hibbs, Vice-Chair
Charlie Bruce
Creed Eckert
Jacque Schreck
Richard Hervey, City Council Liaison

Staff

Jennifer Ward, Public Works
Mike Hinton, Public Works
Mary Steckel, Public Works
Mark Miller, Trout Mountain Forestry

Visitors

Frank Davis, Siuslaw National Forest

Excused

Sheryl Stuart
David Zahler

SUMMARY OF DISCUSSION

Agenda Item	Information Only	Held for Further Review	Recommendations
I. Call Meeting to Order/Introductions	X		
II. Review of Agenda	X		
III. Review of October 22, 2014 Minutes			Approved
IV. Visitor Propositions	Written comments submitted by Jim Fairchild were received		
V. City Council Report	X		
VI. New Business		X	
• PPTF Update			
• Woods Thin Update	X		
• Marbled Murrelet Update	X		
• Harvest Tour	X		
VII. Old Business		X	
• WMAB Procedures			
VIII. Staff reports	X		
IX. Commission Requests and Reports	X		
X. Adjourn	6:55p.m.		

CONTENT OF DISCUSSION

I. Call Meeting to Order/Introductions

Chair McDonald called the meeting to order and those present introduced themselves.

II. Review of Agenda

No changes.

III. Review of Minutes

Board Member Hibbs moved to approve the October 22 minutes; Board Member Bruce seconded the motion and the minutes were approved unanimously.

IV. Visitor Propositions

Jim Fairchild submitted written comments via email (Attachment 1).

V. City Council Report

Councilor Hervey stated that he has nothing to report.

VI. New Business

PPTF Update

Public Works Director Mary Steckel stated that she is meeting with the Department's advisory groups to discuss what staff has been tasked with in regard to public participation and to request some feedback from the Watershed Management Advisory Board. She provided the board with a memo (Attachment 2) stating that former commissions such as this one are being converted into either Council Advisory Boards or Department Advisory Committees. She noted that the Watershed Management Advisory Board was identified as having more of a technical advisory nature and less of a policy advisory nature. The Public Participation Task Force (PPTF) recommended one of two options: to combine the Watershed Management Advisory Board into a larger water systems board or to transition it into a department advisory committee. She stated that subsequent discussion at the City Council eliminated the first option and that, if a larger water systems board is formed, the Watershed Management Advisory Board would not be included in it. Ms. Steckel stated that Advisory Boards are more formal, while Advisory Committees are less formal and more fluid. She looked at what the Watershed Management Advisory Commission discussed as new business, going back to 2011 and noted that this Commission had 83 unique items, and 74 of those were technical in nature. She asked the group for their feedback on where they feel they fit in the new structure. Councilor Hervey noted that the plan is to bring the other Advisory Boards up to the level of service of the Watershed Management Advisory Group. After some discussion, the board decided to further discuss the topic at their next meeting.

Woods Thin Update

Frank Davis, from the Siuslaw National Forest, provided some information on the upcoming sale of the Woods Thin timber harvest. Mr. Davis provided a map (Attachment 3) to the board. Information about the sale can be found at <http://www.fs.usda.gov/resourcedetail/siuslaw/landmanagement/resourcemanagement/?cid=STELPRD3823542>.

Marbled Murrelet Update

Mr. Miller presented the final report of Marbled Murrelet surveys in the watershed. He presented a map that Turnstone Consulting provided showing the three sites where birds were observed. He summarized the meeting that he, Turnstone, and city staff had with the US Fish and Wildlife Service. The City has modified its five-year harvest plan in response to the presence of Murrelets and USFWS has approved that plan.

Harvest Tour

Ms. Ward invited the Board to tour the current harvest on the watershed. Mr. Miller recommended the first half of January, so the Board Members can see the equipment in use. Ms. Ward will poll board members electronically to find a date when the majority of board members can attend.

VII. Old Business

WMAB Procedures

Chair McDonald recommended postponing a review of the Board's draft of guidelines and procedures until after the further discussion on whether the Board will continue as a Council Advisory Board or Department Advisory Committee takes place.

VIII. Staff Reports

Ms. Ward reported the following:

- She and Mr. Miller worked on and received a stewardship grant of about \$11,000 to fund treatment of invasive weeds throughout the watershed and also to release some of the riparian plantings that are now competing with understory growth.

Mr. Miller reported the following:

- The harvest is under way. Tree falling began in November and yarding began December 1. About 80 truckloads have been sent. Total volume may go over original estimates.
- There was an ice event on the watershed in November. Up to two inches of ice formed on trees, followed by strong winds. There was some damage, but not as much as in other areas of the Coast Range.

IX. Commission Requests and Reports

None.

X. Adjourn

The meeting was adjourned at 6:55 p.m.

NEXT MEETING: January 28, 2015, 5:15 p.m., Firehouse Meeting Room

CORVALLIS FIRE DEPARTMENT MEMORANDUM

541 766-6961
541 766-6938 (fax)

400 NW Harrison Blvd.
Corvallis, OR 97330

To: Mayor and City Council
From: Roy A. Emery, Fire Chief 
Subject: Intergovernmental Agreement for Ambulance Mutual Aid – Polk County Fire District #1
Date: December 15, 2014

Background

In order to provide greater depth of emergency services coverage, the Corvallis Fire Department has established mutual aid agreements with ambulance services in contiguous districts. These include Western Lane Ambulance District, Polk County Fire District #1, Albany Fire Department, and Central Oregon Coast Fire & Rescue. These mutual aid agreements facilitate advanced-life-support ambulance service coverage to emergencies that occur within our service area as well as those of our neighboring agencies in the event that resources in the requesting jurisdiction are depleted due to simultaneous or large-scale incidents.

Fiscal Impact

There is no fiscal impact per se. Item No. 5 in the Agreements specifies that no fees or charges be assessed either Corvallis Fire Department or the other agency involved for rendering assistance. Fees for the ambulance service, however, would be charged to the third party per current practice.

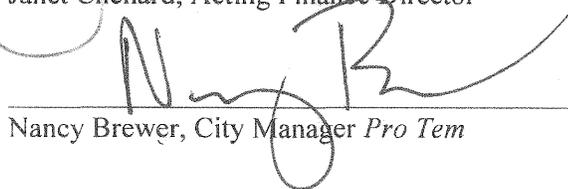
Recommended Action

Staff recommends Council approval.

Reviewed and concur:



Janet Chenard, Acting Finance Director



Nancy Brewer, City Manager *Pro Tem*

INTERGOVERNMENTAL MUTUAL ASSISTANCE AGREEMENT
Between POLK COUNTY FIRE DISTRICT #1
And CITY OF CORVALLIS FIRE DEPARTMENT

THIS AGREEMENT is entered into this _____ day of _____, 2015, by and between the CITY OF CORVALLIS, an Oregon municipal corporation, hereinafter referred to as "CORVALLIS," and POLK COUNTY FIRE DISTRICT #1, hereinafter referred to as "PCFD1," the promises of each being given in consideration of the promises of the other.

RECITALS

- A. The governing bodies of the parties have determined that it is in the public interest to enhance the response to emergencies that occur within their respective service areas through establishing a method of mutual assistance.
- B. While the geographic area to be served by mutual assistance can be identified as depicted on the map attached as Exhibit A, which is incorporated herein by this reference, the precise properties and the nature of the response is best determined by the supervisors of the parties ("Supervisors").

AGREEMENT

In consideration of the conditions, covenants, and obligations contained herein, each of the parties agrees to furnish ambulance, emergency medical equipment, and personnel to the other party when such assistance is requested and such personnel and equipment are available as follows:

- 1. The specific geographic area covered by this Agreement ("Service Area") and the nature of the emergency response by the personnel and equipment of the parties shall be determined by the Supervisors. In making such determinations, the Supervisors shall consider the geographic area included in their respective service areas, the availability of Polk County Fire District #1 (PCFD1) and Corvallis Fire Department (Corvallis) personnel and equipment, the physical conditions which affect access to the property, the cost of providing such service, the availability of alternate service, the adopted policies of the parties, and any other relevant criteria identified by the Supervisors.
- 2. To facilitate joint response, requests for mutual aid under this agreement shall be made through the dispatch offices of the parties.
- 3. When personnel and equipment are furnished pursuant to this Agreement, the person in charge of the response team in the area where the incident occurs shall have supervision over all responding personnel. The first-arriving agency shall assume initial supervision until the arrival of the agency having geographic jurisdiction, at which time command will be transferred to the highest-ranking employee of such agency.
- 4. Each party responding to an emergency shall at all times retain the right to order recall personnel or equipment upon the direction of its supervisor's designee. The person in charge at the scene of the emergency shall be notified prior to recall of assistance.
- 5. Between the parties, there shall be no fees or charges owed to the other for rendering assistance under this Agreement. Fees or charges may be billed to a third party for services rendered. In the event the third party is a member of either PCFD1's or CORVALLIS' subscription plan, the effective party to this Agreement agrees to accept insurance payments as payments in full for services rendered.
- 6. Whenever it appears advantageous to establish a different procedure for supervision at emergency locations, the Supervisors may adopt such new procedures in writing signed by both Supervisors.

7. Indemnification. As used in this section, reference to “this Agreement” includes this document and any other document signed by the Supervisors carrying the obligations in this document.
- 7.1 Non-Liability for Failure to Render Aid. No liability, of any kind or character, based on this Agreement shall attach to a party, its officer, agents, or employees for failure to provide equipment or personnel to the party having geographic jurisdiction where an emergency situation occurs. Nothing in this Agreement requires either party to commit personnel or equipment beyond what that party, in its sole discretion at the time of request, deems to be available for response to the emergency under this Agreement.
- 7.2 General Indemnification. Except as provided in Paragraph 7.1 above, subject to the limitations and conditions of the Oregon Tort Claims Act ORS 30.260-30.300, each party agrees to hold the other harmless, to indemnify and to defend the other, its officers, agents, volunteers and employees from any and all liability, actions, claims, losses, damages or other costs including attorneys fees and witness costs that may be asserted by any person or entity arising from, during, or in connection with the performance of the work described in this agreement, when such liability, action, claim, loss, damage or other cost results from the actions of that party in the course of this agreement. Nothing in this agreement shall be deemed to create a liability for any party in excess of the Oregon Tort claims limits for either party.
- In the event any such action or claim is brought against one of the parties which is the responsibility of the other party under this paragraph, the party responsible shall, upon tender, defend the same at its sole cost and expense, promptly satisfy any judgment adverse to the other, or to CORVALLIS and PCFD1 jointly, and reimburse the other for any loss, cost, damage, or expense (including attorney fees) suffered or incurred by the other.
8. The obligations of this Agreement may only be enforced by the parties hereto. This Agreement shall not be interpreted to create any right in third parties to bring a claim based on this Agreement.
9. Conflict Resolution. In the event that the Supervisors are unable to agree on the Service Area and the nature of the response, the conflict resolution procedure in this Paragraph 9 may be invoked by either of them.
- 9.1 Whenever a dispute arises between the parties concerning the performance or nonperformance of this Agreement, including but not limited to the determination of the Service Area and the nature of each agency’s response to an emergency, the Supervisors shall strive to find a solution. The dispute shall be communicated in writing to the other Supervisor; and thereafter the Supervisors shall reasonably endeavor to resolve the dispute. If they are unable to resolve the dispute, either Supervisor may request the matter be resolved as provided in Paragraph 9.2 of this Agreement.
- 9.2 If the Supervisors are unable to resolve a dispute, either of them by written notice to the other and to both presiding officers of the parties’ governing bodies shall request the appointment of a joint elected-officials’ committee (Committee) to resolve the dispute. The Committee shall be comprised of two members from each governing body, appointed by the presiding officer of each within ten days of receipt of the notice of dispute. The designation of the Committee members shall be communicated to the other party in writing. The Committee shall meet within ten days of being constituted and render a decision on the dispute within 30 days of its first meeting. The decision of the Committee shall be binding on both parties. In rendering its decision, the Committee shall have no power to amend this Agreement without approval of both governing bodies.
10. Nondiscrimination. The parties agree not to discriminate on the basis of race, religion, religious observance, citizenship status, gender identity or expression, color, sex, marital status, familial status, citizenship status, national origin, age, mental or physical disability, sexual orientation, or source or level of income in the performance of this contract.

11. Term. Unless terminated by either party pursuant to Paragraph 12, this Agreement shall remain in effect for a period of five (5) years, commencing on the Agreement date entered above.
12. Termination. This Agreement may be terminated at any time, with or without cause, by either party giving the other thirty (30) days' prior written notice of termination.
13. Notice. Any notice required by this Agreement shall be in writing and delivered to the other party in person or by certified mail, return receipt requested. Delivery shall be to:

CORVALLIS: Roy A. Emery, Fire Chief
 Corvallis Fire Department
 400 NW Harrison Blvd.
 Corvallis, OR 97330

PCFD1: John Stein, Chief
 Polk County Fire District #1
 1800 Monmouth Street
 Independence, OR 97351

From time to time, either party may change its designee to receive notice by notifying the other party of the change.

14. Modification. Except as provided herein, this Agreement may be modified only by means of a written instrument approved by the governing bodies of the parties hereto.

IN WITNESS WHEREOF, the respective parties hereto have executed this Agreement pursuant to authority granted by their respective governing bodies.

City of Corvallis Fire Department

Polk County Fire District #1

 Nancy Brewer, City Manager *Pro Tem*

 John Stein, Fire Chief

 Date

 Date

APPROVED AS TO FORM:

 City Attorney

 Date

MEMORANDUM

TO: Mayor and City Council

FROM: Mary Steckel, Public Works Director 

DATE: December 15, 2014

SUBJECT: Looney Lease Extension, 5595 SW Plumley Place

Issue

Susan P. Looney is requesting a 10-year extension on the land lease for the T-hangar building at 5595 SW Plumley Place.

Discussion

The original land lease for this T-hangar was with James C. Looney (now deceased) and began on February 5, 1996 for a 20-year term ending January 31, 2015. The lease included two renewal options for terms of 10 years each. The first of those renewal options could be exercised by a written request to the City at least 60 days preceding termination of the primary term (January 31, 2015). That request has been made by Susan P. Looney, the sole trustee of the James C. Looney Trust and the Administrator of the Hangar Joint Venture, which owns the building on the lease.

The Airport Advisory Board met on December 2, 2014 and unanimously recommended approval for a 10-year extension to the existing lease. This proposed lease extension will provide revenue to the Airport Fund in the amount of \$2,812.78 for the first year and adjusted accordingly by the Consumer Price Index in the following years.

Recommendation

Staff requests that City Council approve a ten-year extension of the Looney land lease, providing a lease term ending on January 31, 2025.

Review and Concur


Nancy Brewer
City Manager *Pro Tem*

Attachment A - Looney Lease Extension, 5595 SW Plumley Place
Attachment B - Looney extension written request
Attachment C - Looney Lease Agreement, 5595 SW Plumley Place

LEASE EXTENSION
5595 SW Plumley Place

Per the November 19, 2014 written request (Attachment A) of Susan P. Looney, sole trustee of the James C. Looney Trust and the Administrator of the Hangar Joint Venture, and in accordance with Section 2 of the original Lease Agreement dated February 5, 1996 between the City of Corvallis and James C. Looney, an extension is hereby granted for a period of ten years from the end date of the primary term of the original lease. This extension is for the period from February 1, 2015 through January 31, 2025.

DATED this _____ day of _____, 2015.

CITY OF CORVALLIS

By: _____
Nancy Brewer
City Manager *Pro Tem*

By: _____
Susan P. Looney
Trustee

Approved as to Form:

City Attorney

11/19/2014

Hangar Lease 5595 SW Plumley.htm

From: Susan P. Looney [REDACTED]
Sent: Wednesday, November 19, 2014 6:35 AM
To: Mason, Dan
Cc: Bob Ricks
Subject: Hangar Lease 5595 SW Plumley

Dan,

The lease on the property at 5595 SW Plumley is scheduled to run out on January 31, 2015.

This communication today serves as my request to continue the lease for one of the two ten-year options, beginning on January 31, 2015.

Thank you very much for handling this request.

Best regards,

Susan P Looney

[REDACTED]
Corvallis, OR 97330

Attachment B

LEASE AGREEMENT

5395

THIS LEASE, made this 5th day of February, 1996, is by and between the City of Corvallis, an Oregon municipal corporation, hereinafter referred to as the City, and James C. Looney, hereinafter referred to as the Lessee.

1. PREMISES

The City, in consideration of the terms, covenants, and agreements contained herein, does hereby lease to the Lessee the following property:

See Attached Exhibit "A".

2. TERM

The Lessee shall have the right to possession, use, and enjoyment of the leased property for a period of twenty (20) years, beginning on February 1, 1996 and ending January 31, 2015. Thereafter, the term of this lease may be extended by mutual approval of the parties, for two additional ten year periods provided Lessee notifies the City in writing at least sixty (60) days prior to the termination date of this lease. City shall not withhold it's approval for the extensions unreasonably. Good reasons for City to withhold it's approval of the extensions would include but not be limited to; failure of Lessee to comply with Local Governing Rules; failure of Lessee to provide insurance; and failure of lessee to make timely payment of rent.

3. RENT

A. Rental Rate. Lessee shall pay an annual rental rate of \$0.1542 per square foot per year for the above described land by the first day of each April, beginning April 1, 1996 and continuing on the first day of each April thereafter during the term of this lease. The base rental rate for the above described property shall be \$1824.50 per year. Rental payments are to be made payable to the City of Corvallis and are to be delivered in person or mailed to the City at the address given in Section 20 of this lease.

B. Annual Adjustment. The rental rate shall be adjusted annually utilizing the January through December U.S. City Average Consumer Price Index, with adjustments made April 1 of each year commencing April, 1996. The City shall give written notice to Lessee at least thirty (30) days in advance of the annual April 1 adjustment date.

C. Extended Term. If this lease is extended as provided in Section 2 of this lease, the rental rate shall be adjusted annually on the basis described in Section 3 B above.

4. USE OF THE PROPERTY

A. Permitted Use. The property shall be used for the storage of aircraft and such equipment and apparatus that may be incidental or necessary to the operation and maintenance thereof. Parking of a motor vehicle in the hangar while the aircraft is on a flight is a permitted use. The property shall not be used for any other purpose without the written consent of the City. The City's consent shall not be unreasonably withheld but may be conditioned on the Lessee's compliance with reasonable restrictions and requirements for the protection of the property and the protection of the public.

B. Conformance with Laws. Lessee shall conform to all applicable laws and regulations, municipal, state, and federal, affecting the premises and the use thereof.

C. Nuisance. Lessee shall not use or permit the use or occupancy of the property for any illegal or immoral purposes, or commit or permit anything which may constitute a menace or hazard to the safety of persons using the property, or which would tend to create a nuisance, or that interferes with the safe operation of aircraft using the Corvallis Airport.

D. Hazardous Materials. Lessee shall not store or handle on the premises or discharge onto the property any hazardous wastes or toxic substances, as defined in the Comprehensive Environmental Response, Compensation and Liability Act of 1980, 42 U.S.C. §§ 9601 to 9675, and as further defined by state law and the City's Sewer Regulations, Municipal Code Chapter 4.03 as amended, except upon prior written notification to the City and in strict compliance with rules and regulations of the United States and the State of Oregon and in conformance with the provisions of this lease. Any violation of this section may, at the City's option, cause this lease to be immediately terminated in accordance with the provisions of Section 18 of this lease.

E. Roads. Lessee shall be entitled to reasonable use for its purposes of the roads and taxiways now existing and serving the leased property. The City may locate and relocate roads as desirable to improve the Corvallis Municipal Airport so long as reasonable and adjacent access is provided to Lessee.

5. DRAINAGE SYSTEMS

A. Prohibited Discharges. Discharge of industrial waste, as that term is defined in the Sewer Regulations, Municipal Code Chapter 4.03 as amended, into the sanitary sewer system, drainage system, surface ponds or ditches, or elsewhere is specifically prohibited, except as permitted by a valid Industrial Wastewater Discharge Permit in strict accordance with the Sewer Regulations and applicable state and federal laws. Violation of any provisions contained in the Sewer Regulations, Municipal Code 4.03, as amended, as presently constituted or as amended hereafter, may cause this lease to be immediately terminated in accordance with the provisions of Section 18 of this lease.

B. Discharge Response Procedures. In the event of any discharge or spill of noxious or hazardous material into the environment, sewer system, or drainage system, Lessee shall immediately notify the Oregon Department of Environmental Quality and the City. The City and any appropriate state or federal agency shall have the right to inspect the premises immediately to determine if the discharge or spill constitutes a violation of any local, state, or federal laws, rules, or regulations. If a violation exists, the City shall notify the Lessee of the specific violations and Lessee shall immediately cease all activities and use of the property until the violations are remedied, all at the Lessee's sole cost and expense and without expense whatsoever to the City.

6. DEVELOPMENT STANDARDS

This agreement is made subject to the terms and conditions of that certain document entitled "Standards for Development and Use of Land in the Municipal Industrial Park at Corvallis Municipal Airport" as revised June, 1975, a copy of which is attached as Exhibit "B".

7. ALTERATIONS, IMPROVEMENTS AND GENERAL MAINTENANCE

A. Right to Construct. The Lessee, at its own expense may construct structural improvements on the leased property, subject to Lessee's compliance with all applicable city, county, and state laws and regulations and issuance of necessary building permits.

B. Ownership of Improvements. Any buildings constructed on the leased property during the term of this lease shall belong to the Lessee and may be removed by the Lessee at will. Lessee shall have the right to enter the premises during the thirty day period following termination of this lease to remove any of its property, including buildings or other improvements, on the leased premises. If, after thirty days after termination of the lease, any of said property remains on the premises, the City may retain the property, or, at its option, remove the property at the Lessee's expense.

C. Sale of Improvements. City shall have the first right of refusal to purchase Lessee's improvements, if Lessee decides to sell the improvements.

D. General Maintenance. During the entire term of this lease, and for any additional time that Lessee shall hold the Leased Premises, Lessee shall keep the premises, including improvements, in neat, sanitary, well-maintained condition.

No machinery, equipment, or property of any kind shall be stored or kept outside of the building; and any wrecked, permanently disabled, or otherwise unsightly aircraft shall not be kept unless housed in the hangar space.

Lessee shall permit no aircraft at any time to be left standing unattended or parked, even temporarily, upon any roadway/taxiway or access road within said airport, and the City shall have the right and privilege, at the expense of the Lessee, to remove from any public road or access road which approaches the airport or within the airport any such aircraft that Lessee or any of its tenants may leave standing or parked upon any such road or roadway/taxiway.

Lessee or any guest shall not park any vehicle outside the boundary of the leased premises herein described. Any parked vehicle parked outside the leased premises shall be moved at Lessee's expense by Lessor.

8. ENTRY ON PROPERTY

A. Right to Inspect. The City shall have the right to enter the property at any reasonable time or times to examine the condition of the premises or Lessee's compliance with the terms of this lease.

B. Access. The City retains the right to enter the leased premises at any reasonable time or times to repair or modify City utilities located upon the property or to conduct repairs or other work on the property.

9. ASSIGNMENT AND SUBLETTING

The Lessee shall not assign this lease without the prior written consent of the City; provided, however, that the City shall not unreasonably withhold such consent. Lessee shall have the right to sublet space within any building it may construct on the leased premises to others for storage of aircraft, subject to the following conditions:

- 1) No sublease shall relieve Lessee from primary liability for any of its obligations under this lease, and Lessee shall continue to remain primarily liable for payment of rent and for performance and observance of its other obligations and agreements under this lease.
- 2) Every sublease shall require the sublessee to comply with and observe all obligations of the Lessee under this lease, with the exception of the obligation to pay rent to the City.

10. LIENS

The Lessee shall promptly pay for any material and labor used to improve the leased property and shall keep the leased property free of any liens or encumbrances.

11. TAXES

The Lessee shall promptly pay all personal property taxes levied upon the leased premises during the tax year that they become due. Lessee shall not permit a lien for other than the current year's taxes to be placed on the leased property.

12. INSURANCE

A. Coverage Requirements. The Lessee shall purchase and maintain general liability insurance that provides at least premises and operations coverage. The limit of liability shall be no less than the amounts specified in the Oregon Tort Claims Act, ORS 30.260 to 30.300 as presently constituted or hereafter amended. As of the date of this lease, those amounts are \$50,000 for damage to property, \$100,000 for injury to a person (plus special damages up to an additional \$100,000), and \$500,000 for any number of claims arising from a single accident or occurrence. In addition, if the insurance policy contains an annual aggregate limit, the aggregate shall not be less than \$1,000,000. The policy shall name the City of Corvallis, its officers, agents, and employees as an additional insured.

B. Certificate of Insurance. At the time that this lease is signed, the Lessee shall provide to the City a certificate of insurance complying with the requirements of this section and indicating that insurer will provide the City with 30 days notice prior to cancellation. A current certificate shall be maintained at all times during the term of this lease.

13. HOLD HARMLESS

A. General. The Lessee shall at all times indemnify, protect, defend, and hold the City of Corvallis, its officers, agents, and employees harmless from any claims, demands, losses, actions, or expenses, including attorney's fees, to which the City may be subject by reason of any property damage or personal injury arising or alleged to arise from the acts or omissions of the Lessee, its agents, or its employees, or in connection with the use, occupancy, or condition of the property.

B. Environmental Protection. The Lessee shall be liable for, and shall hold the City harmless from, all costs, fines, assessments, and other liabilities arising from Lessee's use of the premises resulting in the need for environmental cleanup under state or federal environmental protection and liability laws, including, but not limited to, costs of investigation, remedial and removal actions, and post-cleanup monitoring arising under the Comprehensive Environmental Response, Compensation and Liability Act of 1980, 42 U.S.C. §§ 9601 to 9675, as presently constituted or hereafter amended.

City shall defend and hold the Lessee harmless from all costs, expenses, fines, assessments, attorney's or other fees and other liabilities arising from the use of the

premises by any persons or entities prior to the execution of this lease resulting in the need for environmental clean-up under City, State, Federal environmental protection and liability laws, including, but not limited to, costs of investigation, remedial and removal actions, and postclean-up monitoring including but not limited to liability arising under the Comprehensive Environmental Response, Compensation and Liability Act of 1980, 42 U.S.C. §§ 9601 to 9674, as presently constituted or hereafter amended.

14. NONDISCRIMINATION

The Lessee agrees that no person shall be excluded from participation in the use of the premises on the basis of race, color, creed, religion, sex, sexual preference, age, physical or mental disability, or national origin or shall otherwise be subjected to discrimination in the use of the premises.

15. CONDITIONS ON PROPERTY BY THE UNITED STATES OF AMERICA

This agreement is made subject to the terms and conditions and restrictions of transfer recorded in Book 121, Page 40 and Book 125, Page 239, deed records of Benton County, Oregon, as modified by the Instrument of Release recorded in Book 182, Page 238 of said deed records.

16. WAIVER OF BREACH

A waiver by the City of a breach of any term, covenant, or condition of this lease by the Lessee shall not operate as a waiver of any subsequent breach of the same or any other term, covenant, or condition of the lease.

17. DEFAULT

A. Declaration of Default. Except as otherwise provided in this lease, the City shall have the right to declare this lease terminated and to re-enter the property and take possession upon either of the following events:

1. Rent and Other Payments. If the annual rent or any other payment obligation, including but not limited to property taxes and utility bills, remains unpaid for a period of 60 days after it is due; or

2. Other Obligations. If any other default is made in this lease and is not corrected after 60 days written notice to the Lessee. Where the default is of such nature that it cannot reasonably be remedied within the 60-day period, the Lessee shall not be deemed in default if the Lessee proceeds with reasonable diligence and good faith to effect correction of the default.

B. Court Action. It is understood that either party shall have the right to institute any proceeding at law or in equity against the other party for violating or threatening to violate any provision of this lease. Proceedings may be initiated against the violating party for a restraining injunction or for damages or for both. In no case shall a waiver by either party of the right to seek relief under this provision constitute a waiver of any other or further violation.

18. TERMINATION

A. Immediate Termination. Where a specific violation of this lease gives the City the option to terminate this lease immediately, this lease shall be terminated upon written notification to the Lessee.

B. Termination Upon 60 Days Default. In the event of any other default under Section 17 of this lease, the lease may be terminated at the option of the City upon written notification to the Lessee.

C. Surrender Upon Termination. Upon termination or the expiration of the term of the lease, the Lessee will quit and surrender the property to the City in as good order and condition as it was at the time the Lessee first entered and took possession of the property under this or a prior lease, usual wear and damage by the elements excepted.

D. Restoration of Property. Upon termination or expiration of this lease or Lessee's vacating the premises for any reason, the Lessee shall, at its own expense, remove and properly dispose of all tanks, structures, and other facilities containing waste products, toxic, hazardous, or otherwise, which exist on the leased property or beneath its surface. Lessee shall comply with all applicable state and federal requirements regarding the safe removal and proper disposal of said facilities containing waste products. If the Lessee fails to comply or does not fully comply with this requirement, the Lessee agrees that the City may cause the waste products and facilities to be removed and properly disposed of, and further Lessee agrees to pay the cost thereof with interest at the legal rate from the date of expenditure.

E. Holding Over. No holding over upon expiration of this lease shall be construed as a renewal thereof. Any holding over by the Lessee after the expiration of the term of this lease or any extension thereof shall be as a tenant from month to month only and not otherwise.

19. ATTORNEY FEES

If any suit or action is instituted in connection with any controversy arising out of this lease, the prevailing party shall be entitled to recover, in addition to damages and costs, such sum as the trial court or appellate court, as the case may be, may adjudge reasonable as attorney fees.

20. NOTICE

When any notice or anything in writing is required or permitted to be given under this lease, the notice shall be deemed given when actually delivered or 48 hours after deposited in United States mail, with proper postage affixed, directed to the following address:

City: City of Corvallis
Public Works Department
Transportation Division
1245 NE 3rd Sreet
P.O. Box 1083
Corvallis, Oregon 97339

Lessee: James C. Looney
540 NW 33rd Street
Corvallis, Oregon 97330

IN WITNESS WHEREOF, the parties hereto have executed this lease the date and year first written above.

CITY OF CORVALLIS, OREGON

JAMES C. LOONEY

By: Jon S. Nohar
City Manager

By: James C. Looney
James C. Looney

Approved as to form:

Scott A. Favel
City Attorney

f:\barrowja\looney2.lse

EXHIBIT A

CORVALLIS MUNICIPAL AIRPORT
LEGAL DESCRIPTION
5595 SW Plumley Place

T - Hangar Parcel

Beginning at a point which is East 719.41 feet, South 499.46 feet, N 30°51'48"E 226.0 feet, and S 59°08'12"E 139.00 feet of the southeast corner of the A. Rhinehart Donation Land Claim No. 73 in Township 12 South, Range 5 West of the Willamette Meridian, Benton County, Oregon; thence N 30°51'48"E, 51.00 feet; thence S 59°08'12"E, 232.00 feet; S 30°51'48"W, 51.00 feet; thence N 59°08'12"W, 232.00 feet to the point of beginning. containing 11, 832 square feet.

MEMORANDUM

To: Mayor and City Council
From: Tony Krieg, Customer Services / Risk Manager
Subject: Liquor License Investigation Change of Ownership- Majestic Theatre
Date: December 22, 2014

The City has received an application from Karen Emery, City of Corvallis Parks & Recreation Director, for Majestic Theatre, located at 115 SW 2nd St., Corvallis, OR 97330. This application is for a Change of Ownership, with a Limited On-Premise Sales liquor license.

An affirmative recommendation has been received from the Police, Fire, and Community Development Departments. No citizen comments or input were received regarding this application for endorsement.

Staff recommends the City Council authorize endorsement of this application.

Limited On-Premises Sales License:

Allows the sale of malt beverages, wine and hard cider for consumption on the licensed premises, and the sale of kegs of malt beverages for off-premises consumption. Also allows licensees who are pre-approved to cater events off the licensed premises.

MEMORANDUM

December 31, 2014

TO: Mayor and City Council
FROM: Nancy Brewer, City Manager *Pro Tem* NB
SUBJECT: OSU District Plan Timeline

I. Issue

To provide additional information about the OSU District Plan and summarize potential issues surrounding the timeline for the next update.

II. Discussion

The update to the OSU District Plan is one of the most critical projects the community will be addressing in the coming year. The City Council has already initiated a legislative process to review the City's Comprehensive Plan policies that impact OSU, and a joint Council/Planning Commission meeting is scheduled for January 13 to develop a process to follow for this review.

Attached to this cover memo are two additional pieces of information for the City Council's consideration:

1. A memo from the Community Development Director that addresses some questions from Councilors about the OSU District Plan as it pertains to OSU property that is outside the City limits.
2. A memo from the City Attorney addressing the timing issues that were discussed in December. He highlights several places where language in the Land Development Code is not completely clear about when the current OSU Master Plan will expire or what happens when/if it expires. To address this issue, the City Council will need to have a motion that provides the City Council's interpretation of how to treat the expiration issue.

This staff report will be shared with the Planning Commission so that the Commissioners have the same information as the Councilors prior to the January 13 work session.

From a process perspective, it seems that the next steps should be:

- a. January 5 – Mayor and Councilors seek clarifying information about these two pieces of data from staff.
- b. January 7 – Planning Commissioners have the opportunity to review these two pieces of data.
- c. January 13 – At the joint work session the meeting focus will be on:
 - i. The process to follow for the legislative review of the comprehensive plan policies.
 - ii. The body to do the primary review work.
 - iii. Discussion and input on the timeline interpretation issue that would result in the ability to craft a motion for the City Council to make.
- d. January 20 – City Council, by a series of motions, defines the process, the body to do the review, and the interpretation of the timeline.

III. Requested Action

No action is required at this meeting. This is provided as additional background information for a January 20 decision.

MEMORANDUM

DATE: December 31, 2014

TO: Mayor and City Council
Planning Commission

FROM: Ken Gibb, Community Development Director



RE: Campus Master Plan/Comprehensive Plan Questions

Staff have received questions from Councilors regarding the geographic area covered by the current OSU Campus Master Plan and the relationship to the Comprehensive Plan which includes OSU land outside the City limits but within the Urban Growth Boundary. The following provides background regarding these questions and steps that would be required to accommodate urban level development for those areas currently outside the Corvallis city limits.

The current Campus Master Plan (CMP) states that it is focused on the ~ 570 acres of land that is recognized as the main campus within the City limits. During the process to update the 1986 OSU Physical Development Plan through the CMP, OSU proposed adding an additional 52 acres to the CMP area. This site, which is located south of Philomath Boulevard and west of Brooklane Drive, is known as South Farm. Ultimately, it was designated as CMP Sector J with a projected future research facility use and included in the land area regulated by the OSU zone. It was formerly zoned as Agricultural Open Space (AG-OS).

The OSU campus area within the city limits has a Comprehensive Plan designation of Public Institutional and OSU District zoning. There are approximately 900 acres of OSU land located to the west and northwest of the main campus that are outside of the city limits but within the Urban Growth Boundary (UGB). This area has an AG-OS Comprehensive Plan designation by the City which calls for various agricultural uses and agricultural and forest research. It is zoned as Public by Benton County. There are significant natural features identified especially in those areas located to the north of Harrison Boulevard and west of the City limits.

The Comprehensive Plan has findings and policies that address these areas including Chapter 13.4 Oregon State University Open Space and Resource Lands. The Comprehensive Plan recognizes this area's contributions to viewsheds, community open space and role as a transition from the urbanized community to the agricultural lands. The importance of these

lands to OSU's agricultural mission is discussed. It was also acknowledged that while there were no joint City/OSU plans to change the uses of these areas, some of this area could be served by city services and capable of urban development.

In order to plan for and/or accommodate urban development within those OSU lands currently located outside the city limits but within the UGB, necessary steps would include:

- A Comprehensive Plan amendment including a change in land use designation from the current AG-OS.
- As required by the City/County Urban Fringe Management Agreement, the Comprehensive Plan amendment process would include joint City/County Planning Commission and City Council/Board of Commissioner public hearings and a process for joint decision making (unless the Comprehensive Plan amendment was part of an annexation application).
- Annexation to the city with the requisite zoning designation that would allow non-agricultural development. Urban level development would require city infrastructure such as water and sewer services and by city ordinance, these services cannot be extended outside the city limits unless a health hazard exists.

CITY ATTORNEY'S OFFICE
MEMORANDUM

To: Mayor and City Council
Planning Commission

From: Jim Brewer, Deputy City Attorney 

Date: December 31, 2014

Subject: Requests for Interpretations
OSU Campus Master Plan Comprehensive Legislative Review

Issue:

City Council interpretations of local land use regulations are given substantial deference by LUBA and the Courts. The standard for review of these interpretations is that the interpretations must be plausible. In a November 13, 2014 memorandum addressed to the City Council and Planning Commission (Legislative and Quasi-judicial land use Processes/ OSU Campus Master Plan Comprehensive Review), the City Attorney's Office made the following recommendation to the City Council:

We recommend that the City Council make an express decision about what the expiration of the master plan "planning period" means in terms of proposals for development within the OSU Zone, and expressly determine, if review (and approval) of the OSU Campus Master Plan Update is not complete prior to that expiration, how development within the Zone will be reviewed until an update is approved.

In order for the City Council, the Planning Commission, the public, the staff and OSU to have a common understanding of the timeline and the public process for the comprehensive review and update of the OSU Campus Master Plan as anticipated by LDC 3.36.40.05, the City Council should discuss and come to a conclusion on these issues.

Background:

Neither LDC Chapter 3.36 (the OSU Zone) nor the OSU Campus Master Plan 2004-2005

expressly state a termination or expiration date for the OSU Campus Master Plan 2004-2015. Similarly, the Comprehensive Plan does not expressly state a termination or expiration date for the OSU Campus Master Plan 2004-2015. While the City Attorney's Office and Community Development staff have not completed a thorough review of all of the application materials, staff reports, applicant presentations, written testimony, minutes, findings or the many and various attachments that constitute the complete legislative history of the December 2004 adoption of the Oregon State University Campus Master Plan 2004-2015, and the related Comprehensive Plan Amendment and Land Development Code text amendments, a cursory review of these materials leads us to the conclusion that there is considerable ambiguity as to the intent of the City Council in 2004 related to the duration of the Oregon State University Campus Master Plan 2004-2015 and the consequences for development on the OSU main campus, if or when that Master Plan expires. On the other hand, we have also received a letter from Christe White, on behalf of OSU, concluding that there is no ambiguity, and that the current OSU Campus Master Plan 2004-2015 extends to a twelve year period and no update is required until December 2016. If the Council adopts our opinion, then this ambiguity regarding the duration of the OSU Campus Master Plan should be resolved by the present City Council. Because there is a substantial amount of inconsistency in the OSU Campus Master Plan 2004-2015 and within LDC 3.36, involving the duration of the planning period and/or the Campus Master Plan itself, the City Council will have considerable discretion in determining what these provisions mean.

Attachments:

LDC 3.36

OSU Campus Master Plan 2004 – 2015.

10/15 2014 Memorandum from City Attorney's Office to City Council Interpretive principles.

12/23 2014 Letter from Christe White to Jim Brewer

Questions for the Council:

- 1) When does the "CMP planning period" expire for the OSU Campus Master Plan 2004 - 2015?
 - a. LDC 3.36.10 states that "[t]he OSU Zone implements the provisions in OSU's 2004-2015 Campus Master Plan, which is the blueprint for campus development over the next decade." Under LDC 1.6.10, because the word "decade" is not specifically defined in the code, "decade" should assume its dictionary definition. According to the Webster's Third New International Dictionary (unabridged) in the context of time "decade" means "a period of ten years". Based on this language from LDC 3.36.10, the Council could plausibly determine that the duration of the Campus Master Plan is precisely ten years from the date of its adoption. Weighing against this interpretation is the first sentence in LDC 3.36.40.05: "The CMP covers a 10 – to 12- year planning period." If the duration of the Campus Master Plan is precisely ten years, the range in LDC 3.3.6.40.05 has no meaning.
 - b. Equally plausibly, the Council could determine that "decade" in LDC 3.36.10

was not intended to mean a precise measurement of time, given that LDC 3.36.10 is a purpose statement for the OSU Zone, and that LDC 3.36.40.05 deals specifically with required updates to the plan. In addition to LDC 3.36.40.05, the Council could support this interpretation with a number of places in the OSU Campus Master Plan 2004-2015 itself which describe a 10- to 12-year planning period (for example, pages 1-1, 1-2, 7-3 and 8-8). Viewed in this context, the Council could plausibly determine that the duration of the planning period for the OSU Campus Master Plan was intended to be within a range of ten to twelve years, rather than a single expiration date. In this view, the OSU Campus Master Plan 2004-2015 planning period could extend at least until December 2016.

- c. Weighing against that interpretation, within the OSU Campus Master Plan 2004-2015 there are a number of projections that extend through 2015, but that do not extend beyond that year. In addition to 2004-2015 being part of the title of the OSU Campus Master Plan 2004-2015 and on cover sheets for each chapter of the CMP, and the references to a 2004 – 2015 planning period throughout the document, within the plan 2015 is consistently used as the last year of projections for OSU populations (enrollment and faculty and staff) and then, based on those population projections, other projections for facility, housing, parking, and transportation requirements also extend no further than 2015 (for examples, see pages 3-1, 3-2, 3-8, 6-3, 7-14, and 7-16). The Council could, plausibly, determine that the OSU Campus Master Plan 2004-2015 “planning period” extends only as long as the projections do, through 2015, and then expires.

2) Is there a distinction between “the CMP planning period” and the Campus Master Plan?

- a. Regardless of when the Council determines the “planning period” expires, the Council could plausibly interpret LDC 3.36.40.05.d (which requires an update of the OSU Campus Master, when “[t]he CMP planning period has expired[.]”) in a manner that draws a distinction between “the CMP planning period” and the OSU Campus Master Plan 2004-2015, itself. Supporting this view is the lack of language in LDC 3.36 or the OSU Campus Master Plan 2004-2015 that discusses what happens to development within the OSU Zone, should “the planning period” expire. Similarly, LDC 3.36 and the Comprehensive Plan do not place an expiration date on the development standards or review criteria that are set out in LDC 3.36 and the OSU Campus Master Plan. Under this interpretation, the OSU Campus Master Plan 2004-2015 and LDC 3.36 simply continue as the development standards for the OSU Zone until an update is adopted by the City Council.
- b. On the other hand, the Council could plausibly read LDC 3.36.40.05 as meaning that when the “planning period” expires, the OSU Campus Master Plan 2004-2015 also expires. The Council could base this interpretation in part on the name of the Campus Master Plan, which includes the 2004-2015

dates, and at least in part on the content of the Campus Master Plan, which includes a large number of references to the timeframe from 2004-2015. While titles and headings of statutes typically are not given import except for the convenience of the users, the repeated references to 2004-2015 could be considered convincing evidence of the intention of the City Council in 2004 to limit the duration of the plan itself.

- 3) If the Campus Master Plan has expired, what is the effect on development proposals within the OSU Zone?
 - a. As mentioned above, nothing in the LDC or the Comprehensive Plan, or the OSU Campus Master Plan expressly states what happens to development proposals if the Campus Master Plan expires. One plausible interpretation is that development simply continues under the current plan and standards until an updated plan is adopted. Weighing in favor of this interpretation would be ORS 227.178 (the so-called “goal post rule”) which requires that applications for land use permits be reviewed under the standards in place at the time the application is filed. Weighing against this interpretation is that if the Campus Master Plan has expired, the Council could plausibly find that the standard is that the Campus Master Plan has expired.
 - b. Because the OSU Campus Master Plan adopts review processes (and presumably compatibility criteria) from the Planned Development chapter, one interpretation is that like a Planned Development that has expired, no development could occur within the Master Plan area until a new master plan is adopted. Weighing against this interpretation is language in the LDC that keeps the adopted standards in a Planned Development in place once development has occurred under an approved detailed development plan. On the other hand, the OSU Campus Master Plan is not a Planned Development, so drawing a conclusion from the Planned Development processes, while perhaps plausible, certainly isn’t the only interpretation. Finally, the Council should consider whether this interpretation amounts to a moratorium, which would involve different statutory public processes, adoption of findings on the inadequacy of City facilities, and timelines limiting the duration of the moratorium and requiring the City to address the inadequacy.
 - c. The Council could plausibly determine that if the Campus Master Plan has expired, any new development proposals for the OSU Zone can only be approved through individual reviews for compatibility under the processes set out in LDC 3.36 for development that requires an adjustment to the Campus Master Plan. Under this interpretation, because the Campus Master Plan has expired, all new development is an adjustment to the plan.

Staff and the City Attorney’s Office are prepared to answer Council or Planning Commission questions regarding these interpretations, and the possible practical, or legal consequences.

Recommendation:

After discussion and deliberation, the City Council should interpret the relevant local land use regulation and determine the answers to the following questions:

- 1) When does the “CMP planning period” expire for the OSU Campus Master Plan 2004 - 2015?
- 2) Is there a distinction between “the CMP planning period” and the OSU Campus Master Plan 2004 - 2015?
- 3) If the OSU Campus Master Plan 2004-2015 has expired, what is the effect on development proposals within the OSU Zone?

CHAPTER 3.36

OREGON STATE UNIVERSITY (OSU) ZONE

This Zone implements Comprehensive Plan policies that encourage coordination between the University and City in planning and review of campus development. Coordination with campus development is essential due to the physical size of the University and its related effects on City facilities and services. This Zone also coincides with the Public Institutional Comprehensive Plan designation for property generally within the OSU campus area. However, not all property within this Zone is owned by OSU; some parcels are privately owned.

In conjunction with this Zone, a Physical Development Plan for campus development was originally adopted in 1986 and has been revised periodically by the University. The most recent revision, which this Zone implements, is the Oregon State University Campus Master Plan (CMP), approved in 2004.

Section 3.36.10 – PURPOSE

The OSU Zone implements the provisions in OSU's 2004-2015 Campus Master Plan, which is the blueprint for campus development over the next decade.

The purpose of the OSU Zone is to:

- a. Encourage coordination between the University and the City of Corvallis, especially in the areas of land use planning and reviewing campus development;
- b. Facilitate University development;
- c. Ensure compatibility of University development with surrounding areas;
- d. Ensure adequacy of public utilities, parking, and transportation facilities;
- e. Expedite the development review process; and
- f. Create a mechanism to regulate development on campus consistent with the CMP.

Section 3.36.20 – DEFINITIONS SPECIFIC TO THIS CHAPTER

The following definitions contained in Section 3.36.20 pertain only to instances where the term is used within the contents of Chapter 3.36 – OSU Zone.

Development Area –The portion of land involved in a building/construction permit application or land use application. The Development Area shall include all of the following that are associated with the development: buildings, yards, open spaces, setbacks, Development Frontage, abutting parking areas, and access. The Development Area shall be indicated on a project site plan. Within Chapter 3.36, the Development Area definition supersedes the Development Site definition found in Chapter 1.6 and used elsewhere within this Code.

Development Frontage – The portion of the Development Area that abuts and/or includes a public street or an OSU Street.

OSU Facility – A land improvement intended for a specific use(s) including, but not limited to, buildings, parking areas, recreational fields, parks, and Historic Resources.

OSU Street – An improved public travel route for vehicular, bicycle, and pedestrian use that is identified as a private, OSU-owned street in Figure 3.36-3: OSU Street Standards by Category. If existing improvements for an OSU Street identified in Figure 3.36-3 are inconsistent with the standards outlined in Section 3.36.60.18, the OSU Street is delineated by the minimum dimensional width required to improve the OSU Street to the functional classification and emergency access standards outlined in Section 3.36.60.18. An OSU Street shall include shared or mode-specific facilities for vehicles, bicycles, and pedestrians and typically will include the required designated tree planting area. For the purposes of LDC Chapter 1.6 - Definitions and Chapter 2.9 – Historic Preservation Provisions, an OSU Street shall be construed as a private street right-of-way.

OSU Tree Well – A tree well that conforms to the standards for tree wells specified in the OSU Tree Management Plan.

Sidewalk – A pedestrian facility constructed of a permanent hard surface parallel to a public street or OSU Street, and considered a component of that street.

Walkway – A pedestrian facility constructed of a permanent hard surface that provides for pedestrian access within and through a Development Area. For purposes of the OSU Zone, a Walkway is not a Sidewalk.

Section 3.36.30 – PERMITTED USES

3.36.30.01 – General Development for University-owned Properties

- a. Primary Uses Permitted Outright
 1. Residential Use Types -
 - a) Family
 - b) Group Residential
 - c) Group Residential/Group Care
 - d) Residential Care Facilities
 2. Residential Building Types -
 - a) Single Detached
 - b) Single Detached - Zero Lot Line
 - c) Duplex
 - d) Single Attached - Zero Lot Line, two units
 - e) Attached - Townhouse

5. Minor Utilities, subject to standards in Chapter 4.9 - Additional Provisions
6. Other development customarily incidental to the Primary Use in accordance with Chapter 4.3 - Accessory Development Regulations
7. Collocated/attached Wireless Telecommunication Facilities on multifamily residential structures, three or more stories, and that do not increase the height of the existing structures by more than 25 ft. for whip antennas, including mounting, or by 10 ft. for all other antennas, subject to the standards in Chapter 4.9 - Additional Provisions
8. Collocated/attached Wireless Telecommunication Facilities on nonresidential structures that do not increase the height of the existing structures by more than 25 ft. for whip antennas, including mounting, or by 10 ft. for all other antennas, subject to the standards in Chapter 4.9 - Additional Provisions.
9. Garden
10. Market Garden - subject to the provisions in Section 4.9.90 of Chapter 4.9 – Additional Provisions.
11. Community Garden – subject to the provisions in Section 4.9.90 of Chapter 4.9 – Additional Provisions

c. Privately Owned Parcels within the OSU Zone -

1. Two privately owned parcels developed as single- and multi-family residential uses are within the OSU Zone. These parcels are listed in Table 3.36-1 – Privately Owned Parcels, below.

Table 3.36-1: Privately Owned Parcels

<i>Parcel</i>	<i>Street Address</i>	<i>Sector</i>	<i>Current Use</i>
12503AC00100	1820 Stadium Ave	G	Single-Family Residential
115340000200	200-510 SW 35th Street	A	N/A

2. The parcels in Table 3.36-1 - Privately Owned Parcels, may be developed as:
 - a) Uses consistent with the University Services and Facilities Use Type in accordance with Section 3.0.30.02.n; or
 - b) Residential Uses in accordance Section 3.36.80, below.

3.36.30.02 – Conditional Development

The following Uses are subject to review in accordance with Chapter 2.3 - Conditional Development, the provisions of this Chapter, and all other applicable provisions of this Code.

- a. Uses that require a state or federal air quality discharge permit (except for parking);
- b. Freestanding Wireless Telecommunications Facilities greater than 60 ft. in height, subject to the standards in Chapter 4.9 - Additional Provisions;

- c. Freestanding Wireless Telecommunications Facilities that do not meet the setback or spacing standard requirements of Sections 4.9.60.02.b and 4.9.60.02.c, subject to the standards in Chapter 4.9 - Additional Provisions;
- d. Collocated/attached Wireless Telecommunication Facilities on multi-family residential structures, three or more stories, and that increase the height of the existing structures by more than 25 ft. for whip antennas, including mounting, or by more than 10 ft. for all other antennas, subject to the standards in Chapter 4.9 - Additional Provisions; or
- e. Co-located/attached Wireless Telecommunications Facilities on nonresidential structures that increase the height of existing structures by more than 25 ft., including mounting, or by more than 10 ft. for all other antennas, subject to the standards in Chapter 4.9 - Additional Provisions.

Section 3.36.40 – PROCEDURES AND DETERMINATION OF COMPLIANCE

Section 3.36.40.01 – Overview

Development within the OSU Zone area shall be reviewed for compliance with the standards in this Code and the Campus Master Plan Transportation Improvement Plan (TIP), except as expressly modified by provisions of this Chapter. Where conflicts exist between this Chapter and Chapter 4.0 - Improvements Required with Development, Chapter 4.1 - Parking, Loading, and Access Requirements, and Chapter 4.2 - Landscaping, Buffering, Screening, and Lighting, the provisions in Chapter 3.36 shall prevail. Development proposals found to be compliant with these provisions, and which do not require a public hearing through the Conditional Development process, may be approved through the standard Building Permit process. Proposals found not to be compliant may be reviewed in accordance with the appropriate adjustment procedures described in Section 3.36.40.02. Development proposals identified in Section 3.36.30.02 may also be approved through the Conditional Development process identified in Chapter 2.3 - Conditional Development.

Section 3.36.40.02 – Adjustments

Development not consistent with the standards contained in this Chapter shall be reviewed as one of the following:

- a. A Minor Adjustment, as described in Section 3.36.40.03 - Minor Adjustments, shall be reviewed under the processes and criteria in Chapter 2.13 Plan Compatibility Review; or
- b. A Major Adjustment, as described in Section 3.36.40.04 - Major adjustments, shall be reviewed as follows:
 - 1. All proposals that meet or exceed the thresholds identified in Section 3.36.40.04 “a”, through “n”, shall be reviewed under Section 2.5.60.03 - Major Modifications in Chapter 2.5 - Planned Development.
 - 2. In addition to the process required in “1,” above, proposals that meet or exceed the thresholds identified in Section 3.36.40.04 “d” through “k” shall be reviewed for consistency with Chapter 1.2 - Legal Framework.
 - 3. In addition to the processes required in “1”, and “2”, above, proposals that meet or exceed the threshold identified in Section 3.36.40.04 “h” shall be reviewed as a Zone

Change, consistent with process and criteria in Chapter 2.2 - Zone Changes, and if needed, as a Comprehensive Plan Amendment, consistent with the process and criteria in Chapter 2.1 - Comprehensive Plan Amendment Procedures.

Section 3.36.40.03 – Minor Adjustment

A Minor Adjustment shall be triggered if a proposal deviates from one of the dimensional standards, but not more than three of the dimensional standards in Section 3.36.60, by 10 percent or less.

Section 3.36.40.04 – Major Adjustments

A Major Adjustment shall be triggered if a proposal meets one or more of the following criteria:

- a. Modifies more than three of the dimensional standards in Section 3.36.60;
- b. Modifies any of the dimensional standards in Section 3.36.60 by more than 10 percent;
- c. Proposes a stand-alone parking lot or structure in a location not identified in Figure 7.3 - Future Parking Facilities, of the CMP;
- d. Exceeds 90 percent parking usage campus wide and does not provide additional parking facilities as part of the project;
- e. Proposes development with a gross square footage that is within the campus total development allocation but exceeds the maximum Sector allocation;
- f. Proposes development such that the amount of retained open space is consistent with the campus minimum open space requirement but falls short of the minimum requirement for the Sector. Requires a commensurate increase in open space allocation in another Sector;
- g. Is not consistent with the Transportation Improvement Plan in Chapter 6 of the CMP;
- h. Adds new land area to or subtracts land area from the CMP;
- i. Creates new CMP policies;
- j. Results in a change in Sector boundary or redistribution of development allocation between Sectors;
- k. Results in the cessation of intra-campus transit services - shuttle, bus, etc.;
- l. Proposes a change in use for any of the parcels associated with the College Inn and its parking;
- m. Proposes development in Sector J for building floor area in excess of 254,100 sq. ft.; or
- n. Proposes a new building within the 100-ft. transition area on the northern boundary of Sector A, B, and/or C from the western boundary of Sector A to 26th Street. In order to create a graceful edge between the campus and northwest neighborhoods, any proposed building subject to this Section shall be subject to the following criteria:
 1. Maximum building height shall be 35 ft. provided the following is satisfied: shadows from the new buildings shall not shade more than the lower four ft. of a south wall of an existing structure on adjacent property between 10 a.m. and 2 p.m. on March 21;
 2. Structures shall not have a continuous horizontal distance exceeding 60 ft. along the boundary;

3. Along the vertical face of a structure, off-sets shall occur at a minimum of every 20 ft. by providing any two of the following:
 - a) Recesses of a minimum depth of eight ft.;
 - b) Extensions a minimum depth of eight ft., a maximum length of an overhang shall be 25 ft.;
 - c) Off-sets or breaks in roof elevations of three or more ft. in height.
4. Building materials shall be consistent with the OSU standards for such materials, and shall also be compatible with adjacent residential houses and structures;
5. New development shall be designed to minimize negative visual impacts affecting the character of the adjacent neighborhood by considering the scale, bulk and character of the nearby structures in relation to the proposed building or structure;
6. Roofs shall be gabled or hip type roofs, minimum pitch 3:1, with at least a 30-in. overhang and using shingles or similar roof materials;
7. A vegetative buffer shall be installed in a manner consistent with Section 3.36.60.06.c;
8. Outdoor building components such as transformers and other types of mechanical equipment that produce noise shall not be permitted within the required setback;
9. Buildings proposed for the Transition Area described within this Section that are in an area adjacent to the College Hill West Historic District shall have an advisory review completed by the Historic Resources Commission (HRC), or its successor. The HRC shall provide comment and recommendations to the Planning Commission for consideration; and
10. Trash dumpsters, gas meters, and other utilities and or mechanical equipment serving a building or structure shall be screened in accordance with Section 3.36.60.14.

Section 3.36.40.05 – Campus Master Plan Update

The CMP covers a 10- to 12-year planning period. However, if conditions change significantly or other unanticipated events occur, it may be necessary to update the CMP before the end of the planning period. An update of the CMP shall be reviewed as described in Section 3.36.40.02.b “1”, through “3”. The review shall comprehensively evaluate the need to update or otherwise modify the Campus Master Plan, its policies and related traffic and parking studies, and this Chapter.

A CMP update will be required under the following conditions:

- a. A development proposal, when considered in combination with constructed improvements or improvements with approved Building Permits, will exceed the total development allocation for the campus for all Sectors;
- b. New CMP policies are created that alter existing policy direction or require existing policies to be modified;
- c. The parking plan has been implemented, and campus-wide parking occupancy is greater than 90 percent; and/or
- d. The CMP planning period has expired.

Section 3.36.50 – DEVELOPMENT SECTORS

The CMP divides the campus into nine development areas identified as Sectors “A” through “J”. See Figure 3.36-1 - CMP Sector Map. There is no Sector “I”. Each Sector has a Development Allocation, which is the gross square footage allowed for new construction. Each Sector also has a minimum open space requirement that identifies the amount of area that must remain in green space or as a pedestrian amenity. These standards will guide the form of future development.

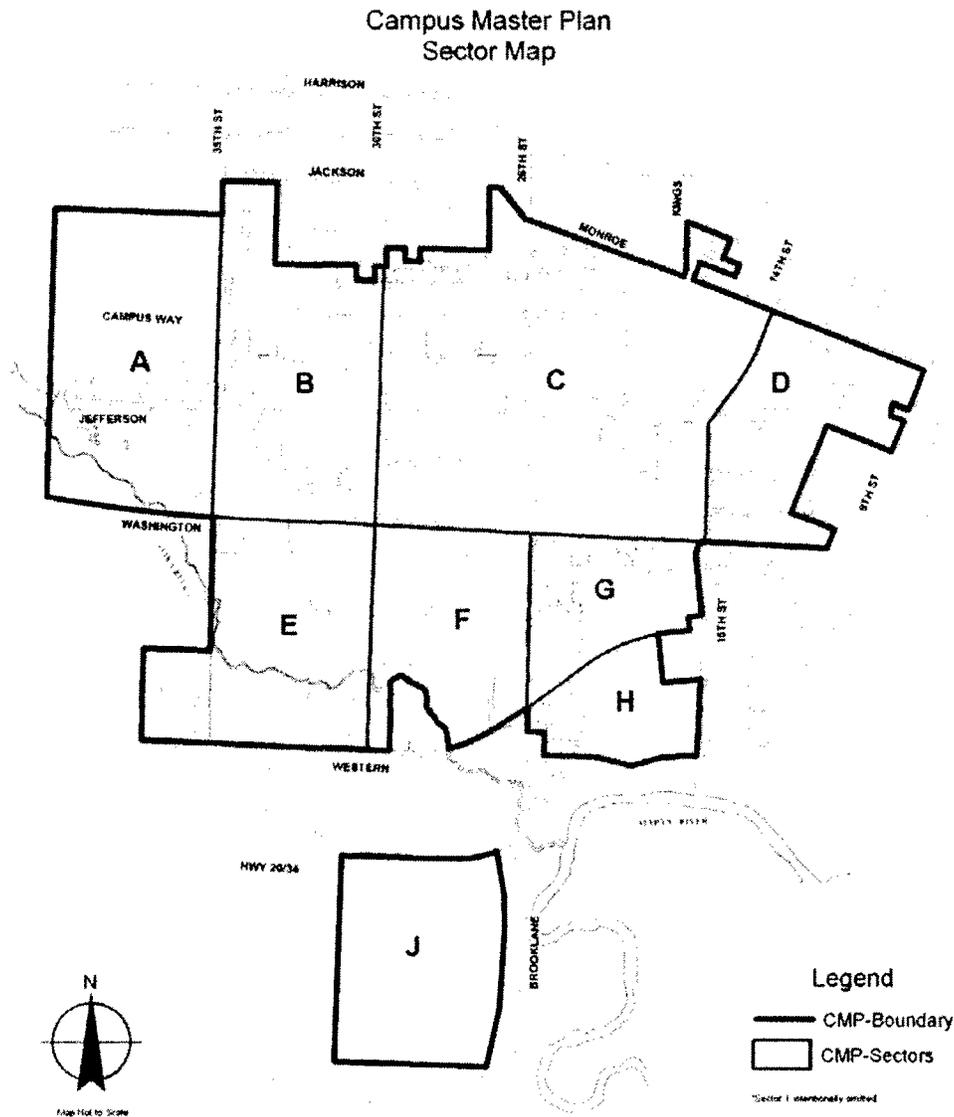


Figure 3.36-1: CMP Sector Map

Section 3.36.50.01 – Sector Development Allocation

- a. Sector Development Allocation represents the gross square footage of new development allowed in each Sector, regardless of the Use Type. See Table 3.36-2 - Building Square Footage by Sector.
- b. Each new development project in a Sector shall reduce that Sector's available allocation.
- c. Existing and approved development as of December 31, 2003, has been included in the existing/approved development calculations and shall not reduce the Sector Development Allocation.
- d. Demolition of existing square footage and/or restoration of non-open-space areas to open space shall count as an equivalent square footage credit to the Sector development or open space allocation.
- e. Square footage associated with a parking structure shall be included in the Development Allocation for the Sector in which the structure is located. Square footage associated with at-grade parking lots shall be calculated as impervious surface but not count as part of Development Allocation.
- f. Table 3.36-2: Building Square Footage by Sector includes 71,000 square feet of Future Allocation that was removed, effective May 20, 2013, from Sector C's allocation and added to the allocation for Section D. This reallocation is contingent upon the 71,000 square feet being used for a student residence hall. The residence hall shall be constructed south of SW Adams Avenue, north of SW Washington Way, and between SW 13th and 14th Streets. If a residence hall is not constructed in this location before the expiration of the Campus Master Plan Major Adjustment approval that allowed such construction (PLD13-00001), the 71,000 square feet allocated for the residence hall shall not be used in Sector D, but shall revert to Sector C.

Table 3.36-2: Building Square Footage by Sector

<i>Sector</i>	<i>Existing/Approved</i>	<i>Maximum Future Allocation</i>	<i>Total</i>
A	281,551	250,000	531,551
B	831,426	500,000	1,331,426
C	4,685,510	679,000	5,364,510
D	325,506	106,000	431,506
E	253,046	120,000	373,046
F	847,166	750,000	1,597,166
G	742,092	350,000	1,092,092
H	133,535	50,000	183,535
J	41,851	350,000	391,851
Total	8,141,683	3,155,000	11,296,683

Section 3.36.50.02 – Sector Minimum Open Space

- a. Open space is defined as landscape areas, pedestrian amenities such as plazas, quads, sidewalks, walkways, courtyards, parks, recreation fields, agricultural fields, and other non-developed areas.
- b. Impervious surface areas that are not classified as open space per “a”, shall count against the Sector’s open space allocation.
- c. The existing Memorial Union quad, library quad, a relocated Peoples’ Park, and the lower campus area shall be retained for open space. The lower campus area is located between 11th Street and 14th Street, south of Monroe and north of Jefferson Street. Incidental development, such as clock towers, park benches, information kiosks, artistic works, sculptures, etc., is permitted.

Table 3.36-3: Minimum Future Open Space by Sector

<i>Sector</i>	<i>Minimum Future Open Space</i>
A	78%
B	33%
C	36%
D	61%
E	77%
F	20%
G	40%
H	64%
J	79%
Campus-Wide Minimum	50%

Section 3.36.50.03 – Sector Development Allocation and Open Space Tabulation

With each development application, the University shall provide the City with the following, consistent with Minimum Future Open Space percentages by Sector as listed in Table 3.36-3:

- a. Updated tabulations of remaining available Development Allocations and open space areas and percentages for each sector.
- b. When a project’s land use allocation in a sector is inconsistent with that previously forecast in the Base Traffic Model (BTM), a project report that includes the following components:
 - 1. Comparison of a project's development generated trips to the trips forecast in the previously revised BTM;
 - 2. Traffic impacts resulting from a shift to a more intensive land use; and
 - 3. Proposal of recommended mitigation strategies if a project results in a failing intersection level of service grade of "E" or "F".

Section 3.36.60 – DEVELOPMENT STANDARDS

Section 3.36.60.01 – Maximum Building Height

- a. The maximum building height for new buildings shall vary by Sector and by proximity to a zone boundary in accordance with the provisions in Table 3.36-4 - Building Height by Sector.
- b. A Primary Neighborhood Transition Area is the area within either 50 ft. or 100 ft. of the OSU Zone boundary. In Sectors B and C, a Secondary Neighborhood Transition Area shall extend for another 300 ft. in some locations. Transition Area locations are identified on Figure 3.36-2 - Neighborhood Transition Areas by Sector. Development within a Primary or Secondary Neighborhood Transition Area shall be consistent with the maximum building height for the Transition Area, as noted in Table 3.36-4 - Building Height by Sector.
- c. In situations where a building footprint straddles the Neighborhood Transition Area boundary, each portion of the building shall not exceed the maximum building height for the corresponding area.
- d. Building projections such as chimneys, spires, domes, towers, and flagpoles, not used for human occupancy shall not exceed one and one-half (1.5) times the maximum building height of the Sector.

Table 3.36-4: Building Height by Sector

Sector	Maximum Building Heights			
	Sector Interior	50-ft. Wide Primary Transition	100-ft. Wide Primary Transition	Secondary Transition Area
A	50 ft.	NA	35 ft.	NA
B	75 ft.	NA	35 ft.	60 ft.
C	112 ft.	NA	35 ft., 50 ft. ¹ , 55 ft. ²	60 ft.
D	75 ft.	NA	35 ft.	NA
E	50 ft.	NA	35 ft.	NA
F	150 ft.	NA	35 ft. 75 ft. ³	NA
G	75 ft.	75 ft.	NA	NA
H	75 ft.	50 ft.	NA	NA
J	75 ft.	NA	35 ft.	NA

1 The 50-ft. height allowance only applies to the section of the Transition Area for Sector C that is from the east of 26th Street to 15th Street.

2 The height of structures on the entire College Inn site, including associated parking areas, is limited to 55 feet.

3 The 75-ft. height allowance applies only to the section of transition area for Sector "F" that is east of Grove Street and abuts Western Boulevard.

Section 3.36.60.02 – Roof-Mounted Equipment

- a. No roof-mounted mechanical equipment shall be visible from the entrance of buildings that abut the development site.
- b. Satellite dishes, antennas, Colocated/attached Wireless Telecommunications Facilities, and other telecommunications equipment shall not be visible from nearby streets or buildings and must be screened behind a parapet wall or architectural feature.

Section 3.36.60.03 – Minimum Building Setbacks

- a. Structures within 100 ft. of the OSU Zone boundary shall have a minimum setback of 20 ft. from the boundary line, except when abutting a street. See “b”, and “c”, below.
- b. For structures abutting a public street, the minimum setback shall be 10 ft. from the edge of the right-of-way, assuming the public street is constructed to City standards, including landscape strip and sidewalk. If standard street improvements do not exist, standard street improvements shall be constructed in accordance with Section 3.36.60.09.
- c. For structures abutting an OSU Street, the minimum setback shall be 20 ft. from the edge of the curb or 10 ft. from the sidewalk.

Section 3.36.60.04 – Building Entrances

- a. Buildings designed for human occupancy with facades facing a public street or an OSU Street shall have a main building entrance facing the street and not just an emergency exit.
- b. Buildings designed for human occupancy shall include a pedestrian amenity, such as a porch, plaza, quad, courtyard, covered entryway, or seating area 100 sq. ft., minimum, as a component of a main building entrance.
- c. Buildings such as sheds, barns, or garages, used exclusively for agricultural purposes, research, or for storage shall be exempt from these standards for building entrances as described in “a” and “b,” above.

Section 3.36.60.05 – Ground Floor Windows

- a. Buildings designed for human occupancy with facade(s) that face a public street or an OSU Street, multi-use path, and/or pedestrian plaza shall have windows, pedestrian entrances, or display windows that cover at least 25 percent of the length and 15 percent of the surface area of the ground floor facade.
- b. Ground Floor is defined as the finished floor elevation of the first floor that qualifies as a story in a building, as defined in the State of Oregon Structural Specialty Code.
- c. Mirrored glass may not be used in ground floor windows.
- d. Parking structures either above or below ground, shall be exempt from these standards for ground floor windows.
- e. Buildings or portions of buildings used exclusively for research or storage purposes shall be exempt from the standards for ground floor windows described in “a”, through “c”, above. Buildings that do not meet the standards for ground floor windows shall not be located within a Primary Neighborhood Transition Area or within 50 ft. of Monroe Avenue.

Section 3.36.60.06 – Landscaping, Natural Resources, and Natural Hazards

a. General Landscaping Provisions

1. Landscaping shall be provided in accordance with Chapter 4.2 - Landscaping, Buffering, Screening, and Lighting, and shall be provided for parking areas adjacent to public streets and OSU Streets in accordance with Chapter 4.1 - Parking, Loading, and Access Requirements, except as modified by the provisions of this chapter.
2. In lieu of a landscape installation and/or landscape maintenance bond or other financial assurance for landscape and irrigation installation required by Section 4.2.20.a, a letter of commitment from OSU shall be provided. The letter of commitment shall include the following:
 - a) A copy of the approved landscaping and irrigation plan;
 - b) A commitment that the landscaping and irrigation will be installed prior to issuance of a final occupancy permit; and
 - c) A commitment that the landscaping and irrigation will achieve 90 percent coverage within three years and be maintained by OSU

b. Required Tree Plantings, Maintenance, and Preservation

1. Tree Plantings - Tree plantings are required for all landscape areas, including but not limited to OSU Street frontages, public street frontages, multi-use paths, and parking lots for four or more cars.
 - a) Street Trees
 - I. Along streets, trees shall be planted in designated tree planting areas or OSU standard tree wells. Where there is no designated tree planting area or a tree well as specified in LDC Section 3.36.60.18, street trees shall be planted in yard areas adjacent to the street, except as allowed elsewhere by "III," below;
 - II. Along all OSU Streets with tree planting areas in excess of six (6) feet wide and where utility lines are located underground, a minimum of 80 percent of the street trees shall be large or medium-canopy trees.
 - III. If tree planting areas cannot be provided on University Collector, Pedestrian Core, or Sports Complex streets as identified in Figure 3.36-3 or street trees are prohibited by Section 3.36.60.06.b.2, an equivalent number of the required trees shall be provided within the setback of the development areas adjacent to the street, or in other locations within open space within the OSU Zone. Such plantings in-lieu-of street trees shall be in addition to the mitigation trees required in Section 4.12.60;
 - b) The distance between required trees shall be determined by the type of tree used as indicated in Table 4.2-1 - Street Trees and Table 4.2-2 - Parking Lot Trees.
 - c) When the distance between the back of sidewalk and building is less than (20) feet, trees shall be planted in OSU standard tree wells.

hazardous tree definition as defined in Chapter 1.6, removal of trees is permitted through 4.2.20.i – Hazardous Tree Removal.

c. Buffer Plantings

1. Buffering is required for parking areas containing four or more spaces, loading areas, and vehicle maneuvering areas. Except where modified by provisions in this chapter, boundary plantings that conform to the standards in Section 4.2.40 – Buffer Plantings shall be used to buffer these uses from adjacent properties, public rights-of-way, and OSU Streets.
2. A vegetative buffer with a minimum width of 20 ft. that consists of a mix of evergreen and deciduous trees and shrubs shall be established between the OSU property line and any proposed building, access, drive and/ or parking lot within the Transition Area along the northern boundary of Sector A, B and C from the western boundary of Sector A to 26th Street and for the College Inn site. This vegetative buffer will be required upon any redevelopment of existing parking lots and/or the razing and redevelopment of existing buildings.

d. Screening (Hedges, Fences, Walls, and Berms)

1. Screening is required where unsightly views or visual conflicts must be obscured or blocked and/or where privacy and security are desired. Where screening is required by provisions of this code, it shall conform to the standards in Section 4.2.50 – Screening (Hedges, Fences, Walls, and Berms) except where modified by provisions in this chapter.
2. Where visible from public rights-of-way or OSU Streets, chain link fences are prohibited unless coated with black vinyl.

e. Natural Hazards, Minimum Assured Development Area (MADA), and Natural Resources – Natural Hazards, Minimum Assured Development Area (MADA), and Natural Resources shall be addressed in accordance with Chapter 2.11 - Floodplain Development Permit, Chapter 4.5 - Floodplain Provisions, Chapter 4.11 - Minimum Assured Development Area (MADA), Chapter 4.12 - Significant Vegetation Protection Provisions, Chapter 4.13 - Riparian Corridor and Wetland Provisions, and Chapter 4.14 - Landslide Hazard and Hillside Development Provisions. An exception to these requirements is that a Drainageway Management Agreement is allowed in lieu of a drainageway easement, as outlined in Section 3.36.60.07, below.

Section 3.36.60.07 – Drainageway Management Agreement

- a. In lieu of drainageway dedications and/or easements for new development, expansion or redevelopment on parcels adjoining an open natural drainageway as per Chapter 4.13 - Riparian Corridor and Wetland Provisions, OSU shall provide a Drainageway Management Agreement (DMA) that meets the purposes cited in Section 4.13.10 and the policies of the City of Corvallis Stormwater Master Plan.
- b. Drainageway widths and areas subject to the DMA shall be defined per Chapter 4.13 - Riparian Corridor and Wetland Provisions.

areas needing improvement due to site-specific impairments that have affected the PFC of Oak Creek.

- b) A list of recommended actions and improvements, which consider the findings and recommendations from the OSU Oak Creek Task Force report, to re-establish the PFC of Oak Creek.
- c) An implementation plan for the recommended actions determined in the PFC report.

Section 3.36.60.08 – Parking Improvements

- a. Parking areas shall be designed to promote safe and convenient pedestrian access.
- b. Parking improvements may be constructed as stand-alone projects and/or concurrent with new development.
- c. Parking improvements constructed as stand-alone projects shall be located in accordance with the sites identified in Figure 7.3 - Future Parking Facilities, of the CMP.
- d. When usage of campus-wide parking facilities exceeds 90 percent based on the most recent parking usage inventory, any development that increases building square footage shall be subject to the provisions of Section 3.36.40.02.
- e. New development in Sectors A through H may construct additional parking facilities in any of the Sectors A through H, provided the OSU campus shuttle is operational.
- f. If the OSU campus shuttle ceases to operate, new development shall be subject to the provisions of Section 3.36.40.02.
- g. Development in Sector J (South Farm) shall include construction of parking improvements in Sector J.
- h. Existing parking improvements for the College Inn site shall be reserved for the use of the occupants of and visitors to that structure. As uses change and/or additional development occurs on the site, bicycle parking necessary to achieve the 10 percent reduction allowed in Section 4.1.20.q of this Code shall be provided.
- i. Vehicle parking shall be located to the rear of buildings, and where it does not disrupt the pedestrian streetscape, may be located to the side of buildings.
- j. On-street parking facilities are permitted subject to the provisions of Section 3.36.60.18.

Section 3.36.60.09 – Transportation Improvements

- a. Safe and convenient transportation improvements shall be provided in conjunction with new development. For the purposes of this section, “safe and convenient” means providing improvements consistent with functions identified with the street’s functional classification. This includes street and pedestrian improvements, designated tree planting areas, and in some cases, bicycle improvements and on-street parking. All transportation improvements shall be constructed in accordance with the CMP Transportation Improvement Plan (TIP) and the City’s Standard Construction Specifications. If there is any conflict between the CMP and City Standard Construction Specifications, the latter shall prevail.

- g. Copies of complete As Builts shall be certified by the design engineer and shall be submitted to the City for approval for all newly constructed public improvements.

Section 3.36.60.10 – Pedestrian and Bicycle System Connections

- a. Clearly defined and direct pedestrian connections (i.e., sidewalks and walkways) shall be provided between street and building entrances and between parking areas and building entrances.
- b. All sidewalks and walkways shall provide a minimum of five ft. in width of unobstructed passage and must be constructed of a permanent hard surface including, but not limited to, pavers, brick, or concrete. Variations in the width and location of a continuous length of sidewalk may be granted by the Director to preserve Significant Tree(s), to preserve Historically Significant Tree(s), and to accommodate Historic Resources, so long as there is a minimum of five ft. of unobstructed passage.
- c. Sidewalks and walkways shall be required as an improvement when development and/or redevelopment occurs, except as otherwise provided in “e” below or in Section 3.36.60.18. Pedestrian facilities installed concurrently with development shall be extended through the development area to the edge of abutting pedestrian facilities.
- d. An application that includes the installation of pedestrian improvements abutting public streets shall be reviewed and processed in accordance with Section 4.0.30 - Pedestrian Requirements. Pedestrian improvements abutting an OSU street shall be reviewed and processed in accordance with Section 3.36.60.18 – OSU Street Standards. Additionally, construction of any of a Sector’s available Development Allocation for new development shall trigger the implementation of bicycle and pedestrian improvements identified in the CMP TIP.
- e. Where pedestrian improvements are needed in excess of a development’s frontage, as identified in the CMP’s TIP and cannot feasibly be implemented, a Memorandum of Agreement (MOA) with the City in accordance with Section 3.36.60.09, when justified, may be executed to specify the manner in which improvements shall be provided.
- f. Bicycle and pedestrian improvements shall be constructed to ensure ADA compliance.
- g. Multi-Use Paths - Multi-use paths, such as paths for bicycles and pedestrians, shall be constructed of a permanent hard surface including, but not limited to, asphalt or concrete, and all materials shall meet City Engineering standards. The standard width for a two-way multi-use path shall be twelve (12) feet wide. The standard width can be reduced to a minimum of eight (8) feet wide to preserve Significant Tree(s), to preserve Historically Significant Tree(s), to accommodate Historic Resources, or in locations abutting railroad right-of-way.

h. Internal Pedestrian Circulation

1. Walkways shall be provided to connect the development area's pedestrian circulation system with existing pedestrian facilities that abut the development area but are not adjacent to the streets abutting the site.
2. With the exception of walkway/driveway crossings, walkways shall be separated from vehicle parking or maneuvering areas by grade, different paving material, bollards, or landscaping. They shall be constructed in accordance with City Standard Construction Specifications. This provision does not require a separated walkway system to collect drivers and passengers from cars that have parked on-site unless an unusual parking lot hazard exists.
3. Prior to development, applicants shall perform a site inspection in conformance with LDC Section 4.0.30.f.
4. Natural Hazards and Natural Resources shall be addressed in accordance with Chapter 2.11 - Floodplain Development Permit, Chapter 4.5 - Floodplain Provisions, Chapter 4.12 - Significant Vegetation Protection Provisions, Chapter 4.13 - Riparian Corridor and Wetland Provisions, Chapter 4.14 - Landslide Hazard and Hillside Development Provisions, and LDC Section 3.36.60.06 – Landscaping, Natural Resources, and Natural Hazards.

Section 3.36.60.11 – Site Furnishings

Site furnishings shall not block or impede pedestrian circulation or reduce the required sidewalk or walkway width.

Section 3.36.60.12 – Transit/Shuttle Stops

- a. A transit stop and/or transit shelter shall be provided as required by the Corvallis Transit System.
- b. A shuttle stop shall be provided as required by OSU Parking Services.
- c. An application that includes the installation of transit improvements shall be reviewed and processed in accordance with Section 4.0.50 - Transit Requirements in Chapter 4.0 - Improvements Required with Development.
- d. Corvallis Transit System (CTS) transit stops and OSU shuttle stops are considered part of an effective transit/shuttle system and shall be incorporated into the transportation system. Transit/shuttle stops and shelters shall be constructed to ensure ADA compliance.

Section 3.36.60.13 – Bicycle Parking

- a. Bicycle parking shall be constructed with each development based on the assignable square footage (i.e., office, classroom, research facility, etc.) of a proposed development according to the parking standards in Section 4.1.30 of Chapter 4.1 - Parking, Loading, and Access Requirements.
- b. Bicycle parking shall be near, but shall not block or impede building entrances.
- c. At least 50 percent of the required bicycle parking shall be covered.

- d. All bicycle parking shall comply with the standards in Section 4.1.70 of Chapter 4.1 - Improvements Required with Development.

Section 3.36.60.14 – Mechanical Equipment and Trash Enclosures, and Outdoor Storage Areas

- a. All mechanical equipment enclosures for non-agricultural buildings shall be screened as part of the building construction or with landscaping, masonry walls, solid wood fencing, or a combination of these materials for those areas that are visible from a street, building, or pedestrian access way, or are adjacent to a neighborhood.
- b. Trash collection enclosures for all buildings shall be screened as part of the building construction or with landscaping, masonry walls, solid wood fencing, or a combination of these materials for those areas that are visible from a street, building, pedestrian access way, or are adjacent to a neighborhood.
- c. All outdoor storage areas shall be screened with construction similar to the adjacent building or with landscaping, masonry walls, solid wood fencing, or a combination of these materials for those areas that are visible from a street, adjacent building, pedestrian access way, or are adjacent to a neighborhood.

Section 3.36.60.15 – Public, Private, and Franchise Utilities

- a. All new utility distribution lines shall be underground.
- b. Development requiring the installation of public utility improvements shall be reviewed and processed in accordance with Section 4.0.70 - Public Utility Requirements (or Installations), and Section 4.0.80 - Public Improvement Procedures.
- c. Development within the City's combination sewer systems shall comply with the separation of storm drain from sanitary sewer system policy criteria in accordance with the City's Community Development Policy 1003.
- d. Development occurring on a parcel fronting or adjacent to a drainageway identified in the City of Corvallis Stormwater Master Plan, shall be constructed in accordance with Section 3.36.60.07, Chapter 2.11 - Floodplain Development Permit, Chapter 4.5 - Floodplain Provisions, Chapter 4.13 - Riparian Corridor and Wetland Provisions, and Chapter 4.14 - Landslide Hazard and Hillside Development Provisions, and shall comply with the watershed management guidelines and policies identified in Chapter 5 of the City's Stormwater Master Plan.
- e. Transformers and vaults not underground shall be screened consistent with LDC Section 3.36.60.06 – Landscaping, Natural Resources, and Natural Hazards and LDC Section 3.36.60.14 – Mechanical Equipment and Trash Enclosures, and Outdoor Storage Areas.
- f. An application that includes the installation of franchise utilities shall be reviewed and processed in accordance with Section 4.0.90 - Franchise Utility Installations of Chapter 4.0 - Improvements Required with Development.
- g. Copies of complete As Builts shall be certified by the design engineer and shall be submitted to the City for approval for all new constructed public improvements.

Section 3.36.60.16 – Exterior Lighting

- a. Site and Street Lighting shall comply with LDC Section 4.2.80 – Site and Street Lighting, except where modified by this section.
- b. OSU historic style light fixtures with shielded luminaires that minimize uplighting and glare shall be used along sidewalks and walkways.
- c. The historic style light fixtures shall have poles and bases, and associated pole-mounted equipment such as banner hangers, etc., finished with a neutral gray or black or other dark color.
- d. Contemporary light fixtures with shielded luminaires that minimize uplighting and glare shall be used in parking areas or other areas outside of the historic campus core and shall meet the requirements of a full cut-off light fixture.
- e. Outdoor field lighting may be installed on intramural and recreational playing fields, provided that the light is directed on the fields and not directed toward adjacent privately owned properties. Adjacent to residential areas, a lighting curfew of 10 p.m. shall be imposed on these playing fields so that all events are completed prior to that time.
- f. With the exception of lighting for intercollegiate athletic facilities and intramural and recreational playing fields, light trespass onto surrounding residential properties shall not exceed 0.1 footcandles, except in areas where additional lighting for safety and security, as determined by the University, is necessary. In such cases, light trespass onto surrounding residential properties shall not exceed 0.25 footcandles. Testing of the lighting by the University to ensure compliance shall be done after the lights have experienced 10 hours of illuminance, or burn time.
- g. Stadium lighting for future expansions to Reser Stadium shall be provided in a manner that does not increase light spillage outside of the stadium proper.
- h. Installation of field lighting for intercollegiate athletic facilities other than Reser Stadium shall ensure that light trespass onto surrounding residential properties does not exceed 0.5 footcandles. Testing of the lighting by the University to ensure compliance shall be done after the lights have experienced 10 hours of illuminance, or burn time.

Section 3.36.60.17 – Accessibility

- a. All buildings and other structures used for human occupancy shall meet or exceed accessibility standards as established by the Americans with Disabilities Act.
- b. Parking facilities for the disabled shall be provided near building entrances.

Section 3.36.60.18 – OSU Street Standards

All improvements required by the standards in this section shall comply with LDC Section 4.0.20 – Timing of Improvements unless otherwise indicated within this section. Improvements required with development shall meet construction specification standards established by the City Engineer and amended over time. Improvements required for publicly owned streets shall comply with Chapter 4.0 – Improvements Required with Development and be consistent with Table 4.0-1 Street Functional Classification System. Improvements required for OSU Streets shall comply with LDC Section 3.36.60.18 and be consistent with Table 3.36-5 – OSU Street Standards Functional Classification.

d. **General Provisions** – Development shall comply with the standards in Section 4.0.60 – Public and Private Street Requirements, except as modified in this chapter and below.

1. For OSU-owned property within the OSU zone, the provisions in Section 4.0.60 that refer to Development Sites shall apply to Development Areas, as defined in this chapter, and shall not apply to Development Sites.
2. Any Improvements required by the provisions of section 4.0.60 to OSU Streets within the OSU zone shall be improved to the standards in Section 3.36.50.18 rather than City standards where those standards differ.
3. Provisions in Section 4.0.60 that apply to Collector and Neighborhood Collector Streets shall apply to University Collector Streets except as modified in Section 3.36.60.18.
4. Provisions in Section 4.0.60 that apply to Local Streets shall apply to Pedestrian Core and Sports Complex Streets except as modified in Section 3.36.60.18.
5. Improvement widths shall be as specified in the Transportation Plan and Table 4.0-1 - Street Functional Classification System for public streets and Table 3.36-5 – OSU Street Standards Functional Classification for OSU Streets.
6. Where streets must cross protected Natural Resources or Natural Hazards, street widths shall be minimized by providing no on-street parking and no tree planting areas between the curb and the sidewalk on either side of the street as allowed by the provisions of Chapter 2.11 - Floodplain Development Permit, LDC Section 3.36.60.06 - OSU Landscaping, Natural Resources, and Natural Hazards, Chapter 4.5 - Floodplain Provisions, Chapter 4.12 - Significant Vegetation Protection Provisions, Chapter 4.13 - Riparian Corridor and Wetland Provisions, and Chapter 4.14 - Landslide Hazard and Hillside Development Provisions.
7. The City of Corvallis will determine the functional classification of any new streets that are constructed outside of the alignments shown in Figure 3.36-3.

Section 3.36.70 – Rough Proportionality

If an applicant intends to assert that it cannot legally be required, as a condition of Building Permit or development approval, to provide easements, dedications, or improvements at the level otherwise required by this Code, the Building Permit or site plan review application shall include a rough proportionality report in accordance with the provisions of Section 1.2.120 of Chapter 1.2 - Legal Framework.

Section 3.36.80 – Development Standards for Non-University-Owned Properties

Development or redevelopment of properties in this Zone that are not owned by Oregon State University and are identified in Section 3.36.30.01.c, shall be reviewed based on the standards in Table 3.36-6 - Residential Use Zoning Standards, below.

Table 3.36-6: Residential Use Zoning Standards

<i>Current Use</i>	<i>Development Zoning Standards</i>
Single-family Residential	RS-5
Multi-family Residential	RS-12(U)

Section 3.36.90 - Campus Master Plan Monitoring

- a. As a means of monitoring the implementation of the Campus Master Plan, the University shall provide the following information to the City on a yearly basis.
 1. Updated tabulations of development and open space for the planning area, including -
 - a) Gross square footage of development by type that occurred in each Sector over the previous 12 month period;
 - b) Remaining available Development Allocation for each Sector; and
 - c) Remaining open space areas and percentages for each Sector.
 2. Updated parking utilization reports, including -
 - a) Identification of new parking space creation and the total number of spaces provided within the CMP boundary and a breakdown by Sector and parking lot type - student, staff, visitor, free, etc.;
 - b) Percentage of parking space utilization campus-wide; and
 - c) Identification of available parking spaces using City standard parking configurations, and usage within each residential parking district bordering OSU and of the number of residential permits funded by the University. In addition, provide details of other efforts undertaken by the University to address neighborhood parking issues;
 3. TDM Report - The TDM Report that identifies efforts and the effectiveness of those efforts undertaken by the University over the previous 12 months to reduce reliance on the single-occupant vehicle. Such efforts shall include, but not be limited to:
 - a) Shuttle routes and usage;
 - b) Other efforts in support of transit, car-pool, or van-pool usage;
 - c) Tabulation of the number of single-occupancy vehicles reduced;
 - d) Location and number of bicycle parking spaces, including the number of covered spaces and any additions to the inventory; and
 - e) Identification of campus pedestrian routes and system improvements.

4. Base Transportation Model (BTM) update that includes the following components over the previous 12 month period -

- a) Traffic counts to be updated on a five-year cycle;
- b) New development, and if known, future development square footage and Use Type, based on the existing model's categories, to be included in the model assumptions on a per Sector basis;
- c) New parking areas or roadways that may have an effect on traffic volumes or patterns; and
- d) Within one year of adoption of the CMP, and on a recurrent two-year schedule, OSU shall complete in coordination with City Staff a baseline traffic count for Jackson Avenue between Arnold Way and 35th Street. City staff shall provide OSU and the neighborhood association with the most recent baseline traffic volume measurements made within the last five years.

b. Additional monitoring efforts include:

1. Within one year of adoption of the CMP, OSU should work with the City to perform a baseline traffic count of local streets identified by neighborhood associations as problems in the areas bordering Sectors A, B, and C, and south of Harrison Boulevard; and
2. OSU shall participate as a full partner in a task force initiated by the City with City, University, neighborhood association and neighborhood business representation, to review and evaluate existing baseline traffic measurements, parking studies, and other relevant information and develop strategies to mitigate problem areas.

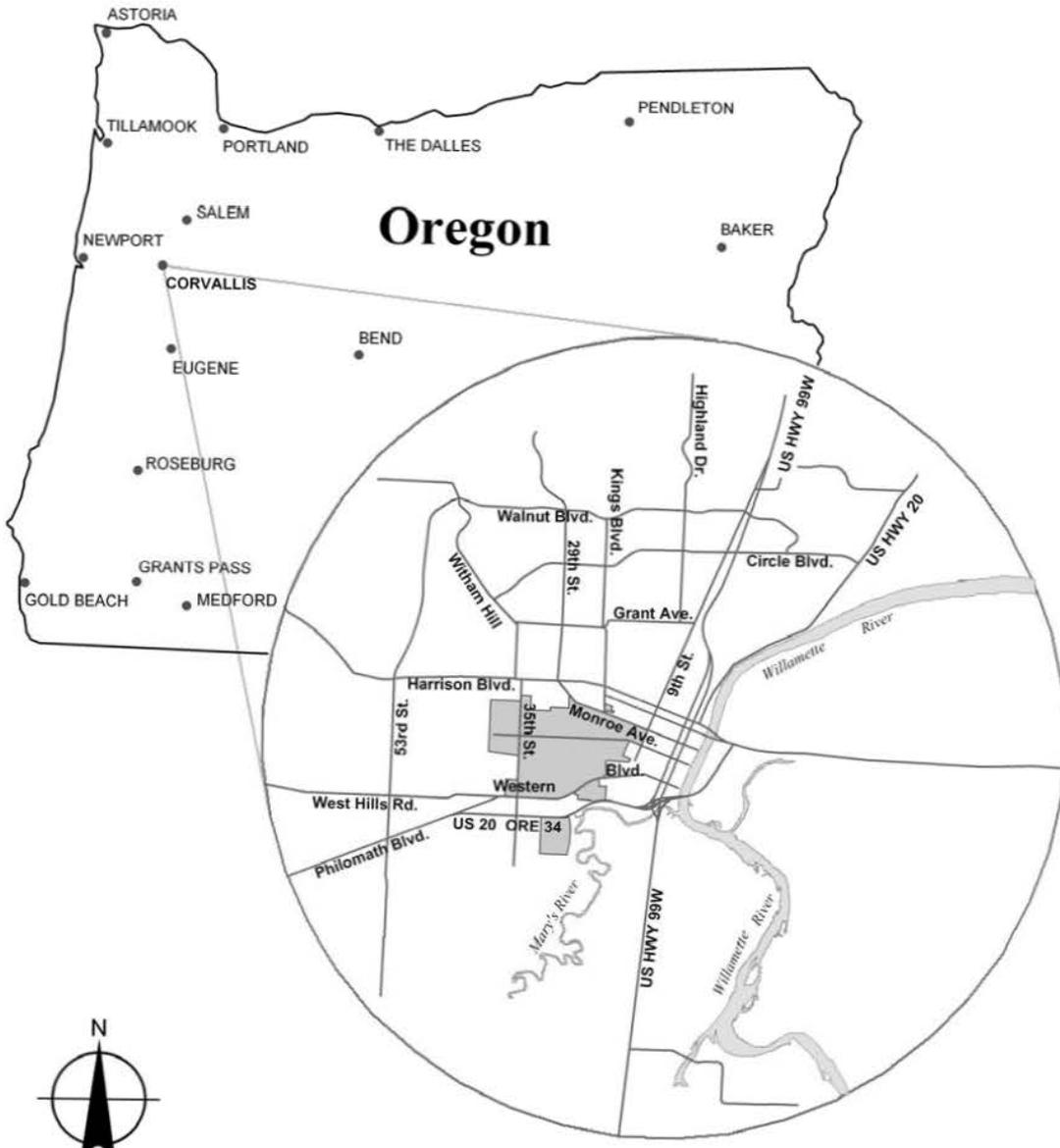
[Chapter 3.36 amended by Ordinance 2014-01, effective February 28, 2014]

OREGON STATE
U n i v e r s i t y

CAMPUS MASTER PLAN
2004-2015

DECEMBER 2004

Oregon State University
Campus Master Plan
Vicinity Map



Corvallis, Oregon

OREGON STATE
U n i v e r s i t y

CAMPUS MASTER PLAN
2004-2015

Prepared By:

Oregon State University
Facilities Services
100 Adams Hall
Corvallis, Oregon 97331-2001

Jim Lloyd, Director of Facilities Services
Vincent Martorello, Campus Planning Manager
Patty McIntosh, Senior Space Planner
Dan VanVliet, Mapping Coordinator
Carolyn Munford, Planning Analyst

December 2004

Oregon State University (OSU) would like to acknowledge the following parties for their contribution to the Campus Master Plan (CMP).

City of Corvallis City Council, City Manager and City Attorney

Helen Berg, Mayor	Jackson Cassady, Ward 4	Scott Zombrick, Ward 7
Vicki McRoberts, Ward 1	Rob Gándara, Ward 5	Betty Griffiths, Ward 8
Tina Empol, Ward 2	Scott Wershow, Ward 6	Hal Brauner, Ward 9
George Grosch, Ward 3		

Jon Nelson, City Manager
Jim Brewer, City Attorney

City of Corvallis Planning Commission

Ed Barlow-Pieterick, Chair	David Connell	David Graetz
Bill York, Vice Chair	Tracy Daugherty	Tony Howell
Kirk Bailey	Jane Fleischbein	Bruce Orsen

City of Corvallis Community Development Staff

Ken Gibb, Community Development Department Director
Kelly Schlesener, Planning Division Manager
Fred Towne, Senior Planner

City of Corvallis Public Works Staff

Steve Rogers, Department Director
Keith Turner, Development Engineering Supervisor
Josh Bjornstedt

OSU Neighbors

Special thanks are in order for a group of neighbors that helped to prepare the final version of the CMP to ensure neighborhood concerns were addressed.

Dan Brown	Carol Chin	Andrew Ross	Robert Mason
Gary Angelo	Trish Daniels	Richard Towey	John Foster
Tammy Stehr	Jim Washburn	Joan Sandeno	

OSU Facilities Services Staff and Consultants

Facilities Services Design and Construction	Ms. Terri Harding, Satre Associates
Facilities Services Site Operations	Mr. Thomas Bauer, PTVAmerica
Facilities Services Environmental Health and Safety	Mr. Tom Armstrong, Winterbook Planning
Facilities Services Administration	Keyword Technical Writing and Editing

Table of Contents

Chapter 1 – Introduction

1.0 Introduction	1-1
1.1 Campus Master Plan Purpose and Overview	1-1
1.2 OSU Mission Statement	1-3
1.3 Campus Character	1-5
1.4 OSU History	1-14
1.5 OSU Campus Planning History	1-17
1.6 CMP Plan Objectives	1-21
1.7 CMP Planning Process	1-22
1.8 Organization of the Campus Master Plan	1-23

Chapter 2 – CMP Principles and Policies

2.0 Campus Master Plan Principles and Policies	2-1
2.1 Community Relationships	2-1
2.2 Academic and Research Excellence	2-3
2.3 Student Life and Services	2-4
2.4 Athletics	2-5
2.5 Site Development, Operations, and Management	2-5
2.6 Transportation, Circulation, and Parking	2-7
2.7 Pedestrian Systems and Open Space	2-8
2.8 Environmental Stewardship and Natural Features	2-9
2.9 Lighting and Site Furnishings	2-13
2.10 Utility Infrastructure	2-14

Chapter 3 – Projected Facility Needs

3.0 Projected Facility Needs	3-1
3.1 OSU Population Projections	3-1
3.2 Campus Overview	3-3
3.3 Existing Facilities	3-4
3.4 Future Growth	3-9
3.5 Condition of Facilities	3-13
3.6 Capital Construction	3-14

Chapter 4 – Campus Development

4.0 Campus Development	4-1
4.1 General Development Policies	4-5
4.2 Sector Descriptions	4-9
Sector A – West 35 th	4-9
Sector B – West Campus	4-13
Sector C – Campus Core	4-17
Sector D – Lower Campus	4-21
Sector E – Southwest Campus	4-24

Chapter 4 – Campus Development, <i>continued</i>	
Sector F – Reser Stadium and Gill Coliseum	4-28
Sector G – LaSells and Alumni Center	4-32
Sector H – Far South Campus	4-35
Sector J – South Farm	4-37
Chapter 5 – Design Guidelines	
5.0 Design Guidelines Overview	5-1
5.1 The Design Process	5-2
5.2 Design Guidelines	5-4
Chapter 6 – Transportation Plan	
6.0 Transportation Plan	6-1
6.1 Transportation Policies	6-1
6.2 Transportation System	6-3
6.3 Transportation Impacts	6-7
6.4 Travel Survey	6-7
6.5 Base Transportation Model	6-12
6.6 Development Scenario Impact on Level of Service	6-16
6.7 Pedestrian and Bicycle Systems	6-20
6.8 Transportation Improvement Plan (TIP)	6-24
6.9 Transportation Demand Management Scenarios	6-34
6.10 Transit Systems	6-38
Chapter 7 – Parking Plan	
7.0 Parking Plan	7-1
7.1 Purpose of the Parking Plan	7-1
7.2 Parking Policies	7-1
7.3 Parking Plan Development	7-3
7.4 Current Parking Inventory	7-5
7.5 Current Parking Management Program	7-7
7.6 Off-Campus Parking Enforcement	7-10
7.7 Recommended Action Plan for Off-Campus Parking Management	7-13
7.8 Parking Demand Assessment	7-14
7.9 Parking and Alternative Transportation	7-17
7.10 Bicycle Parking	7-17
7.11 Bicycle Action Plan	7-19
Chapter 8 – Implementation of the CMP	
8.0 Implementation of the CMP	8-1

List of Tables

Chapter 2 – CMP Principles and Policies

Table 2.1 City-Inventoried Natural Features on OSU Property	2-10
---	------

Chapter 3 – Projected Facility Needs

Table 3.1 Historical Student Enrollment	3-1
Table 3.2 Projected Student Enrollment	3-2
Table 3.3 Projected Increase in OSU Student Enrollment and Faculty/Staff	3-2
Table 3.4 Average Age of Buildings within Each Sector	3-4
Table 3.5 Space Assignment by Use Category	3-4
Table 3.6 Historic Buildings Listed with the City and OUS	3-6
Table 3.7 Student Housing Facilities	3-8
Table 3.8 Assignable Square Footage by Growth	3-10
Table 3.9 Existing Assignable Percent Square Footage by Sector	3-11
Table 3.10 Most Likely Scenario by Assignable Square Footage	3-11
Table 3.11 Full Build-Out Scenario by Assignable Square Footage	3-12

Chapter 4 – Campus Development

Table 4.1 Building Square Footage by Sector	4-1
Table 4.2 Open Space Requirement by Sector	4-2
Table 4.3 Total Master Plan Area	4-5
Table 4.4 Sector A Area Calculations	4-9
Table 4.5 Sector B Area Calculations	4-13
Table 4.6 Sector C Area Calculations	4-17
Table 4.7 Sector D Area Calculations	4-21
Table 4.8 Sector E Area Calculations	4-24
Table 4.9 Sector F Area Calculations	4-28
Table 4.10 Sector G Area Calculations	4-32
Table 4.11 Sector H Area Calculations	4-35
Table 4.12 Sector J Area Calculations	4-37

Chapter 6 – Transportation Plan

Table 6.1 Mode Shares for Travel From/To Campus	6-10
Table 6.2 Mode Shares for Intra-Campus Travel	6-10
Table 6.3 Historical Mode Share Information	6-10
Table 6.4 Uses with Assignable Square Footage	6-12
Table 6.5 Growth and Assignable Square Footage by Scenario	6-12
Table 6.6 Existing Level of Service	6-13
Table 6.7 Level of Service by Development Scenario	6-16
Table 6.8 Transportation Improvements by Sector	6-26
Table 6.9 Development Triggers Related to Allocated Buildable Square Footages	6-32

Chapter 6 – Transportation Plan, *continued*

Table 6.10 Transportation Demand Management Scenarios	6-35
Table 6.11 Trips Generated By TDM Scenarios	6-36
Table 6.12 Percentage Increases of Trips Above Current Levels by TDM Scenarios	6-37
Table 6.13 Corvallis Transit Bus System Scheduled Stops at OSU	6-38
Table 6.14 OSU Shuttle Ridership	6-39

Chapter 7 – Parking Plan

Table 7.1 Available Parking Spaces by Lot Type	7-5
Table 7.2 Parking Usage by Lot Type	7-5
Table 7.3 Headcount and Parking Summary	7-6
Table 7.4 Parking Usage by Sector	7-6
Table 7.5 Parking Permits Issued and Cost Per Year	7-8
Table 7.6 Shuttle Ridership by Term and Academic Year	7-9
Table 7.7 On-Campus Parking Enforcement Citations	7-10
Table 7.8 Neighborhood Parking Usage	7-10
Table 7.9 District A, Neighborhood Parking Usage by Time Period	7-12
Table 7.10 District B, Neighborhood Parking Usage by Time Period	7-12
Table 7.11 Historical Parking Demand	7-14
Table 7.12 Population Increase	7-16
Table 7.13 Future Parking Demand	7-16
Table 7.14 Covered and Uncovered Bike Parking, 2003	7-17

Chapter 8 – Implementation of the CMP

Table 8.1 LDC Table 3.36-1 Privately Owned Parcels	8-4
Table 8.2 LDC Table 3.36-2 Building Square Footage by Sector	8-10
Table 8.3 LDC Table 3.36-3 Minimum Future Open Space by Sector	8-11
Table 8.4 LDC Table 3.36-4 Maximum Building Height by Sector	8-12
Table 8.5 LDC Table 3.36-5 Residential Use Zoning Standards	8-24

List of Figures

Chapter 1 – Introduction

Figure 1.1 OSU Campus Sector Map	Cover
Figure 1.2 OSU Memorial Union Quad, circa 1945	1-3
Figure 1.3 Lower Campus	1-4
Figure 1.4 Agricultural and Life Sciences Building	1-5
Figure 1.5 OSU Vicinity Street Map	1-7
Figure 1.6 Parking Facilities	1-9
Figure 1.7 OSU Buildings	1-11
Figure 1.8 Pedestrian Corridors and Open Space	1-13
Figure 1.9 Women Students at Oregon Agricultural College, circa 1898	1-14
Figure 1.10 OSU Campus, circa 1911	1-15
Figure 1.11 Education Hall, circa 1912	1-15
Figure 1.12 Memorial Union Construction, circa 1927	1-15
Figure 1.13 Aerial View of OSU, early 1930s	1-16
Figure 1.14 1909 Olmsted Brothers Plan	1-17
Figure 1.15 1926 Physical Development Plan	1-18
Figure 1.16 1945 Physical Development Plan	1-18
Figure 1.17 1964 Physical Development Plan	1-19
Figure 1.18 1976 Physical Development Plan	1-19
Figure 1.19 1986 Physical Development Plan	1-20
Figure 1.20 2004-2015 Campus Master Plan	1-20
Figure 1.21 Aerial Map of OSU with Sector Boundary	1-25

Chapter 2 – CMP Principles and Policies

Figure 2.1 CMP Input Sources	Cover
Figure 2.2 Linus Pauling, 1922 OSU Graduate and Recipient of the 1954 Nobel Prize for Chemistry and 1962 Nobel Peace Prize	2-3
Figure 2.3 OSU Football Player	2-5
Figure 2.4 Architectural Design for Renovation of Weatherford Hall, 2003	2-5
Figure 2.5 Northwest View from the Valley Library	2-8
Figure 2.6 Historic Light Fixture	2-13

Chapter 3 – Projected Facility Needs

Figure 3.1 Halsell Hall	3-3
Figure 3.2 OSU Historic Buildings	3-5

Chapter 4 – Campus Development

Figure 4.1 Aerial View of OSU	4-3
Figure 4.2 OSU Campus Sector Map	4-4
Figure 4.3 Irish Bend Covered Bridge	4-7
Figure 4.4 Map of Sector A	4-8
Figure 4.5 Map of Sector B	4-12

Chapter 4 – Campus Development, *continued*

Figure 4.6 Peavy Field	4-15
Figure 4.7 Map of Sector C	4-16
Figure 4.8 OSU’s Oldest Building, Benton Hall, Built in 1889	4-19
Figure 4.9 Map of Sector D	4-20
Figure 4.10 Map of Sector E	4-23
Figure 4.11 Richardson Hall	4-26
Figure 4.12 Map of Sector F	4-27
Figure 4.13 Reser Stadium on a Football Game Day	4-30
Figure 4.14 Map of Sector G	4-31
Figure 4.15 Map of Sector H	4-34
Figure 4.16 Map of Sector J	4-36

Chapter 5 – Design Guidelines

Figure 5.1 Waldo Hall	5-1
Figure 5.2 Madison and 11 th Street	5-5
Figure 5.3 Pedestrian Access to Core Campus	5-7
Figure 5.4 Valley Library Rotunda	5-10

Chapter 6 – Transportation Plan

Figure 6.1 Functional Classification System	6-4
Figure 6.2 OSU Street Ownership (Private Streets)	6-6
Figure 6.3 Transportation Analysis Zones	6-15
Figure 6.4 Existing Bicycle Improvements	6-22

Chapter 7 – Parking Plan

Figure 7.1 Existing Parking Facilities	7-4
Figure 7.2 City Parking Districts	7-11
Figure 7.3 Future Parking Locations	7-15
Figure 7.4 Existing Bicycle Parking Facilities	7-18

Chapter 8 – Implementation

Figure 8.1 Aerial View of OSU with OSU District Boundary	8-1
Figure 8.2 Campus Sector Map	8-9
Figure 8.3 Neighborhood Transition Area	8-12

OREGON STATE
U n i v e r s i t y

CAMPUS MASTER PLAN
2004-2015

CHAPTER 1 - INTRODUCTION

Campus Master Plan Sector Map

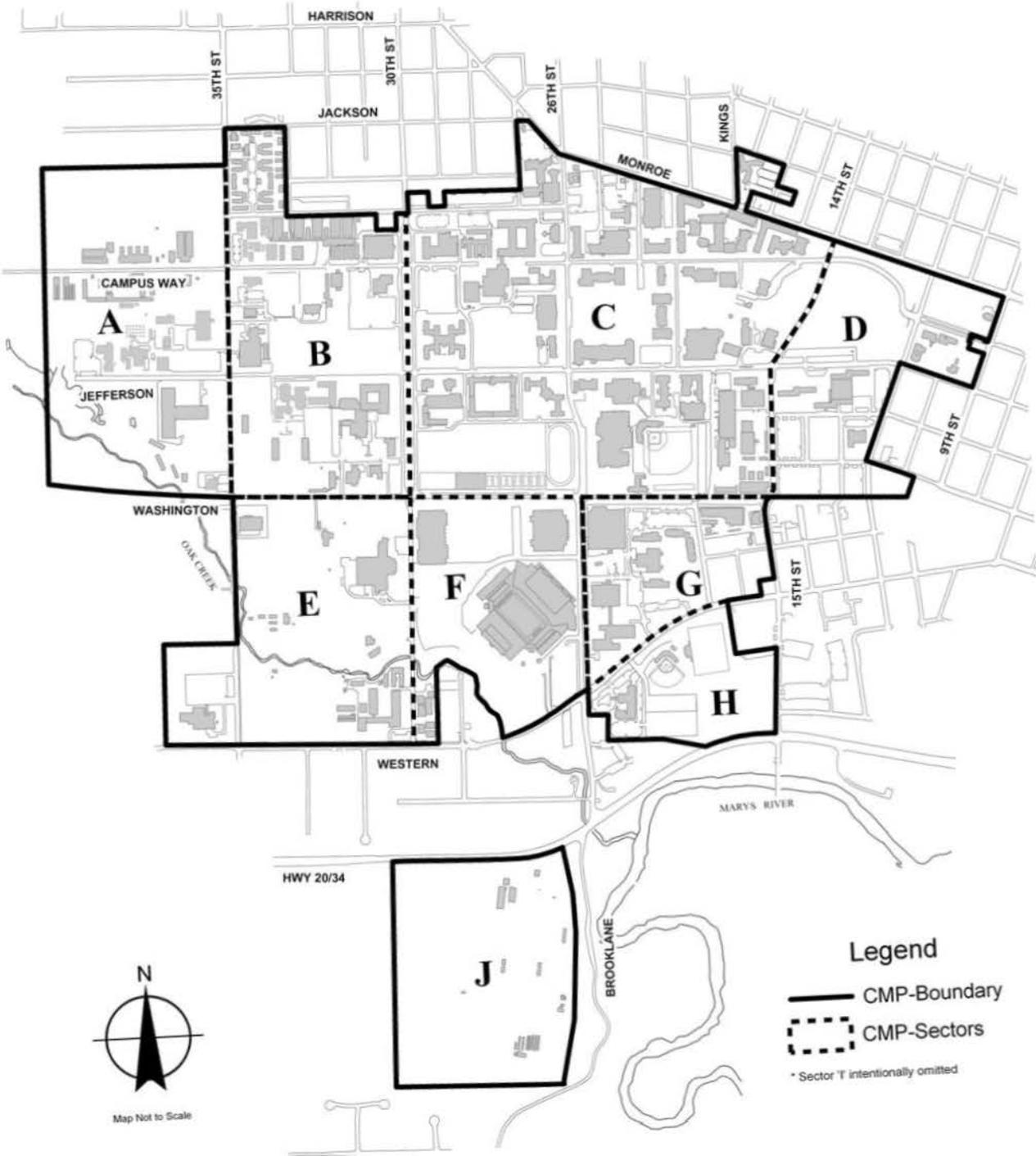


Figure 1.1: OSU Campus Sector Map

1.0 Introduction

1.1 Campus Master Plan Purpose and Overview

Oregon State University (OSU) is a comprehensive public research university and a member of the Oregon University System (OUS). As the state's land-, sea-, and space-grant institution, OSU has programs and faculty located in every county of the state. OSU views the state of Oregon as its campus, and works in partnership with Oregon community colleges and other OUS institutions to provide access to educational programs.

The OSU Campus Master Plan (CMP) focuses on the 570 acres of land recognized as the main campus within the city limits of Corvallis, Oregon. This acreage is situated west of downtown Corvallis and bounded, generally, by 9th Street to the east, Monroe Street to the north, Western Boulevard to the south, and 35th Street to the west.

The CMP has three purposes:

- Identify guiding principles and policies for the long-range planning of OSU that will direct the physical development (i.e., approximately three million gross square feet of new buildings and facilities) over the approximate 10- to 12-year planning horizon.
- Establish a conceptual framework for the campus through program development, land use determinations, intensity of development, and parking and circulation initiatives.
- Clarify and enhance the relationship and connectivity with the surrounding community.

The CMP was formulated to maintain and enhance the university's fundamental mission, its roles in undergraduate, graduate, and professional education, and its public service. The growth proposed in the CMP is necessary to accommodate the projected growth in the number of people seeking higher education and to support educational and research initiatives. The CMP offers flexibility in meeting the challenge of providing a compelling learning environment, while setting standards that direct future growth, guide future design decisions, and conserve and enhance the open space of the campus. In balancing these various concerns, the university truly becomes a public amenity for all in the state of Oregon.

The CMP updates the 1986 OSU Physical Development Plan and aims to meet the needs for the intellectual, economic, technological, and social advancement of the campus and surrounding community. The CMP is based on the contributions of administrators, faculty, staff, students, and the Corvallis community.

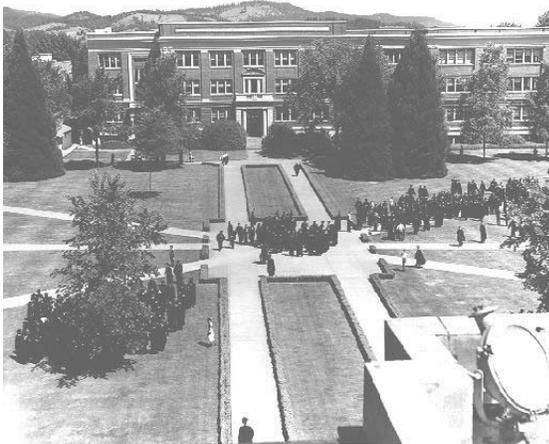
To guide future development and expansion of the campus, the CMP:

- Divides the campus into nine sectors, each with its own development allocation (amount of building square footage allowed) and development standards;
- Identifies the campus core (Sector C) as the primary area for academic and associated research-related facilities;
- Establishes the concept of grouping student academic activities within a 10-minute walk to minimize the need for automobile travel between classes;
- Anticipates approximately 750,000 gross square feet of new construction in the campus core area with an additional 2.4 million gross square feet in the other sectors most likely to occur over the CMP's 10- to 12-year planning horizon;
- Proposes a review framework that allows for city administrative approval if development is consistent with the development allocation, sector standards, and mitigation strategies;
- Recognizes that the core area will become denser (in terms of building mass and pedestrian activity), thereby displacing some parking adjacent to buildings;
- Locates displaced and new parking facilities in new lots and structures, but not necessarily adjacent to new development;
- Provides areas for additional student housing facilities;
- Identifies major campus entryways (portals) at Jefferson Avenue and/or Monroe Avenue and Western Avenue and 26th Street;
- Maintains the open space character of the campus by minimizing the amount of development in the lower campus, which is the area from 11th to 14th streets in the vicinity of Monroe Avenue. Development from 9th to 11th streets shall be for uses such as a welcome center, president's residence, additional student housing, and/or other uses that retain the open space character of the area; and
- Preserves the existing quads, proposes construction of new quads with new development, and respects the values associated with Oak Creek and other natural resource areas.

The CMP recognizes the need for facilities and services to support the academic and research communities of OSU. Through the implementation of the CMP, the university will respond to the intellectual, economic, and technological advancement needs of the campus community while visually and physically reinforcing the campus organization and unity.

1.2 OSU Mission Statement

OSU aspires to stimulate a lasting attitude of inquiry, openness, and social responsibility. To meet these aspirations, OSU is committed to providing excellent academic programs, educational experiences, and creative scholarship.



OSU is well positioned to contribute to the civic, economic, environmental, and social foundations of society, and particularly to help energize Oregon's economy and improve the lives of its citizens.

OSU's vision is to best serve the people of Oregon and to be among the top 10 land-grant institutions in United States. To achieve this vision, OSU will be true to its core values of accountability, diversity, integrity, respect, and social responsibility while creating an environment that facilitates further success.

Figure 1.2: OSU Memorial Union Quad, circa 1945

a. Core Values

1. Accountability

OSU is a committed steward of the loyalty and good will of alumni and friends and of the human, fiscal, and physical resources to which it is entrusted.

2. Diversity

OSU recognizes that diversity and excellence go hand-in-hand, enhancing teaching, scholarship, and service as well as the ability to welcome, respect, and interact with people.

3. Integrity

OSU practices honesty, freedom, truth, and integrity.

4. Respect

OSU treats all persons with civility, dignity, and respect.

5. Social Responsibility

OSU contributes to society's intellectual, cultural, spiritual, and economic progress and well-being to the maximum possible extent.

b. Achieving the Vision

Achievement of OSU's vision means that:

- OSU students are among the best in the nation in their ability to think broadly, address and solve complex problems, adapt to environments enriched by diversity and characterized by continuous change, work effectively in an international culture, compete successfully in their professional areas, and assume leadership roles in their communities;
- OSU faculty will be increasingly recognized throughout the world for their teaching, scholarship, research and outreach activities, their pursuit of academic and intellectual leadership, and integrity;
- OSU staff will excel in providing the professional and support services without which the university cannot reach its vision; and
- The people of Oregon and beyond will enjoy a higher quality of life built upon a balanced and growing economy, opportunities for its workforce, preservation of the environment, and the social well-being of its population.



Figure 1.3: Lower Campus



Figure 1.4: Agricultural and Life Sciences Building

1.3 Campus Character

The character of OSU's campus is defined by a composite of elements including:

- Streets
- Parking
- Buildings
- Pedestrian corridors and open spaces

These separate but interrelated elements are integrated into the campus and form the framework for new development. Any new construction or development shall become an extension of these elements and continue to shape and define the physical character of OSU.

a. Streets

The campus is based on a grid pattern, which has its roots in the 1909 Olmsted Brothers plan (see section 1.5). The grid provides an easily understandable development pattern in which open space and pedestrian areas can be incorporated. Vehicular through-traffic is restricted from most areas of the campus core. The streets in the core areas are reserved for public transit, bicycle, pedestrians, and service and emergency vehicle access. The pedestrian-oriented zone allows for safe and convenient pedestrian movement and enhances the character of the campus.

Some streets through campus remain open to public access and provide for vehicular traffic to parking and to service destinations. Although these streets currently do not conflict with pedestrian usage, there may be a need to restrict public access through campus.

An information booth currently located in the parking lot on the north side of Jefferson Avenue and east of 15th Street provides visitors with campus directions and parking information. This CMP is intended, in part, to help improve the entryways and way-finding on campus. Major portals are proposed at the Jefferson Avenue and/or Monroe Avenue area as well as at 26th Street and Western Boulevard area. Development of these areas will further strengthen the sense of arrival on the OSU campus. These improvements will also provide a more convenient location for information dissemination.

The completed Highway 20/34 bypass of downtown Corvallis provides regional traffic connectivity between Interstate 5 and the coastal area. This route reduces traffic through downtown Corvallis and directs travelers destined for campus to the south campus entries, which results in increased traffic on 15th and 26th streets.

OSU Vicinity Street Map

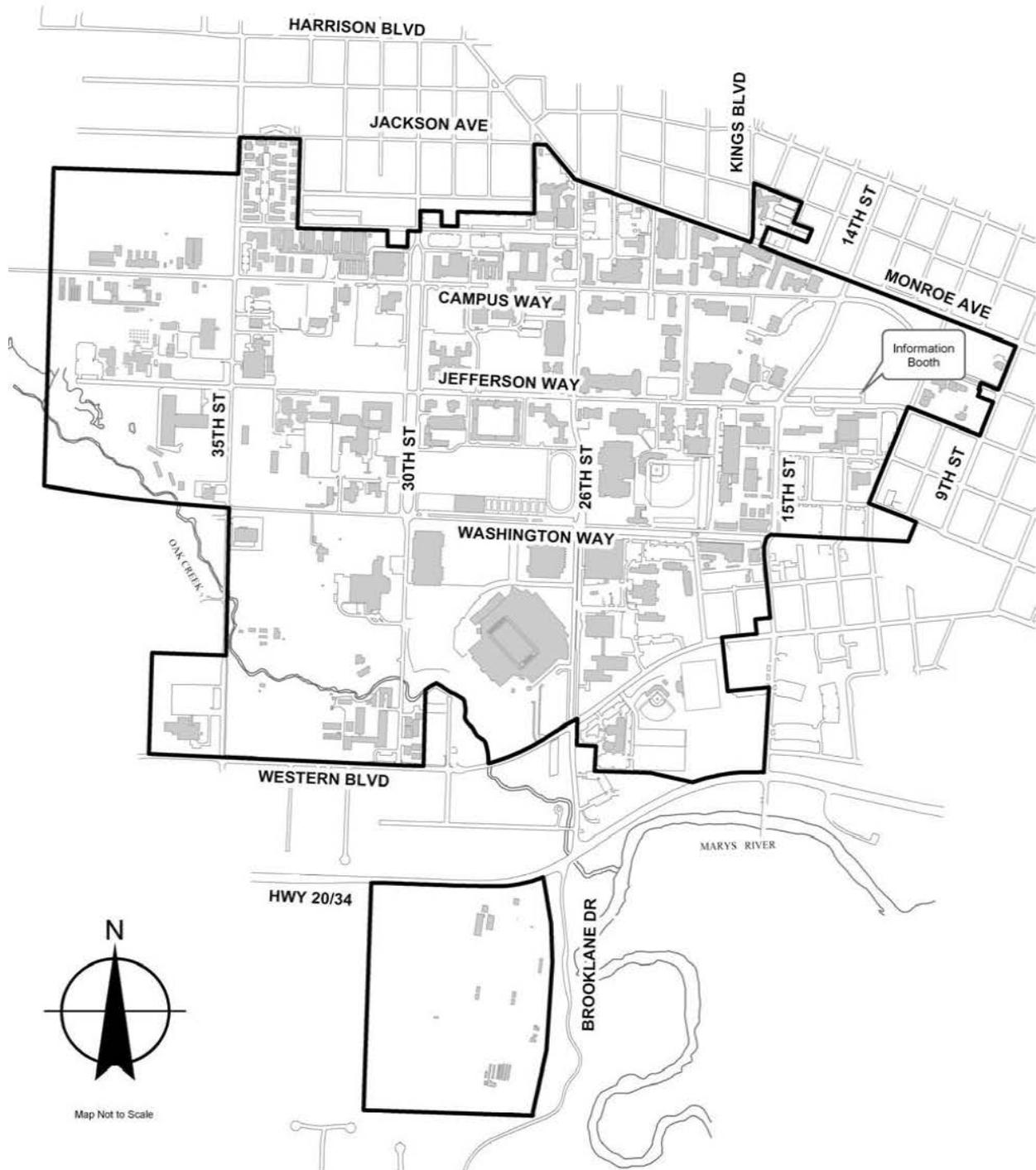


Figure 1.5: OSU Vicinity Street Map

b. Parking

Most of the campus parking spaces are located on the campus perimeter. The university has 58 acres of parking, which provides spaces for approximately 7,714 cars on campus. Of those spaces, over 1,000 are located in the Reser Stadium (Sector F) area. The greatest demand for parking, however, is in areas closer to the campus core where most academic facilities are concentrated; these areas also share the greatest demand for new and expanded facilities. Thus it is anticipated that some core parking areas will be redeveloped with new buildings, further displacing parking to perimeter locations.

Over the last decade OSU and the city have encouraged the use of alternative modes of transportation, particularly bicycle travel. Approximately 5,800 bicycle parking spaces are available on campus, one-third of which are covered. The spaces are distributed throughout the campus near all major destinations. Recently, some construction projects have included shower and locker facilities to further promote bicycle travel.

Bus ridership to the campus has increased dramatically due to a pre-paid ride program. This program allows faculty, staff, and students to ride the Corvallis Transit System bus upon showing a valid OSU identification card. Recently, rising enrollment and the increasing propensity of students to drive their cars to campus have increased the parking demand on campus. To meet this parking demand and mitigate the impact on local residents, a campus shuttle service was implemented in January 2000, thus allowing improved accessibility to peripheral parking facilities such as those at Reser Stadium.

Additionally, OSU is working with local transit authorities to institute a Transportation Demand Management strategy to encourage alternative methods of commuting. This includes promoting carpools and vanpools, bicycling, walking, telecommuting, and alternative work hours, among other strategies.

If the driving habits and trends of the OSU population continue at their current rate, the parking demand will require construction of new parking facilities. It is OSU's desire, as well as a local zoning requirement, to provide adequate on-site parking. To the extent possible, OSU seeks to encourage those who bring their vehicles to campus to park in OSU-provided facilities and not park in the surrounding neighborhoods. To the extent that students, faculty, and staff create parking problems in the surrounding neighborhoods, strategies may be needed to mitigate off-campus impacts.

Parking Facilities

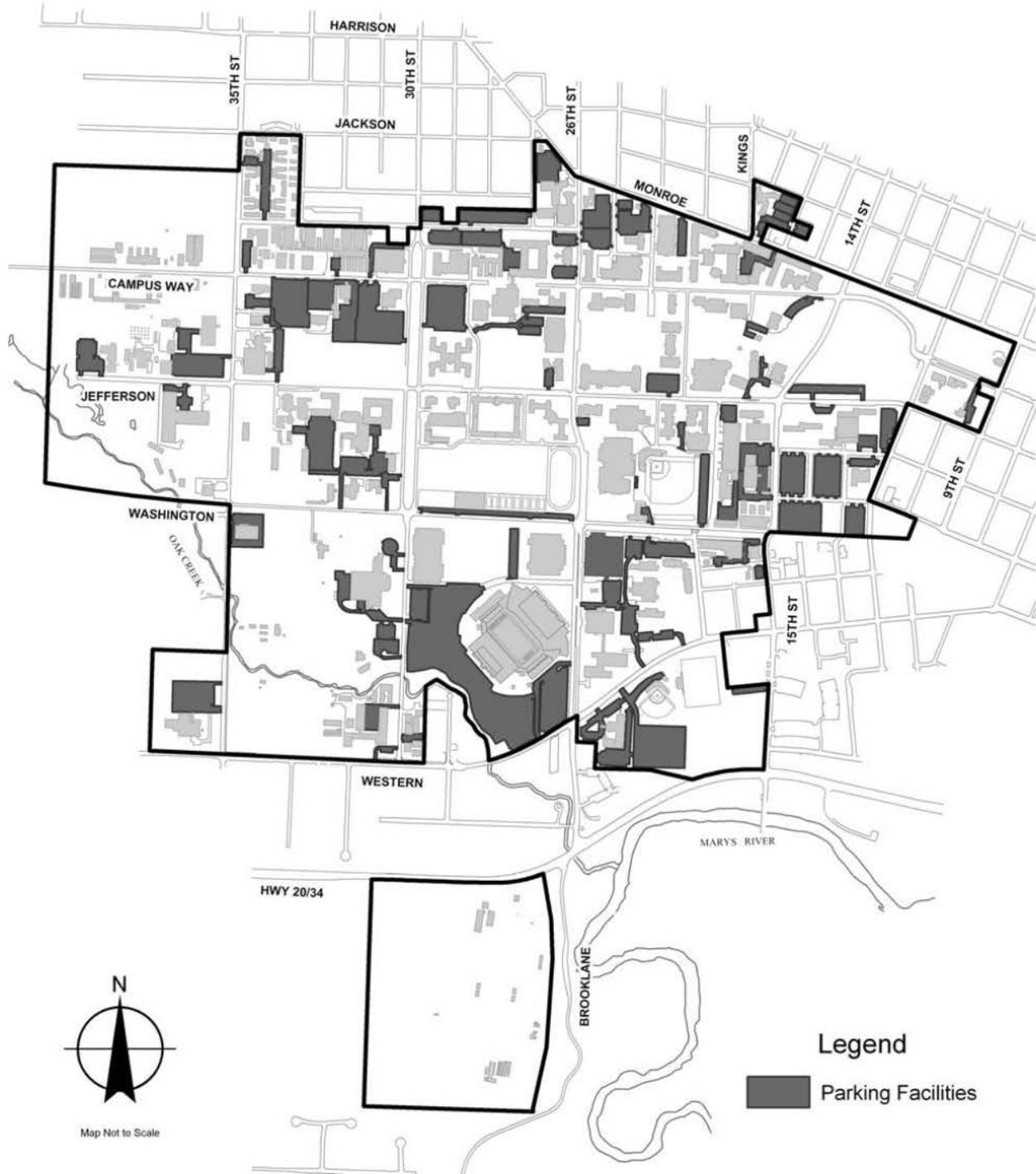


Figure 1.6: Parking Facilities

c. Buildings

The OSU campus consists of a wide range of building styles and types that reflect their functions, the attitudes of university administrators, and the popular styles at the time of building construction. The original buildings developed along the sloping land west of 15th Street were, for the most part, organized on a northeast/southwest axis corresponding to 14th and 15th streets. These buildings vary greatly in size and form, but all have strong stone bases and distinctive visual qualities.

The first campus master plan, prepared by the Olmsted Brothers firm in 1909, created a new planning order and attitude about landscape and architecture that emphasized the importance of trees and architectural harmony on campus. The Olmsted document stated that buildings should be of uniform brick materials and of basic classical forms with dignified entrances. Buildings should be oriented along tree-lined streets, facing broad open spaces so that each building could be fully appreciated. The Olmsted plan also called for landscapes of open lawn and clustered trees to minimize obstruction of the building facades.

While historic building patterns and styles continued to be recognized and appreciated, buildings constructed after 1945 shared little continuity in architectural character. The modern movement in architecture dominated this period, resulting in the emergence of widely varied building forms. The use of brick remained a common element in many buildings, but the Olmsted Brothers' concerns about modest building masses and a building's relationship to open space and the street grid system were often disregarded. Idiosyncratic materials and configurations were used. A disregard for mass and scale placed undue attention on some buildings and overpowered the modest scale of older buildings.

Future development should ensure that buildings visually and physically reinforce campus organization and unity. Buildings help define the boundaries of streets and open spaces and establish a campus identity. The university should strive to preserve historically significant buildings, ensure that new buildings are compatible with the overall campus context, and maintain and enhance the existing pattern of development.

OSU Buildings

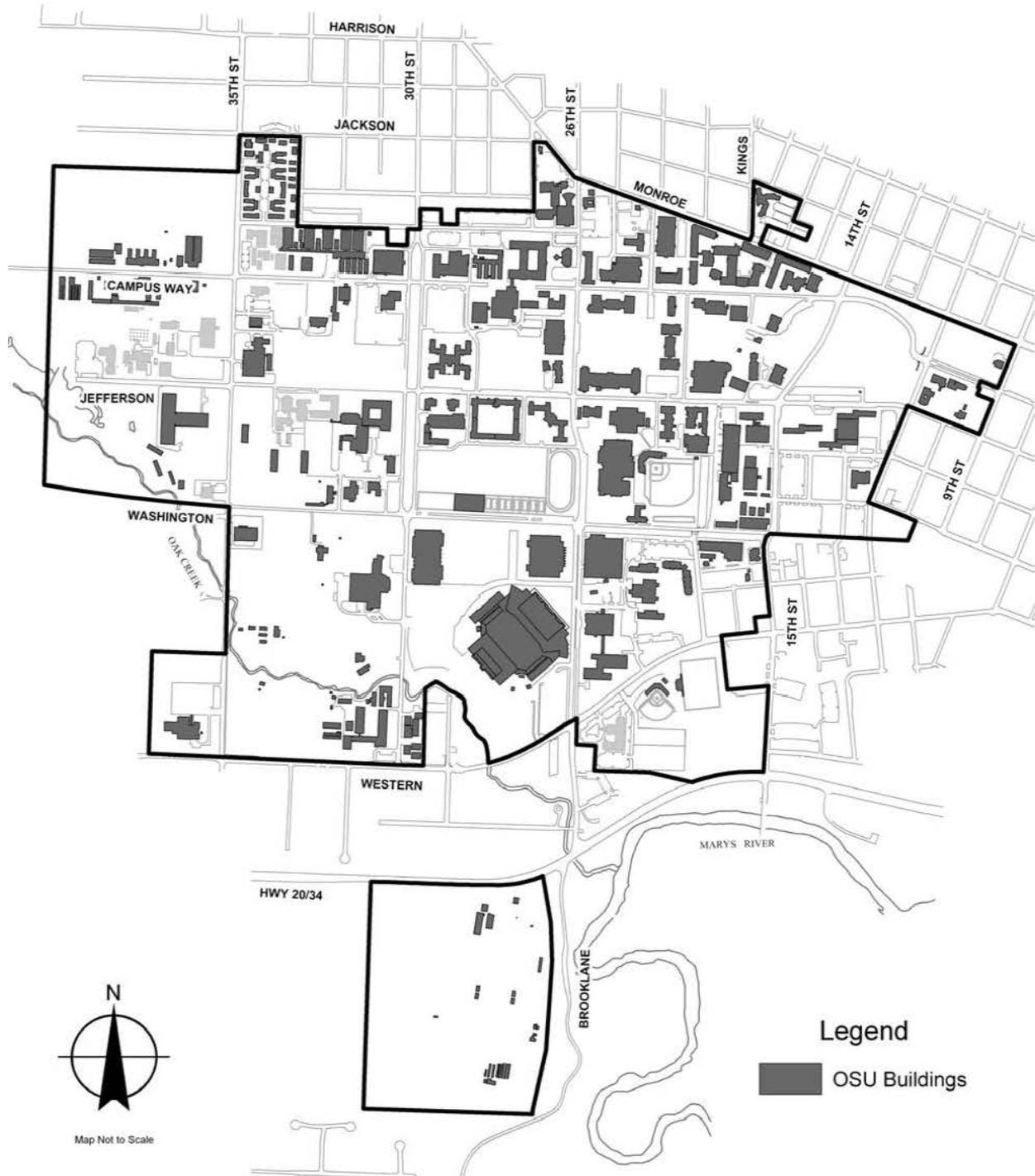


Figure 1.7: OSU Buildings

d. Pedestrian Corridors and Open Spaces

Pedestrian walkways form critical links between buildings, reinforce the circulation grid, and connect campus open spaces. The network of walkways and quads forms the primary circulation system for the university community. The decision in the early 1960s to bar vehicular through-traffic from the campus core expanded the available space for pedestrians and created a safe and more relaxed atmosphere during peak pedestrian-use periods.

Walkways tend to be formal and angular, forming direct lines between destinations. This formality builds on the traditional street grid and building patterns. The Memorial Union Quadrangle is the largest geometric pattern on campus, and is consistent with the classical nature of the surrounding buildings.

Open spaces throughout campus are dominated by large expanses of lawn with clusters of trees and impressive shrub beds typically located at the foundations of buildings. When the state's nursery industry began to flourish in the 1950s, considerable emphasis was placed on campus shrub plantings. OSU became a demonstration garden for many species and hybrids that were being propagated by its Horticulture Department.

A part of this CMP is devoted to increasing the number of open spaces on campus by introducing public plazas and courtyards. These functional hardscape areas will become an extension of buildings and provide the OSU community with another form of communal space.

Today, OSU's campus reflects a rich tradition of street tree planting. The campus core in particular is dominated by a large number of American elms. The threat of tree loss from Dutch elm disease led to a program of removal and replacement during the 1960s and 1970s. This program was abandoned in the 1980s, and today these trees are routinely maintained and monitored for Dutch elm disease. It is important to continue a careful program of protection and disease prevention to maintain this vital historic resource.

Pedestrian Corridors and Open Spaces

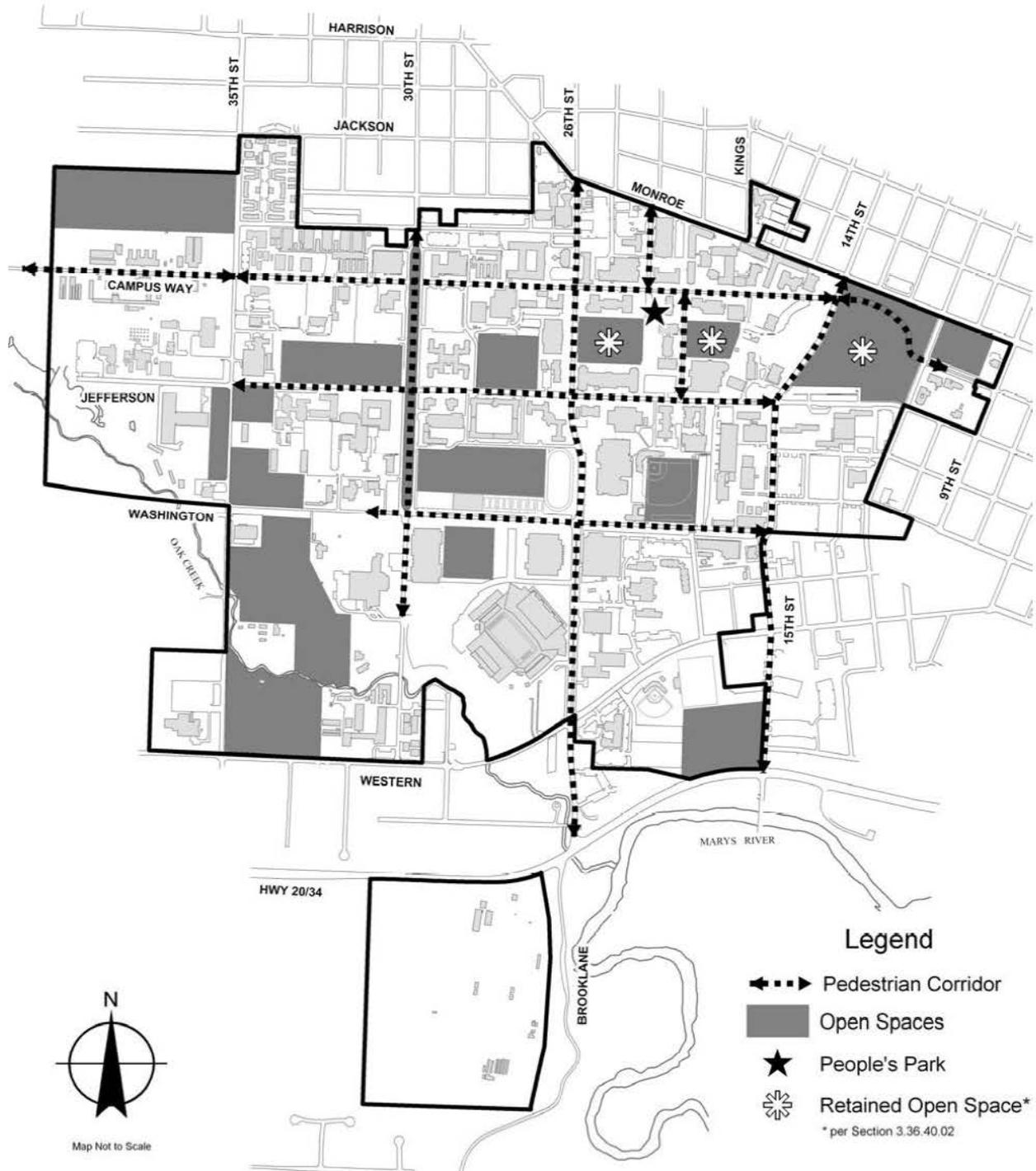


Figure 1.8: Pedestrian Corridors and Open Spaces

1.4 OSU History

In 1868, the Oregon Legislative Assembly designated Corvallis College as the Agricultural College of the State of Oregon. The college was the recipient of land-grant fund income from the sale of 90,000 acres in southwest Oregon. The Corvallis College Board of Trustees accepted the designation and permanent adoption of Corvallis College as the state's agricultural college in 1870. The name of the institution was Corvallis College and Agricultural College of Oregon.

In 1871, the Corvallis College Board of Trustees purchased a 35-acre farm to comply with the 1862 Morrill Act, which specified that each land-grant college own at least 35 acres of land. This farm was referred to as the Experimental Farm, and is known today as Lower Campus. In 1881, the institution was renamed Corvallis Agricultural College, and in 1882 it was renamed Corvallis College and Oregon State Agricultural School. In 1883, the Department of Agriculture was established, which was the first of its kind in the Pacific Northwest. In 1888, as a result of the 1887 Federal Hatch Act, the Oregon Agricultural Experiment Station began research activities.

In 1888, the institution was renamed State Agricultural College of the State of Oregon, and in 1889 the college was relocated from its 5th and Madison location to its present location. The Oregon Legislative assembly appropriated funds to purchase an additional 155 acres of land west of 26th Street. In 1890, the institution was renamed Oregon Agricultural College. It became a leader in gender equality by being one of three land-grant institutions in the nation to offer scientific courses to woman.



Figure 1.9: Women Students at Oregon Agricultural College, circa 1898

In 1893, orange was selected as the school color and the students immediately adopted black as the background color. The Athletic Department, including a football team, was established in 1893. The first mascot was a coyote named Jimmie. Benny Beaver was introduced in 1952 and remains the mascot today. In 1894, new buildings were constructed for agriculture, horticulture, photography, and mechanical arts.



Figure 1.10: OSU Campus, circa 1911



Figure 1.11: Education Hall, circa 1912



Figure 1.12: Memorial Union Construction, circa 1927

In 1896, the institution was renamed the Agricultural College of the State of Oregon, although it was still referred to as Oregon Agricultural College. In 1889, with an enrollment of 352, Oregon Agricultural College was the largest college in Oregon. By 1890, the main campus had grown to 45 acres in size and the first sewers were installed. As student enrollment continued to grow, the students organized a Student Assembly (now known as the Associated Students of Oregon State University) and elected its first president in 1890. In 1902, the college joined the Northwest Intercollegiate Association. In 1904, the Board of Regents allowed international students to attend the college. In 1906, the 4-year Forestry curriculum was established. In 1907, the Board of Regents appointed William Jasper Kerr as the sixth president of the college.

Kerr led the college through a 25-year period of growth, increasing the number of students, faculty, academic and research programs, and physical facilities. New facilities were constructed, including Strand Hall (1909), McAlexander Field House (1910), Gilmore Hall (formerly Agricultural Engineering Building, 1912), Gilkey Hall (formerly Social Science Hall and Dairy Building, 1912), Batcheller Hall (formerly Mines Building, 1913), Milam Hall (formerly Home Economics Building, 1914), Langton Hall (1915), Moreland Hall (formerly Forestry Building, 1917), Kidder Hall (formerly Library Building, 1918), Pharmacy Hall (formerly Pharmacy Building, 1924), and Weatherford Hall (1928). During this time period, educational opportunities expanded to include the Forestry Department (1910), School of Pharmacy (1917), School of Vocational Education (1917), Horticultural Products Program (now known as the Food Science and Technology Department, 1919), School of Basic Arts and Sciences (1922), and Peavy Arboretum (1925). The School of Pharmacy received recognition from the American Medical Association in 1924, and in 1929 received accreditation.

In 1926, the Oregon Agricultural College was placed on the accredited list of the Association of American Universities, and in 1929 the college became part of the Oregon State System of Higher Education. In 1932, President Kerr was appointed the Chancellor of the Oregon State System of Higher Education. In 1934, George Peavy was appointed the seventh president of Oregon Agricultural College.



Figure 1.13: Aerial View of OSU, early 1930s

Over the next 25 years, the college continued to expand with the construction of Plageman Hall (1936), Gilbert Hall (1939), Oregon Forest Product Laboratory (1941), Industrial Building (1947), Dearborn Hall (1949), Gill Coliseum (1950), Wiegand Hall (1951), Parker Stadium, now known as Reser Stadium (1953), Forest Experiment Station (1954), Gleeson Hall (1955), Cordley Hall (1956), Weatherford Dining Hall (1957), and Snell Hall (1959).

Educational opportunities also expanded during this time, including the Guidance Clinic established by the School of Education (1935), professional engineering degrees (Ch.E., C.E., E.E., M.E., 1935), Naval ROTC (1946), Air Force ROTC (1949), Physical Education (1950), Science Research Institute (1952), and School of Humanities and Social Sciences (1959).

In 1961, a legislative act signed by Governor Mark Hatfield changed the name of the institution to Oregon State University. As such, the university continues to expand and diversify its educational opportunities with Engineering, Environmental Sciences, Forestry, Pharmacy, and other high-quality programs that offer exceptional opportunities for study and research.

OSU's high-quality academic and research programs are attracting high-quality students. In the fall of 2002, for example, incoming OSU freshman had an average high school GPA of 3.46—the highest of any Oregon University System school. The student population is diverse and continues to grow; more than 1,200 international students study at OSU each year, adding diversity and richness to the university's academic and cultural life.

OSU now has campuses and experimental stations across the state. The OSU Corvallis campus is approximately 570 acres and is the premier research university of the Oregon University System. It is a comprehensive public Carnegie Research university, recognized as the only land-, sea-, and space-grant institution in the state.

1.5 OSU Campus Planning History

a. 1909 Olmsted Brothers Plan

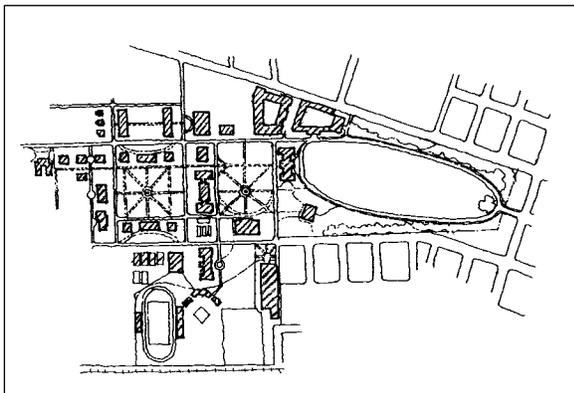


Figure 1.14: 1909 Olmsted Brothers Plan

The distinctive atmosphere of the campus—its historic buildings, tree-lined streets, a spacious and inviting campus core, and a network of pedestrian paths—is largely the result of the 1909 campus plan created by the Olmsted Brothers of Brookline, Massachusetts. Olmsted Brothers was a renowned landscape architectural firm founded by Frederick Law Olmsted. John Olmsted and Frederick Law Olmsted Jr. took over the firm and its practice the decade before Frederick Law Olmsted Sr. passed away in 1903.

Frederick Law Olmsted Sr. and the Olmsted firm designed New York's Central Park and Stanford University, and contributed to many of America's most treasured landscapes including the U.S. Capitol and White House grounds, Great Smokey Mountains, Acadia National Parks, Yosemite Valley, and entire park systems in cities including Seattle, Portland, Boston, and Louisville.

The 1909 campus plan, which integrates park design, conservation, town planning, and landscape architecture into the campus environment, embodies the philosophy and spirit of Frederick Law Olmsted Sr. His basic design philosophy is apparent in the plan's detail to creating communal spaces through the use of quads, formal tree-lined streets, and manicured open space areas. The harmonious integration of architecture and landscape planning encourages interactions between human-built and natural communities.

The 1909 plan sought to create symmetry through building design and placement, and connectivity among buildings through the use of sidewalks and paths. For many years, development at OSU followed the framework of the historic Olmsted plan.

b. 1926 Long-Range Physical Development Plan

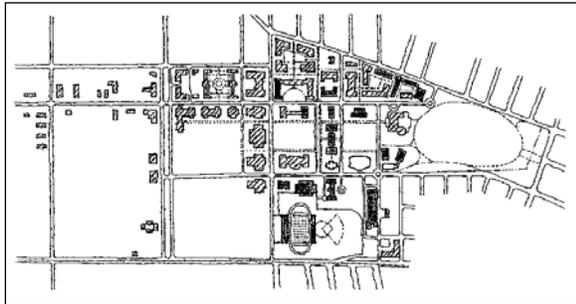


Figure 1.15: 1926 Physical Development Plan

It is presumed that A.D. Taylor, a landscape architect and town planner, provided the initial 1926 plan. However, John V. Bennes, a Portland-based architect, expanded upon the plan by incorporating men's and women's residence halls not shown in the 1926 plan.

Both the Taylor and Bennes plans are reasonably similar to the earlier campus layout projected in the 1909 Olmsted Brothers plan.

c. 1945 Long-Range Physical Development Plan

A.D. Taylor completed the 1945 development plan during the latter stages of World War II. One noticeable change to the earlier plans is the lower campus area (labeled East Campus). This plan proposed the addition of 11th Street to bisect the lower campus area. Another change proposed that Administration be located in the central wing of the building known as Strand Ag Hall.

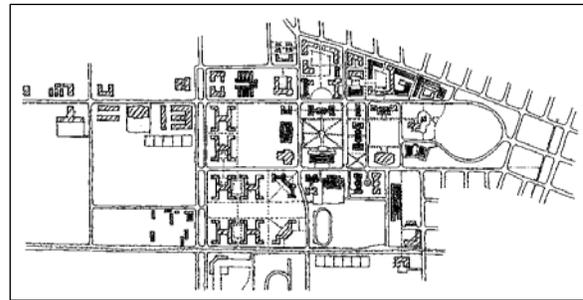


Figure 1.16: 1945 Physical Development Plan

The 1945 plan shows many men's and women's residence halls that resemble today's Sackett Hall and Weatherford Hall. The plan also provided the first indications of relocating the intercollegiate athletic fields south of the railroad tracks, along with the provision of a new field house. In addition, the plan proposed repetition of equally spaced trees lining nearly every street. The one exception to these tree-lined streets is the internal loop road in the lower campus.

d. 1964 Long-Range Physical Development Plan

Prepared by Louis A. DeMonte and Albert R. Wagner, the 1964 development plan was undertaken in the 1960s during OSU's massive construction program. Although an obvious departure from previous plans, it recognized and respected the basic layout and circulation routes of the 1945 plan. This updated plan proposed a controlled internal loop road system.

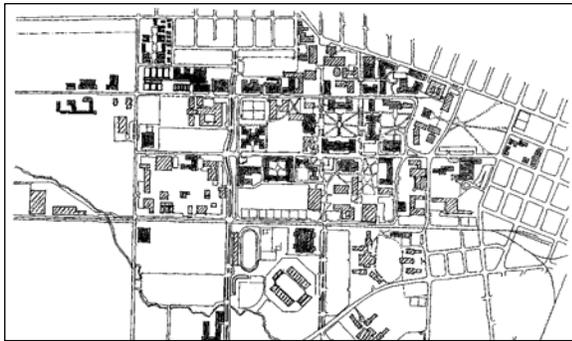
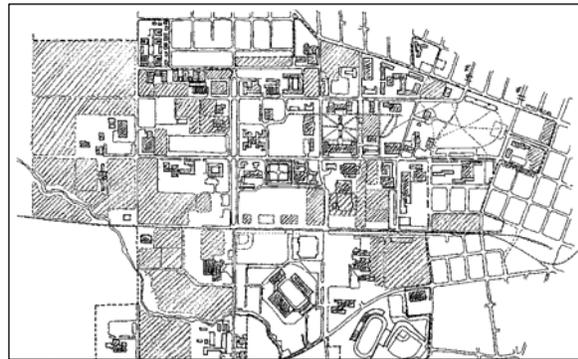


Figure 1.17: 1964 Physical Development Plan

DeMonte was careful to locate building masses and open space in a manner that provided a constant interplay between them and that avoided long, uninterrupted building facades. This exchange between building masses and open space is evident throughout the plan and was instrumental in preserving the openness of campus. This plan was the first to identify parking areas.

e. 1976 Long-Range Physical Development Plan

Prepared by Louis A. DeMonte, Earl L. Powell, and Edgar L.P. Yang, the 1976 development plan identified the intended reserves of university land that would eventually be developed for research, parking, recreation, instruction, etc. This plan identifies parking as a campus land use. The plan makes many adjustments to the proposed building sites relative to those in the 1964 plan.



One of the most noticeable changes is the reduction of sites reserved for residence hall construction. The reduction was due to the tendency of many students to seek off-campus apartments in preference to living in campus-provided facilities. Another significant change is the designation of a large land area reserved for Veterinary Medicine between 30th Street and 35th Street, south of the Southern Pacific Railroad. This was done to locate the new school of Veterinary Medicine closer to the main campus where it could more easily interact with campus administration, functions, and activities.

f. 1986 Long-Range Physical Development Plan

The 1986 development plan identified locations for new buildings as well as expansions of existing buildings. It also established a new OSU zoning district. The zoning district included development standards for building setbacks, height, parking, and landscaping.

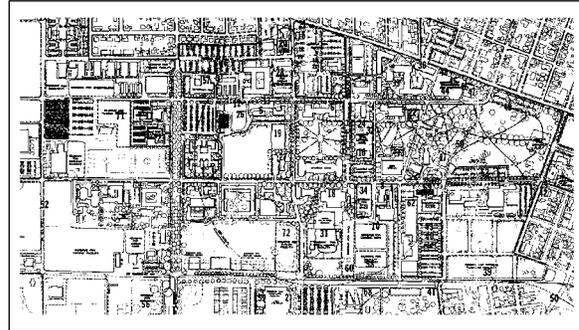


Figure 1.19: 1986 Physical Development Plan

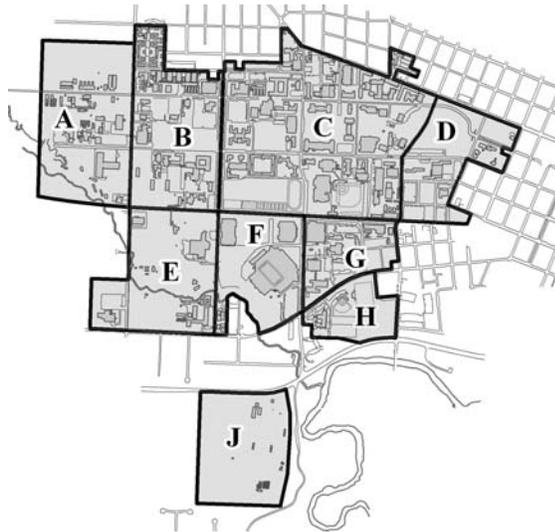
g. 2004-2015 Campus Master Plan


Figure 1.20: 2004-2015 Campus Master Plan

This, the 2004-2015 Campus Master Plan (CMP), attempts to draw from the integrity of past planning efforts and incorporate their concepts to meet today's demands for higher education facilities.

Many planning issues are timeless: balancing human-built and natural environments, creating a pedestrian-oriented campus, creating facilities that meet current and anticipated academic and research needs, and minimizing traffic and parking impacts. And while the university faces circumstances similar to those that inspired earlier plans, it also recognizes that today's competition for academic and research funds and programs places an ever increasing demand on facilities to provide the latest in technological advances and opportunities.

The CMP establishes a conceptual framework in which the inspiration of past plans and the ideals of those eras are incorporated into the present expectations of the OSU community and the anticipated needs of tomorrow's students, staff, and faculty. This conceptual framework is based on a design strategy that employs the following objectives: longevity, cohesiveness, collegiality, functionality, and connectivity. These objectives are outlined in the next section.

1.6 CMP Plan Objectives

a. Longevity

The OSU campus should be designed for longevity, i.e., the ability to continually attract students and faculty. Factors that contribute to the campus' longevity include the use of durable building materials such as brick and stone and incorporation of design considerations such as building scale and mass. These elements promote a pedestrian-friendly campus, establish inviting landscape settings, encourage campus community interaction, and create an element of character or sense of place that visitors and students will remember for years to come.

A simple, open, and orderly planned development process can help the campus achieve an image that unifies the past and the present. The CMP's sector approach continues the tradition of longevity by identifying anticipated development throughout the sectors in order to meet the needs of today and of the future.

b. Cohesiveness

The CMP outlines design elements and implementation actions that establish visual continuity and consistency for campus development over time. Campus architectural and landscape development creates an identity that reinforces the relationship between the built and natural environment. The basic massing, vertical organization, structure spacing, use of the building proportion and location, and organization of plant material should foster a sense of place and a cohesive framework.

Cohesiveness is an ongoing challenge because each new project must accept and embrace plan objectives while responding to an array of functional and budgetary opportunities and constraints. The CMP will help continue the cohesiveness of the campus by offering general design guidelines along with sector-specific guidelines and policies.

c. Collegiality

The ultimate success of any university is measured by how well it prepares students for their future professions. Similarly, the success of a campus master plan is measured by how well it creates a functional campus that supports academic and research excellence.

To this end, the CMP provides for communal spaces to encourage social interactions and support different programs to stimulate academic collaboration. Clustered developments that reflect program function not only add personality but also nurture the intellectual environment. Such public and semi-public spaces should be consistent and connected both visually and physically to the existing quad arrangements.

d. Functionality

The CMP provides guidelines for future development within each sector while also establishing minimum amounts of open space. This will ensure that a solid foundation for campus growth and expansion is achieved through well-designed, functional structures, and attractive open space. Unique requirements of some research facilities or other special use buildings will necessitate creative design approaches to ensure that they retain the campus character.

e. Connectivity

The OSU campus is primarily pedestrian-oriented. Clear physical and visual connections are necessary to facilitate movement across the campus. Where practicable, vehicular and pedestrian circulation should be separated. When vehicular and pedestrian circulation is shared or crossed, traffic calming devices such as tree-lined streets, changes in paving materials, and narrow street widths should be used to ensure pedestrian safety. A physical network of interconnected paths and walkways intermingled with open spaces and quads is essential to linking buildings throughout the campus. Visual connectivity also helps pedestrians establish a line of sight and orientation through landmarks.

1.7 CMP Planning Process

The CMP was instituted at the request of the State of Oregon Board of Higher Education, under the direction of Mark McCambridge, Vice President for Finance and Administration for Oregon State University. The planning team analyzed the physical characteristics of the campus buildings and grounds, evaluated the long-term program needs of all campus components, and developed planning goals. The CMP's conceptual framework evolved from input by representatives of the academic community (deans, department heads, provosts, etc), campus staff, students, faculty, and members of the Corvallis community.

The CMP planning process encompasses five stages:

1. Data Collection and Analysis

Data from group workshops, surveys, and independent interviews with OSU's president, provosts, deans, department heads, staff, and students provided the basis for understanding academic program, research, and enrollment growth and operational needs.

2. Concept Development

Campus long-term development needs were assessed, and conceptual approaches, policies, and guidelines were developed to establish a framework to meet those needs.

3. Documentation

The most acceptable planning solutions for the conceptual approaches, policies, and guidelines were documented in a preliminary CMP document.

4. Community Outreach

OSU's Facilities Services engaged the broader campus community and surrounding neighborhoods in a series of outreach meetings. These and follow-up outreach meetings further refined the draft CMP.

5. Review and Approval

OSU officials worked with the campus community, surrounding neighborhoods, City of Corvallis staff, and elected officials. An implementation strategy was then developed to allow the campus to expand and to ensure that key elements of the CMP were carried out.

1.8 Organization of the Campus Master Plan

The Campus Master Plan is organized into the following chapters:

Chapter 1 – Introduction

Campus Master Plan purpose and overview, OSU mission, history, and CMP planning objectives, processes, and organization.

Chapter 2 – CMP Principles and Policies

Principles and policies to direct future campus development.

Chapter 3 – Projected Facility Needs

Enrollment growth potential and development facility needs.

Chapter 4 – Campus Development

Campus sectors and sector development policies.

Chapter 5 – Design Guidelines

Site and building design guidelines and preservation of natural resources.

Chapter 6 – Transportation Plan

Transportation system analysis and transportation improvement plan.

Chapter 7 – Parking Plan

Parking facility analysis and parking facility improvement plan.

Chapter 8 – Implementation

CMP implementation proposal in the form of a revised OSU Development District for adoption by the City of Corvallis.

Appendix A – Sector Detail

Details for each sector including list of the buildings, its square footage, and the amount of impervious coverage.

Appendix B – Sector Map

A scaled map of the campus with the sectors identified.

Appendix C –Neighborhood Traffic and Parking Task Force

A purpose statement and scope for the OSU Neighborhood Traffic and parking Task Force

Appendix D – Oregon State University Neighborhood Charter Statement

A statement that describes how neighbors shall participate in future CMP updates



Figure 1.21: Aerial Map of OSU with Sector Boundary

OREGON STATE
U n i v e r s i t y

CAMPUS MASTER PLAN
2004-2015

CHAPTER 2 – PRINCIPLES AND POLICIES

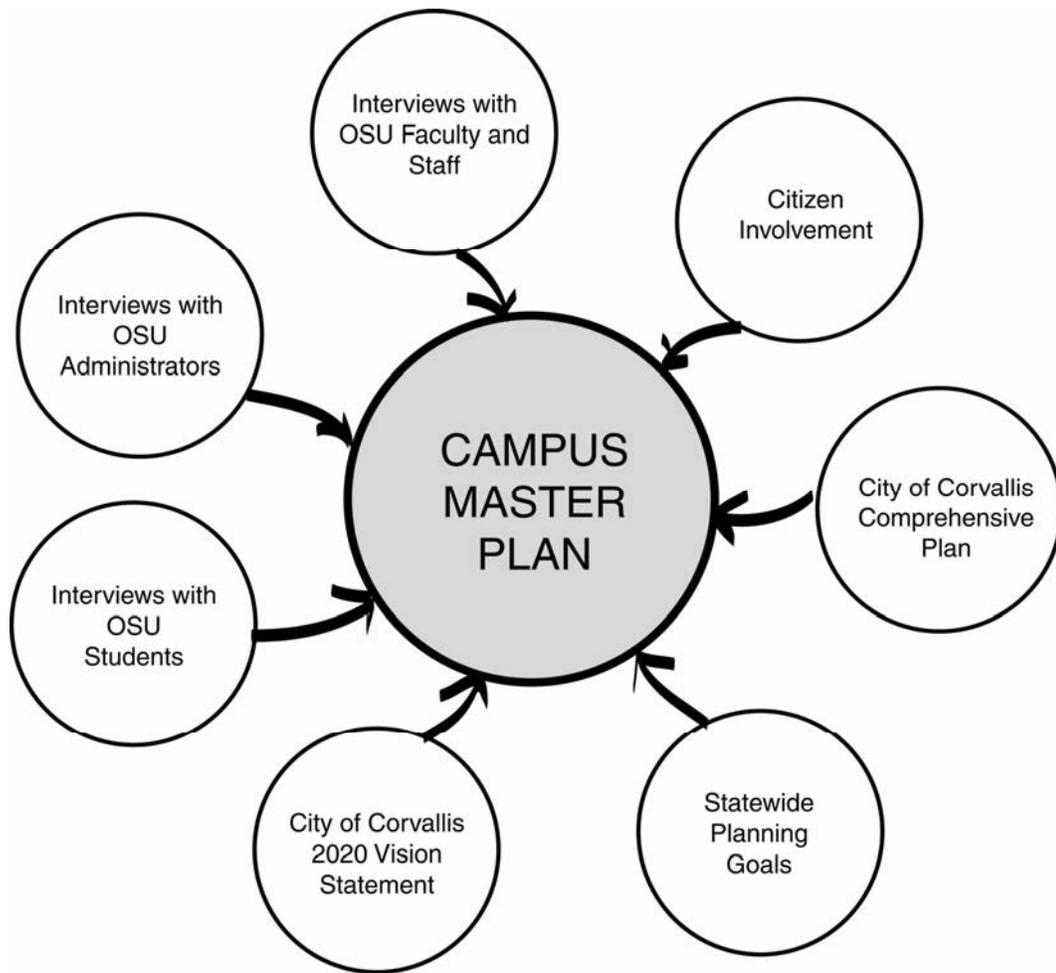


Figure 2.1: CMP Input Sources

2.0 Campus Master Plan Principles and Policies

This chapter identifies the guiding principles that provide direction for the long-range development of the OSU campus. The principles and associated sets of policies are based on input from the students, faculty, staff, and community, and support those policies within the City of Corvallis Comprehensive Plan, City of Corvallis 2020 Vision Statement, and other applicable plans and special studies that address issues such as community well-being, land use compatibility, transportation, protection of natural resources, and public safety.

2.1 Community Relationships

To improve opportunities for students and the area's citizens, OSU seeks to foster positive relations with surrounding communities and with local and state agencies. OSU will work with neighbors and the neighborhood associations adjacent to OSU's boundaries so proactive and cooperative strategies are planned and implemented to minimize impact from development on the character of those adjacent neighborhoods. To this end, OSU will hold an annual Town Hall meeting with neighbors to discuss the annual CMP monitoring report and other matters that pertain to maintaining good community relations. OSU will also attend Neighborhood Associations meetings as necessary to ensure that good relations are maintained over the years.

Policies

- 2.1.1 Continue to work with the City of Corvallis, Benton County, and other governmental agencies to address issues of community concern.
- 2.1.2 Develop an understanding of issues that arise from OSU growth and development. Where negative impacts are anticipated or experienced, develop and implement mitigation plans to minimize impacts on the surrounding community.
- 2.1.3 Create an information exchange process in which adjacent property owners can conveniently comment on potential campus development.
- 2.1.4 Continue to support community events on campus.
- 2.1.5 Establish partnerships with local schools, businesses, and others to promote educational opportunities and programs.
- 2.1.6 Prepare management plans for OSU-owned property outside the city limits but within the urban growth boundary. Management plans shall be consistent with the principles and policies of the CMP and responsive to specific resource needs, research and educational objectives, and compatibility issues.

- 2.1.7 OSU shall participate as a full partner and in good faith in a community task force with City and community representatives to measure, assess, and monitor traffic and parking conditions within areas adjacent to OSU's north campus boundary. OSU shall assist with mitigation efforts for existing and future negative impacts. If other task forces are formed and approved by the City to review traffic and parking conditions within other geographical areas adjacent to the OSU District Boundary, then OSU shall participate in those task forces as well.
- 2.1.8 OSU shall conduct an annual Town Hall meeting to present and discuss the results of the annual CMP monitoring report with neighbors.
- 2.1.9 OSU shall cooperatively work with adjacent property owners and neighbors to proactively maintain and protect the existing integrity of the established neighborhood character for those neighborhoods adjacent to OSU's boundaries.
- 2.1.10 OSU shall ensure that any proposed development adjacent to or visible from the College Hill West Historic District and along the south side of Orchard Avenue from 30th to 35th Street is compatible to the character and integrity of that historic district.
- 2.1.11 Each fall OSU shall conduct an annual parking utilization study of the existing neighborhood parking districts. OSU will also encourage the involvement of adjacent property owners and members of the Neighborhood Traffic and Parking Task Force when completing the parking utilization studies of the neighborhood districts.
- 2.1.12 OSU shall support and maintain a graceful edge along the OSU District boundary by promoting a "clean image" of its property through the removal of debris, the screening of outdoor storage areas, trash enclosures, and mechanical equipment in accordance with LDC 3.36.50.14, and by preventing buildings and structures from falling into disrepair.
- 2.1.13 OSU and the neighbors shall prepare a Charter Statement that outlines a purpose statement, planning assumptions for future CMP updates, the tenets of the OSU and neighbors relationship, common concerns for consideration for future CMP updates, and future planning goals for future CMP updates.

2.2 Academic and Research Excellence



OSU is determined to set the standard in academic and research excellence. To this end, OSU seeks to enhance, redefine, and establish educational programs that benefit students and faculty.

By improving existing academic and research facilities and developing new and technologically advanced facilities, OSU will continue to attract a high caliber of students and faculty.

Figure 2.2: Linus Pauling, 1922 OSU Graduate and Recipient of the 1954 Nobel Prize for Chemistry and 1962 Nobel Peace Prize

Policies

- 2.2.1 Continue to support teaching and research programs unique to a land-, sea-, and space-grant university.
- 2.2.2 Encourage interdisciplinary collaborations and interactive learning experiences within academic and research programs.
- 2.2.3 Maintain and/or upgrade existing facilities to the extent practicable. When replacement becomes more viable than retention, encourage reuse and/or recycling of materials.
- 2.2.4 Create facilities that address current and anticipated needs and are adaptable to future academic and research initiatives and activities.
- 2.2.5 Pursue research grants and other funding opportunities that support the interest and programs of faculty and students.
- 2.2.6 Establish partnerships with businesses that provide academic opportunities through student internships, scholarships, and other compelling learning experiences.
- 2.2.7 Establish partnerships with other institutions to promote OSU's academic, research, and planning efforts.
- 2.2.8 Locate academic programs and research activities at sites that are suitable and desirable for their function and that contribute to the campus environment.
- 2.2.9 Continue to support the Associated Students of Oregon State University and encourage student involvement with issues that impact student programs and events.
- 2.2.10 Emphasize programs and initiatives that are aimed at attracting and maintaining a high caliber of students and faculty.

2.2.11 Examine methods and initiatives to ensure that OSU remains competitive and among the top-tier universities in the nation.

2.3 Student Life and Services

OSU recognizes that today's students are tomorrow's alumni and that positive student experiences are crucial to the university's lasting success. To this end, OSU encourages opportunities for academic collaboration, recreation, cultural exchange, social interaction, and various other programs that provide students with a safe, enriched, and diverse campus.

Policies

- 2.3.1 Continue to promote the campus as a pedestrian-friendly environment. Safe and direct access among buildings, parking areas, and other destinations shall be maintained or enhanced with new development.
- 2.3.2 Continue to provide adequate and accessible communal spaces throughout campus that encourage the exchange of ideas and informal interactions.
- 2.3.3 Continue to evaluate the needs of OSU's recognized cultural centers and provide facilities that support the centers and the exchange of cultural traditions.
- 2.3.4 Provide adequate on-campus student housing that is safe, accessible, and promotes academic and social interaction.
- 2.3.5 Continue to support student health services and related programs to ensure that students have access to proper and efficient health services.
- 2.3.6 Continue to provide adequate recreation areas, facilities, and programs that promote physical health activities and intramural sports.
- 2.3.7 Provide access to dining, recreational, meeting, and other facilities at major academic sites on campus.
- 2.3.8 Provide adequate security measures across campus to ensure the safety of the campus community. Such measures may include exterior lighting along walkways and parking areas, properly landscaped building grounds, visually accessible doorways, and programs such as Safe Ride.
- 2.3.9 Continue to provide universal access, consistent with Americans with Disabilities Act (ADA) standards, to campus buildings and sites.
- 2.3.10 OSU shall engage in discussions with students in a proactive and cooperative manner should the need to relocate People's Park become necessary in the future.

- 2.3.11 The size of a relocated People’s Park shall be, at a minimum, the size of the existing People’s Park as of the year 2004-2005.

2.4 Athletics



OSU athletics have helped shape the campus and enhance OSU’s national reputation as a dynamic university.

OSU should continue to support its athletic programs and provide the necessary facilities to ensure competitiveness. Athletic facilities should be clustered together as much as practicable and offer convenient access to nearby collectors and arterials.

Figure 2.3: OSU Football Player

Policies

- 2.4.1 Explore methods to develop athletic facilities and uses within a central area with convenient access to nearby collectors and arterials.
- 2.4.2 Support projects and other improvements, such as the Reser Stadium expansion project, Gill Annex project, or the addition of soccer field lighting, to increase the appeal and competitive stature of OSU athletics.
- 2.4.3 Explore opportunities for new partnerships to bring greater exposure and opportunity to the Athletic Department.

2.5 Site Development, Operations, and Management

Successful growth and development of the OSU campus depends on cooperation among its administrators, faculty, staff, students, and the greater Oregon community. The development of facilities, organization of space, and management of traffic are all aspects of growth that need to be addressed from an understanding of how such development and management benefits the OSU community and advances the university’s mission.



Figure 2.4: Architectural Design for Renovation of Weatherford Hall, 2003

Cohesive planning, construction, and management of development is vital to the success of improvement and development projects.

Policies

- 2.5.1 Ensure that all future development is consistent with the City of Corvallis Comprehensive Plan, Land Development Code, and other adopted local plans (e.g., utility, transportation, etc.).
- 2.5.2 Design new buildings and renovations to be compatible with existing structures, cost effective to operate and maintain, and supportive of student and faculty academic and research interests.
- 2.5.3 Evaluate the feasibility of renovating existing buildings to meet current code and seismic standards.
- 2.5.4 Incorporate sustainability concepts in decision-making with regard to construction, operations, and management.
- 2.5.5 Use financially sustainable funding mechanisms that do not place unreasonable demands on the university's debt capacity.
- 2.5.6 Create and improve space in such a way that it does not place unreasonable constraints on operating costs or maintenance requirements.
- 2.5.7 Arrange the campus layout and building placement to reinforce academic and operations relationships by locating functionally related programs near each other and consolidating activities with similar physical requirements. To the extent practicable, site major academic buildings within the core campus area and within a 10-minute walk of other academic buildings.
- 2.5.8 Avoid significant building additions that overpower the existing structures and pedestrian scale of surrounding spaces and uses.
- 2.5.9 Orient building entrances toward streets. Landscaping, building mass, and height should be similar to that of surrounding buildings.
- 2.5.10 Design buildings following the architectural guidelines set forth by the university.
- 2.5.11 Maintain space between buildings to ensure adequate areas for landscaping and circulation for pedestrians, service vehicles, and bicycles.

- 2.5.12 Encourage preservation of the historic street grid and usability of the street system with new development organized to create usable open spaces that facilitate ease of pedestrian and vehicular movement.
- 2.5.13 Develop improved campus entrance portals and information kiosks on the east side of campus (e.g., Jefferson Street and/or Monroe Street) and on the south side of campus on 26th and Western Boulevard.
- 2.5.14 Encourage the protection and restoration of historically significant buildings and structures.
- 2.5.15 Develop a system that assesses and monitors campus space needs within buildings and facilities through clear and objective standards. Evaluate the effectiveness of this system and, as needed, make adjustments.
- 2.5.16 Reduce the visual impacts of new development by using similar building materials and scale, landscaping, and by siting buildings to maximize open space and maintain viewsheds as much as practicable.
- 2.5.17 Any project adjacent to the College Hill West Historic District shall have an advisory review by the City of Corvallis Historic Preservation Advisory Board (HPAB), or its successor. The HPAB shall forward its recommendation to the appropriate reviewing body (i.e., City of Corvallis Planning Commission, OSU Campus Planning Committee) for consideration.
- 2.5.18 OSU shall form a Historic Preservation Task Force (HPTF) in accordance with Section 3.3(b) *Buildings Recognized as Historic* of CMP six months after the effective date of the CMP approval.
- 2.5.19 The OSU Historic Preservation Task Force shall prepare a Historic Preservation or conservation plan in accordance with Section 3.3(b) of the CMP within two years of the completion of the profile.
- 2.5.20 The OSU Campus Planning Committee shall review all proposed modifications to known and potentially historic resources on campus in accordance with the Historic Preservation Plan.

2.6 Transportation, Circulation, and Parking

OSU recognizes the importance of a well-organized campus transportation system that integrates with the city's system. OSU also recognizes its role in contributing to the traffic and parking impact within the neighborhoods adjacent to its boundaries. By promoting alternative modes of transportation and fostering pedestrian-oriented development, transportation improvement can focus on providing safe, direct and functional travel patterns across campus.

To promote the same standards of traffic safety and direct and functional travel patterns within adjacent neighborhoods, OSU shall participate in a neighborhood task force in accordance with Appendix C of the CMP.

OSU will also complete a neighborhood parking utilization study each fall. The results will shape recommendations to reduce utilization in areas that exceed acceptable levels. OSU will submit the results of the study and its recommendations to the neighborhood task force and the City for review and consideration.

Policies

See Chapter 6 for policies addressing transportation and circulation, and Chapter 7 for policies addressing parking.

2.7 Pedestrian Systems and Open Space



Pedestrian systems and open spaces must provide safe and well-defined corridors for the movement of thousands of people.

Any expansion or improvement to a pedestrian system should adequately provide for cross-campus movement with convenient locations for exiting and entering the campus.

Figure 2.5: Northwest View from the Valley Library

The existing open space system provides a framework for future development. New buildings and streets should be designed to encourage communal spaces through the use of plazas, courtyards, atriums, or other such areas that allow people an opportunity to co-mingle.

Policies

- 2.7.1 Retain a minimum of 50 percent of the campus as open space, which includes landscape areas, parks, recreation fields, and agricultural fields; hardscape amenities such as sidewalks, public plazas, quads, and courtyards; and non-developed areas.
- 2.7.2 Retain the open space areas within each development sector consistent with the minimum established open space sector standard. Open space shall provide the framework for campus development and shall be integrated into development plans.
- 2.7.3 Continue to maintain and enhance pedestrian walkways throughout the campus, especially with new development.

- 2.7.4 Provide open spaces such as public plazas, quads, courtyards, atriums, etc. as an element of each building site design.
- 2.7.5 Reinforce the pedestrian nature of campus by minimizing the need for private automobiles for cross-campus travel. This shall be done by locating parking areas on the campus perimeter and by maintaining a street system that directs traffic to nearby collectors and arterials, to the maximum extent practicable.
- 2.7.6 Continue to maintain and enhance open spaces such as lawns, planting beds, courtyards, sidewalks, plazas, quads, and other landscape areas through the adequate funding of grounds maintenance.
- 2.7.7 Repair and/or replace unsightly and unsafe walkway surfaces, and expand walkways that do not adequately accommodate pedestrian traffic.
- 2.7.8 Establish a pedestrian network of paths and sidewalks for safe and convenient access to sites on and off campus.
- 2.7.9 Develop a campus-wide bicycle route system that uses a combination of on-street bike lanes and off-street multi-use paths.
- 2.7.10 Preserve the existing open space character of the lower campus and quads. These open spaces are an important historical element in the system established by the 1909 Olmsted Brothers plan (Chapter 1).

2.8 Environmental Stewardship and Natural Features

OSU recognizes its responsibility to the environment and will continue to use environmentally responsible and responsive development practices. These practices, defined as “sustainability,” shall be incorporated into the design, construction, renovation, expansion, and operation of facilities and structures. OSU encourages other sustainability efforts including improving current environmental conditions, reducing impacts on known natural resources, and continuing reuse and recycling efforts.

The recently completed City of Corvallis Natural Features Inventory identifies wetlands, riparian areas, vegetation, and other natural resources on OSU property. See Table 2.1.

Table 2.1: City-Inventoried Natural Features on OSU Property

Wetland	Riparian	Tree Groves
WC-Oak, W-1	WC-Oak, R-1	WC-TG-17
WC-Oak, W-2	WC-Oak, R-5	WC-TG-19
WC-Oak, W-4	WC-Oak, R-9	WC-TG-20
*WC-Oak, W-5	WC-Oak, R-12	WC-TG-21
WC-Oak, W-6	WC-Oak, R-15	WC-TG-22
* WC-Oak, W-7	WC-Oak, R-31	WC-TG-23
WC-Squ, W-1	WC-Squ, R-6	WC-TG-24
	WC-Squ, R-11	

* - Not on Main Campus, Adjacent to Boundary

WC-West Central Study Area

Oak-Oak Creek Stormwater Basin

Squ-Squaw Creek Stormwater Basin

TG-Tree Grove

W- Wetland

R-Riparian

nn-Inventory number

a. Wetlands

As inventoried, five verified wetland areas are in the CMP boundary and two verified wetland areas immediately adjacent to the CMP boundary area. WC-Oak-W-1 is located on the northeast corner of the Western Boulevard and 35th Street intersection. WC-Oak-W-1 is characterized by saturation within the upper 12 inches of soil and has a hydrological pattern with approximately 67 percent of dominant plant species that serve as indicators for the presence of wetlands. WC-Oak-W-2 is located north of Western Boulevard, between 30th Street and 35th Street in Sector E. It has features similar to those of WC-Oak-W-1.

WC-Oak-W-4 is located west of the Hinsdale Wave Research Lab in Sector A. It is characterized by saturation within the upper 12 inches of soil and has a hydrological pattern with approximately 100 percent of dominant plant species that serve as indicators for the presence of wetlands.

WC-Oak-W-6 is located northwest of the Hinsdale Wave Research Lab and has features similar to those of WC-Oak-W-1 and W-2. WC-Oak-W-6 is located on OSU property but outside of the CMP plan area. Future management plans for lands outside the CMP plan area will address features identified as significant through inventory efforts.

b. Riparian Areas

As inventoried, nine riparian areas are in the CMP plan area. The vegetation within the riparian areas associated with Oak Creek (WC-Oak) consists of Oregon ash (*Fraxinus latifolia*), Oregon white oak (*Quercus garryana*), and Bigleaf maple (*Acer macrophyllum*). This vegetation has a

rating of mostly medium to high for such functions as water quality, flood management, thermal regulation, and wildlife habitat.

The vegetation within the riparian areas associated with Squaw Creek consists of Bigleaf maple and Oregon ash, and has a rating of mostly medium to high for such functions as water quality, flood management, thermal regulation, and wildlife habitat.

c. Tree Groves

As inventoried, seven tree groves are within the CMP plan area. These tree groves are five acres or smaller in size, but may have scenic, aesthetic, and other functional value apart from wildlife habitat. The vegetation in the tree groves includes American elm (*Ulmus americana*), Oregon white oak (*Quercus garryana*), Douglas fir (*Pseudotsuga menziesii*), and a variety of ornamentals. A full description and rating can be found in the city's inventory records.

d. Floodplains

Portions of OSU-owned property are located within the 100-year floodplains of Oak Creek and Mary's River. Property located in Sector A, west and east of 35th Street, and immediately north of Western Boulevard, is within the 100-year floodplain of Oak Creek. The south and east portions of Sector J (i.e., South Farm property) are within the 100-year floodplain of Mary's River. OSU recognizes the importance of protecting floodplains from impacts typically associated with development and will work with the city to ensure that future development is consistent with the city regulations and plans that govern floodplains and stormwater management.

The 1986 OSU Physical Development Plan identified an Oak Creek Drainage-way Management Area. This area included the floodplain, floodway, and riparian vegetation along Oak Creek. OSU has entered into management agreements with the city regarding responsibilities and the activities that can occur within this area. These agreements cover the area east and west of 35th Street in the vicinity of Western Boulevard. As additional development occurs within floodplain areas, OSU will continue to enter into agreements for floodplain management.

Policies

- 2.8.1 Continue to remove outdoor storage or accumulation of unwanted and unnecessary debris in and around campus, especially in those Oak Creek Drainage-way Agreement Areas specific in the Corvallis Development Code Chapter 3.36.50.07.
- 2.8.2 Continue to enter into drainage-way management agreements in accordance with Chapter 3.36.50.07 when development occurs on a parcel fronting or adjacent to the City's drainage-ways, such as Oak Creek or explore other methods to manage and protect the portion of Oak Creek adjacent to OSU lands.

- 2.8.3 Minimize environmental impacts from construction and on-going maintenance and operations through the use of Best Management Practices.
- 2.8.4 Complete an inventory and assessment of existing trees to determine potential impacts to those trees during future development projects. Develop protocols and standards for tree protection during construction and maintenance activities.
- 2.8.5 Continue to support and expand, whenever practicable, reduction, reuse, and recycling programs on campus, including salvage of buildings due to be demolished.
- 2.8.6 Encourage the use of sustainable materials and design principles that preserve natural resources and minimize negative impacts to the environment.
- 2.8.7 Require the proper management of stormwater runoff, for both quantity and quality, consistent with applicable city regulations and plans (e.g., Stormwater Management Master Plan) to reduce potential off-site impacts. Consider the use of bio-swales, pervious paving, eco-roofs, landscaping, and other treatments to reduce peak flow impacts, and promote water quality treatment.
- 2.8.8 Locate wastewater sites and facilities for receiving, processing, and storing hazardous materials so they will not impact natural resources or residential areas.
- 2.8.9 Provide landscape regeneration in all aspects of site development that reflects the micro and macro environments of the region.
- 2.8.10 Promote sustainability when setting policies and making administrative decisions.
- 2.8.11 Seek and implement efficiencies in resource consumption. Consider incorporating energy conservation techniques, such as siting of buildings for energy savings, integration of natural lighting, installation of passive heating and ventilation systems, and other improvements that increase energy efficiency.
- 2.8.12 Develop and implement plans to achieve the properly functioning condition of Oak Creek with establishment of future Oak Creek management agreements.
- 2.8.13 Ensure the goal of no net loss of significant wetlands in terms of both acreage and function, and comply with protection requirements of applicable city, state, and federal wetland laws as interpreted by the enforcing agencies.
- 2.8.14 Cooperate with the City of Corvallis to ensure the protection and preservation of inventoried natural features to the maximum extent practicable and, as needed, develop management plans to this end.
- 2.8.15 OSU shall proactively and strategically incorporate sustainable design and techniques in its planning and construction projects

2.9 Lighting and Site Furnishings

Lighting and site furnishing contribute to the university's overall aesthetics and identity. The university's selection and placement of these fixtures should draw attention to the major axis of campus, instill a sense of identity, define campus boundaries, and create safe, well-lit corridors for pedestrian movement. OSU shall install lighting fixtures that cast illumination downward to reduce potential light pollution on the night sky.

Policies

- 2.9.1 Create a sense of identity in the campus core by installing "historic" light fixtures and by using a cohesive design for benches, bike racks, trash receptacles, and signage. Similar finishes, colors, and materials should be used to create a sense of cohesiveness.
- 2.9.2 Define the perimeter and major cross axis of campus through the use of street signs, building name signs, and "historic" light fixtures. Building name signs shall be located in front of buildings. Light fixtures should be placed in straight, linear rows that emphasize the axial layout of the campus.
- 2.9.3 Space "historic" fixtures 80 feet to 100 feet apart at a 12-foot pole height to create safe, uniformly lit corridors along primary pedestrian routes.
- 2.9.4 Continue to seek and install energy-efficient light fixtures that provide adequate illumination but are designed to cast the illumination downward.
- 2.9.5 Use contemporary light fixtures for parking lots, utility areas, and remote locations outside the historic core of the campus.
- 2.9.6 Develop "portals" for major campus entry points through special attention to lighting, site furnishings, and signage.
- 2.9.7 Enhance selected areas of the campus including major gathering areas, building entries, and/or lawn areas with appropriate amenities such as benches, trash receptacles, signage, and wayfinding kiosks.
- 2.9.8 Place bicycle racks near building entrances but without obstructing building access.
- 2.9.9 Consider centrally locating bicycle storage for major campus events such as football games and concerts.

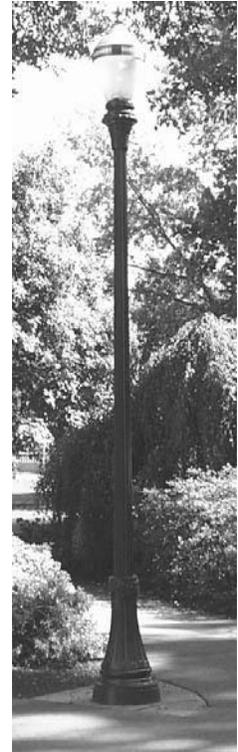


Figure 2.6: Historic Light Fixture

2.10 Utility Infrastructure

The utility infrastructure (e.g., electric, water, stormwater, sewer, fiber optic cable, etc.) installed across campus spans the years of the university's existence. Some systems, such as the sewer and drainage systems, are in need of upgrade, whereas other systems are in better condition. Over the CMP planning period, however, significant expansions and upgrades to the support infrastructure will be needed. These improvements will need to be planned and coordinated to meet anticipated needs and to ensure that interruptions to services are minimized. It is imperative that utilities are maintained, upgraded, and expanded in a manner that provides needed services to support activities on campus.

Policies

- 2.10.1 Maintain an inventory and maps of all utilities on campus. The university shall routinely update its utility maps to reflect additions or expansions to the system that result from new development, building remodeling, and renovations. The university shall routinely provide the City with the OSU utility map updates so the City may incorporate the improvements into the City's Geographical Information System.
- 2.10.2 Require that all contractors submit a complete set of "as built" drawings prior to closing the construction project. Copies of complete "as-built" drawings shall be certified by the design engineer and shall be submitted to the City for approval for all newly constructed public improvements.
- 2.10.3 Encourage and support cogeneration, as much as practicable, as a means of supplying OSU's own primary power.
- 2.10.4 Continue to work with the power providers to establish a reliable power grid and develop a cost-effective redundant system for the main campus. Ensure that those areas identified as critical have reliable power and back-up systems.
- 2.10.5 Locate utility management systems to provide for centralized control and monitoring operations, efficient expansion capabilities, and minimal personnel requirements.
- 2.10.6 Develop comprehensive stormwater management, sanitary sewer, and telecommunication plans for campus consistent with city regulations and applicable plans.
- 2.10.7 Coordinate new construction with the CMP and Corvallis Land Development Chapter 3.36 to ensure the efficient and orderly extension of utilities.
- 2.10.8 Design building utilities that are readily accessible for incremental expansion or modification.

- 2.10.9 Consolidate and centralize boilers, chillers, emergency generators, and primary electrical services in one location at each site, where practicable. Utility distribution lines shall be underground. Where facilities exist above ground, each incremental change or upgrade shall be undertaken in a manner that either meets the standard for undergrounding or will facilitate undergrounding at a later date.
- 2.10.10 All development shall comply with the City's adopted utility and facility master plans and Stormwater Master Plan.
- 2.10.11 OSU shall be responsible for construction of all facilities internal to and fronting properties and for needed extensions of facilities to and through its site.
- 2.10.12 All development shall comply with the separation of storm drain systems from the sanitary system in accordance with Community Development Policy 1003.
- 2.10.13 Any vegetation disturbed within a buffer through the installation and/or maintenance of existing or newly installed utilities shall be replaced and/or restored.

OREGON STATE
U n i v e r s i t y

CAMPUS MASTER PLAN
2004-2015

CHAPTER 3 - PROJECTED FACILITY NEEDS

3.0 Projected Facility Needs

OSU is determined to become one of the top-tier universities in the nation. Toward this end, OSU focuses on providing a compelling learning experience through an array of academic and research activities. These activities require facilities that offer advanced technological capabilities and adequate support space for laboratories, graduate student offices, conference rooms, classrooms, and work-study areas.

To meet the projected facility needs for the CMP's planning period (2004 through 2015), new development and renovation of existing facilities will be required. The new facilities and renovations will expand learning and research opportunities consistent with the Governor's mission to promote knowledge-based economic development. It is also hoped that quality facilities will foster collaboration among leaders of public and private institutions. The additional square footage is not expected to spawn growth beyond the identified projected enrollment.

OSU's facilities need to support the learning and research efforts of faculty and students and allow them to compete on the national level. OSU also needs to consider the needs and objectives of the local community. This requires campus facilities that are compatible with the surrounding community's building scale, mass, and appearance. OSU is committed to developing facilities that balance the needs of the higher education system with those of the local community.

3.1 OSU Population Projections

OSU's student population has grown substantially over the years, from just over 1,500 students in 1915 to around 19,000 today. Modest growth is expected to continue during the CMP's planning period. Table 3.1 shows historical student enrollment in 5-year increments from 1915 to 2000.

Table 3.1: Historical Student Enrollment

Year	Enrollment Population	Year	Enrollment Population
1915	1,525	1960	7,899
1920	3,077	1965	11,906
1925	3,229	1970	15,509
1930	3,347	1975	16,601
1935	3,142	1980	17,689
1940	4,759	1985	15,261
1945	3,126	1990	16,048
1950	5,887	1995	14,261
1955	6,160	2000	16,788

Source: OSU Fact Book

The Oregon University System (OUS) Institutional Research Services prepares enrollment projections for all eight Oregon public universities. Below is the enrollment projection for OSU, prepared July 2003. OSU is projected to have a student population of 22,074 by the year 2015. For planning purposes, the CMP uses an enrollment projection of 22,500.

Table 3.2: Projected Student Enrollment

Year	Head Count (HC) Population Projection
2003-2004	19,067
2004-2005	19,164
2005-2006	19,352
2006-2007	19,798
2007-2008	20,300
2008-2009	20,750
2009-2010	21,043
2010-2011	21,095
2011-2012	21,156
2012-2013	21,296
2013-2014	21,628
2014-2015	22,074
Adjusted for CMP	22,500

Source: OUS Institutional Research Services, July 2003

Potential growth in faculty has also been anticipated and incorporated into the analysis of future facility needs. For fall 2003, the OSU faculty and staff population was 4,159. This population is approximately 22 percent of student enrollment. It is anticipated that an increase in student enrollment to 22,500 will require a faculty/staff population of 5,100.

Table 3.3: Projected Increase in OSU Student Enrollment and Faculty/Staff

Group	Fall 2003 Population	Future 2015 Population	Increase in Population
Students	19,067	22,500	3,823
Faculty/Staff	4,159	5,100	941

3.2 Campus Overview

OSU's main campus currently has approximately 7.6 million gross square feet of academic, research, and support space, which is a ratio of approximately 360 gross square feet of building space per student. Comparable land-grant institutions, however, average 500 gross square feet of building space per student. To stay competitive, OSU therefore needs to increase the square footage-to-student ratio.



The average age of buildings on OSU's main campus is approximately 45 years. The average age of buildings used for instruction is 55 years. The oldest building on campus is Benton Hall, which was constructed around 1889. Halsell Hall, which was completed in 2002, is the newest building on main campus.

Figure 3.1: Halsell Hall

a. Campus Boundaries

The campus is well defined along the north boundary (Monroe and Orchard streets) and along the south boundary (Western Boulevard from 15th Street to 35th Street). The northern edge of campus is one of the more populated areas of the city and provides one of the major gateways into the campus. The sports fields between Western Boulevard and Highway 20 connect the campus to a major regional transportation system. The eastern boundary is not as well defined and does not consistently abut peripheral transportation routes and access points. The agricultural lands to the west are well defined and extend from 35th Street west to 53rd Street, north of the railroad tracks.

No major land acquisitions are anticipated in the near future. Growth can be accommodated through the focused development and redevelopment of existing land within the campus boundary. As opportunities arise, however, OSU may acquire small, individual parcels on campus (there are currently 7 privately held properties within the campus boundary).

3.3 Existing Facilities

a. General Facilities

There are 210 buildings on OSU property within the CMP plan area. These buildings house activities for instruction, research, athletics, student services, and housing and dining. As noted earlier, the average age of buildings on OSU’s main campus is approximately 38 years and the average age of buildings that contain instructional classrooms is 55 years. However, the average age of buildings varies by sector. See Table 3.4 below.

Table 3.4: Average Age of Buildings within Each Sector

Sector	Number of Buildings	Average Age in Years
A	15	38
B	29	42
C	87	57
D	12	33
E	19	42
F	15	32
G	13	29
H	2	2
J	18	67

Sector "I" is intentionally omitted. Does not include improvements other than buildings (IOTB).

Each building has a certain assigned use or uses. Of the assignable square footage for the 210 buildings, support services represents the highest percentage of assigned space, while athletics represents the lowest percentage of assigned space. Table 3.5 shows the assigned space for the five predominant use categories within the CMP plan area.

Table 3.5: Space Assignment by Use Category

Use Category	Percent
Support Services	43
Housing and Dining	18
Research	18
Instructional	17
Athletics	4
Total	100

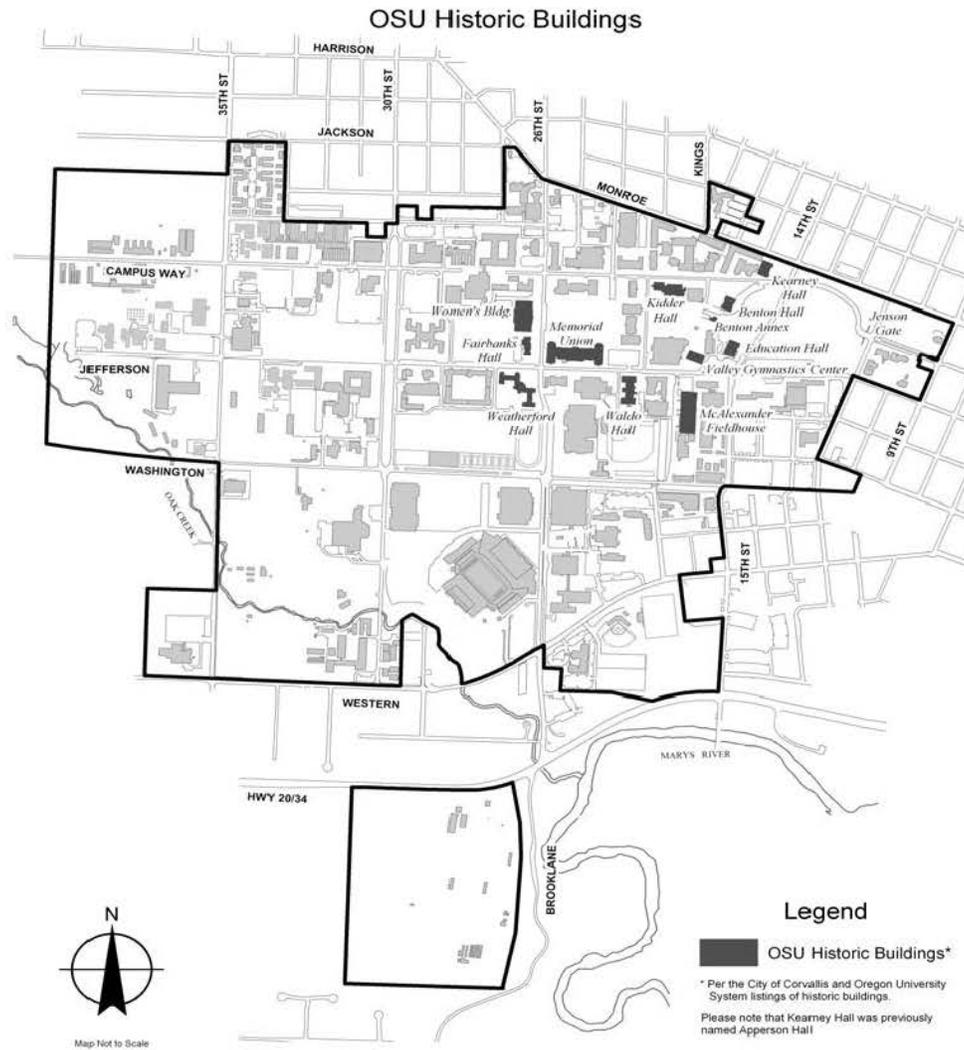


Figure 3.2: OSU Historic Buildings

b. Buildings Recognized as Historic

Although no buildings or structures on campus are included on the National Register of Historic Places, some buildings on campus are identified as “historic” by Oregon State Board of Higher Education (OSBHE) and the City of Corvallis.

Table 3.6: Historic Buildings Listed with the City and OUS

Building	Year Built	City of Corvallis	OSBHE
Benton Hall	1889	Yes	Yes
Benton Annex, previously known as Women’s Center or Paleontology Lab	1892	Yes	Yes
Fairbanks Hall	1892	Yes	Yes
Gladys Valley Gymnastics Center, previously known as Mitchell Playhouse	1898	Yes	Yes
Apperson Hall	1900	Yes	Yes
Education Hall	1902	Yes	Yes
Waldo Hall	1907	No	Yes
McAlexander Fieldhouse	1911	Yes	Yes
Kidder Hall	1917	Yes	No
Women’s Building, previously known as Women’s Gym	1926	Yes	Yes
Memorial Union	1928	Yes	No
Weatherford Hall	1928	Yes	Yes
W.A. Jenson Gate, previously known as Dad’s Gate	1940	Yes	Yes

* *Waldo Hall has been listed with the Board of Higher Education as a historic structure. Consequently proposed exterior changes are coordinated with the State Historic Preservations Office (SHPO) per that listing.*

These buildings and others across campus are recognized either as historically significant resources or potentially significant resources. OSU recognizes its role as a steward of these resources and through the CMP will establish the paradigm and polices to ensure historic resources are preserved.

To this end, OSU will establish a Historic Preservation Task Force (HPTF) in accordance with the framework proposed by the City's Historic Preservation Advisory Board. The goal of the HPTF is to identify and develop a preservation or conservation plan for potentially significant historic resources (including structures, landscapes, sites or other resources 50 years of age or older) on the OSU campus within all sectors. Such a plan will consist of an inventory (i.e., profile) of the resources. This profile may include, but not be limited to photographic documentation, a description of past and current uses, a list of previous renovation or remodel projects, and an evaluation of work required to conserve existing historic resources (including seismic upgrades, exterior façade repair and maintenance). These inventories or profiles will incorporate any existing detailed inventories.

The profile will be used to assist the HPTF to establish the preservation or conservation plan. OSU's Historic Preservation Plan will include a set of design criteria for renovation and remodel projects that may include, but not be limited to such factors as replacement of architectural features (e.g., windows, doors), building additions, alterations, and attachments. The criteria will balance the most appropriate historic preservation techniques and the need for OSU to meet its other tenets of responsibility such as building and fire code regulations, energy conservation, sustainable design practices, and the University's mission of providing premier academic and research facilities.

It is anticipated that the Historic Preservation Plan will also recommend revisions to the OSU District that contains language to specifically direct historic preservation practices on campus and establish acceptable thresholds for implementation.

The HPTF shall be a seven member task force that includes professionals with a broad understanding of OSU's history, its role in the community, with expertise in preservation-related disciplines (e.g., archeology, cultural anthropology, architectural history, conservation, historic landscape architecture, historic preservation planning). If not all of these disciplines are represented at OSU, qualified experts will be invited from the broader community.

Additional representation may also include a preservation professional designated by the City's HPAB, facilities services staff, State Historic Preservation Office (SHPO) staff, University Archivist, archeology or anthropology faculty, neighbors, University Provosts and Vice Presidents.

OSU will internally adopt the inventory or profile and the Historic Preservation Plan as its charter for the preservation of its historic resources. Once adopted, the Campus Planning Committee (CPC) will use the Historic Preservation Plan to direct the review of all proposed modifications to resources identified within the Plan. When designated and potentially significant historic resources are considered by the CPC, the CPC shall include all available members of the HPTF to ensure the Historic Preservation Plan is implemented.

The HPTF will remain in effect after the completion of the profile and Historic Preservation Plan. Its status as a task force and its continuing role after the completion of the profile and plan will be described in the Historic Preservation Plan.

c. Student Housing

Student housing facilities provide students with an opportunity to experience a campus-focused lifestyle. For many students, the facilities also serve as a transition between dependent and independent living. In recent years, more freshman and sophomores have chosen to live on campus than have juniors and seniors. This trend is due in part to the preference of upper-division students for greater autonomy than is afforded through dormitory-style housing.

In response to this trend, in 2002 OSU constructed Halsell Hall. This residence hall offers suites that include individual rooms and bathrooms set back from a central living area. This housing design and style provides students with both shared living accommodations and autonomy. As new facilities are constructed, University Housing and Dining Services will further attempt to diversify housing choices through a variety of living accommodations including co-ops, single- and double-occupancy dormitory rooms, suites, and apartments.

Overall, University Housing and Dining Services provide a total of 3,714 beds (as of September 2003). Of these, 3,398 are in residence halls and 316 are in co-ops. An additional 107 are family student-housing units (apartments). Over the last five years, OSU has renewed its commitment to improve the quality and quantity of facilities and to ensure that existing housing facilities are fully utilized. From 1999 through 2003, the year-end vacancy rate decreased significantly: At the end of spring term 1999, the vacancy rate was 32 percent, while at the end of spring term 2003, the vacancy rate was 13 percent. During this same 5-year period, Buxton Hall was renovated and Halsell Hall was built.

Renovation of Weatherford Hall is currently underway. The College Inn renovation will begin in the spring of 2005. These projects will contribute additional beds to the campus housing supply and help ensure that adequate facilities are available for every freshman and all others who desire to live on campus.

Table 3.7: Student Housing Facilities

Year	Student Population	Number of Beds	% of Beds to Population	Freshman Population
1999-2000	16,201	3,687	22.7	3,762
2000-2001	16,788	3,678	21.9	2,828
2001-2002	18,034	3,330	18.5	4,345
2002-2003	18,789	3,885	20.7	4,224
2003-2004	19,067	3,714	19.5	NA
2004-2005	19,164	4,000*	20.9	NA
2005-2006	19,352	4,400**	22.7	NA
End of Planning Period (2015)	22,500	5,000***	22.2	NA

*Renovation of Weatherford Hall

**Renovation/reconstruction of College Inn

***Other new construction

NA: Not Available

d. South Farm Property

OSU currently owns property apart from the main campus. This property, known as South Farm, is approximately 52 acres and is south of Highway 20/34. The property is mostly unimproved with the exception of a few remaining agricultural buildings.

The university is interested in establishing a research technology center on the South Farm property. The center would allow OSU faculty, students, and the business community to pursue research interests, initiatives, and activities in one main location. The center would help promote the university's research and education mission, the community's economic diversification efforts, and the state's goal of capturing Oregon's technologies for local and statewide economic development.

Besides a research technology center, other options for development may include sports fields, open space with interpretive trails, student housing, and other types of university facilities. Amenities such as sports fields and interpretive trails could help promote a collegiate atmosphere and provide a venue for additional education.

The South Farm property has a wetland area identified as WC-SQU-W-1 and two riparian areas identified as WC-SQU-R-6 and R-11. All three areas have been field verified and are included in the City of Corvallis' Natural Features Inventory. Development is not anticipated to occur within the wetland or riparian areas. Any future development of the South Farm property will minimize disturbance to these areas to the maximum extent practicable.

Previous CMPs have excluded the South Farm property. This CMP, however, has included it and analyzed it as its own Transportation Analysis Zone (TAZ) in the Base Transportation Model (see Chapter 6). Due to the property's distance from the main campus, its requirement for parking improvements differs from the remainder of campus. For the South Farm property, the CMP establishes a policy that requires all parking for the development to occur on-site.

3.4 Future Growth

The general concept for growth assumes that student enrollment will increase slowly over time, as projected by OUS, with a proportional increase of building area for each student. It again should be noted that comparable land-grant institutions average 500 gross square feet (GSF) per student; if resources were available, OSU could add approximately 3.1 million GSF of buildings without enrollment increases.

OSU understands the importance of maintaining the neighborhood character in those neighborhoods adjacent to OSU. Therefore, adequate parking shall be provided in the future to ensure that the overall campus parking utilization rate of 85 percent is not exceeded. If it is exceeded, OSU will begin planning parking areas that are consistent with the CMP and directed toward locations that maintain a direct and functional travel pattern into and across campus.

In addition, when possible, OSU will direct new and replacement development towards the south and west areas of campus. This will promote an even displacement of development across campus.

Major land acquisitions are not anticipated within the planning period of the CMP. However, if land is acquired during the planning period and it is intended for University use, then said property will be included within the CMP plan boundary within a one-year period of time after the acquisition date.

a. Assignable Square Footage by Growth

Table 3.8 uses the following terms:

- **Assignable square footage (ASF).** That portion of the gross square footage (GSF) that OSU uses for instructional, research, support services, athletics, and housing and dining uses. Non-assignable square footages include hallways, stairwells, elevator shafts, restrooms, janitorial closets, and other building support spaces.
- **Most likely scenario.** This growth scenario assumes that the majority of OSU’s development needs will be met within the CMP planning horizon. This scenario is used for evaluating anticipated impacts.
- **Full build-out scenario.** This growth scenario represents a more optimistic growth trend with more generous funding available. It represents fulfillment of the majority of identified needs.

As the table indicates, OSU has approximately 7.6 million gross square feet of existing development, which includes agricultural buildings and greenhouses, and approximately 4.7 million square feet of assignable square feet. The future ASF in the most likely scenario includes the addition of 1,577,600 square feet, whereas the future ASF in the full build-out scenario is the addition of 2,082,300 square feet.

Table 3.8: Assignable Square Footage by Growth

Future Growth	Existing Development	Most Likely Scenario	Full Build-Out Scenario	Total Most Likely Scenario	Total Full Build-Out Scenario
Gross Square Footage	7,675,513	2,465,000	3,155,000	10,140,513	10,830,513
Assignable Square Footage	4,733,787	1,577,600	2,019,200	6,311,387	6,752,987

In both the most likely scenario and full build-out scenarios, OSU will strive to maintain at least a 60 percent ratio of assignable footage to gross square footage, but will seek to maximize the

amount of area that is assignable. This will help to promote good space utilization and efficiencies.

b. Assignable Percent Square Footage by Sector

Campus building usage is categorized into five use areas: instructional, research, athletics, housing and dining, and support services. Table 3.9 shows the percentage of existing ASF by sector for each use.

Table 3.9: Existing Assignable Percent Square Footage by Sector

Sector	Instructional	Research	Athletics	Housing and Dining	Support Services	Total
A	7.90%	80.90%	0.00%	0.00%	11.20%	100.00%
B	19.80%	51.30%	0.00%	12.70%	16.20%	100.00%
C	25.10%	19.30%	0.50%	15.20%	39.90%	100.00%
D	0.00%	0.00%	0.00%	90.80%	9.20%	100.00%
E	23.00%	34.80%	0.00%	8.20%	34.00%	100.00%
F	0.00%	6.90%	82.80%	0.00%	10.30%	100.00%
G	0.00%	0.40%	0.00%	74.00%	25.60%	100.00%
H	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
J	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Average	10.80%	27.70%	11.90%	28.70%	20.90%	

The ASF percentage in each sector varies depending on building type, use, and program needs. This CMP uses the existing ASF percentage for each sector to establish a baseline that can be used for future benchmarking of development needs. Table 3.10 summarizes the GSF and ASF for the most likely scenario.

Table 3.10: Most Likely Scenario by Assignable Square Footage*

Sector	Existing GSF	Existing ASF	Most Likely GSF	Most Likely ASF	Total Most Likely GSF	Total Most Likely ASF	Existing % ASF	Future % ASF
A	287,272	138,382	100,000	64,000	387,272	202,382	48%	52%
B	777,778	429,918	395,000	252,800	1,172,778	682,718	55%	58%
C	4,654,719	3,167,496	455,000	291,200	5,109,719	3,458,696	68%	68%
D	325,331	275,019	35,000	22,400	360,331	297,419	85%	83%
E	256,918	173,428	30,000	19,200	286,918	192,628	68%	67%
F	463,088	241,577	700,000	448,000	1,163,088	689,577	52%	59%
G	746,023	307,968	350,000	224,000	1,096,023	531,968	41%	49%
H	126,921	0	50,000	32,000	176,921	32,000	0%	18%
J	37,463	0	350,000	224,000	387,463	224,000	0%	58%

* Data as of November 2004

Future ASF is consistent with current percentages, but with the following exceptions:

- Sector A has an existing ASF of 48 percent because many of the buildings are for agricultural purposes with few classrooms, labs, offices, etc. that qualify as ASF.
- Sector D has the highest existing ASF: 85 percent. This area includes mostly residence halls (e.g., Callahan, McNary, Wilson) that typically have high ASF.
- Sector F has an 8 percent increase in ASF because of future Reser Stadium expansion projects.
- Sector G has an 8 percent increase in ASF because OSU plans to incorporate more support services into the area. Support services traditionally have a lower ASF than the uses presently in Sector G.
- Sector H has no existing ASF because the Hilton Garden Inn is privately leased and its square footage is not inventoried.
- Sector J also has no existing ASF because of its agricultural buildings, which are no longer in use.

Table 3.11 summarizes the GSF and ASF for the full build-out scenario. The full build-out ASF was calculated using the baseline percentage of 64 percent. This percentage is considered a reasonable average for institutional uses.

Table 3.11: Full Build-Out Scenario by Assignable Square Footage*

Sector	Existing GSF	Existing ASF	Full Build-Out GSF	Full Build-Out ASF	Total Full Build-Out GSF	Total Full Build-Out ASF	Existing % ASF	Future % ASF
A	287,272	138,382	250,000	160,000	537,272	298,382	48%	56%
B	777,778	429,918	500,000	320,000	1,277,778	749,918	55%	59%
C	4,654,719	3,167,496	750,000	480,000	5,404,719	3,647,496	68%	67%
D	325,331	275,019	35,000	22,400	360,331	297,419	85%	83%
E	256,918	173,428	120,000	76,800	376,918	250,228	68%	66%
F	463,088	241,577	750,000	480,000	1,213,088	721,577	52%	60%
G	746,023	307,968	350,000	224,000	1,096,023	531,968	41%	49%
H	126,921	0	50,000	32,000	176,921	32,000	0%	18%
J	37,463	0	350,000	224,000	387,463	224,000	0%	58%

* Data as of November 2004

Both the most likely and full build-out scenarios were modeled for transportation-related impacts. The resulting ASF percentages were similar.

3.5 Condition of Facilities

Many buildings on campus are in need of physical upgrade and maintenance. As noted earlier, the average age of buildings on campus is 45 years. Buildings of this age typically require continual maintenance to ensure that they provide an adequate environment for research and academic activities.

The issue of deferred maintenance will continue to be a challenge for OSU over the CMP's planning horizon and well into the future. OSU will continue to work with OUS to ensure that facilities on campus receive the maintenance they require to address living, safety, and/or functional concerns.

In addition, to promote a clean image along its district boundary, OSU will prevent buildings and structures from falling into disrepair.

3.6 Capital Construction

The capital construction budget process originates with the Oregon State Legislature. Every two years, the legislature determines the amount of state funding that will be available for higher education capital construction projects, and approves the biennial budget for the Oregon University System. The Chancellor's Office then allocates biennial funds to each of the eight state higher education institutions. The institutions in turn develop a budget for each year of the biennium. These budgets are based on statewide goals and objectives, institutional priorities, departmental needs, and directives at each of the institutions. Each institution has its own process for collecting input from the academic and administrative units.

The OSU Office of Budgets and Fiscal Planning is responsible for projecting, preparing, monitoring, and evaluating annual budgets for state-appropriated funds at OSU. Each year, the office distributes annual budget instructions in cooperation with the Vice President of Finance and Administration and the Vice Provost for Academic Affairs. The instructions provide information and resources necessary for budget development for a new fiscal year.

The Capital Construction Budget that OSU prepares includes:

- New building construction proposals,
- Upgrade of deteriorating general-purpose instructional facilities,
- Replacement of instructional facilities that do not meet the current or anticipated academic and research needs of the students, and
- Maintenance and repair of facilities.

a. Capital Construction Program**Additions and Renovations**

Various departments request building additions and renovations to meet their current and anticipated space needs. Additions and renovations are important to growth because they allow the departments to update or expand in their current locations.

Major Renovation

Many buildings currently undergoing deferred maintenance and improvements require major renovation to maintain the initial investment and meet program needs.

New Construction

Most requests for new building construction seek to consolidate program locations and meet the demand for high-tech instructional facilities. New construction typically focuses on providing better student services and learning centers or expanding research needs.

Campus Infrastructure Improvements

The growing student population combined with an increasing propensity of students to drive to campus has increased the demand for campus parking facilities. OSU seeks to mitigate any off-site campus impacts of autos by providing adequate on-site parking in the form of parking structures and/or surface parking lots.

Infrastructure including streets, electricity, power generation, water, and stormwater and sanitary sewer systems will be upgraded and expanded as development dictates and in coordination with the overall development plan for the campus.

OSU will continue to repair and maintain its existing system to ensure that operational deficiencies are corrected. In addition, OSU will continue to study the feasibility of an on-campus cogeneration plant that would be capable of providing half of the campus's electrical needs as well supporting steam and cooling operations.

b. Capital Construction Projects

During the CMP planning period, it is anticipated that capital construction projects will be necessary in the following areas:

Research and Academic Facilities

Research and academic facilities must be developed and operated in a manner that attracts and retains a high caliber of students, faculty, and staff. These new facilities will offer ample

research areas and state-of-the-art telecommunications, and serve as an interface between OSU and businesses for collaborative research and knowledge-based learning.

Student Housing and Dining

Improvements to student housing include renovation of existing residence halls to meet current student demands and an increase in the number of housing units to meet expanding student enrollment. OSU has been updating, renovating, and remodeling its existing residence halls. Recently, OSU added single-suite apartments to its housing portfolio and anticipates the need to construct housing for 150-250 additional students over the CMP planning horizon. This supplements the renovation/construction projects currently in the planning or construction stage.

Athletics

The Intercollegiate Athletics program recently constructed an indoor practice field and is anticipating the construction of an annex to Gill Coliseum and an 8,300-seat expansion to Reser Stadium. Additional expansions of Reser Stadium are also planned.

Student recreation and intramural sports programs continue to grow in response to student demand and increased student enrollment. Sports facilities serve three individual but related programs on campus: Intercollegiate Athletics, Physical Education, and Recreational-Intramural Sports. Most of the facilities are located south of Jefferson Way between Benton Place and 30th Street.

Department of Recreational Sports

An addition to Dixon Recreation Center is currently under construction. The addition will provide an expanded gymnasium, locker, and outdoor program space.

Agricultural Lands

The university has a unique opportunity to use its agricultural lands and agricultural buildings to enhance the identity of the College of Agricultural Sciences. High quality agricultural facilities would reflect the importance of agricultural sciences to OSU and the community.



CAMPUS MASTER PLAN 2004-2015

CHAPTER 4 – CAMPUS DEVELOPMENT

4.0 Campus Development

Future development on the OSU campus will primarily support the enrichment, enhancement, and improvement of academic and research facilities and activities.

For planning purposes, the CMP divides the campus into nine development sectors. The sector approach allows for new development based on an area’s existing development (buildings and impervious surface areas) and the anticipated needs of the campus as a whole. Each sector is allotted a maximum square footage development allocation and a minimum open space amount to ensure that future development preserves the sector’s open space character. This approach also provides flexibility in that exact building locations can be established at the time of development. Flexibility to site buildings based on programmatic and research needs has become increasingly important in recent years.

Table 4.1 shows the maximum allowable building square footage for each sector. The maximum future allocation was determined based on interviews with university officials about future needs, academic and research trends, and an assessment of known or pending expansion opportunities and development projects.

Table 4.1: Building Square Footage by Sector

Sector	Existing/Approval	Maximum Future Allocation	Total
A	287,272	250,000	537,272
B	777,778	500,000	1,277,778
C	4,654,719	750,000	5,404,719
D	325,331	35,000	360,331
E	256,918	120,000	376,918
F	463,088	750,000	1,213,088
G	746,023	350,000	1,096,023
H	126,921	50,000	176,921
J	37,463	350,000	387,463
Total	7,675,513	3,155,000	10,830,513

Regarding open space, CMP Policy 2.7.1 establishes that a minimum of 50 percent of open space shall be maintained on campus. Open space can consist of lawn areas, landscape beds, and pedestrian amenities such as plazas, courtyards, decks, sidewalks, and recreation fields, agricultural fields, or other non-developed areas. Both “green” spaces and hardscape areas such as pavement are considered open space because they allow the community to co-mingle or provide an area of respite. Green and hardscape areas can be a building amenity or a point of interest on campus.

Table 4.2: Open Space Requirement by Sector

Sector	Existing Open Space (Sq.Ft.)	Sector Area (Sq. Ft.)	Percent of Sector in Open Space	Future Minimum Open Space (Sq. Ft.)	Percent to Remain in Open Space
A	2,791,263	3,358,166	83%	2,619,369	78%
B	1,783,775	3,129,255	57%	1,032,654	33%
C	3,980,931	6,863,033	58%	2,470,692	36%
D	1,267,652	1,953,994	65%	1,191,936	61%
E	2,335,426	2,870,819	81%	2,210,531	77%
F	759,968	2,062,341	37%	412,468	20%
G	796,464	1,360,414	59%	544,165	40%
H	714,317	1,030,317	69%	659,402	64%
J	2,238,667	2,276,565	98%	1,798,486	79%
Total	16,668,463	24,904,904	67%	12,452,452*	50%

* The total future minimum open space, based on the sum of each sector minimum, is 12,939,703 square feet. The 12,452,452 square feet in this table represents the minimum campus-wide requirement of 50 percent. If a sector's minimum requirement is not met, modification procedures (Chapter 8) must be followed, provided that the overall campus standard of 50 percent is maintained.

Besides the maximum development allocation and minimum open space standard, future development in each sector shall also adhere to the relevant sector development policies in this chapter. Sector policies are more area-specific than CMP policies and will help maintain consistency throughout the planning area.

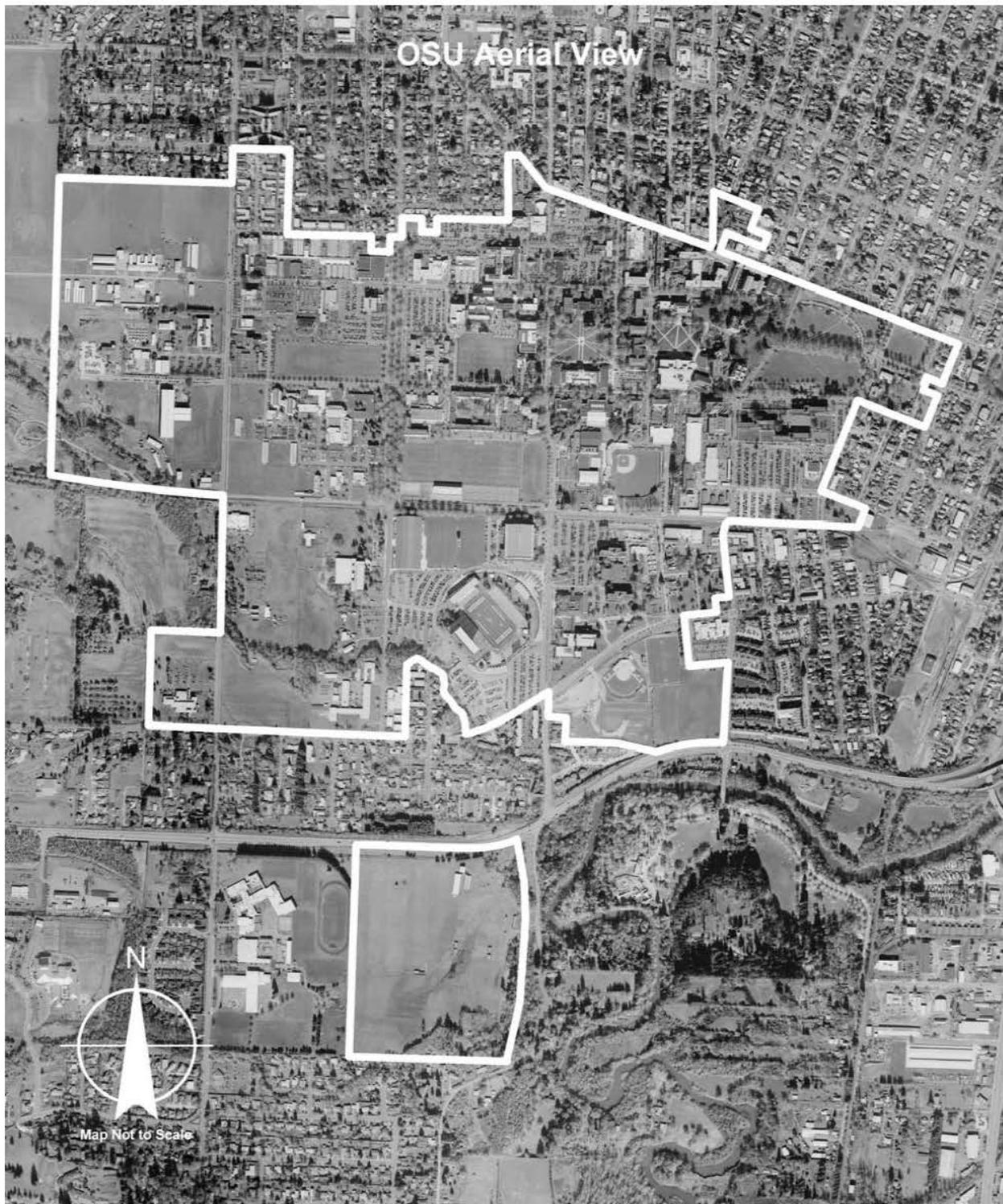


Figure 4.1: Aerial View of OSU

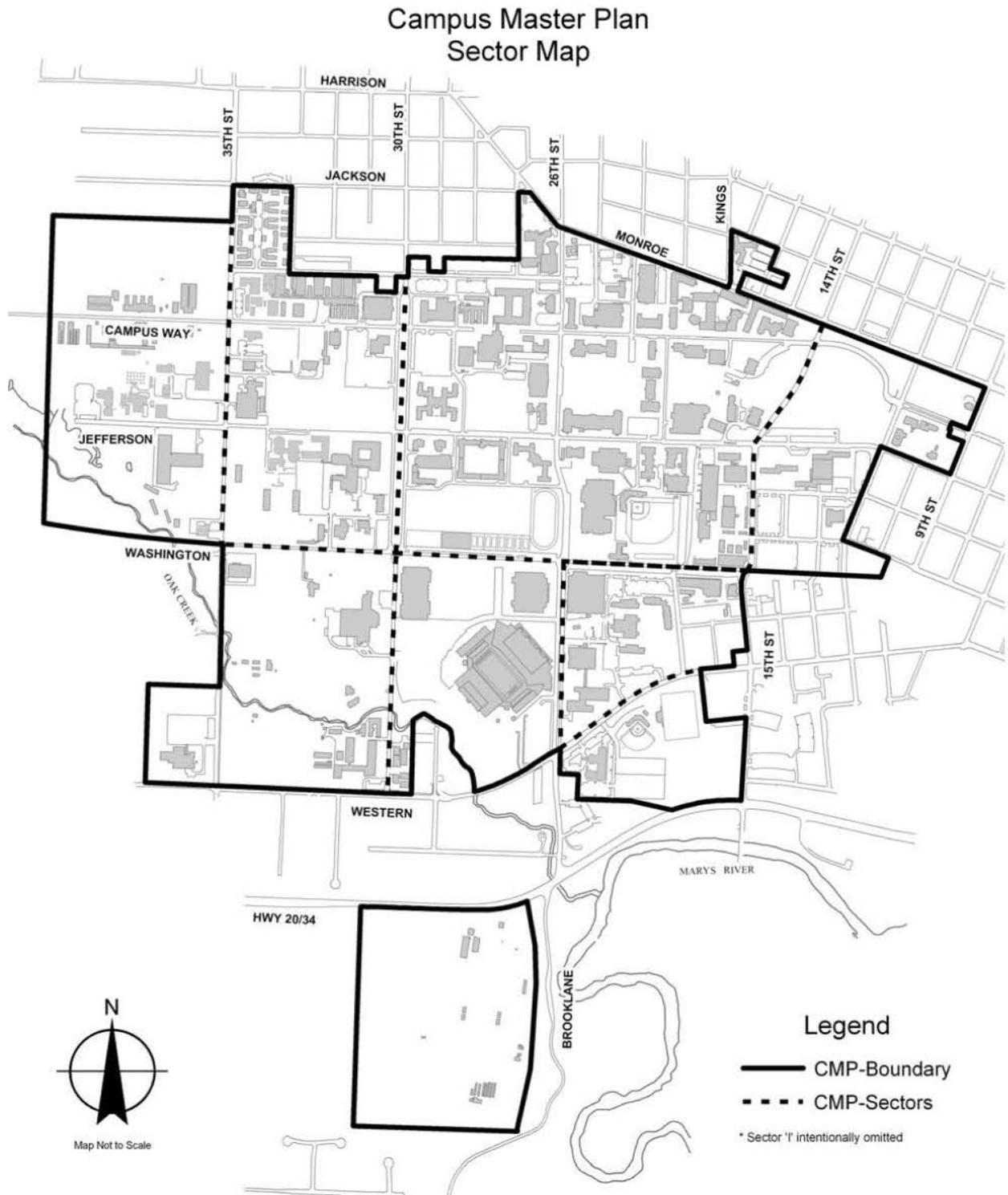


Figure 4.2: OSU Campus Sector Map

4.1 General Development Policies

Table 4.3: Total Master Plan Area

Sector Area	Area in Square Feet
Overall Campus Master Plan Area	24,904,904
	(569.82 acres)
Existing/Approved Development ¹	7,675,513
Existing Impervious Surface	
OSU Building Footprint	3,247,716
OSU IOTB ² Footprint	90,930
Non OSU Building Footprint	213,286
Non OSU IOTB Footprint	18,058
OSU Streets ³	1,124,808
OSU Parking ³	3,142,321
Public Streets	399,322
Total Existing Impervious Surface	8,236,441
Percent of Impervious Surface	33%
Future Development	3,155,000

1. Includes all buildings and IOTBs gross square feet.

2. IOTB = Improvements other than buildings

3. Includes gravel areas.

The following general development policies provide additional direction for future development. These general development policies supplement the CMP Principles and Policies in Chapter 2.

General Policies

- 4.1.1 Establish a maximum development allocation and a minimum open space standard for each sector.
- 4.1.2 Ensure that sector development is consistent with the sector-specific policies in this CMP.
- 4.1.3 Preserve the historic character of existing buildings and incorporate historic values into each building renovation or expansion project as much as practicable.
- 4.1.4 Organize buildings along streets and develop quadrangles or other usable open space. Each building should have a unique identity whenever possible. Buildings shall be connected via links (e.g., sidewalks, bridges, tunnels, etc.) that are underground, at grade, or above grade. The connecting links should not be the dominant feature.
- 4.1.5 Ensure that development along the campus boundaries is compatible with existing adjacent uses. A neighborhood transition area shall be established in which building heights are reduced in the vicinity of the campus boundaries.

- 4.1.6 Design new buildings and uses such that architectural continuity is provided across campus.
- 4.1.7 Design buildings that are used for academic and research activities for long term use (100 years or more).
- 4.1.8 Ensure that development projects are consistent with the principles, policies, and development and design standards in this CMP. To this end, Facilities Services and its departments shall oversee and coordinate development and construction projects.
- 4.1.9 Design transportation, pedestrian and bicycle connections consistent with the City's transportation plan, comprehensive plan, land development code, Corvallis Standard Construction Specifications, and the CMP TIP to promote safe and convenient access into and across campus.
- 4.1.10 Develop and implement architectural and landscape architectural guidelines to reinforce the relationship among buildings, streets, and open space. Create continuity in the mass, scale, materials, and surrounding landscape of campus buildings.
- 4.1.11 Ensure that existing and new development recognizes and supports the established cultural centers as expressed in the Cultural Centers at Oregon State University Covenant, Statement of Vision and Charter Commitment, confirmed on January 22, 2002 with any future adopted updates.
- 4.1.12 Property acquired and intended for University use shall be incorporated into the CMP boundary within one year after the acquisition date of said property.
- 4.1.13 Development within the transition areas around OSU shall incorporate OSU design criteria for architectural standards, and be compatible with the adjacent neighborhoods as it relates to height, scale, and building materials.
- 4.1.14 OSU shall ensure that adequate mitigation of the identified intersections within the Base Transportation Model (BTM), or its update, that drop below an acceptable level of service as described in the City of Corvallis' Transportation System Plan (TSP) are mitigated in accordance with the mitigation measures outlined in the most recent CMP annual monitoring report or the CMP's Transportation Improvement Plan.
- 4.1.15 OSU shall complete the mitigation described in Policy 4.1.14 within one year of when said mitigation measures are identified or in accordance with the development proposal that is projected to impact the intersection beyond an acceptable level.
- 4.1.16 If mitigation from projected development is not completed in accordance with said development, then the project will either be delayed until such a time that mitigation can occur in accordance with the most recent CMP annual monitoring report or CMP's Transportation Improvement Plan, or the project will be redesigned in a manner that does not impact the transportation system beyond acceptable levels.

Irish Bend Covered Bridge



Figure 4.3: Irish Bend Covered Bridge

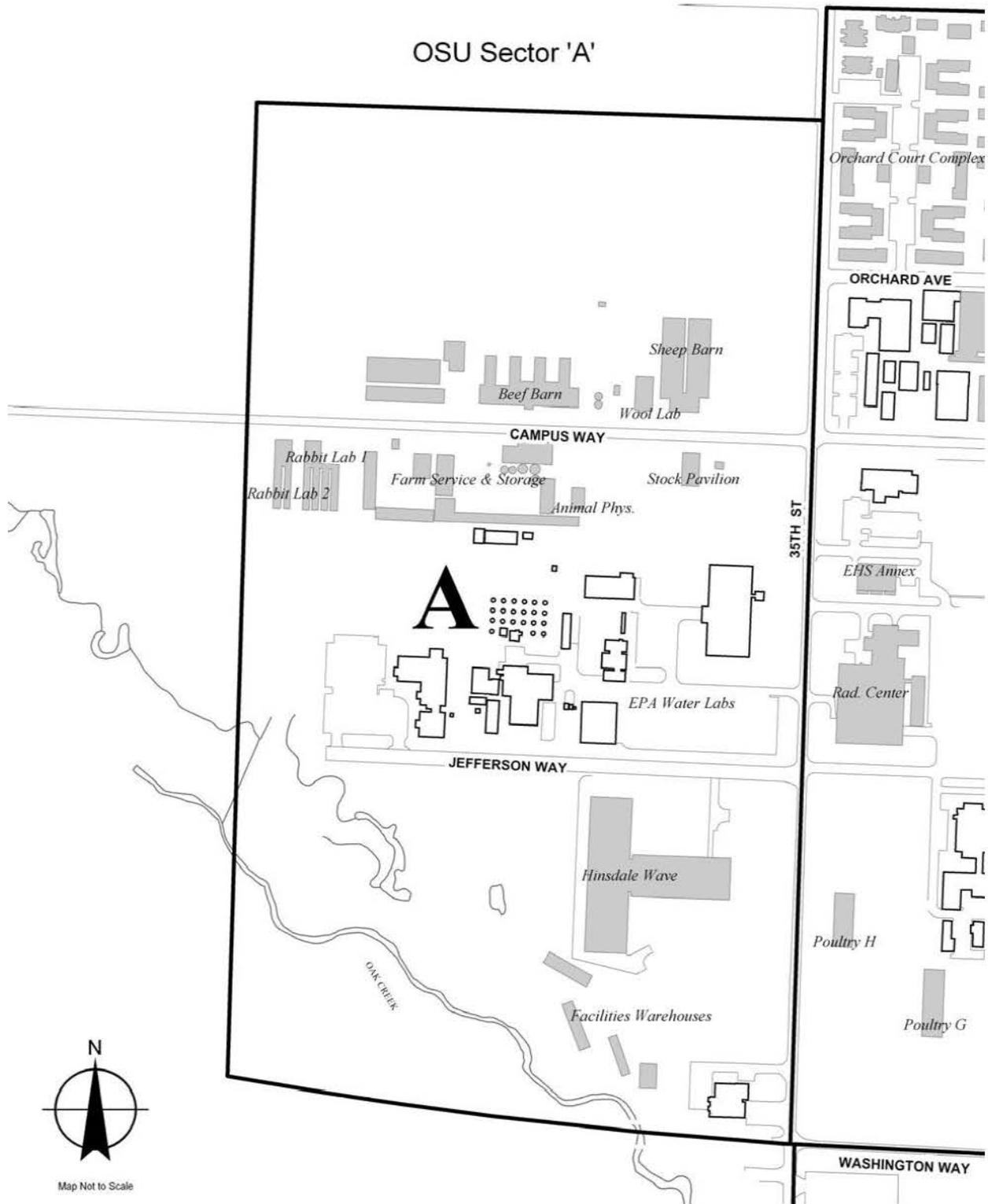


Figure 4.4: Map of Sector A

4.2 Sector Descriptions

a. Sector A — West 35th

Table 4.4: Sector A Area Calculations

Sector Area	Area in Square Feet
	3,358,166
	(77.09 acres)
Existing/Approved Development ¹	287,272
Existing Impervious Surface	
OSU Building Footprint	161,080
OSU IOTB ² Footprint	39,977
Non OSU Building Footprint	87,172
Non OSU IOTB Footprint	8,715
OSU Streets ³	93,618
OSU Parking ³	141,771
Public Streets	34,570
Total Existing Impervious Surface	566,903
Percent of Impervious Surface	17%
Future Development	250,000

1. Includes all buildings and IOTBs gross square feet.

2. IOTB = Improvements other than buildings

3. Includes gravel areas.

Sector A is less developed than many other sectors on campus. This sector is visually dominated by agricultural fields and the adjacent rural landscape. A portion of Oak Creek traverses the southern portion of Sector A.

Sector A supports research activities facilities (e.g., Hinsdale Wave Research Lab), Environmental Protection Agency offices, and agricultural fields. It has the potential to support additional research facilities, student housing, campus support services, and other university services and facilities.

Future development in Sector A will serve as the transition between OSU and the agricultural and rural landscape. This development may incorporate transitional features or design elements (open space areas, height limits, landscape, building placement, etc.) to enhance compatibility with existing uses. Future development in Sector A may trigger improvements to 35th Street. The 35th Street area should include, through the use of design elements, a transition between the city low-density development and potentially higher density OSU uses. Parking in this area should be carefully managed to minimize impacts to the nearby residential neighborhood.

Management of Oak Creek, the floodplain, and riparian area shall be included in future development scenarios. A city-OSU Oak Creek management agreement will be developed when new construction is proposed in the vicinity of the creek. This agreement shall be consistent with other Oak Creek management agreements.

Other actions to enhance Oak Creek should be undertaken in the future. These actions may include the following:

- Recognize Oak Creek and its associated floodplain as an educational resource.
- Consider decommissioning and reclaiming the OSU recycling/storage area. Reclamation activities could include riparian forest plantings and potential floodplain reconnections. Plantings could include conifers and use of a successional planting approach to provide rapid cover for later-succession tree species and deter establishment of invasive plants.
- Identify the disturbed portions of Oak Creek riparian areas as potential candidates for restoration of floodplain connectivity. This would require further hydrology/engineering study.
- Remove the Himalayan blackberry and other exotic species that dominate the margins of riparian areas and wetlands, and replace with native willows, alder, cottonwood, and/or western red cedar. The usage by terrestrial species of certain stream and wetland areas along Oak Creek suffers from limited habitat structural complexity, poor connectivity to upland habitats, and the degraded quality of certain stream segments and wetlands.
- Remove trash and debris dumped along Oak Creek and revegetate disturbed areas once cleared. Develop an educational program to discourage future littering and dumping.
- Remove buildings, other structures, and impervious surfaces in the riparian area. Revegetate disturbed areas with native plants.
- Restore hardened banks (rubble and riprap) in certain reach segments using bioengineering techniques with native plant materials. This would require additional study; such a proposal might be appropriate if bank enhancements are already planned (e.g., for floodplain restoration work or perhaps in conjunction with the Oak Creek Task Force's proposed bridge removal).
- Identify and evaluate water quality characteristics of piped and concentrated surface stormwater discharges into Oak Creek (to the extent data is available or studies are planned). The creek and associated wetlands are susceptible to potential water quality degradation and nutrient loading from road, university, and agricultural runoff. Identify appropriate and feasible remedial actions to treat or disconnect discharges that may contribute to water quality degradation.
- Evaluate existing recreation, education, scientific research and monitoring activities, and potential opportunities to incorporate such activities into any proposed enhancement work.

Sector A Policies

- 4.2.1.a Incorporate transitional design elements (height limits, landscaping, building placement, etc.) between city low-density development and potentially higher density OSU uses along the northern edge of the sector.
- 4.2.2.a Recognize that the sector's future development may include agricultural facilities, research facilities, student housing, campus support services, and other university services and facilities.
- 4.2.3.a Enter into a City-OSU management agreement consistent with existing management agreements when development occurs in the vicinity of Oak Creek. Minimize development-related impacts to the Oak Creek riparian area and, over time, enhance the riparian corridor.
- 4.2.4.a Continue to encourage federal, state, and private research activities in the sector.
- 4.2.5.a Improve 35th Street consistent with the City-OSU 35th Street Improvement Agreement and in a manner that improves access to and identifies the university.
- 4.2.6.a Improve Campus Way, Jefferson Way, and Washington Way to strengthen the east/west connection that links research, forestry, and agricultural areas to the campus core.
- 4.2.7.a Preserve agricultural lands west of 35th Street, outside of the city limits, in recognition of the university's research, instructional, aesthetic, and open space values.
- 4.2.8.a Enhance the image of the agricultural facilities to better reflect OSU's role as a premier agricultural school.
- 4.2.9.a Develop agricultural facilities to emphasize the distinct and important function that agriculture serves on the campus. Animal facilities and agricultural support functions should be consolidated in an orderly and attractive "farmstead" at the western end of Campus Way, forming a gateway to the open fields beyond. To accomplish the consolidation, scattered and deteriorating agricultural buildings should be replaced.
- 4.2.10.a Ensure that a minimum of 78 percent of land in Sector A remains as open space.

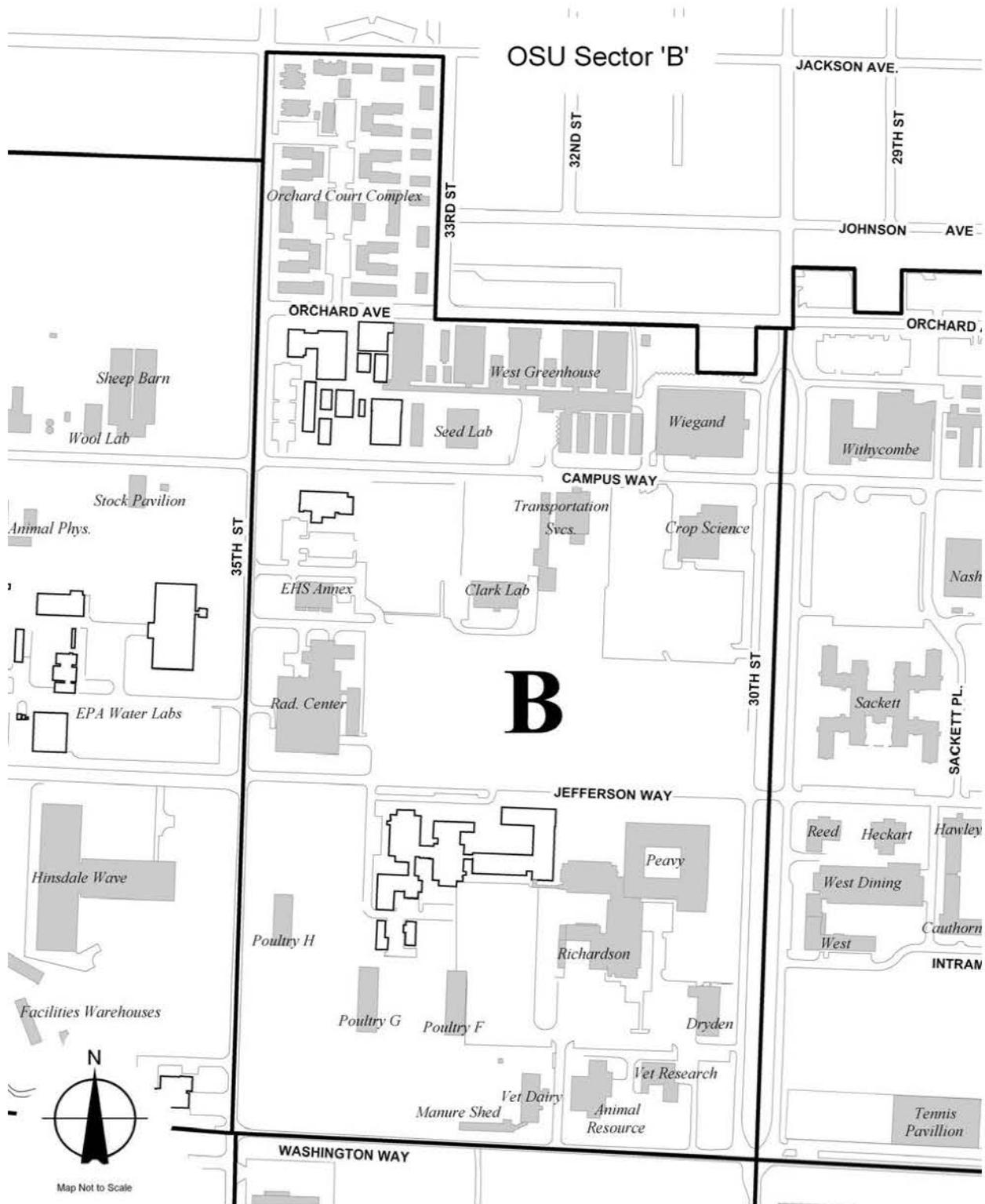


Figure 4.5: Map of Sector B

b. Sector B — West Campus

Table 4.5: Sector B Area Calculations

Sector Area	Area in Square Feet
	3,129,255
	(71.84 acres)
Existing/Approved Development ¹	777,778
Existing Impervious Surface	
OSU Building Footprint	437,205
OSU IOTB ² Footprint	13,512
Non OSU Building Footprint	100,236
Non OSU IOTB Footprint	8,117
OSU Streets ³	129,191
OSU Parking ³	590,623
Public Streets	66,596
Total Existing Impervious Surface	1,345,480
Percent of Impervious Surface	43%
Future Development	500,000

1. Includes all buildings and IOTBs gross square feet.

2. IOTB = Improvements other than buildings

3. Includes gravel areas.

The uses in Sector B are more mixed than those in Sector A. Sector B includes U.S. Department of Agriculture (USDA) offices, greenhouses, research labs and facilities, academic facilities, materials storage areas, agricultural uses, and student housing. The northern portion of Sector B is adjacent to privately owned residences.

An intramural sports field in Sector B provides visual and recreational open space. The field is adjacent to a residence hall and thus provides students with an opportunity for recreation. Future development in Sector B, and in other sectors that have recreational fields adjacent to more dense development, will most likely result in development of these open spaces. Future development shall strive to incorporate open space into its design and ensure that recreational opportunities are provided elsewhere on campus.

Future development in Sector B shall incorporate transitional design elements adjacent to the nearby residential uses and minimize through-traffic impacts. Potential uses may include student housing, research and academic labs and facilities, campus support services, and other university services and facilities.

Sector B Policies

- 4.2.1.b Organize research expansion primarily along 35th Street and between Campus Way and Washington Way, west of 30th Street.

- 4.2.2.b Support the university's agricultural mission by encouraging the location of agricultural research facilities on the west side of campus.
- 4.2.3.b Improve 35th Street consistent with the OSU-city 35th Street Agreement and in a manner that improves access to and the identity of the university.
- 4.2.4.b Ensure that agricultural facilities are the western anchor and extension of the graduate research, undergraduate teaching, and other university facilities will develop in the core area blocks between 30th Street and 35th Street.
- 4.2.5.b Develop agricultural facilities to emphasize the distinct and important function that agriculture serves on the campus. Scattered and deteriorating agricultural buildings and lands west of 30th Street should be consolidated and updated.
- 4.2.6.b Ensure that a minimum of 33 percent of land in Sector B remains as open space.

Peavy Field



Figure 4.6: Peavy Field

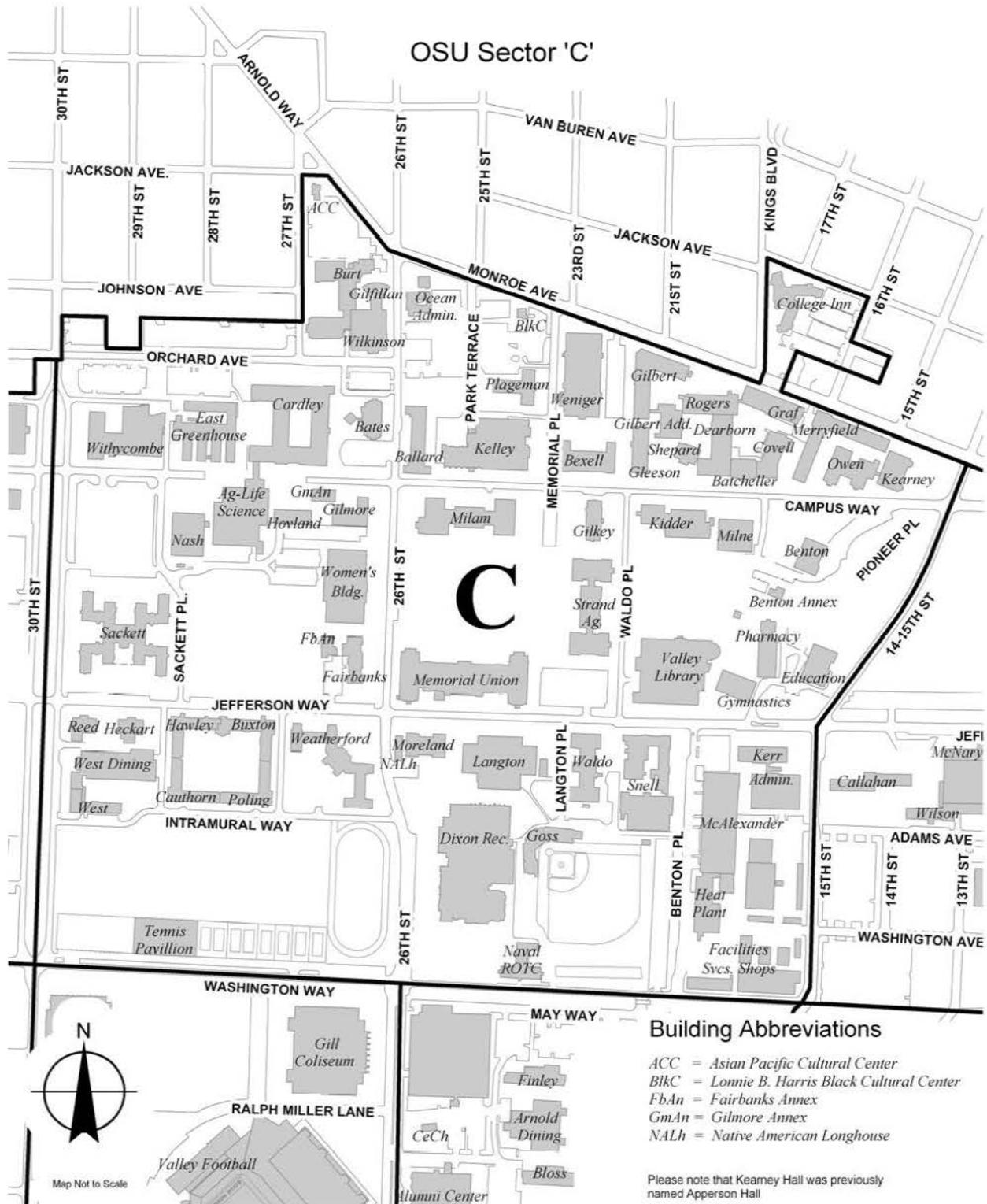


Figure 4.7: Map of Sector C

c. Sector C — Campus Core

Table 4.6: Sector C Area Calculations

Sector Area	Area in Square Feet
	6,863,033
	(157.55 acres)
Existing/Approved Development ¹	4,654,719
Existing Impervious Surface	
OSU Building Footprint	1,460,841
OSU IOTB ² Footprint	5,865
Non OSU Building Footprint	0
Non OSU IOTB Footprint	0
OSU Streets ³	529,326
OSU Parking ³	829,010
Public Streets	57,060
Total Existing Impervious Surface	2,882,102
Percent of Impervious Surface	42%
Future Development	750,000

1. Includes all buildings and IOTBs gross square feet.

2. IOTB = Improvements other than buildings

3. Includes gravel areas.

Sector C is OSU’s campus core and academic center. The sector is characterized by buildings, quads, open space, pedestrian sidewalks, and paths.

Future development in Sector C shall be compatible with the existing uses and character, and may include academic or academic-related uses, research facilities, open space areas, campus support services, student housing, recreation facilities, and other university services and facilities. Development in this sector will occur through the “in filling” in areas such as parking lots and/or redevelopment of existing buildings or spaces.

To maximize ease of use by the majority of the campus community, Sector C needs to be intensively developed. Redevelopment through building expansion, remodeling, or demolition and reconstruction will allow a more resource-efficient land use pattern to emerge.

Sector C’s historic buildings pose a design challenge for the integration of new buildings. New buildings must try to capture the spirit and energy of modern construction, yet respect traditional existing building forms and contribute to a usable, harmonious, and aesthetically pleasing campus. Sector C’s parking demands are an additional challenge. Despite these challenges, OSU is committed to retaining the charm and attractiveness of Sector C and the campus as a whole.

The existing Memorial Union and Library quads shall be retained as open space. New development will be designed with pedestrians in mind by providing good connectivity and open space enhancements such as courtyards, atriums, and porches. To the extent that new development projects remove existing parking stalls or lots, the project sponsors will be required

to provide a commensurate amount of parking. This most likely will include underground parking, parking within structures, or parking in areas outside of Sector C.

Other redevelopment efforts in Sector C include the eventual removal and relocation of the physical plant shops behind the Kerr Administration building and the renovation and redevelopment of Snell Hall. Removal and relocation of the physical plant shops will provide additional space for campus core uses and also allow for the potential realignment of Washington Way.

Sector C Policies

- 4.2.1.c Ensure that buildings in the campus core are designed so that each building has an individual identity, is oriented toward the street and, where possible, situated along quads. Areas within the campus core will provide a pedestrian zone free of major automobile traffic.
- 4.2.2.c Concentrate on providing instructional and related facilities in Sector C. This includes classrooms, teaching laboratories, faculty and administrative offices, libraries, student union facilities, and recreational and performance facilities with instructional functions.
- 4.2.3.c Locate related instructional facilities such that they can be reached within a 10-minute walk (approximately 2,200 feet).
- 4.2.4.c Increase the density of the campus core when the supply of available building sites in the core is exhausted. Ultimately, this can be accomplished by replacing recreation fields and parking areas with new buildings and pedestrian quads.
- 4.2.5.c Develop a new quad in the Kelley Engineering Center block. This quad should have clearly defined and interconnected pedestrian corridors and a distinct quality that provides a space around which future buildings can be organized.
- 4.2.6.c Ensure that a minimum of 36 percent of land in Sector C remains as open space.

Benton Hall



Figure 4.8: OSU's Oldest Building, Benton Hall, Built in 1889

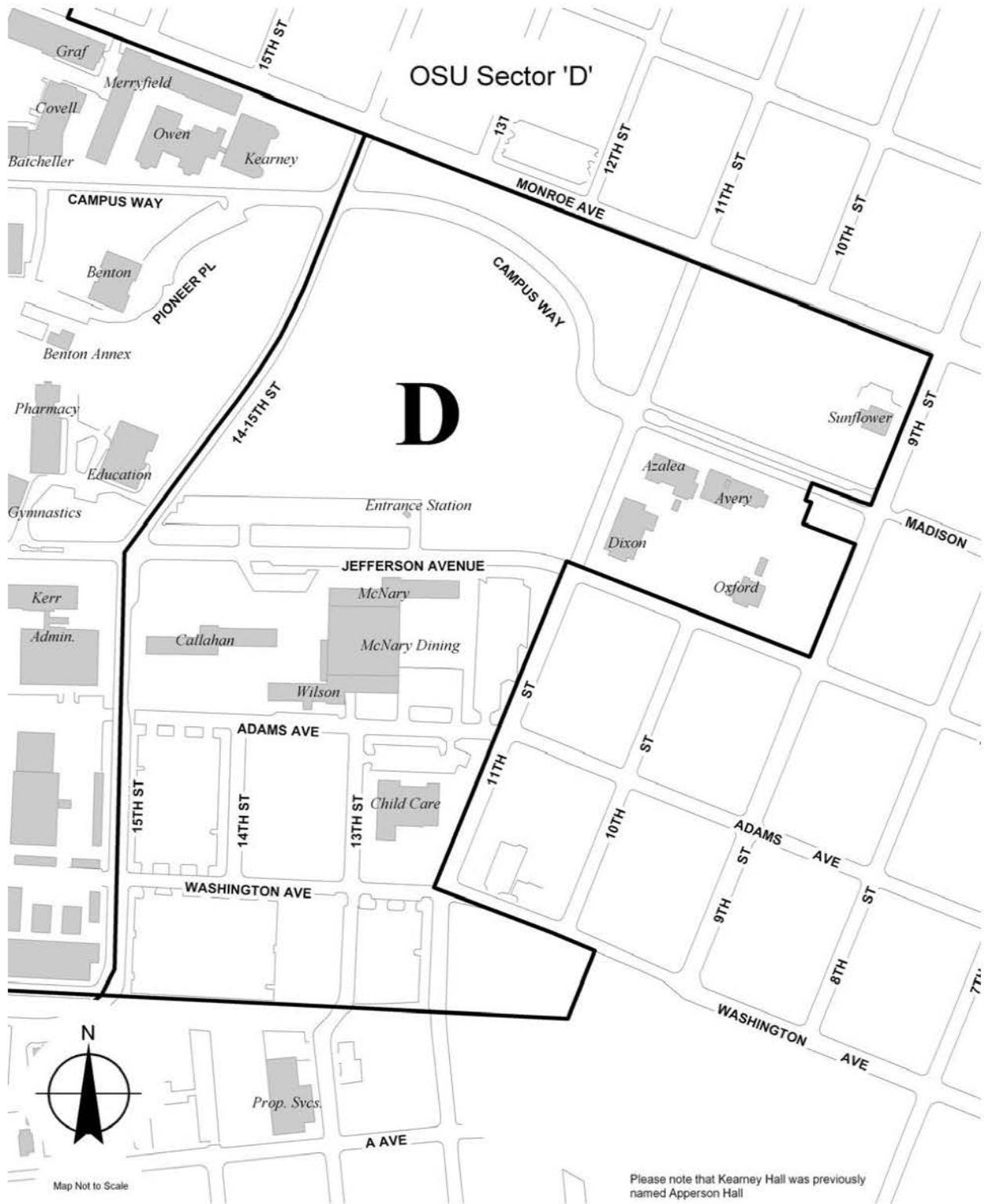


Figure 4.9: Map of Sector D

d. Sector D — Lower Campus

Table 4.7: Sector D Area Calculations

Sector Area	Area in Square Feet
	1,953,994 (44.86 acres)
Existing/Approved Development ¹	325,331
Existing Impervious Surface	
OSU Building Footprint	117,617
OSU IOTB ² Footprint	2,553
Non OSU Building Footprint	0
Non OSU IOTB Footprint	0
OSU Streets ³	135,633
OSU Parking ³	326,634
Public Streets	103,905
Total Existing Impervious Surface	686,342
Percent of Impervious Surface	35%
Future Development	35,000

1. Includes all buildings and IOTBs gross square feet.

2. IOTB = Improvements other than buildings

3. Includes gravel areas.

Sector D, also known as the lower campus, is characterized by a large expanse of open space that provides visual relief from surrounding higher density development. This sector has a series of portals at key entry points as well as pedestrian sidewalks and paths that connect to the rest of campus and to the community. The sector also hosts a variety of community events.

Some areas in Sector D act as an interface between OSU and the surrounding community. These areas also provide visitors with their first impression of OSU. The visual appearance and functionality (e.g., parking, traffic circulation, impacts on adjacent residential areas) could be further improved with new development. Although some of Sector D will remain as open space, future development may include a visitor information center, president’s residence, student housing, parking, and other university services and facilities.

Sector D Policies

4.2.1.d Site all new development to minimize disturbance to existing open space to the maximum extent practicable.

4.2.2.d Recognize that Madison Avenue shall continue to be developed as a pedestrian link between OSU and the Willamette River. Development in this area shall be compatible with and enhance the abutting land uses and allow for the area’s continued use for cultural and civic purposes.

- 4.2.3.d Explore the feasibility of locating the university president’s residence and other welcoming facilities to Sector D.
- 4.2.4.d Ensure that a minimum of 61 percent of land in Sector D remains as open space.

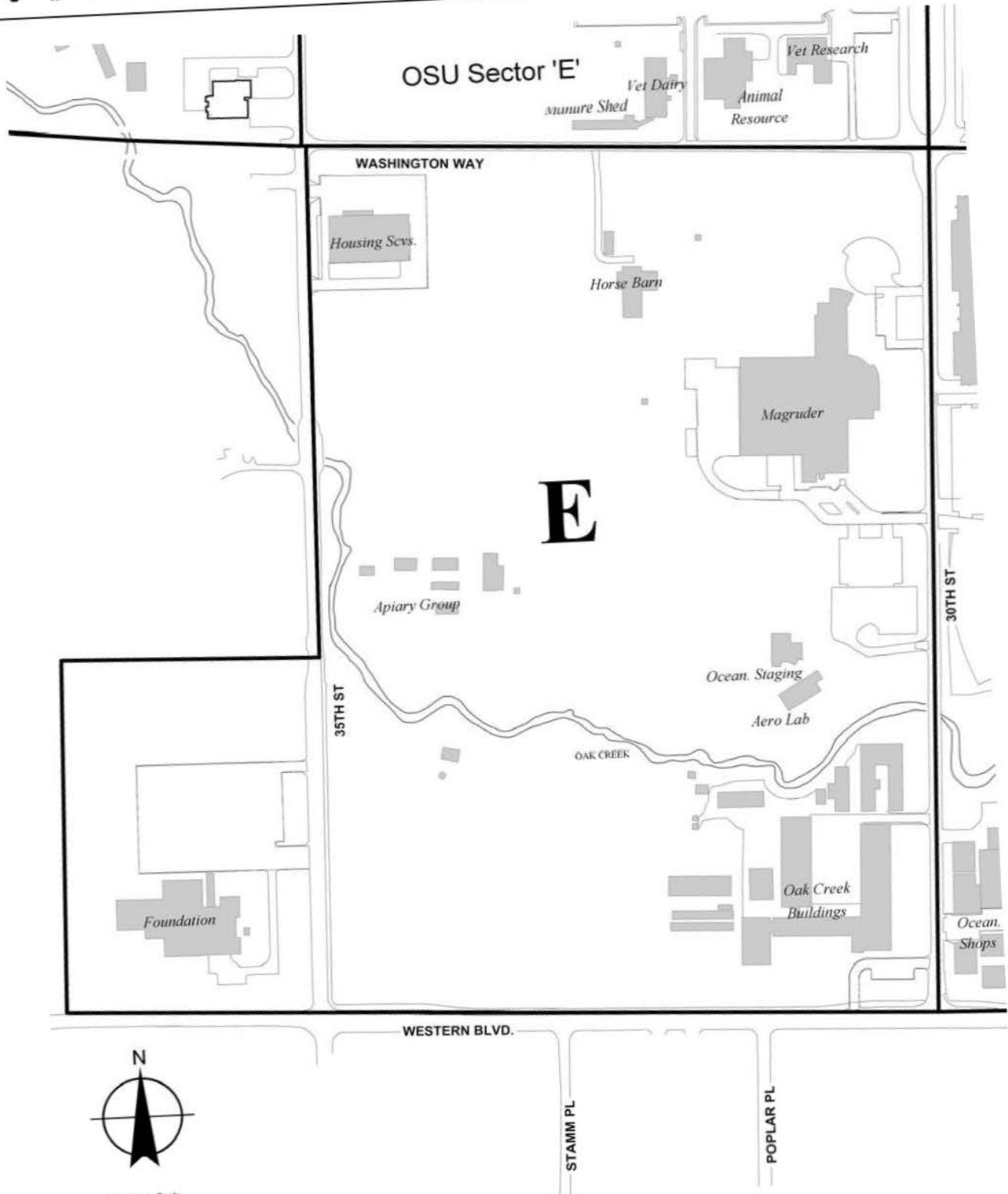


Figure 4.10: Map of Sector E

e. Sector E — Southwest Campus
Table 4.8: Sector E Area Calculations

Sector Area	Area in Square Feet
Existing/Approved Development ¹	256,918
Existing Impervious Surface	
OSU Building Footprint	209,499
OSU IOTB ² Footprint	10,860
Non OSU Building Footprint	0
Non OSU IOTB Footprint	0
OSU Streets ³	39,718
OSU Parking ³	244,339
Public Streets	30,977
Total Existing Impervious Surface	535,393
Percent of Impervious Surface	19%
Future Development	120,000

1. Includes all buildings and IOTBs gross square feet.

2. IOTB = Improvements other than buildings

3. Includes gravel areas.

Sector E is similar to Sector A in terms of its predominant agricultural character and existing low-density development. Sector E consists of the College of Veterinary Medicine, Oak Creek Building, a housing and dining services facility, agricultural fields, and related agricultural uses. Oak Creek traverses the southern portion of the sector with agricultural uses flanking both sides of the creek.

Future development in this sector will be greatly influenced by consideration of Oak Creek, its riparian area, and the associated floodplain. Focusing development away from the creek and outside of the floodplain will minimize impacts. In addition, a city-OSU management agreement for the Oak Creek area has been executed to regulate activities within the floodplain. Other actions may be considered that address the management of Oak Creek in this sector. These actions include:

- Removal of the irrigation diversion dam located east of 35th Street near the apiary buildings. Removal could benefit sensitive fish within the study area. OSU has discussed this action with the Oregon Department of Fish and Wildlife. Given the many technical considerations, detailed studying and monitoring would be required to establish the feasibility and scope for the dam removal.
- Evaluation of existing recreation, education, scientific research and monitoring activities, and potential opportunities to incorporate such activities into any proposed enhancement work.

Future potential development in Sector E may include veterinary and agricultural research labs, agricultural science labs and support services, university facilities and services, interpretive trails along Oak Creek in conjunction with education and management programs for the creek, and other campus support services. Another element of future development is a multi-use path, south of Washington Way, that connects this sector with destinations to the east and west.

Sector E Policies

- 4.2.1.e Improve east-west pedestrian and bike connectivity along Washington Way concurrent with development projects.
- 4.2.2.e Improve 35th Street consistent with the City-OSU 35th Street Improvement Agreement and in a manner that improves access to and the identity of the research and agricultural functions of the University.
- 4.2.3.e Improve 30th Street between Western Boulevard and Washington Way concurrent with abutting development.
- 4.2.4.e Minimize development impacts to Oak Creek riparian drainage way and take steps toward enhancing the riparian corridor.
- 4.2.5.e Ensure that a minimum of 77 percent of land in Sector E remains as open space.

Richardson Hall



Figure 4.11: Richardson Hall

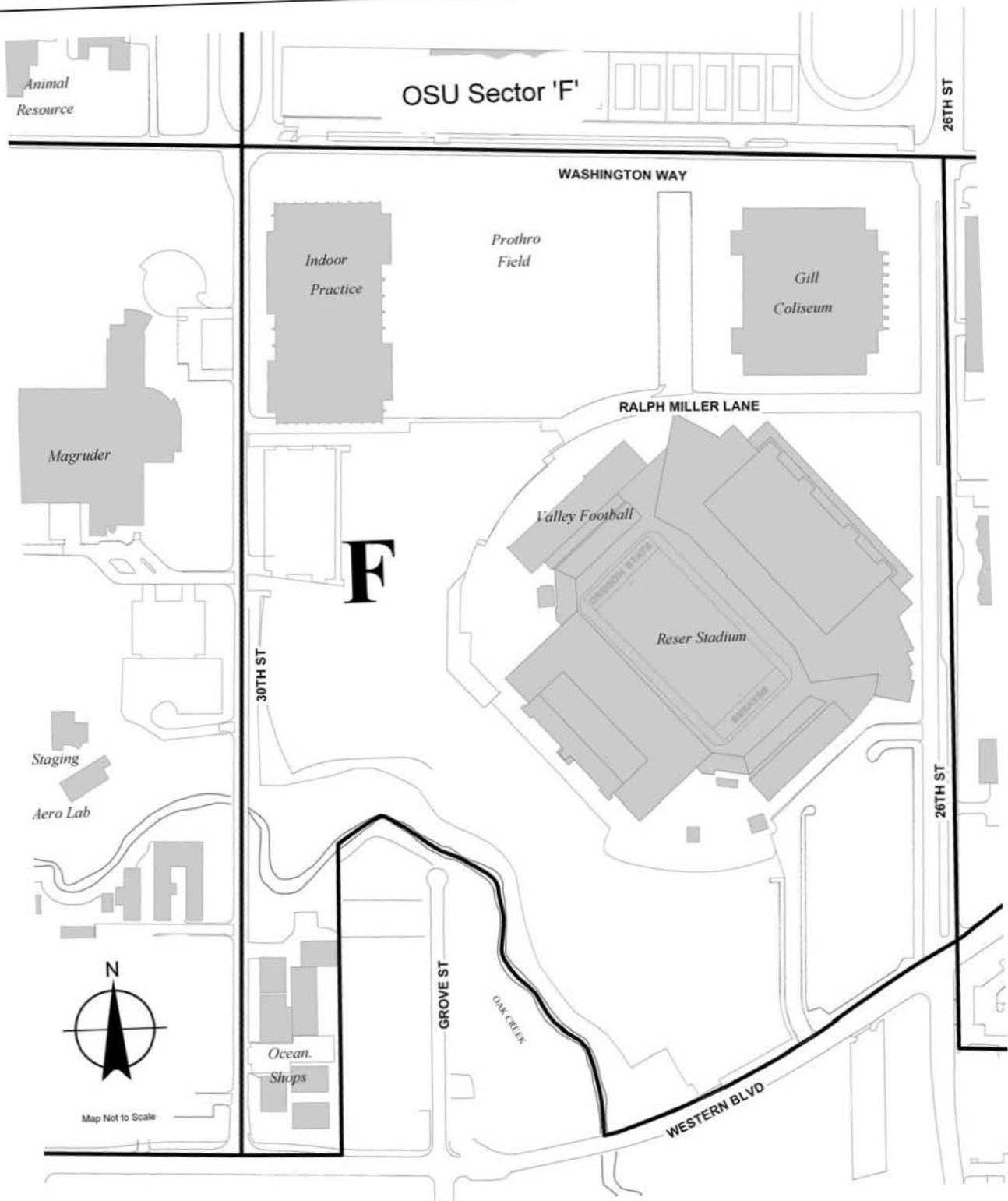


Figure 4.12: Map of Sector F

f. Sector F — Reser Stadium and Gill Coliseum
Table 4.9: Sector F Area Calculations

Sector Area	Area in Square Feet
Existing/Approved Development ¹	463,088
Existing Impervious Surface	
OSU Building Footprint	555,220
OSU IOTB ² Footprint	1,709
Non OSU Building Footprint	0
Non OSU IOTB Footprint	0
OSU Streets ³	134,334
OSU Parking ³	610,702
Public Streets	408
Total Existing Impervious Surface	1,302,373
Percent of Impervious Surface	63%
Future Development	750,000

1. Includes all buildings and IOTBs gross square feet.

2. IOTB = Improvements other than buildings

3. Includes gravel areas.

Sector F is the athletic precinct of the campus and is visually dominated by Reser Stadium, its support facilities (Merrit Truax Indoor Practice Facility, the Valley Football Center, etc.), parking, and Gill Coliseum.

Future development in Sector F shall be compatible with and complimentary to the existing athletic facilities. Development will include a multi-phased expansion of Reser Stadium, an addition to Gill Coliseum called the Gill Annex, an east-west multi-use path connection along Washington Way, north-south pedestrian and road improvements on 26th Street and 30th Street, and additional university-related services and uses.

The athletic venues in this sector create a window through which the outside world can view OSU. The overall quality and attractiveness of the campus and the view of the surrounding area has the potential to leave visitors with a positive impression of OSU. Further development in the area could include the addition of an information/visitor's kiosk on 26th Street and other portal improvements that identify entry to the OSU campus.

Oak Creek traverses the southern boundary of the sector. Recent improvements to the Reser Stadium parking lot have included a bio-swale, an on-site water detention facility, and some bank restoration work. Additional restoration work along the banks and stream corridor will occur over time.

Sector F Policies

- 4.2.1.f Continue to promote OSU intercollegiate athletics and provide facilities that allow OSU to be competitive on a national level.
- 4.2.2.f Support Reser Stadium expansion projects and other enhancement projects of athletic facilities.
- 4.2.3.f Work with nearby property owners to maximize opportunities for the efficient use of facilities. One such example is the 2002 agreement with the Benton County Fairgrounds for use of their parking facilities on football game days.
- 4.2.4.f Continue to minimize development impacts to Oak Creek and, over time, enhance the riparian corridor.
- 4.2.5.f Phase improvements to 26th Street and 30th Street to minimize disruption to the campus and surrounding community.
- 4.2.6.f Develop an improved entryway into the campus at 26th Street and Western Boulevard.
- 4.2.7.f Ensure that a minimum of 20 percent of land in Sector F remains as open space.

OSU Football Game at Reser Stadium



Figure 4.13: Reser Stadium on a Football Game Day

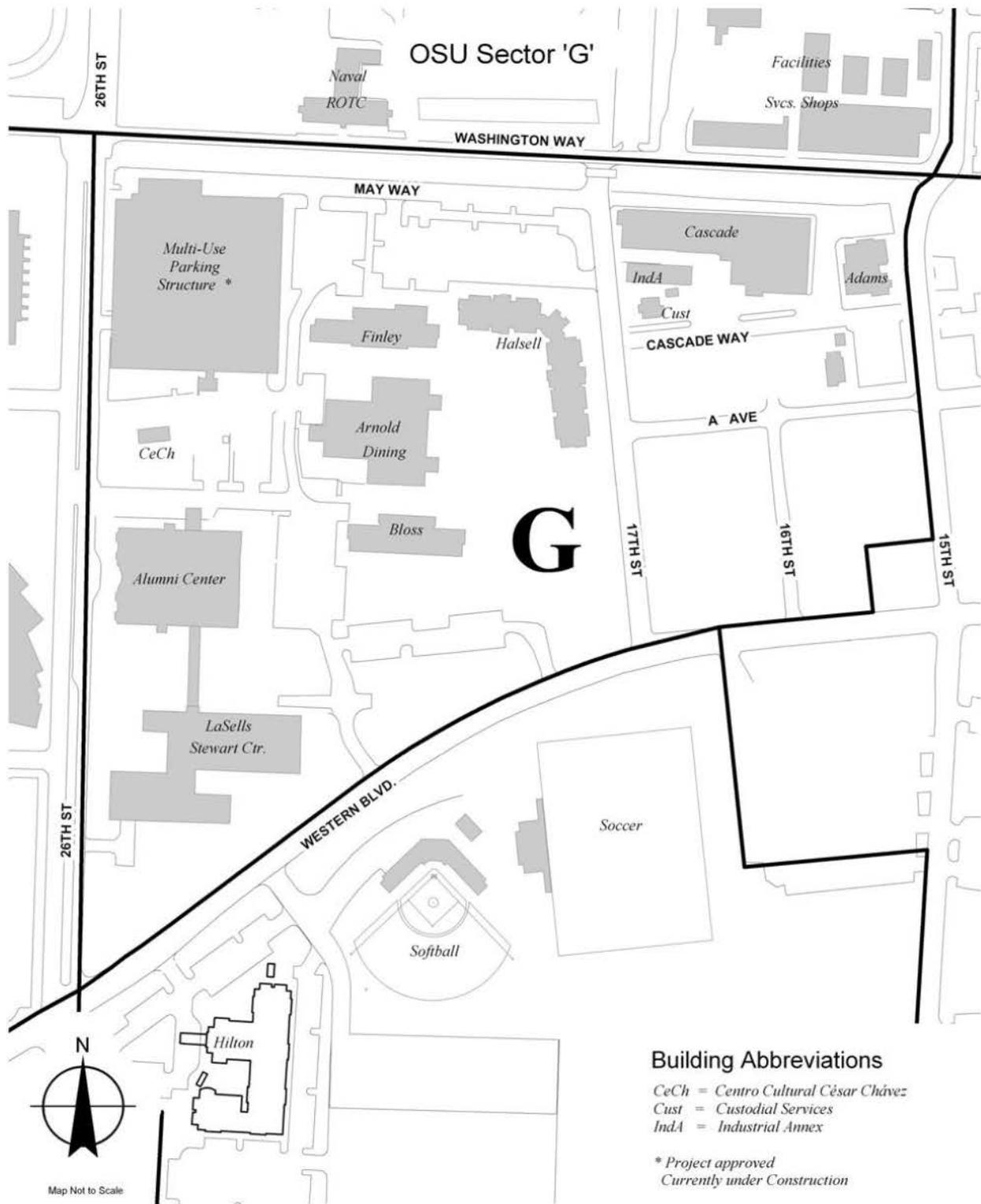


Figure 4.14: Map of Sector G

g. Sector G — LaSells and Alumni Center
Table 4.10: Sector G Area Calculations

Sector Area	Area in Square Feet
Existing/Approved Development ¹	746,023
Existing Impervious Surface	
OSU Building Footprint	268,531
OSU IOTB ² Footprint	3,931
Non OSU Building Footprint	0
Non OSU IOTB Footprint	0
OSU Streets ³	62,988
OSU Parking ³	169,354
Public Streets	59,146
Total Existing Impervious Surface	563,950
Percent of Impervious Surface	41%
Future Development	350,000

1. Includes all buildings and IOTBs gross square feet.

2. IOTB = Improvements other than buildings

3. Includes gravel areas.

Sector G includes the CH2M Hill Alumni Center, LaSells Stewart Center, student housing and dining facilities, Centro Cultural Cesar Chavez, university support services, and a mixture of other uses. Events, conferences, seminars, and other activities at the CH2M Hill Alumni Center and LaSells Stewart Center draw visitors from local, regional, national, and international areas.

Future development in Sector G may provide some facilities for this extended market. Such development could include enhancement of the LaSells Stewart Center, additional conferencing facilities, or other types of facilities that appeal to the local and regional community. Other anticipated development in this sector includes expansion of the CH2M Hill Alumni Center, additional student housing and dining facilities, and other university services and facilities.

Nearby arterials and collector roadways provide access to Sector G. A parking structure will be located immediately east of Gill Coliseum and will be constructed as part of the Reser Stadium expansion project. This facility will provide adequate parking for anticipated uses in this sector and for the greater campus community.

Sector G Policies

- 4.2.1.g Develop facilities to promote educational, recreational, artistic, and cultural exchanges between OSU and the local community.
- 4.2.2.g Provide new campus housing facilities.
- 4.2.3.g Develop an improved entryway into the campus at 26th Street and Western Boulevard.

- 4.2.4.g Phase the timing of improvement to 26th Street with other projects to minimize disruption to the campus and surrounding community.
- 4.2.5.g Ensure that a minimum of 40 percent of land in Sector G remains as open space.

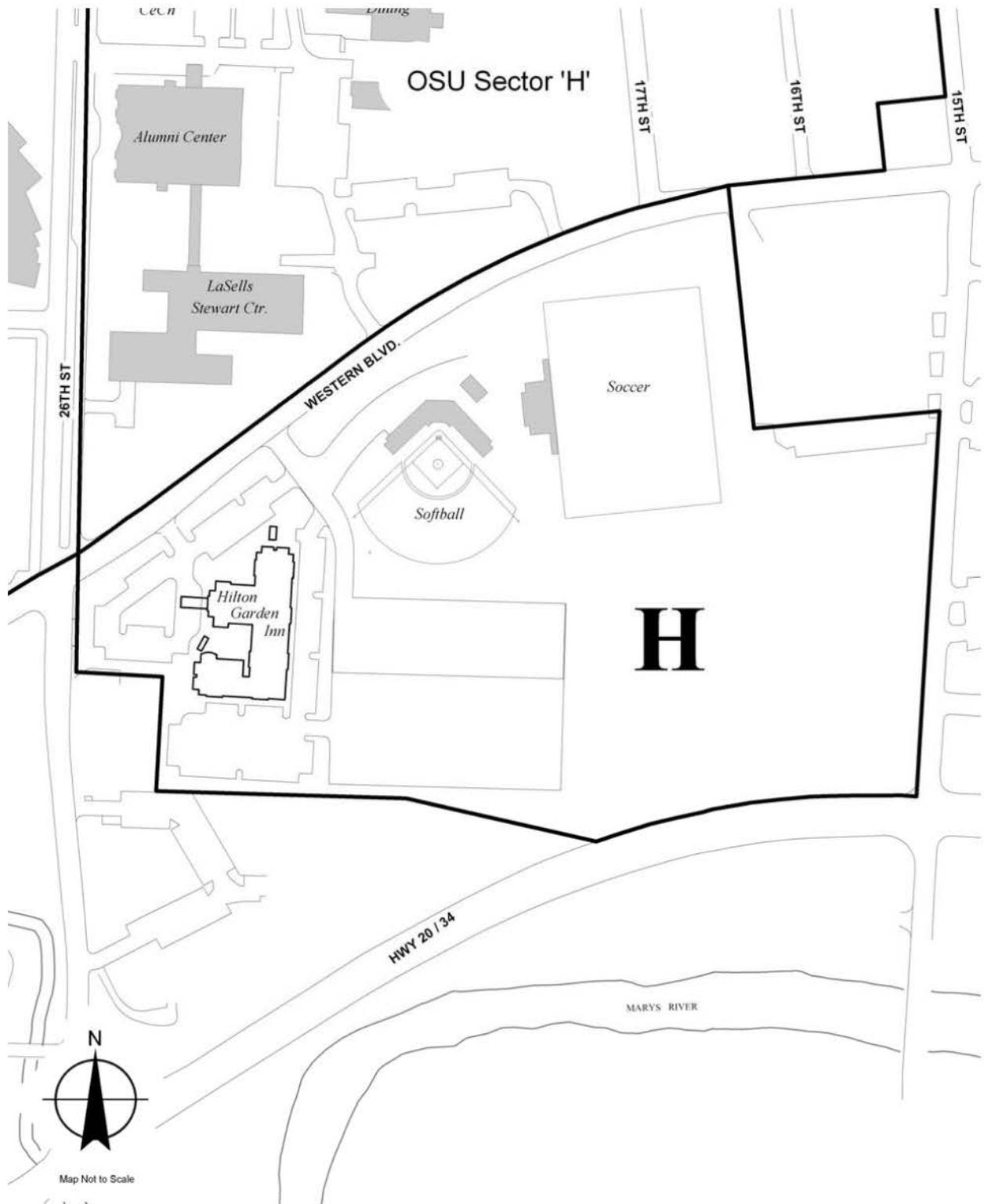


Figure 4.15: Map of Sector H

h. Sector H — Far South Campus

Table 4.11: Sector H Area Calculations

Sector Area	Area in Square Feet
	1,030,317
	(23.65 acres)
Existing/Approved Development ¹	126,921
Existing Impervious Surface	
OSU Building Footprint	976
OSU IOTB ² Footprint	11,372
Non OSU Building Footprint	25,878
Non OSU IOTB Footprint	1,226
OSU Streets ³	0
OSU Parking ³	229,888
Public Streets	46,660
Total Existing Impervious Surface	316,000
Percent of Impervious Surface	31%
Future Development	50,000

1. Includes all buildings and IOTBs gross square feet.

2. IOTB = Improvements other than buildings

3. Includes gravel areas.

Sector H includes softball and soccer fields, an intramural sports field, gravel parking, and a newly constructed Hilton Garden Inn. Western Boulevard, an arterial street, abuts Sector H to the north and provides direct access to these uses. The presence of the Hilton Garden Inn in close proximity to the intercollegiate athletic facilities, CH2M Hill Alumni Center, Gill Coliseum, and LaSells Stewart Center provides the university an opportunity to extend its outreach for hosting events.

Future development in Sector H will include enhancement of the athletic facilities and other improvements such as sports field night lighting, updated signage, paved parking, and fencing, along with construction of other university facilities and services.

Sector H Policies

- 4.2.1.h Evaluate the feasibility of developing an Intercollegiate Athletic sports complex and recreational facility for educational and intramural sports. Such a facility would unify and consolidate athletic opportunities on campus.
- 4.2.2.h Continue to upgrade and improve athletic facilities with night lighting, signage, fencing, paved parking, etc.
- 4.2.3.h Monitor safety of pedestrian travel from the Hilton Garden Inn to campus venues. If safety issues arise, work with the appropriate agencies to promote safety.
- 4.2.4.h Ensure that a minimum of 64 percent of land in Sector H remains as open space.

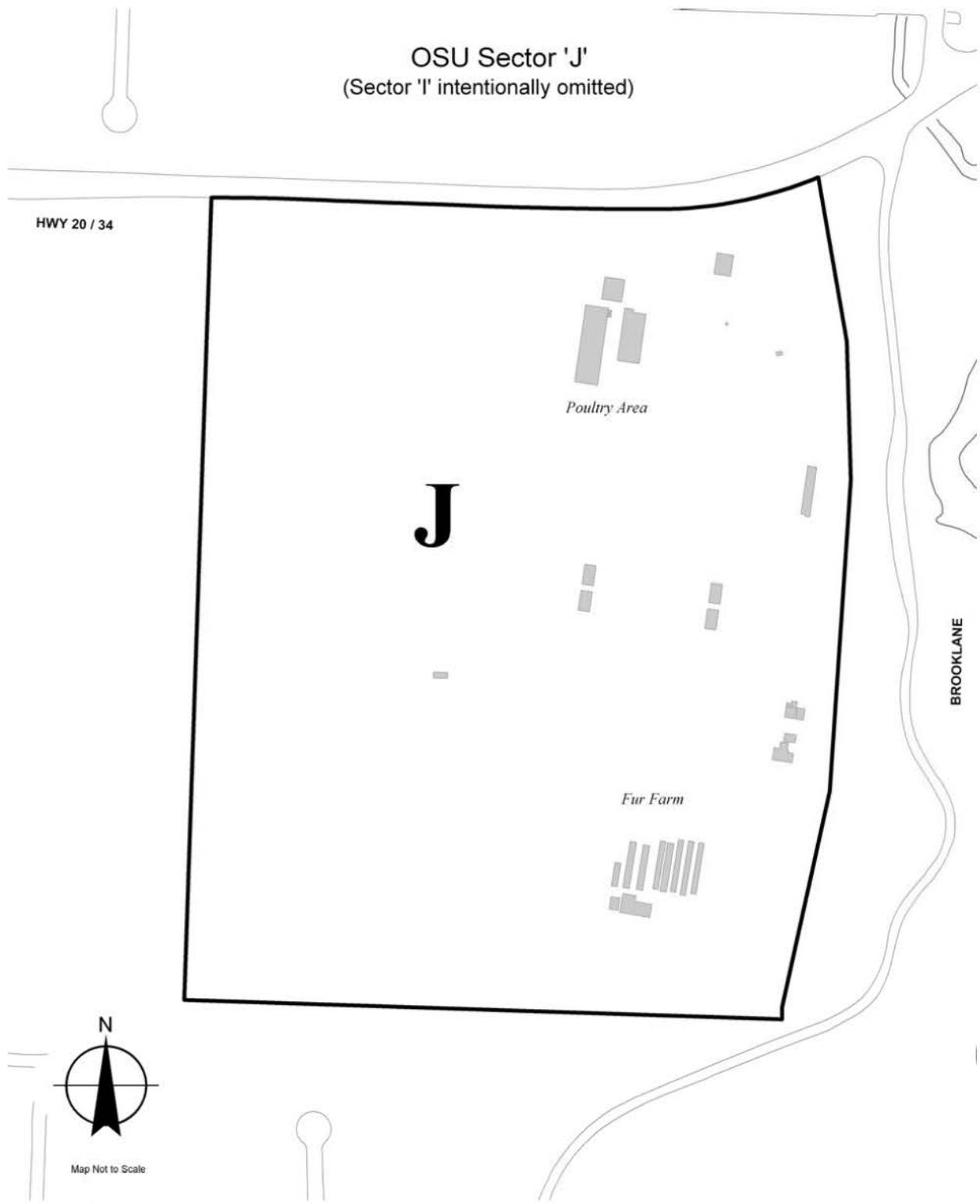


Figure 4.16: Map of Sector J

j. Sector J — South Farm

Note: There is no Sector I or section “I.”

Table 4.12: Sector J Area Calculations

Sector Area	Area in Square Feet
Existing/Approved Development ¹	37,463
Existing Impervious Surface	
OSU Building Footprint	36,747
OSU IOTB ² Footprint	1,151
Non OSU Building Footprint	0
Non OSU IOTB Footprint	0
OSU Streets ³	0
OSU Parking ³	0
Public Streets	0
Total Existing Impervious Surface	37,898
Percent of Impervious Surface	2%
Future Development	350,000

1. Includes all buildings and IOTBs gross square feet.

2. IOTB = Improvements other than buildings

3. Includes gravel areas.

Sector J, also known as South Farm, is not contiguous with the other sectors and is located south of Highway 20/34 and west of Brook Lane Drive. The sector is mostly unimproved except for some remaining agricultural buildings related to poultry and mink shelters.

The City of Corvallis Comprehensive Plan designates Sector J as Public Institutional. The sector is zoned as AG-OS (Agriculture Open Space). One component of implementing the CMP includes the review and approval of a Development District Change to change the sector’s zoning from AG-OS to OSU District.

Future development in Sector J may include research facilities that can be used for single- or multi-discipline research activities. The facilities may include multiple buildings organized into a research park as well as some other research and education-related services and businesses. These facilities will promote OSU’s research and educational mission, the community’s economic diversification efforts, and the state’s goal of capturing Oregon’s technologies to promote local and statewide economic development. These goals will be achieved through collaborative research and business partnerships.

Sector J development will follow the principles and policies of the CMP, including any development that occurs under a lease with the university. Other uses that potentially could be integrated with the research park concept or developed independently include housing, intramural sports fields, interpretative trails, and other university services and facilities.

Sector J is impacted by floodplain, wetlands, access limitations, and the proximity of public school facilities. Development of this site will require improvements sensitive to compatibility concerns and the site's natural features. The sector provides a unique opportunity to integrate open space into the development scenario. In terms of access improvements, there may be opportunities to partner with adjacent property owners to improve site access.

Sector J Policies

- 4.2.1.j Ensure that development recognizes the site's significant natural features and incorporates concepts of sustainability and environmental sensitivity.
- 4.2.2.j Provide on-site parking for all development in accordance with the provisions of the Corvallis Land Development Code.
- 4.2.3.j Evaluate the feasibility of developing a research park. As appropriate, also consider interpretive trails, intramural sports fields, student housing, and other university-related facilities and services.
- 4.2.4.j Explore the possibility of working with adjacent property owners to provide street or other access improvements in Sector J.
- 4.2.5.j A major adjustment to the CMP shall be required when the square footage of development exceeds the amount of square footage modeled in the Base Transportation Model (i.e., 231,100) by more than ten percent (i.e., 254,100).
- 4.2.6.j An updated Traffic Impact Analysis of Sector J that includes the existing development and proposed development shall be completed annually as part of the Campus Master Plan Monitoring Report.
- 4.2.7.j A Traffic Impact Analysis shall be submitted to the City for those projects not reviewed under the annual report.
- 4.2.8.j Appropriate mitigation measures recommended within a Traffic Impact Analysis to minimize the impact from traffic and parking as a result of proposed development within Sector J shall be completed in accordance with the proposed development.
- 4.2.9.j Ensure that a minimum of 79 percent of land in Sector J remains as open space.

OREGON STATE
U n i v e r s i t y

CAMPUS MASTER PLAN
2004-2015

CHAPTER 5 - DESIGN GUIDELINES

5.0 Design Guidelines Overview

This Campus Master Plan (CMP) includes architectural design guidelines to ensure a consistent campus look and to help provide direction for future building and expansions.

The design guidelines described in the CMP and within the OSU District (Chapter 8) include provisions to create a cohesive development across campus and to create compatible development along the campus edge where it abuts adjacent neighborhoods. OSU acknowledges that its development has the potential to adversely impact adjacent neighborhoods. It is therefore crucial for the character, vitality, and function of those neighborhoods to be reviewed during any subsequent update to the CMP to ensure adequate provisions in the form of CMP policies, design criteria, or OSU District code language are maintained or developed.



Figure 5.1: Waldo Hall

OSU has established a transition area (along its northern boundary) that includes specific design guidelines and criteria to maintain and protect the vitality of those neighborhoods adjacent to OSU's campus. This transition area provides a measure of protection of previous development standards, such as Section 3.36.04.02(3) - "*Structures within 400ft of the district boundary shall have a minimum setback from a property line twice the height of the structure, except when abutting a public street*". Any future CMP update, or updates to development standards will always be reviewed with neighbors and include a transition area in some form to provide neighbors with long term assurances that OSU's pattern of development will be compatible with the adjacent neighborhoods.

Over time, construction should visually and physically reinforce campus organization and unity. The predominant style of campus architecture is generally defined as Collegiate Classical Revival Style. These design guidelines are an attempt to ensure that new buildings reflect the vitality of modern construction, yet maintain unity with existing older architecture. Note that this is not to imply that the appearance of older buildings should be recreated in new construction. Rather, the new buildings should reflect the spirit of a modern institution within the architectural pallet of the existing classical elements on campus. This presents an interesting architectural challenge.

The CMP requires that associated site development, such as landscaping, utility extensions, required parking, etc., is provided at the time of construction and adheres to the design guidelines in this chapter.

5.1 The Design Process

a. The Coordination Process

New construction, remodeling, or renovation projects must be coordinated with Facilities Services (or the department so designated by Facilities Services with this responsibility). This coordination will allow Facilities Services staff (e.g., planning, engineering, operations, and construction management) to evaluate the project proposal and provide input with regard to CMP plan policies, maintenance requirements, or other such details that can assist the project sponsors in developing building and site plans that effectively incorporate and address applicable plan policies and zoning requirements.

b. The Review Process

The Campus Planning Committee (CPC) will review all proposals for new construction, significant remodeling, and renovation projects that visually alter the exterior appearance of the campus. The CPC shall be a body comprised of members from OSU, the City of Corvallis and the Corvallis community. To this end, the CPC shall have, at a minimum, the representation from academic and research faculty, academic affairs, faculty senate, Associated Students of Oregon State University, Athletics, University Housing and Dining Services, Memorial Union, Corvallis resident (i.e., community-at-large), City staff, City of Corvallis Historic Preservation Advisory Board, Oregon University System, OSU Foundation, Alumni Relations, the Director of Facilities Services, the Campus Planning Manager, and Deans and Provosts.

The CPC meetings shall be open to the public, but shall not be considered a public hearing where testimony is provided by the public. OSU shall notice the meeting time and date by, at a minimum, sending an email alert to interested Neighborhood Associations, posting electronic notices on either the OSU webpage, through OSU Today electronic bulletins, or by some other means that reaches faculty and staff. The notice will be released two weeks before the scheduled date.

The project's sponsor shall provide information including a statement of the project's intent, project scope, design, size, height, location, and materials. As appropriate, graphic materials of additional project details shall be provided. Projects that involve a new building or significant additions shall also include a conceptual plan of the surrounding area (typically the sector). The conceptual plan shall demonstrate how the proposed building or addition is compatible with the anticipated growth for the surrounding area or sector. In addition to the conceptual plan and other required plans, the proposal shall include a discussion on the proposed use of the area and outline any foreseeable expansion.

The CPC will review the proposal for site layout, building design, construction materials, and compatibility with surrounding buildings and uses. The CPC will also consider how the proposed construction is consistent with the Campus Master Plan, the City of Corvallis Comprehensive Plan, zoning regulations, and related issues. It will then present and review the materials at a meeting; those directly involved with the project are encouraged to attend.

The CPC may approve, deny, or modify a proposal and will forward its recommendations to the OSU Vice President for Finance and Administration. The CPC review is binding unless overturned by the Vice President of Finance and Administration. The CPC shall make formal findings regarding its decisions. These findings may be recorded in the minutes or included in a separate document. When projects are denied or when the CPC has requested modifications, the CPC shall explain its reasons for the decision. When project modifications are proposed, the CPC shall relate how the modifications address the expressed concern. Formal findings adopted by the CPC shall be incorporated into the design of the project unless the President or Vice President for Finance and Administration makes an overriding decision.

The Vice President for Finance and Administration may accept or reconsider the CPC decision. As appropriate, the Vice President for Finance and Administration can override a decision or forward a request to the University Cabinet for further consideration. If forwarded to the University Cabinet, the University Cabinet will review the proposal and the CPC recommendation, and make a decision. This decision can be accepted or modified by the President or Vice President for Finance and Administration.

c. Architectural Selection and Design

Members of the Facilities Services staff, and representatives of the sponsoring OSU College or department shall be involved in the selection of architectural consultants or other design professionals retained to assist in new construction, significant remodeling, or renovation activities.

The project is required to pay all costs associated with the project. This includes project management, initial surveys, governmental reviews, permits, fees, legal description and boundary establishment, geotechnical studies, engineering studies, architectural design, interior design, landscape design, utility upgrade/extension, and other improvements required by the development (parking, road improvements, etc). The project shall also pay for professional services needed to complete the project. The project may also be required to contribute financially to campus-wide transportation improvements, parking improvements, sewer, water, drainage, or other campus development-related improvements.

d. Project Scope

Each biennium, as part of the preparation of the university's Capital Construction Budget proposal, the various campus units submit project proposals to be considered for funding by the state legislature. Prior to submittal to the state, these projects shall be reviewed by the CPC, in consultation with other campus offices/departments and affected program units, for consistency with the Campus Master Plan. Siting opportunities shall be identified for projects proposed for funding in the biennia covered by the submittal and, as appropriate, for other biennia. The selection of building sites is considered an implementation strategy of the CMP.

The CPC shall also review other projects that involve new construction or modification of outdoor spaces or interior spaces with significant public exposure. In addition, the CPC shall review significant remodeling or renovation projects that change the use of space within the

building, change the manner in which the interior circulation functions, or change the outside appearance of a building. Projects of a routine maintenance nature or those that do not involve outdoor spaces or significant interior spaces do not need to undergo CPC review.

e. Document Submittal Format

All building plans and site plan documents submitted for review shall be in hard copy as well as a computerized format as determined by Facilities Services. Projects consistent with the CMP shall be reviewed by the CPC for recommendation and/or approval. Applications for CPC review can be obtained from Facilities Services. The application forms identify materials needed for CPC review. Proposals requiring other jurisdictional reviews (e.g., city or county review for zoning or building permits) will be required to prepare applications as per the jurisdiction's requirements.

5.2 Design Guidelines

a. Code Compliance

All development shall be in compliance with the OSU zoning district, City of Corvallis Land Development Code, and the Corvallis Comprehensive Plan. The development proposal shall also comply with all other applicable adopted codes, including the Uniform Building Code, Fire Code, and Mechanical and Electrical Specialty Code.

b. Site Design

The campus is a collection improvements such as buildings, streets, sidewalks, open space, parking areas, etc. that have been constructed for diverse purposes over a period of time. New development must fit within the existing environment.

The most densely developed area of the campus is the core, identified as Sector C. The campus core is pedestrian-oriented with closely grouped buildings that create a harmonious streetscape. These buildings are organized in a series of symmetrical quadrangles. Landscape and site furnishings serve as unifying elements. Bike and vehicular transportation routes are provided along with pedestrian routes and connections to the remainder of campus.

Future development shall continue the pedestrian-oriented tradition and the location of buildings in a harmonious streetscape. To the maximum extent possible, major instructional facilities shall be located such that they can be reached within a 10-minute walk. Site design shall incorporate internal circulation routes and connectivity.

1.0 Site Development



Figure 5.2: Madison and 11th Street

Each project shall provide site improvements. These include street improvements along the site's frontage, lighting, curbs, gutters, curb cuts, sidewalks, landscaping, fencing, signage, and utilities. The project shall also provide off-site improvements as required by the CMP, city regulations, or other approving authority. Off-site improvements shall be developed to reflect known or anticipated future street widths, bicycle lanes, sidewalks, or other planning efforts that have identified future requirements. Handicap access shall be provided so multiple points of ingress and egress are available, in conformance with the Americans with Disabilities Act (ADA).

2.0 Site Access and Parking Entrances

Each building shall have a primary entrance oriented toward the street or public accessway. This primary entrance must be accessed by a direct pedestrian connection (sidewalk, porch, courtyard, etc.) from the street or accessway. If parking facilities are constructed with a new building, the parking shall be located such that it does not create a barrier between the street and the primary entryway. This will generally orient parking facilities to the side or behind the building. Where existing development patterns limit or otherwise make this orientation unattainable, efforts should be made to provide, to the maximum extent practicable, direct pedestrian access to the street or accessway.

3.0 Streets

Campus development may require an upgrade to adjacent streets and/or intersections. Such improvements shall be consistent with the CMP and may include construction of paved travel lanes, on-street bicycle lanes, sidewalks, planting strips, curbs, gutters, and drainage improvements. If an intersection needs to be upgraded to increase capacity or mitigate unacceptable levels of service, the functional requirements of the street and the potential upgrade shall be incorporated into the project. When pedestrian crosswalks are needed, they shall be clearly defined through paint marking, raised crosswalk, or other changes in pavement style or detail. Generally, crosswalks shall be at intersections. When mid-block crossings are used, traffic-calming techniques should be employed to alert drivers of the crosswalk. Traffic-calming techniques include speed tables, speed bumps, warning lights, and signage.

c. Open Space

Just as building design and character are important to the OSU image, so are the open spaces and the visual relief these areas provide. Open space is defined as land area not covered by buildings or used for vehicle maneuvering or parking. Campus open space includes lawn areas, agricultural fields, recreation fields, sidewalks, quads, plazas, courtyards, and other such amenities that provide the OSU community with a space and opportunity to co-mingle. Open space creates a framework for development and offers areas for respite, exercise, and social interaction.

Open space is an important component in future development on campus. To ensure that open space is retained throughout campus, the CMP establishes minimum open space requirements for each development sector. As future development occurs, existing parking lots may be redeveloped and used as building sites. This allows for new development without displacing existing open space areas.

d. Parking

Parking lot entrances shall be designed to provide adequate sight distances. Stacking area and other design considerations should be incorporated to ensure that the entrance functions properly. Other improvements required for access to and through the site may be required to ensure safe and adequate site access.

Parking shall be managed on a campus-wide basis to ensure that overall utilization remains at 95 percent or less. Projects shall be responsible for providing the required amount of parking as calculated by the Corvallis Land Development Code. The required parking spaces may be constructed (pavement, landscaping, curb, gutter, drainage, etc.) on campus or the project can pay an equivalent dollar value for the required number of spaces to Parking Services. Parking Services will then ensure that parking improvements are provided such that the overall campus utilization does not exceed the 95 percent threshold.

Individual projects that displace parking through development shall replace any displaced parking. In Sector C, this shall be provided as near as possible to the location of the displaced parking. Displaced parking shall be replaced at a one-to-one ratio, to the maximum extent practicable. This may entail providing underground parking and/or parking within a portion of the building.

Parking improvements may be in the form of parking structures or in lots. Parking lots should be paved with asphalt or concrete and should be landscaped. New parking lots shall adhere to code standards with pavement, landscaping, and other improvements. Over time, existing gravel lots shall be upgraded. When a building is present, the parking lot shall be located on the side of or behind the building. On corner lots, a parking lot on the side of the building could be located at a street intersection. In these instances, the site design shall consider visual impacts to the intersection, to street circulation (e.g., parking lot entrance distance from intersections, stacking requirements), and to pedestrian circulation.

For redeveloped sites, relocation of parking lots away from the front of the building is encouraged. Sidewalks adjacent to parking lots should be designed so that the overhang of the



Figure 5.3: Pedestrian Access to Core Campus

car bumper does not reduce the sidewalk to a width that hinders adequate circulation. Sites, buildings, and parking lots shall be designed to provide universal access in accordance with the Americans with Disabilities Act (ADA) regulations. An adequate number of parking spaces shall meet ADA requirements and be incorporated into campus parking lots.

Bicycle parking should be provided near all buildings, with 50 percent of such parking covered. The amount of bicycle parking for new development shall be based on Land Development Code requirements for the use.

Whether covered or uncovered, bicycle parking areas shall be designed as an amenity to the building. They shall not block building entrances or impede pedestrian circulation.

Service areas, loading, and unloading zones within parking lots shall be adequately screened from adjacent uses and buildings and shall be located so the circulation in the parking area is not impeded during scheduled deliveries.

e. Pedestrian Access and Circulation

Development should be pedestrian-oriented rather than vehicle-oriented. Buildings should have multiple points of access with provisions made for pedestrian and bicycle traffic (i.e., sidewalks, on-street bicycle lanes, multi-use paths, etc.). Pedestrian safety should be considered in the design of all buildings, traffic, and parking areas.

Pedestrian connections and sidewalks should be unobstructed to provide convenient linkages to specific destinations and across campus. The parking of service and vendor vehicles should be prohibited on sidewalks or in bike lanes.

Alternatives will need to be explored for the campus core area where delivery and service vehicles have historically used the sidewalk and/or bike lanes for parking.

f. Landscape

All new construction shall incorporate landscaping as part of the site plan. Landscaping shall be provided consistent with the established campus landscaping standards as included in the Facilities Services Landscape Design Standards and any updates.

Plant materials used on campus shall be a mix of deciduous trees, evergreens, shrubs, groundcovers, etc. Efforts shall be made to use native plant species adapted to local conditions. Where possible, plant materials that are drought resistant or require little water should be incorporated into landscape areas.

All new landscape areas shall be irrigated. Ease of long-term maintenance should be included in the landscape design. Lawn configurations and tree and shrub locations should allow for the use of riding mowers. Plant materials that are damaged or die shall be replaced.

Landscaping shall be placed around buildings to soften the bulk and mass, establish a human scale to the space, and as appropriate establish a focal point. Plantings shall not be placed so close to the building that, at maturity, they prevent adequate building maintenance. Additionally, plant materials shall be maintained so as not to visually obscure building entrances or interfere with sight lines from a building to the adjacent street. Plantings shall not create hazardous conditions to personal safety.

Landscaping shall be located along the perimeter and the interior of parking lots to provide visual relief and shade. Each parking lot shall meet the minimum landscape area requirement with the plant material being a mix of trees and shrubs, as per the Land Development Code requirements. A minimum 5-foot-wide landscape strip should serve as a buffer or transition between the parking lot and the adjacent site or use. Street trees shall be planted to create and maintain a uniform street concept.

g. Utilities and Site Furnishings

All signage, site furnishings (i.e., lights, benches, bicycle racks, etc.) shall comply with OSU standards and be consistent with CMP and other established regulations. Lighting shall be installed to provide safe conditions for access and circulation. Light illuminating from the fixtures shall be cast downward. When the “historic” type fixtures are used, internal louvers or other appliances to direct the light cone downward shall be used. OSU will also explore replacing existing fixtures with more energy efficient fixtures.

Storm drainage shall be within a piped system or open-area system such as a bio-swale. As needed, on-site detention to maintain historical peak flows may be incorporated into the project design. A separate storm drainage system shall be provided to convey stormwater flows. All other city public utilities shall be developed in accordance with existing utility master plans and be reviewed through the Public Improvement by Private Contract (PIPC) process. All other utilities shall be developed consistent with established standards.

The CMP’s goal is to ensure that utilities are sized and placed in a manner that will serve the campus today and tomorrow. Any upgrades to utilities required as a result of development should be included in the cost of the project.

h. Building Design

The campus generally reflects the Collegiate Classical Revival Style. Common design elements, materials, and colors can provide a unified appearance and create a harmonious link to the existing physical environment.

Below is a list of various design characteristics that may be incorporated in new construction. (Not every design characteristic need be included in each new construction.)

- Greek, Gothic, Romanesque, Chateausque, and Victorian
- Eclectic adaptation of classical forms and details into modern building masses, human scale
- Supports multiple functions and uses based on current and projected needs of user groups
- Multi-story building
- Masonry (red brick)
- Gable (pediment) roof forms
- Sloping roofs
- Three-part building (base, middle, capital)
- Defined roof edges and building base
- Columns or pilasters (columns visibly built into the wall)
- Visibly bearing walls
- Well-developed major and minor entrances
- Simple building masses
- Symmetrical design
- Linked to pedestrian open spaces such as plaza, quads, courtyards, and sidewalks.

Examples of the desired building design include Bates Hall, Owens Hall, CH2M Hill Alumni Center, and the Agricultural and Life Sciences building. Each shows adaptation of classical forms and details. Each harmonizes with surrounding buildings while meeting the needs of current structural systems and research laboratory layouts.

1.0 Style

The finest buildings on campus are characterized by their simple, symmetrical massing, articulated center-bay entries, punched windows, and three-part vertical massing with a base, middle, and top. Red brick is the predominant building material. Stone and terra cotta are used sparingly, primarily to highlight building entrances, windows, corners, lintels, bases, cornices, and copings. Some buildings incorporate columns and pilasters on the facade to emphasize a vertical bay organization and create a sense of monumentality.

Generally, new buildings shall be consistent with the established masonry theme. However, there may be instances when other building styles are appropriate such as for storage or agricultural buildings. These buildings may consider the use of different building materials and styles, provided that the materials are consistent with overall development within the vicinity, are not in the core campus, and are not readily visible from the entrance street corridors.



Figure 5.4: Valley Library Rotunda

2.0 Proportion

A key ingredient in the composition of existing historic building facades is the proportional relationship between the parts of the structure. If elements of the facade such as windows, wall areas, bays, and entrances are diagrammed to show the proportional relationship of height to width, the composition of architectural parts becomes apparent. If drawn in a diagram, a diagonal line indicates the relationship of height to width and equally angled diagonals indicate equal proportions. Often in the composition of an historic facade, a few proportionally consistent parts are repeated and combined to form the whole, which itself reflects the same proportional relationship. In multi-story buildings, a belt coursing at the floor line has helped downscale the buildings.

3.0 Modulation

Large exterior masonry wall areas shall be visibly broken down into more human-scaled sections with jigs and jogs, offsets, shadow lines, and belt courses. Modulation is required horizontally as well as vertically. Modulation by providing recesses and/or extensions (entrances, floor area, etc.), with offsets as little as 12 inches are acceptable if the overall impact creates a visually effective modulation of the facade that is acceptable to the CPC.

4.0 Vertical Bays

Columns, pilasters, or other relief elements shall be used to establish a vertical bay expression. The wall may be layered to express structure, wall, and window relief, and scale.

5.0 Corners

Pilasters, quoins, building walls, rustication, or an articulated end-bay expression shall visually reinforce the corners of the building.

6.0 Base

Buildings shall sit on a clearly articulated substantial base. The base shall begin at approximately the level of the first-floor windows if the first floor is approximately level with grade. The base should begin at approximately the level of the first floor framing if the first floor is approximately three or four feet above grade, as might occur with a basement. The base line is proportionally higher in tall buildings.

7.0 Cornice

A cornice or coping shall clearly terminate at the uppermost edge of the building facade. The horizontal roofline shall be expressed in some fashion without allowing the eave to be visible. A well developed parapet line with shadow lines and/or material changes shall be provided in new buildings.

8.0 Windows

Windows shall be vertical in proportion, reminiscent of the double hung scaling, and set back into the facade. Groupings of windows shall be articulated to maintain a verticality of the opening. Verticality can be relaxed when windows are in the building base or an implied attic. Detailing of window openings shall include visually distinguishable masonry or stone sill and lintel. The exterior fenestration shall represent approximately 20 percent of the exterior wall area. Current energy codes require less window area, but efforts shall be made to visually break up the facade to suggest some visual texture and penetration suggested by windows. Glazing shall not have reflective qualities, which prevent visual transparency from the outside. OSU must approve glazing colors. Window framing members should not be highly colored.

Operable windows, if allowed by the building's HVAC system, shall have screens. Exterior mounted or applied solar screening (such as that removed from the south side of the Valley library) is not acceptable.

9.0 Entries

The building shall have a primary entry oriented to a street or pedestrian accessway. The building entry shall generally be in the center bay of the center facade. The entry shall be highlighted by the use of masonry, stone, terra cotta or other treatment that makes it readily recognizable. Traditional, inviting entry elements such as the arch, architrave, carved lintel, or porch are encouraged. Pedestrian amenities, such as plazas, courtyards, porches, entry quad, etc., shall be incorporated into the main building design.

The building name shall appear on signage placed at the front entrance. Signage shall be of the approved OSU style and standard. The site design should reinforce the central entry and highlight the sense of arrival. Protruding and/or recessed entries should articulate the primary entry.

Pedestrian use of service entries should be discouraged. Service entries on larger buildings shall be recessed or screened to conceal delivery docks and trash enclosures. For larger buildings, a loading dock shall be provided.

10.0 Building Materials

The building shall be predominately red brick, with stone and terra cotta used for accented features. Accented features commonly include building entries, window surrounds, bases, cornices, and special volumetric elements such as porches, atriums or courtyards. Generally, stone and terra cotta are most elaborate at the building entry. Exterior finishes shall be durable and consistent with newer adjacent buildings.

Samples of all proposed building materials shall be reviewed by the assigned Facilities Services construction project manager. Wood siding and synthetic stucco finishes are prohibited.

11.0 Roofs

The majority of the visible roof area shall be sloping at a ratio that equals or exceeds a 4-inch rise over a 12-inch run (4-to-12 ratio). Any low-slope roof areas shall have a 4-ply built up Class A roof system, EPDM, or other single-ply system. Visible roof areas shall be covered with tile, concrete shingles, or a standing rib anodized colored metal roofing system. Three-tab asphalt shingles are prohibited.

Roof mounted equipment shall be screened behind a parapet wall, fence, or other architectural feature so that it is not visible from the street. No exposed galvanized metal, including flashing, shall be used on any portion of the building. All paints on metal shall be applied during manufacture (at least the primer coat). Roof colors shall be in a color range compatible with the style of the building and surrounding buildings. The roof should have an integral gutter with rain leaders internal to the structure.

The use of an eco-roof (vegetated roof) is encouraged as a benchmark trial. OSU has no experience with this type of roofing system, but would like to see it explored as a roofing option.

If an eco-roof is approved, OSU should carefully evaluate the design, its construction, and its maintenance to determine the roof's efficacy and use in the future.

12.0 Building Systems

Air conditioning shall be provided in new buildings. Where possible, passive ventilation, lighting, or other similar systems shall be incorporated into the building. Building mechanical systems and HVAC units should not be visible from the exterior of the building. Architectural plans and elevations should identify all site- and building-mounted mechanical equipment locations. Freestanding utility storage units or transformers shall generally be avoided. When this is not possible, they shall be screened from view through the use of architectural design, walls, fencing, landscaping, or other treatments.

13.0 Accessibility

All new buildings shall be completely and conveniently accessible to disabled individuals. This includes the main entrances, offices, classrooms, laboratories, restrooms, and general circulation areas. Remodels and renovations shall incorporate accessibility improvements, to the maximum extent practicable.

Access to and within the building shall comply with the Americans with Disabilities Act (ADA) standards and regulations. The building shall comply with ADA regulations and allow for universal access. Doors that must meet ADA requirements shall be automated.

14.0 OSU Design Criteria

OSU Design Criteria, available at the Facilities Services Department, requires specific architectural, mechanical, and electrical materials and methods. Copies will be provided to architecture and engineering team members selected to assist with construction projects.

15.0 Sustainability

All new and significant remodeling and renovation projects should be designed and constructed to incorporate sustainability considerations. To the maximum extent practicable, this will include applicable energy efficiency and environmental design standards and evolving guidelines and/or certification criteria linked to sustainability initiatives.

16.0 Fire Rating

Buildings must be of a construction type permitted by the Fire Code, and a minimum of Type V-1 hour equivalent. Buildings should have 1-hour rated exitways and typically allow B occupancy classification and A-3 when required by the project.

i. General Standards**1.0 Floor Area Ratio (FAR)**

The amount of building square footage to land square footage is known as the floor area ratio (FAR). A FAR of at least 2.0 should be encouraged, but preferably ratios above 3.5 should be attained in sector C to maximize available buildable land and to preserve open space.

2.0 Site Building Coverage

All new construction shall be in accordance with minimum open space requirements and maximum impervious surface cover provisions identified for the development sector in which the building is located.

3.0 Setback and Building Heights

Setbacks and building heights shall be consistent with the CMP and the provisions identified for the development sector in which the building is located.

4.0 Transition Areas

Buildings and structures within transition areas shall be designed to be consistent with the OSU Design Criteria and the guidelines set forth in this chapter, while at the same time compatible with the existing buildings and structures within the neighborhoods adjacent to the proposed building site.

All trash enclosures, outdoor storage areas, and mechanical equipment shall be screened in accordance with the OSU District regulations. OSU will prevent buildings and structures from falling into disrepair across campus, and specifically maintain buildings and structures in good condition in areas adjacent to and visible from neighborhoods adjacent to OSU and within the transitions areas.

OREGON STATE
U n i v e r s i t y

CAMPUS MASTER PLAN
2004-2015

CHAPTER 6 – TRANSPORTATION PLAN

6.0 Transportation Plan

The university's transportation system must provide all members of the campus community with safe and convenient access to OSU. It must also provide a seamless connection to the local, regional, and statewide transportation system. This necessitates diverse multi-modal transportation improvements, including sidewalks, multi-use paths, bike lanes, roads, transit, and shuttles. Because transportation improvements can negatively impact the campus environment and surrounding land uses, careful and coordinated planning efforts are required. To this end, OSU will make improvements to limit transportation impacts through the campus and to surrounding residential neighborhoods. At the same time, improvements need to provide a convenient, multi-modal, campus-wide transportation network.

OSU will participate in a neighborhood task force in accordance with Appendix C of the CMP. The study area for the task force will be an area encompassing the western boundary of the Cedarhurst Neighborhood Association to the eastern boundary of the North College Hill Neighborhood Association between Harrison Boulevard to the north and Oregon State University District boundary to the south. This includes the College Hill Neighborhood Association. OSU will also participate in other City-approved neighborhood task forces in other defined geographical areas/neighborhoods as necessary.

6.1 Transportation Policies

- 6.1.1 Plan and construct OSU transportation system improvements consistent with the City of Corvallis Comprehensive Plan, Land Development Code, Transportation Plan, and Standard, Construction Specifications.
- 6.1.2 OSU shall continue to implement Transportation Demand Management(TDM) measures such as the pre-paid mass transit program and explore opportunities to further reduce reliance on single occupancy vehicles. OSU shall report TDM activities taken and measure of effectiveness with annual parking.
- 6.1.3 Consider TDM principles, such as continued participation in the pre-paid mass-transit pass program and other measures, whenever possible to avoid or delay construction of new transportation facilities and to reduce reliance on automobiles.
- 6.1.4 Consider improvements to sidewalks, multi-use paths, on-street bicycle lanes, street alignments, intersections, turn lanes, and road striping as part of the physical development of campus, constructing the improvements as needed or as conditions warrant.
- 6.1.5 Ensure that the cost of required transportation improvements associated with a project are included in the project construction budget.

- 6.1.6 Develop an internal funding mechanism that requires that new construction and significant remodeling projects are assessed for needed campus infrastructure and other improvements. An assessment adjustment shall be made for projects that include infrastructure improvements.
- 6.1.7 Implement improvements along 35th Street in accordance with the OSU-City 35th Street Improvement Agreement.
- 6.1.8 Design the transportation system to emphasize and encourage walking as the primary form of transportation in the campus core area.
- 6.1.9 Encourage alternative modes of transportation (e.g., walking, bicycling, car/vanpooling, transit).
- 6.1.10 Organize the campus core such that academic uses are within a 10-minute walk to facilitate student travel between classes.
- 6.1.11 Consider pedestrian amenities (lighting, sidewalks, bench placement, planters, courtyards, quads, transit stops/shelters, bike racks, recycling receptacles, etc.) as part of typical street improvements.
- 6.1.12 Continue to maintain the transportation system of streets, roads, paths, sidewalks, and bicycle lanes for safety and good operating conditions.
- 6.1.13 Consider all potential funding sources for transportation improvements and maintenance projects.
- 6.1.14 Continue to review potential funding mechanisms to improve the efficiency and frequency of shuttle service across the campus.
- 6.1.15 Continue to support the campus shuttle service.
- 6.1.16 Locate material receiving and distribution facilities in areas that do not create circulation conflicts and/or are least disruptive to surrounding uses.
- 6.1.17 Continue to take actions to improve campus accessibility from highways and major streets, and by public transportation. Coordinate campus transportation planning and improvements with local government transportation plans and area transit providers that service OSU. Where possible, locate new facilities to take advantage of public transit systems.
- 6.1.18 OSU shall participate in a neighborhood task force in accordance with Appendix C of the CMP. If other task forces are formed and approved by the City to review traffic conditions within other geographical areas adjacent to the OSU District Boundary, then OSU shall participate in those task forces as well.

6.1.19 OSU shall update its Base Transportation Model in accordance with LDC 3.36.70.

6.1.20 OSU shall update the Traffic Impact Analysis for Sector J in accordance with Sector J Policies 4.2.6.j, 4.2.7.j, and 4.2.8.j.

6.2 Transportation System

The base transportation system on the OSU campus is the existing roads, bike lanes, sidewalks, and multi-use paths. This base system allows people, goods, and services to move safely and efficiently through the campus. The system also aligns with surrounding improvements in the City of Corvallis, Benton County, and State of Oregon. As such, improvements within OSU must be coordinated with adjacent jurisdictions. For planning purposes, OSU is relying on the city's adopted functional classification system to direct the type of improvements needed for system-wide operations. See figures 6.1 and 6.2.

Functional Classification System

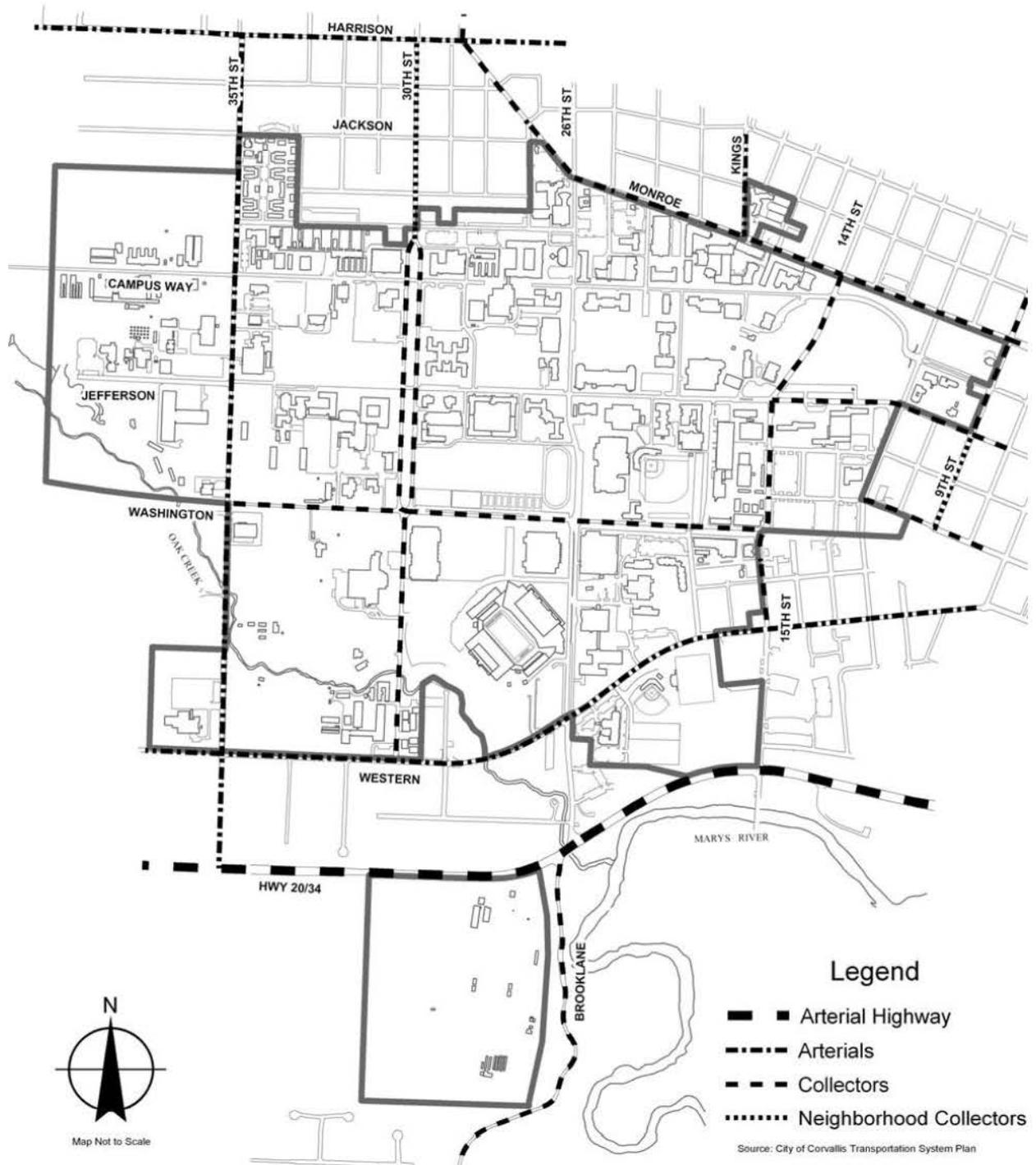


Figure 6.1: Functional Classification Systems

Road improvements generally minimize vehicular community traffic through the OSU campus. Thus, major east-west travel routes are to the north and south of campus. Monroe Avenue and Harrison Blvd./Van Buren Blvd. are on the northern edge of campus; Western Blvd. and Highway 20/34 are on the south. Despite an effort to minimize east-west through-traffic, a number of east-west vehicular corridors still exist. These are Campus Way, Jefferson Way, and Washington Way.

The following are the major east-west and north-south circulation routes through campus:

Campus Way. Provides for east-west travel from 14th Street to 35th Street. Portions of the roadway have restricted vehicular travel regulations (service vehicles only) and vehicular travel is limited to one direction.

Jefferson Way. Provides for east-west travel from downtown Corvallis to 35th Street. Portions of the roadway have restricted vehicular travel regulations (service vehicles only) and vehicular travel is limited to one direction.

Washington Way. Provides for two-way east-west travel from 15th Street to 35th Street.

14th/15th Street. Provides for north-south travel from Harrison/Van Buren Blvd. to Highway 20/34. South of Hwy 20/34, 15th Street serves as a bypass to South Corvallis.

26th Street. Provides for north-south access from Monroe Street through campus to the area known as South Farm. Portions of the roadway have restricted travel regulations (service vehicles only) and vehicular travel is limited to one direction. South of Highway 20/34, the road becomes Brooklane Drive, providing access to South Farm (Sector J).

30th Street. Provides for north-south travel from Harrison Blvd. to Highway 20/34. 30th Street hosts “The Mall,” a wide landscaped center median. The mall extends from Orchard Avenue to Washington Way.

35th Street. Provides for north-south travel from Harrison Blvd. to Highway 20/34 and beyond to the south. 35th Street has varying levels of improvements through the OSU campus. The city-OSU 35th Street Agreement ties various segments of improvements to development on the OSU campus.

Figure 6.2 shows the OSU-owned and publicly owned streets on campus.

OSU Street Ownership
(Private Streets)

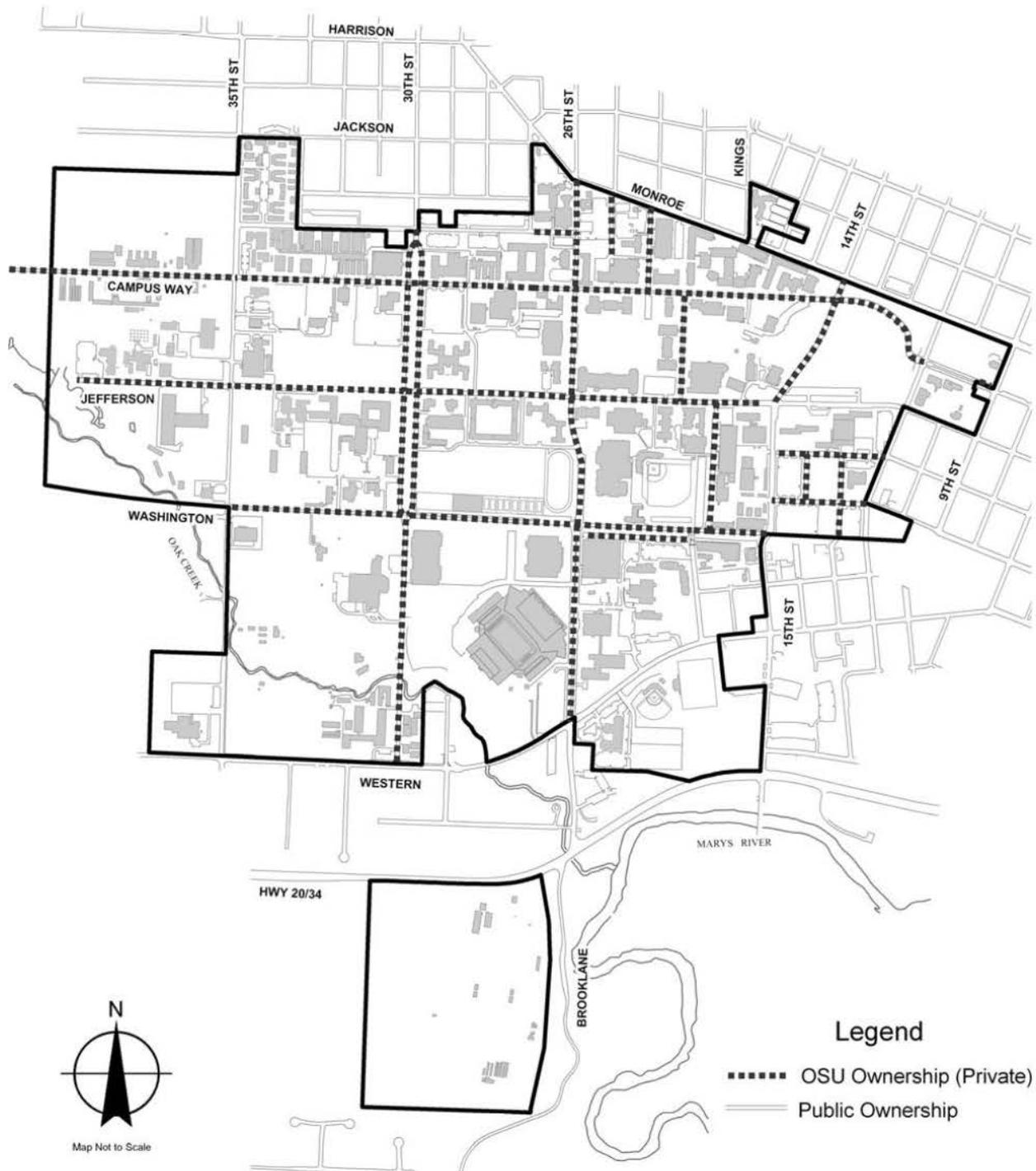


Figure 6.2: OSU Street Ownership (Private Streets)

6.3 Transportation Impacts

Future campus development has the potential to create additional traffic and in turn impact the level of road improvements. By 2015, OSU's student enrollment is projected to increase to 22,500, with faculty/staff projected to increase to 5,100. Building area is also projected to increase by 2.4 to 3.1 million gross square feet, resulting in 1.6 to 2 million assignable square feet (ASF). (For a full discussion of growth, see Chapter 3 – Projected Facility Needs).

Innovative Transportation Concepts, Inc. (ITC), a traffic engineering consulting firm, conducted a comprehensive transportation study in January 2003 to determine OSU's trip generation rates, identify travel patterns and behaviors, and model future transportation impacts. The analysis took the form of a Base Transportation Model (BTM) that consisted of four components:

- Travel survey;
- Model application;
- Transportation Demand Management (TDM) measures, and
- Mitigation measures.

A full report is in the Technical Appendix of this CMP.

6.4 Travel Survey

ITC conducted a detailed travel survey to gather data on campus travel patterns and behaviors. The travel survey had three objectives:

1. Analyze trip generation, mode shares, and the length of trips to and from OSU;
2. Develop weighting factors to adjust the sample data from the surveyed buildings to be representative of similar buildings on campus; and
3. Determine trip generation rates based on predictable independent variables.

The travel survey allowed for the determination of the following:

Trip generation rates. The calculation of the number of trips that result from campus uses. Trip generation rates can be used to assess future traffic impacts and are used in the BTM. Potentially, these rates can also be used by the city to calculate transportation System Development Charges (SDC) for new OSU development.

Mode choice. The quantification of each travel mode for travel to and from campus and for intra-campus travel.

Peak hours. The time period in which travel volumes on campus are at the highest. Peak hours are evaluated for all travel modes and are used in the BTM.

Trip purposes. The identification of the reason for a particular trip. This information is used in building the BTM because trip purpose affects mode choice, time of travel, and trip length.

The travel survey was based on cordon counts and traveler interviews.

a. Cordon Counts

Cordon counts determined the total number of people entering and leaving 16 surveyed buildings. These buildings were chosen to represent student, faculty, and staff needs and include seven general campus use categories:

- Administration (Kerr, Snell-MU East);
- Instruction (Owen, Milam, Weigand, Bexell, Weniger);
- Recreation (Dixon);
- Housing (Cauthorn, Finley, Dixon Housing);
- Research (Nash, Richardson);
- Computer Services/Library (Valley Library, Milne Computing Center); and
- Student Services (Memorial Union).

The counts took place January 20 through January 24, 2003. This period represents the highest potential enrollment; it is a week before students can begin to drop classes without penalty, and includes a full class schedule (i.e., Monday-Wednesday-Friday classes and Tuesday-Thursday classes).

A total of 23,500 people were counted at 15-minute intervals for two periods. The AM period was from 7:45 to 10:45. The PM period was from 4:00 to 6:00. In addition, 8-hour counts were conducted from 7:45 AM to 6:00 PM at Weniger and Finley.

b. Traveler Interviews

Traveler interviews took place January 28 through January 30, 2003. A total of 1,437 people were interviewed. The same buildings used for the cordon counts were used for the interviews.

Each interview was completed in one to three minutes and limited to one page in length. The interviewers were OSU staff (including student interns) and volunteers. All the interviewers received specialized training prior to the interview process. Each interviewer was assigned a building entrance or exit. At locations of high traffic volume, multiple interviewers were assigned.

c. Data Processing

ITC developed generic trip purpose variables for OSU to reflect campus travel behaviors. These variables included:

- Home off campus Based Work (HBW);
- Home off campus Based School (HBSch);
- Home Based Other (HBO);

- Home on campus Based Work (HcBW);
- Home on campus Based School (HcBSch);
- Home on campus Based Other (HcBO);
- Non Home Based (NHB); and
- Campus Based Campus (CBC).

Because not all travelers were interviewed, some of the subgroups (e.g., HBW, HBO, HBSch) were over- or under-represented. To ensure proper representation, a weighting system was developed to improve the accuracy of trip generation rate calculations for the campus as a whole.

d. Weighting System

This weighting system is based on:

- Count/Interview Weight (CIW);
- Building/Purpose Weight (BPW); and
- Building/Purpose Weight, with time factor (BPW2).

For additional details, please consult the Technical Appendix of this CMP.

e. Peak Travel Periods

Trips were quantified as trips per peak period. Peak hours were determined using the weighted survey sample. Trip arrival or departure times from the interview were grouped into 15-minute intervals to be consistent with the count data. The trip survey was split into intra-campus trips and from/to campus trips. To determine the peak hour, only the from/to-campus trips were evaluated, since intra-campus trips are done mainly on foot and almost never involve vehicles.

Based on the data gathered from the travel survey, the AM and PM peaks for all modes, except intra-campus travel, are 8:00 AM to 9:00 AM and 4:30 PM to 5:30 PM. The AM and PM peaks for vehicular trips (all trips except intra-campus) are 8:00 AM to 9:00 AM and 4:15 PM to 5:15 PM or 4:30 PM to 5:30 PM. Peak hour trips are measured by arrival or departure from the buildings. The actual traffic peak on the streets and intersections on and around campus can potentially occur up to 15 minutes earlier or later.

f. Modes of Travel

There are several modes of travel, each contributing to the overall traffic on campus. The modes can be categorized as pedestrian (walkers), bicycle, transit, and private automobile. The BTM identified the modal split for these categories over the survey period. The modal split was grouped into from/to travel and intra-campus travel.

As Table 6.1 indicates, the largest mode share is car drive alone, followed by walking and bicycling. The lowest mode shares are carpool, bus, and OSU shuttle.

Table 6.1: Mode Shares for Travel From/To Campus

Mode	Number of Trips			Percentage		
	AM	PM	Total	AM	PM	Total
Car Drive Alone	7,064	4,534	11,598	61%	50%	56%
Walk	2,491	2,718	5,209	21%	30%	25%
Bicycle	1,071	1,057	2,128	9%	12%	10%
Carpool	414	567	981	4%	6%	5%
Bus	380	174	554	3%	2%	3%
OSU Shuttle	240	88	328	2%	1%	2%
Total	11,660	9,138	20,798	100%	100%	100%

Table 6.2 indicates that the largest mode share for intra-campus travel is walking, followed by car drive alone and bicycle.

Table 6.2: Mode Shares for Intra-Campus Travel

Mode	Number of Trips			Percentage		
	AM	PM	Total	AM	PM	Total
Walk	11,908	11,819	23,727	80%	87%	83%
Car Drive Alone	1,637	1,001	2,638	11%	7%	9%
Bicycle	980	761	1,741	7%	6%	6%
Carpool	173	37	210	1%	0%	1%
OSU Shuttle	54	15	69	0.40%	0.10%	0.20%
Bus	71	0	71	0%	0%	0%
Total	14,823	13,633	28,456	100%	100%	100%

The from/to campus trips are split between home and the campus (HBO, HBSch, and HBW), while intra-campus trips are mostly non-home based (NHB). This implies that campus trips are between class buildings. The peak hour intra-campus travel of 10:15 AM to 10:45 AM also coincides with the time when a majority of classes begin and end.

Mode share surveys were completed in 1984 and 1997. However, these past surveys cannot be used to compare to present data because they were less detailed and used a different collection methodology.

Table 6.3: Historical Mode Share Information

Mode	1984	1987
Auto	34%	41%
Walk	46%	37%
Bicycle	17%	21%
Transit	1%	1%
Other	2%	--

OSU will periodically complete a mode share survey using the methodology developed by ITC. This will ensure consistency in data collection. Future mode share surveys will assist in identifying changing travel trends at OSU.

g. Trip Generation Rates

The travel survey determined trip generation rates using two sets of variables. The first set of variables included the following:

Number of students. Head count of all students enrolled at OSU. The total in February 2002 was 18,834. Paid graduate students are not included in the student head count. This variable is not available for individual buildings.

Enrollment. Count of the student enrollment in all classes or other education activities. This differs from the head count because some students are counted more than once. On average, every student is counted eight times. The total enrollment for winter 2002/2003 is 160,300. This statistic includes both undergraduate and graduate students.

Gross square feet. The total area of all OSU buildings.

Rented beds. All rented beds from student housing on campus. The total is 3,714 for the entire campus in 2003-2004

Employment. All employees working in OSU buildings, including paid graduate students. The total is 6,000 for the entire campus.

The second set of variables is defined by uses that have assignable square footage. Assignable square footage is the amount of the gross square footage that is actually assigned for use.

Table 6.4: Uses with Assignable Square Footage

Use	Abbreviation	Description
Instructional	INS	All instructional floor space including all classrooms, lecture theaters, and teaching laboratories.
Library	LIB	Library floor space including stacks and archives.
Research	RES	Research floor space including laboratories
Administration	ADM	Administrative floor space including offices
Frequent Services	F_SVC	Frequently used services like the OSU bookstore
Occasional Services	O_SVC	Occasionally used services
Recreation	RECR	Mainly Dixon Recreational Center
Events	EVENT	Event floor space like Reser Stadium
Food Services	FOOD	Food services for student housing and restaurants
Physical Plant	PHPLT	Physical plant floor space including power generators
Housing	HOUSE	Student housing

When compared to the Institute of Transportation Engineers Manual (ITE), which is the industry-standard reference for trip generation rates, the results show that for vehicle trips during the peak hour, the rates from the survey are higher than the ITE average rates during the AM peak. However, during the PM peak, the rates from the survey are lower compared to the ITE average rate. This result is consistent with the count data regarding the higher AM peak compared to the PM peak.

Table 6.5: Growth and Assignable Square Footage by Scenario

Future Growth	Existing	Most Likely Scenario	FullBuild-Out Scenario	Total Most Likely Scenario	Total Full Build-Out Scenario
Gross Square Footage	7,675,513	2,465,000	3,155,000	10,140,513	10,830,513
Assignable Square Footage	4,733,787	1,577,600	2,019,200	6,311,387	6,752,987

6.5 Base Transportation Model

The BTM uses the VISUM platform and consists of a classic 3-stage model of trip generation, trip distribution, and trip assignment. The model discriminates between OSU trips and non-OSU trips (i.e., Corvallis and external trips). The non-OSU trips were obtained from the existing Corvallis travel demand model for the 62,500-population scenario.

To coordinate transportation planning, each of the development sectors was further divided into 61 sub-units or Transportation Analysis Zones (TAZ). (See Figure 6.3) Generally, each TAZ has at least one building and/or parking lot that is the origin or destination for vehicle trips. A few of the TAZs do not have existing development but are anticipated to have future development that

will be an origin or destination of vehicle trip generations. By dividing the campus into these sub-units, more detailed analyses could occur at either the building or sector level.

This information was then integrated into the Base Transportation Model (BTM) to analyze the future transportation system needs of the campus.

More detailed information is in the Technical Appendix.

a. Existing Level of Service

Level of Service (LOS) is a description of an intersection in terms of safety, travel speed, frequency of interruptions in traffic flow, ease of turning maneuvers, convenience, and operating cost. The six levels of service range from A to F, with A being the best rating and F the worst.

Table 6.6: Existing Level of Service

Study Intersection		Control Type	Peak Hour	Existing LOS	
				Intersection	Approach
North-South	East-West				
9 th Street	Jefferson Ave.	2-Way Stop	AM	A	B
			PM	A	C
9 th Street	Monroe Ave.	Signalized	AM	C	-
			PM	C	-
11 th Street	Jefferson Ave.	2-Way Stop	AM	A	B
			PM	A	C
14 th Street	Monroe Ave.	Signalized	AM	C	-
			PM	C	-
15 th Street	Western Blvd.	Signalized	AM	D	-
			PM	D	-
15 th Street	Washington Way	2-Way Stop	AM	A	B
			PM	A	C
15 th Street	Washington Ave.	2-Way Stop	AM	A	B
			PM	A	D
15 th Street	Jefferson Ave.	Signalized	AM	C	-
			PM	C	-
17 th Street	Western Blvd.	2-Way Stop	AM	A	B
			PM	A	B
17 th Street	Washington Way	2-Way Stop	AM	A	A
			PM	A	A
King's Blvd	Monroe Ave.	3-Way Stop	AM	A	A
			PM	B	C
Park Terrace (25 th Street)	Monroe Ave.	2-Way Stop	AM	A	C
			PM	A	D

Study Intersection		Control Type	Peak Hour	Existing LOS	
				Intersection	Approach
26 th Street	Highway 34	2-Way Stop/Signalize	AM	A	F
			PM	B	F
26 th Street	Western Blvd.	2-Way Stop	AM	A	C
			PM	A	C
26 th Street	Washington	4-Way Stop	AM	A	A
			PM	A	A
26 th Street	Monroe Ave.	2-Way Stop	AM	A	B
			PM	A	C
29 th Street	Harrison Ave.	Signalized	AM	C	-
			PM	C	-
30 th Street	Western Blvd.	2-Way Stop	AM	A	B
			PM	A	C
30 th Street	Washington	4-Way Stop	AM	A	A
			PM	A	A
30 th Street	Orchard Ave.	2-Way Stop	AM	A	C
			PM	A	C
30 th Street	Harrison Ave.	2-Way Stop	AM	A	D
			PM	A	F
35 th Street	Highway 34	Signalized	AM	D	-
			PM	C	-
35 th Street	Western Blvd.	4-Way Stop	AM	F	F
			PM	F	F
35 th Street	Jefferson Ave.	2-Way Stop	AM	A	C
			PM	A	C
35 th Street	Campus Way	2-Way Stop	AM	A	C
			PM	A	B
35 th Street	Harrison Ave.	2-Way Stop	AM	A	E
			PM	C	F
36 th Street	Harrison Ave.	2-Way Stop	AM	B	D
			PM	A	D

Transportation Analysis Zones (TAZ)

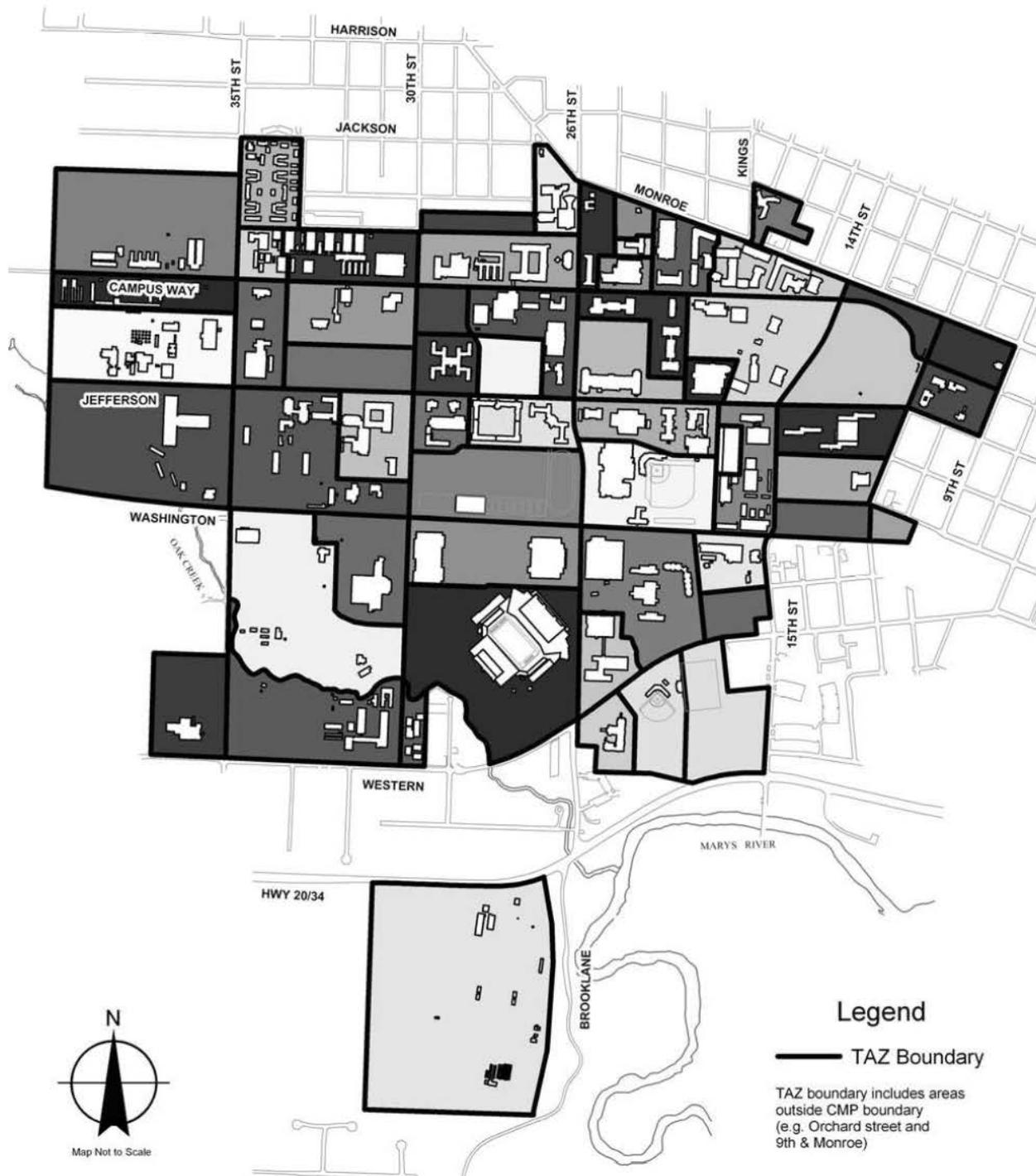


Figure 6.3: Transportation Analysis Zones

b. Trip Generation

The trip generation component of the BTM was modeled for the most likely and future build-out development scenarios. Results of this trip generation are reflected in the AM and PM peak hours per 1,000 square feet of assignable square footage (ASF).

ASF is used as the explanatory variable first because it has the most direct relationship between future development, building occupancy, and actual building activity. Second, data is maintained and updated based on ASF and use for all campus buildings. Lastly, there is a stronger correlation between ASF and trip generation compared to any of the other variables.

c. Trip Distribution

OSU trip distribution was estimated based on the responses to the travel survey. The BTM analyzed trip generation for both AM and PM peak hours. The existing trips for each were used as a baseline to compare the scenarios against projected growth for peak hours.

6.6 Development Scenario Impact on Level of Service

Each development scenario—most likely and full build-out—was modeled against existing conditions to determine the impact of the anticipated growth on the existing level of service at nearby intersections.

Table 6.7: Level of Service by Development Scenario

Study Intersection		Control Type	Peak Hour	Level of Service							
				Existing		Most Likely		Full Build-Out			
				I*	A*	I	A	I	A		
North-South	East-West										
9 th Street	Jefferson Ave.	2-Way Stop	AM	A	B	A	B	A	B		
			PM	A	C	B	D	C	F		
9 th Street	Monroe Ave.	Signalized	AM	C	-	C	-	C	-		
			PM	C	-	C	-	C	-		
11 th Street	Jefferson Ave.	2-Way Stop	AM	A	B	A	C	B	D		
			PM	A	C	A	C	B	D		
14 th Street	Monroe Ave.	Signalized	AM	C	-	C	-	C	-		
			PM	C	-	C	-	D	-		
15 th Street	Western Blvd.	Signalized	AM	D	-	D	-	D	-		
			PM	D	-	D	-	D	-		
15 th Street	Washington Way	2-Way Stop	AM	A	B	A	C	A	C		
			PM	A	C	A	D	C	F		

Study Intersection		Control Type	Peak Hour	Level of Service						
				Existing		Most Likely		Full Build-Out		
				I*	A*	I	A	I	A	
North-South	East-West									
15 th Street	Washington Ave.	2-Way Stop	AM	A	B	A	B	A	C	
			PM	A	D	A	D	A	E	
15 th Street	Jefferson Ave.	Signalized	AM	C	-	D	-	D	-	
			PM	C	-	C	-	C	-	
17 th Street	Western Blvd.	2-Way Stop	AM	A	B	A	B	A	B	
			PM	A	B	A	B	A	C	
17 th Street	Washington Way	2-Way Stop	AM	A	A	A	A	A	A	
			PM	A	A	A	A	A	B	
King's Blvd	Monroe Ave.	3-Way Stop	AM	A	A	B	B	B	B	
			PM	B	C	C	C	C	C	
Park Terrace (25 th Street)	Monroe Ave.	2-Way Stop	AM	A	C	A	F	A	F	
			PM	A	D	A	D	A	F	
26 th Street	Highway 34	2-Way Stop / Signalized	AM	A	F	C	-	C	-	
			PM	B	F	D	-	D	-	
26 th Street	Western Blvd.	2-Way Stop	AM	A	C	A	C	A	E	
			PM	A	C	A	D	A	E	
26 th Street	Washington Way	4-Way Stop	AM	A	A	A	B	B	C	
			PM	A	A	A	A	B	B	
26 th Street	Monroe Ave.	2-Way Stop	AM	A	B	A	C	A	C	
			PM	A	C	A	D	B	D	
29 th Street	Harrison Ave.	Signalized	AM	C	-	C	-	D	-	
			PM	C	-	C	-	E	-	
30 th Street	Western Blvd.	2-Way Stop	AM	A	B	A	C	A	C	
			PM	A	C	A	C	A	C	
30 th Street	Washington Way	4-Way Stop	AM	A	A	B	B	B	C	
			PM	A	A	A	B	B	B	
30 th Street	Orchard Ave.	2-Way Stop	AM	A	C	A	C	A	C	
			PM	A	C	A	C	A	C	
30th Street	Harrison Ave.	2-Way Stop	AM	A	D	D	F	F	F	
			PM	A	F	C	F	F	F	
35th Street	Highway 34	Signalized	AM	D	-	D	-	D	-	
			PM	C	-	C	-	D	-	
35th Street	Western Blvd.	4-Way Stop	AM	F	F	F	F	F	F	
			PM	F	F	F	F	F	F	

Study Intersection		Control Type	Peak Hour	Level of Service					
				Existing		Most Likely		Full Build-Out	
				I*	A*	I	A	I	A
North-South	East-West								
35 th Street	Jefferson Ave.	2-Way Stop	AM	A	C	A	E	A	E
			PM	A	C	A	D	B	F
35 th Street	Campus Way	2-Way Stop	AM	A	C	A	C	A	C
			PM	A	B	A	C	A	C
35 th Street	Harrison Ave.	2-Way Stop	AM	A	E	A	E	A	F
			PM	C	F	F	F	F	F
36 th Street	Harrison Ave.	2-Way Stop	AM	B	D	D	F	F	F
			PM	A	D	A	E	B	F

*I = Intersection, A = Approach

a. Intersection Capacity and Mitigation

1.0 Full Build-Out and Most Likely Scenario

Based on the results of the BTM, a number of intersections have capacity issues (LOS F) for the full build-out scenario as noted below.

The Transportation Improvement Plan was developed to mitigate the failing level of service (LOS F) for the full build-out scenario.

2.0 Capacity

BTM results identified the following intersections as experiencing capacity issues (LOS F) for the full build-out scenario:

- 9th Street / Jefferson Ave.
- 15th Street / Washington Way
- Park Terrace / Monroe Ave.
- 26th Street / Highway 34
- 30th Street / Harrison Blvd.
- 35th Street / Western Blvd.
- 35th Street / Jefferson Way
- 35th Street / Harrison Blvd.
- 36th Street / Harrison Blvd.

9th Street / Jefferson Way. Currently the 9th Street/Jefferson intersection is unsignalized with a 2-way stop sign that allows for uninterrupted travel on Jefferson. The intersection is operating at LOS A in the AM and PM peak. For the most likely scenario it is projected to operate at LOS A and B in the AM and PM peak hours. In the full build-out scenario, AM and PM peaks hours maintain acceptable levels of service with only the PM peak approach having LOS F. Signalization is currently planned by the City. Otherwise a separate left turn-lane would provide mitigation. At this time, no mitigation is proposed, but this intersection will be reevaluated as part of future updates to the Base Transportation Model

15th Street / Washington Way. The 15th Street/Washington Way intersection is currently experiencing acceptable levels of service in the AM and PM peak hours. It is in the full build-out scenario that level of service for the approach for the PM peak reaches LOS F. However, this intersection has some operational deficiencies due to its proximity to the railroad, limited right-of-way (a portion of the Washington Way road is within the railroad right of way), limited sight distance for southbound movements, and lack of a designated pedestrian/bike crossing on 15th Street. Mitigation most likely would involve realignment of Washington Way. Improvements provided with re-development of the site south of Kerr Administration or 80% Assignable Future Square Footage trigger for the sector per Table 6.9.

Park Terrace / Monroe Ave. Currently, the southbound approach of Park Terrace/Monroe Ave. is operating at LOS C during the AM peak. For the most likely and full build-out scenarios, the southbound approach will operate at LOS F during the AM peak. However, this intersection does not meet the signalization warrants for either the most likely or the full build-out scenario. (Signal warrant worksheets are in the Technical Appendix.) Furthermore, right-of-way constraints prevent additional intersection improvements at this location. It should be noted that the new Kelly Engineering building will remove a parking lot with 117 parking spaces located directly to the south of this intersection. This will improve operations at this intersection due to lower peak hour volumes approaching in the northbound direction. Further more the intersection is not expected to meet MUTCD signal warrants.

26th Street / Highway 34. The southbound approach of 26th Street/Highway 34 was operating at LOS F during both AM and PM peaks. In the fall of 2003 the intersection was signalized. For the most likely and full build-out scenarios, the analysis was based on the intersection being signalized. The signalization will improve the LOS of the intersection to C and D for the AM and PM peaks, respectively.

30th Street / Harrison Blvd. The southbound approach of 30th Street/Harrison Blvd. is currently operating at LOS F during the PM peak. For the most likely and full build-out scenarios, the southbound approach will continue to operate at LOS F. Due to right-of-way constraints, additional turn bays cannot be added at this intersection. In addition, signalization of this intersection is restricted by the spacing between this intersection and the signalized intersection of 29th Street/Harrison Blvd. Two closely spaced signalized intersections would require non-standard traffic operations at the two intersections.

35th Street / Western Blvd. 35th Street/Western Blvd. is currently a 4-way stop that is operating at LOS F. For the most likely and full build-out scenarios, the intersection will continue to operate at LOS F for the AM and PM peaks.

For mitigation, signalization and the addition of an eastbound left turn lane is recommended. These improvements are included in the Corvallis Capital Improvement Plan.

35th Street / Jefferson Way. The eastbound approach of 35th Street/Jefferson Way will operate at LOS E during the AM peak for the most likely and full build-out scenarios. In the full build-out scenario, it is projected that the PM peak hour approach will have LOS F. Since this approach has low traffic volume, potential mitigation measures will be assessed each year as part of the CMP and BTM updates.

35th Street / Harrison Blvd. 35th Street/Harrison Blvd. is currently a 2-way stop with a northbound approach that is operating at LOS F during the PM peak. For the full build-out scenario, LOS of the northbound and southbound approaches deteriorates to F. The city plans to signalize and add a westbound left turn bay at this intersection. This upgrade is partially funded from System Development Charges. However, the remaining funding is not available and the upgrade will proceed when funding is secured. In addition to the planned upgrade, an eastbound right turn bay should be added for the full build-out scenario.

36th Street / Harrison Blvd. 36th Street/Harrison Blvd. is currently a 2-way stop with a southbound approach that is operating at LOS D during the PM peak. The LOS of the southbound approach for the most likely and full build-out scenarios will deteriorate to F. Upgrade of the intersection will be needed to mitigate this situation. This upgrade is partially funded from System Development Charges. However, the remaining funding is not available and the upgrade will proceed when funding is secured.

It should be noted that the Harrison Corridor Study describes preferred solutions to the intersections described above and the City of Corvallis has been implementing these solutions over the last couple of years.

6.7 Pedestrian and Bicycle Systems

a. Pedestrian Network

The travel survey noted that walking to and from campus is the second most popular mode of travel, with 21 percent and 30 percent respectively for the AM and PM survey periods. For intra-campus travel, walking represents 80 percent of the trips.

The majority of campus streets have sidewalks along both sides. There are also walkways between buildings and across open space areas. Ramps exist at most intersections and strategic locations along existing streets to allow for wheelchair access. New construction shall include pedestrian improvements to ensure connectivity. A list of needed pedestrian improvements is at the end of this section.

b. Bicycle Network

The current bicycle network consists of on-street bicycle lanes (Figure 6.5). However, there is a notable gap in the system along 14th/15th Street between Jefferson and Monroe. Additionally, there are substandard links on 30th Street from Western Blvd. to Washington Way and on 35th Street from Washington Way to Western Blvd.. Road improvement on 30th Street, including bicycle lanes, will occur with the Reser Stadium expansion project. 35th Street bicycle lane improvements will occur with improvements to 35th Street as identified in the OSU-City 35th Street Improvement Agreement.

Existing Bicycle Improvements

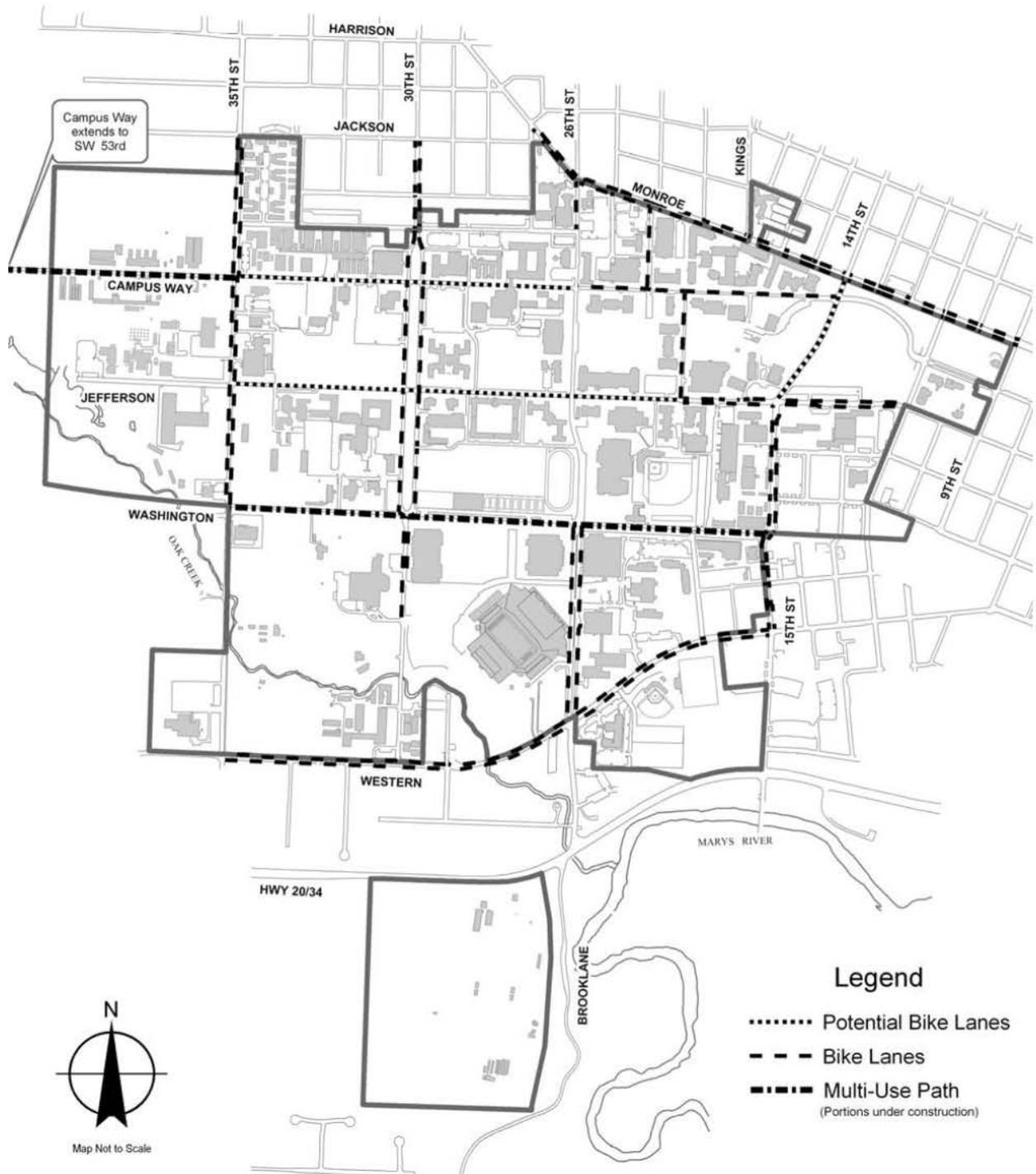


Figure 6.4: Existing Bicycle Improvements

Improvement of bicycle facilities shall also be considered on 26th Street, between Monroe and Washington Way. This would provide for improved north/south travel through the campus. Existing development along the majority of this roadway will necessitate a variety of improvements, including on-street facilities or separated paths.

Convenient bicycle parking is generally provided across campus. When bicycle parking is deficient, additional parking facilities will be provided. The goal is to maintain at least half of the bicycle parking supply as covered.

Whenever practicable, bicycle parking facilities shall be incorporated into new building design through the use of roof overhangs, eaves, covered porches, etc. In some cases, it may also be advantageous to have areas within the building dedicated to bicycle parking. When and where appropriate, bicycle parking shall be centralized as a parking hub or corral that can serve two or more buildings.

When covered bicycle parking structures are provided, the design of the structure (e.g., scale, materials, character) shall be consistent with the architecture of adjacent buildings.

c. Multi-Use Paths

The campus has a number of multi-use paths. Asphalt paths traverse the lower campus area (11th Street to 14th Street). Other paths bisect the library and MU quads. A new multi-use path is being established from 15th Street to 35th Street, immediately south of Washington Way. Portions of this path are currently under construction. A multi-use path extends westward from Campus Way and 35th Street, connecting with the Midge Cramer path to Bald Hill Park. A substandard multi-use path exists on 35th Street. When 35th Street road improvements are made, bike facilities will be included with the improvements.

d. Pedestrian and Bicycle Improvements

To enhance connectivity on campus, the pedestrian and bicycle network needs the following improvements:

- Bike lanes on 14th/15th Street between Monroe and Jefferson
- Sidewalk on the east side of 14th/15th Street
- Sidewalk connection between Benton Hall and 14th/15th Street
- Bike lanes on 26th Street from Washington Way to Monroe Street
- Crosswalk at 15th Street and Washington Way
- Completion of the multi-use path on Washington Way
- Bike lanes and sidewalks and/or multi-use path on 35th Street
- Bike lanes and sidewalks on 30th Street from Western Boulevard to Washington Way
- Bicycle improvements on the interior including Campus Way and Jefferson Way
- Bike lanes and sidewalks on Brooklane Drive with development of the South Farm site in accordance with the 1997 Brooklane Drive – Nash Road Corridor Study or as updated
- Sidewalks along the north side of Washington Way.

As new development occurs or as needs change, additional pedestrian and bicycle facilities are needed. These include:

- Bike racks to be added with new construction
- Bike corrals to be evaluated in areas where bike parking is heavily used
- Motor vehicular travel mode restrictions to be considered in areas where conflicts among vehicles, bicycles and pedestrians result in compromised safety
- Additional shelters to be constructed for covered bicycle parking spaces
- Bike lockers or secure bicycle parking facilities to be considered throughout campus
- Pedestrian and bicycle corridors to be enhanced with crosswalk, lighting, and safety improvements to promote connectivity to the campus

6.8 Transportation Improvement Plan (TIP)

The Transportation Improvement Plan includes transportation projects to address existing deficiencies and mitigate anticipated impacts from future OSU development. The Transportation Improvement Plan will be updated as part of the CMP annual monitoring report. This will ensure a yearly review and updating of the improvement projects is completed so necessary mitigation is completed in accordance with the CMP policies 4.1.14, 4.1.15, and 4.1.16.

OSU recognizes the importance of ensuring that adequate mitigation of adverse impact on the surrounding transportation system's function, capacity and efficiency (e.g., level of serve) is completed in conjunction with new development that might result in said impact. OSU will follow policies that will ensure the CMP and the Transportation Plan is in compliance with the State's Transportation Rule during the planning period of CMP.

Any development proposal that impacts the surrounding transportation system beyond acceptable levels shall incorporate mitigation measures into the scope of the project. If mitigation cannot occur with the proposed development, then said development will either be delayed or the project will be redesigned in a manner that does not impact the surrounding transportation system beyond acceptable levels. These transportation improvement projects (i.e., mitigation) will occur per LDC standards. In addition to this provision, OSU proposes a 50% improvement trigger and an 80% improvement trigger. If development exceeds the maximum allowable square footage for a sector by either 50% or 80%, then vehicular improvement projects identified in the CMP and TIP will be implemented.

The TIP includes projects for all modes of travel. Mitigation may include functional improvements such as intersection signalization, street and intersection reconfiguration, re-striping, bike lanes, multi use paths, sidewalks and standardization of street improvements in accordance with a street's classification, as well as transportation demand management scenarios as outlined herein.

a. Transportation Improvements

Table 6.8 identifies the transportation improvements for, both existing deficiencies and proposed new improvements on a sector by sector basis. Table 6.9 addresses the timing of frontage improvements not directly triggered by development.

Table 6.8: Transportation Improvements by Sector

Sector	Priority Level - Project No.	Location	Improvement	Funding Source	Development Trigger
All Sectors	A-1	Campus Wide	ADA compliant sidewalk upgrades	OSU	As needed to address existing deficiencies and with new and re-development
All Sectors	A-2	Campus Wide	Speed tables, lighting, crosswalk painting and other safety improvements.	OSU	As needed to address existing deficiencies and with new and re-development
All Sectors	A-3	Campus Wide	Bike racks and/or corrals, covered and uncovered	OSU	As needed to address existing deficiencies and with new and re-development,
B	A-4	Washington Way, 30 th Street to 35 th Street	Sidewalk, north side	OSU	Frontage improvements provided with adjacent development, or 50 % Assignable Future Buildable Square Footage trigger for the sector per Table 6.9
C, D	A-5	14 th /15 th Street, Monroe Avenue to Jefferson Avenue	Bike lanes, intersection re-alignment and widening, possibly parking improvements. Additionally, sidewalk and landscape strip on east side of street within Sector D	OSU and potential grants	Frontage improvements provided with adjacent development, or 50 % Assignable Future Buildable Square Footage trigger for the sector per Table 6.9 or within 5 years from the date the CMP update is adopted whichever is first.
C	A-6	Washington Way, 26 th Street to 15 th Street	Sidewalk improvements along north side of Washington Way fronting the ROTC building, west to 26 th Street	OSU	Condition of approval for OSU Dixon Recreation Facility Improvements

E, F	A-7	30 th Street, Washington Way to Oak Creek bridge	Street upgrade to include travel and bike lanes, curb, gutter, landscape strips and sidewalk (west side).	OSU	Improvements are a condition of approval for the Vet Med Small Animal Hospital Project or per Reser Stadium Expansion condition prior to December 31, 2006
E, F	A-8	30 th Street, Oak Creek bridge to Western Boulevard	Street upgrade to include travel and bike lanes, curb, gutter, landscape strips, sidewalks and bridge widening	OSU	Improvements are a condition of approval for the Reser Stadium Expansion - Phase 1 project. If the Reser Stadium Expansion is not constructed, development fronting 30 th Street in Sector E will be required to construct the 30 th Street improvements, or 50 % Assignable Future Buildable Square Footage trigger for the sector per Table 6.9
E	A-9	35 th Street/Western Boulevard intersection	Signalization and addition of turn lanes	City-wide SDC	Improvements to be considered for 04-05 CIP update
E	A-10	Washington Way, 30 th Street to 35 th Street	Asphalt multi-use path	OSU	Improvements are a condition of approval of the Vet Med Small Animal Hospital project
F	A-11	Washington Way, 26 th Street to 30 th Street	Asphalt multi-use path	OSU	Improvements are a condition of approval for the Indoor Practice Field project and Gill Annex project, and must be installed by 2005
F, G	A-12	26 th Street, Western Boulevard to Washington Way	26 th /Western Intersection improvements and 26 th Street improvements	OSU	Improvements are a condition of approval for the Reser Stadium Expansion/Parking Structure

All Sectors	B-1	Campus Wide	Shuttle stops and shelters	OSU	As needed to address existing deficiencies and with new and re-development
All Sectors	B-2	Campus Wide	Transit stops and shelters	OSU	As needed to address existing deficiencies and with new and re-development
A, B	B-3	35 th Street, Campus Way to Washington Way	Street upgrade, to include travel and bike lanes, curbs, gutters, landscape strips and sidewalks	OSU	As per OSU 35 th Street Improvement Agreement, or 80 % Assignable Future Buildable Square Footage trigger for the sector per Table 6.9 whichever is first
A	B-4	Campus Way, west of 35 th Street	Local street upgrade	OSU	Frontage improvements provided with adjacent development, or 80 % Assignable Future Buildable Square Footage trigger for the sector per Table 6.9 whichever occurs first
B, C	B-5	30 th Street, Orchard Avenue to Washington Way	Pavement upgrade	OSU	Frontage improvements provided with adjacent development
B	B-6	Campus Way, 30 th Street to 35 th Street	Pavement upgrade	OSU	Frontage improvements provided with adjacent development
B	B-7	Jefferson Way, 30 th Street to 35 th Street	Pavement upgrade	OSU	Frontage improvements provided with adjacent development
C	B-8	Benton Place, 14 th Street to Benton Hall	Sidewalk leading up to Benton Hall from 14 th Street	OSU and potential grants	Frontage improvements provided with adjacent development, or 80 % Assignable Future Buildable Square Footage trigger for the sector

					per Table 6.9
C	B-9	26 th Street, Monroe Avenue to Washington Way	Bike lanes or other bike facility improvements	OSU and potential grants	Frontage improvements provided with adjacent development, or 80 % Assignable Future Buildable Square Footage trigger for the sector per Table 6.9
C	B-10	Campus Way, 26 th Street to 30 th Street	Pavement upgrade, bike lanes or other bike facility improvements	OSU	Frontage improvements provided with adjacent development
C	B-11	Jefferson Way, 26 th Street to 30 th Street	Pavement upgrade, bike lanes or other bike facility improvements	OSU	Frontage improvements provided with adjacent development
C	B-12	Jefferson Way, 26 th Street to Waldo Place	Bike lanes or other bike facility improvements	OSU	Frontage improvements provided with adjacent development, or 80 % Assignable Future Buildable Square Footage trigger for the sector per Table 6.9
C	B-13	Memorial Place	Pavement upgrade	OSU	Frontage improvements provided with adjacent development
C	B-14	Park Terrace	Pavement upgrade	OSU	Frontage improvements provided with adjacent development
C, G	B-15	Washington Way/15th Street intersection	Intersection realignment, turn lane, sidewalk and crosswalk upgrade. Coordination with ODOT rail.	OSU	Improvements provided with re-development of site south of Kerr Admin., or 80 % Assignable Future Buildable Square Footage trigger for the sector per Table 6.9

C	B-16	Washington Way, 26 th Street to 30 th Street	Sidewalk along north side	OSU	Frontage improvements provided with adjacent development, or 80 % Assignable Future Buildable Square Footage trigger for the sector per Table 6.9
E	B-17	35 th Street, Washington Way to Western Boulevard	Street upgrade to include travel and bike lanes, curbs, gutters, landscape strips and sidewalks	OSU	As per OSU 35 th Street Improvement Agreement, or 80 % Assignable Future Buildable Square Footage trigger for the sector per Table 6.9 whichever is first
J	B-18	Brooklane Drive	Road Street improvements to include travel lanes, curb, gutter sidewalks, bike lanes or multi-use path in accordance with the 1995 Brooklane Drive - Nash Road Corridor study.	OSU and potential grants	Improvements associated with development of the South Farm Property.
Off-site Improve-ments	B-19	35 th / 36 th Street/Harrison Boulevard intersections	Signalize and add westbound turn lane	City-wide SDC	Scheduled for CIP construction 05-06
Off-site Improve-ments	B-20	30 th Street/Harrison Boulevard	Operation deficiencies of the intersection. No mitigation recommended	N/A	N/A
Off-site Improve-ments	B-21	Jackson Street	Work with neighborhood association on traffic issues	OSU/City	Ongoing

b. Prioritization of Improvements

The TIP identifies transportation, bicycle, pedestrian and transit improvements as well as TDM implementation that both address existing deficiencies and the impacts associated with new development. Tables 6.8 prioritizes the existing deficiencies and improvements associated with proposed development. Priority “A” projects have the highest priority. The Campus Planning Committee will manage the implementation of and assess the condition of the vehicular, bicycle, pedestrian and transit improvements across the OSU campus on a yearly basis to keep the TIP current. Transportation Improvement Projects in addition to those in Table 6.8 shall be identified, prioritized and added to the TIP, following review and approval by the City Engineer. Completed TIP projects shall be removed from Table 6.8

An improvement development-trigger on a sector by sector basis related to a sector’s development activity in relation to its allocation of buildable square footage is established through this CMP.

Improvements not directly associated with development, require a development trigger to ensure that the transportation system is upgraded as development within a sector occurs. As each new development projects in a sector, adding to the buildable square footage in that sector, improvements would be required based on the extent of the buildable square footage and the priority of the improvements.

Development activity in a sector attaining 50% of the buildable square footage allocated to a sector as established in CMP, Table 8.3, shall trigger construction of the Priority A Improvements in a sector as identified in the TIP, Tables 6.8 and 6.9 Development activity in a sector attaining 80% of the buildable square footage allocated to a sector as established in CMP, Table 8.3 shall trigger construction of the Priority B Improvements in a sector as identified in the TIP, Tables 6.8 and 6.9 The improvements triggered by construction of a portion of a sector’s development allocation are summarized in Table 6.9 below.

Table 6.9: Development Triggers Related to Allocated Buildable Square Footages

Sector	Max. Buildable SF (1000 SF), Future Allocation	Priority A Development Trigger, 50% of Future SF Allocation	Priority A Improvements (Table 6.8)	Priority B Development Trigger, 80% of Future SF Allocation	Priority B Improvements (Table 6.8)
A	250 K	125 K		200 K	B-3, B-4
B	500 K	250 K	A-4	400 K	B-3
C	750 K	375 K	A-5	600 K	B-8, B-9, B-12, B-15, B-16
D	35 K	17.5 K	A-5	28 K	
E	120 K	60 K	A-8	96 K	B-17
F	750 K	375 K	A-8	600 K	
G	350 K	175 K		280 K	B-15
H	50 K	25 K		40 K	
J	350 K	175 K		280 K	
Campus Wide	3,155 K	1,577.5 K,		2,524 K	

c. Funding of Improvements

Street improvements are currently funded through new construction or as part of OSU’s operation and maintenance budget provided by the State of Oregon. The amount of funding to support basic campus infrastructure is authorized each legislative session and can vary, depending upon funding priorities at the state level.

In recent years, funding from the state legislature has not been adequate to maintain campus facilities and has resulted in deferred maintenance problems at OSU. Additional funding for transportation improvement projects from the state is not likely to be appropriated. Therefore, OSU will continue to explore other funding initiatives such as the recently proposed deferred maintenance bond measure, grants, donations, and other funding sources that can be used for transportation improvement projects. Until additional funding is available, most transportation improvements will generally be provided in conjunction with new construction projects.

Because adequate funding for street and other infrastructure improvements may not be forthcoming from the state, the OSU administration is proposing a campus-wide development surcharge for new construction. This surcharge will allow for the collection of funds to pay for

infrastructure upgrades. The funds collected through the development surcharge will be used for transportation and other infrastructure upgrades.

d. Timing of Improvements

Transportation, bicycle, pedestrian and transit improvements as well as TDM implementation shall be provided in accordance with the Corvallis Land Development Code (LDC) and the Uniform Building Code (UBC). Generally, transportation upgrades are required along a project's frontage. Basic improvements such as streets, sidewalks, landscape strips, bike lanes, curbs, gutters, street lighting, handicapped access ramps, and other safety improvements shall be provided on the site as part of the project. There may also be instances where improvements are needed off-site in order to meet the city's to-and-through policies or to provide continuity of improvements. Issuance of building permits will be predicated upon adequate public improvements.

Improvements shall generally be provided in conjunction with new construction projects. The campus development surcharge will provide a funding source for transportation improvements. Funds collected from the surcharge may be expended when there are adequate funds to complete a project. This may occur as a stand-alone project or in conjunction with other development. The Campus Planning Committee will assist in prioritizing transportation improvement projects (excluding routine repair and maintenance activities) that are identified in addition to the improvements listed in the adopted CMP.

If determined by the Campus Planning Committee that a vehicular, bicycle or pedestrian improvement is needed prior to an improvement's specific timing trigger, the Campus Planning Committee shall trigger the appropriate TIP projects to ensure complete continuous vehicular bicycle or pedestrian connectivity, following review and approval by the City Engineer.

e. Memorandum of Agreement (MOA)

Currently, when transportation improvements are necessary to offset the impact of development, they are identified and evaluated during the development's mandatory discretionary review process. The CMP alters this current review process and proposes that if a project is consistent with the CMP and the LDC, the project can be approved at the staff level and need not be subject to a discretionary review procedure.

Where transportation improvements are required by either the Corvallis Land Development Code or the CMP, TIP, but cannot feasibly be implemented, a Memorandum of Agreement (MOA) shall be provided. One such MOA currently exists for 35th Street improvements.

An MOA for transportation improvements could be initiated by either OSU or the city. Approval of an MOA is at the discretion of the City and will be ultimately approved by the City Manager. OSU will prepare the MOA and submit to the City for approval consideration. The MOA would allow for greater detail than is appropriate in a typical master plan and would provide assurances that improvements will occur in a mutually agreed upon manner. Refer to Land Development Code Section 3.36.50.09.c for implementation.

6.9 Transportation Demand Management Scenarios

OSU has prepared three transportation demand management (TDM) scenarios, each of which are discussed below. These scenarios evaluate potential demand management actions that may reduce the number of vehicle trips and the need for additional capacity-related transportation improvements beyond that which is required for a street's given classification.

OSU currently takes the following TDM actions:

- Free on-campus shuttle
- Guaranteed emergency ride home service for those who carpool, vanpool, or ride the bus to work
- Pre-paid Corvallis Transit System pass for students, faculty, and staff
- Participation in Cascades West carpool matching service, or other vehicle pool matching services
- Preferred parking for vanpools that are renting government-owned vehicles
- Some alternative work and class schedules available
- Some telecommuting for work and distance education opportunities
- Recently enacted a 50 percent increase in parking costs

a. TDM Scenario 1

This scenario assumes a 50 percent increase in parking costs. For carpools, this scenario assumes an in-house ride-matching service, a 0.25 FTE transportation coordinator, and a guaranteed ride home service to be provided within the City of Corvallis. For vanpools, this scenario assumes a ride-matching service, a 0.25 FTE transportation coordinator, and OSU participation in vanpool development by contributing to the cost of vehicle and/or operating expenses. For transit, this scenario assumes the extension of all Corvallis Transit System routes into the evening, double headways on the Linn-Benton loop bus, extension of the OSU shuttle service into the evening, double headways on all Corvallis Transit System routes, and 20 new bus shelters throughout Corvallis.

b. TDM Scenario 2

This scenario assumes that no changes are made for drive-alone vehicles or carpools. For vanpools, this scenario assumes a ride-matching service, a 0.25 FTE transportation coordinator, and OSU participation in vanpool development on a non-monetary level (such as establishing a relationship with an outside vanpool service). For transit, this scenario assumes extension of all Corvallis Transit System routes into the evening, double headways on the Linn-Benton loop bus, extension of the OSU shuttle service into the evening, double headways on all Corvallis Transit System routes, and 20 new bus shelters throughout Corvallis.

c. TDM Scenario 3

For carpools, this scenario assumes an in-house ride-matching service, a 0.25 FTE transportation coordinator, and a guaranteed ride home service to be provided within the City of Corvallis. For vanpools, this scenario assumes a ride-matching service, a 0.25 FTE transportation coordinator,

and OSU participation in vanpool development by contributing to the cost of vehicle and/or operating expenses. This scenario assumes no improvements are made for transit.

TDM Scenario 3 implementation shall occur immediately following adoption of this CMP. Refer to CMP Tables 6.8 and 6.9 for TDM Scenario timing.

Table 6.10 identifies the three TDM scenarios and the effect the actions in each scenario would have on the various modes of travel. A level of support of 1 indicates the highest level, while 4 indicates the lowest level.

Table 6.10: Transportation Demand Management Scenarios

TDM Scenario	Program Entries	Drive Alone	Carpool	Vanpool	Transit	Vehicle Trip Reduction %
1	Level of Support	-	3	2	4	10.7%
	Walk time	0 min	0 min	0 min	-15 min	
	Cost	\$0.50	\$0.50	-\$0.50	\$0.00	
2	Level of Support	-	1	1	4	5.9%
	Walk time	0 min	0 min	0 min	-15 min	
	Cost	\$0.00	\$0.00	\$0.00	\$0.00	
3	Level of Support	-	3	2	2	3%
	Walk time	0 min	0 min	0 min	0 min	
	Cost	\$0.00	\$0.00	-\$0.50	\$0.00	

Table 6.11 shows the vehicle trips generated for the most likely and full build-out scenarios and the adjusted number of trips based on the three TDM scenarios.

Table 6.11: Trips Generated by TDM Scenarios

Scenario	HBO PM*	HBSch PM	HBW PM	NHB PM	Total PM	HBO AM	HBSch AM	HBW AM	NHB AM	Total AM
Existing AM	55	163	128	315	661	344	916	3,191	807	5,258
Existing PM	289	431	1,202	766	2,688	224	90	71	388	773
Most Likely AM	71	179	163	404	817	449	1,005	4,049	1037	6,540
Most Likely PM	377	473	1,525	984	3,359	293	99	90	499	981
Full Build-out AM	60	183	190	451	884	497	1,025	4,715	1,158	7,395
Full Build-Out PM	418	483	1,776	1099	3,776	324	101	105	557	1,087
Most Likely AM TDM 1	64	160	145	361	730	401	897	3,616	926	5,840
Most Likely PM TDM 1	337	423	1,362	879	3,001	261	88	81	446	876
Most Likely AM TDM 2	67	169	153	380	769	422	946	3,810	976	6,154
Most Likely PM TDM 2	355	445	1,435	926	3,161	275	93	85	470	923
Most Likely AM TDM 3	69	174	158	392	793	435	975	3,928	1,006	6,344
Most Likely PM TDM 3	366	459	1,480	955	3,260	284	96	88	484	952

* HBO - Home Based Other; HBSch - Home Based School; HBW - Home Based Work; NHB - Non Home Based. All data subject to revision based on ongoing review and analysis.

Table 6.12 shows the increase in vehicle trips above the existing levels for the most likely and full build-out scenarios and the adjusted number of trips based on the three TDM scenarios.

Table 6.12: Percentage Increase of Trips above Current Levels by TDM Scenarios

SCENARIO	HBO PM*	HBSch PM	HBW PM	NHB PM	Total PM	HBO AM	HBSch AM	HBW	NHB	Total AM
Most Likely AM	31%	10%	27%	28%	24%	31%	10%	27%	28%	24%
Most Likely PM	31%	10%	27%	28%	25%	31%	10%	27%	28%	27%
Full Build-out AM	10%	12%	48%	43%	34%	45%	12%	48%	43%	41%
Full Build-out PM	45%	12%	48%	43%	40%	45%	12%	48%	43%	41%
Most Likely AM TDM 1	17%	-2%	13%	15%	10%	17%	-2%	13%	15%	11%
Most Likely PM TDM 1	17%	-2%	13%	15%	12%	17%	-2%	13%	15%	13%
Most Likely AM TDM 2	23%	3%	19%	21%	16%	23%	3%	19%	21%	17%
Most Likely PM TDM 2	23%	3%	19%	21%	18%	23%	3%	19%	21%	19%
Most Likely AM TDM 3	27%	6%	23%	25%	20%	27%	6%	23%	25%	21%
Most Likely PM TDM 3	27%	6%	23%	25%	21%	27%	6%	23%	25%	23%

* HBO - Home Based Other; HBSch - Home Based School; HBW - Home Based Work; NHB - Non Home Based. All data subject to revision based on ongoing review and analysis.

The most likely development scenario results in a 24 to 77 percent increase in the total number of AM and PM trips. However, in both the AM and PM periods, Home Base School has an increase of 10 percent over existing conditions. The full build-out scenario results in an increase of 34 to 40 percent for both AM and PM trips, with the greatest increase occurring in Home Base Work (48 percent) for both AM and PM trips.

It is interesting to note that if the actions outlined in Scenario 1 and 2 were undertaken, transportation impacts of CMP future development would be similar to current conditions. If either TDM Scenario 1 or 2 were implemented, this would help to offset the traffic impacts from the most likely scenario. For the full build-out scenario, TDM strategies are projected to lessen the anticipated amount of traffic. It will be important to monitor transportation impacts to determine if the identified improvements will continue to be needed in the future.

6.10 Transit Systems

a. Corvallis Transit System

OSU currently participates in the Corvallis Transit System's pre-paid transit pass program. All OSU students, faculty, and staff can ride Corvallis Transit System (CTS) by showing their OSU identification cards. This ensures that cost of transit service is not a factor in their transportation mode choice.

The OSU campus is on CTS Routes 1, 3, 5, 6, 7 and 8. Routes 1, 3, 7 and 8 are hourly while Routes 5 and 6 are every half-hour. Weekday service starts at 6:15 AM (Route 6) at the intermodal Mall, with the last run leaving the Intermodal Mall at 7:05 PM (Route 1). Saturday service starts at 9:20 AM (Route 7) at the Intermodal Mall, with the last runs leaving the Intermodal Mall at 4:15 PM (Routes 3, 5 and 6).

CTS has ten scheduled stops along the perimeter and within campus, as shown in Table 6.15.

Table 6.13: Corvallis Transit Bus System Scheduled Stops at OSU

CTS Route	Location	Time the bus is at this location
1	Monroe Avenue at 14 th Street	:35 after the hour
3	26 th Street at Reser Stadium	:45 after the hour
3	35 th Street at Western Boulevard	:00 on the hour
3	Jefferson Avenue at 15 th Street	:05 after the hour
5	Kings Boulevard at Monroe Avenue	:00 on the hour and :30 after the hour
6	Jefferson Avenue at 15 th Street	:55 after the hour and :25 after the hour
7	Monroe Avenue at Kings Boulevard	:10 after the hour
8	Jefferson Way at 30 th Street	:35 after the hour
8	Western Boulevard at 35 th Street	:50 after the hour
8	Jefferson Avenue at 15 th Street	:55 after the hour

Source: Corvallis Transit, Service Route, Map and Schedule. Effective June 1, 1999

OSU plans to continue participation in the pre-paid ride program. Recently, increased enrollment and the propensity of students to drive to campus have raised parking demand. OSU is trying to meet this parking demand and mitigate the impact on local residents through the OSU shuttle service, which improves accessibility to more distant parking facilities such as those at Reser Stadium.

Additionally, OSU is working with local transit authorities to institute a Transportation Demand Base Management strategy to encourage alternative methods of commuting. This includes promoting increasing the cost of parking, increasing availability and awareness of carpools and vanpools, bicycling, walking, telecommuting, and alternative work hours, among other strategies.

b. Linn-Benton Loop System

The Linn-Benton Loop System also provides transit service to the campus, with a stop at 15th Street and Jefferson Way. OSU currently provides some financial support to the Linn-Benton Loop System. OSU will consider future support of the system as a TDM measure.

c. OSU Shuttle System

To help offset the increasing demand for parking and to minimize intra-campus vehicular trips, OSU implemented a shuttle system in January 2000.

The shuttle buses operate Monday through Friday between 7:30 AM and 6:30 PM over the academic year. The East Shuttle Route covers the eastern portion of campus, and the West Shuttle Route covers the western portion of campus.

Table 6.14: OSU Shuttle Ridership

Term	Ridership	Year Total
Winter 2000	12,546	
Spring 2000	15,334	
Fall 2000	32,387	60,267
Winter 2001	42,893	
Spring 2001	38,872	
Fall 2001	56,450	138,215
Winter 2002	75,703	
Spring 2002	60,309	
Fall 2002	64,549	200,561
Winter 2003	69,176	
Spring 2003	56,139	
Fall 2003*	TBD	125,315

* Year total figure does not include Fall 2003

Shuttle ridership has increased significantly since the shuttle’s introduction. The shuttle is a key component of both the transportation and parking plans. It improves intra-campus travel and also allows for better usage of parking facilities. In most cases, the shuttle provides better campus destination accessibility than does a private automobile.

d. Options for Improving Transit Systems

The goals of any transit system improvement strategy are to improve access to the transit system and increase the frequency of trips. By expanding the hours of operation and adding additional buses, the frequency of service can increase and better access to the transit system can be provided. Oregon State University shall fund the additional CTS operating expenses associated with increased hours of operation, doubling of headways and new bus shelters benefiting OSU Campus.

Another improvement to the transit system on campus is to make transit routes (both for OSU and CTS) safer. It is not uncommon for buses to travel across campus during periods of high pedestrian traffic volumes. Consolidating transit stops to reduce the number of stops and traffic merging maneuvers (without compromising transit ridership opportunities), along with centralizing CTS transit stops to key locations, could help improve transit system efficiency and increase safety on campus.

Other options for improving transit systems include:

- Extend CTS hours of service into the evening.
- Improve service times for those areas that have hourly service. Focus on the locations where students live. Shorter headways could be implemented as a seasonal service.
- Provide more frequent service between OSU and LBCC. The loop bus currently runs hourly. Between 10 AM and 2 PM, the route runs as an express, which allows students to travel between OSU and LBCC on an hourly basis. The service is less frequent in the early morning and late afternoon. More riders could be attracted to the route if headways were shorter and if the service were extended into the evenings.
- Construct more shelters at bus stops.
- Expand the on-campus shuttle service as the student population grows. Use bigger buses or add a third route, if needed. Include new outlying parking lots in the shuttle routes. Service should be extended into the evening.
- Review mechanisms to improve efficiencies and operating costs (e.g., develop transit hubs at key locations for CTS and coordinate OSU shuttles from these areas).

OREGON STATE
U n i v e r s i t y

CAMPUS MASTER PLAN
2004-2015

CHAPTER 7 – PARKING PLAN

7.0 Parking Plan

7.1 Purpose of the Parking Plan

The CMP's parking plan was developed to address OSU's future parking needs. The purpose of the parking plan is as follows:

- Identify parking policies and current and future parking needs;
- Fulfill the city's requirements related to parking impacts from campus development, thereby eliminating the need for individual public hearing reviews for those projects consistent with the approved CMP;
- Develop a procedure for proceeding with new construction projects that are not consistent with the approved CMP and/or for addressing deficiencies in the parking supply;
- Determine the existing supply and demand for on-campus parking facilities;
- Compare past and present parking supply and demand;
- Develop an inter-modal transportation program for the efficient management of the parking supply in relation to campus needs and future development;
- Identify parking improvement project funding sources;
- Evaluate Transportation Demand Management (TDM) measures that are viable for the university and the city; and
- Determine how improvements to the parking system will be implemented.

7.2 Parking Policies

- 7.2.1 Provide parking facilities to meet the needs of the campus community. Where possible, provide adequate parking convenient to the area or site it serves or develop satellite or remote parking facilities with adequate shuttle service.
- 7.2.2 Provide parking improvements for bicycles and motor vehicles.
- 7.2.3 Consider and implement Transportation Demand Management (TDM) principles whenever possible to avoid or delay construction of new parking facilities.

Parking Plan

- 7.2.4 Participate in existing rideshare programs and implement other incentives to encourage and support carpooling and vanpooling.
- 7.2.5 Consider parking improvements as a component of the physical development of campus. Parking improvements may be constructed as part of the on-going operation of the university as well as with new construction or expansions of existing buildings.
- 7.2.6 Develop future parking facilities based on usage of existing parking facilities:
- a) If the usage of existing parking facilities is less than 90 percent as per the most recent parking inventory, vehicular parking improvements may be postponed until occupancy rates are 90 percent or greater; or
 - b) If the usage of existing parking facilities is 90 percent or greater, parking improvements may be constructed independent of new construction projects, or if a new construction project exceeds 5,000 square feet, it shall provide additional parking improvements in accordance with the Corvallis Land Development Code.
- 7.2.7 If the usage of existing parking facilities is 85 percent or greater, planning for parking improvements shall be initiated so that a parking improvement project is ready for construction if parking usage will exceed 90 percent or when a new construction project is proposed.
- 7.2.8 Locate parking improvements in accordance with the general locations identified on the Future Parking Facilities map (Figure 7.3). Parking improvements associated with a particular development project, however, may be provided in the vicinity of that project.
- 7.2.9 Manage parking such so that all parking improvements on campus are used. This will require the use of a shuttle to transport people from more distant parking areas into the core of campus.
- 7.2.10 Manage parking as a unit by monitoring parking usage rates at least once per year and by providing monitoring results to the city.
- 7.2.11 Manage parking impacts in the neighborhoods surrounding the university through a neighborhood parking program administered by the City of Corvallis with possible funding assistance from OSU.
- 7.2.12 Continue to work with the surrounding neighborhoods to identify potential changes to residential parking districts to more effectively discourage students, faculty, and staff from parking in the surrounding community.

7.2.13 OSU shall participate in a neighborhood task force in accordance with Appendix C of the CMP. If other task forces are formed and approved by the City to review parking conditions within other geographical areas adjacent to the OSU District Boundary, then OSU shall participate in those task forces as well.

7.3 Parking Plan Development

OSU has been a major institution in Corvallis and Oregon for close to a century. In anticipation of the CMP's upcoming 10- to 12-year planning period and a projected student enrollment of 22,500 with 5,100 faculty and staff, the university conducted an outreach effort to determine neighborhood parking strategies. This effort solicited ideas from the community about ways to address parking-related impacts in the neighborhoods.

Community meetings were conducted in the fall of 2000 and spring of 2001. More recently, three meetings were held in the spring of 2003 with a follow-up meeting in the summer of 2003.

The following summarizes the comments collected during the community outreach:

- Locate a parking structure on the site directly east of Gill Coliseum;
- Locate a second parking structure (if needed in the future) in the area immediately behind Kerr Administration Building;
- Develop future at-grade parking lots at various locations around campus in addition to the proposed parking structure behind Kerr Administration Building;
- Work with the surrounding neighborhoods to address parking impacts. Residents expressed concern about the fairness of paying for parking in their own neighborhood and the inconvenience related to program administration;
- Provide additional discussion in the plan text related to pedestrian safety.

Existing Parking Facilities

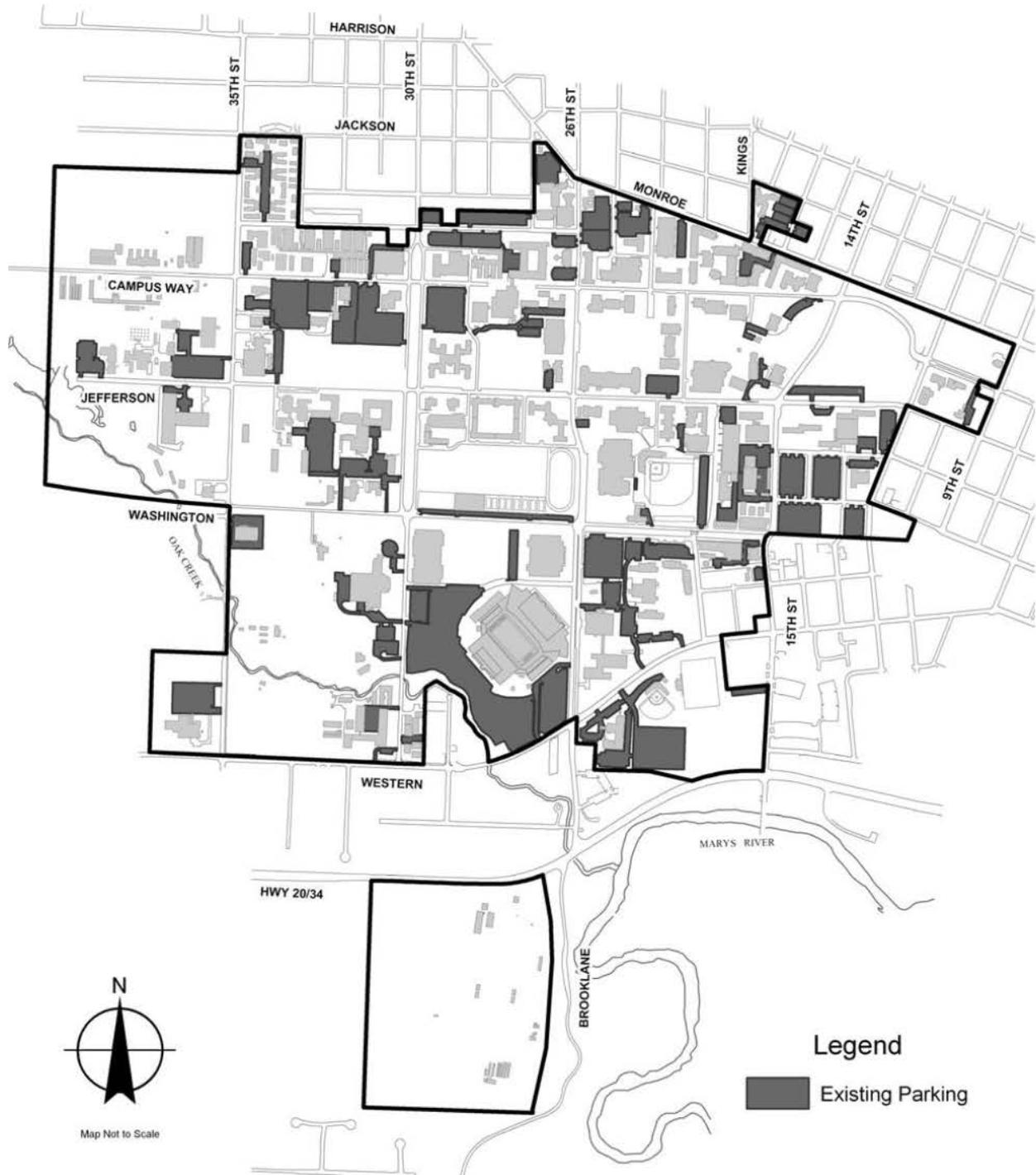


Figure 7.1: Existing Parking Facilities

7.4 Current Parking Inventory

Parking facilities on the OSU campus consist of parking lots and on-street spaces. The campus currently has approximately 86 paved and 11 gravel lots. On-street parking is available on 14th and 15th streets and other roadways adjacent to the campus. The lots and on-street spaces are controlled by the OSU permit system except for one “open” parking lot that is free for anyone to use. The free lot is located adjacent to the Hilton Garden Inn, south of Western Boulevard. There are also meter-controlled lots near the center of campus, Dixon Recreation Center, and LaSells Stewart Center.

OSU conducts parking inventories every fall and spring term when enrollment is highest. The inventories occur the fourth week of the term during peak class hours on Tuesday and Wednesday. Historically, parking facility usage has been higher in fall term than in spring term. The number of parking spaces available for use also fluctuates due to variables including landscaping, re-striping and paving improvements, use of spaces for construction staging areas, and other temporary uses that occur within parking lot areas.

For each parking inventory, parking usage is calculated as the ratio of occupied spaces to the total number of spaces. A large parking lot (one with 100 or more spaces) is considered full when it is 95 percent occupied during peak hours. Smaller lots (those with fewer than 100 spaces) are considered full when peak hour usage is 90 percent or above. When lots exceed the 95 percent usage, drivers may spend considerable time circulating in search of a parking space.

Table 7.1 summarizes the available parking spaces by lot type over the past few years.

Table 7.1: Available Parking Spaces by Lot Type

	Fall 2000	Spring 2001	Fall 2001	Spring 2002	Fall 2002	Spring 2003
Faculty & Staff	2,068	2,066	2,066	2,034	2,064	2,020
Students & Visitors	2,847	2,903	2,903	2,913	2,990	3,002
Handicapped	155	157	157	161	169	180
Non-Permit	2,870	2,870	2,870	2,836	2,518	2,512
Total	7,940	7,996	7,996	7,944	7,741	7,714

Table 7.2: Parking Usage by Lot Type

	Fall 2002			Spring 2003		
	Parking Spaces	Occupancy	% Occupied	Parking Spaces	Occupancy	% Occupied
Faculty & Staff	2,064	1,866	90%	2,020	1,811	90%
Students & Visitors	2,990	2,780	93%	3,002	2,536	84%
Handicapped	169	69	41%	180	70	39%
Non-Permit	2,518	2,011	80%	2,512	1,967	69%
Total	7,741	6,726	86%	7,714	6,384	83%

Table 7.3: Headcount and Parking Summary

	Fall 2000	Spring 2001	Fall 2001	Spring 2002	Fall 2002	Spring 2003	Fall 2003
Faculty & Staff Headcount	3,341	3,962	4,027	4,027	4,159	4,159	4,159
Student Headcount	16,800	17,920	18,067	18,067	18,789	18,789	18,979
Total Headcount	20,141	21,882	22,094	22,094	22,948	22,948	23,138
Total Parking Occupancy	5,966	6,255	6,542	6,190	6,726	6,384	6,061
Total Campus Parking Spaces	7,940	7,996	7,996	7,944	7,741	7,714	7,609

a. Parking Usage by Sector

The CMP divides the campus into nine development sectors. Table 7.4 shows parking demand and usage by sector.

Table 7.4: Parking Usage by Sector

Fall 2002				Spring 2003			
Sector	Total Spaces	Occupancy	% Occupied	Sector	Total Spaces	Occupancy	% Occupied
A	129	52	40%	A	129	96	74%
B	1,165	932	80%	B	1,165	886	76%
C	2,928	2,683	92%	C	2,930	2,746	94%
D	1,064	971	91%	D	1,064	855	80%
E	284	163	57%	E	284	171	60%
F	1,460	1,258	86%	F	1,460	1,074	74%
G	666	659	93%	G	637	553	87%
H	45	8	18%	H	45	4	9%
J	0	0	0	J	0	0	0
Total	7,741	6,726	86%	Total	7,714	6,384	83%

Sector C, the core campus area, maintains the highest number of parking spaces and has a 92 percent to 94 percent usage rate. Sectors D and G also have high usage rates at 91 percent and 93 percent, respectively. Sector D parking areas are close to the campus core and thus desirable for parking. Sector G contains three dormitories, the LaSells Stewart Center, CH2M Hill Alumni Center, and is near the Dixon Recreation Center, which is a major short-term destination.

Sector F usage is remarkably higher than in past studies. Most of Sector F had free parking (around Reser Stadium). The introduction of the shuttle service increased usage of the lot. Due to a rate structure change, in fall 2003 the lot was changed to permit required. Another lot, located south of Western Boulevard, was made available for free parking. OSU will monitor the impact of the change and consider adjustments as needed.

7.5 Current Parking Management Program

A parking management program consists of strategies to make the best use of parking resources. These strategies typically include adjustments to parking locations, costs, and supply and demand.

OSU's parking management program employs a permit system for most of the parking lots, a pay-lot system for short-term metered parking, a campus shuttle, and enforced parking throughout the campus and in adjacent neighborhoods. In addition, parking supply and location are set up to encourage alternative modes of transportation.

a. Permit System

OSU's parking permit system manages the majority of the parking spaces. Permits are sold by use type: faculty/staff, student, emeritus, motorcycle, and visitor. The parking spaces are assigned according to their permitted use. After obtaining a temporary permit, visitors are allowed to park in student lots. Those with faculty/staff permits are also allowed to use the student lots.

Special permits are available for service vehicles on campus. Service permits allow vehicles to park almost anywhere on campus except loading zones, no-parking areas, and handicapped spaces.

Parking restrictions are in effect from 7:00 AM to 5:00 PM, Monday through Friday. Parking permits are sold through the Facilities Services/Parking Services division.

Table 7.5 on the next page shows the number of parking permits issued and the cost (to a faculty member, a staff member, or a student) per year.

Table 7.5: Parking Permits Issued and Cost Per Year

Academic Year	Faculty/Staff		Student	
	# of Permits	Cost/Year	# of Permits	Cost/Year
2003-2004	N/A	\$165	N/A	\$120
2002-2003	3,160	\$110	5,270	\$80
2001-2002	3,090	\$110	4,830	\$80
2000-2001	3,184	\$110	4,866	\$80
1999-2000	3,437	\$90	5,308	\$65
1998-1999	2,971	\$90	4,931	\$65
1997-1998	3,046	\$90	4,754	\$65
1996-1997	3,008	\$90	3,957	\$65
1995-1996	2,936	\$90	4,450	\$65
1994-1995	2,835	\$90	3,951	\$65
1993-1994	2,461	\$90	3,661	\$65
1992-1993	2,268	\$87	4,192	\$62
1991-1992	2,167	\$77	4,282	\$52
1990-1991	2,700	\$77	5,300	\$52
1989-1990	2,750	\$77	5,417	\$52
1988-1989	2,855	\$40	6,562	\$27

To help fund additional parking improvements, parking permit prices were increased in the fall of 2003. Fee increases typically result in a decline in permit sales during the first year. With each passing year, however, permit sales increase to pre-increase levels.

Permit pricing is a sensitive issue and requires a balancing of objectives. Fees must be high enough to pay for improvements (shuttle, pavement, lights, landscaping, maintenance, structures, etc.) and serve as an incentive to encourage people to use alternative modes of travel, if available. Fees must also be low enough to be regarded as a reasonable value for the service. Overtime fees may periodically be adjusted.

b. Pay-Lot System

The university operates a 102-space pay lot between the Memorial Union and Valley Library off of Jefferson Street. The lot is monitored Monday through Friday between 7:30 AM and 8:30 PM and on Saturdays from 7:30 AM to 5:00 PM. The majority of the spaces have metered parking with a maximum stay of 1 hour.

Smaller metered parking lots or spaces are available around the Kerr Administration Building and Dixon Recreation Center. A visitor lot across the street from LaSells Stewart Center has 2-hour maximum stay meters. Daily visitor passes can also be purchased from the Parking

Services office or park-and-pay stations located throughout the campus. This pass allows a visitor to park in any student lot on campus or in any pay lot.

On-street metered parking is also available on Monroe Street, on the north side of campus. This parking is provided and enforced by the City of Corvallis. Metered hours are from 9:00 AM to 5:00 PM, Monday through Friday. Approximately 80 percent of the meters allow a 50-minute stay, and others allow a 20-minute stay. Parking costs an average of 5 cents for 10 minutes.

c. Campus Shuttle

OSU currently operates a free shuttle bus that stops every 15 minutes at all parking lots and most buildings on campus. Shuttle service was initiated in winter 2000 and ridership has been increasing steadily. In addition to improving access to more remote parking areas, the shuttle has helped reduce vehicular cross-campus trips. The shuttle is currently funded through the OSU parking fund.

Continuation of the shuttle system is one of the key elements in the OSU parking plan. The shuttle provides reasonable access to all parking areas. This accessibility is the reason that parking is managed as a campus-wide resource and not just as a sector resource. If the shuttle system were discontinued for any reason, management of parking as a campus-wide resource would need to be revised. This revision would require that future development provide parking within a reasonable distance (same sector or adjacent sector if within a 10-minute walk) of the new development.

Table 7.6: Shuttle Ridership by Term and Academic Year

	1999-2000	2000-2001	2001-2002	2002-2003
Fall	N/A	32,387	56,450	64,549
Winter	12,546	42,893	75,703	75,408
Spring	15,334	38,872	60,309	56,139
Total	27,880	114,152	192,462	196,096

d. On-Campus Parking Enforcement

The Parking Services division of the Facilities Services Department monitors and enforces on-campus parking regulations. The most common offenses are “no campus permit displayed” and “timed parking violation.” Table 7.7 on the next page lists the number of citations issued per academic year.

Table 7.7: On-Campus Parking Enforcement Citations

Academic Year	Citations Issued
2002-2003	25,678
2001-2002	27,718
2000-2001	22,823
1999-2000	25,338
1998-1999	23,067
1997-1998	25,746
1996-1997	25,474
1995-1996	25,607

7.6 Off-Campus Parking

a. Neighborhood Parking Districts

OSU-bound vehicles often park on neighborhood streets near campus. This is most common on the north side of campus where many classroom buildings but few parking lots exist. The neighborhoods northwest, east, and southeast of campus are also impacted by OSU bound-vehicles parking in the neighborhood, although to a lesser extent. In the 1980s, neighborhood parking districts were established as a management tool to identify actions that would discourage OSU-bound traffic from parking in the neighborhoods. As shown in Figure 7.2, there are presently two defined parking districts. District A is the area between NW 27th Street and NW 31st Street from NW Johnson Avenue to NW Van Buren Avenue. District B is the area between NW 14th Street and NW 23rd Street from NW Monroe Avenue to NW Harrison Boulevard.

Residents of both parking districts can purchase annual parking permits of \$12 per vehicle. Vehicles without parking permits are limited to a 2-hour stay. OSU inventoried on-street parking usage in spring 2003 when the campus inventory was performed. Inventory results were shared with city officials and representatives of the neighborhood associations near the university. OSU will complete a survey of the existing neighborhoods districts each fall to assist efforts to measure and monitor impact of parking on the neighborhoods. Table 7.8 summarizes the inventory effort.

Table 7.8: Neighborhood Parking Usage

	District A Spring 2003	District A Fall 2003	District B Spring 2004	District B Fall 2004
Total Spaces	254	200	391	371
Total Occupied	142	152	283	279
Percent Used	56%	76%	72%	75%

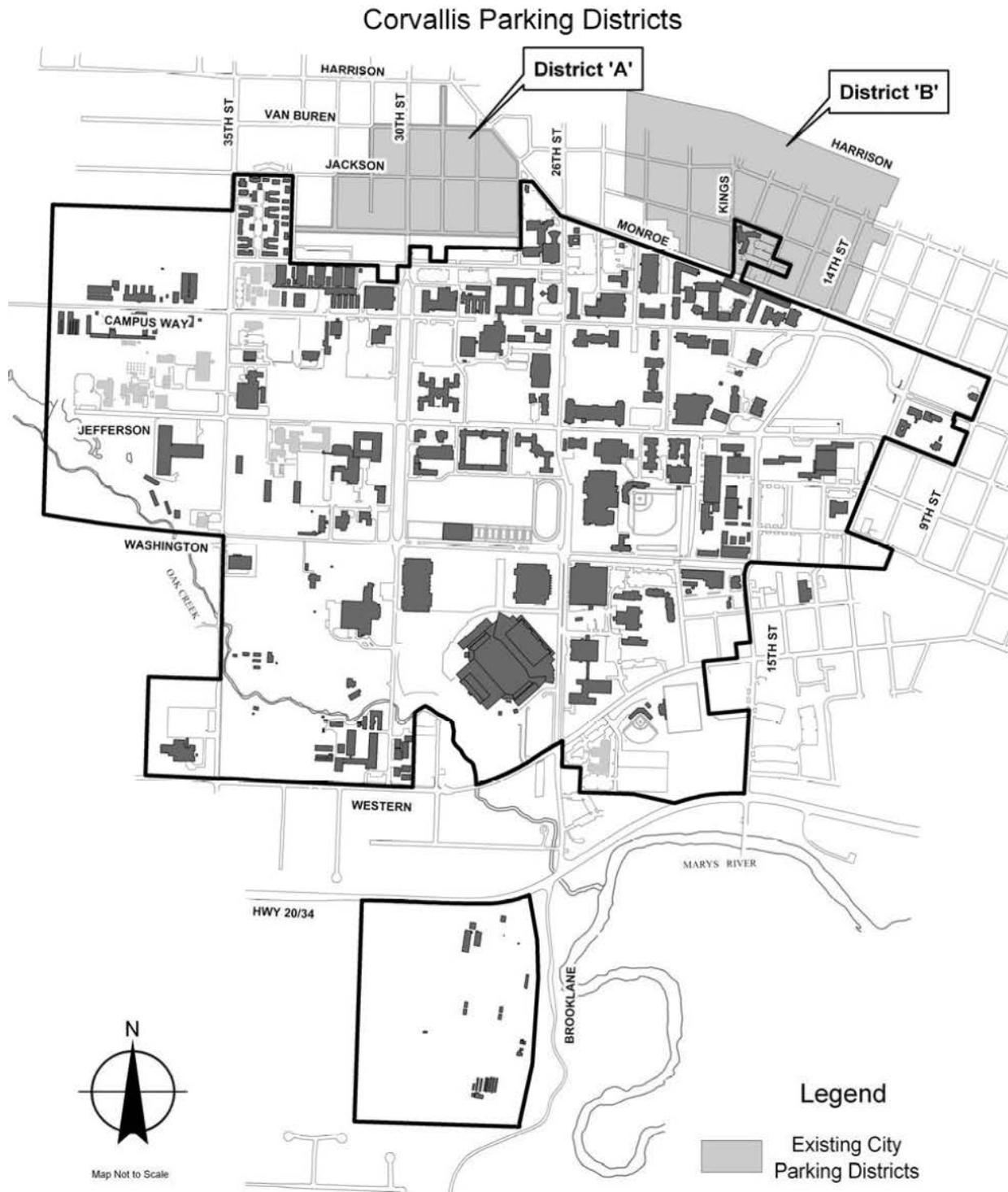


Figure 7.2: City Parking Districts

b. Off-Campus Peak Hour Usage

Off-campus usage mirrors on-campus usage with a peak use time of 11 AM to 1 PM. The street parking inventory showed higher usage in District B where there are more multi-family residences and commercial businesses. The inventory also noted that where parking spaces are not clearly marked, parking is not as efficient as possible. The result is a haphazard parking pattern in which more parking spaces appear available than are actually available. Tables 7.9 and 7.10 show parking usage, by time period, in each district.

Table 7.9: District A, Neighborhood Parking Usage by Time Period

District A					
Time	Total Spaces	Resident Occupied	Non-Resident Occupied	Total Occupied	Percent Usage
9 AM – 11 AM	254	63	79	142	56%
11 AM – 1 PM	254	70	80	150	59%
1 PM – 3 PM	254	60	68	128	50%
3 PM – 5 PM	254	58	66	124	50%
5 PM – 7 PM	254	22	75	97	38%

Table 7.10: District B, Neighborhood Parking Usage by Time Period

District B						
Time	Total Spaces	Resident Occupied	Non-Resident Occupied	Meter Occupied*	Total Occupied	Percent Usage
9 AM – 11 AM	391	112	171	19	302	77%
11 AM – 1 PM	391	116	167	36	319	82%
1 PM – 3 PM	391	120	156	22	298	76%
3 PM – 5 PM	391	113	137	22	272	70%
5 PM – 7 PM	391	83	142	30	255	65%

* District B includes on-street metered parking

c. Off-Campus Management Options

To identify potential actions to further reduce neighborhood parking impacts, those attending CMP outreach meetings provided input relating to six proposed management approaches:

- 1) Reduce parking time limits from 2 hours to 1 hour;
- 2) Increase parking ticket fines;
- 3) Increase enforcement;
- 4) Allow residents to park free (visitors pay);
- 5) Revise parking district boundaries; and
- 6) Create new parking districts.

Of these ideas, no clear direction was provided. However, one consistent theme was identified during the outreach effort: residents in the parking districts felt that it was unfair that they had to pay to park in their own neighborhoods (unlike any other residential area in the city). Residents also spoke of the inconvenience in obtaining a residential parking permit (e.g., going to City Hall, filling out paperwork, etc).

7.7 Recommended Action Plan for Off-Campus Parking Management

OSU is willing to work with the city and surrounding neighborhoods to address off-campus parking concerns, as follows:

- a) Conduct annual parking usage inventories in the neighborhood parking districts, in conjunction with OSU inventory efforts, to monitor parking trends.

OSU staff will inventory parking usage in the two existing residential parking districts and report inventory results annually to the city and to neighborhood associations that formally request the information. The inventories will help OSU identify those actions that could lessen negative impacts to the districts and that contributed to increased impacts. As needed, OSU will identify potential mitigation actions, which could include: reducing the 2-hour parking to 1 hour, increasing enforcement of the districts, changing the existing residential permit program so that visitors pay and residents park for free, and enlarging district boundaries.

- b) Work with the city and surrounding neighborhoods, and study other areas as needed.

OSU and the city will meet periodically to review parking issues in the areas surrounding the university. As needed, additional usage inventories will be undertaken to gain a better understanding of the parking issues and trends and to identify areas where additional management responses may be needed.

- c) Participate financially in the implementation of the neighborhood parking districts based on a pre-determined and agreed upon level of support.

OSU will work with the city to determine the most effective manner in which OSU can support the neighborhood parking districts. This could include financial support to reduce the city cost for administering the residential parking program. Other possible alternatives include OSU subsidizing residential permits up to a certain dollar amount or using OSU’s Parking Services division to distribute residential parking permits.

7.8 Parking Demand Assessment

The CMP calculates parking demand as the ratio of occupied parking spaces to the total number of parking spaces. Historically, the faculty and staff population has a higher parking demand ratio than does the student population.

Table 7.11: Historical Parking Demand

Year*	Headcount		Parked Vehicles			Parking Demand Ratio		
	Faculty/ Staff	Student	Faculty/ Staff	Student	Other	Faculty/ Staff	Student	All
02-03	4,159	18,789	1,866	2,738	2,080	0.45	0.15	0.29
00-01	4,002	16,788	1,915	2,630	1,765	0.48	0.16	0.30
99-00	3,962	16,201	2,007	2,567	1,991	0.51	0.16	0.32
98-99	3,341	14,618	1,853	2,527	1,466	0.55	0.17	0.32
95-96	3,975	14,161	1,779	2,360	1,257	0.45	0.17	0.30

* Data unavailable for 1996-97, 1997-98, and 2001-02.

a. Future Parking Demand

The CMP projects a population of 22,500 students and 5,100 faculty and staff by the year 2015. Based on an averaged projection of demand, approximately 1,212 to 1,536 additional spaces will be needed by then. The spaces would be distributed approximately equally between students and faculty/staff.

Future Parking Facilities

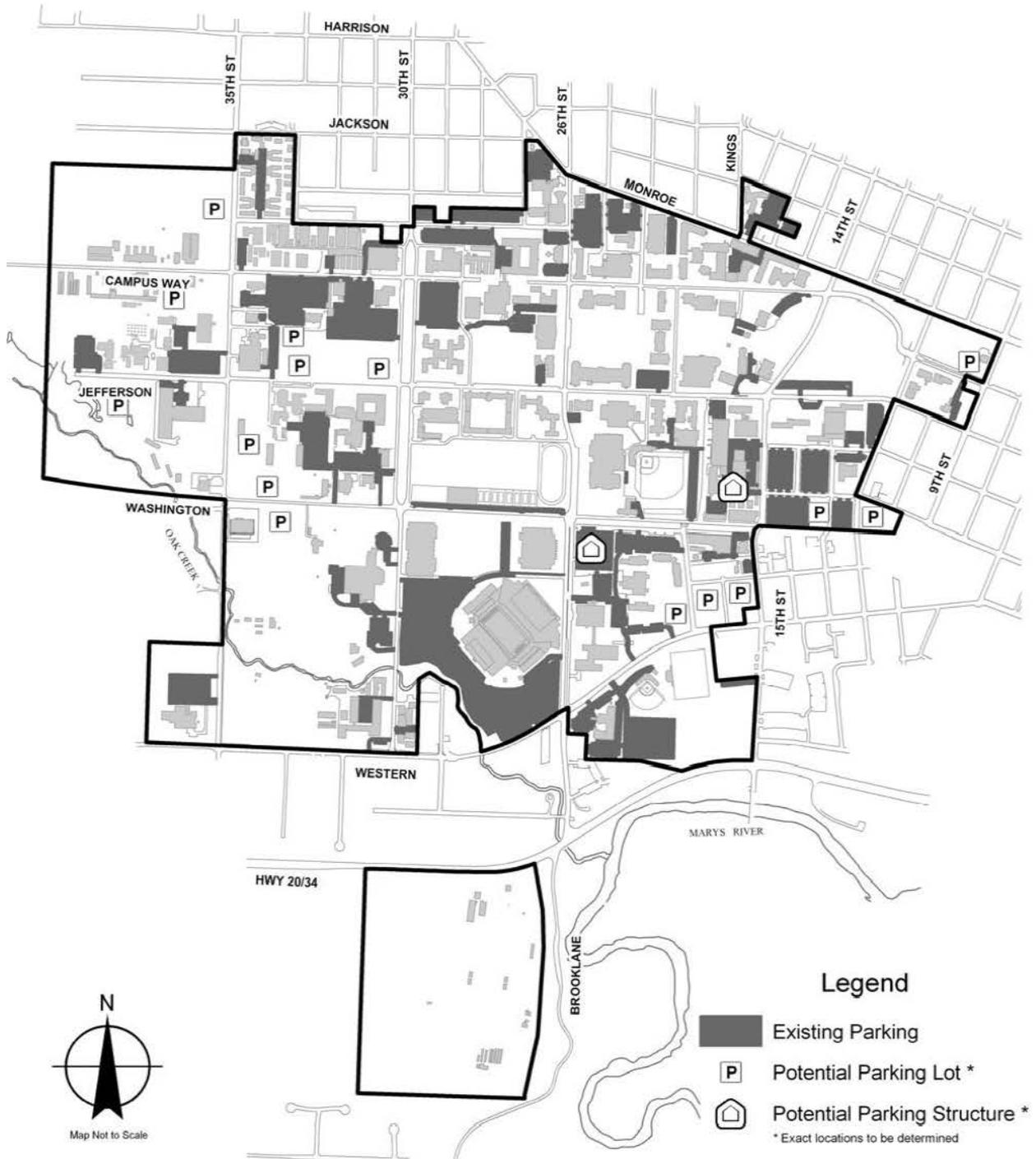


Figure 7.3: Future Parking Facilities

Table 7.12: Population Increase

Group	Fall 2002 Population	Future 2015 Population	Increase in Population
Students	18,789	22,500	3,711
Faculty/Staff	4,159	5,100	941
Total	22,948	27,600	4,652

Table 7.13: Future Parking Demand

Group	Increase in Population	Demand Ratio	Number of Required Parking Spaces	Adjusted for 90% Occupancy
Students	3,711	0.17	631	694
Faculty/Staff	941	0.50	471	518
Total	4,652		1,102	1,212
Historical Average (from Table 7.11)	4,652	0.30	1,396	1,536

Table 7.13 lists the number of needed spaces adjusted for 90 percent occupancy. Long-term, an anticipated 1,212 to 1,536 additional parking spaces are needed.

b. Future Parking Supply

As noted above, the campus will require approximately 1,212 to 1,536 additional parking spaces to accommodate OSU's projected population growth. This estimate assumes that no new Transportation Demand Management (TDM) measures are implemented to address parking demand. (This does not mean that TDM measures will not be considered or implemented, but that parking facility planning must be prepared to address the worst-case scenario.)

Figure 7.3 shows two locations for parking structures and additional at-grade parking lots. The expected timeline for providing the parking structure at the southeast corner of 26th Street and Washington Way is fall term 2005. The structure will add approximately 720 new parking spaces to Sector G. To compensate for the loss of existing parking spaces during construction, additional temporary at-grade spaces will be provided in nearby areas.

After the parking structure at 26th Street and Washington Way is constructed, future parking improvements will be provided as needed, based on usage inventories. If TDM strategies are implemented, single-occupant vehicle usage on campus would be reduced, which would in turn reduce parking lot usage rates. TDM measures could therefore help forestall or reduce the need for additional parking improvements.

7.9 Parking and Alternative Transportation

The parking plan’s purpose and policies were stated earlier in sections 7.1 and 7.2, respectively. In addition, the parking plan seeks to measure and manage OSU’s parking supply to maintain an adequate and available supply of parking facilities to meet campus needs. The intent is to first promote alternative modes of transportation, thereby eliminating or reducing the need to construct additional parking facilities. OSU encourages the use of mass transit service. Currently, OSU participates in a pre-paid transit pass program with the Corvallis Transit Service. This program allows all students, faculty, and staff to ride the bus after showing their OSU identification. By encouraging the use of mass transit, fewer parking spaces are needed.

OSU also minimizes the need for additional parking facilities by encouraging students and faculty to walk, bike, or take mass transit; by encouraging varied scheduling of events and classes throughout the day and evening to better manage peak demands; and by encouraging carpools, vanpools, and other modes of transportation beyond the single-occupant automobile.

7.10 Bicycle Parking

Bike racks are provided throughout the campus at the entrances of most buildings. Table 7.14 lists the number of covered and uncovered bike racks as of 2003. Figure 7.4 shows the location of the racks. Between 1993 and 2002, approximately 850 new bike racks were added. Of these, approximately 750 were covered. Overall, approximately 20 percent of all bike racks are covered.

OSU’s Bicycle Advisory Committee promotes bicycle travel and improvements to bicycle facilities. Through the committee’s efforts, bike racks were added over the last decade to address deficiencies and to comply with zoning regulations. Additional covered and uncovered racks will continue to be added in response to identified needs and/or to ensure compliance with zoning regulations when new facilities are constructed.

Table 7.14: Covered and Uncovered Bike Parking, 2003

	Hoop	Wheel	Other
Covered	249	869	630
Uncovered	1,044	2,989	66
Total	1,293	3,858	696

Existing Bicycle Parking Facilities

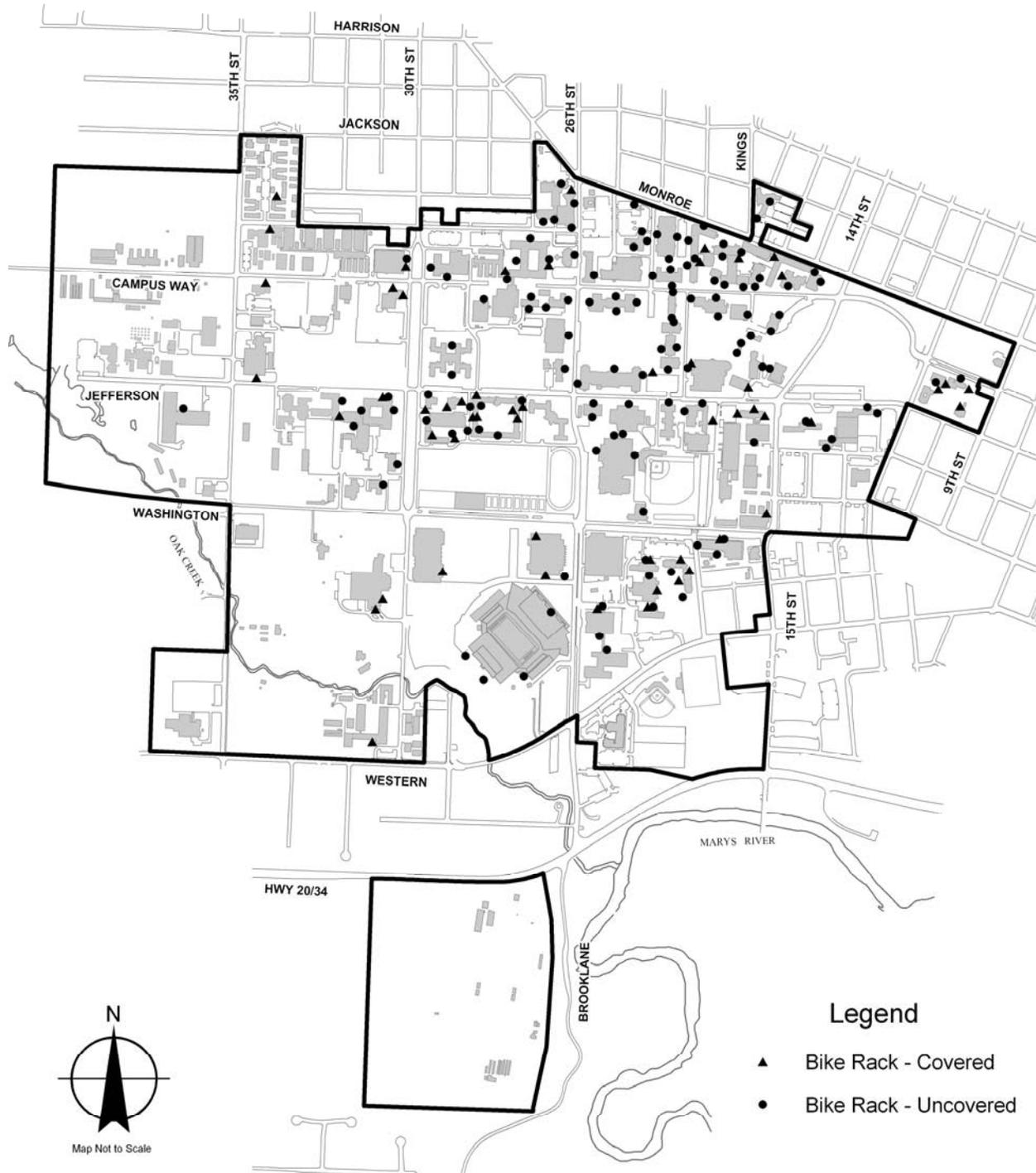


Figure 7.4: Existing Bicycle Parking Facilities

7.11 Bicycle Action Plan

All new construction projects shall provide bike racks as part of the project. The number of bike racks shall be provided consistent with the Corvallis Land Development Code, and at least half of the required bike racks shall be covered. Where the opportunity exists, other facilities that assist bicyclists shall also be provided, including showers, lockers, changing rooms, and indoor bike storage areas. Bike racks shall continue to be provided in areas that are identified as deficient.

OREGON STATE
U n i v e r s i t y

**CAMPUS MASTER PLAN
2004-2015**

**CHAPTER 8 – IMPLEMENTATION OF THE CMP
OSU DISTRICT**

8.0 Implementation of the CMP

This chapter has been proposed by Oregon State University and contains code language to implement the Oregon State University Campus Master Plan (CMP) by the City of Corvallis through its land development regulatory authority. This language would replace the existing OSU District language.



Figure 8.1: Aerial View of OSU with OSU District Boundary

Upon its adoption, this revised OSU District will be a part of the Corvallis Land Development Code (LDC). Subsequent modifications to the CMP and/or to the OSU District shall be reviewed in accordance with the provisions in the LDC.

CHAPTER 3.36

OSU (OREGON STATE UNIVERSITY) DISTRICT

This district implements Comprehensive Plan policies that encourage coordination between the University and City in planning and review of campus development. Coordination with campus development is essential due to the physical size of the University and its related effects on City facilities and services. This district also coincides with the Public Institutional Comprehensive Plan designation for property generally within the OSU campus area. However, not all property within this district is owned by OSU; some parcels are privately owned.

In conjunction with this district, a Physical Development Plan for campus development was originally adopted in 1986 and has been revised periodically by the University. The most recent revision, which this district implements, is the Oregon State University Campus Master Plan (CMP), approved in 2004.

Section 3.36.10 – PURPOSE

The OSU District implements the provisions in OSU’s 2004-2015 Campus Master Plan, which is the blueprint for campus development over the next decade.

The purpose of the OSU District is to:

- a.** Encourage coordination between the University and the City of Corvallis, especially in the areas of land use planning and reviewing campus development;
- b.** Facilitate University development;
- c.** Ensure compatibility of University development with surrounding areas;
- d.** Ensure adequacy of public utilities, parking, and transportation facilities;
- e.** Expedite the development review process; and
- f.** Create a mechanism to regulate development on campus consistent with the CMP.

Section 3.36.20 – PERMITTED USES**3.36.20.01 – General Development for University-owned Properties****a. Primary Uses Permitted Outright**

1. (a) Residential Use Types:

- Family
- Group Residential
- Group Residential/Group Care
- Residential Care Facilities

(b) Residential Building Types:

- Single Detached
- Single Detached (Zero Lot Line)
- Duplex
- Single Attached (Zero Lot Line, 2 Units)
- Attached (Townhouse)
- Multi-Dwelling

2. Civic Use Types:

- Administrative Services
- Community Recreation
- Cultural Exhibits and Library Services
- Lodge, Fraternal, and Civic Assembly
- Parking Services
- Public Safety Services
- Religious Assembly
- University Services and Facilities

Commercial uses to include, but not be limited to: communication services, professional/administrative services, research services, eating and drinking establishments, transient habitation, university retail sales, spectator sports and entertainment, and participant sports and recreation;

Industrial uses to include, but not be limited to: technological production, limited manufacturing, and other industrial uses customarily associated with research services.

Freestanding Wireless Telecommunications Facilities up to 60 ft. in height, subject to the standards in Chapter 4.9

3. Agriculture

b. Accessory Uses Permitted Outright for University-owned Properties

1. Essential Services
2. Family Day Care, as defined in Chapter 1.6
3. Home Business, as defined in Chapter 1.6
4. Major Services and Utilities
5. Minor Utilities, subject to standards in Chapter 4.9
6. Other development customarily incidental to the primary use in accordance with Chapter 4.3- Accessory Development Regulations
7. Collocated/attached wireless telecommunication facilities on multi-family (3 or more stories) residential structures that do not increase the height of the existing structures by more than 25 ft for whip antennas, including mounting, or by 10 ft for all other antennas, subject to the standards in Chapter 4.9
8. Collocated/attached wireless telecommunication facilities on nonresidential structures that do not increase the height of the existing structures by more than 25 ft for whip antennas, including mounting, or by 10 ft for all other antennas, subject to the standards in Chapter 4.9.

c. Privately Owned Parcels within the OSU District

1. Seven privately owned parcels developed as single- and multi-family residential uses are within the OSU District. These parcels are listed in Table 3.36-1.

Table 3.36-1: Privately Owned Parcels			
Parcel	Street Address	Sector	Current Use
12503AA06500	633 SW 17th Street	G	Multi-Family Residential
12503AA06400	645 SW 17th Street	G	Multi-Family Residential
12503AA50800	1563 SW 'A' Street	G	Single-Family Residential.
12503AA06300	636 SW 16th Street	G	Single-Family Residential
12503AC00100	1820 Stadium Ave.	G	Single-Family Residential
11535CC01100	136 SW 9th Street	D	Multi-Family Residential
115340000200	200-510 SW 35th Street	A	N/A

2. The parcels in Table 3.36-1 may be developed as:
 - a) Uses consistent with “University Services and Facilities” in accordance with Section 3.0.30.02.1; or
 - b) Residential uses in accordance Section 3.36.60, below.

3.36.20.02 – Conditional Development - The following Uses are subject to review in accordance with Chapter 2.3, the provisions of this Chapter, and all other applicable provisions of this Code.

- a. Uses that require a State or Federal air quality discharge permit (except for parking);
- b. Freestanding wireless telecommunications facilities greater than 60 feet in height, subject to the standards in Chapter 4.9;
- c. Freestanding wireless telecommunications facilities that do not meet the setback or spacing standard requirements of sections 4.9.60.02.b and 4.9.60.02.c, subject to the standards in Chapter 4.9; or
- d. Collocated/attached wireless telecommunication facilities on multi-family (3 or more stories) residential structures that increase the height of the existing structures by more than 25 ft for whip antennas, including mounting, or by more than 10 ft for all other antennas, subject to the standards in Chapter 4.9.
- e. Co-located/attached wireless telecommunications facilities on nonresidential structures that increase the height of existing structures by more than 25 feet, including mounting, or by more than 10 ft for all other antennas, subject to the standards in Chapter 4.9.

Section 3.36.30 – PROCEDURES AND DETERMINATION OF COMPLIANCE

Section 3.36.30.01 - Overview

Development within the OSU District area shall be reviewed for compliance with the standards in this Code and the Campus Master Plan Transportation Improvement Plan (TIP), except as expressly modified by provisions of this Chapter. Development proposals found to be compliant with these provisions, and which do not require a public hearing through the Conditional Development process, may be approved through the standard building permit process. Proposals found not to be compliant may be reviewed in accordance with the appropriate adjustment procedures described in Section 3.36.30.02. Development proposals identified in Section 3.36.20.02 may also be approved through the Conditional Development process identified in Chapter 2.3.

Section 3.36.30.02 – Adjustments

Development not consistent with the standards contained in this Chapter shall be reviewed as one of the following:

- a. A Minor Adjustment, as described in Section 3.36.30.03. Minor Adjustments, shall be reviewed under the City’s Plan Compatibility Review process and criteria (Chapter 2.13); or
- b. A Major Adjustment, as described in Section 3.36.30.04. Major adjustments, shall be reviewed as follows:
 1. All proposals that meet or exceed the thresholds identified in Section 3.36.30.04, subsections “a” through “n” shall be reviewed under the Planned Development review process and criteria for major modifications (Section 2.5.50.06).
 2. In addition to the process required in subsection “1,” above, proposals that meet or exceed the thresholds identified in Section 3.36.30.04 , subsections “d” through “k” shall be reviewed as Land Development Code Text Amendments consistent with the process and criteria in Chapter 1.2.
 3. In addition to the processes required in subsections “1” and “2,” above, proposals that meet or exceed the threshold identified in Section 3.36.30.04, subsection “h” shall be reviewed as a District Change, consistent with process and criteria in Chapter 2.2, and if needed, as a Comprehensive Plan Amendment, consistent with the process and criteria in Chapter 2.1.

Section 3.36.30.03 – Minor Adjustment

A Minor Adjustment shall be triggered if a proposal meets the following criteria:

- a. Deviates from one of the dimensional standards, but not more than three of the dimensional standards, in Section 3.36.50, by 10 percent or less.

Section 3.36.30.04 – Major Adjustments

A Major Adjustment shall be triggered if a proposal meets one or more of the following criteria:

- a. Modifies more than three of the dimensional standards in Section 3.36.50;
- b. Modifies any of the dimensional standards in Section 3.36.50 by more than 10 percent;
- c. Proposes a stand-alone parking lot or structure in a location not identified in Figure 7.3 (Future Parking Facilities) of the CMP;

- d. Exceeds 90 percent parking usage campus wide and does not provide additional parking facilities as part of the project;
- e. Proposes development with a gross square footage that is within the campus total development allocation but exceeds the maximum sector allocation;
- f. Proposes development such that the amount of retained open space is consistent with the campus minimum open space requirement but falls short of the minimum requirement for the sector (requires a commensurate increase in open space allocation in another sector);
- g. Is not consistent with the Transportation Improvement Plan in Chapter 6 of the CMP;
- h. Adds new land area to or subtracts land area from the CMP;
- i. Creates new CMP policies;
- j. Results in a change in sector boundary or redistribution of development allocation between sectors;
- k. Results in the cessation of intra-campus transit services (e.g., shuttle, bus, etc.);
- l. Proposes a change in use for any of the parcels associated with the College Inn and its parking;
- m. Proposes development in Sector J for building floor area in excess of 254,100 sq. ft.; or
- n. Proposes a new building within the 100-foot transition area on the northern boundary of Sector A, B, and/or C from the western boundary of Sector A to 26th Street. In order to create a “graceful edge” between the campus and northwest neighborhoods, any proposed building subject to LDC 3.36.30.04(n) shall be subject to the following criteria:
 - 1. Maximum building height shall be 35 feet provided the following is satisfied: Shadows from the new buildings shall not shade more than the lower 4 feet of a south wall of an existing structure on adjacent property between 10 a.m. and 2 p.m. on March 21;
 - 2. Structures shall not have a continuous horizontal distance exceeding 60 feet along the boundary;
 - 3. Along the vertical face of a structure, offsets shall occur at a minimum of every 20 feet by providing any two of the following:
 - a) Recesses of a minimum depth of 8 feet;
 - b) Extensions a minimum depth of 8 feet, a maximum length of an overhang shall be 25 feet;
 - c) Offsets or breaks in roof elevations of 3 or more feet in height;

4. Building materials shall be consistent with the OSU standards for such materials, and shall also be compatible with adjacent residential houses and structures;
5. New development shall be designed to minimize negative visual impacts affecting the character of the adjacent neighborhood by considering the scale, bulk and character of the nearby structures in relation to the proposed building or structure;
6. Roofs shall be gabled or hip type roofs (minimum pitch 3 to 1) with at least a 30-inch overhang and using shingles or similar roof materials;
7. A vegetative buffer shall be installed in a manner consistent with Section 3.36.50.06(c);
8. Outdoor building components such as transformers and other types of mechanical equipment that produce noise shall not be permitted within the required setback;
9. Buildings proposed for the transition area described within this section that are in an area adjacent to the College Hill West Historic District shall have an advisory review completed by the City's Historic Preservation Advisory Board (HPAB), or its successor. The HPAB shall provide comment and recommendations to the Planning Commission for consideration;
10. Trash dumpsters, gas meters, and other utilities and or mechanical equipment serving a building or structure shall be screened in accordance with Section 3.36.50.14

Section 3.36.30.05 – Campus Master Plan Update

The CMP covers a 10- to 12-year planning period. However, if conditions change significantly or other unanticipated events occur, it may be necessary to update the CMP before the end of the planning period. An update of the CMP shall be reviewed as described in Section 3.36.30.02.b 1 through Sections 3.36.30.02.b 3. The review shall comprehensively evaluate the need to update or otherwise modify the Campus Master Plan, its policies and related traffic and parking studies, and this Chapter.

A CMP update will be required under the following conditions:

- a. A development proposal, when considered in combination with constructed improvements or improvements with approved building permits, will exceed the total development allocation for the campus (for all sectors);
- b. New CMP policies are created that alter existing policy direction or require existing policies to be modified;
- c. The parking plan has been implemented, and campus-wide parking occupancy is greater than 90 percent; and/or

- d. The CMP planning period has expired.

Section 3.36.40 – DEVELOPMENT SECTORS

The CMP divides the campus into nine development areas (see Figure 3.36-1) identified as sectors “A” through “J” (there is no Sector “I”). Each sector has a development allocation, which is the gross square footage allowed for new construction. Each sector also has a minimum open space requirement that identifies the amount of area that must remain in green space or as a pedestrian amenity. These standards will guide the form of future development.

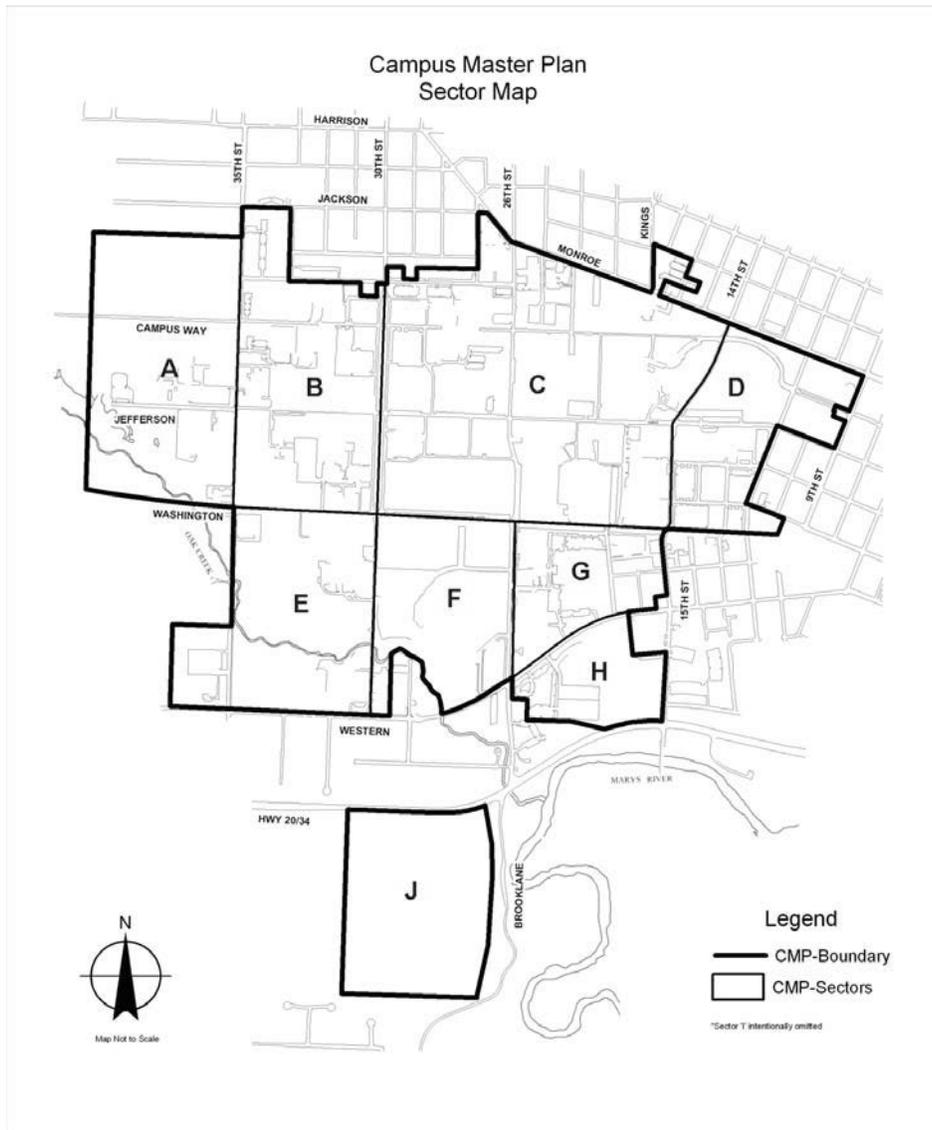


Figure 8.2: Campus Sector Map

Section 3.36.40.01 – Sector Development Allocation

- a. Sector development allocation represents the gross square footage of new development allowed in each sector, regardless of the type of use (see Table 3.36-2).
- b. Each new development project in a sector shall reduce that sector’s available allocation.
- c. Existing and approved development as of December 31, 2003 has been included in the existing/approved development calculations and shall not reduce the sector development allocation.
- d. Demolition of existing square footage and/or restoration of non-open-space areas to open space shall count as an equivalent square footage credit to the sector development or open space allocation.
- e. Square footage associated with a parking structure shall be included in the development allocation for the sector in which the structure is located. Square footage associated with at-grade parking lots shall be calculated as impervious surface but not count as part of development allocation.

Table 3.36-2: Building Square Footage by Sector

Sector	Existing/Approval	Maximum Future Allocation	Total
A	287,272	250,000	537,272
B	777,778	500,000	1,277,778
C	4,654,719	750,000	5,404,719
D	325,331	35,000	360,331
E	256,918	120,000	376,918
F	463,088	750,000	1,213,088
G	746,023	350,000	1,096,023
H	126,921	50,000	176,921
J	37,463	350,000	387,463
Total	7,675,513	3,155,000	10,830,513

Section 3.36.40.02 – Sector Minimum Open Space

- a. Open space is defined as landscape areas, pedestrian amenities (e.g., plazas, quads, sidewalks, courtyards), parks, recreation fields, agricultural fields, and other non-developed areas.
- b. Impervious surface areas that are not classified as open space (Section 3.36.40.02.a) shall count against the sector’s open space allocation.

- c. The existing Memorial Union quad, library quad, a relocated Peoples’ Park, and the lower campus area (the area between 11th Street and 14th Street, south of Monroe and north of Jefferson Street) shall be retained for open space. Incidental development (e.g., clock towers, park benches, information kiosks, artistic works, sculptures, etc.) is permitted.

Table 3.36-3: Minimum Future Open Space by Sector

Sector	Minimum Future Open Space
A	78%
B	33%
C	36%
D	61%
E	77%
F	20%
G	40%
H	64%
J	79%
Campus-Wide Minimum	50%

Section 3.36.40.03 – Sector Development Allocation and Open Space Tabulation

With each development application, the University shall provide the City with the following:

- a. Updated tabulations of remaining available development allocations and open space areas and percentages for each sector.
- b. When a project’s land use allocation in a sector is inconsistent with that previously forecast in the BTM, a project report that includes the following components;
 1. Comparison of a project's development generated trips to the trips forecast in the previously revised BTM;
 2. Traffic impacts resulting from a shift to a more intensive land use;
 3. Proposal of recommended mitigation strategies if a project results in a failing intersection level of service grade of "E" or "F";

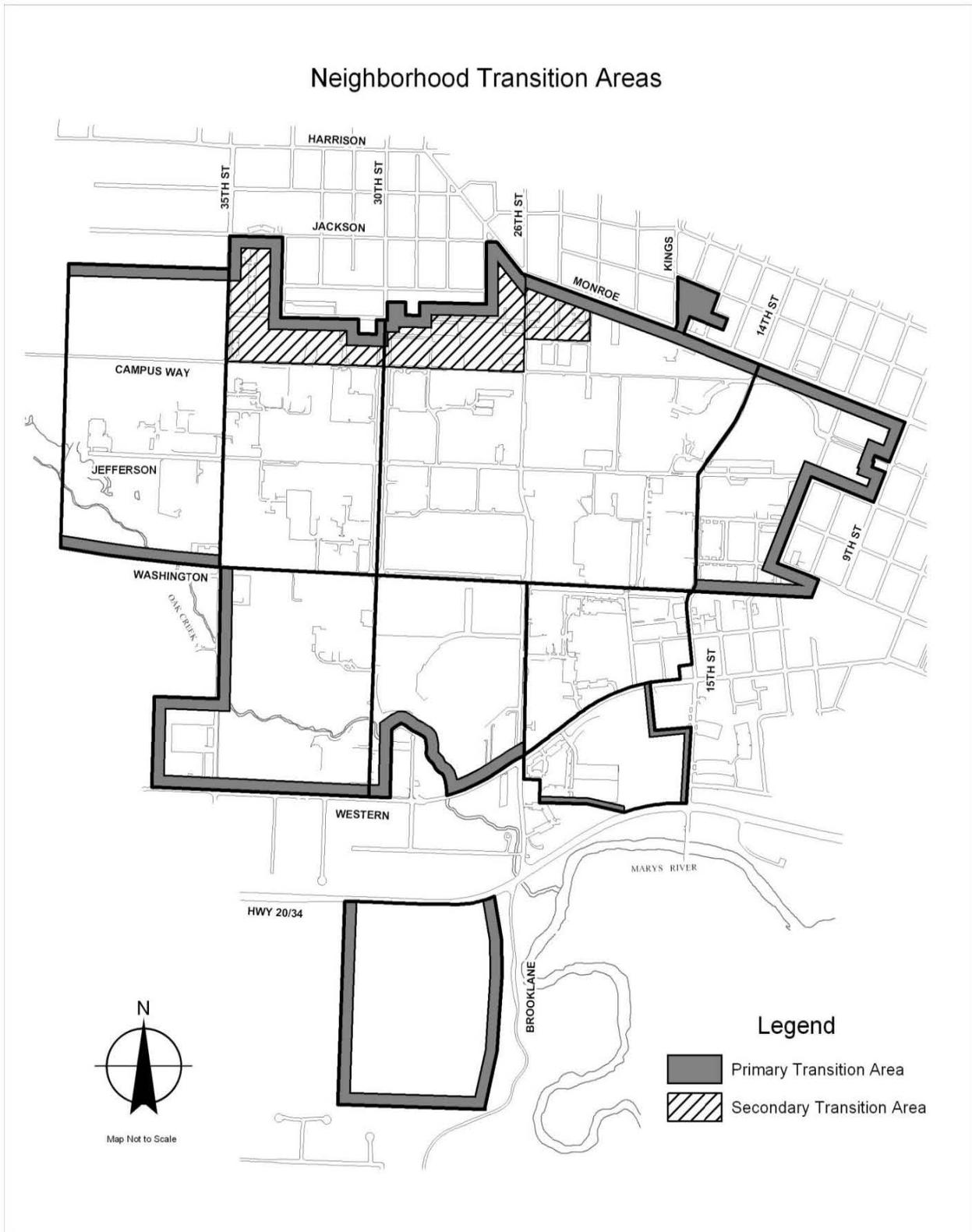


Figure 8.3: Neighborhood Transition Area

Section 3.36.50 – DEVELOPMENT STANDARDS**Section 3.36.50.01 – Maximum Building Height**

- a. The maximum building height for new buildings shall vary by sector and by proximity to a district boundary in accordance with the provisions in Table 3.36-4.
- b. A Primary Neighborhood Transition Area is the area within either 50 feet or 100 feet of the OSU District boundary. In Sectors B and C, a Secondary Neighborhood Transition Area shall extend for another 300 feet in some locations. Transition area locations are identified on Figure 3.36-2. Development within a Primary or Secondary Neighborhood Transition Area shall be consistent with the maximum building height for the transition area, as noted in Table 3.36-4.
- c. In situations where a building footprint straddles the neighborhood transition area boundary, each portion of the building shall not exceed the maximum building height for the corresponding area.
- d. Building projections (such as chimneys, spires, domes, towers, and flagpoles) not used for human occupancy shall not exceed one and one-half (1.5) times the maximum building height of the sector.

Table 3.36-4: Building Height by Sector

Sector	Building Heights			
	Sector Interior	50-ft. Wide Primary Transition	100-ft. Wide Primary Transition	Secondary Transition Area
A	50 ft.	NA	35 ft.	NA
B	75 ft.	NA	35 ft.	60 ft.
C	112 ft.	NA	35 ft. 50 ft. ¹ 55 ft. ²	60 ft.
D	75 ft.	NA	35 ft.	NA
E	50 ft.	NA	35 ft.	NA
F	150 ft.	NA	35 ft. 75 ft. ³	NA
G	75 ft.	75 ft.	NA	NA
H	75 ft.	50 ft.	NA	NA
J	75 ft.	NA	35 ft.	NA

Section 3.36.50.02 – Roof-Mounted Equipment

- a. No roof-mounted mechanical equipment shall be visible from the entrance of buildings that abut the development site.
- b. Satellite dishes, antennas, co-located/attached wireless telecommunications facilities, and other telecommunications equipment shall not be visible from nearby streets or buildings and must be screened behind a parapet wall or architectural feature.

Section 3.36.50.03 – Minimum Building Setbacks

- a. Structures within 100 feet of the OSU District boundary shall have a minimum setback of 20 feet from the boundary line, except when abutting a street (see sections 3.36.50.03.b and 3.36.50.03.c, below).

¹The 50-ft. height allowance only applies to the section of the Transition Area for Sector C that is from the east of 26th Street to 15th Street.

²The height of structures on the entire College Inn site, including associated parking areas, is limited to 55 feet.

³The 75-ft. height allowance applies only to the section of transition area for sector “F” that is east of Grove Street and abuts Western Boulevard.

- b. For structures abutting a public street, the minimum setback shall be 10 feet from the edge of the right-of-way, assuming the public street is constructed to City standards (including landscape strip and sidewalk). If standard street improvements do not exist, standard street improvements shall be constructed in accordance with Section 3.36.50.09.
- c. For structures abutting a private street, the minimum setback shall be 20 feet from the edge of the curb or 10 feet from the edge of the sidewalk.
- d. Structures shall have a minimum setback of 10 feet from the edge of a pedestrian access way.

Section 3.36.50.04 – Building Entrances

- a. Buildings designed for human occupancy with facades facing a public or private street shall have a main building entrance facing the street (not just an emergency exit).
- b. Buildings designed for human occupancy shall include a pedestrian amenity, such as a porch, plaza, quad, courtyard, covered entryway, or seating area (100 sq. ft., minimum), as a component of a main building entrance.
- c. Buildings used exclusively for agricultural purposes (sheds, barns, garages), research, or for storage shall be exempt from these standards for building entrances as described in “a” and “b,” above.

Section 3.36.50.05 – Ground Floor Windows

- a. Buildings designed for human occupancy with facade(s) that face a public or private street, multi-use path, and/or sidewalk shall have windows, pedestrian entrances, or display windows that cover at least 25 percent of the length and 15 percent of the surface area of the ground floor facade.
- b. “Ground floor” is defined as the finished floor elevation of the first floor that qualifies as a story in a building , as defined in the State of Oregon Structural Spatiality Code.
- c. Mirrored glass may not be used in ground floor windows.
- d. Parking structures (either above or below ground) shall be exempt from these standards for ground floor windows.
- e. Buildings or portions of buildings used exclusively for research or storage purposes shall be exempt from the standards for ground floor windows described in “a” through “c,” above. Buildings that do not meet the standards for ground floor windows shall not be located within a Primary Neighborhood Transition Area or within 50 feet of Monroe Avenue.

Section 3.36.50.06 – Landscaping

- a. Landscaping shall be provided in accordance with Chapter 4.2, and shall be provided for parking areas adjacent to public and private streets in accordance with Chapter 4.1.
- b. In lieu of a landscape installation and/or landscape maintenance bond or other financial assurance for landscape and irrigation installation required by Section 4.2.20.a, a letter of commitment from the OSU Operations and Maintenance Department shall be provided. The letter of commitment shall include the following:
 - 1. A copy of the approved landscaping and irrigation plan;
 - 2. A commitment that the landscaping and irrigation will be installed prior to issuance of a final occupancy permit; and
 - 3. A commitment that the landscaping and irrigation will achieve 90 percent coverage within three years and be maintained by the OSU Operations and Maintenance Department.
- c. A vegetative buffer with a minimum width of 20 feet that consists of a mix of evergreen and deciduous trees and shrubs shall be established between the OSU property line and any proposed, building, access drive and/ or parking lot within the transition area along the northern boundary of Sector A, B and C from the western boundary of Sector A to 26th Street and for the College Inn site. This vegetative buffer will be required upon any redevelopment of existing parking lots and/or the razing and redevelopment of existing buildings.

Section 3.36.50.07 – Drainageway Management Agreement

- a. In lieu of drainageway dedications and/or easements for new development, expansion or redevelopment on parcels adjoining an open natural drainageway as per Section 4.5.80, OSU shall provide a Drainageway Management Agreement (DMA) that meets the purposes cited in Section 4.5.10 and the policies of the City of Corvallis Stormwater Master Plan.
- b. Drainageway widths and areas subject to the DMA shall be defined per Section 4.5.80.d.
- c. The DMA shall include but not be limited to the following objectives:
 - 1. Establish that the DMA is between Oregon State University (OSU) and the City of Corvallis (CITY) to establish CITY maintenance access rights and to limit OSU development activities within the particular drainageway.

2. Protect the hydrological and biological functions of open drainageways including: managing storm water drainage; improving water quality; and protecting riparian plant and animal habitats;
3. Include a map(s) that defines the maintenance area (AREA) boundary line(s);
4. Grant to the CITY the right , on, under, and across said AREA, to construct, maintain, replace, reconstruct, and/or remove a drainageway with all appurtenances incident thereto or necessary therewith, to facilitate (work toward) properly functioning condition . Grant to the CITY the right , on, under, and across said AREA to cut and remove any trees and other obstructions which may endanger the safety or interfere with the construction, use, or maintenance of said drainageway. Grant to the CITY the right of ingress and egress to, over, and from the above described AREA at any and all times for the purpose of doing anything necessary, useful, or convenient for the operation of a stormwater utility. CITY shall provide notification to OSU and receive OSU’s written authorization prior to accessing the utility. CITY shall provide notification to OSU and receive OSU’s written authorization prior to implementing related work. Prior written approval will not be required during times of emergency;
5. Require the CITY upon each and every occasion that such drainageway is constructed, maintained, replaced, reconstructed or removed, to restore the premises of OSU, and any buildings or improvements disturbed by the CITY, to a condition as near as practicable to the condition they were in prior to any such installation or work. If such restoration is not practicable, then the CITY shall pay to OSU an agreed upon compensation for such conditions that cannot be reasonably or practicably restored;
6. Require OSU and the CITY to limit use of the AREA to purposes consistent with the construction, use and maintenance of said drainageway. Such uses typically include natural landscaping and stormwater management facilities as approved by the CITY. OSU reserves the right to utilize the AREA for education purposes, provided the activities do not affect the terms of this agreement. No new building or other permanent structure, dumping, regrading, paving, decrease in vegetative cover, or other action which would enjoin the CITY from the intended purpose of this Agreement shall be placed or occur within the AREA without the written permission of the CITY. Actions specified within the plan are exempt from this obligation; and

7. With each request to enter into a DMA, OSU shall produce a Properly Functioning Condition (PFC) report. The PFC report shall be developed/compiled by a qualified professional and shall include;
 - a) A stream health assessment of Oak Creek for the AREA impacted by development. As part of this assessment, an evaluation shall be done for any areas needing improvement due to site-specific impairments that have affected the PFC of Oak Creek.
 - b) A list of recommended actions and improvements, which consider the findings and recommendations from the OSU's Oak Creek Task Force report, to re-establish the PFC of Oak Creek.
 - c) An implementation plan for the recommended actions determined in the PFC report.

Section 3.36.50.08 – Parking Improvements

- a. Parking areas shall be designed to promote safe and convenient pedestrian access.
- b. Parking improvements may be constructed as stand-alone projects and/or concurrent with new development.
- c. Parking improvements constructed as stand-alone projects shall be located in accordance with the sites identified in Figure 7.3 (Future Parking Facilities) of the CMP.
- d. When usage of campus-wide parking facilities exceeds 90 percent based on the most recent parking usage inventory, any development that increases building square footage shall be subject to the provisions of Section 3.36.30.02.
- e. New development in sectors A through H may construct additional parking facilities in any of the sectors A through H, provided the OSU campus shuttle is operational.
- f. If the OSU campus shuttle ceases to operate, new development shall be subject to the provisions of Section 3.36.30.02.
- g. Development in Sector J (South Farm) shall include construction of parking improvements in Sector J.
- h. Existing parking improvements for the College Inn site shall be reserved for the use of the occupants of and visitors to that structure. As uses change and/or additional development occurs on the site, bicycle parking necessary to achieve the 10 percent reduction allowed in Section 4.1.20.p of this Code shall be provided.

- I. Vehicle parking shall be located to the rear of buildings, and where it does not disrupt the pedestrian streetscape, may be located to the side of buildings.

Section 3.36.50.09– Transportation Improvements

- a. Safe and convenient transportation improvements shall be provided in conjunction with new development. For the purposes of this section, “safe and convenient” means providing City-standard improvements consistent with functions identified with the street’s functional classification. This includes street, pedestrian, landscape strips, and in some cases, bicycle improvements. All transportation improvements shall be constructed in accordance with the CMP Transportation Improvement Plan (TIP) and the City’s Standard Construction Specifications. If there is any conflict between the CMP and City Standard Construction Specifications, the latter shall prevail.
- b. An application that includes the installation of public or private street improvements shall be reviewed and processed in accordance with Section 4.0.70 - Street Requirements. Additionally, construction of a portion of a sector’s available square footage of development allocation shall trigger the implementation of transportation improvements identified in the CMP TIP.
- c. Where transportation improvements are required either by this code or the CMP’s TIP, but cannot feasibly be implemented (as defined below), a Memorandum of Agreement (MOA), when justified (as defined below), may be executed to specify the manner that improvements shall be provided.
1. A MOA is justified when implementation of the CMP TIP is demonstrated to be infeasible. Examples of justification include situations where insufficient ROW exists to construct standard improvements (i.e. Washington Way), where there are conflicts with natural features, or where there are physical or other constraints (i.e. topography, existing buildings).
 2. When an MOA is justified, it shall include but not be limited to the following objectives;
 - a) Definition of the Terms of the Agreement;
 - 1) A listing of the parties included in the Agreement;
 - 2) A listing of improvements to be included in the Agreement and what project the improvements are associated with; and
 - 3) A time frame that the Agreement terms operate under.
 - b) Justification for deviation from the standard shall include but not be limited to the following;

- 1) Identification of any deviation(s) from the standard;
 - 2) Citation of the reasons the standard improvement cannot feasibly be implemented; and
 - 3) Identification of the revised design standards that will be incorporated into the design.
3. The final MOA shall be approved by the City Engineer at his/her discretion and signed by OSU and the City Manager.
- d. Pedestrian amenities (lighting, sidewalk, bench placement, planters, courtyards, quads, transit stops/shelters, bicycle racks, recycling receptacles, etc.) shall be considered part of typical street improvements and incorporated into the final design.
 - e. Transportation improvements shall be constructed to ensure ADA compliance.
 - f. Speed tables, street lighting, crosswalk marking, and similar safety and speed control improvements are components of typical street design and shall be considered in the final design or required when mandated by engineering design standards such as the Manual on Uniform Traffic Control Devices (MUTCD).
 - g. Copies of complete “as built” shall be certified by the design engineer and shall be submitted to the City for approval for all newly constructed public improvements.

Section 3.36.50.10 – Pedestrian and Bicycle System Connections

- a. Clearly defined and direct pedestrian connections shall be provided between street and building entrances and between parking areas and building entrances.
- b. All pedestrian connections shall be a minimum of 5 feet in width of unobstructed passage and must be hard surfaced using pavers, brick, asphalt, or concrete.
- c. Sidewalks shall be provided along all streets and shall be required as an improvement when development and/or redevelopment occurs.
- d. An application that includes the installation of pedestrian improvements shall be reviewed and processed in accordance with Section 4.0.40 - Pedestrian Requirements. Additionally, construction of any of a sector’s available development allocation for new development shall trigger the implementation of bicycle and pedestrian improvements identified in the CMP TIP.
- e. Where pedestrian improvements are needed in excess of a development’s frontage, as identified in the CMP’s Transportation Improvement Plan (TIP) and cannot feasibly be

implemented, a Memorandum of Agreement (MOA) with the City in accordance with Section 3.36.50.09, when justified, may be executed to specify the manner in which improvements shall be provided.

- f. Bicycle and pedestrian improvements shall be constructed to ensure ADA compliance.

Section 3.36.50.11 – Site Furnishings

Site furnishings shall not block or impede pedestrian circulation or reduce the required sidewalk width.

Section 3.36.50.12 – Transit/Shuttle Stops

- a. A transit stop and/or transit shelter shall be provided as required by the Corvallis Transit System.
- b. A shuttle stop shall be provided as required by OSU Parking Services.
- c. An application that includes the installation of transit improvements shall be reviewed and processed in accordance with Section 4.0.60 - Transit Requirements.
- d. Corvallis Transit System (CTS) transit stops and OSU shuttle stops are considered part of an effective transit/shuttle system and shall be incorporated into the transportation system. Transit/Shuttle stops and shelters shall be constructed to ensure ADA compliance.

Section 3.36.50.13 – Bicycle Parking

- a. Bicycle parking shall be constructed with each development based on the assignable square footage (i.e., office, classroom, research facility, etc.) of a proposed development according to the parking standards in Section 4.1.30.
- b. Bicycle parking shall be near, but shall not block or impede building entrances.
- c. At least 50 percent of the required bicycle parking shall be covered.
- d. All bicycle parking shall comply with the standards of Section 4.1.70.

Section 3.36.50.14 – Mechanical Equipment and Trash Enclosures, and Outdoor Storage Areas

- a. All mechanical equipment enclosures for non-agricultural buildings shall be screened as part of the building construction or with landscaping, masonry walls, solid wood fencing,

or a combination of these materials for those areas that are visible from a street, building, or pedestrian access way, or are adjacent to a neighborhood.

- b.** Trash collection enclosures for all buildings shall be screened as part of the building construction or with landscaping, masonry walls, solid wood fencing, or a combination of these materials for those areas that are visible from a street, building, pedestrian access way, or are adjacent to a neighborhood.
- c.** All outdoor storage areas shall be screened with construction similar to the adjacent building or with landscaping, masonry walls, solid wood fencing, or a combination of these materials for those areas that are visible from a street, adjacent building, pedestrian access way, or are adjacent to a neighborhood.

Section 3.36.50.15 – Public, Private, and Franchise Utilities

- a.** All new utility distribution lines shall be underground.
- b.** Development requiring the installation of public utility improvements shall be reviewed and processed in accordance with Section 4.0.80 - Public Utility Extensions, and Section 4.0.90 - Public Improvement Procedures.
- c.** Development within the City’s combination sewer systems shall comply with the separation of storm drain from sanitary sewer system policy criteria in accordance with the City’s Community Development Policy 1003.
- d.** Development occurring on a parcel fronting or adjacent to a drainageway identified in the City of Corvallis Stormwater Master Plan , shall be constructed in accordance with Section 3.36.50.07, and Chapter 4.5 of this Code and shall comply with the watershed management guidelines and policies identified in Chapter 5 of the City’s Stormwater Master Plan.
- e.** Transformers and vaults not underground shall be screened consistent with Chapter 4.2.
- f.** An application that includes the installation of franchise utilities shall be reviewed and processed in accordance with Section 4.0.100 - Franchise Utility Installations.
- g.** Copies of complete “as built” shall be certified by the design engineer and shall be submitted to the City for approval for all new constructed public improvements.

Section 3.36.50.16 – Exterior Lighting

- a.** OSU “historic style” light fixtures with shielded luminaires that minimize uplighting and glare shall be used along pedestrian accessways.

- b. The historic style light fixtures shall have poles and bases, and associated pole mounted equipment (e.g. banner hangers, etc.) finished with a neutral gray or black or other dark color.
- c. Contemporary light fixtures with shielded luminaires that minimize uplighting and glare shall be used in parking areas or other areas outside of the historic campus core and shall meet the requirements of a full cut-off light fixture.
- d. Outdoor field lighting may be installed on intramural and recreational playing fields, provided that the light is directed on the fields and not directed toward adjacent privately owned properties. Adjacent to residential areas, a lighting curfew of 10 p.m. shall be imposed on these playing fields so that all events are completed prior to that time.
- e. With the exception of lighting for intercollegiate athletic facilities and intramural and recreational playing fields, light trespass onto surrounding residential properties shall not exceed 0.1 footcandles, except in areas where additional lighting for safety and security, as determined by the university, is necessary. In such cases, light trespass onto surrounding residential properties shall not exceed 0.25 footcandles. Testing of the lighting by the University to ensure compliance shall be done after the lights have experienced 10 hours of illuminance, or burn time.
- f. Stadium lighting for future expansions to Reser Stadium shall be provided in a manner that does not increase light spillage outside of the stadium proper.
- g. Installation of field lighting for intercollegiate athletic facilities other than Reser Stadium shall ensure that light trespass onto surrounding residential properties does not exceed 0.5 footcandles. Testing of the lighting by the University to ensure compliance shall be done after the lights have experienced 10 hours of illuminance, or burn time.

Section 3.36.50.17 – Accessibility

- a. All buildings and other structures used for human occupancy shall meet or exceed accessibility standards as established by the Americans with Disabilities Act.
- b. Parking facilities for the disabled shall be provided near building entrances.

Section 3.36.60 – Development Standards for Non-University-Owned Properties

Development or redevelopment of properties in this district that are not owned by Oregon State University (identified in Section 3.36.20.01.c), shall be reviewed based on the standards in Table 3.36-5.

Table 3.36-5: Residential Use Zoning Standards	
Current Use	Development Zoning Standards
Single-Family Residential	RS-5
Multi-Family Residential	RS-12(U)

3.36.70 - Campus Master Plan Monitoring

- a. As a means of monitoring the implementation of the Campus Master Plan, the University shall provide the following information to the City on a yearly basis.
 - 1. Updated tabulations of development and open space for the planning area, including:
 - a) Gross square footage of development by type that occurred in each sector over the previous 12 month period;
 - b) Remaining available development allocation for each sector; and
 - c) Remaining open space areas and percentages for each sector.
 - 2. Updated parking utilization reports, including :
 - a) Identification of new parking space creation and the total number of spaces provided within the CMP boundary and a breakdown by sector and lot type(student, staff, visitor, free, etc.);
 - b) Percentage of parking space utilization campus-wide; and
 - c) Identification of available parking spaces (using City standard parking configurations) and usage within each residential parking district bordering OSU and of the number of residential permits funded by the University. In addition, provide details of other efforts undertaken by the University to address neighborhood parking issues;
 - 3. TDM Report that identifies efforts and the effectiveness of those efforts undertaken by the University over the previous 12 months to reduce reliance on the single-occupant vehicle. Such efforts shall include, but not be limited to:

- a) Shuttle routes and usage;
 - b) Other efforts in support of transit, car-pool, or van-pool usage;
 - c) Tabulation of the number of single-occupancy vehicles reduced;
 - d) Location and number of bicycle parking spaces, including the number of covered spaces and any additions to the inventory; and
 - e) Identification of campus pedestrian routes and system improvements.
- 4) Base Transportation Model update that includes the following components over the previous 12 month period:
- a) Traffic counts to be updated on a 5-year cycle;
 - b) New development, and if known, future development square footage and use type (based on the existing model's categories) to be included in the model assumptions on a per sector basis ;
 - c) New parking areas or roadways that may have an effect on traffic volumes or patterns; and
 - d) Within one year of adoption of the CMP, and on a recurrent 2-year schedule, OSU shall complete in coordination with City Staff a baseline traffic count for Jackson Avenue between Arnold Way and 35th Street. City staff shall provide OSU and the neighborhood association with the most recent baseline traffic volume measurements made within the last five years.
- b.** Additional monitoring efforts include:
- 1. Within one year of adoption of the CMP, OSU should work with the City to perform a baseline traffic count of local streets identified by neighborhood associations as problems in the areas bordering Sectors A, B, and C, and south of Harrison Boulevard;

2. OSU shall participate as a full partner in a task force initiated by the City with City, University, neighborhood association and neighborhood business representation, to review and evaluate existing baseline traffic measurements, parking studies, and other relevant information and develop strategies to mitigate problem areas.

OREGON STATE
U n i v e r s i t y

CAMPUS MASTER PLAN
2004-2015

APPENDIX A – SECTOR DETAIL

Sector A–West 35th

Sector A: Area Summary

Primary Function	Agriculture Research EPA Housing Parking
Sector Area	3,358,166 sf
Sector Acreage	77.09 acres
Existing/ Approved Development	287,272 sf
Existing Impervious Surface	
Existing OSU	436,130sf
Existing Non OSU	130,157 sf
Total Existing Impervious Surface	566,903 sf
Percent Impervious Surface	16.8%
Future Development	250,000 sf
Total Development	537,272 sf
Minimum Open Space Required	83%

sf = square feet

Sector A: Existing Building and Coverage Detail

BLDG NO.	BUILDING NAME	BUILDING FOOTPRINT SF	BUILDING SF
0350	ANIMAL PHYSIOLOGY LAB	2,881	1,963
0358	RABBIT RESEARCH LAB I	6,190	4,653
0357	RABBIT RESEARCH LAB II	10,038	7,394
0347	BEEF BARN	19,882	19,115
0349	BEEF BARN 2	6,195	6,195
0354	CHEMICAL STORAGE	2,522	2,400
0351	FARM SERVICE	4,299	4,940
0353	FARM SERVICE EQUIP STORAGE	4,166	2,400
0137	HINSDALE WAVE RESEARCH LAB	62,797	65,000
0379	LOCKSTAVE BUILDING (2)	3,299	8,400
0383	PHYSICAL PLANT WHSE 1	3,674	3,600
0384	PHYSICAL PLANT WHSE 2	2,096	2,000
0346	SHEEP BARN	23,676	14,413
0378	STOCKING JUDGING PAVILION	3,418	3,208
0387	STORAGE SHED	2,433	2,260
0380	WOOL LABORATORY	3,514	3,467
IOTB-36		4,138	4,138
IOTB-33		9,825	9,825

BLDG NO.	BUILDING NAME	BUILDING FOOTPRINT SF	BUILDING SF
IOTB-32		1,584	1,584
IOTB-294		474	474
IOTB-303		271	271
IOTB-298		280	280
IOTB-295		494	494
IOTB-296		443	443
IOTB-297		44	44
IOTB-136		355	355
IOTB-299		444	444
IOTB-291		279	279
IOTB-292		279	279
IOTB-306		6,719	6,719
IOTB-293		335	335
IOTB-133		10,480	10,480
IOTB-133		3,355	3,355
IOTB-135		178	178
NOSU-BLDG		87,172	87,172
NOSU-IOTB		8,715	8,715
	TOTAL ALL BUILDINGS	296,944	287,272

Sector B – West Campus

Sector B: Area Summary

Primary Function	Research Academic Housing Support Services Parking
Sector Area	3,129,255 sf
Sector Acreage	71.84 acres
Existing/ Approved Development	777,778 sf
Existing Impervious Surface	
Existing OSU	1,170,531 sf
Existing Non-OSU	174,949 sf
Total Existing Impervious Surface	1,345,480 sf
Percent Impervious Surface	42.9%
Future Development	500,000 sf
Total Development	1,277,778 sf
Minimum Open Space Required	25%

sf = square feet

Sector B: Existing Building and Coverage Detail

BLDG NO.	BUILDING NAME	BUILDING FOOTPRINT SF	BUILDING SF
0259	LAB ANIMAL RESOURCES CENTER	11,276	9,976
0202	ORCHARD COURT APARTMENTS	75,385	79,302
0164	BROODER HOUSE F	8,131	7,165
0162	VET DAIRY BARN	6,295	10,350
0160	MANURE SHED	3,242	618
0157	POULTRY HOUSE H	6,184	5,676
0080	CROP SCIENCE BLDG	15,436	58,116
0088	CLARK LABORATORY	8,433	7,989
0098	RADIATION CENTER	43,998	47,689
0101	SEED LAB	8,000	10,595
0124	PEAVY HALL	35,817	84,020
0128	WIEGAND HALL	37,997	57,957
0139	WEST GREENHOUSE	81,898	13,893
0132	WEST GREENHOUSE (W8&9)	11,307	16,456
0135	TRANSPORTATION SERVICES	8,764	8,188
0136	MOTOR POOL ANNEX	7,498	7,693
0141	ENVIRONMTL HEALTH & SAFETY ANNEX	6,160	5,686
0148	RICHARDSON HALL	38,468	97,000
0149	POULTRY HOUSE G	8,204	7,040

BLDG NO.	BUILDING NAME	BUILDING FOOTPRINT SF	BUILDING SF
0151	DRYDEN HALL	7,833	23,019
0154	VET MED RESEARCH LAB	6,879	6,681
IOTB-81		135	135
IOTB-231		618	618
IOTB-232		253	253
IOTB-30		577	577
IOTB-138		231	231
IOTB-141		248	248
IOTB-140		237	237
IOTB-77		963	963
IOTB-76		572	572
IOTB-235		3,312	3,312
IOTB-275		819	819
IOTB-276		1,002	1,002
IOTB-277		2,144	2,144
IOTB-266		637	637
IOTB-271		1,764	1,764
NOSU BLDG		100,236	191,040
NOSU-IOTB		8,117	8,117
	TOTAL ALL BUILDINGS	559,070	777,778

Sector C – Core Campus

Sector C: Area Summary

Primary Function	Multi-Purpose Academic Research Library Support Services Housing Parking
Sector Area	6,863,033 sf
Sector Acreage	157.55 acres
Existing/ Approved Development	4,654,719 sf
Existing Impervious Surface	
Existing OSU	2,,825,042 sf
Public Street	57,060 sf
Total Existing Impervious Surface	2,882,102 sf
Percent Impervious Surface	41.9%
Future Development	750,000 sf
Total Development	5,404,719 sf
Minimum Open Space Required	25%

sf = square feet

Sector C: Existing Building and Coverage Detail

BLDG NO.	BUILDING NAME	BUILDING FOOTPRINT SF	BUILDING SF
0001	APPERSON HALL	10,493	29,426
0002	MERRYFIELD HALL	22,672	27,329
0003	KELLEY ENGINEERING CENTER	42,759	153,057
0006	GRAF HALL	14,062	37,792
0007	COVELL HALL	11,556	37,329
0009	BATCHELLER HALL	6,159	20,816
0011	DEARBORN HALL	18,027	64,455
0012	GILBERT HALL ADDITION	9,435	44,144
0014	SHEPARD HALL	4,908	11,673
0015	GILBERT HALL	20,519	83,148
0016	GLEESON HALL (Chem Engr)	9,068	39,011
0017	WENIGER HALL	38,187	211,077
0018	BEXELL HALL	15,842	58,600
0019	ROGERS HALL	13,583	55,341
0020	MILNE COMPUTER CENTER	13,224	23,502
0021	NASH HALL	16,816	105,456

BLDG NO.	BUILDING NAME	BUILDING FOOTPRINT SF	BUILDING SF
0022	OWEN HALL	16,135	63,167
0027	BENTON HALL	8,803	24,144
0028	EDUCATION HALL	11,292	40,032
0029	BENTON ANNEX (Women's Center)	1,669	3,362
0030	PHARMACY	11,518	41,374
0033	GLADYS VALLEY GYMNASTICS CENTER	9,707	20,250
0034	KIDDER HALL	21,031	76,008
0036	THE VALLEY LIBRARY	55,998	342,000
0037	GILKEY HALL	8,355	21,819
0038	STRAND AGRICULTURE HALL	32,647	115,991
0041	TENNIS COURT STORAGE	0	80
0042	PHYSICAL PLANT-LUBE BLDG	499	564
0043	PHYSICAL PLANT -VEHICLE SHED A	3,094	2,900
0044	PHYSICAL PLANT-VEHICLE SHED B	1,218	2,900
0045	PARKING SERVICES BUILDING	6,880	6,774
0046	PHYSICAL PLANT SHOPS	16,100	32,000
0047	PHYSICAL PLANT VEHICLE SHED	1,836	1,800
0048	KEY SHOP	1,435	1,200
0049	PHYSICAL PLANT - FREIGHT	2,537	1,200
0050	PHYSICAL PLANT MATERIAL SHED	2,558	2,400
0051	PHYSICAL PLANT - PAINT	4,013	3,800
0052	PHYSICAL PLANT STORES	17,285	29,520
0053	McALEXANDER FIELD HOUSE	43,706	57,713
0054	INDOOR TARGET RANGE	3,366	4,174
0055	PHYSICAL PLANT WAREHOUSE	6,574	6,560
0056	PHYSICAL PLANT HEATING PLANT	16,183	26,192
0061	KERR ADMINISTRATION BLDG	31,363	139,078
0062	PLAGEMAN STUDENT HEALTH CR	10,259	31,419
0067	BALLARD EXTENSION HALL	13,635	46,011
0068	BURT HALL	30,054	54,909
0069	BATES HALL (FAMILY STUDY CENTER)	9,944	17,588
0070	WILKINSON HALL/GILFILLAN AUD	23,817	60,635
0073	CORDLEY HALL	51,007	236,227
0074	EAST GREENHOUSE	28,480	32,341
0075	WITHYCOMBE HALL	36,774	80,368
0079	AG LIFE SCIENCES	39,667	182,437
0081	MILAM HALL	30,848	109,698
0082	FAIRBANKS ANNEX	3,215	2,040
0083	MEMORIAL UNION BLDG	56,896	303,512
0084	GILMORE HALL	8,939	16,188
0086	WOMENS BUILDING	36,225	87,486
0087	FAIRBANKS HALL	8,897	37,946
0091	GILMORE ANNEX	3,374	5,551
0092	HOVLAND HALL	6,144	15,364
0096	SACKETT HALL	44,089	142,272

BLDG NO.	BUILDING NAME	BUILDING FOOTPRINT SF	BUILDING SF
0100	SNELL HALL/MU EAST	43,028	107,213
0102	WALDO HALL	19,795	73,704
0103	FILTERING PLANT (LANGTON)	1,764	2,722
0105	LANGTON HALL	39,419	96,322
0106	MORELAND HALL	10,352	28,380
0107	NATIVE AMERICAN LONGHOUSE	2,144	2,408
0108	GOSS STADIUM	13,651	17,000
0109	WEATHERFORD HALL	26,410	105,090
0111	BUXTON HALL	13,067	61,488
0112	POLING HALL	11,719	57,658
0113	WEST DINING HALL	28,979	28,749
0114	CAUTHORN HALL	11,678	58,397
0115	WEST HALL	9,020	62,270
0116	HECKERT LODGE	6,076	13,893
0117	NAVY ROTC ARMORY	10,289	13,664
0118	REED LODGE	5,763	13,628
0119	HAWLEY HALL	10,956	58,558
0126	GOSS STADIUM MAINTENANCE BLDG	561	522
0127	TENNIS COURT	28,057	28,800
0145	DIXON RECREATION CENTER	96,947	150,974
0146	BELL TOWER	574	545
0199	COLLEGE INN	15,287	120,000
0807	OCEAN ADMINISTRATION BLDG	5,656	8,283
0817	DAWES HOUSE	1,692	2,943
0827	ASIAN and PACIFIC CULTURAL CENTER	1,402	2,395
0834	BLACK CULTURAL CENTER	1,179	2,098
IOTB-242		227	227
IOTB-315		315	315
IOTB-201		601	601
IOTB-117		201	201
IOTB-116		148	148
IOTB-115		125	125
IOTB-49		1,078	1,078
IOTB-213		12	12
IOTB-214		28	28
IOTB-215		12	12
IOTB-39		113	113
IOTB-74		328	328
IOTB-41		322	322
IOTB-119		126	126
IOTB-111		305	305
IOTB-262		108	108
IOTB-260		476	476

IOTB-200		420	420
IOTB-150		184	184
IOTB-261		326	326
IOTB-241		75	75
IOTB-203		335	335
	TOTAL ALL BUILDINGS	1,466,706	4,654,719

Sector D – Lower Campus

Sector D: Area Summary

Primary Function	Open Space Housing Welcome Center Parking President's Residence
Sector Area	1,953,994 sf
Sector Acreage	44.86 acres
Existing/ Approved Development	325,331 sf
Existing Impervious Surface	
Existing OSU	569,091 sf
Existing Non OSU	103,905 sf
Total Existing Impervious Surface	672,996 sf
Percent Impervious Surface	34.4%
Future Development	35,000 sf
Total Development	360,331 sf
Minimum Open Space Required	40%

sf = square feet

Sector D: Existing Building and Coverage Detail

BLDG NO.	BUILDING NAME	BUILDING FOOTPRINT SF	BUILDING SF
0026	AZALEA HOUSE	6,624	10,912
0032	CAMPUS ENTRANCE STATION	159	70
0188	CHILD CARE CENTER	13,942	11,735
0190	McNARY HALL	12,275	72,594
0191	WILSON HALL	12,589	73,105
0192	CALLAHAN HALL	12,246	72,698
0193	McNARY DINING HALL	23,816	32,677
0194	AVERY HOUSE	7,189	12,299
0195	DIXON HOUSE	8,543	11,514
0220	OXFORD HOUSE	3,577	9,554
0860	SUNFLOWER HOUSE- KANE T 128 S 9TH ST	3,311	3,620
0862	PROPERTY SERVICES	13,346	12,000
IOTB-347		105	105
IOTB-346		105	105
IOTB-236		1,375	1,375
IOTB121		645	645
IOTB-120		323	323
	TOTAL ALL BUILDINGS	120,170	325,331

Sector E – Southwest Campus
Sector E: Area Summary

Primary Function	Academic Research Support Services Agricultural
Sector Area	2,870,819 sf
Sector Acreage	65.90 acres
Existing/ Approved Development	256,918 sf
Existing Impervious Surface	
Existing OSU	504,416 sf
Public Street	30,977 sf
Total Existing Impervious Surface	535,393 sf
Percent Impervious Surface	18.6%
Future Development	120,000 sf
Total Development	376,918 sf
Minimum Open Space Required	40%

sf = square feet

Sector E: Existing Building and Coverage Detail

BLDG NO.	BUILDING NAME	BUILDING FOOTPRINT SF	BUILDING SF
0097	HOUSING SVC BLDG (FOOD SVC)	17,153	15,640
0153	MAGRUDER HALL	70,321	103,976
0155	VET HORSE BARN (POLE BLDG)	6,182	4,320
0172	OCEANOGRAPHY STAGING BLDG (CYCL.)	3,676	3,482
0173	AERO ENGINEERING LAB	3,679	3,277
0175	ENTOMOLOGY MACHINE STORAGE	3,051	2,400
0176	FUMIGATORIUM & SHOP	1,373	1,382
0177	DUST MIXING-MACHINE STORAG	981	826
0178	APIARY (BEE) BLDG	1,217	3,031
0180	NURSERY STORAGE	590	384
0540	F R L GREENHOUSE	3,329	2,158
0542	F R L GARAGE & WAREHOUSE	10,217	11,200
0543	F R L WAREHOUSE	3,299	2,836
0544	F R L INSECTARY	552	384
0545	OAK CREEK BUILDING	44,599	51,998
0546	F R L SOLVENT SHED	671	360
0547	F R L LUMBER STORAGE	3,411	2,184
0549	FORESTRY GREENHOUSE – OC COMPLEX	5,516	5,520

BLDG NO.	BUILDING NAME	BUILDING FOOTPRINT SF	BUILDING SF
0865	OSU FOUNDATION CENTER	29,682	30,700
IOTB-330		2,335	2,335
IOTB-329		2,299	2,299
IOTB-44		192	192
IOTB-146		300	300
IOTB-328		153	153
IOTB-327		112	112
IOTB-326		227	227
IOTB-53		147	147
IOTB-52		862	862
IOTB-54		960	960
IOTB-65		144	144
IOTB-56		144	144
IOTB-55		144	144
IOTB-57		1,000	1,000
IOTB-333		683	683
IOTB-344		1,158	1,158
	TOTAL ALL BUILDINGS	220,359	256,918

Sector F – Southwest Campus

Sector F: Area Summary

Primary Function	Academic Research Support Services Agricultural
Sector Area	2,062,341 sf
Sector Acreage	47.34 acres
Existing/ Approved Development	463,088 sf
Existing Impervious Surface	
Existing OSU	1,301,965 sf
Existing Non OSU	408 sf
Total Existing Impervious Surface	1,302,373 sf
Percent Impervious Surface	63.1%
Future Development	750,000 sf
Total Development	1,213,088 sf
Minimum Open Space Required	20%

sf = square feet

Sector F: Existing Building and Coverage Detail

BLDG NO.	BUILDING NAME	BUILDING FOOTPRINT SF	BUILDING SF
0120	RESER STADIUM	345,651	84,163
0121	GILL COLISEUM	77,563	218,262
0125	STADIUM TICKET BOOTHS (4)	1,485	1,397
0142	MERRIT TRUAX INDOOR PRACTICE CENTER	86,190	84,825
0143	VALLEY FOOTBALL CENTER	18,219	52,316
0221	OCEANOGRAPHY SHOP BLDG	5,882	5,216
0222	OCEANOGRAPHY GEOPHYSICS	3,124	2,400
0223	OCEANOGRAPHY CORE LAB	4,738	3,200
0224	OCEANOGRAPHY WAREHOUSE	3,140	2,400
0225	OCEANOGRAPHY LAB #5	3,118	2,400
0226	OCEANOGRAPHY LAB, PHYSICAL	3,087	2,400
0227	OCEANOGRAPHY BUOY LAB	3,023	2,400
IOTB-157		564	564
IOTB-162		1,145	1,145
	TOTAL ALL BUILDINGS	353,660	463,088

sf = square feet

Sector G – Southwest Campus

Sector G: Area Summary

Primary Function	Housing Conference Support Services Parking
Sector Area	1,360,414 sf
Sector Acreage	31.23 acres
Existing/ Approved Development	746,023 sf
Existing Impervious Surface	
Existing OSU	504,805 sf
Public Street	59,146 sf
Total Existing Impervious Surface	563,950 sf
Percent Impervious Surface	41.4%
Future Development	350,000 sf
Total Development	1,309,973 sf
Minimum Open Space Required	40%

sf = square feet

Sector G: Existing Building and Coverage Detail

BLDG NO.	BUILDING NAME	BUILDING FOOTPRINT SF	BUILDING SF
0058	CASCADE HALL	29,193	39,320
0059	INDUSTRIAL BLDG ANNEX	3,404	3,240
0060	ADAMS HALL (Physical Plant)	6,232	11,573
0196	FINLEY HALL	11,707	84,751
0197	ARNOLD CAFETERIA	26,369	29,500
0198	BLOSS HALL	10,535	84,755
0200	LASELLS STEWART CENTER	38,202	43,211
0201	CH2M HILL ALUMNI CENTER	33,493	45,000
0204	CARRIE HALSELL RESIDENCE HALL	19,236	72,254
0205	OSU PARKING STRUCTURE 1	86,140	324,437
0814	CENTRO CULTURAL CE'SAR CHA'VEZ	1,224	516
0839	CUSTOMER SERVICES BLDG	1,206	1,660
0853	ADAMS ANNEX	1,590	1,875
IOTB-196		2,354	2,354
IOTB-197		975	975
IOTB-38		324	324
IOTB-247		278	278
	TOTAL ALL BUILDINGS	272,462	746,023

Sector H – Far South Campus

Sector H: Area Summary

Primary Function	Athletics Parking Hilton Garden Inn
Sector Area	1,030,317 sf
Sector Acreage	23.65 acres
Existing/ Approved Development	126, 921 sf
Existing Impervious Surface	
Existing OSU	242,236 sf
Public Street	73,764 sf
Total Existing Impervious Surface	316,000 sf
Percent Impervious Surface	30.6%
Future Development	50,000 sf
Total Development	176,921
Minimum Open Space Required	60%

sf = square feet

Sector H: Existing Building and Coverage Detail

BLDG NO.	BUILDING NAME	BUILDING FOOTPRINT SF	BUILDING SF
147	SOFTBALL RESTROOM	976	976
IOTB-208		6,534	6,534
IOTB-206		4,838	4,838
NOSU-BLDG		25,878	113,347
NOSU-IOTB		1,226	1,226
	TOTAL ALL BUILDINGS	39,452	126,921

Sector J – South Farm

Sector J: Area Summary

Primary Function	Research Housing Agricultural Open Space
Sector Area	2,276,565 sf
Sector Acreage	52.36 acres
Existing/ Approved Development	37,463 sf
Existing Impervious Surface	
Existing OSU	37,878 sf
Public Street	0 sf
Total Existing Impervious Surface	37,878 sf
Percent Impervious Surface	1.6%
Future Development	350,000 sf
Total Development	387,463 sf
Minimum Open Space Required	70%

sf = square feet

Sector J: Existing Building and Coverage Detail

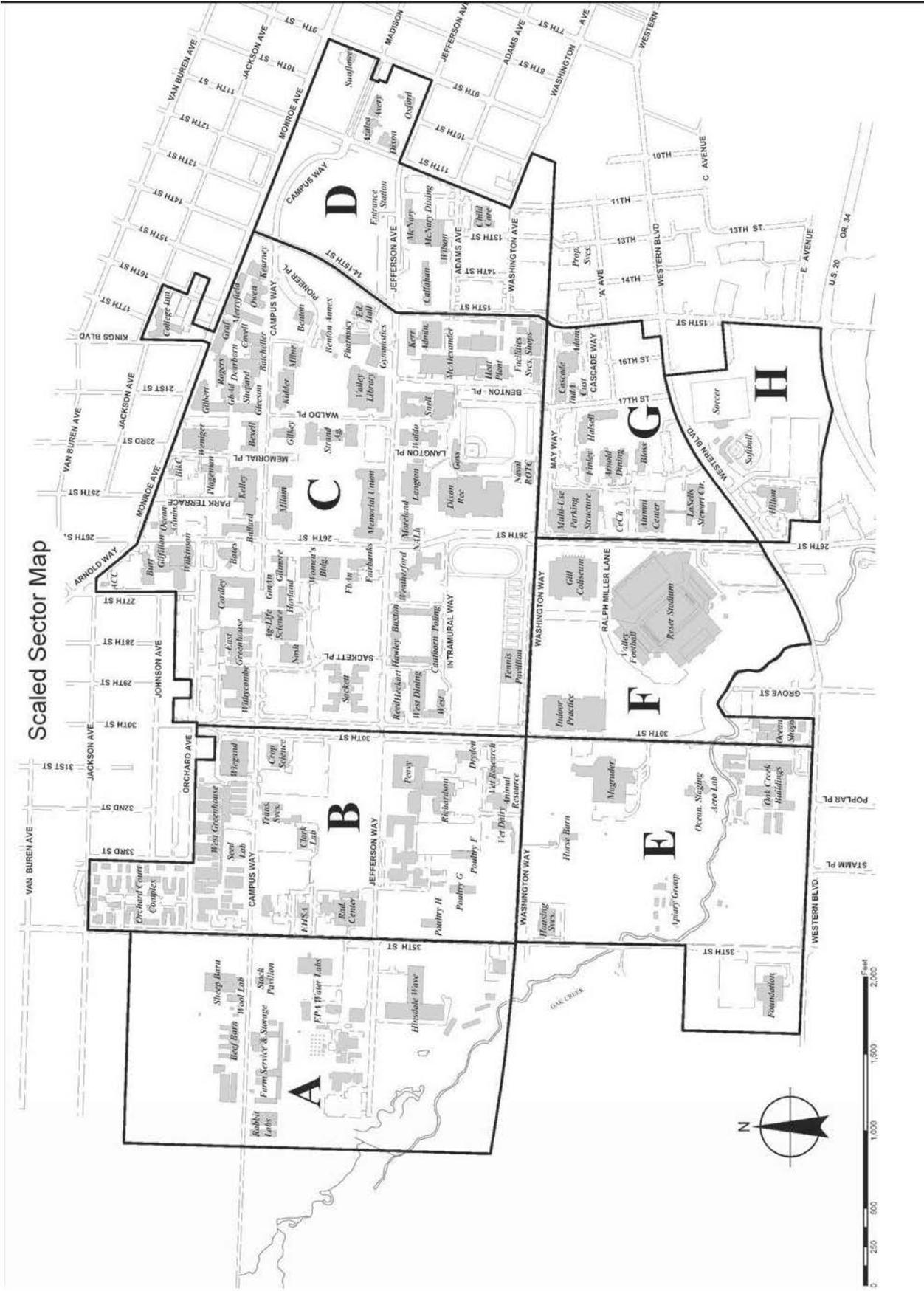
BLDG NO.	BUILDING NAME	BUILDING FOOTPRINT SF	BUILDING SF
0401	SF RESIDENCE	1,565	1,980
0403	SF POULTRY CAGE LAYER HOUSE	7,971	7,971
0404	SF POULTRY CAGE LAYER HOUSE	4,954	3,744
0405	SF POULTRY CAGE LAYER HOUSE	500	346
0406	SF POULTRY FARM STORAGE SHED	2,006	2,006
0407	SF POULTRY BROODER HOUSE 551	981	996
0408	SF POULTRY BROODER HOUSE 552	996	981
0409	SF POULTRY BROODER HOUSE 553	1,013	1,013
0410	SF POULTRY BROODER HOUSE 554	992	992
0411	SF POULTRY BROODER HOUSE 500	1,986	1,986
0421	FF RESIDENCE	1,247	1,761
0422	FF STORAGE SHED	405	405
0426	MINK FARM	504	504
0427	MINK FARM CAGES	9,509	9,509
0428	MINK FARM RES LAB	2118	2,118
IOTB-15		363	363
IOTB-162		380	380

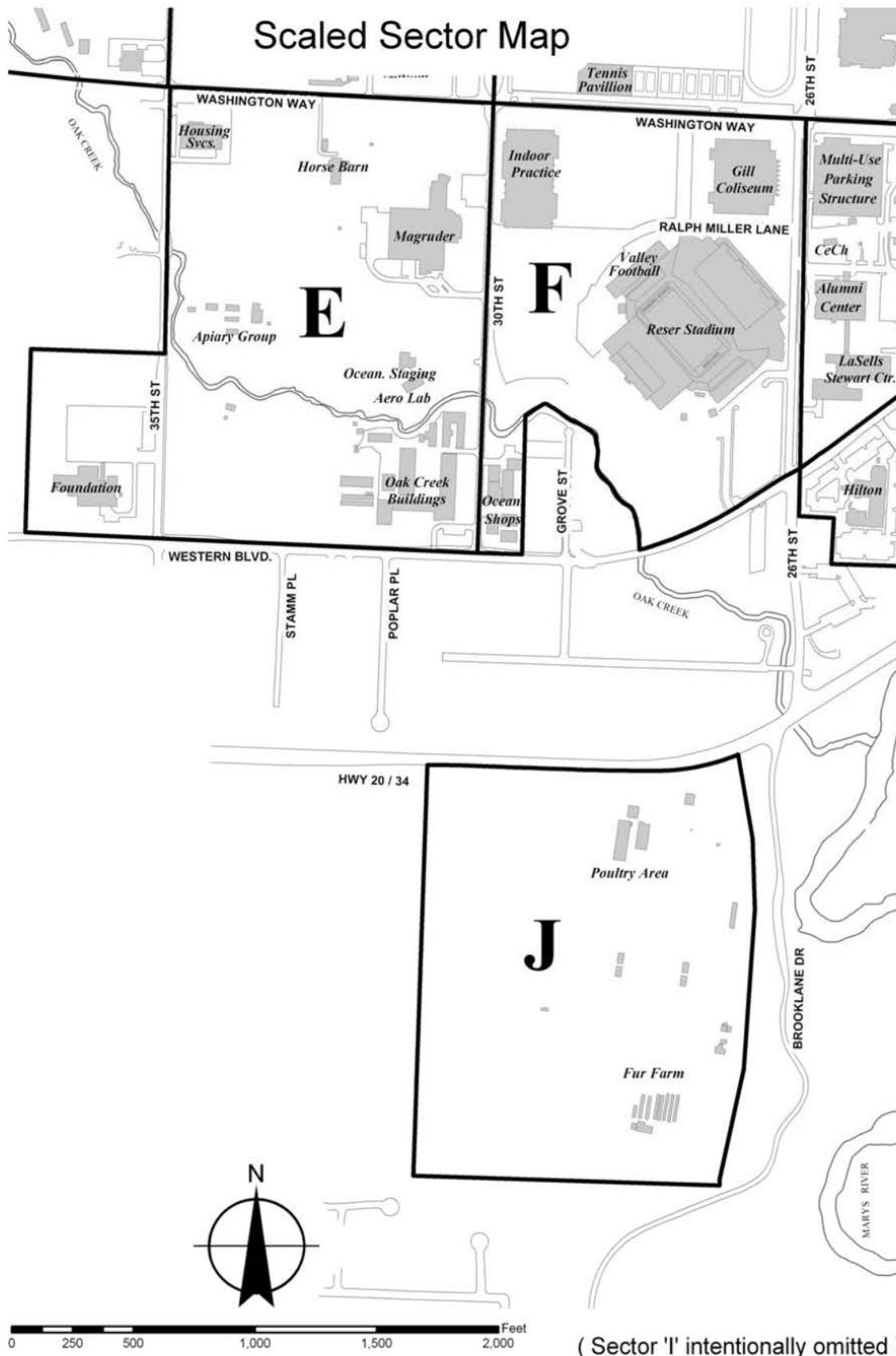
IOTB-0		56	56
IOTB-1		144	144
IOTB-81		98	98
IOTB-5		22	22
IOTB-3		44	44
BLDG NO.	BUILDING NAME	BUILDING FOOTPRINT SF	BUILDING SF
IOTB-4		44	44
	TOTAL ALL BUILDINGS	37,898	37,463

OREGON STATE
U n i v e r s i t y

CAMPUS MASTER PLAN
2004-2015

APPENDIX B – SCALED SECTOR MAP





OREGON STATE
U n i v e r s i t y

CAMPUS MASTER PLAN
2004-2015

**APPENDIX C – NEIGHBORHOOD TRAFFIC AND
PARKING TASK FORCE**

Neighborhood Traffic and Parking Task Force

Background

The City, OSU, and the neighborhood associations in the vicinity of OSU have acknowledged that there are measured existing traffic and parking volume issues in specific areas of the adjacent neighborhoods caused mainly by “cut-through” traffic and student/faculty parking. An example of such is the traffic volumes on Jackson Avenue between 30th Street and Arnold Way. As measured in recent years by City Staff, volumes exceed the design guidelines for local street volumes and the street functions in some ways as a “local connector” or “collector.” Parking surveys performed by OSU in conjunction with neighborhood representatives indicate that peak parking in the College Hill neighborhood nearest the campus sometimes exceeds 100% of capacity.

These conditions were identified as requiring solution if the OSU Campus Master Plan were to receive support from the nearby neighborhoods. The Planning Commission decision responded to these neighborhoods’ concerns regarding the impacts of OSU-related development over the last several years by recommending to the City Council additional monitoring of effects and the creation of a task force to identify appropriate responses to such effects.

OSU met with the neighborhood following this decision, and through a collaborative process, a revised proposal regarding monitoring efforts and the task force was presented to the City Council as a joint recommendation. To address these issues, OSU supported the creation of the Neighborhood Traffic and Parking Task Force as described below. With the adoption of the OSU CMP and a revised *Land Development Code Chapter 3.36- OSU(Oregon State University) District*, the City Council responded to this proposal by incorporating its elements into both the CMP and the Land Development Code text, as appropriate.

Purpose Statement

The purpose of the Neighborhood Traffic and Parking Task Force (Task Force) is to measure, assess, and monitor traffic and parking within the neighborhoods bordering OSU, along the northern boundaries of sectors A, B, and C (e.g., Cedar Hurst, College Hill, and North College Hill neighborhoods). This evaluation will be used to establish an understanding of how traffic and parking dynamics within the neighborhoods impact the quality of life and integrity of the neighborhood character.

The Task Force will present an implementation plan to reduce any traffic volumes found to be in excess of the existing applicable street classification standards on streets as they were designed, and to reduce parking utilization rates that are found to be in excess of appropriate standards.

This task force is formed with the following assumptions:

1. The Task Force is responsible to evaluate the traffic and parking conditions within the general area from the western boundary of the Cedarhurst Neighborhood Association to the eastern boundary of the North College Hill Neighborhood Association between Harrison Boulevard to the north and the Oregon State University District boundary to the south. This includes the College Hill Neighborhood Association.
2. Traffic and parking issues are related.
3. The long term integrity and character of the neighborhoods are at risk with increases in traffic volume and parking utilization rates along the neighborhoods' streets.
4. A collaborative effort among the City, OSU, and the community is required to effectively and proactively mitigate any impact.
5. Both short-term solutions and long-term planning solutions are required to effectively address the existing and potential future issues of traffic volume and parking utilization.
6. The Task Force will establish base standards for parking utilization based on a review of applicable standards and benchmarks.
7. Oregon State University recognizes its role as a contributing factor regarding parking utilization and traffic volume and distribution across neighborhoods within the study area.
8. Oregon State University recognizes how important it is to protect and maintain the neighborhood character of those neighborhoods within the study area.

Task Force Goals

1. Protect the integrity and character of the College Hill West Historic District.
2. Reduce traffic volumes and associated parking from OSU in the neighborhoods.
3. Develop short-term solutions and long-term strategies in accordance with the purpose statement and assumptions.
4. Develop a Traffic and Parking Management Plan that incorporates and balances the needs of the community, the City, and Oregon State University.

Issues for review

The following list describes some of the issues the Task Force will need to review. This is not a complete list. It is expected that other items will be added to the list upon the review by the Task Force.

1. Traffic management into and across the neighborhood.
 - a. Task Force shall review the existing travel patterns and volumes of traffic within the study area.
 - b. The Task Force shall measure the current operating volume levels and parking utilization, and make use of existing City traffic measurements from the past five years.

- c. The Task Force shall use the City of Corvallis Street classification system and definitions outlined in the City of Corvallis Transportation System Plan to determine if current operating volume levels are consistent with said street classification system.
 - d. The Task Force may consider alternatives to current travel patterns for possible redirection of “cut-through” traffic.
2. Traffic Calming Measures
 - a. The Task Force shall review a series of traffic calming measures to reduce the speed and volume of traffic.
 - b. The Task Force shall review the potential impact of such traffic calming measures with a qualified consultant prior to acting on any recommendation or initiating any implementation of said measures.
 - c. The Task Force shall measure and monitor the impact of the implemented measures and make additional adjustments as necessary, if the desired effect is not achieved.
3. Parking
 - a. OSU will continue to complete its annual utilization study of the neighborhood parking districts.
 - b. Current methodology may be refined based on findings of the Task Force.
 - c. All applicable policies and practices that may have an influence on the parking utilization rates within the neighborhoods will be reviewed.

Initiation of Task Force

Corvallis City Council shall mandate the Task Force by directing the City Planning Staff to initiate the following process.

1. The Mayor shall solicit appropriate representatives from City Staff, OSU, Monroe Avenue businesses, and the affected Neighborhood Associations.
2. The task force shall follow a standard protocol, similar to that used by the recent Harrison Corridor Task Force.
3. The Task Force shall be initiated no later than six months following the approval of the OSU Campus Master Plan by the City Council.
4. Once the Task Force has made its recommendations and they have been implemented, the City, in conjunction with OSU and the neighborhoods, shall measure and monitor the impact of the implementation at least on an annual basis. If the mitigation efforts are unsuccessful, then the City shall reconvene the Task Force to review the ongoing issues and make additional recommendations to address them.
5. The City and OSU agree that the Task Force support and the Task Force recommended implementation and/or mitigation measures not identified in the OSU Transportation Improvement Plan (TIP) shall be a shared responsibility between the City and OSU.

OREGON STATE
U n i v e r s i t y

CAMPUS MASTER PLAN
2004-2015

APPENDIX D – OREGON STATE UNIVERSITY
NEIGHBORHOOD CHARTER STATEMENT

Oregon State University Neighborhood Charter Statement

Oregon State University is a major, comprehensive university. Its mission is determined by the state government and is beyond the scope of the Campus Master Plan (CMP). The CMP focuses on campus resources including buildings, transport systems, and parking facilities. These are designed to serve the needs of students, faculty, other employees, and university visitors. However, the campus is located in Corvallis where campus land use decisions impact the adjacent neighbors and neighborhoods – in both positive and potentially negative ways.

This charter statement is an attempt to characterize how OSU hopes to interact with its neighbors, adjacent to the borders of campus, when updating the Campus Master Plan. OSU will use the planning approach it followed while developing the current CMP in 2004, when it worked with the neighbors along its northern boundary in a cooperative and productive manner. To this end, OSU fully expects that representatives from other adjacent neighborhoods are likely to recognize their own concerns and to desire to be included.

The Charter consists of five basic parts: 1) a statement of purpose; 2) a description of neighborhood participation; 3) a description of the desired relationship between OSU and its neighbors; 4) an identification of likely considerations when the CMP is updated; and 5) an outline of the planning assumptions for future CMP updates

1. PURPOSE

The purpose of the Oregon State University Neighborhood Charter Statement (Charter) is to encourage productive interactions between OSU and its adjacent neighbors when the CMP is updated. The hope is that mutually-beneficial outcomes can be maximized and undesirable outcomes can be minimized.

OSU would like to establish continuing relationships with all of the neighborhoods that border the campus. The goals would be to achieve dialogue about each neighborhood's concerns, to address common interests, and to reduce conflicts.

2. NEIGHBORHOOD PARTICIPATION

With the creation of the new CMP, OSU would like to try a new approach to neighborhood participation in the planning process. This trial is envisioned for the period of the CMP as long as it is productive. Participation will take several forms.

a. Annual meetings

One venue for participation will be annual meetings hosted by the University. At these meetings the University will 1) discuss campus plans for the next year, other plans that are in various stages of development at the time, and all proposed CMP updates, 2) share data which the University has gathered over the past year with regard to such topics as traffic, parking, green space, etc., and 3) solicit, compile, and report feedback about neighborhood/campus concerns.

These meetings will help to encourage system-wide solutions, which incorporate the needs of all adjacent neighborhoods, and at the same time, to take the surprise element out of the campus planning process. Meetings will be open to the public. They will be announced in local media, and invitations will be sent to all the adjacent neighborhood associations.

b. Neighborhood task forces

A second venue for participation will be neighborhood task forces. OSU plans to participate in task forces, which include the University, the City, and representatives from the adjacent neighborhoods. The reports of these task forces will be made public. The prototype task force will be the Parking and Traffic Task Force, which was approved by the Corvallis Planning Commission in 2004. If this task force can be successful, the task force approach will be expanded to address other around-the-campus issues.

c. Review of final documents

A third venue for participation will be incorporated into the development process for CMP updates. Before each update is completed, adjacent neighborhoods will be given an opportunity to review final drafts. This form of peer review will improve and clarify the language of the final output.

d. Campus committees

A fourth venue involves campus committees. Representatives of adjacent neighborhoods will be allowed to join on the Campus Planning Committee and the Campus Parking Committee. Committee meetings will be open to the public for observation purposes. Neighbors will be notified about the times and locations of meetings.

e. Informal comments

The University will continue to receive compliments and complaints from neighbors at any time, particularly through the Facilities Services Department. Simple problems can be dealt with quickly as they arise. Larger problems will be directed toward the annual meeting, campus committee, and task force venues.

3. RELATIONSHIP BETWEEN OSU AND ITS NEIGHBORS

OSU and the neighbors used the final stages of the CMP development process as a new beginning in their relationship. Neighbors participated in the 2004-2015 Campus Master Plan to a much greater level than in previous planning documents. Their efforts and commitment have provided OSU with a deeper understanding about their concerns over potential OSU development and its impact on: existing neighborhood character, land use equity, traffic and parking, solar access, building scale, mass and height, historic preservation, etc. CMP updates shall, at a minimum, review these concerns with the community to determine if additional mitigation measures are necessary. If OSU and the neighbors determine additional measures are required to ensure OSU development meets the spirit of the 2004-2015 CMP and this Charter, then such measures shall be included.

OSU and the neighbors developed the foundations for respect, effective communication, trust, equity, and cooperation during the completion of the 2004-2015 CMP. As such, these are the tenets of the relationship between the neighbors and OSU for CMP updates. The goal of these tenets is to establish a system and structure for future relations so that the work and efforts of the current OSU staff and neighbors will be carried on through the years.

a. Respect

Representatives of OSU and its neighbors should place high enough value on what the “other side” is concerned about to listen and understand. They all should answer questions in a straightforward manner, and attempt to seek mutually beneficial solutions. When compromise seems impossible, they should – very respectfully – agree to disagree.

b. Communication

OSU and its neighbors should engage in a dialogue during the preparation of CMP updates, both listening and explaining. Between now and any future CMP updates, OSU and neighbors will already have had formal and informal meetings to discuss matters of concern with the intent of forming clear and objective methods to address these concerns.

c. Trust

OSU and the neighbors should strive to ensure that the trust established through the efforts of preparing the 2004-2015 Campus Master Plan are safeguarded during any update. All parties must recognize that in order to sustain the trust over the years all parties must continue to be truthful and make good faith efforts to follow through.

d. Equity

For the purposes of this Charter, equity is defined as a high standard or value of property beyond that of ownership. Each party will respect one another's property and the need to safeguard its function, value, and livability as if it were their own. No need of one will automatically cancel the other without a fair and just (i.e., balanced, honest, open-minded, and straightforward) discussion of impact. If future impact of development, preservation, or protection of certain tangible and intangible uses or functions of one's property is determined to occur then each party will agree to review options that either minimize or remove such impact.

Future CMP updates will ensure land use planning efforts on campus are consistent with the merits of the definition of equity used herein. OSU agrees to safeguard needs of resident homeowners; the neighbors desire to have privacy, minimal impact from development that might lower the value of their property, change the character of their neighborhood, or decrease the livability of their community. The neighbors agree to hold to a high standard OSU's mission as a University and its desires to become a top-tier university. OSU's need to provide the most up-to-date facilities to provide a compelling learning environment will be safeguarded.

As such, it is paramount that factors such as parking, traffic, building heights, setbacks, solar access, architectural features, historic preservation, open space conservation, and natural resource conservation are addressed.

e. Cooperation

OSU and the neighbors will proactively cooperate to address all matters of concern in CMP updates. During the completion of the 2004-2015 CMP, both OSU and the neighbors focused on building a system and process for effective and long lasting communication, trust and equity. Both sides recognized that if a strong planning system and structure is in place that incorporates the needs of each party, then the desired product will be achieved.

f. Partnership

In the past, some neighborhoods have perceived the University to be an "800-pound gorilla." To a greater extent than ever before, OSU envisions a process involving full partners. The expected benefits include: saving time and resources, more supportive joint efforts, and better planning outcomes.

g. Representative neighborhood inputs

It is important that the inputs from each neighborhood are representative of the concerns of the neighborhood as whole – rather than of specific individuals. A simple way of conceptualizing neighborhood participation would be to involve neighborhood associations, from adjacent neighborhoods, that are recognized by the City of Corvallis.

4. COMMON CONCERNS WHEN THE CMP IS UPDATED

a. Character of adjacent neighborhoods:

When preparing CMP updates, OSU and adjacent neighbors will discuss the aspects of existing neighborhood character and develop measures and policies to protect such aspects in accordance with this Charter. Maintaining the “graceful edge” is a common goal because it benefits all parties.

b. Traffic and parking

Traffic and parking are interrelated in land use planning and design. The integrity and character of land uses are often impacted by traffic conditions, street design, parking utilization, and traffic management. All of these facets of traffic and parking will be reviewed and discussed with adjacent neighbors during the preparation of CMP updates. Aspects appropriate to review may include, but not be limited to, traffic flow across neighborhoods, parking utilization rates within neighborhoods, and impacts on existing neighborhood character, especially for those neighborhoods designated as historic districts, such as the College Hill West Historic District.

This Charter recognizes the importance of the Neighborhood Traffic and Parking Task Force. OSU and the neighbors will seek its input (as well as other City approved traffic and parking task forces) when preparing future updates to the CMP.

c. Historic resources

Both the neighbors and OSU recognize the importance of the historic resources on campus and the need to protect those resources that are potentially historic. The neighbors understand that OSU will operate with a good faith effort in the future to protect such resources. The neighbors also recognize that OSU needs to balance the preservation of buildings with the need to meet current building and fire codes, energy conservation guidelines, fiscal constraints, and adapting these resources to current needs of academic and research initiatives that require building infrastructure (e.g., media communications, teaching laboratories), that were not originally designed as part of the building.

Future CMP updates will include a review of the current Historic Preservation Plan, and if necessary, OSU shall update it to ensure the policies and measures within the preservation plan adequately address current day circumstances.

d. Natural Resources

OSU’s property contains natural resources (e.g., wetlands, riparian areas) that have been found to be significant by the City of Corvallis. As such, OSU recognizes the importance of its role as a steward of these resources.

5. ASSUMPTIONS FOR FUTURE CMP UPDATES

This Charter for updates to the Campus Master Plan is based on a number of planning assumptions, which will be made explicit here.

- a. OSU will have an on-going relationship with the adjacent neighborhoods.
- b. OSU will seek the participation of its neighbors.
- c. OSU has an important role as an institution of higher education within the State of Oregon with the primary need to support academic, research and service initiatives.
- d. OSU will change and grow to fulfill its mission to the State of Oregon.
- e. The best way to solve problems is to take a systems approach, which would meld University and neighborhood interfaces to common purposes.
- f. Systems thinking also requires that traffic and parking issues are interrelated and must be evaluated together.
- g. Requirements for the “graceful edge,” or transition area between campus and surrounding neighborhoods, will be reviewed whenever the CMP is updated.
- h. In the planning process, benchmark data from other communities similar to OSU/Corvallis will be sought when resolution of opposing positions is in need of an objective standard.
- i. The input of the Neighborhood Traffic and Parking Task Force, and other City-approved agencies will be recognized.
- j. The whole point of the new process identified in this Charter is to prevent disagreement between OSU and its neighbors; however, disagreements can still be appealed through University and City of Corvallis processes.



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

MEMORANDUM

October 15, 2014

To: Mayor and City Council

From: David Coulombe DC

RE: Land Development Code: Principles of interpretation

Issue: What principles will assist the City Council in interpreting its own land development code?

Discussion: First, and foremost, Oregon law expressly requires that Oregon Appellate Courts and LUBA defer to the City Council's interpretation of the City's comprehensive plan and land development code provisions. This deference, however, does not extend to Council's interpretation of federal or state law. Second, the Council should note that its own ordinances are presumed valid. Consequently, the Council should attempt to harmonize code provisions that may appear at first glance to be in conflict or which are challenged as conflicting.

The latest Supreme Court consideration of the relevant state law that requires LUBA and a reviewing court to defer to a local government's interpretation of its own land use regulations can be summed up as bulleted below:

- Council's interpretation must be plausible; and
- not inconsistent with the express language of the provision(s) at issue; and
- not inconsistent with the purposes or policies underpinning them.

In addition to the “specific provision prevailing over a general provision” maxim of statutory construction which Planning staff noted in their staff report, there are two additional maxims that could assist in the circumstance presented in this case.

- A. Maxim: A comprehensive plan or ordinance ordinarily should not be interpreted “to insert what has been omitted.”
- B. Maxim: An interpretation that renders a provision meaningless should give one pause.

Conclusion: Whether the Council harmonizes competing text or chooses between conflicting text, the Council’s interpretation of its ordinances need not be what LUBA, a reviewing court, an applicant or an opponent believes is the best interpretation. After considering the plain language, its context and apparent purpose, the Council’s ultimate interpretation need only be plausible.

The Oregon statutory law and an excerpt from the Oregon Supreme Court construing the statute is set out below.

Oregon statutory law:

ORS 197.829(1) The Land Use Board of Appeals shall affirm a local government’s interpretation of its comprehensive plan and land use regulations, unless the board determines that the local government’s interpretation:

- (a) Is inconsistent with the express language of the comprehensive plan or land use regulation;
- (b) Is inconsistent with the purpose for the comprehensive plan or land use regulation;
- (c) Is inconsistent with the underlying policy that provides the basis for the comprehensive plan or land use regulation; or
- (d) Is contrary to a state statute, land use goal or rule that the comprehensive plan provision or land use regulation implements.

Mayor and City Council
Page 3
October 15, 2014

Oregon case law construing the above statute:

“Based on the foregoing analysis, we conclude that, when a local government plausibly interprets its own land use regulations by considering and then choosing between or harmonizing conflicting provisions, that interpretation must be affirmed, as held in *Clark* and provided in ORS 197.829(1)(a), unless the interpretation is inconsistent with all of the ‘express language’ that is relevant to the interpretation, or inconsistent with the purposes or policies underpinning the regulations.” *Siporen v. City of Medford*, 349 Or. 247, 259, 243 P.3d 776, 782 (Or.,2010).

Christe C. White
cwhite@radlerwhite.com
971-634-0204

December 23, 2014

Sent via electronic mail

Jim Brewer
Deputy City Attorney
456 SW Monroe, Suite 101
Corvallis, Oregon 97333

Re: Oregon State University ("OSU") Campus Master Plan Update

Dear Mr. Brewer,

Thank you for taking my call and discussing the next Oregon State University Campus Master Plan ("CMP") update.

As we discussed, I have read your November 13th and 25th memos to the City Council and I have reviewed the current CMP, Chapter 3.36 and the City's adopting ordinances and findings. I understand the City has proposed an accelerated schedule to look at the Comprehensive Plan and make potential amendments to that Plan relative to the OSU campus. Under that schedule, the first work sessions would occur in January and February of 2015. Under the expedited timeline, the City, in collaboration with OSU and interested stakeholders, would likely be required to present at least draft Comprehensive Plan findings and policies for Commission review in the next 60 days.

It has come to my attention that this accelerated schedule is based on the belief that the OSU CMP requires an update before the end of 2015. I believe we all have more time to do this important work. My conclusion is based on the following analysis.

1. **Corvallis Land Development Section 3.36.40.05**

This code section establishes that the "CMP covers a 10- to 12-year planning period." It continues that a CMP update will be required when "the CMP planning period has expired." The CMP is dated December 2004. The 12-year planning period ends therefore in December of 2016 under Section 3.36.40.05.

2. **The CMP**

Section 1.0, Introduction, of the CMP lists the three purposes of the CMP. The first purpose states that the CMP has a 10- to 12-year planning horizon. This language would also trigger an update in December 2016, rather than December 2015.

Brewer
December 23, 2014
Page 2

3. Adopting Ordinances

I also reviewed the adopting ordinances for Section 3.36 including the Comprehensive Plan Amendment and Development Code Text Amendment. Both of those ordinances also reflect a 10- to 12-year planning period and therefore also support a December 2016 timeline rather than a December 2015 update.

Because this language is unambiguous, it does not appear that an interpretation is required to conclude that we have a shared deadline of December 2016.

This timeline also facilitates a better planning process for the next CMP and Code update. While we still must continue our collective planning efforts and move forward deliberately with the next stages, it will be mutually beneficial to avoid trying to do data collection, policy analysis, gather stakeholder input, articulate City and OSU objectives and compose long term policy in the next 60 days.

I hope the City also sees the benefit in this approach. If after review of this letter you agree with the analysis, OSU would like to move forward to set up a series of meetings with the City to lay out mutual objectives and a path for moving forward over the next year.

Thank you Jim and I hope to meet you in person soon.

Best regards,



Christe C. White

cc: Glenn Ford, Vice President, Chief Financial Officer, OSU
Kirk Pawlowski, University Architect, Executive Director, Capital Planning, OSU
David Dodson, Senior Planner, OSU

**ADMINISTRATIVE SERVICES COMMITTEE
MINUTES
December 17, 2014**

Present

Councilor Hal Brauner, Chair
Councilor Joel Hirsch
Councilor Biff Traber

Visitors

Will Bowerman
Carl Carpenter
Bill Cohnstaedt
Kent Daniels
Trish Daniels
Jim Day, *Corvallis Gazette-Times*
Jerry Duerksen
Kevin Dwyer
Jim Moorefield
Holly Sears
Deborah Weaver
John Wydronek

Staff

Nancy Brewer, City Manager, *Pro Tem*
Ken Gibb, Community Development
Director
Dan Carlson, Development Services
Division Manager
Kent Weiss, Housing and Neighborhood
Services Division Manager
Bob Loewen, Housing Program Specialist
Chris Westfall, Code Compliance
Supervisor
Emely Day, City Manager's Office

SUMMARY OF DISCUSSION

Agenda Item	Information Only	Held for Further Review	Recommendations
I. Livability Code/Neighborhood Outreach Program	Yes		
II. Other Business			

CONTENT OF DISCUSSION

Chair Brauner called the meeting to order at 3:30 pm.

I. Livability Code/Neighborhood Outreach Program

Community Development Director Gibb commented that the meeting packet included background information and a chart of the gaps in existing codes that staff identified, based upon experience and complaints received; staff developed the chart to assist the Committee with its discussions and directions to staff. He asked the Committee to provide direction to staff whether to pursue developing livability code language, in collaboration with a work group, in response to the identified code gaps.

Councilor Traber observed that many instances of code gaps could warrant guidance in terms of the direction staff should pursue. Mr. Gibb confirmed, adding that staff would appreciate specific direction where appropriate.

Chair Brauner reviewed that staff had suggested formation of a work group of stakeholders to assist staff in developing code language. The issue of neighborhood livability was discussed by community groups for more than two years and in three recent Committee meetings. He suggested that the work group meetings be open to the public but not solicit public testimony, so the work group could complete its assignment. Public testimony concerning proposed code language could be presented when the work group's proposal was presented to Administrative Services Committee. The Committee would then develop a recommendation for the City Council to consider.

Mr. Gibb added that staff envisioned the work group as a department advisory group, similar to the recommendation of the Public Participation Task Force, which the City Council endorsed.

Councilor Hirsch suggested that Mayor-Elect Traber could be a valuable member of the advisory group because of his familiarity with the issues presented to the Committee. He believed the process the Committee had used to receive public input could slow the advisory group's process in developing code language. He appreciated not wanting the same type of public participation at the advisory group's meetings; however, many people who could contribute valuable input might not have participated in previous meetings concerning the subject. He suggested that a limited amount of time for public input be allowed at the end of advisory group meetings. He did not want the group to miss an opportunity to receive input as it developed the code language; receiving public comment after the code language was developed may not be efficient.

Chair Brauner noted that citizens could submit written input to the work group.

Councilor Traber expressed concern that some overlapping could occur as code language was developed. He suggested that intermediate checks with the Committee could include opportunity for feedback and public input.

Chair Brauner concurred, noting that code language could be presented for approval as it was developed, rather than waiting until all aspects of the code language were developed.

Mr. Gibb said staff envisioned advisory group members representing various community interest groups and consulting with their stakeholders throughout the code language-development process. Staff would prefer a fairly aggressive timeline of two to three months for developing code language for the Committee's review.

Jerry Duerksen said the Property Maintenance Code Advisory Group (PMCAG) had a fairly good breakdown of costs associated with implementing the International Property

Maintenance Code (IPMC), with property managers increasing their fees to the City for Rental Housing Program management. He would like to know the estimated cost to administer a livability code. He noted concern among property managers regarding the provisions for interior and exterior property maintenance that would apply to rental or owner-occupied properties. Most of the Realtors and property managers with whom he spoke preferred that interior and exterior maintenance be combined.

Chair Brauner noted that the Committee began its discussions of neighborhood livability with the understanding that interior maintenance standards would apply only to rental properties.

Mr. Duerksen concurred, adding that, when the PMCAG began its discussions, the general perception among PMCAG members, property owners, property managers, and citizens was a focus on implementing the IPMC for rental properties only. The PMCAG clarified that the IPMC was applicable to all properties; many people still did not understand that.

Mr. Duerksen said the group of property managers did not know how to deal with severely deteriorating properties. He was not opposed to addressing the problem of neglected properties; however, he did not believe that code provisions requiring maintenance would resolve the problem.

Mr. Duerksen urged that meeting packets for the department advisory group developing livability code language be available seven days before the group's meetings to allow time for preparation. He said the property managers' group was available to assist staff and the department advisory group developing the code language, as the property managers had vested interests in property maintenance.

Kent Daniels said the neighborhood livability issue had been discussed in the community for three years as part of the Oregon State University (OSU)/City Collaboration Project. He believed at least six more months of work was needed to develop livability code language. He was familiar with public participation, but he believed the discussions had continued long enough. He urged the Committee to direct staff to consider specific issues and develop code language for the City Council to consider. He opined that it was time for the full Council to consider the issue, rather than keeping the issue at a working committee level.

Councilor Hirsch acknowledged Mr. Daniels' comments but believed the duration of discussions thus far was not reason to expedite code language development without careful consideration of details. He did not want to extend the process unnecessarily, but he did not believe it was appropriate to rush code language development without considering all perspectives.

Councilor Hirsch referenced Mr. Daniels' previous comment about including owner-occupied residences in the suggested livability code language, opining that owner-occupied homes could generate concerns that should be addressed.

Mr. Daniels responded that he was not particularly concerned about his neighbor being required to paint his house on a regular basis. However, he was interested in the City being able to respond to problems of neglected, abandoned, or deteriorated buildings with trash accumulations and graffiti; currently, the City could not easily respond to those situations. He did not want City staff to tell people to paint their owner-occupied residences or fix their back porch railings.

Mr. Daniels cautioned that the department advisory group may not reach agreements on livability code language, and various groups may oppose any recommendations. He did not expect the advisory group's work to achieve a solution.

Holly Sears of Willamette Association of Realtors (WAOR) distributed written testimony (Attachment A). She said WAOR did not agree that livability code provisions regarding interior maintenance should apply to owner-occupied properties. The Association understood that the suggested code provisions would impact all property owners and tenants in Corvallis. The Association asked that specific issues be considered:

- The definition of the term "gap" and whether it meant an element was missing from a code or a code element needed clarification.
- The cost for property inspection and program enforcement.
- Whether the suggested code provisions would align with a desire to preserve older and historic residences in the community. Many older houses had small bedrooms, which may not be rentable under the suggested code provision requiring a minimum square footage for bedrooms.
- Whether the identified code gaps addressed a direct threat to public health and safety. This issue could impact respect for people's rights and choices. The suggested livability code language could equate to a city-wide general maintenance standard; however, that standard may not respect people's personal preferences, budget, and cultural ideals. Financial incentives could assist property owners in meeting a general maintenance standard for the community. The suggested property maintenance standards would likely increase rental rates in the community, resulting in a reduction of affordable housing.
- Public input should be included in all department work group meeting agendas, not necessarily in the nature of formal testimony, but a brief portion of the meeting dedicated to public comments. While the issue of neighborhood livability had been discussed for an extended period, trying to mitigate that duration at the critical stage of developing code language would be detrimental.

Bill Cohnstaedt concurred with staff and the Committee that the department advisory group should be small and representative in nature. However, the representatives should receive their meeting packets at least seven working days before meetings to allow them

opportunity to receive feedback from their constituents and prepare for meetings to produce a quality product. He agreed that meetings of a work group comprised of representative interests should include public input, and public testimony should be received by the City Council.

Mr. Cohnstaedt emphasized that a livability code could not discriminate between owner- and tenant-occupied residences. A city code distinction between owner- and tenant-occupied residences would not have merit; all residents were entitled to public safety. An elderly resident of an owner-occupied house without nearby family would need the City's assistance to maintain their property. If the code provisions did not apply to owner-occupied residences; elderly residents would not be able to obtain assistance from the City. He questioned how the City could justify applying electrical standards only to tenant-occupied residences.

Councilor Hirsch noted that a property owner could live as he/she chose, provided the living conditions did not pose a threat to health or safety. Someone could observe an unsafe condition in a residence occupied by an elderly property owner and report the situation to the City. He suggested a means of mediating or resolving problems before a City code compliance officer was required to impose a fine.

Mr. Cohnstaedt concurred, if the goal of a neighborhood livability program was punitive. If a program included incentives, those incentives should apply to owner- and tenant-occupied residences.

John Wydronek referenced his December 16 e-mail message to Committee members (Attachment B). He attended the PMCAG meetings, even though he was not a member of the Advisory Group. He believed the Advisory Group process generally did not work well. People were allowed to testify for a few minutes at the end of the Group's meetings, which did not seem to be disruptive. He recommended that the same provision be made for the department advisory group's meetings. He requested clarification of the intent of the suggested advisory group, i.e., whether the group would assist staff in preparing livability code language or would review code language prepared by staff.

Mr. Wydronek noted that public input to the PMCAG had no influence on changes. The only change recommended by the PMCAG involved garbage. Between meetings, staff removed from consideration the issue of interiors of owner-occupied residences. He suggested that the members of the department advisory group have ability to influence the new livability code language and that people have brief opportunity to comment on the group's meeting discussions but not necessarily engage in discussion with group members during the meetings.

Deborah Weaver said it was unclear what code gaps existed, and that the gaps were not defined. She said there appeared to be a lack of agreement regarding code gaps; therefore, suggested livability code language details would be crucial.

Ms. Weaver referenced the chart of code gaps staff identified and urged the Committee to consider actual or perceived health or safety issues that would be addressed through the suggested livability code language.

Ms. Weaver opined that properties in Corvallis were well maintained, although a few properties were neglected. She questioned how many neglected properties were within the City Limits, the total number of structures within the City Limits that would be subject to the suggested livability code, and the percentage of those properties that were actually neglected; she believed the percentage was small. She questioned the cost of a city-wide livability code to address a small number of potential code infractions.

Ms. Weaver said a city-wide livability code prompted many questions, including the cost to the City, property owners, and renters and the impacts to affordable housing and the City's economy. She urged that these issues be considered while the suggested livability code language was developed.

Carl Carpenter owned rental properties in Corvallis. He believed the suggested livability code should be applicable to owner- and tenant-occupied properties. His rental properties were adjacent to owner-occupied properties. Many of the issues being considered involved health and safety and were applicable to both classifications of properties. Situations at an owner-occupied residence could affect his adjacent rental property. Additionally, he would like a way to work with the City to maintain his elderly mother's residence, should he no longer live in the immediate area.

Mr. Carpenter referenced discussions of the backlog of code compliance complaints. His electrician spent additional time trying to obtain a City electrical permit because one of Mr. Carpenter's units had a code violation from almost two years ago. Mr. Carpenter needed special permission to make the electrical upgrade to increase safety in the unit because of the outstanding violation record. He did not know the status of the upgrades concerning the code violation backlog.

Mr. Carpenter supported incentives, rather than punishments. He opined that many of the suggested livability code provisions equated to punishments, rather than incentives. He urged the Committee to establish incentives.

In response to Councilor Traber's inquiry, Mr. Carpenter explained that the outstanding code violation on his rental unit required City staff to obtain special permission for him to obtain a permit for an electrical upgrade. He clarified that the infractions were administrative in nature and not safety related.

Chair Brauner noted that the Committee must determine whether livability code provisions would be better than incentive programs or whether both should be developed. He was interested in developing incentive language later, but the Committee had not discussed

incentives. Incentives could be critical for program implementation, particularly regarding owner-occupied residences.

Housing and Neighborhood Services Division Manager Weiss began reviewing the chart of identified code gaps, with input from other Community Development Department staff members present.

Interior Lighting (exit paths)

Suggested Gap Closure: Adopt standards requiring maintenance of adequate interior lighting of exit discharge paths.

Councilor Traber believed closing the code gap was important, but he recalled that the issue was addressed through state codes applicable to residential properties of three or more units. He suggested that staff develop livability code language applicable to all residential classifications, similar to the state code for multi-unit residential classifications.

Committee members concurred.

Chair Brauner reminded staff and the audience of the Committee's agreed-upon policy that code gaps involving interior conditions would only apply to tenant-occupied residences; that policy would not be changed at this time.

Interior Ventilation (bathrooms, kitchens, laundry areas; mold growth and surface degradation)

Suggested Gap Closure: Adopt standards and performance criteria for the maintenance of interior ventilation systems.

Councilor Traber said this issue was difficult, and he questioned how the City could develop and measure a standard regarding mold and who would be responsible for mold abatement. The Committee received testimony about a lack of adequate fans or residents not utilizing fans. He could support a quantifiable standard regarding fan air speed for ventilation, which may be specified in the Building Code. He would not support livability code language more specific than that.

Chair Brauner referenced testimony that lack of ventilation contributed to mold growth and other problems.

Mr. Gibb confirmed that not using a fan could contribute to mold growth. Staff would suggest a livability code provision regarding the presence of a functioning ventilation system, consisting of a fan or a window that could be opened.

Electrical Systems (electrical system components damaged by exposure to leaks/flooding)
Suggested Gap Closure: Adopt standards requiring replacement of electrical equipment and devices if exposed to water, with some exceptions.

Councilor Traber noted a difference in gap closure wording from the Committee's earlier discussions. Mr. Gibb clarified that the terminology in staff's earlier presentation differed from that in the staff report for today's meeting, but the difference should not affect the Committee's discussions.

Electrical Systems (ground fault interrupt [GFI] outlets in bathrooms, kitchens, etc.)
Suggested Gap Closure: Require installation of GFI outlets in bathrooms, kitchens, etc.

Chair Brauner noted that new construction and remodeling must include GFI outlets in bathrooms and kitchens. Requiring a property owner to install GFI outlets based upon complaints seemed to be beyond other requirements.

Code Compliance Supervisor Westfall confirmed Chair Brauner's assessment of requirements. Commercial grade classifications of residential developments for three or more units must provide electrical protection, including GFI outlets in bathrooms and kitchens. The suggested livability code language would relate to residential developments for one or two families and installation of GFI outlets in existing systems. New construction must meet the Electrical Code requirement for GFI outlets. An existing outlet that was not protected could be replaced without City involvement or a requirement for a GFI outlet. The suggested code language would require GFI outlets in one- and two-family residential developments when bathroom or kitchen outlets were replaced. Mr. Gibb added that the GFI outlet would be recommended but not required.

Chair Brauner expressed concern regarding safety issues.

Mr. Westfall confirmed for Councilor Hirsch that a GFI outlet would be required when the existing outlet must be replaced; property owners would not be required to replace functioning outlets. Councilor Hirsch said he could support that suggestion but not an unnecessary outlet replacement.

Plumbing Systems (performance standard or definition for "hot water")
Suggested Gap Closure: Adopt a measurable temperature standard for water system performance.

Councilor Traber noted that the Rental Housing Code (RHC) required that hot water be provided to tenant residents but did not specify a minimum temperature for hot water; therefore, the RHC requirement was not enforceable.

Chair Brauner questioned whether the water heater must be able to reach or maintain a specific temperature.

Housing Program Specialist Loewen said some rental units had water heaters that produced only lukewarm water, even after water flowed for 20 minutes. The water system was unable to provide "hot" water.

Chair Brauner opined that the livability code provision should be limited to requiring that the water heater be capable of heating water to a specific temperature, even though the residents may reduce the water temperature setting on the heater.

Mr. Weiss said staff could enforce the provision through policies and procedures by measuring water temperature, checking water-heating capacity, and again measuring water temperature.

Councilor Traber opined that the standard definition should reference the water-heating system being capable of producing water at a specific temperature, and the procedure could describe the testing process.

Interior Sanitation (maintenance of sanitary conditions to provide healthy/safe living conditions)

Suggested Gap Closure: Adopt standards for sanitary conditions in dwelling units and for the assignment of responsibilities between landlords and tenants for the maintenance of sanitary conditions.

Councilor Traber opined that staff should develop livability code language concerning interior sanitation, as it was an important element of livability; however, he was uncomfortable with the idea of code language to quantitatively and explicitly define "sanitation." He suggested that the code specify that questions regarding the sanitary status of a residence should be referred to the Benton County Health Department (BCHD) Sanitarian, who would review complaints about unsanitary conditions.

Councilor Hirsch agreed that clear language was necessary concerning sanitation. However, sanitation related to health and safety. The livability code language must help staff address concerns (e.g., from neighbors or family) about potentially unsanitary conditions. There must be a clear standard for sanitation, and it should be applicable to owner- and tenant-occupied residences.

Chair Brauner referenced the Committee's earlier policy that interior issues would be applicable only to rental properties. When suggested livability code language was presented to the Committee, he would consider the standard for applicability to owner-occupied residences. Councilor Hirsch concurred. Councilor Traber agreed that sanitation criteria would be applicable to owner-occupied residences.

Interior Sanitation (maintenance/repair of bathroom/kitchen surfaces to keep them from becoming unsanitary)

Suggested Gap Closure: Adopt standards for sanitary conditions in dwelling units and for the assignment of responsibilities between landlords and tenants for the maintenance of sanitary conditions.

Councilor Traber was hesitant to direct staff to develop livability code language until the standards for sanitary living conditions were established. Requiring surfaces that would not become unsanitary seemed subjective.

Chair Brauner said he would give this code gap a lower priority than some other gaps.

Councilor Hirsch opined that surfaces within a residence were not the City's responsibility to assess.

Heating (bathrooms)

Suggested Gap Closure: Adopt standards for heat in bathrooms and other habitable areas not currently covered by the RHC.

Councilor Traber noted that the City had heat standards for habitable areas of residential units, and he questioned why bathrooms were not included in the definition for habitable areas. The gap could be closed by including bathrooms in the definition of "habitable areas."

Mr. Westfall explained that the Building Code defined "habitable area"; a definition was included in the RHC.

Chair Brauner suggested that the RHC definition of "habitable area" be amended to include bathrooms, which Councilor Traber opined would be easier to accomplish than creating a new standard for bathrooms. Chair Brauner continued, noting that many spaces (e.g., basements) were converted to habitable spaces.

In response to Councilor Hirsch's inquiry, Mr. Westfall said clarifying the definition of "habitable space" should allow staff to respond to complaints of residences that did not meet the RHC criteria of achieving 68°F. Staff had primarily received complaints regarding bathrooms and would consider other suggestions from the Committee.

Interior Security (properly functioning door knobs/latches; standards for adequate door/window hardware)

Suggested Gap Closure: Adopt maintenance requirements for doors and door hardware, including deadbolts, and for windows and window hardware to be maintained to a level sufficient to provide security and safe exiting for occupants.

Councilor Traber inquired whether the City had a standard requirement that residences have working locks and latches.

Mr. Westfall said the RHC required that rental units have security devices on doors and windows; the RHC did not include a performance expectation on functionality. He confirmed for Councilor Traber that it would be helpful if the RHC included a performance expectation and specificity to verify that the device worked. Councilor Traber expressed support for that approach.

Exterior Weather- and Waterproofing (prevention of air leakage [windows/doors])

Suggested Gap Closure: Adopt requirements for building envelopes and openings to be sound, in good repair, and weather tight in order to prevent wind from entering a structure.

In response to Councilor Hirsch's inquiry, Chair Brauner recalled that the Committee previously decided to apply livability code provisions regarding exterior conditions to all property types. Councilor Hirsch questioned why the air leakage would be applicable only to rental units, since it did not involve health or safety. Chair Brauner concurred.

Councilor Traber questioned whether neighbors would want a livability code requirement that they have weatherstripping under their front doors. Air leakage from lack of weatherstripping was not at the "deteriorating property" end of the property condition spectrum. He did not correlate a community value with lack of weatherstripping on owner-occupied residences. He could support the requirement for rental properties with a level of seriousness; windows that did not close should be remedied. It seemed extreme to allow complaints when wind was felt around closed doors and windows. The RHC did not include provisions regarding misaligned windows that did not close.

Chair Brauner said he could support a livability code provision applicable to rental properties but not applicable to owner-occupied properties. He was concerned that the issue was already addressed through the RHC standard for heating.

Councilor Hirsch expressed concern about the City exceeding its authority. The suggested livability code provision seemed too intrusive for owner-occupied properties, but he could support it for rental units.

Exterior Weather- and Waterproofing (prevention of water leakage into non-living areas [e.g., utility basements, attics, exterior membranes/surfaces])

Suggested Gap Closure: Adopt requirements for roofs, exterior walls, and building openings to be sound, in good repair, and weather tight in order to prevent water and other elements from entering a structure.

Mr. Westfall said the RHC had provisions regarding water leakage.

Chair Brauner said he could support a livability code provision concerning water leakage but would prefer incentives and assistance programs for owner-occupied properties to prevent properties deteriorating to the point they created safety issues.

Councilor Hirsch urged that livability code provisions include ways for staff to respond to issues, (e.g., offering incentives or mediation) without immediately imposing code requirements. Mr. Gibb responded that staff's first contact with a property owner would not be intended to result in punitive action.

Councilor Traber referenced concerns about water penetrating structures; however, he noted that many older houses often had water in basements. The nature of the structure could create extreme difficulties in remedying water leakage situations. He urged care in the focus of the suggested livability code language, as it was intended to remedy conditions that contributed to building deterioration.

Exterior Sanitation (accumulation of inadequately/improperly stored personal possessions [yard maintenance equipment/supplies, serviceable vehicle tires, furniture manufactured for indoor use])

Suggested Gap Closure: Adopt requirements that all exterior property and premises be maintained in a clean and sanitary condition.

Councilor Traber noted that the City had standards regarding trash in yards that created unsanitary conditions. The livability code would focus on accumulations of what the property owner or resident considered personal property. He questioned why the sanitation standard would not apply to personal property, such as a couch that appeared to be deteriorating from weather exposure. He further questioned whether the standard for exterior sanitation should involve the BCHD Sanitarian determining whether a sanitation condition existed in a yard. He expressed concern that what someone might consider trash was actually the property owner's or resident's only means of storing personal property. Standards regarding exterior sanitation could lead to neighborhood disputes.

Councilor Hirsch responded that the key element involved sanitation and the distinction between someone's "personal treasure" versus a sanitation issue. The standard must be clear.

Chair Brauner noted that health laws would address safety and sanitation issues. The code gap involved situations that were clean and sanitary but had an accumulation of materials that could harbor rodents. Neighbors may consider the yard unsightly. He did not know how the City could address all of the issues other than through health regulations.

Mr. Westfall explained that most of the complaints he received involved accumulations of items outside residences. This was also the situation for which the City had the greatest code gap. Staff sought standards for situations that were not subject to a Benton County official's determination that a building or property was unsanitary and, thus, dangerous or subject to the application of the City's Municipal Code prohibition on rat harborage conditions. All wood piles or accumulations of personal property could be clean yet provide shelter to rats but may not actually have rats present. The Municipal Code prohibition of rat harborage conditions was very broad, and staff sought specific guidance.

Councilor Hirsch said he would consider standards for accumulations of items outside residences, but he cautioned that the Committee may not be able to provide the specific guidance staff sought.

Chair Brauner noted that some issues were very difficult and could require extensive work to define. He did not want to delay development of the livability code because a few details could not be specified. He suggested that staff present to the Committee those code provisions that were developed, and the Council could adopt additional provisions as they were ready. He noted that the issue of typical indoor furniture being left outside could be addressed during an early phase of the code development.

Councilor Traber surmised that complaints were probably submitted by neighbors and community members who considered a yard unsightly, rather than unsanitary or blighted. He acknowledged that the community would be concerned about unsanitary or blighted situations, but "unsightly" would be difficult to define. He would support addressing the issue of indoor furniture left outside.

Solid Waste Removal (responsibility between landlords and tenants for removal of solid waste from property)

Suggested Gap Closure: Adopt assignments of responsibility between landlords and tenants for the provision of containers, containment, and removal of solid waste from premises.

Committee members agreed that staff should develop standards regarding solid waste removal. Councilor Brauner noted that the issue involved who was responsible for containment and removal of solid waste.

Building and Accessory Structure Maintenance (general maintenance of buildings and accessory structures)

Suggested Gap Closure: Adopt requirements that primary and accessory structures be maintained sound and in good repair and that exterior surfaces be maintained.

Chair Brauner said this was the most difficult issue to define. Abandoned and neglected properties were fairly easy to recognize.

Councilor Traber suggested that a definition of "blight" that did not extend to the extreme of a dangerous building declaration could be a starting point. It could be difficult to develop a standard to prevent a property transitioning to a condition of being considered blight. He noted the importance in the community of staff being able to deal with deteriorating buildings. He would like to review a definition of "blight"; without a definition, it may not be worth developing a standard to address general structural maintenance.

Mr. Weiss said staff could approach the issue from a definition of "blight."

Building and Accessory Structure Maintenance (maintenance of exterior decks, handrails, and stairs in one- and two-family dwellings)

Suggested Gap Closure: Adopt requirements that decks, stairs, and handrails be maintained in a safe condition.

Chair Brauner said decks, stairs, and handrails that were accessible to the public should be subject to standards to avoid them deteriorating to the point of being a safety hazard.

Exterior Lighting (maintenance of exterior lighting [e.g., parking lots or walkways] in and around apartment buildings)

Suggested Gap Closure: Adopt standards for the maintenance of exterior lighting in the described circumstances.

Mr. Gibb said the issue involved two elements: maintaining existing exterior lighting in working condition and standards for adequate lighting.

Mr. Weiss clarified that non-owner-occupied properties could include rented commercial properties. The gap closure would be applicable to all property except owner-occupied residential properties.

Committee members agreed that staff should develop livability code language focused on maintaining existing exterior lighting and addressing safety impacts.

Graffiti (abatement of graffiti [public or private property])

Suggested Gap Closure: Adopt requirements for the prompt abatement of graffiti-defaced property as an obligation of the affected property owner.

Suggested Gap Closure: Consider development of a collaborative abatement program with involvement of stakeholders, paint companies, and community volunteers.

Chair Brauner expressed doubt that a clear definition of "graffiti" existed. He liked the idea of an abatement program.

Councilor Traber opined that the suggested gap closure of requiring prompt abatement would essentially penalize a property owner who suffered graffiti damage. He preferred the suggested collaborative abatement program.

Committee members agreed not to proceed with requiring prompt abatement but to pursue developing a collaborative abatement program.

Fire Safety (maintenance standards for door locks operable without keys or special knowledge from egress side of doorway)

Suggested Gap Closure: Adopt standards requiring door locks that are operable from the egress side without keys or special knowledge.

Councilor Traber cautioned about the definition of "special knowledge," as he disagreed with a simple latch requiring special knowledge. Modern locks seemed easy to operate.

Committee members agreed that the standard should be applicable to rental properties.

Chair Brauner questioned how the standard could be applicable to owner-occupied properties if the situation did not violate the Fire Code.

Mr. Westfall clarified that the Fire Code was applicable to multi-family residential, commercial, and industrial structures. The Fire Code was not applicable to one- and two-family residential structures. The Fire Code was applicable to common areas or common doors of multi-family residential structures, such as the main entrance to an apartment building. The Building Code addressed situations with basic language for new construction of any occupancy type. Fire Code maintenance provisions only applied to multi-family and non-residential occupancies.

Councilor Hirsch opined that the standards should be consistent.

Chair Brauner said he was concerned about this issue but would consider possible livability code language.

Fire Safety (maintenance of emergency paths of travel and escape openings in one- and two-family dwellings)

Suggested Gap Closure: Adopt standards requiring maintenance of clear, unobstructed paths of travel and emergency escape openings for purpose of safe ingress/egress.

Mr. Westfall explained that the Fire Code was applicable to common areas of multi-family residential structures but not each dwelling unit within the structure. Individual dwelling units in any type of structure were precluded from entry by the Fire Department for inspection purposes. The Fire Code had clear provisions for all spaces within non-residential structures. An egress path would be from any location to the front door of a building. Emergency exits could be doors, balconies, windows, etc. The Fire Code included standards for new construction but not for maintenance.

Chair Brauner expressed concern about the situations and being able to develop livability code language.

Councilor Traber referenced the Building Code standards for door and window opening sizes for new construction and renovation. The City did not have standards for maintaining emergency escape routes through doors and windows. The suggested livability code language would prevent original escape openings from being negated by later actions of a property owner or tenant. Clear access to a window was critical for fire safety.

Chair Brauner questioned how the City would determine what constituted clutter that might obstruct access to a window. Residents had individual livability standards.

Fire Safety (maintenance or repair of fire-resistant surfaces [e.g., drywall] and assemblies [e.g., ceilings, walls between garages and living space])

Suggested Gap Closure: Adopt standards for maintenance of fire-resistant surfaces and assemblies.

Mr. Loewen explained that the state landlord/tenant law required that fire-resistant surfaces (ceilings, walls, and floors) be maintained in good repair.

Chair Brauner said he could support that requirement, but he questioned what was considered good repair. He would consider livability code language applicable to all occupancy types, as a fire issue could affect neighboring properties.

Councilor Traber opined that applying the requirement to owner-occupied property would necessitate it pertaining only to designated surfaces as part of the fire-protection intent, rather than applying the requirement to all wall and ceiling surfaces.

Chair Brauner said the Committee agreed to limit applicability of interior condition requirements to rental properties and apply exterior condition requirements to all property types. The Committee was now considering interior issues that could be applicable to

different occupancy types for fire and safety reasons. He could accept applying the requirements for fire and safety reasons, but he would question why only some interior requirements would be applicable to owner-occupied properties.

Occupancy Limits (amount of space a dwelling unit must provide for eating, sleeping, or living)

Suggested Gap Closure: Adopt standards for minimum square footage allocation requirements to establish maximum occupancy loads in sleeping and living spaces within a dwelling unit.

Councilor Traber questioned whether imposing a minimum square footage allocation would limit what could be done with small and/or affordable houses and whether it would impact what people considered acceptable housing. He observed earlier Committee discussions of a common definition for "living unit" and different definitions in different documents.

Chair Brauner noted the need for common definitions and to determine whether definitions should be in one document or if all documents should have identical definitions.

Chair Brauner said he did not want to continue with discussions of square footage allocations for occupancy limits, as such allocations could create unintended consequences for alternative housing types.

General Maintenance (maintenance of structures)

Suggested Gap Closure: Adopt standards for maintenance of structures to prevent decay that would constitute a dangerous building.

Chair Brauner noted that situations involving abandoned buildings could be addressed through other codes or programs, rather than through a livability code general maintenance requirement. He was not ready to discuss general maintenance for structures, other than via specific issues.

Administration (inconsistencies between three Codes containing livability elements administered by Housing and Neighborhood Services Division staff)

Suggested Gap Closure: Adopt a single code pulling existing livability elements from Corvallis Municipal Code, Rental Housing Code, and Land Development Code; integrate additional code standards that result from current consideration process into resulting code document; adopt single set of administrative provisions to guide implementation of resulting livability code.

Chair Brauner reviewed the Committee's position that common definitions were needed. The Committee could determine later whether the definitions should be in one document or in each document but identical. In the meantime, staff could develop common definitions applicable under the different codes.

Councilor Traber expressed support for a single set of procedures for responding to complaints. He questioned creating a new document, when provisions could be included in existing documents. However, some of the existing documents were not under the City's purview to amend.

Mr. Weiss said the RHC could be expanded to be more inclusive and no longer applicable only to rental properties. Development Services Division Manager Carlson explained that the Building and Fire Codes were mandated by the State and could not be amended by the City. Staff's code gap language would be incorporated into the locally adopted Municipal Code or RHC.

Chair Brauner suggested that the definitions in the various codes be referenced, rather than copied into each code. If a definition in a State-issued code was changed and all definitions were in one document, only one document must be amended. Locally adopted codes could be combined into a single document, which could specify that definitions apply, except as related to provisions under a specific State-issued code.

Chair Brauner asked Committee members to recommend to Mr. Gibb prospective members of the department advisory group that would develop code language.

Staff updated the chart in the meeting packet to reflect the Committee's directions to staff (Attachment C).

This issue was presented for information only.

II. Other Business

- A. The next regular Administrative Services Committee meeting is scheduled for January 7, 2015, at 3:30 pm, in the Madison Avenue Meeting Room.

Chair Brauner adjourned the meeting at 5:28 pm.

Respectfully submitted,

Hal Brauner, Chair

WILLAMETTE



Association of REALTORS®

December 17, 2014

To: Administrative Services Committee

From: Angela Stuckart, 2015 President
Willamette Association of REALTORS®
realtors@waor.org, 541-924-9267

Holly Sears, Government Affairs Coordinator
willamettevalleygad@gmail.com, 503-931-0876

Re: Livability Code/Neighborhood Outreach Program Review

On behalf of the approximately 340 members of the Willamette Association of REALTORS®, thank you for the opportunity to comment on the Livability Code/Neighborhood Outreach Program Review. As you know, our Association has been closely involved in this process for about two years and has given input on many occasions.

We agree that some of the items discussed during the last three Committee meetings have the potential to benefit the community and deserve more detailed discussion. For instance, requiring adequate exterior lighting in parking lots and walkways around apartment buildings. However, it is important to step back and ask whether the listed gaps are actual gaps. What is a gap? Is it something missing entirely from city code or is it something that is currently in the code but in a place other than where it is desired that it be? Is it something that could be more affectively addressed through education and outreach?

We understand that the matrix before you is what you asked staff to prepare at the last meeting. However, it appears that some gaps go beyond clarifying existing code and instead impose an extensive citywide maintenance code for every property in the city, dictating how one should live without concern for one's personal preferences, budget or cultural ideals. Yet the cost for the city to implement, inspect and enforce this new program appears to be unknown. Once the cost is known, will it be proportionate to the small number of neglected buildings that have been identified?

We are concerned that many purported gaps appear to require properties to update to current codes, regardless of when they were built, and regardless of whether updates are feasible or cost-effective. Requiring unnecessary updates will force up rental rates and impact availability of affordable housing. Lack of adequate, affordable housing ultimately impacts the city's economy.

...Continued on Page 2...

Willamette Association of REALTORS®
541-924-9267 Phone 541-924-9268 Fax Email: realtors@waor.org

(Representing Members in Benton and Linn Counties)

...Page 2, December 17, 2014...

The staff report, dated December 10, 2014, states that the current inconsistencies in the codes lead to “a process that is difficult for community members to understand, and that is relatively complex for City staff to administer.” Has any research been done to confirm that this statement is representative of the general concern of the community? Has any analysis been conducted to determine the cost of consolidating the code and the benefit that will be received as a result?

Lastly, the staff report states that City staff does not plan to include public comment on the work session agendas. Staff is correct in recognizing that this topic has been a lengthy process with over two years of discussion. However, attempting to mitigate the length of this project at its most critical point would be unfortunate. We kindly request that you direct that public comment be added to all work group agendas.

We appreciate the Committee and staff’s dedication to this project and for considering our questions and comments.

#####

Willamette Association of REALTORS®
541-924-9267 Phone 541-924-9268 Fax Email: realtors@waor.org

(Representing Members in Benton and Linn Counties)

MAYOR & COUNCIL EMAIL

ATTACHMENT B

[Date Prev][Date Next][Thread Prev][Thread Next][Date Index][Thread Index]

Feedback on Proposed Changes to Property Maintenance Code

- *To:* <ward9@xxxxxxxxxxxxxxxxxxxxxxxxxxxxxx>, <ward6@xxxxxxxxxxxxxxxxxxxxxxxxxxxxxx>, <ward8@xxxxxxxxxxxxxxxxxxxxxxxxxxxxxx>
- *Subject:* Feedback on Proposed Changes to Property Maintenance Code
- *From:* "John Wydronek" <jgwydronek@xxxxxxx>
- *Date:* Tue, 16 Dec 2014 22:00:00 -0800
- *Authentication-results:* zmail-mta01.peak.org (amavisd-new); dkim=pass (1024-bit key) header.d=mx.aol.com

Hal, Joel and Biff,

I want to express my appreciation for the time and effort each you have invested in the proposed changes to the the property maintenance code. Clearly you take this issue seriously and are working hard to come up with a solution that will work for everyone.

Attached is feedback on the proposed changes to the City of Corvallis property maintenance code.

Best Regards,

John Wydronek

Attachment: PMC Feedback 121614.pdf

Description: Adobe PDF document

- Prev by Date: **Engaging the Whole Community - DATE CORRECTION!!**
- Next by Date: **Holiday Business After Hours 2014-12-18 LAST CHANCE**
- Previous by thread: **Engaging the Whole Community - DATE CORRECTION!!**
- Next by thread: **Holiday Business After Hours 2014-12-18 LAST CHANCE**
- Index(es):
 - **Date**
 - **Thread**

TO: Administrative Services Committee

FROM: John Wydronek

SUBJECT: Feedback on Proposed Livability Code Changes

DATE: December 16, 2014

Over the last 2 years I have attended nearly every meeting regarding the proposed changes to the PMC. During this time there has been a consistent message from citizens that will be impacted by the proposed implementation of the IPMC. First, citizens would like to see the backlog of PMC complaints resolved prior to adding any additional code requirements. Second, any additions to the PMC should be supported by historical data which shows complaints that cannot be resolved with existing code provisions.

Unfortunately, city staff has refused to consider these requests even though they've been brought up by numerous community members throughout the process of developing the new PMC proposal.

Once the proposed changes to the PMC were presented to the ASC there was a breath of fresh air as committee members were asking good questions. In fact, some of the same questions that had been asked by citizens at many prior meetings.

I was especially encouraged at the June 4th ASC meeting where Hal Brauner suggested setting aside the top down approach where the IPMC would replace the existing local PMC. Hal instead suggested a bottoms up approach where existing PMC code would be pulled together and gaps that need to be addressed identified. He also suggested proceeding with a planned staff reorganization and adding additional code enforcement staff that had been funded by the recently approved public safety ballot measure. The goal to quickly make a significant reduction in the code enforcement backlog of about 700 complaints. At the same meeting Joel Hirsch requested that city staff review the backlog of complaints and categorize them by nature of complaint. In other words he requested staff to look at the existing complaints and generate useful data that could be used to determine gaps. Finally, staff was instructed to act upon the very same requests that the public had been requesting for the last 18 months.

When the ASC again took up the topic of PMC changes in October, some 5 months later, staff came prepared with a significant number of "gaps" they had identified in the existing code. When questioned about their progress on reorganization, staffing and reduction in the complaint backlog, they said the reorganization had been completed and they had resolved approximately 35 backlogged complaints. At this rate the backlog would be eliminated in 8 years. This is unbelievably poor performance by any measure. There was no mention that any work had been done to categorize the complaint backlog as requested by councilor Hirsch. Apparently staff intends to ignore this request. For some reason the lack of any work on this issue was not questioned by the ASC. The ASC had clearly requested this work to be done, and in 4 months nothing has been done, but they had somehow found time to generate a long list of desired changes to the existing code. In private industry, this type of behavior is not accepted.

Over the next three meetings review of the "gaps" identified several concerns:

- Staff stated a gap exists if something exists in the IPMC but not in existing city code. It's unclear why this is the case considering the ASC said that we will not implement the IPMC. If this approach is taken you basically reverse engineer the IPMC document which is a waste of time. If this was the intent you would just adopt the IPMC as written. Given that we have a complaint based program with 10 years of history, a more reasonable definition of a gap is when complaints of a certain type are received but staff is unable to correct the problem because current code does not address the issue.
- It is unclear what problem is trying to be solved by the proposed code changes. What is the problem statement? Is it deficiencies in the condition of rental housing? Is it addressing derelict housing? Is it ensuring maintenance is done to prevent housing to deteriorate to a derelict state? Is it to push personal preferences in housekeeping? There are examples of each of these in the gaps that have been identified.
- The gaps are identified at such a high level that it's unclear to the ASC and those attending the meeting as to the true intent of the gap. On several occasions the ASC asked for the gap to be explained in plain English. Even after the explanation, it was unclear what would be covered by the suggested code. In several cases the plain English description did not match the gap verbiage and example pictures.
- Numerous gaps are subject to interpretation by city staff. Although staff indicate they deal with interpretation of code on a regular basis, history shows this is prone to abuse. One only needs to look at recent problems with non-conforming properties and the tort claims that have been filed against the City of Corvallis as a result of code that is left to the interpretation of code enforcement personnel.
- Several gaps do not relate to neighborhood livability or substandard rental housing. The recommendation to change to the Rental Housing Code came from the OSU/Corvallis collaboration program which was formed to address issues that have been caused by the sharp increase in OSU student enrollment. Logical examples include substandard rental units, impact of rentals on owner occupied properties and the impact of owner occupied properties on rental properties. Somehow this has morphed into a completely different program. How does room size, secondary interior locks on rental and owner occupied properties, inadequate weather stripping in owner occupied properties and interior housekeeping in rental and owner occupied properties impact neighborhood livability? The answer is they don't.

My recommendation is to stick with your original recommendations from the June 4th meeting.

- 1) Work diligently to eliminate the existing backlog of complaints.
- 2) Review and categorize the existing complaints to identify true and meaningful gaps in the existing code.
- 3) Once the complaint backlog is eliminated, add code provisions as needed while ensuring adequate staff to address all complaints in a timely manner.
- 4) Review the program on a yearly basis and demand an acceptable level of performance. Backlogs should not be allowed.

Best Regards,

John Wydronek

Comprehensive Recap of Livability Code Gaps for December 17, 2014 Administrative Services Committee Consideration

Primary Gap Topic	Sub-gap Description	Suggested Gap Closure	Property Types Covered	ASC Recommendation
<i>Interior Lighting</i>	Lack of adequate interior lighting of emergency exit paths may result in inability to exit safely in an emergency.	Adopt standards requiring maintenance of adequate interior lighting of exit discharge paths.	Renter-occupied residential properties	Continue
<i>Interior Ventilation</i>	Lack of requirements for maintenance of ventilation systems in bathrooms, kitchens or for clothes dryers may result in mold growth and surface degradation.	Adopt standards and performance criteria for the maintenance of interior ventilation systems.	Renter-occupied residential properties	Continue
<i>Electrical Systems</i>	Lack of requirement to replace electrical system components damaged by exposure to leaks or flooding may result in hazardous situation.	Adopt standards requiring replacement of electrical equipment and devices if exposed to water, with some exceptions.	Renter-occupied residential properties	Continue
	Lack of requirements for ground fault interrupt outlets in bathrooms, kitchens, etc. may result in hazardous situation.	Require installation of ground fault interrupt outlets in bathrooms, kitchens, etc.	Renter-occupied residential properties	Continue
<i>Plumbing Systems</i>	There is no performance standard for or definition of “hot water,” which may prevent the production of a temperature adequate for bathing and cleaning.	Adopt a measurable temperature standard for water system performance.	Renter-occupied residential properties	Continue
<i>Interior Sanitation</i>	There are no clear standards for the maintenance of sanitary conditions in residential building interiors, which may present living situations that are unhealthy and/or unsafe.	Adopt standards for sanitary conditions in dwelling units, and for the assignment of responsibilities between landlords and tenants for the maintenance of sanitary conditions.	Renter-occupied residential properties	Continue
	Lack of standards requiring the maintenance or repair of bathroom and kitchen surfaces, making it difficult to keep them from becoming unsanitary, which may lead to unhealthy living situations.	Adopt standards for sanitary conditions in dwelling units, and for the assignment of responsibilities between landlords and tenants for the maintenance of sanitary conditions.	Renter-occupied residential properties	Stop (get at in prior language if unsanitary)
<i>Heating</i>	There is no requirement for heat in bathrooms which may make it difficult to maintain a comfortable and dry, mold-free environment.	Adopt standards for heat in bathrooms and other habitable areas not currently covered by the Rental Housing Code.	Renter-occupied residential properties	Continue (focus on definition of habitable areas)

Primary Gap Topic	Sub-gap Description	Suggested Gap Closure	Property Types Covered	ASC Recommendation
<i>Interior Security</i>	There is no requirement for properly functioning door knobs/latches, and no standards for adequate door or window hardware, which may lead to inadequate occupant safety (ingress and egress).	Adopt maintenance requirements for doors and door hardware, including deadbolts, and for windows and window hardware to be maintained to a level sufficient to provide security and safe exiting for occupants.	Renter-occupied residential properties	Continue
<i>Exterior Weather- and Waterproofing</i>	There are no requirements for the prevention of air leakage under, through or around windows or doors, which may increase a resident's discomfort and/or costs for heating and cooling.	Adopt requirements for building envelopes and openings to be sound, in good repair and weather tight in order to prevent wind from entering a structure.	All structure and occupancy types	Continue (rentals only)
	There are no requirements for the prevention of water leakage into non-living areas such as utility basements, attics or exterior membranes and surfaces, which may create situations that enhance mold growth, that will result in infiltration of water into living areas, and lead to overall structural decline.	Adopt requirements for roofs, exterior walls and building openings to be sound, in good repair and weather tight in order to prevent water and other elements from entering a structure.	All structure and occupancy types	Continue
<i>Exterior Sanitation</i>	There are no standards that prevent the accumulation of inadequately/improperly stored personal possessions such as yard maintenance equipment and supplies, serviceable vehicle tires, and furniture manufactured for indoor use. This leads to complaints of unsanitary, blighting neighborhood conditions.	Adopt requirements that all exterior property and premises be maintained in clean and sanitary condition.	All structure and occupancy types	Continue (1st focus on indoor furniture outdoors)
<i>Solid Waste Removal</i>	There are no provisions to assign responsibility between landlords and tenants for the removal of solid waste from a property. This leads to complaints of over-accumulation of contained and uncontained solid waste.	Adopt assignments of responsibility between landlords and tenants for the provision of containers, containment and removal of solid waste from premises	Renter-occupied residential properties	Continue

Primary Gap Topic	Sub-gap Description	Suggested Gap Closure	Property Types Covered	ASC Recommendation
<i>Building and Accessory Structure Maintenance</i>	There are no standards requiring general maintenance of buildings and accessory structures. This may lead to general structural decline that cannot be addressed until a building becomes dangerous.	Adopt requirements that primary and accessory structures be maintained sound and in good repair, and that exterior surfaces be maintained.	All structure and occupancy types	Continue
	There are no standards requiring maintenance of exterior decks, handrails and stairs in one- and two-family dwellings. This may lead to conditions that may soon deteriorate but that are not yet dangerous.	Adopt requirements that decks, stairs and handrails be maintained in a safe condition.	All structure and occupancy types	Continue
<i>Exterior Lighting</i>	There are no requirements for the maintenance of exterior lighting in areas such as parking lots or walkways in and around apartment buildings. This has generated concerns regarding personal safety and security.	Adopt standards for the maintenance of exterior lighting in the described circumstances.	Renter-occupied properties; consider including all non-owner occupied properties	Continue
<i>Graffiti</i>	There are no code provisions for the abatement of graffiti where it occurs on either public or private property. This may lead to the placement of additional graffiti and creation of other blighting conditions in a neighborhood.	Adopt requirements for the prompt abatement of graffiti-defaced property as an obligation of the affected property owner.	All public and private property of all types	Stop
	There are no code provisions for the abatement of graffiti where it occurs on either public or private property. This may lead to the placement of additional graffiti and creation of other blighting conditions in a neighborhood.	Consider the development of a collaborative abatement program with involvement of stakeholders, paint companies, and community volunteers.	All public and private property of all types	Continue
<i>Fire Safety</i>	There are no maintenance standards for door locks that are operable without keys or special knowledge from the egress side of a doorway. This may create situations in which occupants are unable to exit a building in an emergency. (Partially addressed in Interior Security section above.)	Adopt standards requiring door locks that are operable from the egress side without keys or special knowledge.	All structure and occupancy types	Continue

Primary Gap Topic	Sub-gap Description	Suggested Gap Closure	Property Types Covered	ASC Recommendation
<i>Fire Safety (continued)</i>	There are no standards for the maintenance of emergency paths of travel and escape openings in one- and two-family dwellings. This may create situations in which occupants are unable to exit a building in an emergency.	Adopt standards requiring the maintenance of clear, unobstructed paths of travel and emergency escape openings for the purpose of safe ingress/egress.	All structure and occupancy types	Continue
	There are no standards for the maintenance or repair of fire-resistant surfaces (e.g., drywall) and assemblies (e.g. ceilings, walls between garages and living space). This may create hazardous situations if surfaces and assemblies are damaged and not returned to a fire-resistant state.	Adopt standards for the maintenance of fire-resistant surfaces and assemblies.	All structure and occupancy types	Continue
<i>Occupancy Limits</i>	There are no standards that specify how much space a dwelling unit must provide for eating, sleeping or living. This may lead to overcrowding of rooms, and in the overloading of dwelling units resulting in neighborhood impacts such as parking.	Adopt standards for minimum square footage allocation requirements to establish maximum occupancy loads in sleeping and living spaces within a dwelling unit.	Renter-occupied residential properties	Stop
<i>General Maintenance (also discussed above)</i>	There are no code provisions for the maintenance of structures. With no required maintenance the City is unable to address decline until the condition of a structure constitutes a dangerous building.	Adopt standards for the maintenance of structures to prevent decay that will constitute a dangerous building.	All structure and occupancy types	Continue within context of areas discussed earlier
<i>Administration</i>	There are inconsistencies between the three City codes that contain livability elements administered by the Housing and Neighborhood Services Division. This results in the application of different definitions, notices, compliance provisions, and penalties, leading to a process that is difficult for community members to understand, and that is relatively complex for City staff to administer.	Adopt a single code that pulls existing livability elements from the Corvallis Municipal Code, Rental Housing Code and Land Development Code; integrate additional code standards that result from the current consideration process into the resulting code document; adopt a single set of administrative provisions to guide the implementation of the resulting livability code.	N/A	Continue

MEMORANDUM

October 29, 2014

To: Administrative Services Committee
From: Ken Gibb, Community Development Director 
Re: Continued ASC Consideration of current livability code gaps and an expanded Livability Code Compliance and Neighborhood/Community Outreach Program

I. Issue

As requested at the end of the October 22, 2014 Administrative Services Committee meeting, staff are providing follow-up information regarding current community livability code gaps.

II. Background

At the conclusion of the October 22 ASC meeting the Committee determined that it will spend time at each of its next three meetings (November 5 and 19; December 3) discussing grouped elements of the livability code gaps that staff have presented in narrative and graphic form in prior meetings. The first grouped elements will cover interior condition gaps. The Committee's chosen approach will be to hear explanations of the gaps from staff in a work session-type setting, and then to hear comments from people attending the meeting. The Committee acknowledged on October 22 that given the chosen approach, its next three meetings may be longer than is typical.

III. Discussion

The attached, modified excerpt from the "Current Corvallis Code Authority, Gaps and Potential Resolution" document presented to the Committee on October 22 includes a listing of interior code gaps and potential resolutions. As requested, modifications have been made to clarify which property types would be included for coverage if code language to address the gaps is developed. As has been shared in past discussions, the approach to implementing additional code authority that was recommended by staff as a result of discussions with the Property Maintenance Code Advisory Group in 2013 was to apply new code standards to both the interiors and the exteriors of residential rental properties, but to apply new standards only to the exteriors of owner-occupied residences and non-residential properties. Staff will plan to supplement its discussion of the items in the attachment with a presentation of representative photographs.

IV. Requested Action

Because no decision is anticipated as an outcome of this meeting, staff requests no specific action.

Review and Concur:


Nancy Brewer, City Manager *Pro Tem*

Attachment: Current Corvallis Code Authority, Gaps and Potential Resolution – Interior Conditions

Current Corvallis Code Authority, Gaps and Potential Resolution – Interior Conditions

Prepared for Administrative Services Committee Consideration on November 5, 2014

Existing interior code standards, code gaps and possible means of resolving those gaps include:

Lighting

Current: Under state and local Fire Code, multi-family and commercial structures are subject to Fire Code inspections of common areas for adequate lighting of exit discharge paths

Gap: The City receives complaints regarding a lack of adequate lighting in halls, stairways or basements in all occupancy types where the cause is something more than a burned out light bulb. There are no code standards or provisions for the maintenance of adequate interior lighting in one- or two-family dwellings.

Resolution: Develop standards requiring the maintenance of adequate interior lighting of exit discharge paths in renter-occupied dwellings.

Ventilation

Current: There are no code standards for operational performance or the maintenance of ventilation systems.

Gap: Inadequate/non-functioning kitchen, bathroom and clothes dryer ventilation systems contribute to mold growth and surface degradation. In addition, incorrect or inadequate clothes dryer ventilation contributes to fire hazard potential.

Resolution: Develop standards and performance criteria for the maintenance of interior ventilation systems in renter-occupied dwellings.

Electrical Systems

Current: Fire Code has limited maintenance authority, applicable to fire hazards or the unsafe use or installation of electrical devices. The Dangerous Building Code (Corvallis Municipal Code 9.01) pertains to the disconnection and abatement of hazardous utilities and equipment.

Gap: There is no requirement for the replacement of compromised electrical system components, which is a common occurrence following water exposure by leaks or flooding. There is no requirement in existing structures for bathrooms, kitchens and other water-containing or producing rooms to have ground fault circuit interrupt outlets.

Resolution: Develop standards for renter occupied dwellings requiring replacement of electrical equipment and devices if exposed to water, with some exceptions.

Plumbing Systems

Current: The Rental Housing Code (CMC 9.02.090) requires that plumbing systems be installed and maintained safe and sanitary, free of leaks. Oregon Plumbing Code (OPC 303.0) states that all discharge of liquid wastes must be done via an approved drainage system in compliance with OPC provisions.

Gap: There is no applicable definition or standard for water system performance, specifically, for “hot” water.

Resolution: Develop a measurable temperature standard for water system performance in renter-occupied dwellings.

Interior Sanitation

Current: Solid Waste provisions under CMC 4.01 prohibit the accumulation of solid waste. Rat Harborage provisions under CMC 4.02 prohibit conditions that contribute to rodent harborage. Excessive (very unsanitary/unsafe) conditions of sanitation are addressed by the Dangerous Building Code (CMC 9.01).

Gap: There are no provisions for the maintenance of sanitary conditions in common areas of multifamily structures, or for interiors of all dwelling types (owner or renter occupied). There are no standards requiring the maintenance or repair of bathroom and kitchen surfaces, making it difficult to prevent them from becoming unsanitary.

Resolution: Develop standards for sanitary conditions in dwelling units, and for the assignment of responsibilities between landlords and tenants for the maintenance of sanitary conditions in renter-occupied dwellings.

Heating

Current: The Rental Housing Code (CMC 9.02.090) calls for a permanent source of heat with the ability to provide 68F temperature in all habitable rooms.

Gap: There is no requirement for heat in bathrooms or work spaces.

Resolution: Develop measurable, minimum heating performance standards for work spaces, habitable rooms, bathrooms and toilet rooms in renter-occupied dwellings.

Security

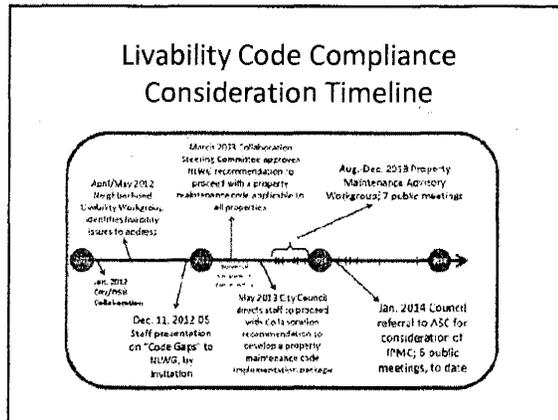
Current: The Rental Housing Code (CMC 9.02.090) calls for working locks on windows and doors.

Gap: There is no specific requirement for properly functioning door knobs/latches, or standards for adequate door/window hardware. Often, door knobs for entrance doors are in the form of an interior-type door knob lockset or some other inadequately safe and effective for, and, with a hasp-type lock rather than a locking door knob or deadbolt.

Resolution: Develop requirements for doors and door hardware to be maintained to a level sufficient to provide security for occupants, and for deadbolts, in renter-occupied dwellings.

City of Corvallis
Administrative Services Committee

Continued Discussion of Livability Code Provisions: Interior Elements
 November 5, 2014



Background

During early discussions about the development of property maintenance code standards with the Property Maintenance Code Advisory Group, staff recommended several changes, additions and deletions relative to the first-considered model, the International Property Maintenance Code. That model is no longer under consideration, but some of staff's early recommendations remain relevant to the current discussion.

Examples of Staff-recommended Changes/Additions/Deletions

Apply code standards such that rental properties will be subject to all applicable provisions (interiors and exteriors), but non-renter residential property types, including owner-occupied properties, will only be subject to exterior provisions.

Apply code standards with recognition of and sensitivity to the challenges that may be encountered in older and historic structures.

Other than those that would be deemed serious offenses, consider violations as infractions rather than misdemeanors.

Examples of Staff-recommended Changes/Additions/Deletions

Support landlord requirements that their tenants contract for the removal of rubbish and garbage; the landlord would remain responsible for the removal of rubbish and garbage in the event their tenants fail to do so. Provide a definition of "approved containers" in order to allow containers other than/in addition to those provided by Republic Services.

Include provisions to allow for active composting of appropriate materials.

Add provisions to define indoor furniture, and to prohibit the storage of indoor furniture outdoors.

The Maintenance Gap



*New Construction/
Permitted Alterations*



Declaration of a Dangerous Building

Limited maintenance provisions are available through the Municipal Code, Land Development Code and Rental Housing Code.

City of Corvallis
Administrative Services Committee

*Continued Discussion of Livability
Code Provisions: Interior Elements*

November 5, 2014

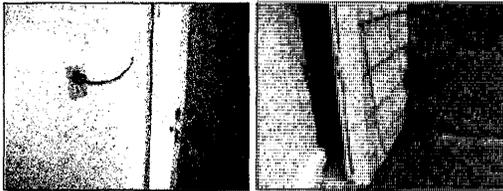
Interior Lighting

Current: Under state and local Fire Code, multi-family and commercial structures are subject to Fire Code inspections of common areas for adequate lighting of exit discharge paths.

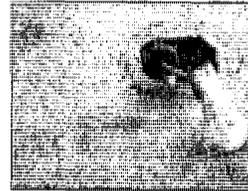
Gap: The City receives complaints regarding a lack of adequate lighting in halls, stairways or basements in all occupancy types where the cause is something more than a burned out light bulb. There are no code standards or provisions for the maintenance of adequate interior lighting in one- or two-family dwellings.

Resolution: Develop standards requiring the maintenance of adequate interior lighting of exit discharge paths in renter-occupied dwellings.

Interior Code Gap Example: *Interior Lighting*



Interior Code Gap Example: *Interior Lighting*



Interior Code Gap Example: *Interior Lighting*



Ventilation

Current: There are no current code standards for operational performance or the maintenance of ventilation systems.

Gap: Inadequate/non-functioning kitchen, bathroom and clothes dryer ventilation systems contribute to mold growth and surface degradation. In addition, incorrect or inadequate clothes dryer ventilation contributes to fire hazard potential.

Resolution: Develop standards and performance criteria for the maintenance of interior ventilation systems in renter-occupied dwellings.

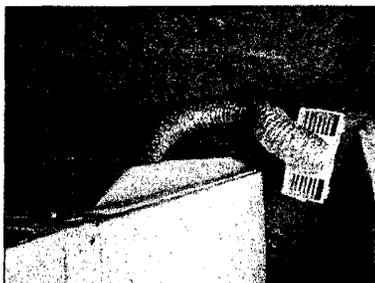
**Interior Code Gap Example:
Ventilation**



**Interior Code Gap Example:
Ventilation**



**Interior Code Gap Example:
Ventilation**



Electrical Systems

Current: Fire Code has limited maintenance authority, applicable to fire hazards or the unsafe use or installation of electrical devices. The Corvallis Dangerous Building Code pertains to the disconnection and abatement of hazardous utilities and equipment.

Gap: There is no requirement for the replacement of compromised electrical system components, which is a common occurrence following water exposure by leaks or flooding. There is no requirement in existing structures for bathrooms, kitchens and other water-containing or producing rooms to have GFCI outlets.

Resolution: Develop standards for renter-occupied dwellings requiring replacement of electrical equipment and devices if exposed to water, with some exceptions.

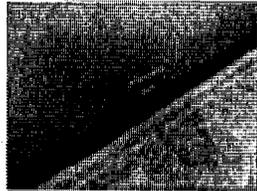
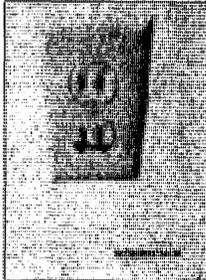
**Interior Code Gap Example:
Electrical Systems**



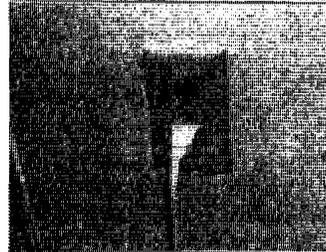
**Interior Code Gap Example:
Electrical Systems**



Interior Code Gap Example: *Electrical Systems*



Interior Code Gap Example: *Electrical Systems*



Plumbing Systems

Current: The Rental Housing Code requires that plumbing systems be installed and maintained safe and sanitary, free of leaks. Oregon Plumbing Code states that all discharge of liquid wastes must be done via an approved drainage system in compliance with OPC provisions.

Gap: There is no applicable definition or standard for water system performance, specifically, for "hot" water.

Resolution: Develop a measurable temperature standard for water system performance in renter-occupied dwellings.

Interior Sanitation

Current: Solid waste provisions under CMC 4.01 prohibit the accumulation of solid waste. Rat harborage provisions under CMC 4.02 prohibit conditions that contribute to rodent harborage. Excessive (very unsanitary/unsafe) conditions of sanitation are addressed by the Dangerous Building Code.

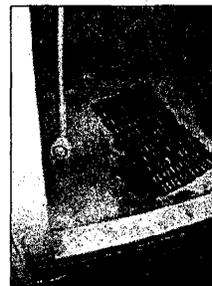
Gap: There are no provisions for the maintenance of sanitary conditions in common areas of multifamily structures, or for interiors of all dwelling types (owner- or renter-occupied). There are no standards requiring the maintenance or repair of bathroom and kitchen surfaces, making it difficult to prevent them from becoming unsanitary.

Resolution: Develop standards for sanitary conditions in dwelling units, and for the assignment of responsibilities between landlords and tenants for the maintenance of sanitary conditions in renter-occupied dwellings.

Interior Code Gap Example: *Sanitation*



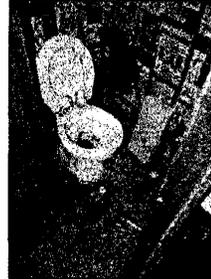
Interior Code Gap Example: *Sanitation*



**Interior Code Gap Example:
Sanitation**



**Interior Code Gap Example:
Sanitation**



Heating

Current: The Rental Housing Code calls for a permanent source of heat with the ability to provide 68°F temperature in all habitable rooms.

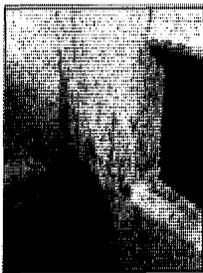
Gap: There is no requirement for heat in bathrooms or work spaces. A lack of heat, like a lack of adequate ventilation, may lead to conditions that encourage mold growth.

Resolution: Develop measurable, minimum heating performance standards for work spaces, habitable rooms, bathrooms and toilet rooms in renter-occupied dwellings.

**Interior Code Gap Example:
Heating**



**Interior Code Gap Example:
Heating**



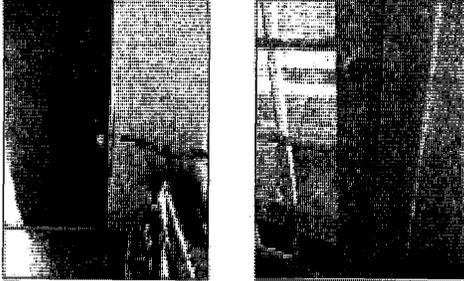
Security

Current: The Rental Housing Code calls for working locks on windows and doors.

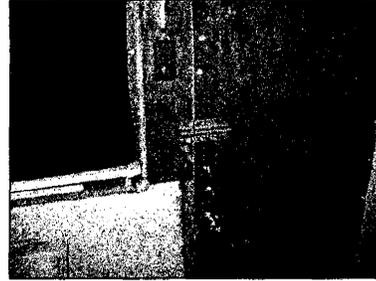
Gap: There is no specific requirement for properly functioning door knobs/latches, or standards for adequate door/window hardware. Often, door knobs for entrance doors are in the form of an interior-type door knob lockset or some other inadequately safe and effective form, and, with a hasp-type lock rather than a locking door knob or deadbolt.

Resolution: Develop requirements for doors and door hardware to be maintained to a level sufficient to provide security for occupants, and for deadbolts, in renter-occupied dwellings.

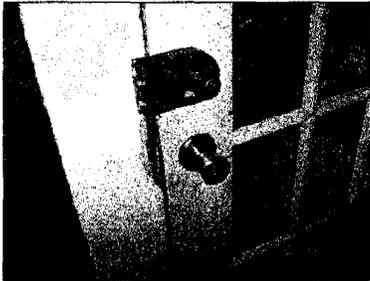
**Interior Code Gap Example:
Security**



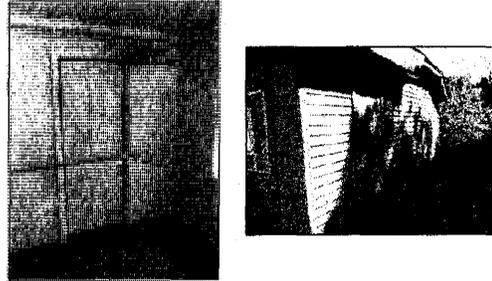
**Interior Code Gap Example:
Security**



**Interior Code Gap Example:
Security**



**Interior Code Gap Example:
Security**



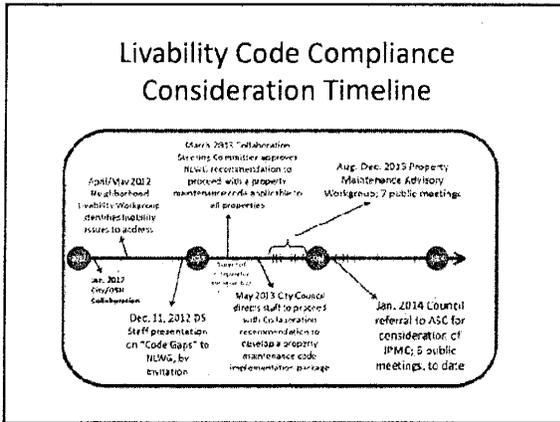
**Interior Code Gap Example:
Security**



35

City of Corvallis
Administrative Services Committee

*Continued Discussion of Livability
Code Provisions: Interior Elements
November 5, 2014*



**ADMINISTRATIVE SERVICES COMMITTEE
MINUTES
November 5, 2014**

Present

Councilor Hal Brauner, Chair
Councilor Joel Hirsch
Councilor Biff Traber

Visitors

Jim Brady
Carl Carpenter
Bill Cohnstaedt
Kent Daniels
Patricia Daniels
Drew Desilet
Charlyn Ellis
Cassie Huber
Jim Moorefield
Sue Napier
Deborah Weaver
John Wydronek

Staff

Nancy Brewer, City Manager *Pro Tem*
Ken Gibb, Community Development
Director
Dan Carlson, Development Services
Division Manager
Kent Weiss, Housing and Neighborhood
Services Division Manager
Bob Loewen, Housing Program Specialist
Chris Westfall, Code Compliance
Supervisor
Emely Day, City Manager's Office

SUMMARY OF DISCUSSION

Agenda Item	Information Only	Held for Further Review	Recommendations
I. Livability Code/Neighborhood Outreach Program Review (interior structure conditions)	Yes		
II. Status of Renaming Advisory Boards, Commissions, and Committees Update, including review of Council Policies 91-2.02, "Council Process," and 94-2.08, "Council Liaison Roles"			<ul style="list-style-type: none"> • Amend Municipal Code Chapter 1.16, "Boards and Commissions," by means of an ordinance to be read by the City Attorney • Amend Council Policy 91-2.02, "Council Process" • Amend Council Policy 94-2.08, "Council Liaison Roles"
V. Other Business A. Council-Referred Topic	Yes		

CONTENT OF DISCUSSION

Chair Brauner called the meeting to order at 3:30 pm.

I. Livability Code/Neighborhood Outreach Program Review (interior structure conditions)

Staff distributed testimony recently e-mailed to Committee members by Kent Daniels (Attachment A).

Community Development Director Gibb began a PowerPoint presentation regarding the livability code compliance consideration timeline since January 2012, when the Oregon State University (OSU)/City Collaboration Project Steering Committee began meeting; background information; and gaps among existing codes applicable to structures (Attachment B). The City's Building Code applied to new construction and permitted alterations and included provision for the City to declare a building dangerous. The City's Municipal Code, Land Development Code (LDC), and Rental Housing Code (RHC) applied to certain limited situations. Today's discussion concerned whether legislation should be enacted to address gaps among those Codes.

Interior Lighting

Housing and Neighborhood Services Division Manager Weiss presented photographs of situations in local housing that would "fall into the Code gaps," over which the City did not have enforcement authority.

Code Compliance Supervisor Westfall clarified that the Oregon Structural Specialty Code defined one- and two-family dwellings and multi-family dwellings. If the City Council established a property maintenance code, it could allow for a consistent definition of multi-family dwellings.

Mr. Gibb said staff would present information and, eventually, seek the Committee's direction regarding issues it would like addressed; and staff would develop corresponding Code language.

Chair Brauner said he would review staff's presentation in terms of the degree and importance of Code gaps and the level of staff work needed to resolve the Code gaps and set priorities for resolving the Code gaps.

Mr. Westfall explained photographs of sample interior lighting situations that were not addressed by existing Codes. One example was a landlord's solution for providing interior lighting by running an extension cord from an exterior junction box through an exterior wall to an interior outlet; the situation, involving an illegal electrical use, could be addressed through Electrical Code requirements. Other examples involved removal of an interconnected smoke alarm to install an overhead light in an otherwise unlighted room and use of a drop cord in a room with a non-functioning light. Staff could resolve the electrical issues through the Electrical Code, but the City did not have a Code to address provision of interior lighting. He confirmed that enforcing the Electrical Code in those two scenarios would result in a living space without provisions for lighting, and the City did not have a means of requiring provisions for lighting. New construction would be subject to Code

requirements for provisions for lighting; existing structures were not subject to such requirements.

Mr. Westfall reviewed another example that could be partially addressed through the Electrical Code but would result in no provisions for interior lighting. Electrical conductors were surface mounted (in violation of the Electrical Code) and extended from a bathroom vanity to a light/exhaust fan inserted in a window and to a ceiling-mounted light. The City did not have Code provisions to require interior lighting in a bathroom. Bathrooms were not considered habitable spaces or parts of exit discharge paths; therefore, they were not subject to the lighting requirements for multi-family dwellings.

Mr. Westfall clarified that the Building Code specified exit discharge paths for new construction as defined by the Oregon Structural Specialty Code – usually the front exit and a continuous path into or out of spaces. One- and two-family residential structures were not be subject to the Fire Code requirement to maintain exit lighting. Multi-family dwelling structures were not subject to Fire Code maintenance standards for lighting in non-habitable spaces, including bathrooms, which were not classified as habitable space.

Mr. Westfall further clarified that any location within a dwelling to an outside entry/exit point could be considered an exit discharge path for purposes of a maintenance code. This provision was not defined for one- and two-family dwellings units, as it was defined for multi-family (three or more units) dwellings. Multi-family dwelling developments assumed some commercial or assembly occupancy levels within the structure with prescriptive dimensions associated with exit discharge paths. The route to get from a bedroom or bathroom to an exterior door could be considered an exit discharge path.

Councilor Traber said he would expect resolution of the interior lighting issue to have the same type of language for residential dwellings as for commercial developments, in that an exit discharge path would be considered to extend from any location within the structure to an exterior entry/exit point.

Councilor Hirsch opined that lighting seemed a reasonable requirement, especially during emergency situations. He questioned whether a battery-powered light would be sufficient.

Mr. Westfall explained that a back-up, emergency lighting system that operated during a power outage would be acceptable for commercial developments.

Councilor Traber opined that the resolution statement, "requiring the maintenance of adequate interior lighting" should be based upon the fire safety definition of "adequate lighting," rather than a certain brightness rating.

Chair Brauner noted that residents may have varying preferences for lighting levels, but there should be a minimum standard requirement for safety.

Jim Brady managed some rentals that were constructed during 1971 and had swag lamps, similar to the photograph with the drop cord that staff presented. He did not consider the photographed situation negative. His 1,000-square-foot, two-bedroom rental unit built during 1969 had lighting in the hall and bedrooms but did not have built-in lighting; his tenants needed to provide lamps. He questioned whether the suggested resolution to require lighting the length of an exit discharge path would require him to install lighting fixtures.

John Wydronek interpreted the concerns as involving lighting to enable occupants to exit structures, but he believed the photographed scenarios were of a different nature. He questioned whether the suggested resolution would pertain to maintenance of existing lighting or allow City staff to recommend that landlords install lighting based upon tenants' complaints. Many of his rental units did not have built-in lighting in the living rooms but had light switches wired to electrical outlets. The same condition existed in the bedrooms of his rental units that were constructed during the 1950s. Without knowing exactly what staff might propose as a resolution, it was difficult for him to offer comments.

Councilor Hirsch said his earlier inquiry was intended to address the question of whether landlords were required to provide lighting or the ability for tenants to light an area. He believed exit routes should be clearly lit so occupants could find a path out of a structure during an emergency.

Bill Cohnstaedt expressed concern about governmental entities inspecting the interior and exterior of residences. He opined that there was no merit in the government's ability to inspect single-family, owner-occupied residences versus single-family, tenant-occupied residences. He said Oregon Revised Statute 90 concerning landlord/tenant laws intended that, when a tenant gained possession of a property, the tenant was considered the occupier of the property; and the landlord had no more rights than anyone else to access the property without written notice to the tenant. A building should be inspected, regardless whether it was occupied by its owner or a tenant. He observed owners and tenants create the same lighting situations depicted in the photographs. He opined that the inspection provision should apply to all properties or to no properties, as there was no distinction in physical structures or the government's interest in public safety; there should not be a distinction based upon the owner or tenant status of the occupant. Tenants and owners had the same rights to safety and protection.

Mr. Cohnstaedt noted that commercial and multi-family dwelling structures usually had multiple exits. He recalled that fire departments taught families to develop multiple exit plans with various exit points.

Councilor Hirsch opined that a property maintenance code provision regarding interior lighting should probably apply to tenants and owners. Enforcement of a code would be based upon complaints. It was unlikely that an owner would acknowledge not following a code, so the City would not know about the owner's non-compliance. Requiring safe residences, regardless of occupancy status, should be consistent.

Mr. Cohnstaedt urged that a property maintenance code be applicable to all types of residences and occupancy status situations; the City could respond to complaints, although complaints may only involve rental properties.

Councilor Traber opined that there was a distinction between tenant/landlord relationships and situations of owners living in their own homes and deciding what risks they wanted to assume. Landlords were deciding how they wanted their rental units wired, and tenants did not have ability to make those decisions or alter the wiring and, therefore, assumed the landlord-created risks. He believed the City should have some safety codes that tenants could rely upon when seeking government assistance for code enforcement.

Mr. Cohnstaedt opined that an adult "child" should be able to ask the City to inspect the family home where their elderly parent, possibly suffering from dementia, resided, despite unsafe conditions, in order to protect the safety of their parent and the parent's neighbors.

Sue Napier opined that an inspection by Fire Department staff would catch the Electrical Code violations depicted in the photographs and require correction. Therefore, she believed the suggested resolution would duplicate the Electrical Code. She had recovered rental properties after tenants vacated and found holes in the walls; the tenants explained they drilled the holes to run an extension power cord. She observed situations such as those depicted in the photographs in more owner-occupied residences than in tenant-occupied residences. Lighting requirements should not be applicable only to rental properties.

Staff clarified that Fire Department staff only inspected multi-family residential dwellings.

Patricia Daniels commented that lack of adequate lighting heightened disorientation when someone was trying to exit a burning building at night. One lit path from any location within a dwelling to an exit was essential. She considered the lighting issue a matter of public safety and appreciated Councilor Traber's statement regarding public safety when people did not have control over all of the circumstances of their residences.

Kent Daniels noted that the issue involved tenant-occupied dwellings. Broadening the requirement to owner-occupied residences would probably be defeated via a voter referendum. He noted that the livability code discussions focused on tenant-occupied dwellings.

Mr. Daniels suggested that the Committee seek the City Attorney's advice in response to testimony from attorneys.

Councilor Traber noted that, in the situation depicted in the third photograph, the light and surface-mounted electrical conduit could be removed to meet the Electrical Code; however, the bathroom would not have any built-in lighting. Mr. Westfall clarified that the photograph included an exterior window but not the vanity light, which had electrical power but failed to

function. Rather than repairing the vanity light, the property owner added the ceiling-mounted light and lowered a window to install a clothes dryer vent exhaust fan, surrounded by plywood and cardboard.

Ventilation

Housing Program Specialist Loewen explained photographs of bathrooms without exhaust fans; windows were present but could not be opened, resulting in no ventilation. He often saw situations where exhaust fans were present but did not have enough power to draw moisture from the bathroom.

Mr. Westfall explained a photograph of a clothes dryer vented to a lint screen, which removed some of the lint but did not remove moisture from the air; the moisture was discharged into the common living space. An unmaintained lint screen could become filled with lint and create a fire hazard. The photograph was from a single-family residence and was not subject to current City codes. He explained that the Oregon Fire Code, derived from international model codes (as were the other Oregon "suite" of building codes), considered one- and two-family dwellings to create a lower level of public exposure, even though many one-family dwellings were rental units. Responsibilities for enforcing building and fire codes were separated in the early 1900s in terms of new construction, structural alterations, and maintaining fire safety of existing structures. At that time and since then, fire departments were primarily concerned with the fire safety issues of multi-family dwellings and non-residential occupancy structures.

Mr. Westfall added that similar moisture issues occurred in kitchen areas from cooking activities. Mold needed a food source, moisture, and heat to grow; when ventilation of moisture was not available, mold could develop, for which there were no federal, state, or local standards.

Councilor Traber said he would be considering the issue of how much clothes dryer lint build-up was considered too much and constituted a contributing factor to a fire hazard.

Chair Brauner acknowledged that the ventilation issue should not be limited to rental structures, and some aspects of the issue would be addressed by the Fire Code.

Jim Brady noted that the bathroom mold situations could have been caused by a resident having a hot shower, turning off the light, and closing the bathroom door. Not properly using a working fan after a hot, steamy shower could contribute to mold in a bathroom.

Chair Brauner noted that the photographs staff presented were intended to be representative examples of the various situations staff observed when investigating complaints.

Mr. Weiss added that the City did not have standards regarding mold and did not inspect for mold.

Jim Moorefield commented that Willamette Neighborhood Housing Services (WNHS) was the administrative and lead agency for Linn Benton Health Equity Alliance; therefore, as WNHS Executive Director, he focused on health equity issues, including ventilation. Poor indoor air quality occurred as a combination of ventilation, compromised building structure (siding, roof, and windows), and occupant behavior. If residents did not use ventilation fans or if fans did not work properly, there could be a lot of moisture in the residence. Some people put plastic over windows to keep warm air inside and cold air outside during winter months, but that contributed to moisture accumulation in the residence. Some cooking styles, without proper ventilation, could contribute to moisture and poor air quality. Part of the problem resulted from relative humidity (moisture, heat, and ventilation). He urged the Committee to consider the ventilation issue holistically, along with other possible aspects of a property maintenance code. He believed the community wanted more housing with good quality air, which would require a combination of several building systems and other circumstances. Under the federal Affordable Care Act, he understood that health care systems were responsible for addressing issues for which people spent the most funds for health care, including chronic disease. In the Willamette Valley, childhood asthma and allergies were considered chronic conditions. He believed it was inappropriate to allow conditions to exist where children had difficulty breathing and must repeatedly seek medical assistance. The problem could be alleviated by providing access to healthy housing.

John Wydronek understood that the current Codes allowed bathroom windows that could be opened as adequate ventilation. One of his older buildings had ranges that did not vent out of the building; they had filters and re-circulated the air. He asked what a property maintenance code might require for those circumstances, noting that the building met codes when it was constructed. He asked what types of standards might be required for bathroom ventilation systems in older residences; specifically, he asked whether he would be required to replace a ventilation system that had a new motor and clean ducting but did not meet air-flow specifications, or would the system be acceptable because it met codes in effect when the building was constructed.

Mr. Wydronek commented that, during the 28 years he owned rental units, he periodically had tenants who reported mold problems. The bathrooms had functioning ventilation systems, and he removed the mold; however, the tenants' living habits contributed to the mold growth.

Councilor Traber said he would focus on functioning ventilation systems, rather than the presence of mold constituting a violation. A functioning ventilation system and mold would indicate a tenant responsibility.

Sue Napier commented that the third photograph depicted a clothes dryer venting system common in older homes. She explained that the dryer was vented into water, and the lint box was emptied weekly; the air returning to the living space was free of lint. Older houses (1950s and earlier) did not have systems to vent clothes dryers to the outside.

Ms. Napier said tenants' lifestyles could contribute more moisture to the interior air than a ventilation system could remove. Changing existing structural requirements may not change tenants' lifestyles and prompt them to use ventilation systems properly. Newer housing units were constructed with bathroom ventilation fans with 20-minute timers that could not be stopped early. She added a provision to her lease agreements that tenants must leave bathroom ventilation fans operating after showers to alleviate moisture situations.

Charlyn Ellis said her rental unit did not have a bathroom ventilation fan, but she installed a fan between tenancies. She believed it was appropriate for property owners to maintain their properties at high standards. Ventilation fans helped air circulation, reduced mold growth, and should help her property last longer. She improved her rental property, based upon information she learned as a member of the Collaboration Project Neighborhood Livability Work Group (NLWG) and the Property Maintenance Code Advisory Group (PMCAG), and she considered the improvements "common sense" actions and beneficial to property owners and tenants.

Electrical Systems

Mr. Weiss confirmed that the suggested gap resolution would include installation of ground fault circuit interrupter (GFCI) outlets. Mr. Westfall clarified that the Building Code required GFCI outlets in some wet locations for new construction or re-modeling. The Fire Code did not address this issue for one-, two-, or multi-family residential dwellings; the Code addressed hazardous conditions, such as electrical devices. The Building and Fire Codes could address hazardous conditions caused by electrical devices. The issue before the Committee involved water-damaged or compromised electrical equipment that would have a corrosion or short-circuit issue in water-producing or water-present environments.

Mr. Westfall explained a photograph of an older, exterior, screw-in fuse circuit breaker that had standing water in the bottom of the device box. The City would not be able to address the issue until a hazardous electrical situation developed. The situation became so hazardous that the building was declared dangerous. Under current codes, water entering an exterior electrical device was not a condition the City could require be corrected. The exterior electrical circuit breaker could be covered and comply with current codes. Staff would suggest requiring that the circuit breaker depicted be replaced because it was exposed to water and was compromised.

Mr. Westfall explained a second photograph of an exterior-mounted circuit breaker box in a single-family rental home, where the problem was "resolved" by placing a box around the existing box, yet both boxes leaked. Staff was concerned about the potential for sensitive, electrical devices to be compromised by water.

Mr. Westfall said staff often received calls about situations of water from an upper-floor pipe or a failed roof system seeping through ceiling light fixtures or wall outlets. Water could

permeate an electrical outlet and enter living spaces. Current Codes did not allow City staff to require that the outlet be replaced, unless it became a hazardous electrical device.

Mr. Loewen referenced a photograph of an outlet, explaining that a non-functioning baseboard heater was removed, leaving exposed, bare electrical wires. The landlord gave the tenant an electric, moveable space heater. When the heater was plugged in, the outlet was burned.

Mr. Weiss clarified that electrical components were often, but not always, compromised by water damage.

John Wydronek inquired whether GFCI outlets would be required if they did not exist, or if failed bathroom outlets must be upgraded to GFCI outlets. He understood from previous discussions that installation of GFCI outlets would be required only when outlets were replaced.

Carl Carpenter expressed concern about the wording regarding electrical components exposed to water. He asked if he would be required to replace an electrical outlet that was exposed to water if it was not damaged.

Plumbing Systems

Mr. Weiss explained that City codes did not include a measurable temperature standard for "hot" water in renter-occupied dwellings. Staff was unable to enforce corrective action in some cases because of the lack of a definition in the Rental Housing Code for "hot" water. He confirmed that "cold-water flats" were essentially outlawed in Corvallis by the City requiring hot water in rental dwellings, but a definition of "hot water" was needed.

Mr. Westfall said the City had a requirement that hot water not be hotter than a specific temperature for safety reasons. Development Services Division Manager Carlson confirmed that a minimum temperature was specified for new construction but not for existing structures.

Mr. Loewen said he responded to complaints of rental units with no hot water. Approximately one year ago, units in a newly constructed multi-family property had lukewarm water after water flowed for 20 minutes, even though there was no immediately previous use of hot water.

Interior Sanitation

Mr. Weiss acknowledged that unsanitary conditions were often the result of residents' actions, rather than landlords' actions. The suggested resolution could help landlords respond to unsanitary conditions in their rental units.

Mr. Westfall said staff received complaints about sanitation conditions and heard about such conditions during NLWG or PMCAG discussions. He presented photographs of a kitchen for which City staff attempted to assist the property owner seek resolution of an unsanitary situation before the building was deemed dangerous. Often, the condition involved overall unsanitary conditions, rather than merely accumulation of solid waste. The City did not have a standard for unsanitary conditions. Typically, a Benton County Health Department (BCHD) sanitarian would evaluate a situation to determine whether it was unsanitary or unfit for human habitation. As applied under the Dangerous Building Code, "unsanitary" and "unfit for human habitation" were considered different conditions and were subjectively defined but were based upon informed research and training for sanitarians. Staff would seek a means other than the Dangerous Building Code to identify a minimum level of sanitation that must be maintained.

Mr. Weiss clarified that staff suggested an assignment of responsibilities for landlords and tenants. There could be situations where tenants caused unsanitary conditions. City staff could respond to a complaint of a landlord who was unable to reach a resolution with a tenant.

Mr. Westfall clarified that, currently, the BCHD sanitarian must declare a situation so unsanitary that the building was dangerous. He would not suggest that action as a resolution to the gap in codes, but he would suggest a standard that must be met before the BCHD sanitarian was asked to evaluate a situation for habitability.

Councilor Traber expressed concern regarding defining unsanitary conditions without an expert's input, as there could be many opinions of what constituted unsanitary conditions.

Mr. Westfall clarified that the Municipal Code identified the BCHD as the City's health officer for enforcement of the Dangerous Building Code. Ideally, the City would develop a standard, with input from stakeholders, that seemed reasonable and was somewhat objective to define what interior conditions were beyond what should be allowed.

Councilor Hirsch opined that there was a definitive criteria for dangerous sanitation conditions.

Mr. Gibb acknowledged that some code provisions were difficult to specifically define, and the Committee would need to decide whether it was appropriate for professional judgment to be exercised. Mr. Westfall clarified that the City had criteria for declaring a building dangerous. One of the criteria involved the BCHD sanitarian determining that the conditions were unsanitary. Mr. Gibb said a similar provision could be included in a City code provision, if the BCHD sanitarian's services would be available to the City on a regular basis. He noted that the City did not have an intergovernmental agreement with BCHD for this service.

Chair Brauner noted that the suggested resolution would enable City staff to help landlords address unsanitary conditions they were not able to otherwise resolve.

Mr. Westfall said staff often received calls from landlords for assistance dealing with sanitation conditions that the landlords could not resolve through the State's landlord/tenant laws but that would cause more problems if not resolved.

Mr. Westfall presented a photograph of a homemade patch in the floor of a fiberglass shower stall; the patch was deteriorating and creating an environment for mold and mildew growth, leading to an unsanitary condition. He presented photographs of toilet situations, explaining that tenants may choose to experience unsanitary conditions, regardless the landlords' preferences. The City did not have a means of resolving these situations, unless the situation was so bad that the building would be deemed unsafe. The issue could be a question of personal choices in living environments or conditions so unsanitary that they created public health concerns.

Patricia Daniels opined that assigning responsibilities to landlords and tenants was evidently essential. She hoped that establishing sanitation standards would help landlords. Without specific standards, sanitation conditions would continue to be a matter of dispute. She referenced previously submitted testimony and suggested that some people may not understand Oregon's law regarding hoarding. She checked with the City Attorney's Office and learned that the law only addressed an individual's mental health condition and did not govern the condition of a property. The law also did not interfere with a landlord's right to evict a tenant who was unable to maintain property in a safe and sanitary condition, regardless of the reason. A landlord could not refuse to rent to someone simply because they had a mental illness. However, a landlord could refuse to rent to someone with a reference record of being unable to maintain their living space in a sanitary condition.

John Wydronek opined that landlords had ways of dealing with sanitation issues, such as eviction notices and lease provisions requiring that property be maintained in an orderly condition. He believed landlords could have easily evicted the people whose living conditions were depicted in the photographs. He questioned how the City would enforce a sanitation requirement against tenants, noting that only landlords had the right to evict tenants.

Jim Moorefield concurred with most of the comments presented and said he would welcome the ability to shift to the City the responsibility regarding reasonable accommodation for someone with a disability. He concurred with Ms. Daniels' testimony and said WNHS incurred significant expenses defending cases involving reasonable accommodation, which often were not clear. People with mental illness disabilities sometimes had difficulty caring for themselves. The difference between the ability to care for oneself and being a danger to oneself or others was not clear. He would welcome more discussion with the City and Benton County regarding enforcing stronger sanitation rules. He said not all landlords could rent on a monthly basis or easily and quickly evict a tenant due to sanitation conditions. Federal rules regarding affordable housing required 30 days' notice for evictions; the notices were often appealed, delaying the eviction process. Reasonable accommodation issues were difficult to define and address. It would be

beneficial if the City could clarify when Benton County should involve a mental health worker in taking an active role in helping someone live independently.

Heating

Mr. Weiss clarified that if air was not warm, it would not dry a room, leading to mold growth.

Mr. Westfall explained that the previously considered model property maintenance code included the term "work space," defined as areas where people worked; staff originally suggested including the term to address lack of a definition in the City's existing codes; however, as the current discussion contemplated only residential rentals, the term could be deleted.

Councilor Traber said he considered his garage a work space, but he did not want to be required to heat it. A non-specific definition could result in confusion. He suggested that bathrooms be added to the list of habitable spaces in the existing codes.

Sue Napier inquired whether bathroom ceiling heat lamps would be considered a means of heating a space. Staff clarified that room temperature resulting from any source, including a heat lamp, must be at least 68°F.

Security

Mr. Loewen presented a photograph of an exterior door that was not flush with the door frame, leaving a gap so large that the lock on the door would not sufficiently extend into the door frame; the door could easily be pushed open. Another photograph depicted a door with a cabinet-style handle in place of a door knob and a deadbolt lock that did not work from the inside. The deadbolt could be locked from the outside, potentially locking someone in the building; the issue was corrected.

Mr. Westfall described a photograph of an exterior door with a deadbolt lock and standard entrance lockset. Above those devices was a large-diameter throw bolt, which could create a dangerous situation – someone must have special knowledge in the workings of a throw bolt and of its presence. Someone outside the door would be unable to enter (e.g., in an emergency situation) if the throw bolt was engaged. Staff anticipated that a property maintenance code would prohibit installation of locks for which special knowledge of action was required, including throw bolts and locks that would only operate from one side of the door but allow deadbolt locks and standard entrance lock sets.

Mr. Westfall described a photograph of an exterior door with a lock that could only be operated with a key from inside or outside; without a key, someone could not exit the structure through the door. He observed similar lock scenarios on solid and glass-paneled doors.

Mr. Westfall presented a pair of photographs of an exterior door into a garage converted to living space; the door opened into a created "bedroom closet." The door had a hole where a door knob or lock should be. The door had weather stripping but no security and no means of securing it closed.

Mr. Loewen described a photograph of a door with a deadbolt lock without a receiving device and no door knob. The door provided some security but no weather protection, due to the hole where the door knob should be.

Mr. Weiss referenced previous PMCAG discussions regarding security and a suggested requirement for bathroom doors that could be locked. He acknowledged Councilor Traber's concern regarding enforcing requirements in all situations when they were needed in only some situations. Councilor Traber noted that the Rental Housing Code required working locks. Mr. Westfall said previous public discussions included requiring deadbolt locks and clarifying what security provisions would be required. Some of the example scenarios had the required lock elements, but they did not provide the intended security. Councilor Traber expressed a preference for broadening the existing code definition of required, "working" security devices.

Mr. Gibb indicated that, for a future Committee meeting, staff would suggest some provisions to address general maintenance issues.

Bill Cohnstaedt said, from his experience as a landlord and from working with landlords, prohibiting residents from locking doors to personal spaces and requiring tenants to provide renter insurance forced them to "police" each other's behavior and who entered the premises. He did not support a concept of interior security in a rental occupied by students, as it would lead to residents being isolated in their bedrooms. That situation could become dangerous if an inappropriate person was at the residence. It would be more desirable for residents to work together toward mutual security. Residents' peer pressure could also reduce party issues, as residents would not be able to retreat to a lockable room. He was concerned about unintended consequences from requiring security for interior doors. The suggested resolution implied interior security. He suggested that bathroom door locks be the type that would allow entry from outside the room in an emergency situation.

John Wydronek concurred with some of Councilor Traber's comments regarding modifying the existing Rental Housing Code. He noted that the current Rental Housing Code required locks on windows and exterior doors to provide safety for residents. The photographic examples appeared to be ways of getting around the requirement. Re-writing the existing Rental Housing Code to clearly state what was expected should be fairly easy. He disagreed with not allowing secondary latches, as many tenants added slide locks or peepholes. He supported the intention of providing residences safe from break-ins.

Sue Napier concurred with Mr. Cohnstaedt's suggestion of bathroom door locks that could be unlocked from outside the room in emergency situations. She noted that special considerations were needed for exterior doors if young children resided in the structure.

Chair Brauner clarified for Ms. Napier that the issue of inspections would be discussed during a future Committee meeting.

Mr. Weiss reiterated that a property maintenance code would be enforced in response to complaints, and properties would only be inspected upon request of tenants or landlords.

Drew Desilet, OSU Student Advocate, represented OSU students. He said students often came to OSU not knowing how to advocate for themselves and correct problems. He believed City and OSU outreach to students was good. Some rental properties were in poor condition. OSU provided free legal counsel to its students; 75 percent of students' legal cases involved landlord/tenant issues, many of which pertained to livability. He urged the Committee to not create an "us versus them" situation and to work toward providing housing for OSU students and low-income residents who did not know how to, or did not have the ability to, advocate for themselves.

Patricia Daniels said Cassie Huber, representing Associated Students of OSU, left the meeting and would e-mail her testimony.

Ms. Daniels thanked the Committee for working to address sub-standard conditions in Corvallis rental residences. She quoted the City's "*2020 Vision Statement*" goal that "in 2020, Corvallis will be home ... a good place for all kinds of people to live and to lead healthy, happy, productive lives." She noted that the goal applied to tenants, people with low or moderate incomes, and OSU students. Conditions in some Corvallis rental units prevented people from achieving the cited goal.

Ms. Daniels referenced previously submitted testimony that existing codes addressed the housing conditions presented today, negating the need for new codes or authorities. She said the Building Code applied to new construction or extensive renovation. Most of the problematic properties were older and not subject to the Building Code. The City's Building Official would become involved when a severe condition might warrant declaring a building dangerous. She believed closing the gaps among codes would maintain habitable rental properties so they did not become dangerous.

Ms. Daniels referenced assertions that some of the corrections being considered might violate requirements for historic properties. She clarified that the Committee was considering interior issues. Historic properties were subject to restrictions only for exterior changes.

Ms. Daniels concluded that all of the issues presented today affected tenants' health and safety. She noted that tenants comprised more than one-half of the City's population and deserved the City's protection. She believed most responsible landlords abided by the existing codes and the suggested code gap resolutions because of ethics, business, or liability reasons and would not be affected by the suggested property maintenance code provisions.

Councilor Hirsch concurred that most property owners already took appropriate actions to ensure their properties remained in good condition and their tenants were safe. He believed "best practices" should not be onerous and should be considered reasonable.

Carl Carpenter was upgrading his older rental properties. He asked why rental properties would be subject to the suggested property maintenance code provisions, when new property construction was not subject to similar provisions.

Mr. Carlson confirmed that newly constructed residences were not required to provide deadbolt locks. Staff identified gaps among codes for new construction and existing structures that met codes in effect when they were constructed.

Chair Brauner acknowledged that maintenance code provisions should not exceed the requirements applicable to new construction; additionally, provisions applicable to existing structures should also be applicable to new construction.

Chair Brauner announced that the Committee's next meeting would include discussion of exterior structural conditions; the meeting following that would address inspection issues, general administration of codes, and future action.

II. Status of Renaming Advisory Boards, Commissions, and Committees Update, including review of Council Policies 91-2.02, "Council Process," and 94-2.08, "Council Liaison Roles"

City Manager *Pro Tem* Brewer reported that Human Services Committee (HSC) met November 4 to discuss the revised charge for the Commission for Martin Luther King, Jr., and the new charge for Community Involvement and Diversity Advisory Board (CIDAB). HSC did not finish reviewing either issue; staff will provide more information. HSC's next meeting will include discussion of the community relations advisory board that was recommended from the OSU/City Collaboration Project Steering Committee to address neighborhood issues near OSU's campus.

Ms. Brewer explained that Administrative Services Committee could accept the recommendations presented thus far and recommend City Council action to update Municipal Code Chapter 1.16 at the Council's November 17 meeting or defer further action until the Committee's December 17 meeting, when HSC would have completed additional work, thereby reducing the number of times the Code was amended.

Ms. Brewer reviewed that the meeting packet included previous Committee discussions regarding the definitions of advisory boards, commissions, and task forces, which would be added to Municipal Code Chapter 1.16; revised names of existing advisory bodies in the Municipal Code to correctly indicate status and provide consistency; and amendments to Council Policy 91-2.02, "Council Process," and 94-2.08, "Council Liaison Roles," to modify reporting provisions and provide consistency in the terminology of reporting functions.

November 2, 2014

Administrative Services Committee
Councilor Hal Brauner
Councilor Biff Traber
Councilor Joel Hirsch

Re: Support for Addressing Livability Code Gaps

Dear Committee Members:

Thanks for your continuing work on reviewing our city codes to improve livability by addressing the significant health and safety gaps which exist in the current codes governing housing conditions in Corvallis. These code gaps and related policies do not give the city the ability to adequately address the unsafe and unhealthy conditions that exist in some rental units in our city.

As the owner and manager of several rental properties for the last 25 years, I continue to be concerned and dismayed by the ongoing opposition to needed livability code improvements. I believe that our community has an ethical obligation to assure that safe and livable conditions exist in all of our rental housing stock. The resolution of the existing gaps in our code identified by Development Director Ken Gibb in both his October 15th and his October 29th memoranda to you need to be addressed as soon as possible. They are very serious community concerns, and have existed for many years. The resolutions of the gaps in code in the areas of security, electrical and plumbing systems, heating, lighting, ventilation, electrical and plumbing systems, heating and interior sanitation ALL are serious, and all should be addressed.

Your staff has identified these gaps as problems they have encountered in trying to address concerns that have come to them from renters, concerns which they currently have little if any ability to address. I urge you to move ahead to work with your staff to implement specific code improvements to address the identified existing serious health and safety gaps in our city code.

Sincerely,

Kent Daniels

Corvallis

MEMORANDUM

November 12, 2014

To: Administrative Services Committee
From: Ken Gibb, Community Development Director 
Re: Continued ASC Consideration of current livability code gaps and an expanded Livability Code Compliance and Neighborhood/Community Outreach Program

I. Issue

As requested at the end of the October 22, 2014 Administrative Services Committee meeting, staff are providing follow-up information regarding current community livability code gaps.

II. Background

At the conclusion of the October 22 ASC meeting the Committee determined that it would spend time at its November 5, November 19, and December 3 meetings discussing grouped elements of the livability code gaps that staff have presented in narrative and graphic form in prior meetings. The November 5 meeting covered the first grouped elements, interior condition gaps. The November 19 meeting is intended to cover exterior condition gaps, and the December 3 meeting will cover general gaps, including administrative provisions. The Committee's chosen approach is to hear explanations of the gaps from staff in a work session-type setting, and then to hear comments from people attending the meeting. The Committee acknowledged on October 22 that given the chosen approach, its next three meetings may be longer than is typical.

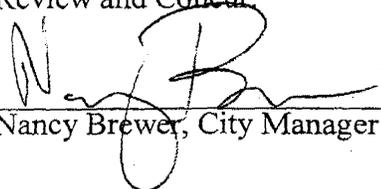
III. Discussion

The attached, modified excerpt from the "Current Corvallis Code Authority, Gaps and Potential Resolution" document presented to the Committee on October 22 includes a listing of exterior code gaps and potential resolutions. As requested, modifications have been made to clarify which property types would be included for coverage if code language to address the gaps is developed. As has been shared in past discussions, the approach to implementing additional code authority that was recommended by staff as a result of discussions with the Property Maintenance Code Advisory Group in 2013 was to apply new code standards to both the interiors and the exteriors of residential rental properties, but to apply new standards only to the exteriors of owner-occupied residences and non-residential properties. Staff will plan to supplement its discussion of the items in the attachment with a presentation of representative photographs.

IV. Requested Action

Because no decision is anticipated as an outcome of this meeting, staff requests no specific action.

Review and Concur:



Nancy Brewer, City Manager *Pro Tem*

Attachment: Current Corvallis Code Authority, Gaps and Potential Resolution – Exterior Conditions

Current Corvallis Code Authority, Gaps and Potential Resolution

Prepared for Administrative Services Committee Consideration on November 19, 2014

Exterior Conditions Code Authority, Gaps and Potential Resolution

Existing exterior code standards, code gaps and possible means of resolving those gaps include:

Weather and Water Proofing

Current: The Rental Housing Code (CMC 9.02.090) requires the prevention of water leakage into living areas of rental units.

Gap: There are no requirements for the prevention of air leakage under, through or around windows or doors, and no requirements that would prevent water leakage into non-living areas such as utility basements or attics. There are no requirements for non-renter occupied structures to maintain roofs, walls, windows and doors in a weatherproof condition.

Resolution: Develop and adopt requirements for building openings, roofs and exterior walls to be sound, in good repair, and weather tight in order to prevent wind, rain, and other elements from entering a structure regardless of structure type or occupancy.

Exterior Sanitation

Current: Municipal Code (CMC 4.01.050) prohibits accumulation of solid waste if it will become unsightly or will putrefy; responsibility for compliance falls to the person or persons in charge or possession of a property. Land Development Code (Chapter 3.0 and Article 4) provides for districting and zone development standards regulating the location of vehicle junk yards. Nuisances Affecting Public Health and Safety are identified under CMC 5.04.040 and CMC 5.04.050.

Gap: Complaints have been received from community and neighborhood residents regarding possible unsanitary, or “junked” property conditions that turn out to be inadequate/improper storage of personal possessions. Examples of such possessions include furniture manufactured for indoor use, yard maintenance equipment and supplies, and serviceable vehicle tires.

Resolution: Develop and adopt requirements for all structure and occupancy types that all exterior property and premises be maintained in clean and sanitary condition.

Solid Waste Removal

Current: Municipal Code solid waste provisions (CMC 4.01.050) stipulate that the person in possession, charge or control of a property shall provide containers for the containment of solid waste, and that they must be utilized.

Gap: Municipal Code provisions do not stipulate who is responsible for solid waste removal, just that all persons are required to dispose of solid waste before it becomes offensive. This leads to complaints of over-accumulation of contained and uncontained solid waste.

Resolution: Develop assignments of responsibility between landlords and tenants for the provision, containment, and removal of solid waste from their premises, to be applied to renter-occupied residential properties.

Building and Accessory Structure Maintenance

Current: The Dangerous Building Code (CMC 9.01) contains provisions for the abatement of buildings once they become unsafe.

Gap: There currently are no maintenance requirements for accessory structures on properties of all occupancy types. There are no requirements that decks, stairs and handrails at one- or two family structures be maintained in a safe condition.

Resolution: Develop and adopt requirements that primary and accessory structures on properties of all occupancy types be maintained sound and in good repair, and that exterior surfaces be maintained; develop and adopt requirements that decks, stairs and handrails be maintained in a safe condition in all structure and occupancy types.

Lighting

Current: There are no requirements for the maintenance of exterior lighting in areas such as parking lots or walkways in and around apartment buildings.

Gap: A lack of adequate lighting has been reported as both a security and a personal safety concern.

Resolution: Develop and adopt standards for the maintenance of exterior lighting in the described circumstances for renter-occupied properties.

Graffiti

Current: There are prohibitions against defacing public property (CMC 5.03.090.020) and against damaging or tampering with private property (CMC 5.03.090.030).

Gap: There are currently no code provisions for the abatement of graffiti where it occurs on either public or private property.

Resolution: Develop and adopt requirements for the prompt abatement of graffiti-defaced property as an obligation of the affected property owner for all structure and occupancy types; consider the development of a collaborative abatement program with involvement of stakeholders, paint companies, and community volunteers.

City of Corvallis
Administrative Services Committee

*Continued Discussion of Livability
Code Provisions: Exterior Elements*

November 19, 2014

The Maintenance Gap



*New Construction/
Permitted Alterations*



Limited maintenance provisions are available through the Municipal Code, Land Development Code and Rental Housing Code.

Declaration of a Dangerous Building

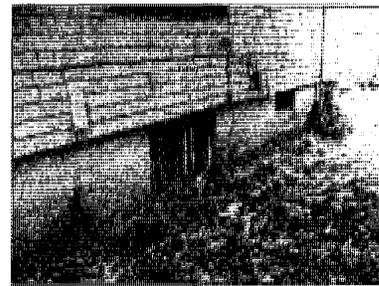
Weather and Water Proofing

Current: The Rental Housing Code requires the prevention of water leakage into living areas of rental units.

Gap: There are no requirements for the prevention of air leakage under, through or around windows or doors, and no requirements that would prevent water leakage into non-living areas such as utility basements or attics. There are no requirements for non-renter occupied structures to maintain roofs, walls, windows and doors in a weatherproof condition.

Resolution: Develop and adopt requirements for building openings, roofs and exterior walls to be sound, in good repair, and weather tight in order to prevent wind, rain, and other elements from entering a structure regardless of structure type or occupancy.

**Exterior Code Gap Example:
Weather and Water Proofing**



**Exterior Code Gap Example:
Weather and Water Proofing**



**Exterior Code Gap Example:
Weather and Water Proofing**



Sanitation

Current: Municipal Code prohibits accumulation of solid waste if it will become unsightly or will putrefy; responsibility for compliance falls to the person or persons in charge or possession of a property. Land Development Code provides for districting and zone development standards regulating the location of vehicle junk yards. Nuisances affecting public health and safety are identified in Municipal Code.

Gap: Complaints have been received from community and neighborhood residents regarding possible unsanitary, or "junked" property conditions that turn out to be inadequate/improper storage of personal possessions. Examples of such possessions include furniture manufactured for indoor use, yard maintenance equipment and supplies, and serviceable vehicle tires.

Resolution: Develop and adopt requirements for all structure and occupancy types that all exterior property and premises be maintained in clean and sanitary condition.

Exterior Code Gap Example: *Sanitation*



Exterior Code Gap Example: *Sanitation*



Exterior Code Gap Example: *Sanitation*



Exterior Code Gap Example: *Sanitation*



Solid Waste Removal

Current: Municipal Code solid waste provisions stipulate that the person in possession, charge or control of a property shall provide containers for the containment of solid waste, and that they must be utilized.

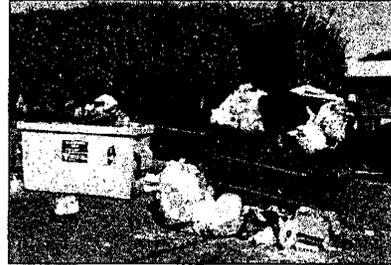
Gap: Municipal Code provisions do not stipulate who is responsible for solid waste removal, just that all persons are required to dispose of solid waste before it becomes offensive. This leads to complaints of over-accumulation of contained and uncontained solid waste.

Resolution: Develop assignments of responsibility between landlords and tenants for the provision, containment, and removal of solid waste from their premises, to be applied to renter-occupied residential properties.

**Exterior Code Gap Example:
*Solid Waste Removal***



**Exterior Code Gap Example:
*Solid Waste Removal***



**Exterior Code Gap Example:
*Solid Waste Removal***



**Building and Accessory Structure
Maintenance**

Current: The Dangerous Building Code contains provisions for the abatement of buildings once they become unsafe.

Gap: There currently are no maintenance requirements for accessory structures on properties of all occupancy types. There are no requirements that decks, stairs and handrails at one- or two family structures be maintained in a safe condition.

Resolution: Develop and adopt requirements that primary and accessory structures on properties of all occupancy types be maintained sound and in good repair, and that exterior surfaces be maintained; develop and adopt requirements that decks, stairs and handrails be maintained in a safe condition in all structure and occupancy types.

**Exterior Code Gap Example:
*Building & Accessory Structure Maintenance***



**Exterior Code Gap Example:
*Building & Accessory Structure Maintenance***



Exterior Code Gap Example:
Building & Accessory Structure Maintenance



Exterior Code Gap Example:
Building & Accessory Structure Maintenance



Exterior Code Gap Example:
Building & Accessory Structure Maintenance



Exterior Code Gap Example:
Building & Accessory Structure Maintenance



Exterior Code Gap Example:
Building & Accessory Structure Maintenance



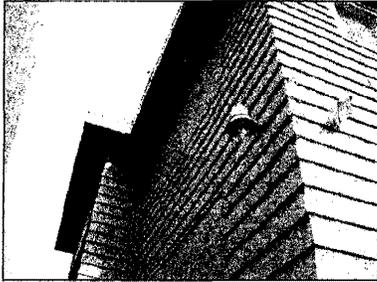
Exterior Lighting

Current: There are no requirements for the maintenance of exterior lighting in areas such as parking lots or walkways in and around apartment buildings.

Gap: A lack of adequate lighting has been reported as both a security and a personal safety concern.

Resolution: Develop and adopt standards for the maintenance of exterior lighting in the described circumstances for renter-occupied properties.

Exterior Code Gap Example:
Lighting



Exterior Code Gap Example:
Lighting



Graffiti

Current: There are prohibitions against defacing public property and against damaging or tampering with private property.

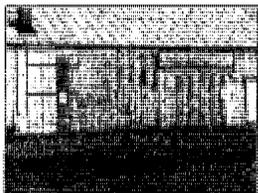
Gap: There are currently no code provisions for the abatement of graffiti where it occurs on either public or private property.

Resolution: Develop and adopt requirements for the prompt abatement of graffiti-defaced property as an obligation of the affected property owner for all structure and occupancy types; consider the development of a collaborative abatement program with involvement of stakeholders, paint companies, and community volunteers.

Exterior Code Gap Example:
Graffiti



Exterior Code Gap Example:
Graffiti



Exterior Code Gap Example:
Graffiti



**Exterior Code Gap Example:
*Graffiti***



**City of Corvallis
Administrative Services Committee**

*Continued Discussion of Livability
Code Provisions: Exterior Elements*

November 19, 2014

**ADMINISTRATIVE SERVICES COMMITTEE
MINUTES
November 19, 2014**

Present

Councilor Hal Brauner, Chair
Councilor Joel Hirsch
Councilor Biff Traber

Visitors

Samantha Alley
Carl Carpenter
Michael Dalton
Trish Daniels
Charlyn Ellis
Herb Heublein
Christine Stillger
Shauna Wilson
John Wydronek
Bill York

Staff

Nancy Brewer, City Manager *Pro Tem*
Karen Emery, Parks and Recreation
Director
Ken Gibb, Community Development
Director
Mary Steckel, Public Works Director
Dan Carlson, Development Services
Division Manager
Kris DeJong, Public Works Administration
Division Manager
Kent Weiss, Housing and Neighborhood
Services Division Manager
Chris Westfall, Code Compliance
Supervisor
Bob Loewen, Housing Program Specialist
Emely Day, City Manager's Office

SUMMARY OF DISCUSSION

Agenda Item	Information Only	Held for Further Review	Recommendations
I. da Vinci Days Financial Status Update	Yes		
II. Utility Rate Annual Review			Approve no changes in the water, wastewater, and stormwater utility rates
III. Livability Code/Neighborhood Outreach Program Review (exterior structure conditions)	Yes		
IV. Other Business A. Future Meeting Agendas B. Next Meeting	Yes		

CONTENT OF DISCUSSION

Chair Brauner called the meeting to order at 3:30 pm.

I. da Vinci Days Financial Status Update

Parks and Recreation Director Emery reported that da Vinci Days completed payments on its bridge loan from the City.

Ms. DeJong explained that the asset management data considered risks associated with existing infrastructure, including age, location, and serviced customers or City utility facilities. Those and other factors would help determine the best infrastructure investments.

Public Works Director Steckel added that the City would soon update its Water and Wastewater Master Plans, and the Stormwater Master Plan would be updated a few years later. The rate structure and asset management projects would be factored into the updates. Master plans were typically prepared for 15- to 20-year periods. Staff observed impacts on the stormwater system from short-duration, intense rain events and began reviewing each stormwater basin within the City to identify ways to improve the stormwater system from an engineering perspective to better respond to such rain events.

In response to Councilor Hirsch's inquiry regarding the TMDL project, Ms. Steckel reported that the Department of Environmental Quality (DEQ) was working on a list of acceptable alternatives to respond to discharged water temperatures that would comply with Environmental Protection Agency guidelines and the rulings from various legal cases initiated by environmental groups. Staff was awaiting DEQ's decision before pursuing additional planning work. The City's National Pollutant Discharge Elimination System (NPDES) permit would expire in January 2016. The permit included some allocations regarding discharged water temperature. Staff did not know if those allocations would be continued when the permit expired or if the City would be forced to take immediate mediating action. Staff and DEQ representatives would meet during December regarding the status of the TMDL regulations. Staff would like to begin planning one year before remedial efforts must be implemented. The City's least-cost alternative two years ago was estimated at \$30 million. Some type of borrowing would be needed to pay for the selected TMDL project.

Chair Brauner observed that the ordinance that established the existing utility rates did not have a clause repealing or ending its effectiveness, so no new ordinance was needed to retain the current utility rates.

Based upon a motion moved and seconded by Councilors Traber and Hirsch, respectively, the Committee unanimously recommends that Council approve no changes in the water, wastewater, and stormwater utility rates.

III. Livability Code/Neighborhood Outreach Program Review (exterior structure conditions)

Staff distributed written testimony from B. A. Beierle (Attachment B).

Community Development Director Gibb and Housing and Neighborhood Services Division Manager Weiss began a PowerPoint presentation regarding exterior issues related to livability (Attachment C).

Weather and Water Proofing

This element would apply to owner- and tenant-occupied structures.

Code Compliance Supervisor Westfall described a photograph of an occupied basement with a non-operating, ground-level window into a bedroom and a non-closable vent opening into a laundry area. During dry weather, the window and vent openings would not be subject to the weatherproofing standards of the Rental Housing Code (RHC). During wet weather, the RHC weatherproofing standards would be applicable for the bedroom space but not the laundry area.

Mr. Westfall described a photograph of a vacant owner-occupied property with at least three layers of tarp on the roof. As long as water did not penetrate the ceiling into the living area, there would not be a code violation until the building was deemed dangerous.

Housing Program Specialist Loewen described a photograph of an exterior door with a gap at the bottom and a photograph of a broken window. The gap under the door or the hole in the window would only be subject to the RHC if water entered through either into the living area; the RHC would not apply to outside air passing through to the living area.

Mr. Westfall explained that a non-closable window into a living area, such as a bedroom, would be subject to the RHC weatherproofing provisions when water entered through the window to the living area. The Building Code defined types of occupancy classification as habitable or utility space.

Councilor Traber expressed concern about the City requiring that utility spaces have the same air and water protection as habitable spaces. Mr. Gibb responded that air and water penetration could affect the long-term viability of a structure. Situations would be investigated on a complaint basis. Mr. Weiss added that City regulations did not address water leaking into attic spaces until so much water leaked that ceiling material deteriorated and water entered the living space. Councilor Traber noted the general theory of wanting air flow into attic spaces. Mr. Weiss said such situations could be addressed through code language exceptions.

Mr. Loewen expressed concern about reports of utility basements where laundry equipment was connected to power sources that might be accessed by a building occupant, despite water on the floor; that situation could create a safety hazard.

Councilor Hirsch said he would like new code provisions to include broken glass as a safety concern. Mr. Gibb said broken glass could be specifically cited in a property management code because it would allow air and water penetration.

Councilor Traber reiterated his concern about the possible extent of City regulations regarding weatherproofing in non-habitable spaces.

Shauna Wilson referenced a house demolished along SW Tenth Street. A tarp was over the house roof for many years, the house was inhabited, and outside water penetrated the house. She said a property maintenance code that applied only to a residential structure and not to the overall property could result in non-inhabited buildings (e.g., utility buildings) deteriorating because of weather elements. She said a roof was an important aspect of a building; once a roof deteriorated, so would the structure, over time.

Mr. Westfall clarified that the RHC addressed water penetrating to the living space of a structure but not to an attic or utility area.

Trish Daniels submitted written testimony from Kent Daniels (Attachment D).

In response to Ms. Daniels' inquiry, Councilor Traber said his reference to attic spaces only involved air flow. He noted that there were situations of basements having water leakage because of the nature of the structure, and he believed legislating water leakage in basements was extreme for an owner-occupied residence.

Ms. Daniels noted that many Corvallis residential developments were on properties considered wetlands. She encouraged the Committee to consider the issue of water leakage into basements. She was concerned about water in basements with electrical appliances (clothes washers and dryers, heaters, etc.), children accessing the space, and resulting safety issues.

Councilor Traber explained that the suggested property maintenance code would address water intrusion not necessarily related to safety issues.

Ms. Daniels noted that many people stored personal items in basements; therefore, it was important that those spaces, particularly in rental residences, be sealed from water penetration.

John Wydronek agreed with staff's suggestions regarding rental residences. He understood from the Committee's previous meeting that the City received complaints, which prompted staff suggesting ways of addressing gaps among the City's various codes. He questioned how the City might receive complaints about air and water infiltration in an owner-occupied residence. He opined that the City should not require weather stripping around doors in owner-occupied residences. He said it seemed that the Committee was considering asking staff to implement codes based upon complaints of situations that affected neighborhood livability. He questioned how implementing weather- and water-proofing measures would address a complaint about an owner-occupied property.

Chair Brauner noted that staff was presenting degrees of issues. The gaps in codes applicable to owner-occupied properties could result in situations of water leaking into buildings to the extent that the buildings deteriorated and became unsightly in neighborhoods. The City would have no recourse to address the issue until the building

was deemed dangerous. The Committee would determine whether the code gap should be addressed.

Mr. Wydronek did not disagree with addressing situations of derelict housing. However, he was concerned about code provisions exceeding the City's responsibilities and being subjective in nature.

Mr. Westfall confirmed for Councilor Traber that the photographed house with a tarp on the roof was the subject of a complaint while the owner occupied the house, although the structure was later vacant for some time.

Samantha Alley inquired whether the instance of the non-closable window and the open laundry vent would be addressed by the RHC requirement for locking windows.

Mr. Westfall responded that the RHC (Corvallis Municipal Code Chapter 9.02) provided in "Section 9.02.090 – Standards, 6) Security, a) Working locks for all dwelling entrance doors and latches for all windows by which access may be had to that portion of the premises which the tenant is entitled to occupy to the exclusion of others." It was questionable whether the RHC provision would be applicable to a commonly used utility space. There were portions of the subject structure that were not accessible by tenants. A laundry space would be considered a utility space but not a habitable space. The photograph was provided as an example of weatherproofing, but the RHC only required working locks and latches, not openable windows.

Ms. Alley noted that the RHC required that rooms be able to be heated to 68°F and should address the issues of exterior door gaps and broken/non-closable windows without needing more regulation.

Mr. Loewen responded to Chair Brauner that a property with a broken window or other sources of air intrusion could be heated to 68°F if the furnace operated constantly, which could result in a very high heating bill.

Sanitation

Mr. Weiss noted that, to address the issue of exterior structure/property sanitation, staff would propose definitions of furniture manufactured for indoor use being placed and left outdoors

Mr. Westfall described a photograph of a property with an accumulation of personal items that many people might consider solid waste, garbage, or junk. In responding to complaints, staff must determine whether the items constituted discarded material, which was the essence of the existing provisions of the Municipal Code. The City did not have a code provision regarding an expectation for maintenance or storage of personal possessions. The owner of the items in the photograph claimed that they were personal possessions, so staff could not declare the situation to be a code violation.

Referencing a photograph of couches and an armchair on a lawn, Mr. Westfall explained that such furniture near a street where solid waste would be placed for collection might be considered discarded. The furniture in the photograph, placed close to the residence, was claimed by the residents to be personal possessions and could not be addressed under existing codes.

Councilor Traber noted that a key element involved the distinction of whether personal items were deemed to be discarded.

Chair Brauner considered sanitation issues to involve health and safety, while solid waste issues involved discarded material. He questioned whether the Benton County Health Department (BCHD) sanitarian could help resolve the code gaps from a sanitation perspective.

Mr. Westfall responded that the BCHD was identified in the Municipal Code as the City's health officer. Community Development Department staff worked with BCHD concerning a situation so unsanitary that it might be deemed a dangerous building. The standards for sanitation were admittedly subjective, and there were no regulations defining sanitation. Health officers received specific training to identify unsanitary conditions. Elements of the situations depicted in the photographs could be addressed through the City's regulations regarding solid waste, rat harborage, and accumulation of potentially hazardous material. Rodent harborage could contribute to an unsanitary condition. Staff must determine whether a situation such as those depicted in the photographs constituted solid waste or rat harborage, which was any condition that provided shelter and protection for rodents. Conceivably, anything on a property could provide shelter and protection for rodents. Staff sought Committee direction whether to evaluate such situations and broaden considerations to conclude that a condition was prohibited or constituted rat harborage. The City did not have a provision for addressing such situations involving non-discarded possessions as solid waste. Without a complaint about rodents in an accumulation of material, staff did not have a means of addressing a situation under the Code provisions about rat harborage. Those provisions were very broad, and staff must apply them consistently. Staff did not want to be in a position of regulating wood piles and yard equipment storage without discussing the implications with the Committee.

Councilor Hirsch observed the need for "balance" between regulations to encourage positive property maintenance and enforcement of those regulations. He liked regulations that would allow staff to address solid waste situations.

Chair Brauner noted that the property owner and the neighbors may have different opinions of what conditions were acceptable. There must be a threshold for determining a situation was unsanitary. The Committee would need to determine the impacts of regulating outside storage, such as fire wood. While situations may be considered serious, there could be significant consequences from trying to impose regulations

In response to Councilor Traber, Mr. Gibb said some issues could be quantified, while others were a matter of staff's professional judgment.

Mr. Westfall described a photograph of an owner-occupied property with an accumulation of personal items. Situations, while possibly not unsanitary, could constitute blighting conditions for a neighborhood. Code compliance staff could work with Fire Department staff to address situations that created potential fire hazards while not over-reaching the City's authorities. The City did not have regulations to allow staff to address blighting situations. Accumulations of personal possessions could negatively affect neighborhoods.

Solid Waste Removal

This issue would pertain to renter-occupied properties.

The Property Maintenance Code Advisory Group (PMCAG) discussed livability conditions and developing language that would assign to landlords and tenants the responsibilities of removing solid waste from tenant-occupied properties. Some landlords might use rental agreements to require tenants to handle solid waste removal. Even though required through a rental agreement, a tenant might not always take care of solid waste removal.

Mr. Westfall described a photograph of a five-unit, tenant-occupied property where the landlord arranged for solid waste removal. A garbage can was provided. Tenants challenged the landlord about solid waste removal or the landlord providing additional garbage containers. The landlord did not maintain an account for the property with the approved franchise solid waste hauler; rather, the landlord's staff collected and hauled the waste, but not on a regular schedule.

Mr. Westfall described a photograph of a tenant-occupied property with an overflowing dumpster, with additional solid waste accumulated on the ground around the dumpster. The landlord scheduled when the dumpster would be removed, but the schedule was inadequate to meet the tenants' needs.

Mr. Westfall described a photograph of garbage cans overwhelmed by additional solid waste to the point the cans were not observable.

Mr. Westfall explained that Municipal Code Chapter 4.01, "Solid Waste Regulations," specified that everyone must contain solid waste. Staff could require people to remove solid waste. A dispute or disagreement between a landlord and a tenant over this issue could result in an accumulation of solid waste. If the tenant vacated the property or did not have the means to remove the solid waste, the landlord may claim that the accumulation was the tenant's problem to resolve. Staff sought direction for identifying who was ultimately responsible for removing solid waste from rental properties. The City was not a party to arrangements between landlords and tenants.

Mr. Westfall clarified for Councilor Traber that the Municipal Code specified that all persons were responsible for removing solid waste, whether they were property owners or tenants, but it did not specify a chain of assignment for responsibility. The PMCAG recommended assigning ultimate responsibility to property owners. That responsibility could be passed to tenants via rental agreements. If the solid waste was not removed under that type of arrangement, the City could require the property owner to remove the material.

Herb Heublein said he previously submitted to the City Council photographs of solid waste accumulations in his neighborhood. Some of the neighborhood residents considered the accumulations hazardous and unsightly. The situations improved with adoption of the RHC, but there seemed to be Code gaps. He opined that a property owner should be given a timeline for beginning to clean their property. If the property was managed by a party other than the property owner, the property manager should be given notice to begin cleaning the property, with the property owner ultimately responsible for cleaning the property. He suggested that rental properties be posted with the name and contact information for any applicable property manager.

Charlyn Ellis opined that solid waste was a major problem in inner-city neighborhoods. She noted that many properties along NW Harrison Boulevard had couches, recliners, and mattresses on their front lawns. The furniture attracted rodents and was unsanitary. One piece of furniture seemed to attract someone discarding another piece of furniture. She urged that the City do something to resolve the issue of indoor furniture on lawns. She would appreciate the City working with Republic Services to promptly pick up piles of debris left along streets, regardless of whether property owners or tenants were responsible for removal of the debris, and then deal with who would pay for the removal. She considered solid waste at curbs a major issue in her neighborhood and the subject of many complaints.

Councilor Hirsch said he would talk with Republic Services about picking up solid waste at curbs and dealing with an associated billing issue later during the franchise review process.

Chair Brauner said overflowing garbage containers were clearly solid waste. If the City picked up material the owner claimed was personal property, there could be legal problems. He suggested that the City could adopt legislation specifying the type of personal property that was not allowed outside.

Christine Stillger encouraged the Committee to close the code gaps concerning solid waste. She said indoor furniture that was torn, wet or missing elements could clearly be considered trash. She concurred with Ms. Ellis' testimony.

Councilor Traber inquired whether the City had any experience with requiring the local solid waste franchisee to pick up solid waste and then charge for the service.

Mr. Gibb explained that the City Council discussed indoor furniture outdoors, reviewed the actions of other college communities, and decided not to pursue the issue. The Council

discussed options for resolving the problem. There could be problems with removing furniture from private property.

City Manager *Pro Tem* Brewer commented that Republic Services would need to know about solid waste left at curbs. The franchisee's drivers were not prepared to pick up furniture during their normal collections. She doubted that Republic Services would pick up solid waste and hope for later payment, without the City having some type of supporting legislation. Arranging for collection and willingness to pay for collection were issues.

Mr. Westfall added that there could be a difference in protocol for large items and uncontained solid waste on private property placed in the public right-of-way. Some material must be loaded into a special collection truck, which would likely generate a special fee from the franchisee and require pre-arrangement for collection.

Ms. Wilson referenced a property on SW Tenth Street, where numerous bags of trash and much clutter were placed in the back yard. Complaints were made to the City over a three-year period, and there seemed to be a question of how high the stack of trash or clutter must be before the City would take action. The house was replaced by an apartment building. A neighbor contacted the apartment building owner about managing garbage generated on the site; the owner responded to the inquiry and invited further communication from neighbors as necessary to address the issue. She said the neighborhood was much better with the apartment building, versus the previous house. However, the apartment building owner was relying upon neighbors to indicate the presence of garbage problems; and there was a question of which of the multiple tenants in each of the four apartments was responsible for placing garbage carts at the curb for collection. Parking conditions in the neighborhood limited the space available for garbage carts.

Carl Carpenter expressed concern about public safety when tenants did not have a means of gaining resolution of solid waste and sanitation problems in neighborhoods. He believed the solid waste regulations should be applicable to owner- and tenant-occupied residences. He was also concerned how adult children might be able to resolve issues of solid waste or sanitation involving their elderly parents. He expressed concern about the breadth of the suggested definition of types of furniture allowed outside. He believed indoor furniture on covered porches, protected from weather, might be acceptable. He noted that any item could contribute to rat harborage, so that condition should not be applied only to furniture. He suggested that the City investigate a program of collecting large items of solid waste, such as mattresses; specifically, people could transport such items to a specific location on a scheduled day for collection.

Mr. Gibb clarified that staff did not suggest closing the code gap concerning indoor furniture on porches; staff was more concerned about such furniture being exposed to weather, leading to deterioration, sanitation concerns, and blighting.

Councilor Traber noted the Municipal Code provision that all residents were responsible for garbage collection. However, there was still an issue of personal property that could contribute to sanitation issues. A pile of items or a piece of furniture in a yard may or may not be considered trash or personal property by the owner.

Mr. Westfall clarified that property owners were responsible for removal of solid waste.

Chair Brauner noted that a prohibition of indoor furniture exposed to weather would be applicable to all properties, whether occupied by the property owner or a tenant.

Ms. Alley concurred with Mr. Carpenter regarding indoor furniture exposed to weather. If the property owner was deemed ultimately responsible for removal of solid waste, a property owner trying to remove a tenant's personal property could be restricted by the landlord/tenant law prohibiting the landlord from removing a tenant's personal property from the premises without storing it, particularly if the tenant was residing on the premises. Once a tenant left the premises, the landlord would be legally allowed to remove the tenant's personal property.

Building and Accessory Structure Maintenance

Mr. Weiss said many properties in Corvallis had accessory structures for which City staff could not address maintenance issues until the structure became subject to the Dangerous Building Code. The suggested resolution would be applicable to all occupancy types.

Mr. Westfall described a photograph of a deteriorating exterior, concrete-over-steel-frame staircase at a multi-family dwelling. The staircase was separating from its structural framework and was reported to Mr. Westfall by Fire Department staff who attempted to remove a tenant from an upstairs unit. The issue could be addressed through the Dangerous Building Code, but staff did not have a means of responding to complaints of stairs that were beginning to deteriorate.

Mr. Westfall described a photograph of an exterior wood staircase that was considered unsafe. Staff could not respond to the issue until the structure was deemed a dangerous building. The staircase – the only means of ingress and egress to an upstairs residence – was not safe for residents, citizens, emergency responders, or utility service providers.

Mr. Westfall described a photograph of an attic window that was enlarged by removing some building siding and the installation of a combination of materials to replace a deteriorated porch railing.

Mr. Westfall described a photograph of an older, vacant building that was self-demolishing due to neglect – portions of the structure collapsed and were removed. Until the building was declared dangerous, staff could not intervene about the lack of building maintenance.

Mr. Westfall described a photograph of an older, vacant building for which he routinely received complaints. The subject building and the adjacent building were in poor condition. Several years ago, an eave of the building failed, and the building was on the verge of being declared dangerous. The building owner removed the failed eave and covered it with metal trim. Until the building further deteriorated to the extent it would be declared dangerous, City staff did not have a means of addressing the issue. He noted that the dangerous building designation could pertain to a portion of a building, an aspect or element of a building, or an entire building; therefore, a portion of a building could be condemned, as well as the entire building. Air and water infiltration of the subject structure was irrelevant as a source of a complaint, since the building was vacant.

Mr. Westfall described a photograph of a brick accessory structure that was crumbling because of lack of maintenance.

Mr. Westfall described a photograph of a garage structure that was declared a dangerous building and subsequently collapsed from structural failure. The structure was on a designated historic resource site, but the owner allowed it to deteriorate and self-demolish. He also described an exterior wood staircase to an upstairs apartment; the stairs had to be re-built because a tree grew around the staircase, creating a hazard for the upstairs tenants, who had health issues.

In response to Councilor Traber's inquiry, Mr. Westfall said staff anticipated the Committee's future discussion of possible standards for building maintenance before buildings deteriorated to the extent that they were declared dangerous. Mr. Gibb added that deteriorating structures could impact adjacent properties.

Councilor Traber noted the inherent responsibility to neighboring properties in terms of value and community housing stock. He expected that criteria regarding safety issues might need to be clearer than "maintain property in sound condition and good repair," but he was uncertain how regulation might be developed to be applicable before a property began deteriorating.

Mr. Westfall said general provisions such as Councilor Traber suggested would be discussed during the Committee's December 3 meeting. He noted that failing structural elements would lead to other building elements failing.

Mr. Carpenter opined that staff's suggested initiatives would help prevent property demolition by neglect. He suggested that the City could provide an incentive for investors to purchase deteriorating property by waiving the demolition permit fee.

Exterior Lighting

Mr. Westfall described a photograph of a multi-family apartment building with a damaged exterior light fixture that was several feet above ground, beyond anyone's easy reach to

repair. The damaged light fixture was above a walkway between two tall, adjacent buildings, resulting in a dark passage area.

Mr. Westfall described a photograph of an exterior light at a single-family house. The energized electrical conductor wiring wrapped around the light fixture was not properly terminated from an older system. The light fixture did not work, and the landlord did not resolve the issue.

Councilor Traber inquired whether the City had code provisions regarding exterior lighting at existing, multi-unit, owner-occupied residential developments, such as condominiums, with common areas. Mr. Westfall responded that such properties may have a homeowner association or agreement regarding exterior, common-area lighting.

Mr. Wydronek inquired whether the suggested resolution was intended to ensure that existing exterior lighting functioned or to evaluate whether additional exterior lighting was needed. Chair Brauner expressed his understanding that the issue involved maintaining existing exterior lighting in a functioning manner. Councilor Hirsch noted the public safety issue of non-functioning exterior lighting that could conceal uneven surfaces, stairs, etc.

Mr. Wydronek said he could support a provision that required maintenance of existing lighting, but he would not support a provision that would allow City staff to require installation of more exterior lighting.

Mr. Westfall said he received complaints about lack of exterior lighting and a desire for a means to request exterior lighting. He would suggest standards to maintain functionality of existing exterior lighting.

Graffiti

Mr. Weiss explained that a suggested provision would require action to remove graffiti quickly after it was discovered.

Mr. Westfall described photographs of graffiti and explained the different types of graffiti.

Councilor Traber noted staff's suggestion that property owners would be required to promptly remove graffiti. He questioned situations when property owners might like the graffiti.

Mr. Westfall explained that State statutes defined graffiti and unauthorized graffiti. Staff proposed requiring that unauthorized graffiti be covered, removed, or abated. Someone could choose to maintain graffiti or provide space for graffiti. If the graffiti was authorized by the property owner, it would not be illegal; if it was not authorized by the property owner, it would be considered illegal, and the City's regulation would require that it be abated as quickly as possible. He noted that graffiti often attracted more instances of graffiti.

Mr. Gibb summarized that staff's interest was prompted by the OSU/City Collaboration Project process for the ability to regulate graffiti and having a program aligned with the Housing and Neighborhood Services Division's goals of proactively helping neighborhoods but having ways of enforcing regulations, should property owners be unwilling to comply with the standards.

Chair Brauner liked the idea of community service to assist with graffiti abatement. He cautioned against creating opportunity for a debate over whether graffiti constituted an art form.

Ms. Wilson said much of the graffiti "tagging" in her neighborhood involved utility boxes and public property. Staff advised that utility companies or City offices should be contacted about such graffiti instances. Chair Brauner noted that the utility companies and the City would also be subject to a requirement to promptly abate graffiti.

Ms. Ellis explained the evolution of one of the graffiti examples depicted in the photographs. She said when graffiti was not promptly abated, it seemed to prompt more problems, such as solid waste accumulation. She was disappointed years ago to learn that the City did not have regulations concerning graffiti and believed some type of regulation was needed.

Mr. Carpenter expressed concern that the suggested requirement would victimize the graffiti victim, who must invest time and funds abating the graffiti. He liked the idea of a community collaborative effort.

This issue was presented for information only.

IV. Other Business

A. Future Meeting Agendas

Ms. Brewer noted that the Committee's December 3 meeting agenda was lengthy, and she suggested postponing some issues to January 2015. Agenda items included:

- Comprehensive Annual Financial Report – time sensitive.
- Open carry of loaded firearms alternatives.
- First-quarter reports from Visit Corvallis and Downtown Corvallis regarding the Economic Improvement District – could be postponed until January 2015.
- Livability.

Ms. Brewer said Community Development Department staff hoped to receive Committee direction at the end of the Committee's December 3 meeting.

Ms. Brewer reported that the City's first-quarter financial operating report was postponed until January 2015, as it was not time sensitive. The Committee's December 17 meeting agenda was clear. She noted that any issues discussed by

the Committee December 17 would be reported to the new City Council January 5; two of the three Committee members would return as Councilors in the new term.

Councilor Hirsch announced that he would be absent from the Committee's December 3 meeting.

Chair Brauner noted that the Committee would not be able, during its December 3 meeting, to develop a proposal for the current Council to consider. The financial audit, gun, and livability issues should be addressed at the Committee's December 3 meeting, and the three quarterly reports could be postponed. The December 3 meeting could include staff's presentation of livability administrative issues, with Committee deliberations being conducted December 17, when all three Committee members would be present. At that time, the Committee could give staff instructions regarding the issues to be addressed through legislation.

Mr. Gibb said staff would present suggestions for addressing the development of code language.

Ms. Brewer said the Climate Action Plan Task Force expressed interest in presenting a proposal to the current City Council. Committee members agreed that their remaining meeting agendas were full, and the issue should be presented to Urban Services Committee.

- B. The next regular Administrative Services Committee meeting is scheduled for December 5, 2014, at 3:30 pm, in the Madison Avenue Meeting Room.

Chair Brauner adjourned the meeting at 6:01 pm.

Respectfully submitted,

Hal Brauner, Chair

City Council of Corvallis, Administrative Services Committee: November 19, 2014
Livability Code Compliance and Neighborhood/Community Outreach

Your favorable consideration of the proposed Livability Code Compliance package will safeguard life and safety concerns for those who live in Corvallis' older homes. While it is difficult to understand why a property owner would allow a property asset to deteriorate to neglected condition, they do. As a result, this neglect negatively effects the health and well-being of those who live in the property, nearby, and throughout the community. **This maintenance failure is one of the most serious problems affecting the fabric of our older neighborhoods.**

Corvallis highly values sustainability. Allowing structures to moulder and melt through neglect promotes needless waste, and in turn, also aggravates Corvallis' already stressed housing needs.

Weather & Water Proofing. **Weather infiltration is the single greatest threat to a structure, new or old.** Keeping the building envelope in good repair prolongs its useful life and also reduces opportunities for animal infestation – another community challenge.

Exterior Sanitation. **Unsanitary property conditions promote more unsanitary conditions nearby,** creating a downward spiral of neighborhood health. In the long term, this practice leads to reduced property values, that negatively effects city real estate tax revenue.

Solid Waste Removal. Property owners failure to provide garbage service is irresponsible. Solid waste removal is in the property owners' building's best interest, and **failure to provide trash removal attracts vermin** and threatens healthy living conditions on site and nearby.

Building & Accessory Structure Maintenance. The recent Neighborhood Photo Survey identified numerous accessory structures that function as residences. **These living spaces – and their building envelope – merit the same life safety considerations** as the primary structure on site. Maintaining decks, stairs, and handrails in good condition promotes safe transitions between building interiors and exteriors.

Lighting. **Keeping the porch light on** promotes safety and reduces criminal conduct.

Graffiti. Like all other neglect, **graffiti tags remaining on a structure promote more graffiti.** Communities elsewhere abate graffiti through court-mandated community service. Student organizations also abate graffiti damage as a community service. Both these strategies abate the problem without a financial investment in labor.

Businesses looking to relocate in a community evaluate housing conditions for two reasons:

- Are there adequate – and safe – places for employees to live, and
- Does the community take pride in itself?

Communities that are well-maintained are also communities that take good care of their citizens, and are attractive to potential employers.

Respectfully submitted,

BA Beierle

November 18, 2014

Administrative Services Committee
Councilor Hal Brauner
Councilor Biff Traber
Councilor Joel Hirsch

Re: Support for Addressing Livability Code Gaps Regarding Exterior Housing Conditions

Dear Committee Members:

Thanks for your continuing work on reviewing our city codes to improve livability by addressing the significant health, safety and livability gaps which exist in the current codes governing housing conditions in Corvallis. These code gaps and related policies do not give the city the ability to adequately address neither the unsafe and unhealthy conditions that exist in some rental units in our city nor unacceptable conditions that can exist in some non rental housing as well. As the owner of my personal residence, as the manager of several rental properties for the last 25 years, and as an active neighborhood advocate my comments are as follows:

The gaps identified by staff with regard to weather and water proofing, exterior sanitation, solid waste removal, building and accessory structure maintenance, lighting and graffiti should all be addressed with code provisions for all rental property.

With regard to non-rental properties, I strongly support the development of code provisions that allow staff to address buildings of any kind that have been abandoned or boarded up or which are clearly going to deteriorate in the future to the point of being a dangerous building. Allowing such structures to exist (staff have shown you many examples of such buildings in Corvallis) significantly lessens the property values of other homes or buildings in the area and is an unacceptable condition in any neighborhood in our community. This includes roofs that have deteriorated to the point where they are clearly no long functioning to keep water out of the interior or which have had tarps added to them.

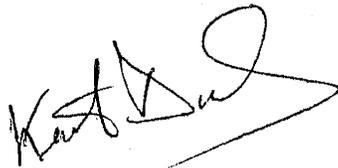
I am also supportive of addressing code gaps for non-rental properties with regard to exterior sanitation, solid waste removal and graffiti removal. However, I am not particularly interested in the City becoming involved in code enforcement for non-rental properties regarding windows, doors, exterior walls, basements, decks/railings/stairs or exterior lighting, UNLESS those conditions are part of addressing structures or houses in the conditions identified in the paragraph above.

The resolution of the existing gaps in our code identified by Development Director Ken Gibb in his recent memoranda to you need to be addressed as soon as possible. They are very serious community concerns, and have existed for many years.

Your staff has identified these gaps as problems they have encountered in trying to address concerns that have come to them from renters, homeowners and neighborhood residents - gaps which they currently have little if any ability to address. I urge you to move ahead to work with your staff to implement specific code improvements to address the identified existing serious health, safety and livability gaps in our city code.

Sincerely,

Kent Daniels



MEMORANDUM

November 25, 2014

To: Administrative Services Committee
From: Ken Gibb, Community Development Director 
Re: Continued ASC Consideration of current livability code gaps and an expanded Livability Code Compliance and Neighborhood/Community Outreach Program

I. Issue

As requested at the end of the October 22, 2014 Administrative Services Committee meeting, staff are providing follow-up information regarding current community livability code gaps.

II. Background

At the conclusion of the October 22 ASC meeting the Committee determined that it would spend time at its November 5, November 19, and December 3 meetings discussing grouped elements of the livability code gaps that staff have presented in narrative and graphic form in prior meetings. The November 5 meeting covered the first grouped elements, interior condition gaps, and the November 19 meeting covered exterior condition gaps. The December 3 meeting will cover general gaps, including administrative provisions. The Committee's chosen approach is to hear explanations of the gaps from staff in a work session-type setting, and then to hear comments from people attending the meeting.

III. Discussion

The attached, modified excerpt from the "Current Corvallis Code Authority, Gaps and Potential Resolution" document presented to the Committee on October 22 includes a listing of general code gaps and potential resolutions. As requested, modifications have been made to clarify which property types would be included for coverage if code language to address the gaps is developed. As has been shared in past discussions, the approach to implementing additional code authority that was recommended by staff as a result of discussions with the Property Maintenance Code Advisory Group in 2013 was to apply new code standards to both the interiors and the exteriors of residential rental properties, but to apply new standards to only the exteriors of owner-occupied residences and non-residential properties. Staff will plan to supplement its discussion of the items in the attachment with a presentation of representative photographs.

IV. Requested Action

Because no decision is anticipated as an outcome of this meeting, staff request no specific action. However, ASC direction relative to information or materials that will be helpful for a concluding discussion on this topic, to be held on December 17 for the purpose of developing general recommendations for the next City Council's consideration, would be welcomed.

Review and Concur:


Nancy Brewer, City Manager *Pro Tem*

Attachment: Current Corvallis Code Authority, Gaps and Potential Resolution – General Conditions

Current Corvallis Code Authority, Gaps and Potential Resolution

Prepared for Administrative Services Committee Consideration on December 3, 2014

General Code Authority, Gaps and Potential Resolution

General administrative or condition standards, gaps and possible means of resolving those gaps include:

Fire Safety

Current: Provisions of state and local Fire Codes pertain primarily to triplex and larger residential structures; however, OFC Chapter 11 provides for the maintenance of ingress and egress paths of travel in all existing buildings. The Rental Housing Code (CMC 9.02.090) requires smoke detectors in all rental units, including one- and two-family structures.

Gap: There are no maintenance standards for door locks that are operable without keys or special knowledge from the egress side of a doorway, for maintenance of emergency escape openings, or for maintenance of fire-resistant surfaces and assemblies in one- and two-family structures.

Resolution: Adopt specific code language requiring clear, unobstructed paths of travel for the purpose of safe ingress/egress in all structure types; provision of door locks that are operable from the egress side without keys or special knowledge; maintenance of emergency escape openings and fire-resistant surfaces and assemblies in all structure types.

Occupancy Limits

Current: The Land Development Code stipulates by its definition of family that not more than five unrelated adults may occupy a dwelling unit. (LDC Chapter 1.6)

Gap: While the number of unrelated adults in a dwelling unit is limited, there are no standards that specify how much space each must have for sleeping, eating or living. In addition, the definition of "dwelling unit" varies between the Land Development Code and the Rental Housing Code.

Resolution: To implement more effective occupancy limits and address overcrowding and the neighborhood impacts that sometimes stem from that condition, adopt standards for minimum square footage allocation requirements to establish maximum occupancy of a dwelling unit in residential rental occupancy types. Examples of such standards can be found in both the International Building Code and the International Property Maintenance Code. Further, implementation of a single livability code and set of administrative provisions (detailed discussion to follow) would bring a consistent definition to the term "dwelling unit" as that term is applied for purposes of livability code compliance.

General Maintenance

Current: Building codes prescribe methods and materials for the construction and alteration of structures, and for establishing approved occupancy of a space, but do not require maintenance of structures following completion or alteration.

Gap: Because there are no code provisions for the maintenance of structures, the first opportunity the City has to address conditions of decay does not occur until a building or some element thereof must be deemed dangerous and unfit for occupancy.

Resolution: Develop and implement maintenance standards for all occupancy and structure types to prevent a structure's decay to the point that it must be deemed dangerous. Potential areas of focus for such standards were included in the Exterior Conditions discussion package prepared for ASC's November 19 meeting.

Administration

Current: Each of the three codes with livability compliance elements (Municipal Code, Land Development Code and Rental Housing Code) has its own administrative provisions (e.g., the means by which the code is implemented and efforts to gain compliance are carried out).

Gap: Inconsistencies exist among the three codes in regard to notices, compliance actions, penalties, appeals processes, and in the case of the Rental Housing Code, a requirement that a complainant contact the property owner/manager prior to filing a complaint with the City. Implementing three codes with separate sets of administrative provisions may result in a compliance process that is difficult for community members to understand, and that is relatively complex for City staff to administer.

Resolution: Integrating the City's livability code elements into a single code document, with one set of administrative provisions, would simplify compliance work for both staff and the community.

City of Corvallis
Administrative Services Committee

*Continued Discussion of Livability
Code Provisions: Exterior Elements*

December 3, 2014

The Maintenance Gap

*New Construction/
Permitted Alterations*



Limited maintenance provisions are available through the Municipal Code, Land Development Code and Rental Housing Code.

Declaration of a Dangerous Building

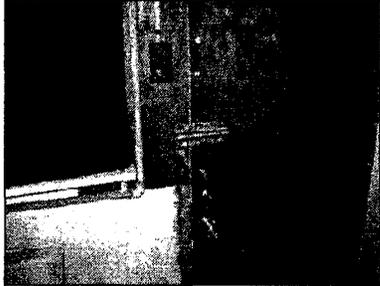
Fire Safety

Current: Provisions of state and local Fire Codes pertain primarily to triplex and larger residential structures; however, OFC Chapter 11 provides for the maintenance of ingress and egress paths of travel in all existing buildings. The Rental Housing Code requires smoke detectors in all rental units, including one- and two-family structures

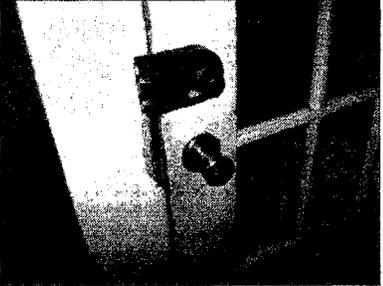
Gap: There are no maintenance standards for door locks that are operable without keys or special knowledge from the egress side of a doorway, for maintenance of emergency escape openings, or for maintenance of fire-resistant surfaces and assemblies in one- and two-family structures.

Resolution: Adopt specific code language requiring clear, unobstructed paths of travel for the purpose of safe ingress/egress in all structure types; provision of door locks that are operable from the egress side without keys or special knowledge; maintenance of emergency escape openings and fire-resistant surfaces and assemblies in all structure types.

General Code Gap Example: *Fire Safety*



General Code Gap Example: *Fire Safety*



General Code Gap Example: *Fire Safety*



**General Code Gap Example:
Fire Safety**



Occupancy Limits

Current: The Land Development Code stipulates by its definition of family that not more than five unrelated adults may occupy a dwelling unit.

Gap: While the number of unrelated adults in a dwelling unit is limited, there are no standards that specify how much space each must have for sleeping, eating or living. In addition, the definition of "dwelling unit" varies between the Land Development Code and the Rental Housing Code.

Resolution: To implement more effective occupancy limits and address overcrowding and the neighborhood impacts that may stem from that condition, adopt standards for minimum square footage allocation requirements to establish maximum occupancy of a dwelling unit in residential rental occupancy types. Examples of such standards can be found in both the International Building Code and the International Property Maintenance Code. Further, implementation of a single livability code and set of administrative provisions (detailed discussion to follow) would bring a consistent definition to the term "dwelling unit" as that term is applied for purposes of livability code compliance.

**Occupancy Limits
IPMC Standards Example for Rentals**

Example minimum space requirements for habitable areas include:

- Habitable rooms to be a minimum of 7 feet in any direction;
- Bedrooms to be a minimum of 70 square feet; additional space required if more than two occupants;
- Living rooms (excludes kitchens and bedrooms) to be a minimum of 120 square feet.

General Maintenance

Current: Building codes prescribe methods and materials for the construction and alteration of structures, and for establishing approved occupancy of a space, but do not require maintenance of structures following completion or alteration.

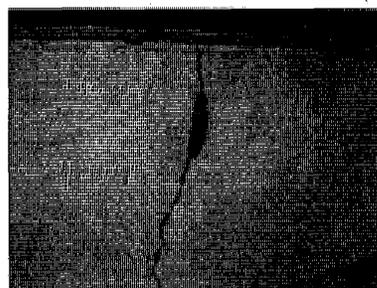
Gap: With no code provisions for the maintenance of structures, the first opportunity the City has to address conditions of decay does not occur until a building or some element thereof must be deemed dangerous and unfit for occupancy.

Resolution: Develop and implement maintenance standards for all occupancy and structure types to prevent a structure's decay to the point that it must be deemed dangerous. Potential areas of focus for such standards were included in the Exterior Conditions discussion package prepared for ASC's November 19 meeting.

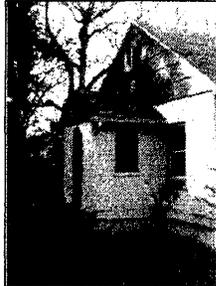
**General Code Gap Example:
General Maintenance**



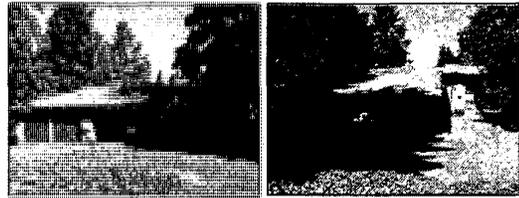
**General Code Gap Example:
General Maintenance**



General Code Gap Example:
General Maintenance



General Code Gap Example:
General Maintenance



General Code Gap Example:
General Maintenance



General Code Gap Example:
General Maintenance



General Code Gap Example:
General Maintenance



General Code Gap Example:
General Maintenance



Administration

Current: Each of the three codes with livability compliance elements (Municipal Code, Land Development Code and Rental Housing Code) has its own administrative provisions (e.g., the means by which the code is implemented and efforts to gain compliance are carried out).

Gap: Inconsistencies exist among the three codes in regard to notices, compliance actions, penalties, appeals processes, and in the case of the Rental Housing Code, a requirement that a complainant contact the property owner/manager prior to filing a complaint with the City. Implementing three codes with separate sets of administrative provisions may result in a compliance process that is difficult for community members to understand, and that is relatively complex for City staff to administer.

Resolution: Integrating the City's livability code elements into a single code document, with one set of administrative provisions, would simplify compliance work for both staff and the community.

Administration

Areas for Potential Code Alignment

Areas of inconsistency in administration between Municipal Code, Land Development Code and Rental Housing Code:

- Definitions
- Inspection and determination of violations
- Notices of violation
- Penalties for noncompliance
- Appeals

Administration

Contemplated Compliance Protocols

- Operate on a complaint vs. inspection basis; do not accept anonymous complaints but within legal limits, honor requests for confidentiality
- Residential rental units to be subject to interior and exterior standards; all other property types subject to exterior standards
- Suggest, but not require that tenants address issues directly with their landlord before filing a complaint
- Investigations limited to the scope of a complaint unless life/safety issues are identified during the investigation process
- Compliance achieved through a series of notices with response and action times based on the severity of the violation
- Progressive enforcement approach to be developed for application in cases of failure to achieve compliance
- All appeals to be heard by the City's Board of Appeals

City of Corvallis

Administrative Services Committee

Continued Discussion of Livability Code Provisions: Exterior Elements

December 3, 2014

**ADMINISTRATIVE SERVICES COMMITTEE
MINUTES
December 3, 2014**

Present

Councilor Hal Brauner, Chair
Councilor Biff Traber

Absent

Councilor Joel Hirsch, excused

Staff

Nancy Brewer, City Manager *Pro Tem*
Janet Chenard, Interim Finance Director
Ken Gibb, Community Development
Director
Jon Sassaman, Police Chief
Jim Brewer, Deputy City Attorney
Dan Carlson, Development Services
Division Manager
Julian Contreras, Financial Services
Division Manager
Dave Henslee, Police Community Services
Division Captain
Kent Weiss, Housing and Neighborhood
Services Division Manager
Bob Loewen, Housing Program Specialist
Tina Stephens, Senior Accountant
Chris Westfall, Code Compliance
Supervisor
Emely Day, City Manager's Office

Visitors

Leah Bolger
Will Bowerman
Bill Cohnstaedt
Cory Cook
Trish Daniels
Jim Day, *Corvallis Gazette-Times*
Jerry Duerksen
Kevin Dwyer, Corvallis Chamber of
Commerce
David L. Erwin
Carl Hadley
Tom Jensen
Jim Kemp
Sheralyn Kemp
Lyn Larson
Jeanie Mason
Sarah Finger McDonald
Carl Price
Jenny Saarloos
Holly Sears
LoErna Simpson
Bob VanVleet
Bob Watson
Deborah Weaver
John Wydronek

SUMMARY OF DISCUSSION

Agenda Item	Information Only	Held for Further Review	Recommendations
I. Open Carry of Loaded Firearms Alternatives			Direct staff to develop language concerning safety and Constitutional rights in the form of a City Council policy and a resolution and stop consideration of an ordinance and an advisory question for voters
II. Comprehensive Annual Financial Report			Accept Report
III. Livability Code/Neighborhood Outreach Program Review (administrative provisions)	Yes	Continued discussions Dec 17	
IV. Other Business			

insurance coverages, deductibles, and risks. The City's stringent internal controls were checked by the auditors each year. The current audit firm believed the insurance level should be increased, based upon occasionally higher bank balances carried by the City.

Chair Brauner commended staff for 23 consecutive years of clean audits and at least 29 years of awards of excellence from the Government Finance Officers Association. He noted that the statistical section of the CAFR included valuable information regarding community features. The budget document also provided valuable information concerning City operations.

Based upon a motion moved and seconded by Councilor Traber and Chair Brauner, respectively, the Committee unanimously recommends that Council accept the June 30, 2014, Comprehensive Annual Financial Report.

 III. Livability Code/Neighborhood Outreach Program Review (administrative provisions)

Community Development Director Gibb noted that staff would seek final direction during the December 17 Committee meeting. Today's presentation would focus on general code gaps, including administrative provisions and protocols. The Livability Codes would focus on maintaining existing structures to avoid needing to declare them as dangerous.

Housing and Neighborhood Services (HNS) Division Manager Weiss began a PowerPoint presentation (Attachment D).

Fire Safety

Code Compliance Supervisor Westfall described a photograph of an exterior door to a basement residential space; the interior side of the door had a throw bolt that would require special knowledge to operate and could prevent exit from or entry to the space in an emergency.

Mr. Westfall described a photograph of an exterior door with a deadbolt lock that required a key from the inside.

Mr. Westfall described two photographs of a residential unit egress path obstructed by clutter to the extent that it constituted a fire hazard, as determined by the Fire Marshal. The situation met Dangerous Building Code (DBC) criteria that would require City staff to intervene; until the single-family dwelling was declared a dangerous building, City staff could not address the deterioration and the safety issues.

John Wydronek inquired whether the fire safety issue would pertain to owner-occupied residences; Mr. Weiss confirmed. Mr. Wydronek noted that fire safety concerns would be investigated based upon complaints. The property maintenance code issue was a recommendation of the Oregon State University (OSU)/City Collaboration Project Neighborhood Livability Work Group (NLWG). He questioned how a property owner who

chose to live with a throw bolt or double-key deadbolt lock or with accumulated clutter would impact neighborhood livability or deteriorate property over time. He opined that the suggested code gap resolutions exceeded the original objectives of the NLWG.

Deborah Weaver concurred with Mr. Wydronek's concerns. She asked how the City would inspect and enforce standards regarding clutter for the interior of private homes. Chair Brauner noted that inspections would be done in response to complaints, and Ms. Weaver questioned who would complain about an owner-occupied home.

Ms. Weaver asked what was meant by emergency escape openings in private homes. Mr. Westfall responded that staff currently operated with Building Code definitions, including ingress and egress paths in the suggested definition of emergency escape openings; those could be windows or doors and would be other than the primary, designated ingress/egress opening (typically a front door).

Ms. Weaver asked what was meant by fire-resistant surfaces and whether the term would be applicable to all buildings. She inquired what was meant by "assemblies" in the context of the suggested code gap resolution. She said it was difficult to respond to staff's suggested resolutions when meanings were unknown.

Mr. Westfall responded that, under building codes, some structures must have fire-resistant surfaces, which were the components that constituted the final product (e.g., drywall, ceiling separation panels, etc.); when combined, the components were designed to slow the spread of fire.

Development Services Division Manager Carlson added that fire-resistant assemblies were typically in areas of dwelling unit separation (apartment complex walls separating dwelling units). Other building code provisions applied to garage/dwelling unit separations. Fire-resistant assemblies were typically where a potential fire area should be separated from a dwelling area. In response to Councilor Traber's inquiry, Mr. Carlson confirmed that the Building Code required fire-resistant assemblies for new construction.

Ms. Weaver requested more-specific information on factors concerning fire safety. She asserted that inspection and enforcement of standards for the interior of a dwelling would be very personal to the resident.

Jim Kemp asked when a point of egress could be blocked via child safety locks, noting that residents may place locks on doors to areas where firearms or chemicals were stored. Depending upon the location of a fire, any door could be part of an emergency egress path.

Mr. Gibb responded that the original NLWG recommendation would apply to all properties; the recommendation was revised to exclude most interior issues for non-rental property. Staff recently received a complaint from a family regarding safe living conditions because of ingress/egress paths hampered by clutter. Based upon experience, it was anticipated that complaints would typically pertain to rental units.

Occupancy Limits

Mr. Weiss explained that many communities adopted the International Property Maintenance Code (IPMC) standards for sizes of habitable spaces. He indicated a 70-square-foot area outlined with tape on the meeting room floor in front of Committee members to indicate a minimum size for bedrooms. He clarified that "efficiency" or "studio" units would be allowed with different size standards. Chair Brauner presumed that a living space that was used for sleeping (with a hide-a-bed, day bed, etc.) would need to meet the larger "living room" size standard of 120 square feet.

In response to Councilor Traber's inquiry, Mr. Carlson explained that the Building Code specified minimum size standards applicable to new construction and significant renovation. He noted that the minimums under the Building Code were consistent with those of the IPMC.

Chair Brauner concurred with the stated need for common definitions among codes.

Mr. Gibb said staff did not intend that a property maintenance code definition of occupancy limits would replace the Land Development Code (LDC) definition of "family" as being not more than five unrelated adults. The suggested code gap resolution would provide size minimums to occupancy standards for residential dwellings. He clarified for Chair Brauner that staff did not plan for the Committee to determine whether the LDC definition of "family" was still appropriate. Chair Brauner noted that the size of some dwelling units would determine their potential occupancy limits.

Carl Price inquired about facilities which constituted one living unit with multiple bedrooms for unrelated residents, such as a retirement or medical facility. Chair Brauner responded that such facilities would be subject to different rules. Mr. Price inquired whether the LDC definition of "family" (not more than five unrelated adults) affected civil rights and whether it would be better to specify a minimum square footage as the only criteria for occupancy limits.

Deborah Weaver inquired whether the City wanted a single livability code, regardless of the nature of a dwelling unit. Chair Brauner explained that the City's codes had varying definitions for the same terms; and staff suggested a single definition for each term, which could be accomplished via a single code.

Ms. Weaver opined that defining the square footage that made living, eating, or sleeping areas livable was impossible and was personal to each person. She noted that Corvallis was a diverse community, and "livable" standards for one person may not be "livable" to someone else. The community had extensive cultural diversity, and she observed three-generations living in single-family homes of up to 1,000 square feet with three bedrooms and one bathroom; those homes often were very clean and very organized. She did not believe the City should define how people lived, particularly basing such standards on square footage. Mr. Weiss clarified that the square footage standards would only apply to

rental units. Ms. Weaver asserted that tenants must determine what sizes of living units were best for them, and landlords may limit the number of residents per unit, aside from the LDC limitation. She questioned the situation the suggested code gap resolution was intended to address.

Bill Cohnstaedt noted that residential areas of the community were developed at different times according to different lot and building size standards. He expressed concern that older single-family houses had bedrooms smaller than 70 square feet. He asked what the requirements might be if the house became a rental unit, whether the landlord would be prohibited from declaring a room a bedroom if it was smaller than 70 square feet, and who would enforce the restrictions. A single-family house constructed during the 1930s might not be approved as a rental dwelling under the suggested size standards. He questioned whether such a building, if it was damaged, would be required to meet the suggested standards upon re-construction.

Holly Sears of Willamette Association of Realtors (WAOR) urged the Committee to be cautious in placing requirements on occupancy limits. She noted the community's acceptance of multi-cultural diversity and that different cultures had different standards for living spaces. A space one person might consider cramped could be considered spacious by someone else, and space standards could be considered insensitive to some cultures. She noted that people rented units they could afford. Space standards for residential rental units could result in larger units that people could not afford.

Councilor Traber noted that 70 square feet for a bedroom might seem small for two people and asked how the square-footage standards would work. Mr. Weiss responded that the Committee could direct staff to develop standards based upon the IPMC standards or other measurements.

Chair Brauner said he would consider the issue of square-footage standards in relation to the community livability issue. He acknowledged the existence of different lifestyles and the difference between renting a dwelling to a family or to a group of college students.

Bill Cohnstaedt noted that five individually rented rooms in one house constituted a rooming house, which was subject to different rules.

Housing Program Specialist Loewen said some new developments in Corvallis were being rented to groups of tenants, with each tenant signing a lease for their bedroom and the common, shared space. This was becoming a common way of renting units.

In response to Chair Brauner's inquiry, Mr. Carlson confirmed that the rental units Mr. Loewen described were subject to the same occupancy-limit standards as other rental units. Mr. Gibb added that five-bedroom, single-family residences were built during the last few years and rented to five unrelated tenants.

Mr. Cohnstaedt said he supported different rules for rental units such as Mr. Gibb and Mr. Loewen described.

Councilor Traber said he supported the City having a single definition of a dwelling unit, not necessarily in one document, but consistent among various documents.

General Maintenance

Mr. Westfall described a photograph of an opening in a building foundation. The basement of the building was occupied for purposes other than utilities. An engineer determined that the building was not in danger of imminent collapse, so it did not meet the criteria of the DBC. The opening did not allow water to penetrate into a habitable space, so the Rental Housing Code (RHC) provisions regarding weatherproofing could not be applied to the situation. The building foundation had numerous openings. Staff received several complaints regarding non-reinforced foundations in older buildings.

Mr. Westfall described a photograph of the inside of a basement foundation that was buckling into the structure. A crack in the non-reinforced foundation was patched. An engineer determined that the building was not in danger of imminent collapse, so the City could not take any action. The utility basement was not inhabited, but the overall integrity of the structure was a concern.

Mr. Westfall described a photograph of a house with issues involving the basement, roofing, and the painting of the stucco/concrete building exterior. Weatherproofing actions might stop water from penetrating into the living space; so far water was only penetrating the building envelope and deteriorating the structure. Since water had not penetrated to the living space, RHC provisions could not be enforced.

Mr. Loewen described a photograph of a house with an area of saturated siding caused by a failing gutter. Much of the roof was covered with moss.

Mr. Westfall described a photograph of a vacant residence for which staff routinely received complaints about it being a potentially dangerous building and creating a blighting condition in the neighborhood. Elements of the structure (e.g., roof, siding, and windows) were beginning to deteriorate. No one had complained to the City about the conditions of the habitable spaces within the structure. The City did not have maintenance provisions to ensure that an abandoned or vacant building was maintained to a minimum standard.

Mr. Westfall described a photograph of a long-vacant building. A summer kitchen/storage facility adjacent to the house continued to collapse. During 2001, the City ordered removal of a carport and garage because of their deteriorated condition. The structure was designated as a historic resource, but it was succumbing to demolition by neglect. Window openings were covered with plywood to keep out trespassers, the roof was not maintained, and there was no waterproofing of the siding.

Mr. Westfall described a photograph of a vacant house that was compromised by water infiltration; a portion of the structure failed and was removed.

Councilor Traber asked what might constitute a minimum standard for maintenance, noting that the issue concerned him. He questioned whether the City would legislate that property owners incur expenses to maintain their property in a 'pristine condition.' He asked what would happen when properties were neglected to the point they did not meet the minimum standards or when property owners did not have the financial resources to complete City-required action.

Mr. Westfall explained that, under a property maintenance code, the City would have provisions to impose penalties or fines or seek legal remedies to encourage or enforce correction. He clarified that minimum maintenance standards would regulate structural functionality, rather than appearance or aesthetics. Standards could include maintaining structural weatherproofing via paint application or roofing installation.

Councilor Traber acknowledged that a dangerous building was an extreme condition. He was concerned that neighbors could force someone to address what they perceived as a structural problem that the property owner considered aesthetic in nature.

Mr. Gibb responded that the Committee would need to consider property maintenance code language. Staff received complaints from citizens concerned that their property values were impacted by the condition of a neighborhood property. Judgment must be exercised, and it was impossible to define every eventuality. An appeal process would be provided to evaluate disputed decisions.

Ms. Brewer added that a property owner who was unable to afford the required corrective action could be referred to a social service agency. City staff would work with the property owner to resolve the neighborhood's concerns, rather than giving the property owner an ultimatum about correcting the maintenance deficiency. Mr. Gibb added that the City had rehabilitation loan programs to assist property owners.

Will Bowerman said he owned rental houses older than 1930. He was trying to get a permit for a structure built during 1885 that had a foundation that was damaged during a relocation. The house was on the inventory as a historic structure. As was typical for older houses, the chimney did not extend to the ground. The City required him to involve an engineer in seismically reinforcing the chimney; however, his structural engineer said the required reinforcement was not possible. He could not repair the foundation of the house unless the City accepted the engineer's letter that the chimney could not be reinforced. The chimney could not be removed because of the historic status of the house.

Mr. Bowerman concurred with much of the suggested property maintenance code provisions but expected his property expenses to increase. He would be more supportive of a property maintenance code if the City did not have a backlog of unresolved code compliance complaints and had a better timeline for responding to such complaints. He

expressed frustration with working through the current City permit requirements. He said old construction vastly differed from new construction, and some aspects of older construction could not be remedied by current techniques.

John Wydronek opined that the suggested general maintenance provisions were so vague they were meaningless and lacked substance to generate public comment. He acknowledged that no one wanted derelict housing, and he expected that everyone would support standards to prevent severely deteriorated structures. He said the IPMC was very specific but was not incorporated into staff's suggested code gap resolutions, even though the IPMC was referenced in the code gaps. He considered some of the suggested code provisions so detailed that they were "ridiculous."

Chair Brauner said the Committee might not present all of the issues to the City Council.

Carl Price pondered the consequences of a property maintenance code when someone could not afford to resolve an issue of moss on their house roof or the costs for the City becoming involved in a neighborhood dispute regarding property maintenance.

Holly Sears said the suggested property maintenance code resembled a city-wide homeowners' association. WAOR believed homeowners needed flexibility to determine their property maintenance priorities based upon personal needs, home improvement plans, time, and budget. Choices in property condition that did not threaten public health or safety should not be subject to the City determining when maintenance should be done.

Kevin Dwyer, Corvallis Chamber of Commerce, opined that the suggested property maintenance code seemed to be "over the top" and intended to make Corvallis a model city for property maintenance. He acknowledged the positive aspects of the suggested code, but some of the provisions could be onerous. He urged that the City Council consider the potential economic impacts of implementing some of the code provisions. He considered the suggested property maintenance code an impediment to developing affordable housing in the community because the code provisions would impose more costs on property owners.

Trish Daniels said the Collaboration Project Neighborhood Planning Work Group received testimony asking that the City reduce the number of unrelated adults allowed to rent a dwelling unit; a related motion failed; and the Group approved retaining the five-person limitation.

Ms. Daniels was encouraged that the City was taking action to develop a means of keeping the community livable for everyone. She understood that a property maintenance code was not being suggested so the City could pursue procrastinating property owners or messy people; the code was intended to address houses in severe disrepair. She said the issue was not the frequency of such situations but, rather, the demoralizing, debilitating, and often long-standing affect on neighborhoods from such situations and the City's limited ability to intervene.

Ms. Daniels described a situation from the 1990s in a neighborhood adjacent to OSU's campus, for which the City could only increase Police patrols and require the property owners to affix boards over doors and windows to prevent trespassers from entering the buildings. This action required routine visits by City staff to ensure that the required work was done. Values of nearby properties decreased because of the appearance of the two problem properties. A transient's warming fire got out of control, and the entire block was destroyed. She said one property owner's personal circumstances could cause a similar situation in any neighborhood in Corvallis. Maintenance standards could have allowed the City to intervene much earlier, saving all of the buildings on the block. She referenced Ms. Brewer's statement that low-income property owners often could not afford building repairs and may not be aware of community resources for assistance. City staff investigating such situations could refer the property owners to resources.

Lyn Larson viewed the issue of property maintenance from the perspective of preserving the historical nature of neighborhoods. She hoped the suggested code amendments would be adopted so the City could enforce them. She was surprised that single-family houses were allowed to deteriorate to the extent that they could not be salvaged; those houses were often replaced with large, townhouse-style apartment structures. The City's Comprehensive Plan stated that single family houses were needed in the community. If property owners were not allowed to let their structures self-demolish by neglect, the community would not lose the type of housing people said was needed.

Will Bowerman observed that regulations governed most of the issues presented to the Committee. He commented on the amount of time and paperwork involved to work on historic structures. He liked historic structures, but funds and time were needed to pursue permitting and follow regulations.

Administration

Mr. Weiss noted that the Committee was no longer considering adopting the IPMC; however, the concept of incorporating administrative provisions into one code to administer livability code elements was available for the Committee's consideration and would allow staff to effectively address the issues presented to the Committee.

Mr. Westfall reviewed areas of inconsistency in administering the Municipal Code, LDC, and RHC. As an example, he highlighted the varying definitions for "dwelling unit" among the City's codes. He explained that the definitions varied to meet the intents of the different codes. Staff held the professional perspective that cohesive definitions could help to meet the neighborhood livability intent.

Mr. Westfall explained that complaints were prioritized based upon the severity of the situation, such as lack of heat during the winter, lack of water, broken windows, water entering a living space, etc. Complainants were advised of the procedure, including providing proof of notification to a landlord or property manager, if applicable, and staff's investigation process. Often people complaining under the RHC did not return to City staff,

and staff did not know if the complaints were resolved or abandoned. The urgency of a complaint issue could determine the timeline for staff responding to code non-compliance. Violation notices were subject to varying code requirements (including content) and timelines. Appeals criteria and processes varied among the codes. Centralizing the appeal process would provide simplification for staff and complainants.

Mr. Weiss reviewed contemplated compliance protocols, suggested by the NLWG and the Property Maintenance Code Advisory Group (PMCAG). The RHC currently required tenants to file complaints with landlords and, after a prescribed time, allowed tenants to file complaints with the City.

Councilor Traber commented that it was reasonable to align administration of the City's codes.

Chair Brauner noted that the various codes would still have procedures delineated that may not follow the scenario Mr. Weiss described. Staff must still determine which code applied to a situation. While the codes could be similar, there would be some inherent differences. It was reasonable to have the administrative provisions in one document.

Mr. Gibb clarified that staff would like to consolidate code provisions as much as possible where the City had local jurisdiction over situations.

John Wydronek said the issue of requiring tenants to seek resolution from landlords was controversial for the PMCAG. Some tenants of minority population groups were concerned about retaliation for reporting problems. He believed lease agreements had legal responsibilities, and it was reasonable to expect tenants to report problems to landlords; he included this requirement in his leases. He was not certain what retaliation might occur if a tenant contacted a landlord or the City; any action he could take directly he could take after a tenant contacted the City. The location of the complained problem would fairly clearly indicate who reported the problem to the City. He said it was not acceptable to not allow landlords to resolve problems. The 2010 RHC report included a statement that requiring tenants to work with landlords often resolved problems and reduced the number of complaints filed with the City.

Councilor Traber surmised that the word "suggest," rather than "require," regarding tenants reporting problems to landlords was intended to address situations of people who would not complain to the City because they were required to first contact their landlord but would not do so, and the problem was not resolved. He recalled earlier discussions that, if a landlord did not respond to a tenant's complaint, the tenant could seek the City's assistance. The complaint would not be anonymous, but the City's assistance might ease the tenant's concerns of landlord retaliation.

Mr. Wydronek questioned why the current procedure should be changed and potentially increase the complaint case workload for City staff. If a rental agreement required a tenant

to report a problem to the landlord and the tenant, instead, reported the problem to the City, the landlord would have the legal right to evict the tenant for breaching the agreement.

Bill Cohnstaedt asked that, if the Committee directed staff to prepare a code to address administration of compliance protocols, a group with experience in landlord-tenant relations and property management be appointed to draft the code language. This would be a more collaborative effort with support from groups that would be affected by the code.

Jerry Duerksen agreed with Mr. Cohnstaedt that he, as a property manager, would like to be involved in developing code language regarding administering compliance protocols.

Holly Sears noted that many of staff's proposals during the past three Committee meetings incorporated IPMC provisions. WAOR believed staff's suggestions constituted re-formatting the previous proposal to adopt the IPMC, which the Committee declined to do. The Association believed extensive discussions were needed regarding which code gaps needed to be resolved. Without that discussion, undertaking a major overhaul of the existing codes to create a single livability code amounted to "putting a cart before a horse." She concurred with Mr. Cohnstaedt's suggestion of a group to collaboratively discuss code gaps. This was her first opportunity to review the contemplated compliance protocols, and she needed more time to consider them.

Ms. Brewer commented that Community Development Department staff worked on the code issues for more than two years as a result of the OSU/City Collaboration Project and conducted several meetings involving the community and various combinations of groups including landlords, tenants, and neighborhoods. While some people may just be becoming involved in the discussions, the issue was not new.

Chair Brauner explained that the Committee previously decided that it did not want to adopt the IPMC and delete what did not apply to Corvallis. Rather, the Committee wanted to identify and determine how to resolve the gaps in the City's existing codes. The gaps may be resolved with language extracted from the IPMC. Councilor Traber concurred.

Chair Brauner announced that the Committee would meet December 17 to discuss the code gaps and determine which gaps to focus on resolving. Mr. Gibb said staff could provide a chart of the gaps and seek Committee prioritization of the gaps. Staff could develop a proposal for how it could work with a stakeholder group toward developing code language to resolve the gaps.

This issue was presented for information only.

IV. Other Business

- A. The next regular Administrative Services Committee meeting is scheduled for December 17, 2014, at 3:30 pm, in the Madison Avenue Meeting Room.

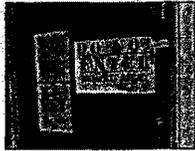
City of Corvallis
Administrative Services Committee

Continued Discussion of Livability
Code Provisions: Exterior Elements
 December 3, 2014

The Maintenance Gap



*New Construction/
Permitted Alterations*



Declaration of a Dangerous Building

Limited maintenance code provisions available through the Municipal Code, Land Development Code and Rental Housing Code.

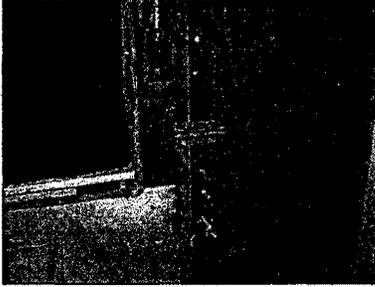
Fire Safety

Current: Provisions of state and local Fire Codes pertain primarily to triplex and larger residential structures; however, OFC Chapter 11 provides for the maintenance of ingress and egress paths of travel in all existing buildings. The Rental Housing Code requires smoke detectors in all rental units, including one- and two-family structures

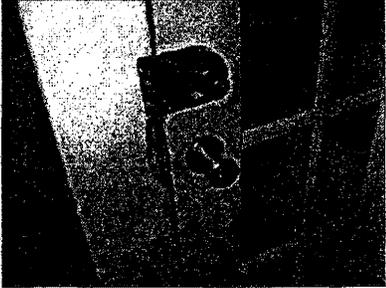
Gap: There are no maintenance standards for door locks that are operable without keys or special knowledge from the egress side of a doorway, for maintenance of emergency escape openings, or for maintenance of fire-resistant surfaces and assemblies in one- and two-family structures.

Resolution: Adopt specific code language requiring clear, unobstructed paths of travel for the purpose of safe ingress/egress in all structure types; provision of door locks that are operable from the egress side without keys or special knowledge; maintenance of emergency escape openings and fire-resistant surfaces and assemblies in all structure types.

General Code Gap Example:
Fire Safety



General Code Gap Example:
Fire Safety



General Code Gap Example:
Fire Safety



**General Code Gap Example:
Fire Safety**



Occupancy Limits

Current: The Land Development Code stipulates by its definition of family that not more than five unrelated adults may occupy a dwelling unit.

Gap: While the number of unrelated adults in a dwelling unit is limited, there are no standards that specify how much space each must have for sleeping, eating or living. In addition, the definition of "dwelling unit" varies between the Land Development Code and the Rental Housing Code.

Resolution: To implement more effective occupancy limits and address overcrowding and the neighborhood impacts that may stem from that condition, adopt standards for minimum square footage allocation requirements to establish maximum occupancy of a dwelling unit in residential rental occupancy types. Examples of such standards can be found in both the International Building Code and the International Property Maintenance Code. Further, implementation of a single livability code and set of administrative provisions (detailed discussion to follow) would bring a consistent definition to the term "dwelling unit" as that term is applied for purposes of livability code compliance.

**Occupancy Limits
IPMC Standards Example for Rentals**

Example minimum space requirements for habitable areas include:

- Habitable rooms to be a minimum of 7 feet in any direction;
- Bedrooms to be a minimum of 70 square feet; additional space required if more than two occupants;
- Living rooms (excludes kitchens and bedrooms) to be a minimum of 120 square feet.

General Maintenance

Current: Building codes prescribe methods and materials for the construction and alteration of structures, and for establishing approved occupancy of a space, but do not require maintenance of structures following completion or alteration.

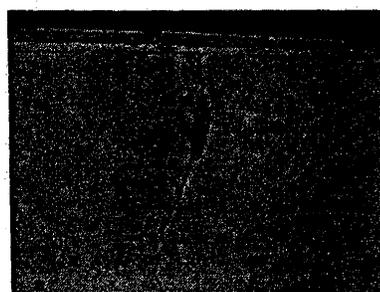
Gap: With no code provisions for the maintenance of structures, the first opportunity the City has to address conditions of decay does not occur until a building or some element thereof must be deemed dangerous and unfit for occupancy.

Resolution: Develop and implement maintenance standards for all occupancy and structure types to prevent a structure's decay to the point that it must be deemed dangerous. Potential areas of focus for such standards were included in the Exterior Conditions discussion package prepared for ASC's November 19 meeting.

**General Code Gap Example:
General Maintenance**



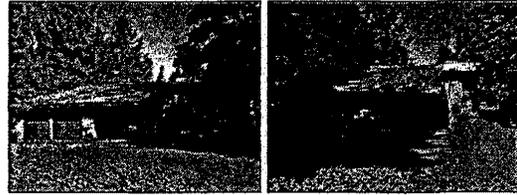
**General Code Gap Example:
General Maintenance**



General Code Gap Example:
General Maintenance



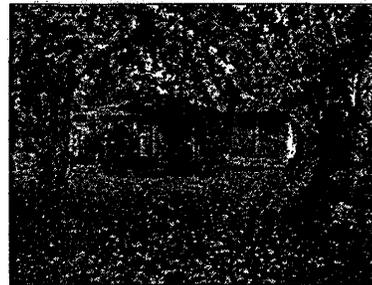
General Code Gap Example:
General Maintenance



General Code Gap Example:
General Maintenance



General Code Gap Example:
General Maintenance



General Code Gap Example:
General Maintenance



General Code Gap Example:
General Maintenance



Administration

Current: Each of the three codes with livability compliance elements (Municipal Code, Land Development Code and Rental Housing Code) has its own administrative provisions (e.g., the means by which the code is implemented and efforts to gain compliance are carried out).

Gap: Inconsistencies exist among the three codes in regard to notices, compliance actions, penalties, appeals processes, and in the case of the Rental Housing Code, a requirement that a complainant contact the property owner/manager prior to filing a complaint with the City. Implementing three codes with separate sets of administrative provisions may result in a compliance process that is difficult for community members to understand, and that is relatively complex for City staff to administer.

Resolution: Integrating the City's livability code elements into a single code document, with one set of administrative provisions, would simplify compliance work for both staff and the community.

Administration Areas for Potential Code Alignment

Areas of inconsistency in administration between Municipal Code, Land Development Code and Rental Housing Code:

- Definitions
- Inspection and determination of violations
- Notices of violation
- Penalties for noncompliance
- Appeals

Administration

Contemplated Compliance Protocols

- Operate on a complaint vs. inspection basis; do not accept anonymous complaints but within legal limits, honor requests for confidentiality
- Residential rental units to be subject to interior and exterior standards; all other property types subject to exterior standards
- Suggest, but not require that tenants address issues directly with their landlord before filing a complaint
- Investigations limited to the scope of a complaint unless life/safety issues are identified during the investigation process
- Compliance achieved through a series of notices with response and action times based on the severity of the violation
- Progressive enforcement approach to be developed for application in cases of failure to achieve compliance
- All appeals to be heard by the City's Board of Appeals

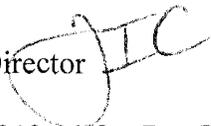
City of Corvallis Administrative Services Committee

*Continued Discussion of Livability
Code Provisions: Exterior Elements*

December 3, 2014

MEMORANDUM

December 18, 2014

To: Mayor Traber and City Council
From: Janet Chenard, Interim Finance Director 
Subject: Request to update Resolution 2013-31 for Pro Tem Judges

ISSUE:

To adopt a resolution naming the people authorized to act as pro tem judges.

BACKGROUND:

There is an occasional need for a pro tempore judge to fulfill the duties of the Municipal Judge when the Judge is unavailable. Resolution 2013-31 was adopted on September 16, 2013, appointing six attorneys to serve as pro tem judges. Three of the previously named judges are no longer interested in serving as a pro tem judge and Judge Dunfield has identified two other attorneys who are interested in serving.

RECOMMENDATION:

Staff recommends City Council adopt the attached resolution authorizing the attorneys named to perform duties of the Corvallis Municipal Judge when so engaged by the Municipal Judge or the Judge's authorized representative.

Review and Concur:



City Manager *Pro Tem*

RESOLUTION 2015 -

A RESOLUTION AUTHORIZING NAMED *PRO TEM* JUDGES

Minutes of the January 5, 2015, Corvallis City Council meeting, continued.

A resolution submitted by Councilor _____.

WHEREAS, in accordance with the Corvallis City Charter, the Municipal Judge is appointed and serves at the pleasure of the Council; and

WHEREAS, there is an occasional need for a *pro tempore* judge to fulfill the duties of the Municipal Judge when the Judge is unavailable; and

WHEREAS, the below listed attorneys are qualified to fulfill the duties of the Corvallis Municipal Judge and have indicated a willingness to serve the City of Corvallis as *pro tem* judges.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF CORVALLIS RESOLVES:

The following persons are hereby authorized to perform the duties of the Corvallis Municipal Judge when so engaged by the Municipal Judge or the Judge's authorized representative:

Hal Harding	Steve Ensor
Robert T. Scott	Joan Demarest
Gerald Waite	
Any active Municipal Judge from any other Oregon city	

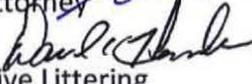
Councilor

Upon motion duly made and seconded, the foregoing resolution was adopted and the Mayor thereupon declared said resolution to be adopted.

CORVALLIS POLICE DEPARTMENT

Memorandum

December 8, 2014

To: Corvallis City Council
From: Jim Brewer, Corvallis City Attorney 
David A. Henslee, Captain 
Subject: CMC 5.03.110.010 – Offensive Littering
Revision / Proposed Ordinance

In August 2014, Corvallis Municipal Court Judge Dunfield ruled Corvallis Municipal Code 5.03.110.010 "Littering" was not identical to Oregon Revised Statute 164.805 "Offensive Littering" and therefore unenforceable. This memorandum serves to inform council of the issue and propose an "Offensive Littering" ordinance with language consistent with Oregon Revised Statute. Adopting the new ordinance would allow officers to enforce "offensive littering" in Corvallis, consistent with current practice.

ORDINANCE 2014 - _____

AN ORDINANCE RELATING TO OFFENSIVE LITTERING, AMENDING MUNICIPAL CODE 5.03, "OFFENSES", AS AMENDED

THE CITY OF CORVALLIS ORDAINS AS FOLLOWS:

Section 1. Municipal Code Section 5.03.110.010 is hereby amended as follows.

Section 5.03.110.010 – Offensive Littering

- 1) No person shall create an objectionable stench or degrade the beauty or appearance of property or detract from the natural cleanliness or safety of property by intentionally:
 - a) Discarding or depositing any rubbish, trash, garbage, debris or other refuse upon the land of another without permission of the owner, or upon any public way or in or upon any public transportation facility;
 - b) Draining, or causing or permitting to be drained, sewage or the drainage from a cesspool, septic tank, recreational or camping vehicle waste holding tank or other contaminated source, upon the land of another without permission of the owner, or upon any public way; or
 - c) Permitting any rubbish, trash, garbage, debris or other refuse to be thrown from a vehicle that the person is operating. This subsection does not apply to a person operating a vehicle transporting passengers for hire subject to regulation by the Interstate Commerce Commission or the Department of Transportation or a person operating a school bus described under ORS 801.460.
- 2) As used in this section:
 - a) "Public transportation facility" means any property, structure or equipment used for or in connection with the transportation of persons for hire by rail, air or bus, including any railroad cars, buses or airplanes used to carry out such transportation.
 - b) "Public way" includes, but is not limited to, roads, streets, alleys, lanes, trails, beaches, parks and all recreational facilities operated by the state, a county or a local municipality for use by the general public.
- 3) Offensive littering is a Class C misdemeanor.

(Ord. 82-77 § 110.01, 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

***** MEMORANDUM *****

DECEMBER 31, 2014

TO: MAYOR AND CITY COUNCIL

FROM: CARLA HOLZWORTH, CITY RECORDER

SUBJECT: 2015-2016 WARD MEETINGS

City-sponsored ward meetings provide opportunities for residents within each ward to discuss ward-specific and citywide issues with City Councilors and City staff. Within each two-year Council term, it is hoped that each City Councilor will host one City-sponsored ward meeting. All departments, including the City Manager's Office, have been represented at each meeting. In the past, Councilors have also hosted their own "non-City sponsored" ward meetings as often as they feel appropriate.

Ward meetings have typically been scheduled for the second Tuesday of the month at 7 pm. Dates and times were developed keeping in mind other meetings, as well as summer vacations and holidays. Staff attempts to find a City-owned facility or other no-cost location within the particular ward or from a nearby ward to hold these meetings.

Staff requests Council direction whether to reconvene scheduled ward meetings beginning April 2015. If approved, a proposed schedule of dates is provided below and dates can be reserved by calling me at 541-766-6901. I will also assist you with flyers, finding a meeting location, and other meeting details.

2015-2016 WARD MEETING SCHEDULE

WARD	DATE	TIME	LOCATION	COUNCILOR NAME
Ward #__	April 14, 2015	7 pm		
Ward #__	May 12, 2015	7 pm		
Ward #__	September 15, 2015	7 pm		
Ward #__	October 13, 2015	7 pm		
Ward #__	January 12, 2016	7 pm		
Ward #__	February 9, 2016	7 pm		
Ward #__	March 15, 2016	7 pm		
Ward #__	April 12, 2016	7 pm		
Ward #__	May 10, 2016	7 pm		

An alternative to pre-scheduled ward meetings is to wait until a Councilor feels a particular issue warrants a ward meeting and at that time, attendance by staff from the appropriate City department(s) could be requested.

***** MEMORANDUM *****

DECEMBER 31, 2014

TO: MAYOR AND CITY COUNCIL

FROM: CARLA HOLZWORTH, CITY RECORDER 

SUBJECT: 2015 GOVERNMENT COMMENT CORNER

The Mayor and Councilors have hosted two-hour Government Comment Corner sessions Saturday mornings in the Corvallis-Benton County Public Library lobby for many years. These sessions provide opportunities for community residents to speak with elected officials about local concerns and issues. The sessions have been held from 10:00 am until 12:00 pm.

Staff requests Council direction whether to continue the Government Comment Corner program. If so, would the Council like to continue the weekly schedule or change to bi-weekly, monthly, quarterly, or another schedule.

If Council would like to continue with the current weekly Government Comment Corner schedule, the 2015 schedule is attached; and Councilors may sign up to host Government Comment Corner sessions.

If you have any questions, please call me (541-766-6901).



**GOVERNMENT COMMENT CORNER
2015 SATURDAY ROSTER
10:00 am to 12 noon**

Date	Host	Telephone
January 3.....		
January 10.....		
January 17.....	No Government Comment Corner	
January 24.....		
January 31.....		
February 7.....		
February 14.....	No Government Comment Corner	
February 21.....		
February 28.....		
March 7.....		
March 14.....		
March 21.....		
March 28.....		
April 4.....		
April 11.....		
April 18.....		
April 25.....		
May 2.....		
May 9.....		
May 16.....		
May 23.....	No Government Comment Corner	
May 30.....		
June 6.....		
June 13.....		
June 20.....		
June 27.....		
July 4.....	No Government Comment Corner	
July 11.....		
July 18.....		
July 25.....		
August 1.....		
August 8.....		
August 15.....		
August 22.....		
August 29.....		
September 5.....	No Government Comment Corner	
September 12.....		
September 19.....		
September 26.....		
October 3.....		
October 10.....		
October 17.....		
October 24.....		
October 31.....		
November 7.....		
November 14.....		
November 21.....		
November 28.....	No Government Comment Corner	
December 5.....		
December 12.....		
December 19.....		
December 26.....	No Government Comment Corner	

City of Corvallis

Council Policies Scheduled for Review in 2015

Policy Title		Council Review Date
CP 1.01	Charges for Copying of City Material	Oct 2015
CP 1.04	Official Flower	Oct 2015
CP 1.07	The Corvallis Flag	Oct 2015
CP 1.08	Organizational Sustainability	Nov 2015
CP 1.09	Public-Access Television	Dec 2015
CP 1.11	Identity Theft Prevention and Red Flag Alerts	Nov 2015
CP 2.08	Council Liaison Roles	Feb 2015
CP 2.09	Council Orientation	Apr 2015
CP 2.10	Use of Electronic Mail by Mayor and City Council	Jan 2015
CP 3.01	Appointment of Acting City Manager	Oct 2015
CP 3.02	City Compensation Policy	Sep 2015
CP 3.04	Separation Policy	Dec 2015
CP 4.01	Guidelines for Commercial Vending and Fundraising Activities in City Parks	Mar 2015
CP 4.03	Corvallis Senior Center Operational Policies	Nov 2015
CP 4.04	Park Utility Donations	Nov 2015
CP 4.06	Library Displays, Exhibits, and Bulletin Boards	Nov 2015
CP 4.12	Guidelines for Public Art Selection	March 2015
CP 4.14	Use of City Hall Plaza and Kiosk	Jan 2015
CP 7.01	Assessments - Sanitary Sewer and Water System Improvements	Oct 2015
CP 7.02	Assessments - Storm System	Oct 2015
CP 7.03	Assessments - Street Improvements	Oct 2015
CP 7.09	Traffic Control Devices; Cost of	Dec 2015
CP 7.10	Water Line Replacement	Dec 2015
CP 7.11	Water Main Extensions and Fire Protection	Oct 2015
CP 7.14	Pre-Payment for Public Street Improvements	Aug 2015
CP 7.16	Guidelines for Donations of Land and/or Improvements for Parks as an Offset to Systems Development Charges for Parks	Nov 2015
CP 8.01	Watershed Easement Considerations	Oct 2015
CP 9.01	Crosswalks	Dec 2015
CP 9.03	Parking Permit Fees	Feb 2015
CP 9.04	Street Lighting Policy	Oct 2015
CP 9.08	Building Encroachments in the Public Right-of-Way	May 2015
CP 10.01-10.08	Financial Policies	Mar 2015

MEMORANDUM

December 24, 2014

TO: Mayor and City Council
FROM: Nancy Brewer, City Manager *Pro Tem* NB
SUBJECT: Calendars

I. Issue

To provide Council with calendar information in an efficient and effective manner.

II. Discussion

Prior Council packets have included two calendars that serve slightly different purposes:

- The Activity Calendar (hard copy blue sheet) included all City meetings scheduled for the period between Council meetings. This calendar included date, time, and location of the planned meetings. Meetings still get canceled after they are published in the Activity Calendar, though more often than not the scheduled meetings occur as planned.
- The 3-month Calendar included a list of meetings with date, time, and occasionally a comment about subject matter. This calendar would show changes by listing new meetings in *italics* and canceled meetings in ~~strikeout~~. Meetings where the Mayor/City Council would attend would be identified in **bold**. This calendar is designed to keep the City Council aware of upcoming meetings that may be of interest so the Councilor can be sure to get meetings of interest added to a personal calendar in advance.

In addition to these calendars, the City maintains a web-site calendar of City meetings. This calendar appears in a more expected "calendar" grid format where a person inquiring on a meeting can click on the meeting and then add it to his/her own electronic calendar. In addition, as agenda and meeting materials are developed there is usually a link added to the web calendar.

Maintaining these three calendars in different formats can cause challenges for staff to be sure meetings are added/removed for all three calendars at the same time. Occasionally we miss getting a meeting added or removed from one or more of the three calendars.

III. Alternatives

Staff is exploring alternatives to maintaining three separate calendars. For this packet, we have included the Activity Calendar and the 3-month Calendar, but we have also included a link to the web calendar. We are interested in feedback from the Council about whether using only the web based calendar would meet your planning needs. If so, it would mean staff would only have one location to keep an overall calendar of City meetings.

As far as we can tell, the biggest concern about using this method is that meetings may be scheduled, then postponed or canceled and there is not currently an effective way to get that cancellation to people who have used the web site to download meeting information to a personal calendar; city staff has suggested this improvement to the content management system provider as an enhancement. If the web-based calendar becomes the only calendar used, staff recommends bookmarking the calendar and checking before the meeting to ensure it has not been canceled. That said, we recognize that some Councilors may rely heavily on one of the other calendars and this new method may not be effective.

IV. Requested Action

Provide feedback to staff about whether this change will work to meet Council's objectives.

**ADMINISTRATIVE SERVICES COMMITTEE
SCHEDULED ITEMS
2015
December 30, 2014**

Note: Future items listed below may move to another meeting date depending on workload issues and other factors

MEETING DATE	AGENDA ITEM
January 7	<ul style="list-style-type: none"> • Meeting date, time discussion • Visit Corvallis First Quarter Report • Downtown Corvallis Association Economic Improvement District First Quarter Report • First Quarter Operating Report
January	<ul style="list-style-type: none"> • Council Policy Review and Recommendation: <ul style="list-style-type: none"> • 4.14, "Use of City Hall Plaza and Kiosk" • Fiscal Year 2013-2014 Parks and Recreation Department Cost Recovery Review
February	
February	<ul style="list-style-type: none"> • Open Carry of Loaded Firearms Policy and Resolution • Council Policy Review and Recommendation: <ul style="list-style-type: none"> • 2.10, "Use of Electronic Mail by Mayor and City Council"
March	<ul style="list-style-type: none"> • Second Quarter Operating Report • Council Policy Review and Recommendation: <ul style="list-style-type: none"> • 10.01-10.08, "Financial Policies"
March	<ul style="list-style-type: none"> • Ambulance Rate Review • Livability Code/Neighborhood Outreach Program • Council Policy Review and Recommendation: <ul style="list-style-type: none"> • 2.09, "Council Orientation"
April	<ul style="list-style-type: none"> • Visit Corvallis Second Quarter Report • Downtown Corvallis Association Economic Improvement District Second Quarter Report
April	<ul style="list-style-type: none"> • Council Policy Review and Recommendation: <ul style="list-style-type: none"> • 2.08, "Council Liaison Roles"
May	<ul style="list-style-type: none"> •
May	<ul style="list-style-type: none"> • Visit Corvallis Third Quarter Report • Downtown Corvallis Association Economic Improvement District Third Quarter Report
June	<ul style="list-style-type: none"> • Third Quarter Operating Report • Board and Commission Sunset Review: <ul style="list-style-type: none"> • Community Police Review Board
June	<ul style="list-style-type: none"> • Republic Services Annual Report
July	<ul style="list-style-type: none"> •
July	<ul style="list-style-type: none"> •
August	<ul style="list-style-type: none"> • Budget Commission Annual Report • Economic Development Advisory Board Annual Report
August	<ul style="list-style-type: none"> •
September	<ul style="list-style-type: none"> • Visit Corvallis Fourth Quarter Report • Downtown Corvallis Association Economic Improvement District Fourth Quarter Report
September	<ul style="list-style-type: none"> • One-Year Review of PPTF Recommendations on Advisory Board and Commission Changes • Council Policy Review and Recommendation: <ul style="list-style-type: none"> • 3.02, "City Compensation Policy"
October	<ul style="list-style-type: none"> • Fourth Quarter Operating Report
October	<ul style="list-style-type: none"> • Utility Rate Annual Review • Council Policy Reviews and Recommendations: <ul style="list-style-type: none"> • 1.01, "Charges for Copying of City Material" • 3.01, "Appointment of Acting City Manager"
November	<ul style="list-style-type: none"> •

MEETING DATE	AGENDA ITEM
November	<ul style="list-style-type: none"> • Council Policy Review and Recommendation: <ul style="list-style-type: none"> • 1.11, "Identity Theft Prevention and Red Flag Alerts"
December	<ul style="list-style-type: none"> • Visit Corvallis First Quarter Report • Downtown Corvallis Association Economic Improvement District First Quarter Report • Comprehensive Annual Financial Report • First Quarter Operating Report
December	<ul style="list-style-type: none"> • Council Policy Reviews and Recommendations: <ul style="list-style-type: none"> • 1.09, "Public-Access Television" • 3.04, "Separation Policy"

ASC PENDING ITEMS

- | | |
|--|-----------------------|
| • Arts Percentage for Municipal Building Construction | Parks and Recreation |
| • Comcast Franchise Renewal Update | Public Works |
| • Corporate Securities List | Finance |
| • Economic Development Policy on Tourism | City Manager's Office |
| • Multi-Family Residential Tax Incentive Program for Downtown Area | Community Development |
| • Municipal Code Review: Chapter 4.01, "Solid Waste Regulations" | Community Development |

Regular Meeting Date and Location:

January 7 - 3:30 pm – Madison Avenue Meeting Room
 Regular dates and times for subsequent meetings to be determined

**HUMAN SERVICES COMMITTEE
SCHEDULED ITEMS
2015
December 31, 2014**

Note: Future items listed below may move to another meeting date depending on workload issues and other factors.

MEETING DATE	AGENDA ITEM
January 6	<ul style="list-style-type: none"> • Meeting date, time discussion
January	<ul style="list-style-type: none"> • Fiscal Year 2015-2016 Social Services Priorities and Calendar
February	<ul style="list-style-type: none"> •
February	<ul style="list-style-type: none"> • Council Policy Review and Recommendation: <ul style="list-style-type: none"> • 4.01, "Guidelines for Commercial Vending and Fundraising Activities in City Parks"
March	<ul style="list-style-type: none"> • The Arts Center Annual Report • Public Art Selection Commission Annual Report • Council Policy Review and Recommendation: <ul style="list-style-type: none"> • 4.12, "Guidelines for Public Art Selection"
March	<ul style="list-style-type: none"> • United Way Semi-Annual Report
April	<ul style="list-style-type: none"> •
April	<ul style="list-style-type: none"> •
May	<ul style="list-style-type: none"> • Majestic Theatre Quarterly Report • Liquor License Annual Renewals
May	<ul style="list-style-type: none"> •
June	<ul style="list-style-type: none"> • Social Services Allocations – Fiscal Year 2015-2016 • Boards and Commissions Sunset Review: <ul style="list-style-type: none"> • Parks, Natural Areas, and Recreation Board
June	<ul style="list-style-type: none"> •
July	<ul style="list-style-type: none"> • Corvallis Farmers' Market Annual Report
July	<ul style="list-style-type: none"> •
August	<ul style="list-style-type: none"> • Majestic Theatre Quarterly Report • Arts and Culture Advisory Board Annual Report • Community Police Review Advisory Board Annual Report • United Way Annual Report
August	<ul style="list-style-type: none"> • Community Involvement and Diversity Advisory Board Annual Report • Housing and Community Development Advisory Board Annual Report • Community Relations Advisory Group Annual Report • Social Services Annual Report
September	<ul style="list-style-type: none"> • Library Advisory Board Annual Report • King Legacy Advisory Board Annual Report • Parks, Natural Areas, and Recreation Advisory Board Annual Report
September	<ul style="list-style-type: none"> • Rental Housing Program Annual Report
October	<ul style="list-style-type: none"> •
October	<ul style="list-style-type: none"> • Council Policy Reviews and Recommendations: <ul style="list-style-type: none"> • 1.04, "Official Flower" • 1.07, "The Corvallis Flag"
November	<ul style="list-style-type: none"> • Majestic Theatre Quarterly Report
November	<ul style="list-style-type: none"> • Council Policy Reviews and Recommendations: <ul style="list-style-type: none"> • 4.06, "Library Displays, Exhibits, and Bulletin Boards" • 4.03, "Corvallis Senior Center Operational Policies" • 4.04, "Park Utility Donations"
December	<ul style="list-style-type: none"> • 2016-2017 Social Services Priorities and Calendar
December	<ul style="list-style-type: none"> •

HSC PENDING ITEMS

- Marijuana-related ordinances Police
- Municipal Code Reviews:
 - Chapter 5.01, "City Park Regulations" (Alcoholic Beverages in Parks) Parks and Recreation
 - Chapter 9.02, "Rental Housing Code" Community Development
- OSU/City Collaboration Project Recommendations (Action Items 4-1, 4-3, 4-4, 5-1) Community Development
- Senior Center Conceptual Plan Parks and Recreation

Regular Meeting Date and Location:

January 6 – 2:00 pm – Madison Avenue Meeting Room

Regular dates and times for subsequent meetings to be determined

**URBAN SERVICES COMMITTEE
SCHEDULED ITEMS
2015
December 31, 2014**

Note: Future items listed below may move to another meeting date depending on workload issues and other factors.

MEETING DATE	AGENDA ITEM
January 6	<ul style="list-style-type: none"> • Meeting date, time discussion • Municipal Code Review: Section 3.01.080, "Service Connections and Meters"
January	
February	<ul style="list-style-type: none"> • Council Policy Review and Recommendation: <ul style="list-style-type: none"> • 9.03, "Parking Permit Fees" • Downtown Parking Structure Discussion
February	
March	<ul style="list-style-type: none"> • Systems Development Charge Annual Review
March	<ul style="list-style-type: none"> •
April	<ul style="list-style-type: none"> •
April	<ul style="list-style-type: none"> •
May	<ul style="list-style-type: none"> •
May	<ul style="list-style-type: none"> • Council Policy Review and Recommendation: <ul style="list-style-type: none"> • 9.08, "Building Encroachments in the Public Right-of-Way"
June	<ul style="list-style-type: none"> • Bicycle and Pedestrian Advisory Board Annual Report • Board and Commission Sunset Reviews: <ul style="list-style-type: none"> • Transit Advisory Board • Bicycle and Pedestrian Advisory Board
June	<ul style="list-style-type: none"> •
July	<ul style="list-style-type: none"> •
July	<ul style="list-style-type: none"> •
August	<ul style="list-style-type: none"> • Airport Advisory Board Annual Report • Capital Improvements Program Advisory Board Annual Report
August	<ul style="list-style-type: none"> • Downtown Advisory Board Annual Report • Historic Resources Commission Annual Report • Planning Commission Annual Report • Council Policy Review and Recommendation: <ul style="list-style-type: none"> • 7.14, "Pre-Payment for Public Street Improvements"
September	<ul style="list-style-type: none"> • Transit Advisory Board Annual Report • Watershed Management Advisory Board Annual Report
September	<ul style="list-style-type: none"> •
October	<ul style="list-style-type: none"> • Council Policy Reviews and Recommendations: <ul style="list-style-type: none"> • 7.11, "Water Main Extensions and Fire Protection" • 9.04, "Street Lighting Policy"
October	<ul style="list-style-type: none"> • Council Policy Reviews and Recommendations: <ul style="list-style-type: none"> • 7.01, "Assessments – Sanitary Sewer and Water System Improvements" • 7.02, "Assessments – Storm System" • 7.03, "Assessments – Street Improvements"
November	<ul style="list-style-type: none"> • Council Policy Reviews and Recommendations <ul style="list-style-type: none"> • 7.16, "Guidelines for Donations of Land and/or Improvements for Parks as an Offset to Systems Development Charges for Parks" • 1.08, "Organizational Sustainability" • 8.01, "Watershed Easement Considerations"
November	<ul style="list-style-type: none"> •
December	<ul style="list-style-type: none"> • Council Policy Reviews and Recommendations: <ul style="list-style-type: none"> • 7.09, "Traffic Control Devices; Cost of" • 7.10, "Water Line Replacement" • 9.01, "Crosswalks"
December	<ul style="list-style-type: none"> •

USC PENDING ITEMS

- Municipal Code Review: Community Development
 - Chapter 8.13, "Mobile Food Units" Public Works
- Multimodal Transportation Advisory Board (2017) Public Works
- Residential Parking Permit Districts Municipal Code Changes Public Works
- Vegetation Management and Fire Protection – Regulatory and Policy issues Community Development/Fire

Regular Meeting Date and Location:

January 6 - 5:00 pm – Madison Avenue Meeting Room

Regular dates and times for subsequent meetings to be determined

UPCOMING MEETINGS OF INTEREST



City of Corvallis

JANUARY – MARCH 2015
(Updated December 31, 2014)

JANUARY 2015				
Date	Time	Group	Location	Subject/Note
1		City Holiday – all offices closed		
2	7:00 am	Bicycle and Pedestrian Adv Board	Madison Avenue Mtg Rm	
3		No Government Comment Corner		
5	6:30 pm	City Council	Downtown Fire Station	
6	7:00 am	Airport Advisory Board	Madison Avenue Mtg Rm	
6	2:00 pm	Human Services Committee	Madison Avenue Mtg Rm	
6	4:00 pm	Downtown Parking Committee	Downtown Fire Station	
6	5:00 pm	Urban Services Committee	Madison Avenue Mtg Rm	
7	3:30 pm	Administrative Services Committee	Madison Avenue Mtg Rm	
7	7:00 pm	Planning Commission	Downtown Fire Station	
8	8:30 am	Citizens Advisory Cmsn on Civic Beautification and Urban Forestry	Parks and Rec Conf Room	
8	6:00 pm	Mayor/City Council Orientation	Madison Avenue Mtg Rm	City Mgr, City Recorder, Cmty Dev Director
10	10:00 am	No Government Comment Corner	Library Lobby – TBD	
10	12:45 pm	City Council Historic Neighborhood Trolley Tour	meet at Visit Corvallis office	
12	3:00 pm	Economic Development Adv Board	Madison Avenue Mtg Rm	
13	8:20 am	Transit Advisory Board	Madison Avenue Mtg Rm	
13	6:00 pm	City Council/Planning Cmsn Joint Work Session	Madison Avenue Mtg Rm	OSU District Plan
13	6:30 pm	Historic Resources Commission	Downtown Fire Station	
14	5:30 pm	Downtown Advisory Board	Madison Avenue Mtg Rm	
15	6:30 pm	Parks, Natural Areas, and Recreation Advisory Board	Downtown Fire Station	
17		No Government Comment Corner		
19		City Holiday – all offices closed		
20	8:20 am	Transit Advisory Board	Madison Avenue Mtg Rm	
20	4:00 pm	Public Art Selection Commission	Parks and Rec Conf Room	
20	5:15 pm	King Legacy Advisory Board	Osborn Aquatic Center	
20	5:30 pm	Arts and Culture Advisory Board	Parks and Rec Conf Room	
20	6:30 pm	City Council	Downtown Fire Station	
TBD	TBD	Administrative Services Committee	Madison Avenue Mtg Rm	
TBD	TBD	Human Services Committee	Madison Avenue Mtg Rm	
TBD	TBD	Urban Services Committee	Madison Avenue Mtg Rm	
21	12:00 pm	Housing and Cmty Dev Adv Board	Madison Avenue Mtg Rm	
21	5:30 pm	City Council Work Session	Madison Avenue Mtg Rm	Goal Setting #1
21	7:00 pm	Planning Commission	Downtown Fire Station	
24	10:00 am	Government Comment Corner	Library Lobby - TBD	
28	5:15 pm	Watershed Management Adv Board	Madison Avenue Mtg Rm	
28	7:00 pm	City Council Work Session	Madison Avenue Mtg Rm	Goal Setting #2
31	10:00 am	Government Comment Corner	Library Lobby - TBD	

FEBRUARY 2015				
Date	Time	Group	Location	Subject/Note
2	6:30 pm	City Council	Downtown Fire Station	
TBD	TBD	Administrative Services Committee	Madison Avenue Mtg Rm	
TBD	TBD	Human Services Committee	Madison Avenue Mtg Rm	
TBD	TBD	Urban Services Committee	Madison Avenue Mtg Rm	
3	7:00 am	Airport Advisory Board	Madison Avenue Mtg Rm	
3	4:00 pm	Downtown Parking Committee	Downtown Fire Station	
5	7:00 pm	Planning Commission	Downtown Fire Station	
6	7:00 am	Bicycle and Pedestrian Adv Board	Madison Avenue Mtg Rm	
7	10:00 am	Government Comment Corner	Library Lobby - TBD	
9	3:00 pm	Economic Development Adv Board	Madison Avenue Mtg Rm	
10	8:20 am	Transit Advisory Board	Madison Avenue Mtg Rm	
10	6:30 pm	Historic Resources Commission	Downtown Fire Station	
10	7:00 pm	Budget Commission	Madison Avenue Mtg Rm	
11	5:30 pm	Downtown Advisory Board	Madison Avenue Mtg Rm	
12	8:30 am	Citizens Advisory Cmsn on Civic Beautification and Urban Forestry	Parks and Rec Conf Room	
14		No Government Comment Corner		
16		City Holiday – all offices closed		
17	8:20 am	<i>Transit Advisory Board</i>	<i>Madison Avenue Mtg Rm</i>	
17	6:30 pm	City Council	Downtown Fire Station	
TBD	TBD	Administrative Services Committee	Madison Avenue Mtg Rm	
TBD	TBD	Human Services Committee	Madison Avenue Mtg Rm	
TBD	TBD	Urban Services Committee	Madison Avenue Mtg Rm	
18	12:00 pm	Housing and Cmty Dev Adv Board	Madison Avenue Mtg Rm	
18	5:30 pm	Arts and Culture Advisory Board	Parks and Rec Conf Room	
18	7:00 pm	Planning Commission	Downtown Fire Station	
19	6:30 pm	Parks, Natural Areas, and Recreation Advisory Board	Downtown Fire Station	
21	10:00 am	Government Comment Corner	Library Lobby - TBD	
24	5:15 pm	King Legacy Advisory Board	Osborn Aquatic Center	
25	5:15 pm	Watershed Management Adv Board	Madison Avenue Mtg Rm	
28	10:00 am	Government Comment Corner	Library Lobby - TBD	

MARCH 2015				
Date	Time	Group	Location	Subject/Note
2	6:30 pm	City Council	Downtown Fire Station	
TBD	TBD	Administrative Services Committee	Madison Avenue Mtg Rm	
TBD	TBD	Human Services Committee	Madison Avenue Mtg Rm	
TBD	TBD	Urban Services Committee	Madison Avenue Mtg Rm	
3	7:00 am	Airport Advisory Board	Madison Avenue Mtg Rm	
3	4:00 pm	Downtown Parking Committee	Downtown Fire Station	
4	7:00 pm	Planning Commission	Downtown Fire Station	
6	7:00 am	Bicycle and Pedestrian Adv Board	Madison Avenue Mtg Rm	
7	10:00 am	Government Comment Corner	Library Lobby - TBD	
9	3:00 pm	Economic Development Adv Board	Madison Avenue Mtg Rm	
10	6:30 pm	Historic Resources Commission	Downtown Fire Station	
11	5:30 pm	Downtown Advisory Board	Madison Avenue Mtg Rm	
14	10:00 am	Government Comment Corner	Library Lobby - TBD	
16	6:30 pm	City Council	Downtown Fire Station	
17	8:20 am	<i>Transit Advisory Board</i>	<i>Madison Avenue Mtg Rm</i>	
TBD	TBD	Administrative Services Committee	Madison Avenue Mtg Rm	
TBD	TBD	Human Services Committee	Madison Avenue Mtg Rm	
TBD	TBD	Urban Services Committee	Madison Avenue Mtg Rm	
18	12:00 pm	Housing and Cmty Dev Adv Board	Madison Avenue Mtg Rm	

18	5:30 pm	Arts and Culture Advisory Board	Parks and Rec Conf Rm
18	7:00 pm	Planning Commission	Downtown Fire Station
19	6:30 pm	Parks, Natural Areas, and Recreation Advisory Board	Downtown Fire Station
21	10:00 am	Government Comment Corner	Library Lobby – TBD
24	5:15 pm	King Legacy Advisory Board	Osborn Aquatic Center
25	5:15 pm	Watershed Management Adv Board	Madison Avenue Mtg Rm
28	10:00 am	Government Comment Corner	Library Lobby – TBD

APRIL 2015

Date	Time	Group	Location	Subject/Note
1	7:00 pm	<i>Planning Commission</i>	<i>Downtown Fire Station</i>	
3	7:00 am	<i>Bicycle and Pedestrian Adv Board</i>	<i>Madison Avenue Mtg Rm</i>	
4	10:00 am	<i>Government Comment Corner</i>	<i>Library Lobby – TBD</i>	
6	6:30 pm	City Council	Downtown Fire Station	
7	7:00 am	<i>Airport Advisory Board</i>	<i>Madison Avenue Mtg Rm</i>	
TBD	TBD	Administrative Services Committee	Madison Avenue Mtg Rm	
TBD	TBD	Human Services Committee	Madison Avenue Mtg Rm	
TBD	TBD	Urban Services Committee	Madison Avenue Mtg Rm	
7	4:00 pm	<i>Downtown Parking Committee</i>	<i>Downtown Fire Station</i>	
7	6:30 pm	<i>Historic Resources Commission</i>	<i>Downtown Fire Station</i>	
8	5:30 pm	<i>Downtown Advisory Board</i>	<i>Madison Avenue Mtg Rm</i>	
11	10:00 am	<i>Government Comment Corner</i>	<i>Library Lobby - TBD</i>	
13	3:00 pm	<i>Economic Development Adv Board</i>	<i>Madison Avenue Mtg Rm</i>	
15	12:00 pm	<i>Housing and Cmty Dev Adv Board</i>	<i>Madison Avenue Mtg Rom</i>	
15	5:30 pm	<i>Arts and Culture Advisory Board</i>	<i>Parks and Rec Conf Rm</i>	
15	7:00 pm	<i>Planning Commission</i>	<i>Downtown Fire Station</i>	
16	6:30 pm	Parks, Natural Areas, and Recreation Advisory Board	TBD	
16	7:00 pm	<i>Budget Commission</i>	<i>Downtown Fire Station</i>	
18	10:00 am	<i>Government Comment Corner</i>	<i>Library Lobby - TBD</i>	
20	6:30 pm	City Council	Downtown Fire Station	
21	8:20 am	<i>Transit Advisory Board</i>	<i>Madison Avenue Mtg Rm</i>	
TBD	TBD	Administrative Services Committee	Madison Avenue Mtg Rm	
TBD	TBD	Human Services Committee	Madison Avenue Mtg Rm	
TBD	TBD	Urban Services Committee	Madison Avenue Mtg Rm	
21	7:00 pm	<i>Budget Commission</i>	<i>Downtown Fire Station</i>	
22	5:15 pm	<i>Watershed Management Adv Board</i>	<i>Madison Avenue Mtg Rm</i>	
23	7:00 pm	<i>Budget Commission</i>	<i>Downtown Fire Station</i>	
25	10:00 am	<i>Government Comment Corner</i>	<i>Library Lobby - TBD</i>	
28	5:15 pm	<i>King Legacy Advisory Board</i>	<i>Osborn Aquatic Center</i>	
30	7:00 pm	<i>Budget Commission</i>	<i>Downtown Fire Station</i>	

Bold type – involves the Council ~~Strikeout~~ type – meeting canceled *Italics* type – new meeting
TBD – To be Determined

MEMORANDUM

December 18, 2014

TO: Mayor and City Council

FROM: Ken Gibb, Community Development Director 

RE: First Annual Public Hearing for the FY 15-16 Corvallis Community Development Block Grant and HOME Investment Partnerships Program Action Plan Development Process

I Issue

Federal Community Development Block Grant (CDBG) and HOME Investment Partnerships (HOME) program guidelines, as well as the City's CDBG/HOME program Citizen Participation Plan, call for the City to hold two public hearings each year to receive comments regarding the housing and community development needs of low income residents, and about local CDBG and HOME program planning activities. The hearings also offer an opportunity for citizens to provide feedback about the City's performance in the recent use of its CDBG and HOME program funding.

II Background

In July of 2000 the City of Corvallis became an entitlement community for CDBG, a federal program administered by the U.S. Department of Housing and Urban Development (HUD) that allocates funds to states and cities in order to support them in their efforts to meet local housing and community development needs. A year later, in July of 2001, the City became a participating jurisdiction for the HOME program, another HUD-administered program that focuses federal resources specifically on the creation or retention of housing opportunities that will be affordable to low, very low and extremely low income people.

As an entitlement community/participating jurisdiction, the City must create a Consolidated Plan every five years to guide its expenditures of CDBG and HOME funds. The current Plan was completed in July, 2013 and approved by HUD in August of that year; it covers the City's FY 13-14 through FY 17-18.

In preparation for carrying out HUD-funded activities in FY 15-16, a one-year Action Plan must be developed. The intent of the Action Plan will be to lay out the means by which CDBG and HOME funds will be allocated in the community in order to meet the needs and address the goals identified in the five-year Consolidated Plan.

At the time this report is being written, Congress has not yet finalized the federal budget for HUD's programs for the coming year. Given recent experience with funding levels, staff estimate that allocations from both programs will at best remain flat, and perhaps be lower for the coming year. During FY 14-15, the City is receiving \$509,401 in CDBG funding and \$278,985 in HOME funding.

III. Discussion

Plan Development

Under the process outlined in the City's CDBG/HOME Citizen Participation Plan, the Corvallis Housing and Community Development Advisory Board (HCDAB) plays an integral role in evaluating public input and developing the City's Consolidated Plans and Action Plans. Consistent with the body's charge, the HCDAB will take a leadership role in reviewing requests from agencies for FY 15-16 CDBG and HOME funding support during a series of upcoming February meetings. The Advisory Board's resulting recommendations for project and activity funding will come forward for Council consideration during a second public hearing tentatively scheduled for next April.

In their past work on assessing needs and establishing priorities for the City's CDBG and HOME programs, the HCDAB has developed and followed these guidelines:

- 1) **CDBG and HOME funds expended in support of housing and community development needs should primarily benefit low and very-low income residents, with an emphasis on assisting those with the very lowest incomes where possible.** In so doing, the City will help people with critical needs, and will be assured of meeting HUD's targeted expenditure requirements for the CDBG and HOME programs.
- 2) **To the greatest and most practical extent possible, funds should be allocated to uses from which they will return to the City to be recycled to meet future demands.** This philosophy has served the City well in the past and is responsible for sustaining a portion of the housing loan programs we continue to offer today. As awards to the City from the CDBG and HOME programs have been cut in recent years, recycling loan fund balances offer something of a hedge against a future in which little or no outside funding assistance may be available.
- 3) **Where the City contemplates using CDBG funds to support social services, funds should be used to expand existing community programs, to continue supporting programs currently receiving CDBG funding, or to underwrite new community projects and programs, rather than using CDBG funds to replace other current sources of City funding for ongoing/unchanging activities.** HUD guidelines strictly prohibit the use of CDBG funds to replace, or "supplant" other City funding for the same activity.
- 4) **Methods should be developed to use funds to serve segments of the population that are typically or historically under-served.** The CDBG/HOME Consolidated Plan process requires that jurisdictions identify gaps in their community's ability to meet the needs of low and moderate income community members, and then take steps to fill them. By funding new projects and programs, or continuing to support programs that have recently received CDBG funding, the City will be able to serve residents who fall within those gaps, and will also avoid supplanting restrictions.
- 5) **The City's CDBG and HOME programs should build upon organizational efficiencies and strengths, and consider these elements in determining overall program goals.** Program efficiency can be attained by focusing efforts on programs and projects that minimize the staff-related costs of oversight and monitoring (e.g., by funding a small number of larger community-based capital projects in a year, rather than six or eight smaller ones). In addition, it is typically more difficult and time consuming to assure compliance with CDBG and HOME program rules when funding external programs or services than when funding eligible uses that are delivered from within the City organization; the City is financially responsible to HUD for assuring that all

program requirements are met whether it, or a grant sub-recipient, is delivering programs or services. Thus a mix of internally- and externally-managed programs and activities should be maintained. Finally, the organization currently operates a set of successful core housing assistance loan programs that should be continued in order to insure future revenue streams and program availability.

- 6) **Program designs and project expenditures should consider both the long term and short term benefits of both the direct program/project beneficiaries, and of the community as a whole.** This principle is intended to assure that expenditures not only meet needs in the short term, but that they also attempt to provide long term solutions that prevent, or at least delay as long as possible, recurrence of the original need. For example, capital housing or facility projects should be expected to provide long term commitments to affordability or the provision of services; rehabilitation program loan limits should not be set so low that they promote only cosmetic or other short-lived cover-ups instead of encouraging necessary but substantial building improvements.

Activities Eligible for Funding Under the Current Corvallis Consolidated Plan

The Corvallis Consolidated Plan for FY 13-14 through FY 17-18 identifies the following activity types as eligible for funding with CDBG and/or HOME resources:

1. Creation of new affordable housing opportunities, or the long-term commitment of existing housing for occupancy by low income owners or renters;
2. Facilitation of home ownership opportunities for low income households;
3. Rehabilitation of housing occupied by low income owners and/or renters;
4. Development of public improvements or facilities to support affordable housing or the delivery of social services to target populations;
5. Support for the creation of permanent supportive housing opportunities for homeless and special needs populations;
6. Funding for social service activities through the Human Services Fund; and
7. Support for citizen access to economic opportunities through microenterprise development.

Action Plan Development/Request for Proposals Process Outline

A Request for Proposals process seeking applications for activities and projects eligible for CDBG and/or HOME funding was initiated in October 2014. Funding applications for both capital projects and public services activities are due to the City by January 9, 2015. Based on letters of intent to apply for CDBG and HOME funds, staff expects that the HCDAB will consider the following levels of requests:

<i>Funding Source</i>	<i>Letter of Intent Totals</i>	<i>Funding Available</i>
CDBG Capital	\$275,000	\$75,000 to \$150,000 ¹
HOME	\$256,000	~\$200,000
CDBG Human Services	\$146,560	~\$70,000

¹ A range for allocable funding is shown here because these funds not only support capital and other projects external to the City organization, but also the City's housing rehabilitation and down payment assistance loan programs. The HCDAB will balance requests for external funding with housing rehab and home ownership goals as they develop funding recommendations for the Council.

It is likely that many of the entities that intend to submit proposals through the City's open RFP processes will attend the Council's January 5 public hearing to present descriptions of their projects. Such attendance is not mandatory however, and will not factor into the HCDAB's consideration of proposals or its development of a set of allocation recommendations for future Council review and action. Rather, the HCDAB's recommendations will be based on their evaluation of the merit of the proposals as they are reviewed by and then presented to the Advisory Board, and by the extent to which proposals address the goals and priorities of the City's Consolidated Plan.

It is also possible, and desirable, that during the Council's public hearing citizens and others with interest will present program feedback, discuss community needs, and suggest ideas for longer-term projects. It will be intended that this citizen input will help guide the HCDAB's future Consolidated Plan- and Action Plan-related development efforts by suggesting ideas for inclusion or further investigation.

IV. Summary and Action Requested

As noted in Section I of this report, the first public hearing of each year is held simply to provide an opportunity for community input about past, current and/or future CDBG and HOME program efforts, and no decisions or actions on the part of the City Council are needed following this first hearing. Staff therefore request that the City Council conduct a public hearing on January 5, 2015:

- 1) To receive feedback about the City's past use of CDBG and HOME funds; and
- 2) To receive comments about community needs and ideas for CDBG and HOME project and activity funding during FY 15-16 and in succeeding years through FY 17-18.

Again, no Council action is requested or required to be taken as a result of this hearing.

Review and Concur:



Nancy Brewer, City Manager *Pro Tem*

Brewer, Nancy

From: Christe White [CWhite@radlerwhite.com]
Sent: Monday, January 05, 2015 1:33 PM
To: Gibb, Ken; City Attorney Brewer; Brewer, Nancy
Cc: Dodson, David (David.Dodson@oregonstate.edu)
Subject: OSU and City CMP Update Timeline

Ken, Nancy and Jim, thanks very much for the Council packet. I have reviewed the packet and appreciate the thoughtful analysis on the issue of expiration. If it helps at all I want to concur with a number of your conclusions. I also want to assure you on behalf of OSU that the purpose of this discussion is to establish a productive and collaborative working timeline for a CMP update process with the City and interested stakeholders that provides sufficient time to develop a thoughtful update. We believe we can accomplish that mutual objective before the CMP planning period expires in 2016. OSU has no current intent to pursue a CMP update outside of our mutually agreed upon process.

1. I agree that the CMP and OSU zone are not as clear as we would like them to be on this issue of expiration. Having said that, you have posited a number of plausible conclusions that we agree on.
2. On the issue of whether the use of the term “decade” in the purpose statement requires a 10 year expiration, we concur with your alternative analysis that the decade term is used in a purpose statement, is not listed as an update standard, and is likely superseded by the more specific language in 3.36.40.05 which directly addresses the update requirements and which refers to the 10 to 12 year planning period. This interpretation is supported by ORS 174.020(2) and *Siporen v. City of Medford*, 349 Or 247 (2010). Under this authority, the specific provisions for CMP updates would rule over any general provision referring to a decade that is contained within a purpose statement. Lastly, if the decade analysis prevailed, the CMP would have expired at the end of 2014, not 2015. That expiration seems the most inconsistent with the City’s intent when it adopted the CMP, given the balance of the language in the update sections of the code and CMP referring to a 10 to 12 year planning period.
3. We also agree with the part of your analysis that calls out the various locations in both the CMP and the code that define a 10 to 12 year planning period. Those references are found in the code when the code is specifically addressing the update triggers. As I think you discussed in your alternative analysis, 3.36.40.05 specifically addresses update triggers, refers to the planning period and then establishes that the planning period is 10 to 12 years. We also agree that this code reference is consistent with the many page references in the CMP itself which describe the 10 to 12 year planning period.
4. As to the issue of projections in the CMP that extend through 2015, the code adopts four specific update triggers: (1) exceeding total development allocation for the campus for all sectors; (2) new CMP policies are created; (3) campus wide parking occupancy is greater than 90%; or (4) the CMP planning period has expired. None of these triggers have been met to date. The first trigger that OSU will likely hit is the expiration of the planning period which is the 10 to 12 year reference in the code and CMP.
5. Lastly, we agree that the code itself governing OSU has no expiration date. However, we also feel confident that the City and OSU will work through a CMP update before the expiration of the planning period and therefore the CMP regulatory status upon expiration is less of a concern.

We understand that you are offering a myriad of ways of looking at the expiration question and we appreciate that conversation. I hope these further comments assist in the discussions tonight and over the next few weeks. We value the opportunity to work through the next plan update in a timeline that works for the City, OSU and stakeholders. Please let me know if you have any questions. Best, CCW

RADLER WHITE PARKS **ALEXANDER** LLP
FEDERAL TAX ATTORNEYS

Christe C. White

111 SW Columbia Street, Suite 1100

Portland, OR 97201

T 971.634.0200 F 971.634.0222 Direct 971-634-0204

We advise you that any discussion of federal tax matters in this email is not intended or written to be used, and may not be used by you or any taxpayer, to (a) avoid penalties under the Internal Revenue Code, or (b) promote, market or recommend to any other party any transaction or matter addressed herein. All taxpayers should seek independent tax advice.

Section 5.03.110.010 – Offensive Littering.

- 1) No person shall create an objectionable stench or degrade the beauty or appearance of property or detract from the natural cleanliness or safety of property by:
 - a) ~~Discarding or , depositing , throw, or sweep~~ any rubbish, trash, garbage, debris, ~~decayed or decaying substances,~~ or other refuse, ~~including, but not limited to, leaves, broken glass, bottles, soil, and/or nails,~~ upon the land of another without permission of the owner, or upon any public way or in or upon any ~~other property owned, leased, or controlled by the City~~ public way or in or upon any public transportation facility.
 - b) Draining, or causing or permitting to be drained, sewage or the drainage from a cesspool, septic tank, recreational or camping vehicle waste holding tank or other contaminated source, upon the land of another without permission of the owner, or upon any public way; or
 - c) Permitting any rubbish, trash, garbage, debris or other refuse to be thrown from a vehicle that the person is operating. This subsection does not apply to a person operating a vehicle transporting passengers for hire subject to regulation by the Interstate Commerce Commission or the Department of Transportation or a person operating a school bus described under ORS 801.460.
- 2) As used in this section:
 - a) “Public transportation facility” means any property, structure or equipment used for or in connection with the transportation of persons for hire by rail, air or bus, including any railroad cars, buses or airplanes used to carry out such transportation.
 - b) “Public way” includes, but is not limited to, roads, streets, alleys, lanes, trails, beaches, parks and all recreational facilities operated by the state, a county or a local municipality for use by the general public.
- 3) Offensive littering ~~A violation of this Section~~ is a Class A C Misdemeanor.

(Ord. 82-77 § 110.01, 1982)

CITY MEETINGS TEST

EVENT	DATE/TIME	LOCATION	ADDRESS
<u>HOLIDAY - ALL CITY OFFICES CLOSED</u>	1/1/2015 12:00 AM		
<u>Bicycle and Pedestrian Advisory Board</u>	1/2/2015 7:00 AM	Madison Avenue Meeting Room	<u>500 SW Madison Avenue</u>
<u>NO Government Comment Corner</u>	1/3/2015 10:00 AM	Library Lobby	<u>645 NW Monroe Avenue</u>
<u>City Council</u>	1/5/2015 6:30 PM	Downtown Fire Station	<u>400 NW Harrison Boulevard</u>
<u>Airport Advisory Board</u>	1/6/2015 7:00 AM	Madison Avenue Mtg Rm	<u>500 SW Madison Avenue</u>
<u>Human Services Committee</u>	1/6/2015 2:00 PM	Madison Avenue Meeting Room	<u>500 SW Madison Avenue</u>
<u>Downtown Parking Committee</u>	1/6/2015 4:00 PM	Downtown Fire Station	
<u>Urban Services Committee</u>	1/6/2015 5:00 PM	Madison Avenue Meeting Room	<u>500 SW Madison Avenue</u>
<u>Administrative Services Committee</u>	1/7/2015 3:30 PM	Madison Avenue Meeting Room	<u>500 SW Madison Avenue</u>
<u>Planning Commission</u>	1/7/2015 7:00 PM	Downtown Fire Station	<u>400 NW Harrison Blvd.</u>
<u>Civic Beautification and Urban Forestry Advisory Committee</u>	1/8/2015 8:30 AM	Parks and Rec Conference Room	<u>1310 SW Avery Park Drive</u>
<u>Mayor/Council Orientation</u>	1/8/2015 6:00 PM	Madison Avenue Meeting Room	<u>500 SW Madison Avenue</u>
<u>Government Comment Corner</u>	1/10/2015 10:00 AM	Library Lobby	<u>645 NW Monroe Avenue</u>
<u>City Council Special Meeting - Historic Neighborhood Trolley Tour</u>	1/10/2015 12:45 PM		
<u>Economic Development Advisory Board</u>	1/12/2015 3:00 PM	Madison Avenue Meeting Room	<u>500 SW Madison Avenue</u>
<u>City Council/Planning Commission Joint Work Session</u>	1/13/2015 6:00 PM	Madison Avenue Meeting Room	<u>500 SW Madison Avenue</u>
<u>Historic Resources Commission</u>	1/13/2015 6:30 PM	Downtown Fire Station	<u>400 NW Harrison</u>
<u>Downtown Advisory Board</u>	1/14/2015 5:30 PM	Madison Avenue Meeting Room	<u>500 SW Madison Avenue</u>
<u>Corvallis-Benton County Public Library Board</u>	1/14/2015 7:30 PM	Corvallis Public Library	<u>645 NW Monroe Ave</u>
<u>Parks, Natural Areas and Recreation Advisory Board</u>	1/15/2015 6:30 PM	Downtown Fire Station	<u>400 NW Harrison Blvd.</u>
<u>NO Government Comment Corner</u>	1/17/2015 10:00 AM	Library Lobby	<u>645 NW Monroe Avenue</u>
<u>HOLIDAY CLOSURE</u>	1/19/2015 12:00 AM		
<u>City Council</u>	1/20/2015 6:30 PM	Downtown Fire Station	<u>400 NW Harrison Boulevard</u>
<u>Housing & Community Development Advisory Board</u>	1/21/2015 12:00 PM	Madison Avenue Meeting Room	<u>500 SW Madison Ave</u>

OSU legislative review – questions for staff - PY

My ultimate goal for our legislative review is to ensure that University and City land uses become compatible and serve:

- *The operational needs and the educational mission of OSU and*
- *The operational needs of the City and the livability and economic needs of Corvallis residents.*

Questions:

- If something appears in the CMP, but not in the LDC or Comp Plan, is it enforceable by the City?
 - Example: the CMP 5.1.b requires that a Campus Planning Committee (CPC) with a membership including the City and the Corvallis community will review building proposals, zoning regulations, and related issues. In the development of the Linus Pauling Center no committee was formed and no review was done. The University informed the City that it wasn't necessary because the CPC wasn't mentioned in LDC 3.36.
- What are the potential negative consequences for the City if we interpret the maximum possible expiration date (12 years)?
- What are the potential negative consequences for the City if we interpret the minimum possible expiration date (10 years)?
- What are the options for the status of land use changes at the University if there is a gap between when the current CMP expires and a new one is adopted? And what are the advantages/disadvantages of each? (Given the apparent supremacy of the LDC, does this matter?) Possibilities:
 - Council chooses to continue the existing CMP to a date certain.
 - Council imposes a moratorium on building and/or reduction of parking.
 - OSU follows normal city LDC policies (i.e. not protected by 3.36).
 - Council and OSU reach an agreement on a modification of the current CMP to be in place during the gap.
 - Others?
- Can the Council direct the CM to ensure all monitoring and mitigation specified in the LDC, CMP and Comp Plan are done by the City and OSU?
 - 11.12.2 The University shall develop **and implement** a transportation plan that **reduces the negative traffic and parking impacts on existing residential areas.**
 - 11.4.3 All traffic generators shall provide adequate parking.
 - 3.36.90 Campus Master Plan Monitoring – this has not been followed (see above example re: Linus Pauling Center.
- Some other areas of concern
 - 3.36.40 Procedures and determination of compliance
 - 336.20 – “the development area definition supersedes the development site definition”

*From
Councilor
York*

CORVALLIS CDBG & HOME PROGRAMS

CDBG & HOME Programs

- ☐ CDBG: Community Development Block Grant Program
- ☐ HOME: HOME Investment Partnerships Program
- ☐ Both are programs of the U.S. Department of Housing and Urban Development
- ☐ With a population over 50,000, Corvallis receives annual allocations of funds as a CDBG Entitlement Community and a HOME Participating Jurisdiction

CDBG & HOME National Program Goals

- ☐ Provide decent, safe and affordable housing
- ☐ Alleviate the problems of excessive rent burdens, homelessness and deteriorating housing stock
- ☐ Establish and maintain a suitable living environment
- ☐ Provide expanded economic opportunities

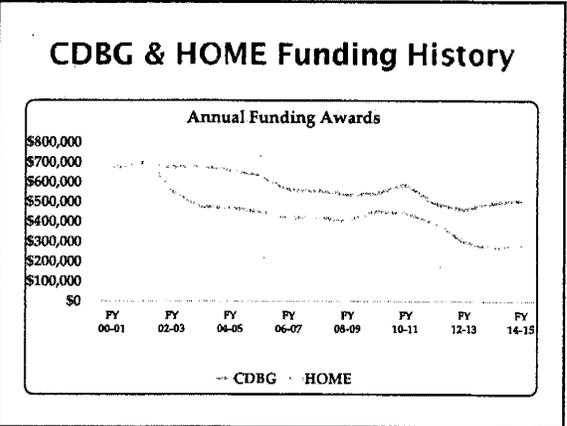
Both programs were created to provide assistance to people with low, very low and extremely low incomes

CDBG Funding History

- ☐ First Corvallis CDBG award received for FY 2000-01 in the amount of \$672,000
- ☐ Highest award was \$697,000 in FY 2001-02
- ☐ Award amounts have generally decreased since FY 2001-02
- ☐ FY 2014-15 award amount is \$509,401, 27% less than highest award amount
- ☐ FY 2015-16 award amount not yet announced

HOME Funding History

- ☐ First Corvallis HOME award received for FY 2001-02 in the amount of \$750,000*
- ☐ Highest regular award was \$556,000 in FY 2002-03
- ☐ Award amounts have generally decreased since FY 2002-03
- ☐ FY 2014-15 award amount is \$278,985, 50% less than highest award amount
- ☐ FY 2015-16 award amount not yet announced



Local CDBG & HOME Goals

- ❑ Local goals are established in five-year CDBG/HOME Consolidated Plans to be carried out through annual Action Plans
- ❑ Current Consolidated Plan goals include:
 - Create and retain affordable housing opportunities
 - Maintain the quality of affordable housing
 - Support achievement of the goals of the *Benton County Ten Year Plan to Address Homelessness*
 - Support agencies that provide direct services to low income and special needs populations

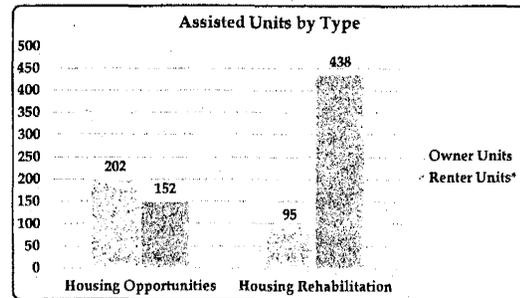
CDBG & HOME Outcomes: *Housing Opportunities*

- ❑ Down payment assistance loans totaling \$1.7 million have been provided to assist 202 low income households with the purchase a home
- ❑ Loans and grants totaling \$5.9 million have been provided to support the acquisition or construction of 152 affordable housing units
- ❑ Combined, City CDBG and HOME investments have provided \$7.6 million to support the creation of 354 affordable housing opportunities

CDBG & HOME Outcomes: *Housing Rehabilitation*

- ❑ Housing rehabilitation loan assistance totaling \$2.5 million has been provided to help 95 low income home owners maintain their homes
- ❑ Loans and grants totaling \$1.7 million have been provided to support the rehabilitation of 438 affordable rental housing units
- ❑ Combined, City CDBG and HOME investments have provided \$4.2 million to support the rehabilitation of 533 affordable housing units

CDBG & HOME Outcomes: *Assisted Housing Units, 2000-2014*

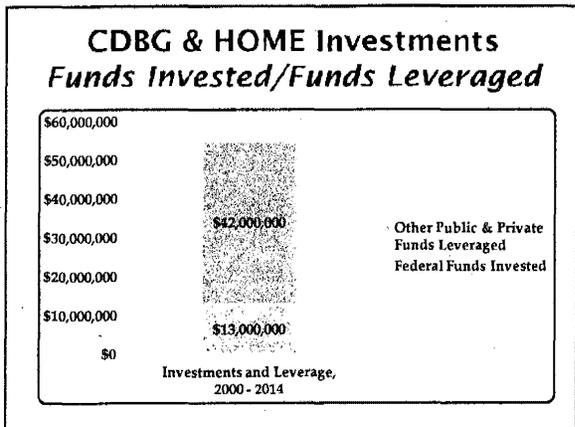


CDBG Outcomes: *Services Funding*

- ❑ Up to 15% of each year's CDBG award may be expended to support the operation of non-profit social service activities
- ❑ Just over \$1 million has been allocated to support such activities through the City's CDBG Human Services Fund
- ❑ More than 32,000 individuals have received assistance through agency support provided by the Human Services Fund

CDBG & HOME Investments

- ❑ CDBG and HOME funding is invested as both housing grants and housing loans
- ❑ Over \$5 million has been loaned to support housing rehabilitation and the creation of affordable opportunities since FY 2000-01
- ❑ To date, loans have generated just over \$3 million in repayment revenue
- ❑ The City's total investments of nearly \$13 million in CDBG and HOME funds have leveraged over \$42 million in private and other public support



- CDBG and HOME Investments:**
Housing Partners
- ❑ Housing-targeted assistance has been provided to non-profit agencies that develop, own and/or operate affordable housing
 - ❑ Key special needs housing partners have included Home Life, the Arc of Benton County, Jackson Street Youth Shelter and the Corvallis Homeless Shelter Coalition
 - ❑ Key affordable family housing partners have included Benton Habitat for Humanity and Willamette Neighborhood Housing Services

- CDBG and HOME Investments:**
Willamette Neighborhood Housing Services
- ❑ Formed through a City partnership with the Neighborhood Reinvestment Corporation in FY 1990-91
 - ❑ Acts as the City HOME program's Community Housing Development Organization (CHDO)
 - ❑ The City has invested just over \$7.7 million from all sources in WNHS projects and operations since 1991
 - ❑ Project investments have supported WNHS in the construction, acquisition, or rehabilitation of over 200 affordable units

- CDBG Investments:**
Services Partners
- ❑ Human Services Fund assistance is provided to support the operations of key partner agencies
 - ❑ Homeless services agencies have included Community Outreach, the Center Against Rape and Domestic Violence, the Corvallis Homeless Shelter Coalition, the Jackson Street Youth Shelter, and the Corvallis Daytime Drop-in Center
 - ❑ Other assisted agencies that help low income residents have included the South Corvallis Food Bank, Furniture Share, the Old Mill Center, Home Life, Grace Center, and others

- CDBG and HOME**
Annual Program Planning
- ❑ Formal FY 15-16 planning process begins with tonight's public hearing - no action required
 - ❑ Annual City Request for Proposals process is underway
 - ❑ Funding proposals will be considered by the Housing and Community Development Advisory Board in February, with recommendations in March
 - ❑ The City Council will consider and take action on HCDAB recommendations in April
 - ❑ Annual Action Plan due to HUD in May

**MAYOR'S APPOINTMENTS
JANUARY 2015**

Standing Council Committees – Rotating Chairs

Administrative Services Committee	Hal Brauner, Barbara Bull, Joel Hirsch
Human Services Committee	Mike Beilstein, Bill Glassmire, Frank Hann
Urban Services Committee	Zach Baker, Roen Hogg, Penny York

<u>Chairs</u>	<u>ASC</u>	<u>HSC</u>	<u>USC</u>
Jan - Apr 2015/2016	Joel Hirsch	Mike Beilstein	Roen Hogg
May - Aug 2015/2016	Hal Brauner	Frank Hann	Penny York
Sep - Dec 2015/2016	Barbara Bull	Bill Glassmire	Zach Baker

COUNCIL LIAISON APPOINTMENTS

City Advisory Boards, Commissions, and Committees

<u>Committee</u>	<u>Meeting Schedule</u>	<u>Liaison</u>
Airport Advisory Board	1st Tuesday, 7:00 am	Zach Baker
Arts and Culture Advisory Board	3rd Wednesday, 5:30 pm	Frank Hann
Bicycle and Pedestrian Advisory Board	1st Friday, 7:00 am	Mike Beilstein
Board of Appeals	on call	Penny York
Capital Improvement Program (CIP) Advisory Board	on call	Penny York
City Legislative Committee	on call	Roen Hogg Bill Glassmire Hal Brauner
Community Involvement and Diversity Advisory Board	TBD	Penny York
Community Police Review Advisory Board	on call, but at least quarterly	Mike Beilstein
Community Relations Advisory Board	TBD	Roen Hogg

<u>Committee</u>	<u>Meeting Schedule</u>	<u>Liaison</u>
Downtown Advisory Board	2nd Wednesday, 5:30 pm	Roen Hogg
Downtown Parking Committee	1st Tuesday, 4:00 pm	Frank Hann
Economic Development Advisory Board	2nd Monday, 3:00 pm	Frank Hann
Historic Resources Commission	2nd Tuesday, 6:00 pm	Barbara Bull
Housing and Community Development Advisory Board	3rd Wednesday, 12:00 pm	Bill Glassmire
King Legacy Advisory Board	4th Tuesday, 5:00 pm	Barbara Bull
Library Advisory Board	1st Wednesday, 7:30 pm	Mike Beilstein
Parks, Natural Areas, and Recreation Advisory Board	3rd Thursday, 6:30 pm	Joel Hirsch
Planning Commission	1st and 3rd Wednesday, 7:00 pm	Penny York
Transit Advisory Board	2nd Wednesday, 8:20 am	Zach Baker
Watershed Management Advisory Board	4th Wednesday, 5:00 pm	Joel Hirsch

Community Advisory Bodies

<u>Committee</u>	<u>Meeting Schedule</u>	<u>Liaison</u>
Arts Center	2nd Wednesday, 5:30 pm	deferred pending Council action
Associated Students of Oregon State University	various days/times for each task force	deferred pending Council action
Business Enterprise Center	4th Monday, 5:30 pm	deferred pending Council action
Cascades West Area Commission on Transportation	4th Tuesday of odd-numbered months, 5:00 pm	Zach Baker
Cascades West Council of Governments Board of Directors	3rd Thursday of odd-numbered months, 2:00 pm	Biff Traber
Channel 29 Oversight Committee	on call	deferred pending Council action
Community Alliance for Diversity	2nd Monday, 4:00 pm	deferred pending Council action
Community Policing Forum	varies	now a department advisory committee
Corvallis Area Metropolitan Planning Organization	2nd Wednesday, 5:00 pm	Hal Brauner
Corvallis Chamber of Commerce	4th Thursday, 3:30 pm	Frank Hann
Corvallis Housing First - Shelter Steering Committee	Weekly, Monday 2:30 pm	deferred pending Council action
Corvallis Sister Cities Association	Gondar: 3rd Monday, 6:00 pm Uzhgorod: varies	deferred pending Council action
Corvallis Sustainability Coalition	2nd Tuesday, 12:00 pm	Bill Glassmire
daVinci Days	3rd Monday, 5:30 pm	deferred pending Council action

<u>Committee</u>	<u>Meeting Schedule</u>	<u>Liaison</u>
Downtown Corvallis Association	Board - 2nd Wednesday, 8:15 am Membership - 3rd Wednesday, 8:00 am	deferred pending Council action
Economic Vitality Partnership	last Monday of first month of calendar quarter, 5:30 pm	deferred pending Council action
Enterprise Zone Committee	varies	Biff Traber Frank Hann
Homeless Oversight Committee	4th Wed, 1:30 pm	Biff Traber
Linn-Benton Loop Commission	2nd Friday of even-numbered months, 1:30 pm	no longer active
Madison Avenue Task Force	1st Tuesday, 4:00 pm	deferred pending Council action <i>HSC</i>
OSU/City Collaboration Project Steering Committee	varies	deferred pending Council action
Transportation System Plan Steering Committee	TBD	Hal Brauner
Visit Corvallis	3rd Thursday, 8:00 am	Joel Hirsch
United Way Granting Committee	varies	assigned by HSC
Willamette Criminal Justice Council	3rd Wednesday 2:00 pm (lay) 3:00 pm (Council)	Mike Beilstein
Willamette Neighborhood Housing Services	4th Tuesday, 6:00 pm	deferred pending Council action