

ADAIR VILLAGE CITY COUNCIL-Final

City Hall - 6030 Wm. R Carr Av.

******Tuesday, October 6, 2026 - 6:00pm******

**To Attend any City of Adair Village Meeting Remotely Please Contact City Hall Monday-Friday 8:00am to 5:00pm
Phone Number 541-745-5507 Email: Karla.McGrath@adairvillage.org**

1. ROLL CALL – Flag Salute

2. CONSENT CALENDAR: - *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 so requests, in which case the item will be discussed before the Consent Calendar is considered. If any item involves a potential conflict of interest, Council members should so note before adoption of the Consent Calendar.*

- a. Minutes – City Council Meeting – September 1, 2026
- b. Bills List through – September 30, 2026 (Attachment B)

3. PUBLIC COMMENT (Please limit comments to 3 minutes)

4. STAFF REPORTS:

- a) Sheriff's Report (Attachment C) Pat Hare
- b) CSO Report (Attachment D) Pat Hare
- c) City Administrator (Attachment E) Pat Hare
- d) Public Works Report (Attachment F) Pat Hare
- e) Financial Report (Attachment G) Pat Hare

5. OLD BUSINESS:

- a) Remote Access to City Council Meetings (Attachment H) John Wilson
- Action:** Discussion

6. NEW BUSINESS:

- a) Santiam Christian Master Plan (Attachment I, I1) Pat Hare
- Action:** Discussion

7. ORDINANCES, RESOLUTIONS, AND PROCLAMATIONS:

- a) Ordinance 2026 – 5 Amending Development Code (Attachment J, J1, J2, J3) Pat Hare
- Action:** Public Hearing/Decision

8. EXECUTIVE SESSION

- a) N/A
- Action:** n/a

9. COUNCIL and MAYOR COMMENTS:

10. ADJOURNMENT:

Next meetings -

City Council –Tuesday, November 3, 2026, 6:00 pm
Planning Commission TBD, 2026, 6:00 pm

The Community Center is accessible to person with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours before the meeting by calling City Offices at 541-745-5507 or e-mail "karla.mcgrath@adairvillage.org", or Oregon Relay Services by dialing 7-1-1. If anyone wants to attend by phone, please call (541) 745-5507 The City of Adair Village is an Equal Opportunity Employer.

The order in which items on the Agenda are addressed by the City Council may vary from the order shown on the Agenda.

S:\Admin\City Council\Meetings\2026 Meetings\261006\Agenda 261006.docx

**ADAIR VILLAGE
CITY COUNCIL MINUTES
6030 William R. Carr Avenue
****Tuesday, September 1 – 6:00 PM******

Agenda Item	Action
1. Roll Call: City Council Members present: Councilors Ray, Wilson, Ness and Mayor Currier were present. Appointee Melodee Cluster was present. City Administrator Hare was present. The minutes were taken by CA Hare.	Mayor Currier called the meeting to order at 6:00 p.m. and led the flag salute.
2. Consent Calendar Attachment A Minutes of the August 4, 2026, City Council Meeting Attachment B Bills List through August 31, 2026 (\$328,268.26)	Councilor Wilson moved to approve the Consent Calendar. Councilor Ray seconded. Unanimous Approval (4-0).
3. Public Comment	None.
4. Staff Reports	
4a. Attachment C – Sheriff's Report - CA Hare presented the report.	Council received the report.
4b. Attachment D– CSO Report - CA Hare presented the report.	Council received the report.
4c. Attachment E– City Administrator's Report Administration Audits: The City is still waiting for the current auditors to formally issue the audit. Due to the continued delays and the high cost of the most recent audit, staff is moving forward with a new audit firm for the next cycle. We will begin working shortly with Hanford & Associates, and we do not need to wait for the current audit to be issued before beginning the next audit. Their proposed cost is substantially less than what the City paid for the last audit, and they believe they can get the City caught up within a few months. I am very pleased to be moving forward with this transition. Tangent Partnership: City staff assisted Tangent with two larger projects this month. Staff completed street and crosswalk painting and installed a new sign. The City also managed clearing work on several of Tangent's larger properties. Both projects went well, and Tangent has been very pleased with the work and the continued partnership. Procedures for Appointment of Councilors: John Wilson provided Sean and me with several documents to review regarding procedures for appointing councilors. We have completed an initial review and will bring recommendations back to the Council, likely at the next meeting or the following meeting as scheduling allows. IT: Staff will be working with our IT specialist, Tom, to transition the City away from its existing server and move to a cloud-based system. As part of the project, the City will also replace all desktop computers. We	Council received the report.

plan to schedule the transition during a slower period this fall and, if possible, near the beginning of a month when staff is not in the middle of utility billing.

Property & Business

- **Store:** Candice Dennis is working on an appraisal for the City, and the property owner has indicated that his appraisal should also be completed this month. Once both appraisals are available, staff will evaluate the information and determine the next steps.
- **Adair Village Industrial Site:** Additional signage still needs to be installed at the site. Staff recently met with project partners and continues to make progress. We are working with DEQ and awaiting direction regarding additional environmental testing and the next steps for the property.
- **Coffee Shop:** Susan has moved back to town and is excited to be back. The coffee shop has had its strongest summer to date, which is very encouraging. There are a few minor items that need to be addressed at the building, and I will work on getting those completed.
- **Four-Plex:** The City has selected a new property management company that will take over management of the four-plex in September. There were issues with the prior management, including mistakes in the lease documents and concerns with the overall appearance of the property and garbage accumulation behind the building. I am looking forward to working with the new management company to improve the property and, as the current one-year lease terms expire, return the units to month-to-month leases.
- **Frontage Road:** ODOT is continuing to prepare the paperwork for the transfer of Frontage Road. ODOT will complete patching work on the road, and once the transfer paperwork is finalized, staff will evaluate locations for the installation of gates.

Church & Officers Club: I have been working with Benton County, and it appears the County would like to transfer the Officers Club and church properties to the City. This is an exciting opportunity, although the formal transfer process will likely take approximately a year because the properties must remain subject to the federal Parks in Perpetuity requirements and the transfer must proceed through that process. The City may be able to take over responsibility for the properties beginning January 1, subject to Council approval. I will bring this back to the Council as a decision item.

4d. Attachment F – Public Works Report
CA Hare presented the report.

Council received the report.

4e. Attachment G – Financial Report CA Hare presented the report. The balance in the Local Government Investment Pool is approximately \$5,475,702.02. Last year at this time, the balance was \$4,224,918.01.	Council received the report.
5. Old Business – 5a. Verdantas Project Updates Discussion/Decision	No decision was made.
6. New Business 6a. Ron Sisler Recognition Discussion 6b. Appointing City Counselor (Melodee Cluster)	Presentation of plaque for Ron Sisler Councilor Wilson moved to appoint Melodee Cluster as City Councilor. Councilor Ray seconded the motion. Unanimous approval (4/0) Melodee Cluster joined the council.
7. Ordinance, Resolutions, and Proclamations 7a. Ordinance 2026 – 1 Adding Chapter 1.01 Citations (Attachment H, H1) 7b. Ordinance 2026 – 2 Repealing Chapter 42 AVMC (Attachment I, I1) 7c. Ordinance 2026 – 3 Repealing Chapter 20 AVMC (Attachment J, J1) 7d. Ordinance 2026 – 4 Repealing Chapter 44 AVMC (Attachment K, K1)	Mayor Currier opened the combined public hearing at 6:52 p.m. and closed the public hearing at 6:58 p.m. No members of the public were present. Councilor Wilson moved to read Ordinance 2026-1 through 2026-4 by title only a second time. Councilor Cluster seconded. Unanimous Approval (5-0). Councilor Ness moved to approve the Ordinance 2026-1. Councilor Cluster seconded. Unanimous Approval (5-0). Councilor Ness moved to approve the Ordinance 2026-2. Councilor Cluster seconded. Unanimous Approval (5-0). Councilor Ness moved to approve the Ordinance 2026-3. Councilor Cluster seconded. Unanimous Approval (5-0). Councilor Ness moved to approve the Ordinance 2026-4. Councilor Cluster seconded. Unanimous Approval (5-0).
8. Executive Session- N/A	
9. Council and Mayor Comments	

10. Adjournment: City Council –Tuesday, October 6, 2026, 6:00 p.m. Planning Commission – TBD	Mayor Carrier adjourned the meeting at 7:24 p.m.
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September 2026 Bills

Date
9/1/2026
9/15/2026

Amount
\$20,594.89
\$77,755.95

Total

\$98,350.84

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
690 Bank of America									
08232026	1	Credit Card Chnrges	Invoice	08/23/2026	09/17/2026	4,364.56		4,364.56	100-000-28000
Total 08232026:						4,364.56	.00	4,364.56	
Total 690 Bank of America:						4,364.56	.00	4,364.56	✓27316
890 Best Pots Inc									
1596904	1	Best Pots	Invoice	08/30/2026	09/09/2026	160.76		160.76	100-300-52112
Total 1596904:						160.76	.00	160.76	
1596942	1	Best Pots	Invoice	08/26/2026	09/05/2026	106.64		106.64	500-420-52019
Total 1596942:						106.64	.00	106.64	
Total 890 Best Pots Inc:						267.40	.00	267.40	✓27317
1330 Cascades West Regional Consortium									
156	1	Dues	Invoice	08/28/2026	08/28/2026	1,500.00		1,500.00	100-900-52102
Total 156:						1,500.00	.00	1,500.00	
Total 1330 Cascades West Regional Consortium:						1,500.00	.00	1,500.00	✓27318
2300 Delapoer Kidd Attorneys at Law									
2264	1	General City matters	Invoice	09/01/2026	09/30/2026	656.25		656.25	100-900-52017
Total 2264:						656.25	.00	656.25	
Total 2300 Delapoer Kidd Attorneys at Law:						656.25	.00	656.25	✓27319
7556 Ferguson & Associates, Inc.									
1911	1	Transportation Planning	Invoice	08/28/2026	09/28/2026	1,520.00		1,520.00	200-410-53001
Total 1911:						1,520.00	.00	1,520.00	
Total 7556 Ferguson & Associates, Inc.:						1,520.00	.00	1,520.00	✓27320
7524 My Bridge Team, Inc.									
INV-000120	1	Admin	Invoice	09/01/2026	09/16/2026	2,272.12		2,272.12	100-100-52019
INV-000120	2	Admin	Invoice	09/01/2026	09/16/2026	284.02		284.02	100-900-52019
INV-000120	3	Storm Drain	Invoice	09/01/2026	09/16/2026	426.02		426.02	520-440-52019
INV-000120	4	Streets	Invoice	09/01/2026	09/16/2026	426.02		426.02	200-410-52019
INV-000120	5	Wastewater	Invoice	09/01/2026	09/16/2026	1,136.06		1,136.06	510-430-52019
INV-000120	6	Water	Invoice	09/01/2026	09/16/2026	1,136.06		1,136.06	500-420-52019
Total INV-000120:						5,680.30	.00	5,680.30	
Total 7524 My Bridge Team, Inc.:						5,680.30	.00	5,680.30	✓27322
7543 Oregon Land Maintenance & Reclamation									
00301	1	For Tangent	Invoice	08/28/2026	09/27/2026	2,338.72		2,338.72	100-900-52115
Total 00301:						2,338.72	.00	2,338.72	✓27323

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
00302	1	Land maintenance	Invoice	08/28/2026	09/28/2026	3,414.50		3,414.50	100-300-53004
Total 00302:						3,414.50	.00	3,414.50	
Total 7543 Oregon Land Maintenance & Reclamation:						5,753.22	.00	5,753.22	✓27323
7551 Pathfinder Land Use Consulting LLC									
1127	1	Land Use Consulting	Invoice	08/31/2026	08/31/2026	202.50		202.50	100-900-52019
Total 1127:						202.50	.00	202.50	
Total 7551 Pathfinder Land Use Consulting LLC:						202.50	.00	202.50	✓27324
7030 USA Blue Book									
INV01141249	1	Supplies	Invoice	08/24/2026	09/25/2026	487.72		487.72	500-420-52002
Total INV01141249:						487.72	.00	487.72	
Total 7030 USA Blue Book:						487.72	.00	487.72	✓27325
999 Utility Refund									
083126	1	Water	Invoice	08/31/2026	09/15/2026	97.76		97.76	500-420-52105
083126	2	Wastewater	Invoice	08/31/2026	09/15/2026	65.18		65.18	510-430-52105
Total 083126: <i>Hawthorne</i>						162.94	.00	162.94	
Total 999 Utility Refund:						162.94	.00	162.94	✓27321
Total :						20,594.89	.00	20,594.89	
Grand Totals:						20,594.89	.00	20,594.89	

Summary by General Ledger Account Number

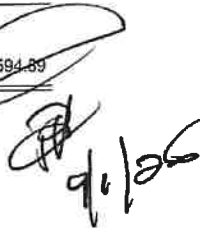
GL Account Number	Debit	Credit	Net
100-000-28000	4,364.56	.00	4,364.56
100-100-52019	2,272.12	.00	2,272.12
100-300-52112	160.76	.00	160.76
100-300-53004	3,414.50	.00	3,414.50
100-900-52017	656.25	.00	656.25
100-900-52019	486.52	.00	486.52
100-900-52102	1,500.00	.00	1,500.00
100-900-52115	2,338.72	.00	2,338.72
200-410-52019	426.02	.00	426.02
200-410-53001	1,520.00	.00	1,520.00
500-420-52002	487.72	.00	487.72
500-420-52019	1,242.70	.00	1,242.70
500-420-52105	97.76	.00	97.76
510-430-52019	1,136.06	.00	1,136.06
510-430-52105	65.18	.00	65.18
520-440-52019	426.02	.00	426.02

Summary by General Ledger Account Number

GL Account Number	Debit	Credit	Net
Grand Totals:	20,594.89	.00	20,594.89

Summary by General Ledger Posting Period

GL Posting Period	Debit	Credit	Net
08/26	14,258.34	.00	14,258.34
09/26	6,336.55	.00	6,336.55
Grand Totals:	20,594.89	.00	20,594.89



Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
150 A & B Septic									
72516	1	Tangent	Invoice	08/04/2026	09/03/2026	905.00		905.00	100-900-52115
Total 72516:						905.00	.00	905.00	
72545	1	Tangent	Invoice	08/04/2026	09/03/2026	1,886.00		1,886.00	100-900-52115
Total 72545:						1,886.00	.00	1,886.00	
72546	1	Tangent	Invoice	08/04/2026	09/03/2026	375.00		375.00	100-900-52115
Total 72546:						375.00	.00	375.00	
72581	1	Tangent	Invoice	08/10/2026	09/09/2026	200.00		200.00	100-900-52115
Total 72581:						200.00	.00	200.00	
72619	1	Tangent	Invoice	08/12/2026	09/11/2026	200.00		200.00	100-900-52115
Total 72619:						200.00	.00	200.00	
72620	1	Tangent	Invoice	08/12/2026	09/11/2026	200.00		200.00	100-900-52115
Total 72620:						200.00	.00	200.00	
72624	1	Tangent	Invoice	08/12/2026	09/11/2026	2,455.00		2,455.00	100-900-52115
Total 72624:						2,455.00	.00	2,455.00	
72633	1	Tangent	Invoice	08/13/2026	09/12/2026	345.00		345.00	100-900-52115
Total 72633:						345.00	.00	345.00	
72643	1	Tangent	Invoice	08/14/2026	09/13/2026	1,737.00		1,737.00	100-900-52115
Total 72643:						1,737.00	.00	1,737.00	
72649	1	Tangent	Invoice	08/17/2026	09/16/2026	1,202.00		1,202.00	100-900-52115
Total 72649:						1,202.00	.00	1,202.00	
72651	1	Tangent	Invoice	08/17/2026	09/16/2026	1,320.00		1,320.00	100-900-52115
Total 72651:						1,320.00	.00	1,320.00	
72665	1	Tangent	Invoice	08/18/2026	09/17/2026	1,475.00		1,475.00	100-900-52115
Total 72665:						1,475.00	.00	1,475.00	
72725	1	Tangent	Invoice	08/21/2025	09/20/2026	1,776.00		1,776.00	100-900-52115
Total 72725:						1,776.00	.00	1,776.00	
72758	1	Tangent	Invoice	08/25/2026	09/24/2026	6,293.00		6,293.00	100-900-52115

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
Total 72758:						6,293.00	.00	6,293.00	
Total 150 A & B Septic:						20,369.00	.00	20,369.00	✓27324
720 Bark Place Inc.									
INV/2026/14643	1	Parks	Invoice	06/11/2026	06/11/2026	520.00		520.00	100-300-53001
Total INV/2026/14643:						520.00	.00	520.00	
Total 720 Bark Place Inc.:						520.00	.00	520.00	✓27327
890 Best Pots Inc									
I597699	1	Best Pots	Invoice	09/08/2026	09/18/2026	45.20		45.20	100-300-52112
Total I597699:						45.20	.00	45.20	
Total 890 Best Pots Inc:						45.20	.00	45.20	✓27328
1610 Civil West Engineering Services Inc									
159649	1	WWTP Improvements	Invoice	09/03/2026	09/30/2026	15,210.36		15,210.36	510-430-53005
Total 159649:						15,210.36	.00	15,210.36	
252341	1	Water Misc Services	Invoice	09/10/2026	09/30/2026	760.00		760.00	500-420-53500
252341	2	HMGP Support	Invoice	09/10/2026	09/30/2026	418.00		418.00	500-420-53500
252341	3	Misc Services Wastewater	Invoice	09/10/2026	09/30/2026	418.00		418.00	510-430-53005
252341	4	HMGP Support	Invoice	09/10/2026	09/30/2026	570.00		570.00	510-430-53005
252341	5	HMGP Generator Design	Invoice	09/10/2026	09/30/2026	532.00		532.00	510-430-53005
252341	6	WWTP Support	Invoice	09/10/2026	09/30/2026	684.00		684.00	510-430-53005
252341	7	ODOT SCA Grant Project	Invoice	09/10/2026	09/30/2026	1,518.32		1,518.32	200-410-53001
252341	8	Misc Services Development Revie	Invoice	09/10/2026	09/30/2026	8,374.25		8,374.25	100-100-52020
Total 252341:						13,274.57	.00	13,274.57	
252348	1	HMGP Waterline Replacement	Invoice	09/10/2026	09/30/2026	19,342.48		19,342.48	500-420-53500
Total 252348:						19,342.48	.00	19,342.48	
Total 1610 Civil West Engineering Services Inc:						47,827.41	.00	47,827.41	✓27329
2520 Eurofins Drinking Water and WW West LLC									
1770004397	1	AV water system	Invoice	09/01/2026	09/30/2026	45.00		45.00	500-420-52104
Total 1770004397:						45.00	.00	45.00	
1770004438	1	AV water system	Invoice	09/08/2026	10/08/2026	367.00		367.00	500-420-52104
Total 1770004438:						367.00	.00	367.00	
1770004512	1	AV water system	Invoice	09/11/2026	09/30/2026	140.00		140.00	500-420-52104
Total 1770004512:						140.00	.00	140.00	
Total 2520 Eurofins Drinking Water and WW West LLC:						552.00	.00	552.00	✓27330

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
2670 Ferguson US Holdings, Inc									
1388258	1	System maintenance	Invoice	08/31/2026	09/30/2026	1,285.98		1,285.98	500-420-52011
Total 1388258:						1,285.98	.00	1,285.98	
Total 2670 Ferguson US Holdings, Inc:						1,285.98	.00	1,285.98	✓27331
7509 Good Earth Pest Company									
605464	1	Building Maintenance	Invoice	09/09/2026	10/09/2026	135.00		135.00	100-900-52012
Total 605464:						135.00	.00	135.00	
Total 7509 Good Earth Pest Company:						135.00	.00	135.00	✓27332
4380 Middleton Heating and Sheet Metal INC.									
18075	1	Service air systems	Invoice	09/04/2026	10/12/2026	228.00		228.00	100-900-52012
Total 18075:						228.00	.00	228.00	
Total 4380 Middleton Heating and Sheet Metal INC.:						228.00	.00	228.00	✓27333
7518 Net Assets Corporation									
111-202608	1	Title Search	Invoice	09/01/2026	09/15/2026	63.00		63.00	100-900-52114
Total 111-202608:						63.00	.00	63.00	
Total 7518 Net Assets Corporation:						63.00	.00	63.00	✓27334
4670 NW Natural									
082726	1	Utilities	Invoice	08/27/2026	09/17/2026	32.14		32.14	100-900-52109
Total 082726:						32.14	.00	32.14	
Total 4670 NW Natural:						32.14	.00	32.14	✓27335
4800 One Call Concepts Inc									
6080312	1	OR Utility Notification Center	Invoice	08/31/2026	09/30/2026	22.12		22.12	500-420-52109
6080312	2	OR Utility Notification Center	Invoice	08/31/2026	09/30/2026	22.12		22.12	510-430-52109
Total 6080312:						44.24	.00	44.24	
Total 4800 One Call Concepts Inc:						44.24	.00	44.24	✓27336
5300 Pacific Power/PacificCorp									
090926	1	Utilities	Invoice	09/09/2026	09/25/2026	3,558.48		3,558.48	500-420-52109
Total 090926:						3,558.48	.00	3,558.48	
Total 5300 Pacific Power/PacificCorp:						3,558.48	.00	3,558.48	✓27337
5780 Republic Services #452									
0452-00581163	1	Utilities	Invoice	08/31/2026	09/20/2026	44.77		44.77	100-900-52109
Total 0452-005811631:						44.77	.00	44.77	
0452005817952	1	Utilities	Invoice	08/31/2026	09/20/2026	38.55		38.55	100-300-52112

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
Total 0452005817952:						38.55	.00	38.55	
0452-00581943	1	Utilities	Invoice	08/31/2026	09/20/2026	169.65		169.65	510-430-52109
Total 0452-005819438:						169.65	.00	169.65	
Total 5780 Republic Services #452:						252.97	.00	252.97	✓27338
5940 SAIF Corporation									
1002141197	1	Admin	Invoice	09/01/2026	09/25/2026	192.88		192.88	100-100-52103
1002141197	2	PS	Invoice	09/01/2026	09/25/2026	12.06		12.06	100-200-52103
1002141197	3	Parks	Invoice	09/01/2026	09/25/2026	108.50		108.50	100-300-52103
1002141197	4	Streets	Invoice	09/01/2026	09/25/2026	48.22		48.22	200-410-52103
1002141197	5	Water	Invoice	09/01/2026	09/25/2026	602.77		602.77	510-430-52103
1002141197	6	WW	Invoice	09/01/2026	09/25/2026	192.88		192.88	520-440-52103
1002141197	7	SD	Invoice	09/01/2026	09/25/2026	48.22		48.22	520-440-52103
Total 1002141197:						1,205.53	.00	1,205.53	
Total 5940 SAIF Corporation:						1,205.53	.00	1,205.53	✓27339
6020 Schaefer's Recreation Equipment Co									
167506-1	1	Chemicals	Invoice	08/06/2026	08/10/2026	502.00		502.00	510-430-52001
Total 167506-1:						502.00	.00	502.00	
167746-1	1	Chemicals	Invoice	08/19/2026	09/10/2026	302.00		302.00	510-430-52001
Total 167746-1:						302.00	.00	302.00	
168076-1	1	Chemicals	Invoice	08/31/2026	09/10/2026	702.00		702.00	510-430-52001
Total 168076-1:						702.00	.00	702.00	
Total 6020 Schaefer's Recreation Equipment Co:						1,506.00	.00	1,506.00	✓27340
7274 US Bank Equipment Finance									
590437612	1	Canon Copier	Invoice	09/06/2026	09/30/2026	131.00		131.00	100-900-52023
Total 590437612:						131.00	.00	131.00	
Total 7274 US Bank Equipment Finance:						131.00	.00	131.00	✓27341
Total :						77,755.95	.00	77,755.95	
Grand Totals:						77,755.95	.00	77,755.95	

Summary by General Ledger Account Number

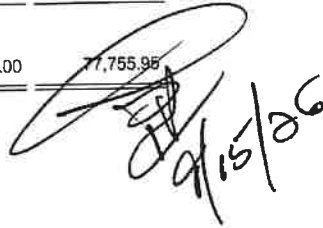
GL Account Number	Debit	Credit	Net
100-100-52020	8,374.25	.00	8,374.25
100-100-52103	192.88	.00	192.88

Summary by General Ledger Account Number

GL Account Number	Debit	Credit	Net
100-200-52103	12.06	.00	12.06
100-300-52103	108.50	.00	108.50
100-300-52112	83.75	.00	83.75
100-300-53001	520.00	.00	520.00
100-900-52012	363.00	.00	363.00
100-900-52023	131.00	.00	131.00
100-900-52109	76.91	.00	76.91
100-900-52114	63.00	.00	63.00
100-900-52115	20,369.00	.00	20,369.00
200-410-52103	48.22	.00	48.22
200-410-53001	1,518.32	.00	1,518.32
500-420-52011	1,285.98	.00	1,285.98
500-420-52104	552.00	.00	552.00
500-420-52109	3,580.60	.00	3,580.60
500-420-53500	20,520.48	.00	20,520.48
510-430-52001	1,506.00	.00	1,506.00
510-430-52103	602.77	.00	602.77
510-430-52109	191.77	.00	191.77
510-430-53005	17,414.36	.00	17,414.36
520-440-52103	241.10	.00	241.10
Grand Totals:	77,755.95	.00	77,755.95

Summary by General Ledger Posting Period

GL Posting Period	Debit	Credit	Net
08/25	1,776.00	.00	1,776.00
06/26	520.00	.00	520.00
08/26	21,714.33	.00	21,714.33
09/26	53,745.62	.00	53,745.62
Grand Totals:	77,755.95	.00	77,755.95



August 25, 2026 - September 24, 2026

Benton County Sheriff's Office - Adair Patrol Activity Log

Date/Time	Call #	Total Time	Deputy	Con- tacts	Traffic		Arrests		Notes
					Warn	Cite	Cite	Cust	
Patrol									
082526 06:53:29	2026157193	3:30:50	Bottofff						No stops or calls. Worked traffic 99/ryals.
082526 11:54:05	2026157384	1:32:35	Lochner						1.5 hours
082526 21:27:24	2026157792	1:59:48	Hardison						PATROLLED CITY STREETS/COUNTY ROADS/HIGHWAY 99W/ODFW. HANDLED ONE NEARBY CALL FOR SERVICE.
082526 16:32:05	2026158285	2:00:11	Hardison		1				PATROLLED CITY STREETS/COUNTY ROADS/HIGHWAY 99W/RAN LIDAR ON RYALS AVENUE. ALSO HANDLED ONE CALL FOR SERVICE REGARDING POSSIBLE IMPAIRED DRIVER ON HIGHWAY 99W SOUTHBOUND THROUGH ADAIR VILLAGE (DRIVER WAS NOT IMPAIRED).
082726 13:11:49	2026158866	0:55:37	Sinclair						
082826 04:47:48	2026159317	1:06:26	Lyman	2	1				1 stop (1 warning, 0 cites); 2 citizen contacts. Patrolled city streets, parks, businesses, and arterials.
082926 01:29:21	2026159988	1:00:00	Bloom						1 HOUR ADAIR XPAT
082926 23:19:00	2026160571	1:00:00	Ball						Tagged abandoned car and cleared for other calls in the county
083026 10:37:45	2026160768	1:10:16	Lochner		1				One stop, one warning.
083026 17:26:02	2026160993	1:25:06	Williams						
083026 20:35:49	2026161081	2:10:14	Hardison						PATROLLED CITY STREETS/COUNTY ROADS/ADAIR FRONTAGE ROAD/HIGHWAY 99W/ SCHOOL/ PARKS/ CALLOWAY CREEK.
083126 13:25:33	2026161535	0:30:48	Lochner						
083126 16:03:29	2026161708	3:16:37	Hardison		2	1			PATROLLED CITY STREETS/COUNTY ROADS/ADAIR FRONTAGE ROAD/HIGHWAY 99W/SCHOOL/PARKS/CALLOWAY CREEK. ALSO RAN LIDAR ON RYALS AVENUE. TWO TRAFFIC STOPS/ONE CITATION ISSUED FOR SPEEDING/TWO WARNINGS GIVEN.
090226 14:13:47	2026163010	1:07:15	Sinclair		1				one traffic stop (warn).
090326 00:03:03	2026163321	1:51:23	Lyman						Patrolled city streets, parks, businesses, and arterials (0 stops, 0 contacts).
090426 05:45:44	2026164079	0:59:46	Tominey						
090426 07:56:47	2026164122	2:00:00	Bottofff	2					2 citizen contacts. School in session this week, drove through town and school zone. Scattered showers, but people still out on their morning walk. Investigated dumping report.
090426 17:18:19	2026164471	2:00:09	Hardison						
				2					PATROLLED CITY STREETS/COUNTY ROADS/ADAIR FRONTAGE ROAD/HIGHWAY 99W/SCHOOL/PARKS/CALLOWAY CREEK. ALSO RAN LIDAR ON RYALS AVENUE. ALSO TWO CITIZEN CONTACTS ON WILLIAM R. CARR. HANDED OUT BCSSO STICKERS.
090626 10:40:09	2026165474	1:00:02	Young						
090626 17:04:32	2026165660	1:59:39	Hardison						
				7					PATROLLED CITY STREETS/COUNTY ROADS/ADAIR FRONTAGE ROAD/HIGHWAY 99W. ALSO RAN LIDAR ON RYALS AVENUE. 7 CITIZEN CONTACTS/HANDED OUT 4 BCSSO STICKERS, AND LED 2 PEOPLE IN A CAR FROM AERODROME PARK TO ADAIR COUNTY PARK FOR AN EVENT THERE.
090726 00:48:39	2026165846	1:00:32	Ash						1 hour extra patrol

ADAIR VILLAGE PATROL

August 25, 2026 - September 24, 2026

090726 20:03:35	2026166301	1:59:35	Hardison		1			PATROLLED CITY STREETS/COUNTY ROADS/ADAIR FRONTAGE ROAD/HIGHWAY 99W/SCHOOL/ODFW/PARKS. ALSO HANDLED ONE CALL FOR SERVICE ON LOCATING AND STOPPING AN ATL POSSIBLE IMPAIRED VEHICLE (NOT IMPAIRED). ALSO CHECKED ON A SUSPICIOUS VEHICLE IN ADAIR COUNTY PARK (UNOCCUPIED), AND CONDUCTED ONE ADDITIONAL TRAFFIC STOP ON RYALS AVENUE (WARNING GIVEN FOR SPEEDING).
090926 20:49:05	2026167794	2:00:02	Hardison					PATROLLED CITY STREETS/COUNTY ROADS/HIGHWAY 99W/PARKS/ODFW. ALSO RAN LIDAR ON RYALS AVENUE.
091026 11:01:15	2026168138	1:07:32	Sinclair		1			One hour, one traffic stop (warn).
091126 08:34:16	2026168744	0:26:30	Blaser					
091126 08:54:22	2026168753	1:34:08	Glass					Santiam Christian
091126 19:22:53	2026169210	1:00:00	Gevatosky					1 HOUR PATROL. VISITED THE FOOTBALL GAME WITH K9 MANNY.
091326 14:35:06	2026170228	0:28:46	Lochner					
091426 19:00:39	2026171037	2:29:29	Hardison		1			PATROLLED CITY STREETS/COUNTY ROADS/ADAIR FRONTAGE ROAD/HIGHWAY 99W/PARKS/ODFW. ONE TRAFFIC STOP/ONE WARNING GIVEN FOR SPEEDING.
091526 05:48:34	2026171229	1:20:43	Drongesen					
091526 17:16:44	2026171655	1:59:26	Hardison					PATROLLED CITY STREETS/COUNTY ROADS/ADAIR FRONTAGE ROAD/HIGHWAY 99W/PARKS/CALLOWAY CREEK. ALSO ASSISTED WITH TRAFFIC SAFETY FOR A BROKEN DOWN VEHICLE ON RYALS AVENUE NEAR HIGHWAY 99W.
091626 14:45:30	2026172250	0:32:48	Glass					School zone patrol. ran radar on 99W at Ryals. 1 citizen contact. no stops, no violations.
091726 10:31:14	2026172769	1:59:32	Bottofff	1				1/2 hour
092026 19:42:24	2026175236	0:30:00	Horn					Patrolled highway, neighborhood, and park.
092126 04:45:58	2026175399	1:26:53	Drongesen					
092126 09:27:33	2026175495	2:09:58	Lochner					No stops
092226 07:51:38	2026176183	0:49:31	Macken					
092226 11:02:28	2026176324	0:59:45	Lochner					
092226 13:02:17	2026176440	0:58:59	Young					
092326 05:05:06	2026176931	1:19:19	Drongesen					Patrolled highway, neighborhood, park
Reports								
9/6/2026 0:00	2026165795		RATH					NOISE DISTURBANCE IN THE 7200 block of Arnold at 2215. Advised permit for event ends at 2300.
8/25/2026 11:06	202601948		BOTTORFF			1		CRIMINAL MISCHIEF 2, LITTERING on Adair Frontage Rd/Hwy 99. Arroyo Woodside, 33, of Junction City, cited and released for dumping a trailer full of garbage in front of EE Wilson gate.
8/25/2026 15:08	202601950		ONEILL					CVS - HARBORING A BARKING DOG in the 100 block of Azalea. Warning issued.
9/3/2026 17:54	202602029		DAVIS					CHILD AND FAMILY INFO in the 7200 block of Dot St. Out of control juvenile.
9/7/2026 3:30	202602053		DRONGESEN			1		CRIMINAL MISCHIEF 2, DUJI, RECKLESS DRIVING in the 6800 block of Arnold. Gavin Milligan, 34, of Corvallis, was booked and released from jail.
9/10/2026 18:02	202602077		BLOOM					CHILD AND FAMILY INFO in the 7200 block of Dot. Out of control juvenile.
9/16/2026 11:48	202602113		GEVATOSKY					ACCIDENT VEHICLE NO INJ in the 6000 block of Arnold.
9/10/2026	202640179		GORDON					DHS REFERRAL - NO ACTION in the 7200 block of Dot.
		58:50:10		14	9	1	1	1

City Administrator's Report

October 2026

Administration

- **Audits:** The long-running audit is finally complete. The auditors have issued the draft, and the City has returned its approval and management representation letters. The final copy will be presented next month. We have also already begun the next audit with our new audit firm, and work is moving forward quickly. I am excited to get the City's audits caught up.
- **Tangent Partnership:** The City's contract with Tangent has been renewed for the FY 2026–27 budget cycle, through June 29, 2027. The renewal includes a 2.9% CPI increase. Work continues to go well, and mowing services have concluded for the season until next spring.
- **Information Technology:** We are beginning several IT upgrades. Our IT specialist will be onsite within the next week to begin transitioning staff to new computers and a cloud-based backup system. We will also be updating software, including Express, to provide more real-time utility account information so customers and staff can see payments as they are posted. I am excited to get these upgrades completed.

Property & Business

- **Store / Property Appraisals:** Candice Dennis has returned most of the City's appraisal information. We are now waiting for the property owner to receive his appraisal information. Once both sides have the necessary information, we will bring this back for further discussion.
- **Adair Village Industrial Site:** Additional clearing is needed to allow access for more test pits, and new signage also needs to be installed. Staff is working to have this completed before October 20, when the next round of testing is scheduled.
- **Fourplex:** We have completed plumbing work underneath the building and are working with a new property management company to begin cleaning up the property, including the rear area.
- **Frontage Road:** We are obtaining quotes for improvements to the Frontage Road area, including gates and pathway improvements. The goal is to develop a project that may be eligible for CAMPO/state transportation funding.
- **Church & Officers' Club:** I met with Emily, owner of Honeybrine, and toured the Officers' Club to review the building's condition and discuss what improvements may be needed. I have also spoken with potential occupants regarding possible future use. I will return with a recommendation. We continue to work with Benton County on an IGA and what that agreement could look like, and I am waiting to receive the current contracts so they can be reviewed with Sean.

Major Projects & Engineering

- **City Hall Park Project:** The historical walking path has been completed. The design for the pavilion and public bathrooms has now been approved, and the project is moving into permitting. Benches and light posts also remain to be installed. I am excited to see this project moving toward completion.
- **Laurel & Willamette Street Overlay:** The Laurel and Willamette Street overlay project is complete and went well. Several ADA ramps were also completed as part of the work. I will continue looking for funding to complete and fully overlay the remaining lower loops, including applying for the next round of ODOT funding.
- **Wastewater Plant & Lagoon Improvements:** Work continues on several wastewater items. We are in the middle of a water reuse study and plan, renewing our permit with DEQ, and completing design work for the additional lagoon. The wetland delineation has also been submitted to DSL, and we will continue moving the project through the required review and design process.
- **Santiam Christian / Area Planning:** We have had productive discussions with Santiam Christian regarding the sports complex, Oakcraft, and the school property, as well as potential access and road dedications running east-west and north-south. Those conversations appear to be moving in a positive direction.

- **Water Plant Backwash Pump:** Staff is separately pursuing grant funding for a significant project to replace the backwash pump at the water plant. Work on identifying and securing funding for that project is currently underway.
- **Street Maintenance & Signage:** The City is preparing to begin painting curbs, with power washing and surface preparation occurring first. The new blinking speed sign is also expected to arrive this week, and we are looking at replacing several additional street signs.
- **North Water Service Lines:** The City recently completed 14 additional service line replacements in the north section, including all of Hibiscus. The lines were found to be in the same condition as, or worse than, previously replaced lines. I am glad we are continuing to systematically address these aging service lines.
- **Callaway Creek Trail:** Another section of the Callaway Creek trail has been completed using grant funding, continuing the City's work to expand and connect the community trail system.
- **Kiddie Park Improvements:** We are looking at a spring project to overlay the path in the kiddie park. Staff is also obtaining cost estimates for repainting the playground equipment and replacing the bark mulch/chips so those improvements can potentially be completed together in the spring.
- **Downtown Development:** I have begun reaching out to several developers to discuss the potential downtown development and gather feedback on the project and development opportunities. Over the next several months, we will continue working with a few developers to better understand how best to structure and market the opportunity. The goal is to use this information to prepare for a broader national developer search in the spring.



PUBLIC WORKS OPERATIONS AND MAINTENANCE REPORT

PERIOD: 8/20/2026 to 9/20/2026

WATER USE / DISTRIBUTION REPORT

WATER USE REPORT

Water produced: 9,854,228

Average use per day: 328k

WATER DISTRIBUTION REPORT

Maintenance activity: No leaks were reported. Staff worked with contractors on service line replacement. Project was completed on 9/25. The entire road of Hibiscus was replaced.

Collected quarterly: Fourth quarter samples will be done in October, along with year end sampling.

WASTEWATER TREATMENT REPORT

Flows into WWTP are low. Staff replaced valve springs at ODFW and County Park lift stations.

Total Monthly Influent: 2.9million Gallons

STORM WATER COLLECTION SYSTEM REPORT

Maintenance activity: Storm drains are clear. Staff check and monitor daily.

STREETS MAINTENANCE REPORT

Maintenance: Streets are in decent shape and are checked weekly. Staff will conduct one more spraying with warm dry weather.

CITY HALL / PARKS AND WETLANDS

Maintenance activity: Summer mowing has leveled off with the dry weather. Staff have been able to keep up with maintenance of all city properties.

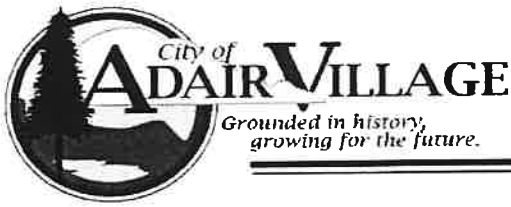
WATER TREATMENT PLANT

Maintenance activity: We are now averaging 40 hours a week of run time at the water plant. Staff are back to normal operating hours.

WASTEWATER TREATMENT PLANT

Maintenance activity: The wastewater treatment plant has had no issues. Staff continue to maintain and monitor flows at the plant.

Completed by Matt Lydon, Public Works Supervisor



STAFF REPORT
Attachment G – Financial Report
October 6, 2026 Council Meeting

We have approximately \$5,507,492.79 in the Local Government Investment Pool (LGIP). Last month we had \$5,475,702.02. Last year at this time we had 4,253,918.01. We have approximately \$463,139.66 in Citizens Bank.

Fund	Income	Expenses	% of Budget	Difference
General	96,100.00	239,176.00	12.08%	-143,076.00
Streets	7,277.00	13,220.00	5.73%	-5,943.00
Water	206,134.00	61,185.00	13.17%	144,949.00
Wastewater	75,933.00	41,445.00	1.23%	34,488.00
Storm Drain	6,852.00	4,489.00	10.76%	2,363.00
SDC Fund	76,688.00	0.00	0.00%	76,688.00
Reserve	0.00	0.00	0.00%	0.00
TOTAL	\$468,984.00	\$359,515.00		109,469.00

Report Criteria:

Includes only accounts with balances or activity

Includes grand totals by account type with revenue and expenditure totals

Account Number	Title	2026-26 Current year Period Actual	2026-26 Current year Actual	2026-27 Current year Budget	2026-26 Current year Remaining	2026-26 Current year Percent
General Fund						
General Fund Revenue						
100-000-40000	Beginning Fund Balance	0	2,218,717	1,700,000	(518,717)	130.51
100-000-40001	Property Taxes - Current	447	3,061	280,000	276,939	1.09
100-000-40002	Property Taxes - Prior Year	249	507	0	(507)	.00
100-000-41010	Revenue Sharing	3,729	3,729	14,000	10,271	26.64
100-000-41020	Cigarette Taxes	69	139	1,500	1,361	9.25
100-000-41030	Liquor Taxes	1,395	3,541	17,000	13,459	20.83
100-000-41100	Tangent Contract	64,427	135,890	240,000	104,111	56.62
100-000-42001	Planning Fees	0	525	800	275	65.63
100-000-42050	Fees - Other	105	210	0	(210)	.00
100-000-42060	SDC Administrative Fees	0	0	5,000	5,000	.00
100-000-43001	Utility Franchise Fees	1,375	28,736	75,000	46,264	38.31
100-000-46020	Residential Rent Revenue	5,109	7,944	20,000	12,056	39.72
100-000-46021	Property Lease or Rent	0	0	84,000	84,000	.00
100-000-46023	Building Lease	0	7,200	32,000	24,800	22.50
100-000-46024	Property Tax-Property Lease	0	656	0	(656)	.00
100-000-46027	Utilities-Property Lease	0	620	0	(620)	.00
100-000-46028	Room Rental	0	0	100	100	.00
100-000-46055	Refunds	0	0	100	100	.00
100-000-46057	Miscellaneous	550	550	1,000	450	55.00
100-000-47300	Parks Grant	0	0	386,000	386,000	.00
100-000-48000	Interest	18,646	37,100	15,000	(22,100)	247.33
Total General Fund Revenue:		96,100	2,449,123	2,871,500	422,377	85.29

City Administration

General Fund Administrative

100-100-50010	City Administrator	17,563	26,345	105,566	79,221	24.96
100-100-50016	Utility/Court Clerk	252	481	2,324	1,843	20.71
100-100-50018	Finance Clerk	1,570	2,437	9,581	7,144	25.43
100-100-50050	PW Superint/Asst City Manager	398	615	2,461	1,846	25.00
100-100-51010	Employee Health Ins Benefits	1,140	12,232	22,594	10,362	54.14
100-100-51020	Retirement Benefits	3,086	3,086	35,953	32,867	8.58
100-100-51030	Employment Taxes	1,453	2,188	16,131	13,943	13.56
100-100-52002	Materials & Supplies	0	0	250	250	.00
100-100-52010	Miscellaneous	0	0	500	500	.00
100-100-52013	Travel and Training	0	0	2,000	2,000	.00
100-100-52016	Audit	0	0	25,000	25,000	.00
100-100-52017	City Attorney	0	0	16,500	16,500	.00
100-100-52018	Planning Consultant	2,500	5,000	30,000	25,000	16.67
100-100-52019	Contract Service	1,821	5,321	76,000	70,679	7.00
100-100-52020	Development Engineering	9,456	21,658	70,000	48,342	30.94
100-100-52031	Urban Renewal Development	0	0	85,000	85,000	.00
100-100-52101	Banking Charges	0	0	500	500	.00
100-100-52103	Insurance	0	0	8,000	8,000	.00
100-100-52106	Mileage	0	0	250	250	.00
Total General Fund Administrative:		39,239	79,364	508,610	429,246	15.60

Account Number	Title	2026-26 Current year Period Actual	2026-26 Current year Actual	2026-27 Current year Budget	2026-26 Current year Remaining	2026-26 Current year Percent
Total City Administration:		39,239	79,364	508,610	429,246	15.60
Public Safety						
General Fund Public Safety						
100-200-50010	City Administrator	1,597	2,395	9,597	7,202	24.96
100-200-51010	Employee Health Ins Benefits	163	1,472	1,664	192	88.48
100-200-51020	Retirement Benefits	268	268	2,934	2,665	9.15
100-200-51030	Employment Taxes	118	177	1,291	1,114	13.73
100-200-52019	Contract Service	0	0	40,000	40,000	.00
100-200-52103	Insurance	0	0	7,500	7,500	.00
Total General Fund Public Safety:		2,146	4,313	62,985	58,672	6.85
Total Public Safety:		2,146	4,313	62,985	58,672	6.85
Parks and Recreation						
GF Parks & Recreation						
100-300-50052	Utility Worker III	2,037	3,153	12,614	9,461	25.00
100-300-50055	Operator	2,359	3,650	14,603	10,952	25.00
100-300-50058	Utility Worker I	243	375	3,803	3,428	9.86
100-300-51010	Employee Health Ins Benefits	658	6,274	9,298	3,024	67.48
100-300-51020	Retirement Benefits	805	805	9,483	8,678	8.49
100-300-51030	Employment Taxes	377	584	4,172	3,588	13.99
100-300-52002	Materials & Supplies	0	236	825	589	28.59
100-300-52012	Maintenance - Bldg & Parks	0	0	1,100	1,100	.00
100-300-52013	Travel and Training	0	0	550	550	.00
100-300-52014	Vehicle Fuel & Maintenance	34	105	2,750	2,545	3.82
100-300-52019	Contract Service	0	0	880	880	.00
100-300-52022	Equipment Maintenance	0	0	5,500	5,500	.00
100-300-52023	Equipment Rental/Lease	0	0	110	110	.00
100-300-52025	Small Equipment Purchase	0	0	4,620	4,620	.00
100-300-52030	Miscellaneous	0	0	110	110	.00
100-300-52103	Insurance	0	0	5,500	5,500	.00
100-300-52106	Mileage	0	0	110	110	.00
100-300-52108	Postage	0	0	83	83	.00
100-300-52109	Utilities	41	81	825	744	9.80
100-300-52111	Parks-Events	1,005	1,005	6,050	5,045	16.61
100-300-52112	Parks - Youth Activities	360	5,360	7,150	1,790	74.97
Total GF Parks & Recreation:		7,919	21,628	90,135	68,507	24.00
Capital Outlay						
100-300-53001	Improvements - Bldg & Parks	0	0	2,200	2,200	.00
100-300-53002	Equipment Purchase	0	0	3,000	3,000	.00
Total Capital Outlay:		0	0	5,200	5,200	.00
GF Parks & Recreation						
100-300-53004	CapOutlay-ParkPavilion,Path,BR	155,626	164,824	543,000	378,176	30.35
Total GF Parks & Recreation:		155,626	164,824	543,000	378,176	30.35
Capital Outlay						

Account Number	Title	2026-26 Current year Period Actual	2026-26 Current year Actual	2026-27 Current year Budget	2026-26 Current year Remaining	2026-26 Current year Percent
100-300-53005	Wetlands to City Hall Trail	0	0	60,000	60,000	.00
Total Capital Outlay:		0	0	60,000	60,000	.00
Transfers Out						
100-300-55600	Transfer to Reserve Fund	0	0	5,000	5,000	.00
Total Transfers Out:		0	0	5,000	5,000	.00
Total Parks and Recreation:		163,545	186,452	703,335	516,883	26.51

Non-departmental

General Fund Non-Departmental

100-900-52002	Materials & Supplies	0	237	6,000	5,763	3.95
100-900-52010	Legal Notices	0	0	3,300	3,300	.00
100-900-52012	Maintenance - Bldg & Parks	7,808	7,808	11,000	3,193	70.98
100-900-52014	Vehicle Fuel & Maintenance	0	0	1,650	1,650	.00
100-900-52016	Audit	0	0	15,859	15,859	.00
100-900-52017	City Attorney	2,406	5,338	11,000	5,663	48.52
100-900-52019	Contract Service	430	9,466	25,000	15,534	37.86
100-900-52020	Engineering Consultant	0	0	8,250	8,250	.00
100-900-52022	Equipment Maintenance	567	567	1,650	1,083	34.34
100-900-52023	Equipment Rental/Lease	131	262	2,200	1,938	11.91
100-900-52024	Security Alarm	0	221	1,650	1,429	13.39
100-900-52025	Small Equipment Purchase	0	0	2,500	2,500	.00
100-900-52030	Miscellaneous	0	0	1,100	1,100	.00
100-900-52031	CERT Expenditures	0	0	5,500	5,500	.00
100-900-52101	Banking Charges	24	47	3,000	2,953	1.57
100-900-52102	Dues	1,500	5,822	8,250	2,428	70.57
100-900-52103	Insurance	0	0	17,325	17,325	.00
100-900-52108	Postage	0	1,825	6,325	4,500	28.85
100-900-52109	Utilities	362	619	4,620	4,001	13.39
100-900-52110	Telephones	40	278	4,600	4,322	6.04
100-900-52111	Mayor & Council Expenses	0	0	1,100	1,100	.00
100-900-52113	Election Fees	0	0	1,100	1,100	.00
100-900-52114	Software Hosting Fees	47	263	12,000	11,737	2.19
100-900-52115	Tangent Expenditures	20,932	43,895	125,000	81,105	35.12
100-900-52199	Property Taxes	0	0	8,700	8,700	.00
Total General Fund Non-Departmental:		34,246	76,645	288,679	212,034	26.55

Capital Outlay

100-900-53001	Improvements - Bldg & Parks	0	0	30,000	30,000	.00
100-900-53002	Equipment Purchase	0	0	15,000	15,000	.00
Total Capital Outlay:		0	0	45,000	45,000	.00

Transfers Out

100-900-55500	Transfer to Water Fund	0	0	9,577	9,577	.00
100-900-55530	Transfer to SDC Fund	0	0	77,861	77,861	.00
Total Transfers Out:		0	0	87,438	87,438	.00

Account Number	Title	2026-26 Current year Period Actual	2026-26 Current year Actual	2026-27 Current year Budget	2026-26 Current year Remaining	2026-26 Current year Percent
Total Non-departmental:		34,246	76,645	421,117	344,472	18.20
Contingency						
100-998-58000	Contingency	0	0	250,000	250,000	.00
Total Contingency:		0	0	250,000	250,000	.00
Ending Fund Balance						
100-999-59000	Reserve for Future Expenditure	0	0	842,259	842,259	.00
100-999-59001	Set-aside State Shad Rev Proj	0	0	83,193	83,193	.00
Total Ending Fund Balance:		0	0	925,452	925,452	.00
General Fund Revenue Total:		96,100	2,449,123	2,871,500	422,377	85.29
General Fund Expenditure Total:		239,176	346,774	2,871,500	2,524,726	12.08
Total General Fund:		(143,076)	2,102,349	0	(2,102,349)	.00

Account Number	Title	2026-26 Current year Period Actual	2026-26 Current year Actual	2026-27 Current year Budget	2026-26 Current year Remaining	2026-26 Current year Percent
Street Fund						
Street Fund Revenue						
200-000-40000	Beginning Fund Balance	0	339,544	289,000	(50,544)	117.49
200-000-41040	Highway Apportionment	7,277	17,308	107,100	89,792	16.16
200-000-41070	Small Cities Allotment	0	0	200,000	200,000	.00
200-000-46057	Miscellaneous	0	0	200	200	.00
200-000-48000	Interest	0	0	3,005	3,005	.00
Total Street Fund Revenue:		7,277	356,852	599,305	242,453	59.54
Public Works - Streets						
Public Works - Streets						
200-410-50010	City Administrator	798	1,198	4,798	3,601	24.96
200-410-50016	Utility clerk	84	160	775	614	20.71
200-410-50018	Finance Clerk	523	813	3,194	2,381	25.44
200-410-50050	Public Works Supervisor	1,590	2,461	9,846	7,385	25.00
200-410-50052	Utility Worker III	509	788	3,154	2,365	25.00
200-410-50055	Operator I	590	913	3,651	2,738	25.00
200-410-50058	Utility Worker I	61	94	951	857	9.86
200-410-51010	Employee Health Ins Benefits	391	3,969	6,836	2,867	58.06
200-410-51020	Retirement Benefits	671	671	7,824	7,153	8.57
200-410-51030	Employment Taxes	317	489	3,546	3,058	13.78
200-410-52002	Materials & Supplies	0	0	1,260	1,260	.00
200-410-52011	System Maintenance & Repair	0	0	10,500	10,500	.00
200-410-52016	Audit	0	0	5,698	5,698	.00
200-410-52019	Contract Service	342	998	6,930	5,932	14.40
200-410-52020	Engineering Consultant	0	0	6,300	6,300	.00
200-410-52023	Equipment Rental/Lease	0	0	263	263	.00
200-410-52024	Street Sweeping	1,400	1,400	10,500	9,100	13.33
200-410-52030	Miscellaneous	0	0	105	105	.00
200-410-52103	Insurance	0	0	6,615	6,615	.00
200-410-52109	Utilities	1,965	3,926	15,225	11,299	25.79
200-410-52114	Software Hosting Fees	0	0	1,260	1,260	.00
Total Public Works - Streets:		9,241	17,879	109,229	91,350	16.37
Capital Outlay						
200-410-53001	Street Improvements	3,979	16,491	150,000	133,509	10.99
200-410-53002	Equipment Purchase	0	0	3,000	3,000	.00
Total Capital Outlay:		3,979	16,491	153,000	136,509	10.78
Transfers Out						
200-410-55600	Transfer to Reserve Fund	0	0	250	250	.00
Total Transfers Out:		0	0	250	250	.00
Total Public Works - Streets:		13,220	34,369	262,479	228,110	13.09
Contingency						
200-998-58000	Contingency	0	0	125,000	125,000	.00

Account Number	Title	2026-26 Current year Period Actual	2026-26 Current year Actual	2026-27 Current year Budget	2026-26 Current year Remaining	2026-26 Current year Percent
	Total Contingency:	0	0	125,000	125,000	.00
Ending Fund Balance						
200-999-59000	Reserve for Future Expenditure	0	0	211,826	211,826	.00
	Total Ending Fund Balance:	0	0	211,826	211,826	.00
	Street Fund Revenue Total:	7,277	356,852	599,305	242,453	59.54
	Street Fund Expenditure Total:	13,220	34,369	599,305	564,936	5.73
	Total Street Fund:	(5,943)	322,483	0	(322,483)	.00

Account Number	Title	2026-26 Current year Period Actual	2026-26 Current year Actual	2026-27 Current year Budget	2026-26 Current year Remaining	2026-26 Current year Percent
Water Fund						
Water Fund - Revenue						
500-000-40000	Beginning Fund Balance	0	858,317	225,000	(633,317)	381.47
500-000-42020	New Connections	2,000	4,000	20,000	16,000	20.00
500-000-42032	Water Metered Fees	181,814	324,495	734,632	410,137	44.17
500-000-42033	Backflow Inspection Fees	1,393	2,783	7,500	4,717	37.11
500-000-42035	Reconnect Fees	0	0	500	500	.00
500-000-42036	Water Outside Assessments	18,961	35,913	70,000	34,087	51.30
500-000-42045	Utility Deposit	(1,183)	(1,667)	4,000	5,667	41.66-
500-000-46030	Fees - Other	2,010	3,450	500	(2,950)	690.00
500-000-46055	Refunds	0	0	1,000	1,000	.00
500-000-46057	Miscellaneous	1,140	1,950	4,500	2,550	43.33
500-000-47420	FEMA Water Grant	0	0	4,500	4,500	.00
500-000-48000	Interest	0	0	5,000	5,000	.00
Total Water Fund - Revenue:		206,134	1,229,243	1,077,132	(152,111)	114.12
Transfers In						
500-000-49100	Transfer in from General Fund	0	0	9,577	9,577	.00
500-000-49600	Transfer from Reserve	0	0	70,000	70,000	.00
Total Transfers In:		0	0	79,577	79,577	.00
Public Works - Water						
Water Fund Expenditures						
500-420-50010	City Administrator	6,387	9,580	38,388	28,808	24.96
500-420-50016	Utility/Court Clerk	841	1,604	7,748	6,143	20.71
500-420-50018	Finance Clerk	5,231	8,121	31,937	23,816	25.43
500-420-50050	Public Works Supervisor	9,144	14,152	56,613	42,461	25.00
500-420-50052	Utility Worker III	5,094	7,883	34,689	26,806	22.73
500-420-50055	Operator I	6,486	10,039	40,157	30,118	25.00
500-420-50058	Utility Worker I	669	1,032	10,459	9,427	9.86
500-420-51010	Employee Health Ins Benefits	3,693	37,208	58,589	21,382	63.51
500-420-51020	Retirement Benefits	5,635	5,635	64,882	59,247	8.69
500-420-51030	Employment Taxes	2,579	3,980	29,589	25,608	13.45
500-420-52001	Chemicals	0	2,807	22,000	19,193	12.76
500-420-52002	Materials & Supplies	488	1,685	9,146	7,460	18.42
500-420-52010	Publications-Legal Notices	0	0	100	100	.00
500-420-52011	System Maintenance & Repair	1,286	1,440	50,000	48,560	2.88
500-420-52013	Travel and Training	0	0	3,968	3,968	.00
500-420-52014	Vehicle Fuel & Maintenance	506	1,523	10,500	8,977	14.50
500-420-52016	Audit	0	0	15,194	15,194	.00
500-420-52019	Contract Service	1,017	3,832	18,480	14,648	20.73
500-420-52020	Engineering Consultant	0	0	26,454	26,454	.00
500-420-52022	Equipment Maintenance	0	0	17,850	17,850	.00
500-420-52023	Equipment Rental/Lease	0	0	3,150	3,150	.00
500-420-52025	Small Equipment Purchase	0	0	26,250	26,250	.00
500-420-52030	Miscellaneous	0	0	2,100	2,100	.00
500-420-52033	Backflow Inspections	0	0	7,500	7,500	.00
500-420-52101	Banking Charges	519	990	3,360	2,370	29.46
500-420-52102	Dues	0	0	3,360	3,360	.00
500-420-52103	Insurance	0	0	22,000	22,000	.00
500-420-52104	Lab Analysis	0	90	3,828	3,738	2.35

Account Number	Title	2026-26 Current year Period Actual	2026-26 Current year Actual	2026-27 Current year Budget	2026-26 Current year Remaining	2026-26 Current year Percent
500-420-52105	Refunds-Utility Deposit	211	344	2,987	2,643	11.53
500-420-52107	Permits	0	0	5,880	5,880	.00
500-420-52108	Postage	0	0	683	683	.00
500-420-52109	Utilities	3,822	6,918	26,250	19,332	26.35
500-420-52110	Telephones	141	281	1,260	979	22.30
500-420-52114	Software Hosting Fees	0	0	10,500	10,500	.00
500-420-52115	Debt Issuance Costs	0	0	7,101	7,101	.00
Total Water Fund Expenditures:		53,748	119,142	672,950	553,808	17.70
Capital Outlay						
500-420-53001	Equipment Purchase	0	0	53,000	53,000	.00
500-420-53500	Water System Improvements	7,437	33,157	155,000	121,843	21.39
Total Capital Outlay:		7,437	33,157	208,000	174,843	15.94
Debt Service						
500-420-54005	IFA Loan Payment	0	0	139,013	139,013	.00
500-420-54006	IFA Loan - Safe Drinking Water	0	0	20,240	20,240	.00
Total Debt Service:		0	0	159,253	159,253	.00
Total Public Works - Water:		61,185	152,300	1,040,203	887,903	14.54
Contingency						
500-998-58000	Contingency	0	0	80,000	80,000	.00
Total Contingency:		0	0	80,000	80,000	.00
Ending Fund Balance						
500-999-59000	Reserve for Future Expenditure	0	0	36,506	36,506	.00
Total Ending Fund Balance:		0	0	36,506	36,506	.00
Water Fund Revenue Total:		206,134	1,229,243	1,156,709	(72,534)	106.27
Water Fund Expenditure Total:		61,185	152,300	1,156,709	1,004,409	13.17
Total Water Fund:		144,949	1,076,943	0	(1,076,943)	.00

Account Number	Title	2026-26 Current year Period Actual	2026-26 Current year Actual	2026-27 Current year Budget	2026-26 Current year Remaining	2026-26 Current year Percent
Wastewater Fund						
Wastewater Fund Revenue						
510-000-40000	Beginning Fund Balance	0	1,774,875	1,600,000	(174,875)	110.93
510-000-41100	Tangent Contract	0	0	40,000	40,000	.00
510-000-42039	Wastewater Fees	75,933	151,915	455,000	303,085	33.39
510-000-46057	Miscellaneous	0	0	1,050	1,050	.00
510-000-48000	Interest	0	0	5,250	5,250	.00
Total Wastewater Fund Revenue:		75,933	1,926,790	2,101,300	174,510	91.70
Debt Proceeds						
510-000-49013	IFA Lottery Loan 2026 for expa	0	0	3,750,000	3,750,000	.00
Total Debt Proceeds:		0	0	3,750,000	3,750,000	.00
Public Works - Wastewater						
Wastewater Fund Expenditures						
510-430-50010	City Administrator	4,790	7,185	28,791	21,606	24.96
510-430-50016	Utility/Court Clerk	462	882	4,261	3,379	20.71
510-430-50018	Finance Clerk	2,877	4,467	17,565	13,098	25.43
510-430-50050	Public Works Supervisor	3,976	6,153	24,614	18,461	25.00
510-430-50052	Utility Worker III	2,037	3,153	9,461	6,307	33.33
510-430-50055	Operator I	1,769	2,738	10,952	8,214	25.00
510-430-50058	Utility Worker I	182	281	2,852	2,571	9.86
510-430-51010	Employee Health Ins Benefits	1,463	15,048	24,840	9,793	60.58
510-430-51020	Retirement Benefits	2,415	2,415	28,808	26,393	8.38
510-430-51030	Employment Taxes	1,212	1,864	13,248	11,383	14.07
510-430-52001	Chemicals	1,506	2,510	21,780	19,270	11.52
510-430-52002	Materials & Supplies	0	166	3,850	3,684	4.31
510-430-52010	Publications-Legal Notices	0	0	250	250	.00
510-430-52011	System Maintenance & Repair	0	1,490	55,000	53,510	2.71
510-430-52013	Travel and Training	0	0	1,000	1,000	.00
510-430-52014	Vehicle Fuel & Maintenance	135	414	3,630	3,216	11.41
510-430-52016	Audit	0	0	15,917	15,917	.00
510-430-52019	Contract Service	911	2,661	19,360	16,699	13.74
510-430-52020	Engineering Consultant	0	0	60,000	60,000	.00
510-430-52022	Equipment Maintenance	0	0	2,200	2,200	.00
510-430-52025	Equipment purchase	0	0	2,000	2,000	.00
510-430-52030	Miscellaneous	0	0	1,200	1,200	.00
510-430-52101	Banking Charges	519	990	2,000	1,010	49.49
510-430-52102	Dues	0	0	100	100	.00
510-430-52103	Insurance	0	0	18,000	18,000	.00
510-430-52104	Lab Analysis	0	0	4,000	4,000	.00
510-430-52105	Refunds-Utility Deposit	141	230	0	(230)	.00
510-430-52106	Mileage	0	0	500	500	.00
510-430-52107	Permits	0	0	2,200	2,200	.00
510-430-52108	Postage	0	0	550	550	.00
510-430-52109	Utilities	849	1,510	15,000	13,490	10.06
510-430-52110	Telephones	100	199	2,500	2,301	7.98
510-430-52114	Software Hosting Fees	0	0	3,300	3,300	.00
Total Wastewater Fund Expenditures:		25,344	54,356	399,729	345,373	13.60

Capital Outlay

Account Number	Title	2026-26 Current year Period Actual	2026-26 Current year Actual	2026-27 Current year Budget	2026-26 Current year Remaining	2026-26 Current year Percent
510-430-53002	Equipment Purchase	0	0	270,000	270,000	.00
510-430-53005	Wastewater System Improvement	16,101	17,469	0	(17,469)	.00
510-430-53006	Capacity expansion,lagoon,infi	0	0	3,900,000	3,900,000	.00
Total Capital Outlay:		16,101	17,469	4,170,000	4,152,531	.42
Debt Service						
510-430-54005	2020 WW Treatment Plant Loan	0	0	149,000	149,000	.00
Total Debt Service:		0	0	149,000	149,000	.00
Transfers Out						
510-430-55600	Transfer to Reserve Fund	0	0	1,000	1,000	.00
Total Transfers Out:		0	0	1,000	1,000	.00
Total Public Works - Wastewater:		41,445	71,825	4,719,729	4,647,904	1.52
Contingency						
510-998-58000	Contingency	0	0	150,000	150,000	.00
Total Contingency:		0	0	150,000	150,000	.00
Ending Fund Balance						
510-999-59000	Reserve for Future Expenditure	0	0	981,571	981,571	.00
Total Ending Fund Balance:		0	0	981,571	981,571	.00
Wastewater Fund Revenue Total:		75,933	1,926,790	5,851,300	3,924,510	32.93
Wastewater Fund Expenditure Total:		41,445	71,825	5,851,300	5,779,475	1.23
Total Wastewater Fund:		34,488	1,854,965	0	(1,854,965)	.00

Account Number	Title	2026-26 Current year Period Actual	2026-26 Current year Actual	2026-27 Current year Budget	2026-26 Current year Remaining	2026-26 Current year Percent
Storm Drain Fund						
Storm Drain Revenue						
520-000-40000	Beginning Fund Balance	0	90,038	50,000	(40,038)	180.08
520-000-42040	Storm Drain Fees	6,852	13,707	40,800	27,093	33.60
520-000-46057	Miscellaneous	0	0	200	200	.00
Total Storm Drain Revenue:		6,852	103,745	91,000	(12,745)	114.01
Public Works - Storm Drain						
Storm Drain Expenditures						
520-440-50010	City Administrator	798	1,198	4,798	3,601	24.96
520-440-50016	Utility/Court Clerk	42	80	387	307	20.72
520-440-50018	Finance Clerk	262	406	1,597	1,191	25.45
520-440-50050	Public Works Supervisor	795	1,231	4,923	3,692	25.00
520-440-50052	Utility Worker III	509	788	3,154	2,365	25.00
520-440-50055	Operator I	590	913	3,651	2,738	25.00
520-440-50058	Utility Worker I	61	94	951	857	9.86
520-440-51010	Employee Health Ins Benefits	319	3,184	4,996	1,812	63.72
520-440-51020	Retirement Benefits	537	537	5,831	5,294	9.20
520-440-51030	Employment Taxes	235	362	2,617	2,256	13.82
520-440-52002	Materials & Supplies	0	0	77	77	.00
520-440-52011	System Maintenance & Repair	0	0	1,530	1,530	.00
520-440-52014	Vehicle Fuel & Maintenance	0	0	224	224	.00
520-440-52016	Audit	0	0	5,535	5,535	.00
520-440-52019	Contract Service	342	998	6,732	5,734	14.82
520-440-52020	Engineering Consultant	0	0	224	224	.00
520-440-52023	Equipment Rental/Lease	0	0	224	224	.00
520-440-52101	Banking Charges	0	0	255	255	.00
520-440-52103	Insurance	0	0	4,100	4,100	.00
520-440-52114	Software Hosting Fees	0	0	1,224	1,224	.00
Total Storm Drain Expenditures:		4,489	9,789	53,030	43,241	18.46
Transfers Out						
520-440-55600	Transfer to Reserve Fund	0	0	250	250	.00
Total Transfers Out:		0	0	250	250	.00
Total Public Works - Storm Drain:		4,489	9,789	53,280	43,491	18.37
Contingency						
520-998-58000	Contingency	0	0	25,000	25,000	.00
Total Contingency:		0	0	25,000	25,000	.00
Ending Fund Balance						
520-999-59000	Reserve for Future Expenditure	0	0	12,720	12,720	.00
Total Ending Fund Balance:		0	0	12,720	12,720	.00
Storm Drain Fund Revenue Total:		6,852	103,745	91,000	(12,745)	114.01
Storm Drain Fund Expenditure Total:		4,489	9,789	91,000	81,211	10.76
Total Storm Drain Fund:		2,363	93,956	0	(93,956)	.00

Account Number	Title	2026-26 Current year Period Actual	2026-26 Current year Actual	2026-27 Current year Budget	2026-26 Current year Remaining	2026-26 Current year Percent
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Account Number	Title	2026-26 Current year Period Actual	2026-26 Current year Actual	2026-27 Current year Budget	2026-26 Current year Remaining	2026-26 Current year Percent
System Development Fund						
System Development Fund Revenue						
530-000-40000	Beginning Fund Balance	0	2,304,272	2,228,950	(75,322)	103.38
530-000-42141	Park	3,968	7,936	23,808	15,872	33.33
530-000-42142	Street Imp.	23,060	46,120	138,360	92,240	33.33
530-000-42143	Water Imp.	31,420	62,840	145,272	82,432	43.26
530-000-42144	WW Imp.	13,740	27,480	75,240	47,760	36.52
530-000-42145	Storm Drain Fees	1,220	2,440	7,320	4,880	33.33
530-000-46030	Fees - Other	3,280	6,560	19,680	13,120	33.33
530-000-48000	Interest	0	0	22,000	22,000	.00
Total System Development Fund Revenue:		76,688	2,457,648	2,660,630	202,982	92.37
Transfers In						
530-000-49100	Transfer in from General Fund	0	0	77,861	77,861	.00
Total Transfers In:		0	0	77,861	77,861	.00
Ending Fund Balance						
530-999-59000	Reserve for Future Expenditure	0	0	2,738,491	2,738,491	.00
Total Ending Fund Balance:		0	0	2,738,491	2,738,491	.00
System Development Fund Revenue Total:		76,688	2,457,648	2,738,491	280,843	89.74
System Development Fund Expenditure Total:		0	0	2,738,491	2,738,491	.00
Total System Development Fund:		76,688	2,457,648	0	(2,457,648)	.00

Account Number	Title	2026-26 Current year Period Actual	2026-26 Current year Actual	2026-27 Current year Budget	2026-26 Current year Remaining	2026-26 Current year Percent
Reserve Fund						
600-000-40000	Beginning Fund Balance	0	85,554	80,000	(5,554)	106.94
Reserve Fund Revenue						
600-000-48000	Interest	0	0	4,000	4,000	.00
Total Reserve Fund Revenue:		0	0	4,000	4,000	.00
Transfers In						
600-000-49100	Transfer from General Fund	0	0	5,000	5,000	.00
600-000-49200	Transfer from Street Fund	0	0	250	250	.00
600-000-49500	Transfer from Water Fund	0	0	1,000	1,000	.00
600-000-49520	Transfer from Storm Drain Fund	0	0	250	250	.00
Total Transfers In:		0	0	6,500	6,500	.00
Non-departmental						
Transfers Out						
600-900-55100	Transfer to General Fund	0	0	70,000	70,000	.00
Total Transfers Out:		0	0	70,000	70,000	.00
Total Non-departmental:		0	0	70,000	70,000	.00
Ending Fund Balance						
600-999-59000	Reserve for Future Expenditure	0	0	20,500	20,500	.00
Total Ending Fund Balance:		0	0	20,500	20,500	.00
Reserve Fund Revenue Total:		0	85,554	90,500	4,946	94.53
Reserve Fund Expenditure Total:		0	0	90,500	90,500	.00
Total Reserve Fund:		0	85,554	0	(85,554)	.00
Total Asset:		0	0	0	0	.00
Total Liability:		0	0	0	0	.00
Total Equity:		0	0	0	0	.00
Total Revenue:		468,984	8,608,955	13,398,805	4,789,850	64.25
Total Expenditure:		359,515	615,057	13,398,805	12,783,748	4.59
Grand Revenue Total:		468,984	8,608,955	13,398,805	4,789,850	64.25
Grand Expenditure Total:		359,515	615,057	13,398,805	12,783,748	4.59
Grand Totals:		109,469	7,993,898	0	(7,993,898)	.00



Account Statement - Transaction Summary

For the Month Ending August 31, 2026

ADAIK VILLAGE CITY OF - ADAIK VILLAGE CITY OF - 4333

Oregon LGIP		Asset Summary	
Opening Balance	5,475,702.02	August 31, 2026	July 31, 2026
Purchases	31,790.87	5,507,492.79	5,475,702.02
Redemptions	(0.10)		
		\$5,507,492.79	\$5,475,702.02

Closing Balance \$5,507,492.79
Dividends 18,621.13



For the Month Ending August 31, 2026

Account Statement

ADAIR VILLAGE CITY OF - ADAIR VILLAGE CITY OF - 4333

Trade Date	Settlement Date	Transaction Description	Share or Unit Price	Dollar Amount of Transaction	Balance
Oregon LGIP					
Opening Balance					5,475,702.02
08/03/26	08/03/26	SFMS Fr:OLCC 700LCC Tax (Liquor)	1.00	1,394.68	5,477,096.70
08/03/26	08/03/26	LGIP Fees - Received ACH (1 @ \$0.10 - From 4333) - July 2026	1.00	(0.10)	5,477,096.60
08/14/26	08/14/26	Transfer from BENTON COUNTY - BENTON COUNTY FINANCE DEPT	1.00	699.48	5,477,796.08
08/17/26	08/17/26	SFMS Fr:Administrative Services, Dept 700City Cigarette Tax	1.00	69.35	5,477,865.43
08/18/26	08/18/26	ODOT - ODOT PYMNT	1.00	7,277.00	5,485,142.43
08/18/26	08/18/26	SFMS Fr:Administrative Services, Dept 70Revenue Sharing Tax	1.00	3,729.23	5,488,871.66
08/31/26	09/01/26	Accrual Income Div Reinvestment - Distributions	1.00	18,621.13	5,507,492.79
Closing Balance					5,507,492.79

	Month of August	Fiscal YTD July-August	Closing Balance
Opening Balance	5,475,702.02	5,442,149.14	5,507,492.79
Purchases	31,790.87	65,343.85	5,483,017.57
Redemptions	(0.10)	(0.20)	4.00%
Closing Balance	5,507,492.79	5,507,492.79	
Dividends	18,621.13	37,135.22	

ACCOUNT STATEMENT
For the Month Ending
August 31, 2026

ADAIR VILLAGE CITY OF

Client Management Team

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4333 ADAIR VILLAGE CITY OF

Important Messages

Oregon LGIP will be closed on 09/07/2026 for Labor Day.
Oregon LGIP will be closed on 10/12/2026 for Columbus Day.

ADAIR VILLAGE CITY OF
PAT HARE
6030 WILLIAM R CARR AVE
ADAIR VILLAGE, OR 97330

Online Access www.oregon.gov/igip **Customer Service** 1-855-678-5447



CITY OF ADAIR VILLAGE

The Case for Proactive Remote Meeting Access

To: Adair Village City Council
From: Councilor John P Wilson, Ward 4
Re: Making Council meetings proactively accessible by remote/video means

The Opportunity

- Open, accessible government is a value worth committing to directly, not just complying with as a legal minimum.
- Adair Village is growing toward 2,000 residents. More residents means more people for whom a trip to City Hall on a weeknight isn't realistic: work schedules, childcare, mobility, distance, illness.
- Proactive remote access lowers the barrier to participation for exactly those residents, without asking anything of them beyond opening a link or dialing a number that's already posted.
- This is also good practice, not just good policy: broader participation produces better-informed Council decisions and a more legitimate public record.

Where We Stand Today

- Current remote access is folded into the ADA disability-accommodations disclosure, alongside interpreter requests and Oregon Relay Service, phrased as an accommodation rather than a standing public option.
- It's phone-only, and it requires calling ahead so staff can set the line up. There's no way for a resident to simply join at meeting time.
- The practical effect: a resident who doesn't already know to look for this, or doesn't think of themselves as needing an "accommodation," has no visible way to attend remotely.

This Isn't a Stretch: It's Standard Practice Nearby

- Monroe, Oregon (pop. ~763, smaller than Adair) lists its regular meeting as held "at the Monroe Community Center... or virtually on Teams," a standing option printed directly in the agenda, not a special accommodation.
- Philomath, Oregon runs hybrid meetings via Zoom with a public YouTube/Facebook livestream and Zoom sign-in for public comment, coordinated through the City Recorder's office.
- Neither city treats this as exceptional. It's simply how they hold public meetings now, and Monroe is direct evidence against the idea that a city our size can't manage it.

The Cost Question

- A single laptop's built-in camera can't capture the whole chamber. It'll show one or two councilors and cut everyone else off. Showing the full room to remote viewers requires a 360°

camera/mic unit (e.g., an Owl Labs “Meeting Owl”), which is the standard tool small cities use for this.

- Hardware cost (camera/mic): roughly \$1,000 to \$1,200 one-time for a unit sized to our chamber.
- Hardware cost (display): if remote participants need to be shown to the room, not just heard, a TV monitor in the 40" to 55" range is plenty for a room our size; anything larger is unnecessary and starts adding cost without adding value. Current pricing for a TV in that range runs roughly \$150 to \$350, with 55" models regularly available at or below \$300.
- Software cost: \$0 to \$20/month depending on the conferencing platform and tier, likely less if we standardize on a platform we already use for other City business.
- All told: roughly \$1,150 to \$1,550 one-time in hardware, plus a modest and possibly zero ongoing software cost. This is a one-time, modest capital cost, not a recurring budget commitment of any real size.

The Staff-Time Question

- This is a legitimate question, and the answer is in how the system is set up: this should be a permanently installed system, with camera, mics, and connection built into the room, not equipment assembled fresh for each meeting.
- That's a different model from today's setup, where the Polycom requires an advance call and a manual hookup every time it's used. A properly installed system just needs to be turned on.
- The remaining task is watching the meeting while it's running, the same kind of attention already being paid to the room, not a separate job on top of it.
- I don't think the Council should guess at how much that adds. I'd ask that staff be directed to bring back a concrete estimate before any purchase decision, so this is evaluated on real numbers rather than assumptions in either direction.
- Worth noting: peer cities our size are already absorbing this within existing staff structures once it's set up this way.

Addressing “Control Over the Audience”

- Remote attendance doesn't change who is allowed to speak or for how long. The same rules of order and comment procedures that apply in the room apply to remote participants.
- Standard conferencing tools, such as MS Teams and Zoom, give the host the same controls used everywhere this is already done: muting, a managed queue for public comment, and the ability to remove a disruptive participant, no different in kind from asking someone to leave the chamber.
- This also addresses the concern that remote access might give outside or difficult commenters more influence than they'd otherwise have: it doesn't. The same limits on who can speak, for how long, and on what apply regardless of how someone is attending.
- This is a solved, routine problem for every city already doing this. It is not a reason to withhold access from the residents who would use it appropriately.

Addressing “No One's Asked for This”

- Public meetings are open to the public as a matter of law, not as a matter of demonstrated interest. How people access the meeting is a fair question to work through. Whether the meeting is open at all is not.
- Making access contingent on proven demand gets the obligation backwards. The City doesn't wait for enough requests before a meeting has to be public; it already is.
- It's also worth noting that current access is folded into a small-print ADA disclosure and requires a phone call placed in advance. Low visible demand for an option that's hard to find and inconvenient to use isn't evidence people don't want it. It's what you'd expect either way.

What I'm Proposing Council Do

- Direct staff to obtain vendor quotes for a 360° conferencing device sized to our chamber, plus a TV monitor and its installation, all set up as a standing, permanent installation rather than equipment assembled per meeting, and to estimate the ongoing software cost.
- Direct staff to bring back a concrete staff-time estimate for running hybrid meetings on a recurring basis, so that question is answered with real numbers rather than assumption.
- None of this requires a purchase decision tonight. It requires agreeing that this is worth pursuing, and asking staff to bring back what it would actually take.

CITY OF ADAIR VILLAGE

STAFF REPORT

TO: Mayor and City Council
FROM: City Administrator
DATE: October 1, 2026
SUBJECT: Santiam Christian Master Plan

Background

On September 30, 2026, I met with representatives from Santiam Christian and their professional team to discuss the school's master plan and the overall layout of potential future projects. The meeting was positive and provided an opportunity to look at the larger picture rather than addressing each project independently.

Discussion

A major focus of the discussion was future access and transportation improvements. We discussed dedication of the portion of Vandenberg Avenue currently owned by Santiam Christian, as well as the need to work with the State on the remaining Vandenberg corridor. We also discussed future right-of-way and access connections extending north and south. These improvements could help meet Santiam Christian's long-term needs while also advancing the City's goal of improving access and connectivity throughout the community.

We also discussed several other elements of the master plan, including the proposed commercial facility/cabinet shop and labor school, the sports complex and its potential layout, and development of a coordinated storm drainage system for the entire campus. Looking at these projects together provides an opportunity to coordinate infrastructure, access, drainage, and future development in a way that benefits both Santiam Christian and the City.

Attached to this staff report is a preliminary site plan provided by Santiam Christian. The plan is conceptual in nature and illustrates potential layouts for several of the projects discussed, including future campus development, transportation and access improvements, the sports complex, and other planned facilities. The site plan is intended to provide the City Council with a general overview of how these projects may fit together as Santiam Christian and the City continue working through the master planning process.

Staff Comments

The conversation was productive and reflected a growing working relationship between Santiam Christian and the City. I emphasized that the City wants to work cooperatively with Santiam Christian to help accomplish its long-term goals while also meeting City objectives for access, connectivity, infrastructure, and planned growth.

By continuing to look at the master plan as a whole, there appear to be several opportunities for partnership across projects planned by both Santiam Christian and the City. Staff will continue coordinating with Santiam Christian, its professional team, and the appropriate state agencies as individual projects and dedication needs move forward.

Recommendation

No formal Council action is requested at this time. This report is provided as an update on the September 30 meeting and the ongoing coordination related to the Santiam Christian Master Plan.







6030 NE William R. Carr St.
Adair Village, OR 97330
Phone: (541) 746-5507

CITY COUNCIL STAFF REPORT

TRANSPORTATION SYSTEM PLAN IMPLEMENTATION AMENDMENTS

File No. DCA-26-01

Report Date: Sept. 18, 2026

GENERAL INFORMATION

ITEM	DESCRIPTION
APPLICANT:	City of Adair Village
REQUEST:	Legislative amendments to the Adair Village Development Code to implement the adopted Transportation System Plan, including amendments concerning application requirements, access management, street standards, pedestrian and bicycle facilities, connectivity, mobility standards, transportation analysis, public improvements, and related review procedures.
AFFECTED AREA:	Citywide; the proposed amendments are not site-specific.
REVIEW BODIES:	Adair Village Planning Commission and City Council
PLANNING COMMISSION ACTION:	September 17, 2026; recommended approval as presented, with no revisions.
CITY COUNCIL HEARING:	Tuesday, October 6, 2026, at 6:00 p.m.
HEARING LOCATION:	Adair Village City Hall, 6030 NE William R. Carr Avenue, Adair Village, Oregon 97330
PROJECT PLANNER:	Laura LaRoque dba Pathfinder Land Use Consulting, LLC P.O. Box 484, Lebanon, OR 97355
APPLICABLE CRITERIA:	Section 2.700(2) of the Adair Village Development Code

REVIEW PROCEDURE

The proposed Development Code amendments are subject to legislative review under Sections 2.700 and 3.520 of the Adair Village Development Code.

The Planning Commission conducted a legislative public hearing on September 17, 2026. Following the close of the hearing record and deliberation, the Planning Commission recommended approval of the proposed amendments as presented, without revisions.

The City Council will conduct a separate legislative public hearing on October 6, 2026. The City Council will consider the Planning Commission's recommendation, the record developed before the Planning Commission, and testimony and evidence submitted to the City Council. Following the close of the hearing record, the City Council will deliberate and make the City's final decision on the proposed amendments.

An issue that may form the basis of an appeal to the Land Use Board of Appeals must be raised no later than the close of the record following the final evidentiary hearing, with sufficient specificity to afford the City and the parties an adequate opportunity to respond.

AGENCY NOTICE

Notice of the proposed amendments was provided to affected agencies and service providers, including Benton County, the Oregon Department of Transportation (ODOT), and Verdantas, the City's contract engineering consultant, on August 3, 2026. A Post-Acknowledgment Plan Amendment (PAPA) notice was also submitted to the Oregon Department of Land Conservation and Development (DLCD) on August 3, 2026.

ODOT indicated that it had no comments. No comments were received from the other notified agencies, service providers, or DLCD as of September 3, 2026.

PUBLIC NOTICE

Notice of the proposed amendments and public hearings was posted on the City's website on August 24, 2026. Newspaper notices were published on September 3 and September 23, 2026, and identified both the September 17, 2026, Planning Commission hearing and the October 6, 2026, City Council hearing. The notices identified the proposed amendments, applicable review criteria, hearing dates, and opportunities to submit written and oral testimony.

No written or oral public testimony was submitted or presented at the September 17, 2026, Planning Commission hearing.

APPLICABLE APPROVAL CRITERIA, FINDINGS, AND CONCLUSIONS

A. SECTION 2.700(2) DEVELOPMENT CODE DECISION CRITERIA

1. THE PROPOSED AMENDMENT IS CONSISTENT WITH THE INTENT OF THE COMPREHENSIVE PLAN.

Findings

The Comprehensive Plan is the City's official policy guide for the conservation and development of community resources. The Plan provides that its policies are to be implemented through more specific zoning, subdivision, and other ordinances and that implementing regulations should be reviewed and revised as necessary to remain consistent with changing community needs.

The Transportation Element, Section 9.790, contains several policies directly implemented by the proposed amendments, including:

- General Policy 1, which calls for development of a balanced transportation system incorporating appropriate transportation modes;
- Streets and Highways Policies 3, 5, 12, and 17, which address convenient circulation and access, functional street classifications, standards intended to prevent congestion and traffic hazards, and protection of existing and planned street alignments and rights-of-way;
- Bicycle and Pedestrian Ways Policy 3, which calls for consideration of bicycle and pedestrian needs during development review;
- Mobility and Circulation Policy 2, which addresses maintaining sufficient transportation capacity to accommodate future travel demand; and
- Financial Stewardship Policy 1, which addresses transportation improvements associated with development and proportionate to expected impacts.

The Land Use Element, Section 9.590, also supports balanced growth, compact development that efficiently uses land and public facilities, protection of residential districts from heavy through traffic, pedestrian-oriented commercial development, and economic development compatible with community livability and public-service capacity.

The Public Facilities and Services Element, Section 9.690, directs the City to provide an efficient framework for growth, consider facility impacts during development review, require development to bear the cost of needed support facilities, include streets and transportation improvements in capital planning, and provide infrastructure before or concurrently with urban development.

The proposed amendments implement these policies by establishing clear Development Code provisions for functional classification, street cross-sections, access management, rights-of-way, planned transportation facilities, connectivity, mobility, pedestrian and bicycle facilities, transportation analysis, mitigation, and public improvements. The amendments expressly incorporate identified TSP standards while clarifying that other TSP goals, recommendations, and project lists guide legislative decisions and capital planning but do not independently impose development obligations.

Conclusion

The proposed amendments implement specific Comprehensive Plan transportation, land-use, and public-facility policies through clear and updated Development Code standards. This criterion is satisfied.

2. THERE IS A NEED FOR THE PROPOSED AMENDMENT TO COMPLY WITH CHANGING CONDITIONS OR NEW LAWS.

Findings:

The Comprehensive Plan provides that the Plan and its implementing ordinances are to be periodically reviewed and revised as necessary to account for changing conditions and community needs. It further identifies zoning, subdivision, and other implementing ordinances as the means of carrying out Comprehensive Plan policies.

The City adopted the 2019 Transportation System Plan after the principal provisions of the existing Development Code were adopted. The TSP establishes updated street classifications, roadway cross-sections, shared-use-path standards, access-spacing standards, planned transportation facilities, and transportation-system policies. The existing Development Code does not comprehensively identify how those TSP provisions apply to development review.

Relevant Oregon land use case law also supports clearer identification of which TSP provisions operate as development standards. In *Oster v. City of Silverton* (2019), LUBA concluded that general incorporation of an entire TSP was insufficient to make individual TSP standards applicable approval criteria; the land use regulations must make clear which specific policies or standards apply.

The proposed amendments respond to this changed planning framework by expressly incorporating the TSP provisions intended to operate as mandatory development standards. They also clarify the respective roles of the Development Code, TSP, Comprehensive Plan, and Public Infrastructure Design Standards Manual so that an external policy, recommendation, project list, or technical manual does not become an independent land-use approval standard unless expressly incorporated into the Code or independently applicable under state or federal law.

The amendments also establish updated application requirements, Transportation Assessment and Traffic Impact Analysis procedures, mobility standards, mitigation authority, modification procedures, decision authority, improvement requirements, and coordination requirements for ODOT and Benton County facilities. These provisions are needed to provide a consistent, current, and administrable process for reviewing development that may affect the transportation system.

Conclusion

Adoption of the 2019 TSP, together with the need to clearly identify and incorporate applicable TSP standards into the Development Code, constitutes changed planning conditions warranting amendment of the Development Code. The proposed amendments provide the necessary clarity regarding which transportation standards apply to development review. This criterion is satisfied.

3. THE AMENDMENT WILL NOT HAVE AN UNDUE ADVERSE IMPACT ON ADJACENT AREAS OR THE LAND USE PLAN OF THE CITY.

Findings:

The proposed amendments are legislative text amendments that apply citywide. They do not amend the Comprehensive Plan Map, Zoning Map, Urban Growth Boundary, permitted-use classifications, or residential-density designations. No particular development or physical transportation project is approved by the amendments.

The Land Use Element establishes a planned pattern of residential, commercial, industrial, educational, public, and open-space uses. Accessibility to existing and proposed transportation systems and the availability of public facilities were among the considerations used to establish that land-use pattern.

The amendments support the planned land-use pattern by:

- protecting the intended function and capacity of streets;
- managing access to arterial and collector facilities;
- coordinating new streets and accessways with existing and planned facilities;
- protecting residential areas from incompatible traffic effects;
- preserving pedestrian and bicycle connections; and
- requiring transportation obligations to be tied to an applicable Code standard and the impacts of the proposed development.

The amendments incorporate TSP project maps only to identify the general location and function of planned facilities. Inclusion of a project in the TSP does not independently require an applicant to construct, dedicate, or fund the project. Any development condition must be authorized by the Code and reasonably related and proportionate to the anticipated impacts of the development.

The precise alignment of a planned facility may be adjusted through development review based on property boundaries, topography, environmental constraints, existing development, and applicable transportation standards. The amendments also establish a site-specific modification procedure when a documented physical, environmental, legal, or existing-development constraint makes strict compliance impracticable. A modification must be limited to the minimum necessary and may not impair the intended operation of the transportation facility or preclude a planned connection.

Conclusion

The amendments support the City's adopted land-use pattern and include safeguards against unnecessary or disproportionate transportation requirements. They will not have an undue adverse impact on adjacent areas or the City's land-use plan. This criterion is satisfied.

4. THE AMENDMENT WILL NOT HAVE AN UNDUE ADVERSE ENVIRONMENTAL IMPACT.

Findings:

The proposed amendments are legislative text amendments that apply citywide. They do not amend the Comprehensive Plan Map, Zoning Map, Urban Growth Boundary, permitted-use classifications, or residential-density designations. The amendments do not approve any particular development, roadway alignment, or physical transportation project and therefore do not themselves authorize ground disturbance or other physical changes to the environment.

The amendments support the City's adopted transportation and land-use framework by:

- protecting the intended function and capacity of streets;
- managing access to arterial and collector facilities;
- coordinating new streets and accessways with existing and planned facilities;
- preserving pedestrian and bicycle connections; and
- requiring transportation obligations to be tied to an applicable Code standard and the impacts of the proposed development.

The amendments incorporate TSP project maps only to identify the general location and function of planned facilities. Inclusion of a project in the TSP does not independently require an applicant to construct, dedicate, or fund the project. Future construction of a transportation facility remains subject to applicable development review and environmental requirements.

The precise alignment of a planned facility may be adjusted through development review based on property boundaries, topography, environmental constraints, existing development, and applicable transportation standards. The amendments also establish a site-specific modification procedure where a documented physical, environmental, legal, or existing-development constraint makes strict compliance impracticable. A modification must be limited to the minimum necessary and may not impair the intended operation of the transportation facility or preclude a planned connection.

Conclusion

Because the amendments do not themselves authorize physical development and provide flexibility to account for environmental constraints during future development review, they will not have an undue adverse environmental impact. This criterion is satisfied.

5. THE AMENDMENT WILL NOT HAVE AN UNDUE ADVERSE IMPACT ON PUBLIC FACILITIES.

Findings:

The Public Facilities and Services Element, Section 9.690, establishes policies intended to ensure that public facilities are provided in a coordinated and financially responsible manner as the City grows. The proposed amendments are particularly consistent with the following policies:

- General Policy 1: Public facilities should contribute to an efficient framework for incremental community growth and development.
- General Policy 2: The City is to consider impacts on community facilities before approving development, rezoning, or annexation requests.
- General Policy 3: The City is to maintain procedures requiring development projects to bear the cost of needed support facilities.
- General Policy 5: The City is to maintain a Capital Improvements Program that includes streets and other transportation improvements.
- General Policy 9: New infrastructure that facilitates urban development and emergency response is to be constructed prior to or concurrently with development of new land within the Urban Growth Boundary.

The proposed amendments implement these policies by requiring transportation and public improvements when necessary to satisfy an applicable Code standard. Off-site transportation requirements must be supported by findings identifying the development impact and the relationship between that impact and the nature and extent of the required improvement or financial contribution.

The amendments allow an improvement to be deferred when immediate construction is impracticable or unnecessary and future completion remains feasible. A deferred improvement must be secured through an improvement agreement, performance security, proportionate contribution, or another approved mechanism, and the decision must identify the basis and timing for the deferral.

The amendments also distinguish land-use standards from engineering and construction requirements and preserve the authority of ODOT and Benton County over facilities within their jurisdiction.

Conclusion

The amendments implement Section 9.690, General Policies 1, 2, 3, 5, and 9, by providing a coordinated and proportionate process for addressing transportation and related public-facility needs generated by development. They do not independently require construction of an entire TSP project or impose an unfunded obligation on the City. This criterion is satisfied.

6. THE AMENDMENT WILL NOT HAVE AN UNDUE ADVERSE IMPACT ON TRANSPORTATION.

Findings:

The purpose of the amendments is to implement the adopted TSP and establish transportation standards applicable to development. The amendments are particularly consistent with the following Transportation Element policies in Section 9.790:

- General Policy 1, which calls for a balanced transportation system incorporating appropriate transportation modes;
- General Policy 3, which calls for transportation proposals to minimize adverse social, economic, energy, and environmental impacts and costs;
- Streets and Highways Policy 3, which calls for convenient circulation and access throughout the community;
- Streets and Highways Policy 5, which establishes functional classifications and standards for highways, arterials, collectors, and local streets;
- Streets and Highways Policy 7, which protects the safe and efficient movement of traffic on arterial streets;
- Streets and Highways Policy 12, which calls for standards for new streets that prevent traffic congestion and hazards;
- Streets and Highways Policy 13, which calls for coordination with Benton County and ODOT to maintain safe conditions on County and State facilities;
- Streets and Highways Policies 15 and 17, which address street alignment and protection of existing and planned rights-of-way;
- Bicycle and Pedestrian Ways Policies 1 and 3, which support integration of bicycle and pedestrian facilities and consideration of those needs during development review;
- Safety Policy 4, which calls for major new development to provide primary and secondary access for emergency services;
- Mobility and Circulation Policies 1 and 2, which address appropriate travel modes and sufficient transportation capacity concurrent with future travel demand; and
- Financial Stewardship Policy 1, which calls for development to provide TSP-consistent transportation improvements proportionate to expected impacts.

The amendments implement these policies by expressly incorporating the TSP's functional-classification map, roadway cross-sections, shared-use-path cross-section, and minimum roadway and access-spacing standards.

The amendments require development to preserve the functional classification, intended operation, and planned capacity of affected transportation facilities. They also require development to provide or preserve necessary rights-of-way, easements, street connections, sidewalks, bicycle facilities, shared-use paths, and accessways without independently requiring an applicant to construct or fund an entire TSP project.

The amendments establish measurable mobility standards for City intersections and require ODOT and Benton County facilities to comply with the applicable standards of the agency having jurisdiction. Development may not cause an applicable facility to exceed its mobility standard. Where a facility does not or will not meet the standard, mitigation must be reasonably related and proportionate to the development's anticipated impacts. This particularly implements Mobility and Circulation Policy 2 and Financial Stewardship Policy 1.

The amendments require on-site access, circulation, loading, queuing, pedestrian and bicycle routes, transit access, and emergency and service access to comply with applicable standards. Vehicle queues must be accommodated on the development site and may not extend into a public street, across a sidewalk or bicycle facility, across access serving another property, or into an emergency-access route.

Transportation Assessments and Traffic Impact Analyses are required according to the scale and potential effects of a proposal. A Traffic Impact Analysis must evaluate access, circulation, queuing, pedestrian, bicycle and transit facilities, safety, mobility, future conditions, and measures necessary to avoid or mitigate noncompliance with an applicable standard.

The amendments also strengthen requirements for street connectivity, sidewalks, bicycle facilities, shared-use paths, and reasonably direct access to schools, parks, shopping, transit stops, and other community services.

Conclusion

The amendments implement the Transportation Element policies by establishing standards to avoid, evaluate, and mitigate adverse transportation effects and coordinate development with the adopted transportation system. They will not have an undue adverse impact on transportation. This criterion is satisfied.

7. THE AMENDMENT WILL NOT HAVE AN UNDUE ADVERSE IMPACT ON THE ECONOMY OF THE AREA.

Findings:

The proposed amendments are consistent with several Comprehensive Plan policies addressing economic development, housing costs, and efficient development review.

The Population & Economy Element, Section 9.390, establishes an overall goal of encouraging economic development that is compatible with community livability. Relevant policies include:

- General Policy 1, which calls for improving quality of life, including livability and economic prosperity;
- Economy Policy 1, which encourages business and economic activities that support community needs;

- Economy Policy 2, which encourages broader local employment opportunities and expansion of the City's industrial base;
- Economy Policy 3, which encourages commercial, industrial, and service development that supports the community; and
- Economy Policy 4, which encourages employment opportunities compatible with the community's environmental and livability resources.

The Land Use Element, Section 9.590, further provides that sufficient land should be maintained for balanced expansion of major land uses, encourages reuse and redevelopment of existing properties, and supports development of a pedestrian-oriented Village Center and areas for future industrial growth.

The proposed amendments do not rezone property, reduce the land available for residential, commercial, industrial, educational, or public uses, or prohibit a use otherwise permitted by the applicable zoning district.

The amendments support economic activity by:

- protecting transportation corridors and existing public investments;
- providing clear application requirements and review procedures;
- identifying when a Transportation Assessment or Traffic Impact Analysis is required;
- establishing measurable access and mobility standards;
- providing procedures for technical and site-specific modifications; and
- requiring improvements and mitigation to be related and proportionate to development impacts.

The Housing Element, Section 9.490, General Policy 3 directs the City to seek means to reduce housing costs. The Plan also recognizes that municipal facilities, services, and administrative costs can affect housing affordability and that reasonable administrative costs and timely land-use decisions can encourage development.

The amendments address these concerns by limiting development obligations to those authorized by the Code and related to identified impacts, allowing lawful deferral and security, and providing modification procedures where strict compliance is impracticable.

Conclusion

The amendments are consistent with Sections 9.390, 9.490, and 9.590 by protecting transportation investments, supporting economic activity, and providing a clearer and more predictable development-review process without removing land from economic or housing use. No undue adverse economic impact has been identified. This criterion is satisfied.

8. THE AMENDMENT IS CONSISTENT WITH THE INTENT OF THE APPLICABLE STATEWIDE PLANNING GOALS.

The Comprehensive Plan identifies the Statewide Planning Goals applicable to the Adair Village Planning Area, including Goals 1 through 14, with specific transportation topics addressing highways, roads, streets, bicycle and pedestrian transportation, transit, and rail transportation.

Goal 1—Citizen Involvement. The amendments are being processed through the City's legislative review procedures, including public notice, access to the proposed amendments and supporting materials, and an opportunity to submit written and oral testimony. These procedures are consistent with the Comprehensive Plan's Citizen Involvement Program, which calls for open meetings, notice, public access to planning materials, and opportunities for verbal and written comment.

Goal 2—Land Use Planning. Goal 2 requires land use decisions to be based on an adequate factual base and implemented through comprehensive plans and land use regulations. The amendments are based on the acknowledged Comprehensive Plan, adopted 2019 TSP, and supporting transportation information. They establish identifiable standards, application requirements, review procedures, and decision authority and clarify the respective roles of the Development Code, TSP, Comprehensive Plan, and engineering standards.

Goals 5, 6, and 7—Natural Resources, Environmental Quality, and Natural Hazards. The amendments do not authorize a physical project or change resource designations. Future development remains subject to applicable environmental and hazard standards. The modification provisions expressly recognize documented environmental and physical constraints and require alternatives to preserve safety, drainage, accessibility, and transportation function. This is consistent with the Environment Element's direction to protect natural resources, maintain environmental quality, and address natural hazards.

Goal 8—Recreational Needs. The amendments provide for pedestrian, bicycle, and shared-use-path connectivity and facilitate access to parks, trails, and other community destinations.

Goal 9—Economic Development. The amendments protect transportation facilities serving commercial, industrial, institutional, and residential development and provide greater predictability regarding transportation analysis, access, improvements, and mitigation. They do not change employment land designations or reduce land available for economic development.

Goal 10—Housing. The amendments do not change residential plan designations, zoning, permitted housing types, density, or identified housing capacity. Transportation requirements applicable to residential development must be based on applicable Development Code standards, and the amendments provide procedures for deferral and modification where appropriate.

Goal 11—Public Facilities and Services. Goal 11 calls for a timely, orderly, and efficient arrangement of public facilities and services. The amendments coordinate transportation improvements with development, provide for evaluation of facility impacts, authorize deferral and security where appropriate, and establish standards for development participation in needed transportation improvements.

Goal 12—Transportation. Goal 12 requires a safe, convenient, and economic transportation system and is implemented through the Transportation Planning Rule, OAR Chapter 660, Division 12. The proposed amendments directly implement the City’s adopted TSP through Development Code standards addressing functional classification, street design, access and access spacing, mobility, circulation, connectivity, pedestrian and bicycle facilities, shared-use paths, transportation analysis, mitigation, rights-of-way, and planned transportation facilities. The amendments also coordinate review of ODOT and Benton County facilities with the agency having jurisdiction.

Goal 13—Energy Conservation. The amendments support connected street systems and transportation options including walking, bicycling, transit access, and shared-use paths, thereby supporting transportation choices and efficient use of the transportation system.

Goal 14—Urbanization. Goal 14 provides for orderly and efficient urban growth within urban growth boundaries. The amendments do not alter the City’s Urban Growth Boundary. They support orderly urban development by coordinating development with transportation facilities, public improvements, emergency access, and planned transportation connections.

Goals 3 and 4 – Agricultural and Forest Lands are not directly applicable because the amendments do not amend agricultural or forest land designations or authorize development of such lands.

Goals 15 through 19 – Willamette River Greenway, Estuarine Resources, Coastal Shorelands, Beaches and Dunes, and Ocean Resources – are not applicable to the Adair Village Planning Area. Oregon identifies these as distinct statewide goal subjects.

Conclusion

The proposed amendments directly implement Goal 12 – Transportation and are consistent with the intent of the other applicable Statewide Planning Goals. The amendments do not conflict with goals that are not directly implicated by the legislative text amendments. This criterion is satisfied.

OVERALL CONCLUSION

Based on the findings above, the proposed Transportation System Plan Implementation Amendments are consistent with the intent of the Adair Village Comprehensive Plan, respond to changed planning conditions created by adoption of the 2019 TSP, and establish clear and proportionate standards for transportation-related development review.

The amendments will not result in undue adverse impacts on adjacent areas, the City’s land-use plan, the environment, public facilities, transportation, or the economy of the area and are consistent with the intent of the applicable Statewide Planning Goals. Therefore, the proposed amendments satisfy the approval criteria in AVDC Section 2.700(2).

STAFF RECOMMENDATION

Staff recommends that the City Council approve the Transportation System Plan Implementation Amendments, File No. DCA-26-01, as presented, based on the findings and conclusions in this staff report. The Planning Commission recommended approval as presented, without revisions, at its September 17, 2026, hearing.

CITY COUNCIL MOTIONS

Recommended Motion for Approval

- “I move to approve the Transportation System Plan Implementation Amendments, File DCA-26-01, as presented, based on the findings and conclusions in the staff report demonstrating compliance with the applicable approval criteria.”

Alternate Motion for Approval with Revisions

- “I move to approve the Transportation System Plan Implementation Amendments, File DCA-26-01, with the following revisions: [identify revisions], based on the findings and conclusions demonstrating compliance with the applicable approval criteria.”

Alternate Motion for Denial

- “I move to deny the Transportation System Plan Implementation Amendments, File DCA-26-01, based on the following findings and conclusions: [identify applicable criteria and reasons].”

Alternate Motion for Continuance

- “I move to continue the public hearing on the Development Code Amendments to Implement the 2019 Transportation System Plan, File No. DCA-26-01, to [date/time] at [location], for the purpose of [state reason, such as allowing additional review of the record, obtaining clarification, or preparing revised findings or amendments].”

EXHIBITS

- A. Proposed Transportation System Plan Development Code Amendments—Legislative Markup
- B. Proposed Transportation System Plan Development Code Amendments—Legislative Clean

EXHIBIT 1: LEGISLATIVE MARKUP

ADAIR VILLAGE TRANSPORTATION SYSTEM PLAN IMPLEMENTATION AMENDMENTS

Deleted text is shown in strikethrough. New or added text is underlined. Amendment descriptions are explanatory only and are not codified.

SECTION 1.140 REGULATION COMPLIANCE

Section 1.140, Regulation Compliance, is amended to read as follows:

~~In addition to the regulations contained herein, all proposed developments within the City shall comply with the following regulations:~~

- ~~(1) The Adair Village Comprehensive Plan (2015);~~
- ~~(2) Adopted Maps or Development Plans;~~
- ~~(3) Transportation System Plan (2019);~~
- ~~(4) The Adair Village Public Infrastructure Design Standards Manual (2009);~~
- ~~(5) Oregon Revised Statutes, Chapter 227, City Planning and Zoning (ORS 227);~~
- ~~(6) Oregon Revised Statutes, Chapter 197, Comprehensive Land Use Planning Coordination (ORS 197);~~
- ~~(7) Oregon Administrative Rule, Chapter 660, Rules on Land Use Planning (OAR 660); (8) Oregon Revised Statutes, Chapter 92, Subdivisions and Partitions (ORS 92);~~
- ~~(8) Oregon Revised Statutes, Chapter 209, County Surveyors (ORS 209);~~
- ~~(9) Recording requirements of the Benton County Surveyor;~~

~~All other applicable regulations provided by law. No person shall develop lands within the City without having complied with the applicable provisions of this Code and the applicable provisions of county, state, or federal law.~~

Development shall comply with this Code and applicable federal and state law.

- (1) The Comprehensive Plan, Transportation System Plan, adopted facility plans, adopted maps, and Public Infrastructure Design Standards Manual apply to a development application to the extent that:
 - (a) A specific provision is expressly incorporated into this Code or identified as an applicable approval criterion or standard by this Code; or
 - (b) The provision is independently applicable under federal or state law.
- (2) A goal, policy, recommendation, project list, guideline, or other provision of an external plan or document does not constitute an independent approval criterion or standard for an application unless this Code expressly identifies the provision as an applicable approval criterion or standard.
- (3) The Comprehensive Plan, Transportation System Plan, facility plans, and project lists may be used to guide legislative decisions, capital planning, and public facility programming without serving as independent approval criteria for an individual development application.
- (4) The Public Infrastructure Design Standards Manual governs engineering design, materials, construction, testing, inspection, and acceptance. The Manual may not establish or modify a land use approval criterion or standard unless the criterion or standard is adopted into this Code.

SECTION 1.150 INTERPRETATION

Section 1.150, Interpretation, is amended to read as follows:

Where the conditions imposed by any provision a provision of this Code imposes a requirement or restriction that is are less restrictive than a comparable conditions requirement or restriction imposed by another ny other provisions of this Code or another y other city ordinance, state law or federal law, the more restrictive requirement or restriction, the provisions that are shall govern.

Notwithstanding the foregoing, where transportation-related standards conflict:

- (1) Article 5 controls land use requirements related to street functional classification, required right-of-way, street cross-sections, access spacing, connectivity, mobility, and required pedestrian, bicycle, and shared-use path facilities;
- (2) Article 8 and the Public Infrastructure Design Standards Manual control engineering design and implementation requirements including construction details, materials, construction methods, testing, inspection, security, and acceptance; and
- (3) Standards applicable to transportation facilities under the jurisdiction of Oregon Department of Transportation (ODOT) or Benton County are subject to the applicable standards and requirements identified in Section 8.900.

SECTION 1.170 ADMINISTRATION

Subsections (2)(d) and (3) are amended as follows. Subsections (1), (2)(a) through (c), and (4) remain unchanged.

(2)(d) The City Administrator shall have authority to review and approve Property Line Adjustments, Section 2.310; Duplex Division Partitions, Section 6.105; Final Plat Approval, Section 2.331; and ~~Site Plan Reviews for structures less than 4,000 square feet~~ Minor Site Plan Reviews under Section 2.400.

(3) The Planning Commission shall have the authority to review and approve ~~Site Plan Reviews for structures greater than 4,000 square feet, Section 2.400~~ Major Site Plan Reviews under Section 2.400; Conditional Uses under ,Section 2.500; Variances under ,Section 2.600; and Land Partitions under; Section 2.320; and modification requests for which the Planning Commission is the decision authority under Section 5.140(15).

SECTION 1.200 DEFINITIONS

Section 1.200 is amended by deleting the existing definition of Alley; replacing the definitions of Access, City, and Street or Road; and adding the remaining definitions shown below.

Access: ~~The way or means by which pedestrians, bicycles and vehicles enter and leave property.~~ The connection or means by which pedestrians, bicycles, or motor vehicles enter or leave a property, including a driveway, private street, public street, or access easement.

Access Consolidation: The closure or removal of one or more existing or proposed access points and the provision of access through a shared, relocated, or combined access point.

Access Point: The location where a driveway, private street, alley, or public street intersects another street or roadway.

Access Spacing: The distance between access points measured in accordance with Section 5.122.

Alley: ~~A street that affords only a secondary means of access to property.~~

Bikeway: A transportation facility designed or designated for bicycle travel, including bicycle lanes, buffered bicycle lanes, separated bicycle facilities, bicycle boulevards, and shared-use paths.

City: The City of Adair Village, Oregon. References to "City" means the decision-making authority for the requested action where more than one may apply depending upon the specifics of action requested. The City Council is the final authority for all decisions. The City of Adair Village, Oregon. When used in reference to a decision, "City" means the decision authority assigned by this Code.

Driveway Approach: The portion of a driveway that connects private property to a public or private street right-of-way.

Frontage: The portion of a lot or parcel that abuts a street right-of-way.

Frontage Improvement: A street, sidewalk, bikeway, drainage, lighting, landscaping, or related public improvement required along the frontage of a development site.

Functional Classification: The designation of a street according to its intended transportation function, as established by the Transportation System Plan and Section 5.140.

Mobility Standard: An adopted transportation performance standard used to evaluate the operation of a transportation facility, including volume-to-capacity ratio, delay, level of service, queuing, or another performance measure identified in Section 5.140.

Planned Transportation Facility: A street, street extension, intersection, accessway, sidewalk, bikeway, shared-use path, or other transportation facility specifically identified by a TSP map, table, figure, or project incorporated by Section 5.140.

Public Improvement: A street, sidewalk, bikeway, shared-use path, water, sanitary sewer, storm drainage, utility, lighting, or other facility intended for public use or acceptance.

Qualified Transportation Engineer: A professional engineer registered in Oregon and qualified by education, training, and experience in traffic or transportation engineering to perform the required analysis. A Transportation Impact Analysis shall be prepared under the responsible charge of a Qualified Transportation Engineer. The final Transportation Impact Analysis shall be signed and sealed by the engineer.

Shared-Use Path: A facility physically separated from motor vehicle traffic and designed for use by pedestrians, bicyclists, and other nonmotorized users.

Street or Road: A public or private way that is created to provide vehicular ingress or egress for persons to one or more lots, parcels, areas, or tracts of land.

Streets are classified according to their intended function as established by the Transportation System Plan and this Code.

(a) **Alley:** A narrow public or private way that provides secondary vehicular access to abutting lots or parcels and is designed in accordance with the applicable alley standards of this Code.

— **Arterial:** A street of considerable continuity that is primarily a traffic artery for interconnection between large areas.

(b) **Arterial Street:** A Principal Arterial or Minor Arterial.

i. **Principal Arterial:** A street that carries regional traffic with origins and destinations outside the area.

ii. **Minor Arterial:** A street that carries major local traffic between communities or nearby areas, or between community districts.

— **Collector:** A street supplementary to the arterial street system and a means of interconnection between arterials; used for through traffic and access to small areas.

(c) **Collector Street:** A Major Collector or Minor Collector.

i. **Major Collector:** A street that carries major local traffic between communities, nearby areas, or community districts and typically carries a higher volume of traffic than a Minor Collector.

- ii. **Minor Collector:** A street that carries local traffic between communities, nearby areas, or community districts and typically carries a lower volume of traffic than a Major Collector.
- (d) **Local Street:** A street designated as a local street in a city's adopted Transportation System Plan, in the applicable functional classification map, or in the city's public works or engineering standards. Where street classifications have not been established, "local street" means a street that serves primarily local access to property and circulation within neighborhoods or specific areas.
- (e) **Neighborhood Local Street:** A Local Street designed to provide access to abutting property using the reduced-width Neighborhood Local Street cross-section established by the applicable transportation standards of this Code.
- (f) **Cul-de-sac:** A short dead-end Local Street terminated by a vehicular turnaround.
- ~~Half Street: A portion of the width of a street, usually along the edge of a land division, where the remaining portion of the street could be provided in another tract.~~
- (g) **Partial-Width Street:** A street that is constructed or dedicated at less than the ultimate width required by this Code, where the remaining right-of-way, improvements, or both may be provided through future development of adjoining property.
- (h) **Frontage Access Street:** A Local Street ~~minor street~~, protected from through traffic that provides access to abutting properties ~~and that~~ is generally parallel and adjacent to an arterial street.

Traffic Impact Analysis (TIA): A technical transportation study prepared by a Qualified Transportation Engineer that evaluates the transportation effects of proposed development and identifies improvements or mitigation necessary to satisfy applicable standards.

Transportation Assessment: A written evaluation of proposed access, trip generation, circulation, multimodal connections, safety, and the ability of affected transportation facilities to serve a proposed development.

Transportation Facility: A facility for the movement of people or goods, including a street, highway, accessway, sidewalk, bikeway, shared-use path, transit facility, or related improvement.

Transportation Improvement: A physical or operational improvement to a transportation facility, including right-of-way, street construction, access modifications, turn lanes, sidewalks, bikeways, shared-use paths, traffic controls, and intersection improvements.

Transportation Mitigation: An improvement, condition, access restriction, operational measure, or proportionate contribution required to address transportation impacts attributable to a proposed development.

SECTION 2.140 APPLICATION SITE PLAN

Subsections (9), (10), (12), (14), and (19) are amended as follows. All other provisions remain unchanged.

~~(9) Off-street parking: location, number of spaces, dimensions of parking area and internal circulation patterns:~~

(9) Off-street parking: the location, number, and dimensions of parking spaces, parking aisles, maneuvering areas, and internal vehicle-circulation routes.

~~(10) Access: pedestrian, bicycle, vehicular and service locations and ingress and egress locations:~~

(10) Access and Circulation. Existing and proposed pedestrian, bicycle, vehicle, service, and emergency access and circulation, including ingress and egress locations. The plan shall show, as applicable, access dimensions, driveway spacing, clear-vision areas, connections to adjoining property, emergency-access routes, and required access easements. Sight distance, vehicle turning movements, queuing or stacking areas shall be shown when required by Section 5.140 or otherwise necessary to demonstrate compliance with an applicable standard of this Code.

~~(12) Loading: the location, dimensions, and number of loading spaces and associated access, maneuvering, and circulation areas.~~

~~(12) Loading: location, dimension, number of spaces and internal circulation:~~

~~(14) Existing and proposed streets, including functional classifications, rights-of-way, easements, surface materials, access points, dedications, frontage improvements, and connections to existing transportation facilities and Planned Transportation Facilities applicable under Section 5.140.~~

~~(14) Existing and proposed streets including surface materials dedications and improvements:~~

~~(19) Transportation Information. The application shall identify the existing and proposed uses, estimated daily and peak-hour trips, proposed access points, on-site circulation and queuing, pedestrian and bicycle connections, emergency and service access, and other transportation information required to evaluate the application under Section 5.140. A Transportation Assessment or Traffic Impact Analysis shall be submitted when required by Section 5.140.~~

SECTION 2.324 EXISTING CONDITIONS INFORMATION

Subsection (2) is amended, and subsections (10) and (11) are added, as follows:

~~(2) The location, widths and names of both opened and unopened streets within or adjacent to the land division, together with easements, other rights-of-ways and other important locational information such as section lines, corners, city boundary lines and monuments~~

~~(2) The location, name, functional classification, right-of-way width, improved width, and surface type of each opened or unopened street within or adjacent to the land division, together with existing easements, rights-of-way, section lines, corners, City boundary lines, and monuments.~~

~~(10) Existing pedestrian, bicycle, vehicle, service, and emergency-access points and circulation routes within or adjoining the property.~~

~~(11) Existing transportation facilities within or adjoining the property, including streets, pedestrian routes, bicycle facilities, shared-use paths, and other transportation connections.~~

SECTION 2.325 PROPOSED PLAN INFORMATION

Section 2.325 is amended by replacing subsection (2) and adding subsections (11) through (13) as follows. All other provisions remain unchanged.

~~(2) The location, width, name and approximate grade and curve radii of proposed streets. The relationship of proposed streets to existing streets and any projected future streets shown on the City's Comprehensive Plan or Official Street Map. Streets proposed for public dedication and streets held for private use shall be clearly indicated and all reservations or restrictions relating to such private streets shall be included in the statements specified in Section 2.326:~~

~~(2) The location, name, functional classification, right-of-way width, improved width, approximate grade, curve radius, and connection points of each proposed street. The plan shall show the relationship of proposed streets to existing streets, approved but unconstructed streets, Planned Transportation Facilities applicable under Section 5.140, and adjoining property where future street or transportation connections may be required by this Code. Each street shall be identified as public or private, and proposed access restrictions or reservation strips shall be shown.~~

~~(11) Proposed pedestrian, bicycle, vehicle, service, and emergency access and circulation, including driveways, street-access locations, sidewalks, walkways, bikeways, shared-use paths, connections to adjoining property, emergency-access routes, and queuing, loading, and service areas, as applicable.~~

~~(12) Transportation information, a Transportation Assessment, or a Traffic Impact Analysis when required by Section 5.140.~~

- ~~(13) A conceptual future street and access plan when Section 5.140 requires a transportation facility or connection to be extended through or reserved across the property to serve adjoining land.~~

SECTION 2.326 ACCOMPANYING STATEMENTS

Subsection (5) is amended to read as follows:

- ~~— (5) identify all public improvements proposed to be installed, the approximate time installation is anticipated and the proposed method of financing. Identify required improvements that are proposed to not be provided and the reason why they are not considered necessary for the proposed land division.~~
- ~~(5) Identify all public improvements proposed to be installed, including transportation improvements required by this Code, including Article 5, and implemented in accordance with Article 8; the phase or approximate time in which each improvement will be provided; whether each improvement will be constructed before final Plat approval or secured under Article 8; and the proposed method of financing. Identify any required improvement proposed not to be provided at the time otherwise required and the specific Code provision authorizing its omission, modification, or deferral.~~

SECTION 2.328 TENTATIVE PLAN - DECISION CRITERIA

Subsection (3) is amended to read as follows:

- ~~(3) The proposed street plan is in conformance with City standards and provides the most economic, safe and efficient circulation of traffic in relation to the existing City street system.~~
- ~~(3) Transportation and Street Connections. The proposed land division complies with the applicable requirements of Sections 5.122 through 5.125 and Section 5.140, including the applicable standards for access, street functional classification, rights-of-way, pedestrian and bicycle facilities, shared-use paths, connectivity, mobility, and Planned Transportation Facilities. Transportation improvements required by this Code shall be constructed, or secured for later construction when authorized, in accordance with Article 8.~~

SECTION 2.336 DEDICATION REQUIREMENTS

Subsection (4) is amended to read as follows:

- ~~(4) — The land divider shall provide and designate one-foot reserve strips across the ends of stubbed streets adjoining undivided land or along half streets adjoining undivided land. The reserve strip shall be included in the dedication granting to the City the right to control access over the reserve strip to assure the continuation or completion of the street. This reserve strip shall overlay the dedicated street right-of-way.~~
- ~~(4) The land divider shall provide and designate one-foot reserve strips across the ends of stub streets adjoining undivided land or along Partial-Width Streets adjoining undivided land. The reserve strip shall be included in the dedication, granting the City the right to control access over the reserve strip to assure continuation or completion of the street. The reserve strip shall overlay the dedicated street right-of-way.~~

SECTION 2.400 SITE PLAN REVIEW

Section 2.400 is repealed and replaced in its entirety as follows:

~~The purpose of the Site Plan Review procedures is to correlate the general code requirements with the specific site conditions and proposed uses through a comprehensive review process to assure that developments are in conformance with the City's applicable land use regulations. The City Administrator shall be the Site Plan Review decision authority for structures less than 4,000 square feet and the Planning Commission shall be the Site Plan Review decision authority for structures greater than 4,000 square feet.~~

Site Plan Review Application. An application for a use requiring a Site Plan Review shall be filed with the City together with a site plan and other supplementary data described in the Application, Section 2.130 and Section 2.140. The City Administrator may also request a Site Plan Review for any development proposal, in addition to those specifically required by this Code, if the site or proposed use possess any one of the following characteristics: (a) Site is traversed by a natural drainage way or has demonstrated drainage limitations. (b) Site includes, or is adjacent to, Open Space and/or Greenway Areas designated in the Comprehensive Plan. (c) Site is located in a hazard area. (d) Site contains unusual topographic features including hillside slopes exceeding 15% slopes. (e) Site or proposed buildings have unusual or special features requiring a decision by the City.

Decision Criteria. After an examination of the Site and prior to approval, the decision authority must make the following findings: (a) That the proposed development complies with the intent of City's Comprehensive Plan. (b) That there is compliance with City codes and ordinances. (c) That traffic congestion is avoided, pedestrian and vehicular safety are protected, and future street rights-of-way are protected. (d) That proposed signs or lighting will not, by size, location or color, interfere with traffic, limit visibility or impact on adjacent properties. (e) That adequate water, sewage disposal system and utilities for the proposed use are available. (f) That drainage ways are protected and drainage facilities provided. (g) That the extent of emissions and potential nuisance characteristics are compatible with the land use zone, adjacent land uses, and the standards of all applicable regulatory agencies having jurisdiction. (h) That the characteristics of the proposed development are compatible with the land use zone, the surrounding area and potential impacts have been mitigated to the maximum extent possible.

Decision Process. The procedure for taking action on an application for a Site Plan Review shall be as follows: (a) A Site Plan Review requires a "Limited Land Use Review" by the City Administrator or Planning Commission in conformance with Section 3.400. A Limited Land Use Decision requires notification to owners of property within 100 Feet of the subject property with an opportunity to submit written comments prior to the review and decision by the decision authority. (b) The decision authority may approve, disapprove, or modify and approve the Site Plan and attach any reasonable conditions to approval of a site development plan. (c) The decision authority may also call for a public hearing to receive testimony if it determines that the proposed development may present possible adverse impacts on surrounding properties, the neighborhood, or the City. (d) Once approved, the site plan submitted shall become the Official Plan. Building permits shall be issued only for plans that conform to the Official Plan and all construction shall conform to the Official Plan or a Certificate of Occupancy may be withheld until compliance. (e) All required elements of the approved site plan shall be installed and maintained indefinitely by the owner unless approval has been received for a revision or amendment. (f) Revisions or amendments to an approved site plan shall follow the same procedure as for adoption of a site development plan. (g) A written record of the findings and action of the decision authority shall be maintained by the City in a Record File of the Application as specified in Section 2.150. Notice of Decision shall be given the Applicant together with any conditions of approval for the proposed Site Plan as specified in Section 3.600.

The purpose of the Site Plan Review procedures is to apply the requirements of this Code to specific site conditions and proposed development through a comprehensive review process and to ensure that development conforms to the City's applicable land use regulations.

(1) Classification and Decision Authority.

(a) Minor Site Plan Review. The City Administrator shall be the decision authority for a Minor Site Plan Review. A Minor Site Plan Review is an application for development involving:

- i. Less than 4,000 square feet of new or expanded building floor area; and
- ii. Less than one acre of new or expanded outdoor development area.

(b) Major Site Plan Review. The Planning Commission shall be the decision authority for a Major Site Plan Review. A Major Site Plan Review is an application for development involving:

- i. 4,000 square feet or more of new or expanded building floor area; or
- ii. One acre or more of new or expanded outdoor development area.

(c) For purposes of this section, new or expanded outdoor development area includes areas newly developed or expanded for athletic or recreational facilities, parking or loading areas, outdoor storage or activity areas, paving, and other physical site improvements not located within a building.

- (d) Classification shall be based on the total new or expanded building floor area and outdoor development area included in the application and all phases of a common development plan.

(2) Site Plan Review Application.

- (a) An application for a use or development requiring Site Plan Review shall be filed with the City together with the site plan and supplementary information required by Sections 2.130 and 2.140.

(3) Decision Criteria. Site Plan Review approval shall be granted when the decision authority finds that:

- (a) The proposed development complies with the applicable zoning district and development standards of this Code and any Comprehensive Plan provision expressly identified as applicable by this Code.
- (b) The proposed development complies with applicable any other City ordinance expressly identified by this Code as an applicable approval criterion or development standard.
- (c) Access, parking, loading, vehicle circulation, pedestrian and bicycle facilities, emergency access, mobility, connectivity, and transportation-facility protection comply with the applicable standards of Article 5. Transportation and public improvements required by this Code are shown on the approved plans and will be constructed or secured in accordance with Article 8.
- (d) Proposed signs and exterior lighting comply with applicable City standards and do not obstruct required clear-vision areas.
- (e) Water, sanitary sewer, storm drainage, utility, and emergency-access facilities are available or will be provided to serve the proposed development in accordance with the applicable standards of this Code.
- (f) Drainageways and drainage facilities comply with the applicable standards of this Code.
- (g) The proposed development complies with applicable noise, odor, vibration, emissions, outdoor-activity, screening, buffering, and other nuisance standards of this Code.
- (h) The proposed development complies with applicable screening, buffering, transition, and development-impact standards of this Code.

(4) Decision Process.

- (a) A Minor or Major Site Plan Review that qualifies as a Limited Land Use Decision under state law shall be processed in accordance with Section 3.400. A consolidated application or other Site Plan Review that does not qualify as a Limited Land Use Decision shall be processed under the procedure applicable to the underlying application or as otherwise required by state law.
- (b) For a Site Plan Review processed as a Limited Land Use Decision under Section 3.400, the initial decision shall be made without an evidentiary hearing. The Planning Commission may consider and deliberate on a Major Site Plan Review at a public meeting, but oral public testimony shall not be accepted.
- (c) The decision authority shall approve, approve with conditions, or deny the application based on the applicable approval criteria and evidence contained in the record.
- (d) The decision authority may impose conditions necessary to ensure compliance with an applicable criterion or standard of this Code or an independently applicable federal or state requirement.
- (e) Upon approval, the approved site plan and conditions of approval shall constitute the Official Site Plan. Building and development permits shall be issued only for development that conforms to the Official Site Plan. A certificate of occupancy may be withheld until the development complies with the Official Site Plan and applicable conditions.
- (f) All required elements of the Official Site Plan shall be installed before occupancy, unless completion is otherwise authorized or secured in accordance with Article 8, and shall thereafter be maintained by the property owner.

~~(g) A revision or amendment to an approved site plan shall be classified under subsection (1) based on the revised development and processed under the procedure applicable to that classification.~~

~~(h) The City shall maintain the application, evidence, written findings, decision, and conditions of approval in the application record as provided in Section 2.150. Notice of the decision shall be provided in accordance with Section 3.600.~~

SECTION 2.500 CONDITIONAL USES

The introductory paragraph; subsection (2)(b); the introductory paragraph of subsection (3); subsections (3)(c), (3)(d), (3)(j), (3)(m), and (3)(n); and subsection (4)(e) are amended as follows. All other provisions remain unchanged.

~~(b) That traffic congestion is avoided, pedestrian and vehicular safety are protected, and future street rights-of-way are protected.~~

~~(2)(b) The proposed use complies with the applicable transportation, access, circulation, connectivity, mobility, and transportation-facility-protection standards of Article 5, and required transportation improvements will be constructed or secured in accordance with Article 8.~~

~~(3) Decision Conditions. In approving a Conditional Use application, the Planning Commission may require additional standards and conditions that the Planning Commission considers necessary to comply with the intent and purpose of the Comprehensive Plan and implementing codes or ordinances. These conditions may include, but are not limited to, the following:~~

~~(3) Decision Conditions. In approving a Conditional Use application, the Planning Commission may impose conditions necessary to ensure compliance with an applicable approval criterion or standard of this Code or an independently applicable federal or state requirement. These conditions may include, but are not limited to, the following:~~

~~(c) Controlling the location and number of vehicle access point~~

~~(c) Controlling the location, number, width, and design of vehicle access points in accordance with Sections 5.122 and 5.140.~~

~~(f) Requiring dedication of additional street right-of-way or increasing the street width.~~

~~(d) Requiring right-of-way dedication, frontage improvements, street improvements, or other transportation improvements required by this Code, including Article 5, with construction or security provided in accordance with Article 8.~~

~~(j) Providing internal property improvements such as utilities, drainage facilities, streets, curbs, gutters, walkways, parking areas, landscaping, fencing, screening, or recreation areas in order to enhance the area and to protect adjacent or nearby property.~~

~~(j) Providing internal property improvements, including utilities, drainage facilities, streets, curbs, gutters, sidewalks, pedestrian and bicycle facilities, shared-use paths, parking and loading areas, landscaping, fencing, screening, or recreation areas.~~

~~(m) Providing a performance bond or other security for the cost of improvements to guarantee compliance with the standards and conditions of approval.~~

~~(m) Providing an improvement agreement and security for required improvements in accordance with Article 8.~~

~~(n) Providing a contractual agreement with the City to assure that the Applicant will pay a fair share of the development costs for future public improvements.~~

~~(n) Requiring the applicant's proportionate share of transportation or other public improvements necessary to address impacts of the proposed use, when authorized by an applicable standard of this Code, with required improvements or contributions implemented or secured in accordance with Article 8.~~

~~(e) All required elements of the approved Conditional Use shall be installed before occupancy or commencement of the use, unless completion is secured in accordance with Article 8, and shall thereafter be maintained by the property owner unless a revision or amendment is approved.~~

SECTION 2.600 VARIANCES

Subsection (4) is added as follows. All other provisions remain unchanged:

~~(4) Transportation Standards. A Variance under this section may not modify a transportation standard in Sections 5.122 through 5.125 or 5.140. A modification to a transportation standard may be approved only to the extent expressly authorized by Section 5.140(15).~~

SECTION 2.700 AMENDMENTS

Subsection (2)(f) is amended as follows:

~~(f) The amendment will not have an undue adverse impact on transportation.~~

~~(f) The amendment is consistent with the applicable provisions of the Transportation System Plan and complies with applicable state transportation-planning requirements, including OAR 660-012-0060, when applicable. When transportation improvements are relied upon to demonstrate compliance, the decision shall identify facilities, improvements, or services; their applicable timing; the responsible transportation facility provider or other responsible party; and the funding, commitment, or other implementation mechanism that allows them to be relied upon under applicable state transportation-planning requirements.~~

SECTION 3.110 BASIS FOR DECISION

Subsections (1) and (3) are amended as follows:

~~(1) Approval or denial of a discretionary permit application shall be based on standards and criteria contained in the City's Comprehensive Plan and implementing ordinances.~~

~~(1) Approval or denial of a discretionary permit application shall be based on applicable criteria and standards contained in this Code, Comprehensive Plan provisions expressly incorporated or identified as applicable by this Code, and other independently applicable law.~~

~~(3) An application shall not be approved unless the proposed development of land is in compliance with the City Comprehensive Plan, this Code and other applicable land use regulations or ordinance provisions. The approval may include such conditions as are authorized by ORS 227.215 and this Code.~~

~~(3) An application shall not be approved unless the proposed development complies with the applicable approval criteria and standards of this Code, any Comprehensive Plan provision expressly incorporated or identified as applicable by this Code, and other applicable land use regulations or law. Conditions of approval may be imposed only when authorized by this Code, other City legislation, or other applicable law.~~

SECTION 3.200 TYPE OF DECISIONS

The final paragraph of subsection (1), Administrative Decisions, is amended as follows:

~~Examples of Administrative Decisions provided for in this Code include, but are not limited to, Property Line Adjustments provided for in Section 2.310, Duplex Division Partitions provided for in Section 6.105, Final Plat Approval provided for in Section 2.331 & Site Plan Reviews for structures less than 4,000 square feet provided for in Section 2.400.~~

~~Examples of Administrative Decisions provided for in this Code include Final Plat Approval under Section 2.331 and other decisions expressly classified as an Administrative Decision by this Code.~~

The final paragraph of subsection (4), Limited Land Use Decisions, is amended as follows:

~~Examples of limited land use decisions in this Code include Property Line Adjustments as provided in Section 2.310, Partitions and Subdivisions as provided in Section 2.320 and Site Plan Reviews as provided in Section 2.400.~~

~~Examples of Limited Land Use Decisions include tentative subdivisions and partitions, replats, Property Line Adjustments, extensions, alterations, or expansions of nonconforming uses, and Minor or Major Site Plan Reviews that qualify as Limited Land Use Decisions under state law.~~

SECTION 3.400 LIMITED LAND USE REVIEW PROCEDURES

The introductory paragraph; the opening clause of subsection (1); subsections (1)(c) and (1)(d); and subsection (2) are amended as follows. All other provisions remain unchanged.

~~The following procedures govern the conduct of Limited Land Use Reviews by the City Administrator or Planning Commission for all Site Plan Reviews, Nonconforming Use Reviews, Subdivision or Partition Tentative Plans. Written comments may be submitted prior to the review decision. No public comment or testimony is permitted at the review unless the Planning Commission finds that clarification from the Applicant is needed:~~

~~(1) At the commencement of a review the Chairperson shall request a summary of the Staff Report that:~~

~~The following procedures govern Limited Land Use Reviews by the applicable decision authority. Written comments may be submitted during the applicable comment period. The initial decision shall be made without an evidentiary hearing. Limited Land Use Reviews shall be processed in accordance with ORS 197.195 and the applicable provisions of this Code.~~

~~(1) The notice of application shall:~~

~~(c) Lists the applicable criteria from the Code and the plan that apply to the application at issue:~~

~~(c) List, by commonly used citation, the applicable approval criteria and standards.~~

~~(d) States that written testimony and evidence must be directed toward the criteria or other criteria in the plan or ordinances that the person believes to apply to the decision:~~

~~(d) State that issues that may provide the basis for an appeal must be raised in writing before expiration of the comment period with sufficient specificity to enable the decision authority to respond to the issue.~~

~~(2) The Planning Commission may choose to schedule a public hearing to receive testimony if it determines that the proposed development may present possible adverse impacts on surrounding properties, the neighborhood, or the City:~~

~~(2) A hearing on a Limited Land Use Decision may be provided only on appeal and, if provided, shall be conducted in accordance with Section 3.700 and ORS 197.195(5). If the appeal hearing allows additional testimony or evidence, the hearing shall comply with ORS 197.797.~~

SECTION 4.121 COMMERCIAL ZONE – VILLAGE CENTER – C-1

Subsections (4)(a) and (4)(f) are amended as follows:

~~(a) Each site shall be adequately served by public utilities including municipal water and sewer service and shall provide sidewalks and improved streets.~~

~~(a) Each site shall be adequately served by public utilities, including municipal water and sewer service. Sidewalks, streets, and other transportation improvements shall be provided as required by Article 5 and constructed or secured in accordance with Article 8.~~

~~(f) Access shall be designed to cause minimum interference with traffic movement on abutting streets. Where necessary, additional right-of-way shall be dedicated to maintaining adequate traffic circulation.~~

~~(f) Access and transportation improvements shall comply with Sections 5.122 through 5.125 and 5.140. Required right-of-way, transportation easements, frontage improvements, and other transportation improvements shall be provided as required by Article 5 and constructed or secured in accordance with Article 8.~~

SECTION 4.122 COMMERCIAL ZONE – NEIGHBORHOOD CENTER – C-2

Subsections (4)(a) and (4)(f) are amended as follows.

~~(a) Each site shall be adequately served by public utilities including municipal water and sewer service and shall provide sidewalks and improved streets.~~

~~(a) Each site shall be adequately served by public utilities, including municipal water and sewer service. Sidewalks, streets, and other transportation improvements shall be provided as required by Article 5 and constructed or secured in accordance with Article 8..~~

~~(f) Access shall be designed to cause minimum interference with traffic movement on abutting streets. Where necessary, additional right-of-way shall be dedicated to maintaining adequate traffic circulation.~~

~~(f) Access and transportation improvements shall comply with Sections 5.122 through 5.125 and 5.140. Required right-of-way, transportation easements, frontage improvements, and other transportation improvements shall be provided as required by Article 5 and constructed or secured in accordance with Article 8.~~

SECTION 4.131 LIMITED INDUSTRIAL ZONE – M-1

Subsections (4)(a) and (4)(g) are amended as follows:

~~(a) Each site shall be adequately served by public utilities including municipal water and sewer service and shall provide sidewalks and improved streets.~~

~~(a) Each site shall be adequately served by public utilities, including municipal water and sewer service. Sidewalks, streets, and other transportation improvements shall be provided as required by Article 5 and constructed or secured in accordance with Article 8.~~

~~(g) Access shall be designed to cause minimum interference with traffic movement on abutting streets. Where necessary, additional right-of-way shall be dedicated to maintaining adequate traffic circulation.~~

~~(g) Access and transportation improvements shall comply with Sections 5.122 through 5.125 and 5.140. Required right-of-way, transportation easements, frontage improvements, and other transportation improvements shall be provided as required by Article 5 and constructed or secured in accordance with Article 8.~~

SECTION 4.141 EDUCATIONAL FACILITIES ZONE—E-1

Subsection (4)(a) is amended and subsection (4)(d) is added as follows:

~~(a) Each site shall be adequately served by public utilities including municipal water and sewer service and shall provide sidewalks and improved streets.~~

(a) Each site shall be adequately served by public utilities, including municipal water and sewer service and shall provide sidewalks, streets, and other transportation improvements as required by Article 5 and constructed or secured in accordance with Article 8.

(d) Access and transportation improvements shall comply with Sections 5.122 through 5.125 and 5.140. Required right-of-way, transportation easements, frontage improvements, and other transportation improvements shall be provided as required by Article 5 and constructed or secured in accordance with Article 8.

SECTION 4.151 PUBLIC USE ZONE – P-1

Subsections (4)(a) and (4)(e) are amended as follows:

~~(a) Each site shall be adequately served by public utilities including municipal water and sewer service and shall provide sidewalks and improved streets.~~

(a) Each site shall be adequately served by public utilities, including municipal water and sewer service and shall provide sidewalks, streets, and other transportation improvements as required by Article 5 and constructed or secured in accordance with Article 8.

~~(e) Access shall be designed to cause minimum interference with traffic movement on abutting streets. Where necessary, additional right-of-way shall be dedicated to maintaining adequate traffic circulation.~~

(e) Access and transportation improvements shall comply with Sections 5.122 through 5.125 and 5.140. Required right-of-way, transportation easements, frontage improvements, and other transportation improvements shall be provided as required by Article 5 and constructed or secured in accordance with Article 8.

SECTION 5.010 DEVELOPMENT STANDARDS

Section 5.010 is repealed and replaced in its entirety as follows:

~~In addition to the development standards specified for each zoning district, there are many standards that apply in more than one zone. The following Sections specify development standards applicable within any zoning district in the City of Adair Village:~~

~~The City may adjust the development standards contained in Article 5 to provide an efficient land division or a more efficient utilization of a property when submitted for approval under the City's review and approval procedures:~~

The standards of this Article apply to development in all zoning districts when applicable to the proposed use or development. Development shall also comply with the standards of the applicable zoning district and other applicable provisions of this Code.

A standard of this Article may be modified only to the extent expressly authorized by this Code and upon approval of the modification under the applicable review procedure and approval criteria.

SECTION 5.020 PLAN CONFORMANCE

Section 5.020 is repealed and replaced in its entirety as follows:

~~All developments within the City shall conform to any approved development plan adopted by the City such as a Planned Development, PD. Developments located within an area that has an approved plan shall comply with the design and construction standards of that approved plan in addition to those contained in this Code. In cases of conflict, the approved plan shall control.~~

Development shall conform to an approved development plan, including an approved Planned Development, that applies to the property. An approved development plan supplements this Code and does not supersede or modify a standard of this Code.

~~except to the extent that this Code expressly authorizes modification of the standard and the applicable land use decision expressly approves the modification.~~

~~In the event of a conflict, this Code controls unless the conflicting standard was modified through a procedure expressly authorized by this Code. Transportation standards in Sections 5.122 through 5.125 and 5.140 may be modified only to the extent expressly authorized by Section 5.140(15).~~

SECTION 5.116 YARD SETBACK EXCEPTIONS

Subsection (3) is amended as follows:

~~(3) The Planning Commission may require additional setbacks, street right-of-way dedications, utility easements and street improvements for development projects that are required to be submitted for review and approval.~~

~~(3) The decision authority may require additional setbacks and utility easements when authorized by an applicable standard of this Code. Street right-of-way, transportation easements, and street improvements may be required only in accordance with Sections 5.123 and 5.140 and shall be constructed, secured, or otherwise implemented in accordance with Article 8, as applicable.~~

SECTION 5.122 ACCESS MANAGEMENT AND CLEAR VISION AREAS

Section 5.122 is repealed and replaced in its entirety as follows:

- ~~(1) — Access: Every property shall abut a street other than an alley, for a minimum width of 25 feet, except where the City has approved an easement for access or where the easement existed prior to the adoption of this Code.~~
- ~~(2) — The following access alternatives to Flag Properties may be approved by the City for partitions or, in some circumstances, small subdivisions:
 - ~~(a) — Approval of a single access road easement to serve all the proposed parcels with a provision for conversion to a dedicated public road right-of-way when requested by the City. The easement shall have the same width as a required right-of-way.~~
 - ~~(b) — Approval of a road right-of-way without providing the road improvements until the lots or parcels are developed. The land developer shall pay into the City's Street Fund an amount equal to the cost of providing the street improvements. The land developer may recover the cost as part of the lot sales and the City will provide the street improvements.~~
 - ~~(c) — Approval of a private road that does not have to meet all the standards for public streets. This approach should only be used for isolated short streets serving a limited number of sites and where future City street alignments will not be needed.~~
 - ~~(d) — All access drive's locations shall be approved by the City with County or State approval where their jurisdiction applies.~~
 - ~~(e) — Access drives for corner or through properties shall take their access from the lowest traffic classification of street.~~
 - ~~(f) — Common access drives located at the property line is encouraged and may be required in some locations to limit the number access locations.~~~~
- ~~(3) — Clear Vision Areas: In all districts a clear vision area shall be maintained at the corners of all property located at the intersection of two streets, a street-alley or a street-railroad. A clear vision area shall also be maintained at all driveways intersecting a street. See Section 10.300, Diagram DSD-2:
 - ~~(g) — All properties shall maintain a clear triangular area at street intersections, railroad-street intersections, alley-street intersections and driveway-street intersections for safety vision purposes.~~
 - ~~(h) — The two sides of the triangular area shall be 15 feet in length along the edge of roadway at all street intersections and 10 feet in length at all alley-street intersections and driveway-street intersections. Where streets intersect at less than 30 degrees, the triangular sides shall be increased to 25 feet in length. The third side of the triangle shall be a line connecting the two exterior sides.~~~~

- (i) ~~A clear vision area shall contain no plantings, fences, walls, structures, or temporary or permanent obstruction exceeding 2-1/2 feet in height, measured from the top of the curb, or, where no curb exists, from the established street centerline grade. Trees exceeding this height may be in this area, provided all branches or foliage are removed to a height of 8 feet above grade.~~

(1) ~~Applicability. This section applies to the creation, relocation, modification, consolidation, or closure of a street or driveway access point and to development actions subject to Section 5.140.~~

(2) ~~Access Approval.~~

(a) ~~Access to a City street shall comply with this section and the applicable standards of Section 5.140.~~

(b) ~~Access to a State or County transportation facility shall obtain any approval required by ODOT or Benton County, as applicable, and shall comply with the standards of the facility owner.~~

(c) ~~A corner or through lot shall obtain access from the abutting street with the lower functional classification unless access to that street is prohibited by the agency having jurisdiction or cannot comply with the applicable access standards of this section and Section 5.140. Access from the street with the higher functional classification when compliant access to the lower-classification street is available requires approval of a modification under Section 5.140(15).~~

(3) ~~Street Frontage and Access.~~

(a) ~~Each lot or parcel shall have at least 25 feet of frontage on a street other than an alley, except as provided in subsection (3)(b).~~

(b) ~~A lot or parcel may be served by a recorded access easement when the easement:~~

i. ~~Was lawfully established before the effective date of this Code; or~~

ii. ~~Is approved as part of a land division or other land use application and complies with the applicable access-width, surface, grade, drainage, emergency-access, and maintenance standards of this Code.~~

(4) ~~Intersection and Driveway Spacing.~~

(a) ~~Street intersections and driveway access points shall comply with the minimum spacing standards of Table 9 of the Transportation System Plan, as incorporated by Section 5.140(3). The applicable spacing requirement shall be based on the functional classification of the affected street. Minimum access spacing is as follows:~~

i. ~~Minor Arterial: 150 feet;~~

ii. ~~Major Collector: 125 feet;~~

iii. ~~Minor Collector: 125 feet; and~~

iv. ~~Local Street: 10 feet.~~

(b) ~~Access to a Principal Arterial shall comply with the standards of the agency having jurisdiction.~~

(c) ~~Spacing on Minor Arterials and Major or Minor Collectors shall be measured from the centerline of one access point to the centerline of the nearest access point on the same side of the street.~~

(d) ~~Spacing on Local Streets shall be measured between the nearest edges of adjacent driveway approaches.~~

(5) ~~Shared Access and Cross-Access.~~

(a) ~~Shared access shall be provided when:~~

i. ~~An independent access cannot satisfy the applicable access-spacing standard and a shared access can satisfy the standard;~~

ii. ~~Two or more lots or parcels under common ownership are developed as a common development site and use of a shared access is required to satisfy the applicable access-spacing standard;~~

iii. ~~A lot or parcel cannot independently satisfy the applicable access-spacing standard and a compliant shared access is available; or~~

iv. ~~An existing or approved shared-access facility on adjoining property terminates at the common property line and can provide access to the proposed development in compliance with this section.~~

- (b) It air up on Lo ar nd ce or in er ec on 1, (1 .

(10) Clear Vision Areas.

(a) A clear vision area shall be maintained at:

- i. An intersection of two streets;
- ii. A street and an alley;
- iii. A street and a railroad; and
- iv. Each driveway or other access point intersecting a street.

(b) The sides of the clear vision triangle shall be:

- i. Fifteen feet along each roadway edge at a street intersection;
- ii. Ten feet along each roadway or access edge at an alley-street or driveway-street intersection; and
- iii. Twenty-five feet where streets intersect at an angle of less than 30 degrees.

(c) A clear vision area shall not contain a fence, wall, hedge, sign, structure, vegetation, or other obstruction exceeding 2.5 feet in height, measured from the top of the curb or, where no curb exists, from the established street centerline grade, except:

- i. A tree trunk when branches and foliage are maintained at least eight feet above grade;
- ii. An official traffic sign, signal, or control device; or
- iii. A utility pole.

SECTION 5.123 STREETS

Section 5.123 is repealed and replaced in its entirety as follows:

- (1) — The location, width and grade of streets shall be considered in their relation to existing and planned streets, to topographical conditions, to public convenience and safety, and to the proposed use of land to be served by the streets. The street system shall assure an adequate traffic circulation system with intersection angles, grades, tangents, and curves appropriate for the traffic to be carried considering the terrain. The arrangement of streets shall provide for the continuation or appropriate projection of existing principal streets in surrounding areas; or
- (2) — Street design shall conform to the design standards of the City of Adair Village. Street design shall include curb, gutters, sidewalks and utility easements unless specifically exempted by the City.
- (3) — Right-of-way and roadway widths. The width of streets and roadways shall be adequate to fulfill city specifications as provided for in Article 8 of this Code. Where conditions, particularly topography or the size and shape of the tract, make it impractical to otherwise provide buildable sites, narrower rights-of-way may be accepted, if necessary, and replaced with slope, sidewalk or utility easements dedicated on both sides of the right-of-way. Where topographical conditions necessitate cuts or fills for proper grading of streets, additional rights-of-way may be required.
- (4) — Reserve Strips: A reserve strip is a 1-foot strip of land at the end of a right-ofway extending the full width of the right-of-way used to control access to the street. Reserve strips will not be approved unless necessary for the protection of the public welfare or of substantial property rights. The control of the land comprising such strips shall be placed with the jurisdiction of the City by deed under conditions approved by the City. In addition, a barricade shall be constructed at the end of the street by the land divider which shall not be removed until authorized by the City. The cost shall be included in the street construction costs by the land divider.
- (5) — Alignment: As far as is practicable, streets other than minor streets shall be in alignment with existing streets by continuations of the center lines thereof. Staggered street alignment resulting in "T" intersections are discouraged. If necessary, "T" intersections shall have a minimum distance of 260 feet between the centerlines of streets having approximately the same direction.
- (6) — Future Extensions of Streets: Where necessary to give access to or permit a satisfactory future division of adjoining land, streets shall be extended to the boundary of the subdivisions or partition and the resulting dead-end streets may be approved without a turn-around. Reserve strips may be required to preserve the objectives of street extensions.
- (7) — Intersection Angles: Streets shall be laid out to intersect at angles as near to right angles (90 degrees) as practical

except where topography require a lesser angle, but in no case shall the acute angle be less than 60 degrees unless there is a special intersection design. Intersections which contain an acute angle of less than 60 degrees, or which include an arterial street shall have a minimum corner radius sufficient to allow for a roadway radius of 20 feet and sufficient right-of-way for the roadway radius to maintain a uniform width between the roadway and the right-of-way line.

- (8) ~~Existing Streets: Whenever existing streets adjacent to or within a tract are of inadequate width, additional right-of-way shall be provided at the time of approval of the land division or land use approval.~~
- (9) ~~Half Street: Half streets, while generally not acceptable, may be approved where essential to the reasonable development of the subdivision or partition when in conformity with the other requirements of these regulations and when the City finds it will be practical to require the dedication of the other half when the adjoining property is divided. Whenever a half street is adjacent to a tract to be divided, the other half of the street shall be provided within such tract. Reserve strips may be required to preserve the objectives of half streets.~~
- (10) ~~Cul-de-sac: A cul-de-sac street should have a maximum length of 500 feet but may be longer where unusual circumstances exist. A cul-de-sac shall terminate with a circular turn-around with a minimum right-of-way radius of 50 feet.~~
- (11) ~~Street Names: Except for extensions of existing streets, no street name shall be used which will duplicate or be confused with the name of an existing street. Street names and numbers shall conform to the established pattern in the City and shall be subject to the approval of the City.~~
- (12) ~~Streets Adjacent to Railroad Right-of-way: Wherever the proposed land division contains or is adjacent to a railroad right-of-way, provision may be required for a street approximately parallel to and on each side of such right-of-way at a distance suitable for the appropriate use of the land between the streets and the railroad. The distance shall be determined with due consideration at cross streets of the minimum distance required for approach grades to a future grade separation and to provide sufficient depth to allow screen planting along the railroad right-of-way.~~
- (13) ~~Frontage Access Streets: Where a land division abuts or contains an existing or proposed Arterial Street, the City may require Frontage Access Streets for property access with a non-access reservation along the arterial to afford separation of through and local traffic.~~
- (14) ~~Private Streets: Private streets are permitted within Planned Unit Developments, Manufactured Dwelling Parks, and singularly owned developments of sufficient size to warrant interior circulation on private streets. Design standards shall be the same as those required for public streets unless approved by the City. The City shall require verification of legal requirements for the continued maintenance of private streets.~~
- (15) ~~Railroad Crossings: Where an adjacent development results in a need to install or improve a railroad crossing, the cost for such improvements shall be borne by the land divider unless an equitable means of cost distribution is approved by the City.~~
- (16) ~~Traffic Signals: Where a proposed intersection will result in the need for street signals, they shall be provided by the land divider and the costs shall be borne by the land divider unless an equitable means of cost distribution is approved by the City.~~
- (17) ~~Street Signs: Street signs for identification and traffic control shall be provided by the land divider and the costs shall be borne by the land divider unless an equitable means of cost distribution is approved by the City.~~
- (18) ~~Mailboxes: Joint mailboxes may be provided in residential developments. Joint mailbox structures shall be placed adjacent to roadway curbs as recommended by the Post Office having jurisdiction and shall be noted on the plan. The cost shall be borne by the land divider.~~
- (1) Functional Classification and Street System. The location, classification, width, grade, and alignment of streets shall comply with Section 5.140. Streets shall connect to or extend existing and Planned Transportation Facilities when required by Section 5.140 or another applicable standard of this Code.
- (2) Street Design. Street design shall comply with the applicable functional classification and cross-section incorporated by Section 5.140. Required elements include travel lanes, turn lanes, parking, curbs, gutters, planter strips, sidewalks, bicycle facilities, shared-use paths, drainage facilities, and utility easements, as applicable. A required element may be modified only to the extent expressly authorized by Section 5.140(15).
- (3) Right-of-Way and Roadway Widths. Streets shall provide the minimum right-of-way and roadway width required by the applicable cross-section incorporated by Section 5.140. Additional right-of-way or easements shall be provided when required to accommodate an element of the applicable street cross-section or another improvement required by this

Code. A reduction or modification requires approval under Section 5.140(15).

(4) Reserve Strips.

(a) A reserve strip shall be provided:

- i. Across the full width of the right-of-way at the end of a stub street adjoining undeveloped land;
- ii. Along the boundary of a partial-width street adjoining undeveloped land;
- iii. When required to preserve a planned future street or accessway extension; or
- iv. When required to control access as required by Section 5.122.

(b) A reserve strip shall be one foot wide, shown on the Plat, and dedicated to or otherwise placed under the control of the City.

(c) A temporary barricade shall be installed and maintained at the end of a temporary stub street until the street is extended or otherwise authorized by the City to be opened.

(d) The City shall release the reserve strip when:

- i. The street extension or remaining partial-width street improvements have been completed and accepted by the City; or
- ii. The City determines through an applicable land use decision or amendment to an adopted transportation plan that the extension or completion is no longer required.

(5) Alignment and Intersection Spacing. Streets shall align with existing or planned streets. A different alignment requires approval under Section 5.140(15). Staggered or offset intersections shall comply with the access-spacing standards of Section 5.122.

(6) Future Extensions of Streets. Streets and accessways shall be extended to the boundary of a development when shown as a planned facility or required to comply with the block, connectivity, or accessway standards of this Code. A temporary dead-end street may be approved without a turnaround only when applicable emergency-access standards are satisfied.

(7) Intersection Angles. Streets shall intersect at 90 degrees unless a different intersection angle is approved through a modification under Section 5.140(15). An intersection angle of less than 60 degrees is prohibited unless specifically approved under Section 5.140(15). Intersection geometry and right-of-way shall accommodate the applicable design vehicle and required pedestrian, bicycle, and accessibility facilities.

(8) Existing Streets and Frontage Improvements. Where an existing street adjacent to or within a development is narrower or otherwise incomplete compared with the applicable standard, the development shall provide the required right-of-way and frontage or partial-width street improvements in accordance with Sections 5.140 and 8.300, unless the improvement is deferred or secured under Article 8.

(9) Partial-Width Streets.

(a) A partial-width street may be approved only through a modification under Section 5.140(15).

(b) The width and configuration of an approved Partial-Width Street shall be established through the modification decision based on the applicable ultimate street cross-section and the approval criteria of Section 5.140(15).

(c) The approved Partial-Width Street may include more than one-half of the ultimate roadway width when required by the modification decision to satisfy the approval criteria of Section 5.140(15).

(d) The roadway crown, drainage facilities, and structural section shall be designed to allow completion of the ultimate street without substantial reconstruction of the completed improvements.

(e) Required curbs, gutters, planter strips, sidewalks, bicycle facilities, shared-use paths, drainage facilities, and utilities shall be provided along the development frontage unless modified under Section 5.140(15).

(f) Sufficient right-of-way shall be dedicated or reserved to allow completion of the ultimate street cross-section.

(g) When a partial-width street exists adjacent to a development, the development shall provide the remaining right-of-way and improvements required by the applicable street cross-section, unless deferred or secured under Article 8.

(10) Cul-de-sac. A cul-de-sac shall not exceed 500 feet in length unless a modification is approved under Section 5.140(15).

Length shall be measured along the street centerline from the nearest intersecting street right-of-way to the center of the turnaround. The turnaround shall comply with applicable City and emergency-access standards.

- (11) Street Names. Except for extensions of existing streets, a street name shall not duplicate or be substantially similar to the name of an existing street. Street names and addresses shall conform to the established pattern in the City and shall be approved by the City.
- (12) Streets Adjacent to Railroad Right-of-Way. When a development contains or abuts a railroad right-of-way, a parallel street or other transportation connection shall be required only when identified as a Planned Transportation Facility or otherwise required by Section 5.140. The location and design shall comply with applicable railroad-crossing, street, drainage, and transportation standards. Any required improvement shall comply with the proportionality requirements of Sections 5.140(9) and 8.100.
- (13) Frontage and Shared-Access Streets. When direct access to a Principal Arterial, Minor Arterial, Major Collector, or Minor Collector would not comply with Section 5.122, the development shall provide a frontage street, shared-access street, cross-access easement, non-access reservation, or other access arrangement authorized by Section 5.122 that results in compliance with the applicable access standard.
- (14) Private Streets. Private streets shall comply with the same functional and dimensional land use standards applicable to public streets unless a modification is approved under Section 5.140(15). Technical engineering design or construction alternatives that do not modify a land use standard may be reviewed under Section 8.800. A recorded maintenance agreement shall be provided before final Plat approval or occupancy, whichever occurs first.

SECTION 5.124 SIDEWALKS

Section 5.124 is repealed and replaced in its entirety as follows:

Public sidewalk improvements are required for all land divisions and property development in the City of Adair Village. Under approved conditions, the City may defer sidewalks:

- ~~(1) Sidewalks shall be constructed within the street right-of-way. Sidewalk easements shall only be accepted where the Planning Commission determines that full right-of-way acquisition is impractical.~~
- ~~(2) Sidewalks shall connect to and align with existing sidewalks. Sidewalks may transition to another alignment as part of the approval of the Tentative Plan.~~
- ~~(3) The City may approve alternate sidewalk alignments and widths to accommodate existing conditions or proposals.~~
- ~~(4) Sidewalks in residential areas should be a minimum of 5 feet in width and shall be installed adjacent to the curb unless a planter strip of at least 4 feet in width is approved adjacent to the curb where sufficient right-of-way is available.~~
- ~~(5) Sidewalks adjacent to Collector or Arterial Streets shall be a minimum of 5 feet in width separated by a planter strip of 4 feet in width adjacent to the curb where possible. Sidewalks may be approved adjacent to the curb where direct access is required. Sidewalks adjacent to the curb should be a minimum of 7 feet in width or a minimum of 10 feet in width adjacent to Commercial properties. Planter openings adjacent to the curb are encouraged within the 10-foot walks.~~
- ~~(6) Planter strips and the remaining right-of-way shall be landscaped and incorporated as part of the front yard of adjacent property.~~
- ~~(7) Maintenance of sidewalks and planters shall be the continuing obligation of the abutting property owner.~~
 - ~~(1) Midblock Sidewalks. The City may require midblock sidewalks for long blocks or to provide access to schools, parks, shopping, public transportation stops or other community services. Midblock sidewalks shall be raised and shall be 6 feet in width.~~

Sidewalk improvements are required for land divisions and development as specified by the applicable street cross-section incorporated by Section 5.140. Sidewalks shall be provided on both sides of a public street unless a modification is approved under Section 5.140(15) or construction is deferred or secured under Article 8.

- (1) Sidewalks shall be constructed within the street right-of-way. A sidewalk may be located within an easement only when approved through a modification under Section 5.140(15).
- (2) Sidewalks shall connect to existing sidewalks and comply with the alignment and placement requirements of the applicable street cross-section. A deviation from a required alignment or placement requires approval under Section 5.140(15).
- (3) An alternate sidewalk width may be approved only to the extent expressly authorized by Section 5.140(15).
- (4) Sidewalk widths, planter strips, curbs, and placement shall comply with the applicable cross-section incorporated by Section 5.140. Engineering design, materials, construction, testing, inspection, and acceptance shall comply with Article 8 and the Public Infrastructure Design Standards Manual.
- (5) Planter strips and other landscaped portions of the street right-of-way adjoining the property shall be landscaped in accordance with applicable City standards.
- (6) Maintenance of sidewalks and planter strips shall be the continuing obligation of the abutting property owner.
- (4)(7) Midblock Accessways. A public pedestrian and bicycle accessway shall be provided when required by Section 5.131 or Section 5.140. The accessway shall be located in a public easement or right-of-way and designed in accordance with the shared-use-path or applicable accessway standard incorporated by Section 5.140.

SECTION 5.125 BIKEWAYS

Section 5.125 is repealed and replaced in its entirety as follows:

- (1) Developments adjoining existing or proposed bikeways shall include provisions for connection and extension of such bikeways through dedication of easements or rights-of-way. The City may include bikeway improvements as conditions of approval for developments that will benefit from bikeways. Where possible, bikeways should be separated from other modes of travel, including pedestrianways.
- (2) Minimum width for bikeways shall be 5 feet per travel lane.
- (1) Development adjoining or containing an existing bicycle facility, shared-use path, or Planned Transportation Facility applicable under Section 5.140 shall preserve the applicable alignment and provide required right-of-way, easements, connections, extensions, or improvements in accordance with Sections 5.140(5) and (9). Bicycle facilities shall connect to existing or Planned Transportation Facilities and shall be separated from motor-vehicle or pedestrian travel where required by the applicable standard.
- (4)(2) Bicycle-lane, bicycle-path, and shared-use-path widths shall comply with the applicable cross-section incorporated by Section 5.140. Engineering design, materials, construction, testing, inspection, and acceptance shall comply with Article 8 and the Public Infrastructure Design Standards Manual.

SECTION 5.130 EASEMENTS

Subsection (4) is added, and the existing Water Courses subsection is renumbered as subsection (5), as follows. All other provisions remain unchanged.

- (4) Transportation Easements. Easements shall be provided when required by this Code to accommodate shared access, cross-access, sidewalks, bicycle facilities, shared-use paths, future street or accessway extensions, slopes, drainage, maintenance, or other required transportation facilities or improvements.
- (5) Water Courses.

SECTION 5.131 BLOCKS

Subsections (1)(c), (2), and (3) are amended, and subsection (4) is added, as follows. All other provisions remain unchanged.

- (c) Street alignments and traffic needs:

(1)(c) Street, pedestrian, bicycle, emergency-access, and multimodal-connectivity needs identified by the applicable standards of this Code.

(2) Size: A block shall have sufficient depth to provide for two tiers of building sites unless a modification is approved under Section 5.140(15). Blocks shall not exceed 600 feet in length, except that a block may be up to 1,200 feet when a midblock pedestrian and bicycle accessway is provided in accordance with Section 5.124(7). A block exceeding 1,200 feet requires a modification under Section 5.140(15).

(3) Large Lot or Parcel Block Configurations: In dividing tracts into large lots or parcels that may be re-divided in the future, the blocks or sites shall be configured to accommodate future street or accessway extensions required by Section 5.140 and subsequent division into lots or parcels that comply with this Code.

(4) Connectivity. Blocks and development sites shall provide street and accessway connections required by this Code, including connections to existing transportation facilities and Planned Transportation Facilities applicable under Section 5.140. Development shall preserve required future street, sidewalk, bicycle, shared-use-path, and accessway connections. Midblock accessways shall be provided as required by Section 5.124(7).

SECTION 5.132 BUILDING SITES

Subsections (1)(e) and (1)(f) are amended as follows. All other provisions remain unchanged.

(e) Large Lots or Parcels: Large lots or parcels which may be further divided into smaller lots in the future shall be configured to accommodate Planned Transportation Facilities and future street or accessway connections required by Section 5.140 and future lots or parcels that comply with the applicable standards of this Code.

Large lot or parcel plans must show, by dashed lines, potential future potential divisions that comply with the to-minimum applicable standard of this Code standards prior to approval. Building locations must be within the proposed minimum property lines and setback standards specified herein to facilitate an orderly division and use of the property in the future. Large lot or parcel divisions shall also show Planned Transportation Facilities and future street or accessway connections required by Section 5.140, together with any required rights-of-way or easements, in addition to future urban lot lines on the Tentative Plan.

(f) Flag Lots or Parcels: Flag lots or parcels may be approved when they comply with the applicable frontage and access standards of Sections 5.122 and 5.140. Minimum width for a flag lot access is 25 feet.

SECTION 5.140 TRANSPORTATION SYSTEM PLAN IMPLEMENTATION

Section 5.140 is added as follows:

(1) Purpose. This section implements the Adair Village Transportation System Plan and establishes transportation standards applicable to development.

(2) Applicability.

(a) Development Actions. This section applies to land divisions, Site Plan Reviews, Conditional Uses, Planned Developments, modifications to approved developments, redevelopment or intensification, access-management requests, phased developments, and changes or expansions of use that increase transportation demand, create or modify access, alter site circulation or approved phasing. This section also applies to public or private transportation improvements.

(b) Plan and Land Use Regulation Amendments. Comprehensive Plan amendments, zoning map amendments, Development Code amendments, and master plans adopted as part of the Comprehensive Plan shall be reviewed

under Section 2.700 and applicable state transportation-planning requirements. This section applies to a development application submitted concurrently with an amendment.

(c) Development Agreements. A Development Agreement that establishes or modifies access, circulation, transportation mitigation, improvement obligations, or development phasing shall be consistent with this section and the applicable land use approval.

(3) Incorporated TSP Standards. For purposes of development review, the following provisions of the 2019 Transportation System Plan are expressly incorporated as mandatory standards:

(a) Figure 4, Street Functional Classification;

(b) Table 7 and Figures 5 through 11, Typical Roadway Cross-section Standards;

(c) Figure 12, Shared-use Path Standard Cross-section; and

(d) Table 9, Minimum Roadway and Access Spacing Standards, as implemented by Section 5.122.

(e) Except as provided in subsection (3)(f), other TSP goals, policies, recommendations, and project lists guide legislative decisions, corridor protection, and capital planning but are not independent approval criteria for a development application unless expressly identified by this Code.

(f) Figure 13, City of Adair Village Projects, and Table 10, Adair Village Project List, are incorporated solely to identify the general location and function of planned street, intersection, pedestrian, bicycle, crossing, and shared-use-path facilities under subsection (5). Figure 13 and Table 10 do not independently require an applicant to construct, dedicate, or fund a transportation project.

(4) Functional Classification and Cross-sections. Development shall be designed to preserve the functional classification, intended operation, and planned capacity of affected transportation facilities, consistent with the Transportation System Plan. Streets within or abutting a development shall be classified, designed, and dedicated according to Figure 4 and the applicable cross-section identified in Table 7 and Figures 5 through 11. Shared-use paths shall comply with Figure 12. Facilities under State or County jurisdiction are subject to Section 8.900.

A new street not shown on Figure 4 shall be classified as follows:

(a) An extension of an existing classified street shall have the same functional classification as the street being extended;

(b) A street expressly identified with a functional classification by an applicable provision of the Transportation System Plan incorporated by this Code shall have that classification; and

(c) Any other new street shall be classified as a Local Street unless a different classification is established through an amendment to the Transportation System Plan.

The City does not establish a cross-section for a Principal Arterial. A Principal Arterial under ODOT jurisdiction shall comply with applicable ODOT standards.

(5) Rights-of-Way and Planned Facilities. Development shall provide or preserve the right-of-way and easements necessary for applicable street cross-sections and planned streets, intersections, sidewalks, bicycle facilities, shared-use paths, and accessways. Development shall not preclude a planned transportation facility. Inclusion of a project in the TSP does not, by itself, require an applicant to construct or fund the entire project. Any development condition must be authorized by this Code and reasonably related and proportionate to the development's anticipated impacts.

When an applicable standard of this Code requires a future street, shared-use path, pedestrian or bicycle connection, crossing, or other transportation connection to a facility identified in Figure 13 or Table 10, the development shall

preserve the right-of-way, easement, or connection required by that standard. Figure 13 or Table 10, by itself, does not require dedication, construction, or funding of the identified facility.

(6) Mobility Standards.

- (a) Analysis Basis. Intersection operations shall be analyzed using the methodology required by subsection (14). Peak-hour traffic volumes shall be converted to demand flow rates using a peak-hour factor based on the highest consecutive 15-minute traffic volume occurring within the analyzed peak hour.
- (b) Signalized, All-Way-Stop-Controlled, and Roundabout-Controlled Intersections. A signalized, all-way-stop-controlled, or roundabout-controlled City intersection shall operate at a volume-to-capacity ratio not higher than 0.85 during the highest one-hour period on an average weekday.
- (c) Two-Way-Stop-Controlled and Yield-Controlled Intersections. Each intersection approach serving more than 20 vehicles during the highest one-hour period on an average weekday shall operate at a volume-to-capacity ratio not higher than 0.90.
- (d) Low-Volume Approaches. The mobility standard in subsection (6)(c) does not apply to an approach serving 20 or fewer vehicles during the analyzed peak hour.
- (e) Traffic-Signal Warrants. Satisfaction of a volume-based traffic-signal warrant under the Manual on Uniform Traffic Control Devices shall require evaluation of appropriate traffic-control and mitigation alternatives but does not, by itself, establish that the mobility standard is not met.
- (f) Other Jurisdictions. ODOT facilities shall comply with applicable ODOT mobility standards. Benton County facilities shall comply with applicable Benton County mobility standards. The City may apply its standards to a County facility within the Urban Growth Boundary only when the standards do not allow a lesser degree of mobility and are accepted by the County.

(7) Transportation System Adequacy. Development shall not cause an applicable transportation facility to exceed the mobility standards in subsection (6). If an affected facility does not meet, or is projected not to meet, the applicable standard, the development shall provide mitigation reasonably related and proportionate to its anticipated impacts that avoids further degradation or otherwise satisfies applicable state law and agency standards.

(8) On-site Circulation and Queuing.

- (a) Access points, driveway approaches, drive aisles, parking areas, loading areas, school-bus routes, transit routes, delivery and refuse routes, pedestrian and bicycle routes, and emergency-access routes shall comply with the applicable dimensional, clear-vision, turning-radius, grade, parking, loading, fire-access, pedestrian, and bicycle standards of this Code.
- (b) Vehicle queues shall be accommodated on the development site and shall not extend:
 - i. Into a public street;
 - ii. Across a public sidewalk or bicycle facility;
 - iii. Across an access serving another property; or
 - iv. Into or through a required emergency-access route.
- (c) A different queuing arrangement may be approved only when supported by a Traffic Impact Analysis demonstrating compliance with the applicable mobility, access, circulation, and safety standards of this Code.

(d) Transit Access. Development adjoining an existing transit stop shall provide an accessible pedestrian connection between the development's pedestrian circulation system and the transit stop. Development shall not obstruct the safe operation of the transit facility. A transit improvement may be required only when authorized by this Code and reasonably related and proportionate to the development's anticipated impacts.

(9) Transportation Improvements and Mitigation. Conditions of approval may require right-of-way or easement dedication, frontage or partial-width street improvements, access consolidation or restriction, turn lanes, intersection improvements, traffic-control devices, sidewalks, crossings, bicycle facilities, shared-use paths, lighting, or other transportation measures expressly authorized by an applicable standard of this Code. A condition requiring an off-site improvement or financial contribution shall include findings identifying the development impact and the basis for the nature and extent of the requirement.

(10) Transportation Assessment. A Transportation Assessment shall be submitted with an application subject to subsection (2)(a) when the proposal creates or modifies access, alters site circulation or approved phasing, or increases transportation demand. Any portion of a Transportation Assessment that includes engineering analysis or engineering judgment shall be prepared under the responsible charge of a Qualified Transportation Engineer and signed and sealed as required by Oregon law. The assessment shall identify existing and proposed uses, estimated daily and peak-hour trips, affected street classifications, existing and proposed access, on-site circulation and queuing, pedestrian and bicycle connections, emergency and service access, applicable transportation standards, and potential transportation issues requiring additional analysis or mitigation. An assessment element is not required when the proposed development does not include or affect the corresponding use, access point, transportation facility, circulation route, transportation mode, or operating characteristic.

(11) Traffic Impact Analysis. A Traffic Impact Analysis shall be required when any of the following apply:

- (a) The proposal is estimated to generate at least 25 net new peak-hour vehicle trips or 250 net new average daily vehicle trips;
- (b) The proposal creates an access to a Minor Arterial, Major Collector, or Minor Collector, or modifies the location, permitted turning movements, or number of vehicle lanes of an existing access to one of those streets;
- (c) The proposal includes a school, drive-through, event venue, freight-intensive use;
- (d) The Transportation Assessment indicates that the proposal may cause or worsen a failure of an applicable mobility, queuing, sight-distance, access-spacing, or safety standard; or
- (e) The City Engineer provides a written determination identifying:
 - i. A documented crash pattern, sight-distance limitation, capacity constraint, queuing condition, or access-spacing deficiency affected by the development;
 - ii. The specific standard of this Code that may not be satisfied; and
 - iii. The additional analysis necessary to determine compliance with that standard.

(12) Traffic Impact Analysis Requirements.

- (a) Professional Preparation. A Traffic Impact Analysis shall be prepared under the responsible charge of a Qualified Transportation Engineer.
- (b) Approved Scope. Before preparing the Traffic Impact Analysis, the applicant shall submit a scoping memorandum for approval by the City Engineer. The memorandum shall identify:
 - i. The proposed development and anticipated development schedule;

- ii. Proposed trip-generation rates and sources;
 - iii. Proposed internal-capture, pass-by, diverted-trip, mode-split, trip-distribution, and trip-assignment assumptions, as applicable;
 - iv. The transportation facilities, intersections, approaches, access points, and circulation routes proposed for study;
 - v. Existing, buildout, and future analysis years;
 - vi. Peak periods and other operating periods proposed for analysis;
 - vii. Traffic-count, crash, and other data proposed for use;
 - viii. The analysis methods, software, and applicable publication editions proposed for use;
 - ix. The work to be performed; and
 - x. Any proposed alternative methodology.
- (c) Required Analysis. The Traffic Impact Analysis shall evaluate each of the following elements that is relevant to a transportation facility, transportation mode, access point, circulation route, operating period, or transportation impact affected by the proposal:
- i. Existing transportation conditions and facilities;
 - ii. Future background conditions without the proposed development, including approved but unbuilt development, complete pending development applications identified in the approved scope, and an approved background growth rate;
 - iii. Trip generation, internal capture, pass-by trips, diverted trips, trip distribution, trip assignment, and mode split, as applicable;
 - iv. Buildout and applicable future conditions with the proposed development;
 - v. Site access, access-management spacing, internal circulation, loading, parking operations, queuing, and emergency and service access;
 - vi. Operations of affected roadways, intersections, approaches, pedestrian facilities, bicycle facilities, and transit facilities;
 - vii. Turn-lane warrants, traffic-control warrants, queuing, and sight distance, as applicable;
 - viii. Transportation safety, including crash history and potential safety concerns associated with the proposed development;
 - ix. Compliance with applicable mobility, access-management, circulation, safety, and other transportation standards of this Code; and
 - x. Measures necessary to avoid, minimize, or mitigate an identified failure to comply with an applicable standard.
- (d) Scope Adjustments. Based on the scale, complexity, and anticipated transportation impacts of the proposal, the City Engineer may:
- i. Require an analysis listed in subsection (12)(c) when necessary to evaluate compliance with an applicable standard of this Code;

- ii. Waive an analysis listed in subsection (12)(c) when the proposal does not include or affect the corresponding facility, mode, access point, circulation route, operating period, or transportation condition; or
- iii. Approve a written amendment to the scope when new information demonstrates that an additional or different analysis is necessary.

The approved scope and methodology may identify analytical methods, study locations, time periods, data requirements, and documentation requirements but may not establish or modify an approval criterion, mobility standard, safety standard, or mitigation obligation not contained in this Code or expressly incorporated by this Code.

(13) Traffic Impact Analysis Report.

- (a) The Traffic Impact Analysis shall contain sufficient information to allow the City to independently review the analysis and determine compliance with applicable transportation standards.
- (b) The report shall document:
 - i. The approved scope and any approved scope amendments;
 - ii. Assumptions and methodologies;
 - iii. Data sources and the dates on which data were collected;
 - iv. Existing, background, and project-generated traffic volumes;
 - v. Trip-generation, distribution, and assignment calculations;
 - vi. Analysis inputs, calculations, and model outputs;
 - vii. Maps, figures, traffic counts, collision data, and other supporting information;
 - viii. Findings and conclusions concerning each applicable transportation standard; and
 - ix. Proposed mitigation measures and the relationship of each measure to an identified development impact and applicable standard.
- (c) The City may require supporting electronic calculations or model files when reasonably necessary to verify the reported results.
- (d) The final Traffic Impact Analysis shall be signed and sealed by the Qualified Transportation Engineer responsible for the analysis.

(14) Transportation Analysis Methodology.

- (a) A Transportation Assessment and Traffic Impact Analysis shall use accepted transportation-engineering principles and methodologies appropriate to the scope of the analysis.
- (b) Unless an alternative methodology is approved under subsection (14)(d), the analysis shall be consistent with the editions identified in the approved scope of the following publications, as applicable:
 - i. The Oregon Department of Transportation Analysis Procedures Manual for Oregon-specific analysis procedures, including traffic forecasting, turn-lane assessment, operational analysis, and crash-data evaluation;
 - ii. The Highway Capacity Manual for capacity, delay, level-of-service, queuing, and other operational analyses;

- iii. The Manual on Uniform Traffic Control Devices for traffic-control warrants and traffic-control devices;
- iv. The Institute of Transportation Engineers Trip Generation Manual for trip-generation estimates; and
- v. Applicable AASHTO guidance for intersection sight distance, stopping sight distance, and geometric-design analysis.
- (c) When a facility is under ODOT or Benton County jurisdiction, the analysis shall also comply with the applicable methodology and documentation requirements of the facility owner.
- (d) The City Engineer may approve an alternative methodology when the Qualified Transportation Engineer demonstrates that the methodology:
 - i. Is appropriate for the facility, transportation mode, land use, and analysis being performed;
 - ii. Is supported by recognized transportation-engineering principles, published research, or locally collected data;
 - iii. Produces results of equal or greater reliability than the otherwise applicable methodology;
 - iv. Does not apply a lesser mobility, access, circulation, or safety standard than required by this Code or the facility owner; and
- (e) The approved methodology shall be used throughout the analysis unless a written amendment is approved by the City Engineer.

(15) Modifications.

- (a) A modification under this subsection is an optional alternative to strict compliance with the applicable standard.
- (b) The applicable decision authority may approve a site-specific modification to a required right-of-way width, street cross-section, access-management standard, street alignment or geometric standard, partial-width-street standard, cul-de-sac standard, private-street standard, block or connectivity requirement, or required pedestrian, bicycle, or shared-use-path facility when the applicant demonstrates that:
 - i. A documented physical, environmental, legal, or existing-development constraint makes strict compliance impracticable;
 - ii. The modification is the minimum necessary to address the documented constraint;
 - iii. The proposed alternative provides equal or better safety, accessibility, multimodal function, drainage, structural performance, and maintainability;
 - iv. The modification will not impair the functional classification or planned operation of the affected transportation facility;
 - v. The modification will not preclude construction or extension of a planned transportation facility; and
 - vi. The need for the modification is not primarily the result of the applicant's proposed site design, lot configuration, development phasing, or other reasonably avoidable action and cannot reasonably be avoided through a feasible alternative design.
- (c) Except as provided in subsection (15)(d), a modification request shall be consolidated with the underlying development application and processed under the same review procedure as that application. When the underlying application is a Limited Land Use Decision, the consolidated application and modification shall be processed as a Limited Land Use Decision under Section 3.400.

(d) A modification request not associated with another development application shall be processed as a Quasi-Judicial Decision under Section 3.510, with the Planning Commission as the decision authority.

(e) When a modification is requested with an application otherwise subject to review by the City Administrator, the Planning Commission shall be the decision authority for the consolidated application.

(f) This subsection authorizes a site-specific modification to an applicable development standard. It does not authorize a change to a street's adopted functional classification, a Transportation System Plan map or project, or an adopted transportation-facility standard of general applicability.

(g) A technical engineering alternative that does not modify a land use standard may be reviewed under Section 8.800.

(16) Technical Evidence and Approval Criteria. Transportation Assessments, Traffic Impact Analyses, agency comments, staff reports, and consultant memoranda are evidentiary documents. They may identify transportation operations or safety concerns and may be used to evaluate compliance with applicable standards of this Code or other applicable law. They shall not independently establish a new local approval criterion or authorize mitigation beyond that authorized by this Code, other applicable law, or a permit issued by an agency with jurisdiction. Nothing in this subsection limits the authority of ODOT, Benton County, or another agency under its own permitting or regulatory authority.

SECTION 7.210 PD CONCEPTUAL PLAN REVIEW

The final sentence is amended as follows. All other provisions remain unchanged.

~~The City shall determine the extent of any environmental assessment or traffic analysis to be included with the Planned Development application:~~

Transportation information, a Transportation Assessment, or a Traffic Impact Analysis shall be provided when required by Section 5.140.

SECTION 7.230 PLANNED DEVELOPMENT STANDARDS

Subsection (7)(d) is added as follows. All other provisions remain unchanged.

(d) Notwithstanding any other provision of this section, a transportation standard in Sections 5.122 through 5.125 or 5.140 may be modified through a Planned Development only to the extent expressly authorized and approved under Section 5.140(15).

SECTION 7.240 PLANNED DEVELOPMENT ELEMENTS

The Existing and Planned Transportation Facilities, Pedestrian and Bicycle Facilities, and Access and Circulation elements are amended, and a Transportation Analysis element is added, as follows. All other elements remain unchanged.

Existing and Planned Transportation Facilities

- ~~Location, widths, and names of all existing or platted streets or other public ways, railroad and utility rights-of-way, parks, or other public open spaces and land uses within 300 feet of the development.~~
- Existing streets and other transportation facilities within 300 feet of the development, including their locations, names, functional classifications, right-of-way and improved widths, access points, pedestrian and bicycle facilities, shared-use paths, transit facilities, and Planned Transportation Facilities applicable under Section 5.140 within or adjoining the development area.

Pedestrian and Bicycle Facilities

- ~~Proposed location and dimensions of bikeways, pedestrian walkways, malls, trails, or easements.~~

- Proposed pedestrian and bicycle facilities, shared-use paths, accessways, trails, transit facilities, and associated easements, including their locations, dimensions, and connections to existing transportation facilities and Planned Transportation Facilities applicable under Section 5.140.

Access and Circulation

- Proposed Vehicular and pedestrian access and circulation patterns within and adjacent to the proposed development.
- Proposed vehicle, pedestrian, bicycle, service, delivery, and emergency access and circulation within and adjoining the proposed development, including access points, queuing and stacking areas, loading areas, and connections to adjoining property.

Transportation Analysis

Add the following element:

- Transportation information, a Transportation Assessment, or a Traffic Impact Analysis when required by Section 5.140.

SECTION 7.270 AGREEMENT AND SECURITY

The final sentence of the second paragraph is amended to read as follows:

~~The agreement shall also provide for reimbursement of the City's cost of inspection in accordance with Section 8.100 (5).~~

The agreement shall also provide for reimbursement of the City's cost of inspection in accordance with Section 8.100(4).

SECTION 7.280 CHANGES IN APPROVED DEVELOPMENT PLAN

Subsection (2)(f) is added as follows. All other provisions remain unchanged.

(f) Do not create, relocate, close, or change the permitted turning movements of an access point; create, eliminate, or relocate a street, pedestrian, or bicycle connection; substantially change an approved on-site circulation pattern or development phase; or eliminate, reduce, or defer an approved transportation-mitigation requirement. A change described in this subsection is not a Minor Change and shall be processed as a Major Change under subsection (1), with Section 5.140 applying as applicable.

SECTION 8.100 IMPROVEMENT PROCEDURES

Subsections (8), (9), and (11) are amended as follows. All other provisions remain unchanged.

(8) ~~Facilities serving a land division or development may require off-site improvements to serve the proposed land division or development. The design and cost of off-site improvements shall be the responsibility of the Applicant unless the City agrees to another arrangement.~~

(8) Off-site transportation improvements may be required only when authorized by an applicable standard of Article 5. The decision shall include findings identifying the development impact, the applicable Code standard, and the relationship between that impact and the nature and extent of the required improvement or financial contribution.

(9) ~~The applicant/property owner is obligated to provide all the required public improvements. In the event the City determines it is impractical or not currently necessary to provide some of the required improvements, the City may defer the 134 | P a g e improvements. If deferred the developer/owner shall pay their fair share of the cost of improvements and the funds shall be placed into the City's specified Improvement Fund to pay for the improvements later. Or the improvements may be installed in the area under special assessment financing or other facility extension policies of the City.~~

(9) The applicant or property owner shall provide all required public improvements. Construction of a required improvement may be deferred only when deferral is authorized by this Code and the decision determines that immediate construction is not required to satisfy an applicable approval criterion and that future construction of the improvement remains feasible. A deferred improvement shall be secured by an improvement agreement, performance

security, proportionate contribution, or other mechanism authorized by this Code. The basis, timing, and method of security for the deferral shall be stated in the decision.

- (11) ~~The City may deny approval of land divisions or developments where facility deficiencies cannot be corrected or improved to fulfill the proposed need, or the Applicant refuses to provide the needed improvements.~~
- (11) The City may deny a land division or development when an applicable facility, mobility, access, safety, or improvement standard cannot be satisfied through an improvement or mitigation measure authorized by this Code, or when the applicant refuses to provide or secure required improvements.

SECTION 8.200 SPECIFICATIONS FOR IMPROVEMENTS

Section 8.200 is repealed and replaced in its entirety as follows:

~~Design and construction standards for Public Facilities have been adopted by the City of Adair Village in Code Section 8.700. The developer or land divider shall prepare and submit to the City for review and approval, plans and specifications in compliance with this Code and other applicable City ordinances. Where specific City standards are lacking, the plans and specifications shall comply with the intent of this Code based upon engineering standards appropriate for the improvements proposed. These standards shall be so noted and identified in the drawings and specifications provided. (Amended ORD 2013-03).~~

Design and construction standards for public facilities have been adopted by the City in Section 8.700. The developer or land divider shall submit plans and specifications complying with this Code and other applicable City ordinances. Where a technical engineering standard is not specified, the City Engineer may require a generally accepted engineering standard applicable to the improvement. The City Engineer shall identify the standard in writing in the approved plans or specifications. An uncodified engineering standard may not create or modify a land use approval criterion or development standard.

SECTION 8.300 REQUIRED IMPROVEMENTS

The introductory paragraph and subsections (1) through (5), (10), and (11) are amended; the existing Surface Drainage and Storm Sewer System subsection, currently numbered (8), is renumbered as subsection (7) without substantive amendment; and all other provisions remain unchanged.

The following improvements shall be installed to serve each building site and each property in a subdivision or partition at the expense of the developer or land divider. However, if the City finds that conditions make installation of some improvements unnecessary at the time of development or land division, the City may defer the improvements. If deferred the developer/owner shall pay their fair share of the cost of improvements and the funds shall be placed into the City's specified Improvement Fund to pay for the improvements later. In lieu of deferring an improvement, the City Council may determine that the improvement be installed in the area under special assessment financing or other facility extension policies of the City:

- (1) ~~Streets: Public or private streets, adjacent to, or within the development or land division shall be improved. Curbs, gutters and catch basins shall be installed and connected to drainage tile leading to storm sewers or drainage ways. Upon completion of the street improvement, monuments shall be re-established and protected.~~
- (2) ~~Railroad Crossings: Where an adjacent development results in a need to install or improve a railroad crossing, the cost for such improvements shall be borne by the developer or land divider unless an equitable means of cost distribution is approved by the City.~~
- (3) ~~Street Name Signs: Street name signs shall be installed to City standards at all street intersections.~~
- (4) ~~Streetlights: Street lights shall be installed and shall be served from an underground utility.~~
- (5) ~~Traffic Signals: Where a proposed intersection will result in the need for street signals to serve the increased traffic generated by the proposed development, they shall be provided by the developer or land divider and the costs shall be borne by the developer or land divider unless an equitable means of cost distribution is approved by the City.~~
- (10) ~~Sidewalks: Sidewalks are required on both sides of a public street and in any pedestrian way extending through a development or land division, except that in the case of primary or secondary arterials, or special type industrial districts, the Planning Commission may approve a development or land division without sidewalks if alternative pedestrian routes are available.~~

(11) Bicycle Routes: If appropriate to the extension of a system of bicycle routes, existing or planned, the City may require the installation of separate bicycle lanes within streets or separate bicycle paths:

The following improvements shall be installed when required by Article 5, another applicable approval criterion, or a condition of approval authorized by this Code or other applicable law. Improvements shall be provided at the expense of the developer or land divider, except where the City approves another lawful cost-sharing arrangement. Deferral, improvement agreements, and security are governed by Section 8.100 and Sections 8.510 and 8.520.

- (1) Streets and Frontage Improvements. Public or private streets adjacent to or within the development or land division shall be dedicated and improved as required by Sections 5.123 and 5.140. Required improvements may include roadway pavement, curbs, gutters, drainage facilities, planter strips, sidewalks, bicycle facilities, shared-use paths, lighting, and related improvements. Survey monuments shall be re-established and protected following construction.
- (2) Railroad Crossings. A railroad-crossing improvement required under Section 5.140 shall be provided in accordance with applicable railroad and agency requirements. The applicant's obligation shall be reasonably related and proportionate to the anticipated impacts of the development.
- (3) Street Name Signs. Street-name signs shall be installed for new or extended streets in accordance with applicable City standards.
- (4) Streetlights. Streetlights required by Article 5 or another applicable approval criterion or standard of this Code shall be installed in accordance with applicable City standards and shall be served by underground utilities unless otherwise approved by the serving utility and the City.
- (5) Traffic Controls and Intersection Improvements. Traffic signals, signs, turn lanes, channelization, crossings, access modifications, or other intersection improvements required under Section 5.140 shall be constructed or secured at the time specified in the land use decision. The applicant's obligation shall be reasonably related and proportionate to the anticipated impacts of the development.
- (7) Surface Drainage and Storm Sewer System:
- (10) Sidewalks and Accessways. Sidewalks and pedestrian accessways shall be provided as required by Sections 5.124, 5.131, and 5.140. A modification to a required sidewalk or accessway land use standard shall be reviewed under Section 5.140(15). A technical engineering alternative that does not modify a land use standard may be reviewed under Section 8.800.
- (11) Bicycle Facilities and Shared-Use Paths. Bicycle lanes, bicycle paths, and shared-use paths shall be provided as required by Sections 5.125 and 5.140. A modification to a required bicycle facility or shared-use path land use standard shall be reviewed under Section 5.140(15). A technical engineering alternative that does not modify a land use standard may be reviewed under Section 8.800.

SECTION 8.700 ADOPTED DESIGN AND CONSTRUCTION STANDARDS

Section 8.700 is repealed and replaced in its entirety as follows:

The City of Adair Village has adopted design and construction standards for all public improvements within the City including, but not limited to, improvements and extension of the water system, sanitary sewer system, storm sewer system, and streets, sidewalks, and driveways. These standards are contained in the City's "Public Infrastructure Design Standards Manual" effective July 1, 2009:

The City will maintain a current copy of the "Public Infrastructure Design Standards Manual" together with all amendments and/or addendums published by the City and those permanent modifications made in accordance with Section 8.800:

The City has adopted design and construction standards for public improvements, including water, sanitary sewer, storm drainage, streets, sidewalks, bikeways, shared-use paths, and driveways. These technical standards are contained in the Public Infrastructure Design Standards Manual effective July 1, 2009, as amended in accordance with Section 8.800.

Article 5 and the TSP standards expressly incorporated by Section 5.140 control functional classification, required right-of-way, street cross-sections, access spacing, mobility, connectivity, required pedestrian, bicycle, and shared-use-path facilities. The Public Infrastructure Design Standards Manual controls engineering details, materials, construction methods, testing, inspection, and acceptance. The Manual may not establish, modify, or expand a land use approval criterion or development standard.

The City shall maintain a current copy of the Manual and all adopted amendments or addenda.

SECTION 8.800 MODIFICATIONS PERMITTED

Section 8.800 is repealed and replaced in its entirety as follows:

~~The City may review and approve modifications to the adopted "Public Infrastructure Design Standards Manual." Such modifications may be made upon written request from a developer or contractor designing and/or constructing public improvements within the City of Adair Village, and such modifications may be approved on a one-time basis or be adopted permanently. Permanent modifications require the approval of the City Council.~~

~~(1) One-time Modifications: The City may approve one-time modifications for a particular public improvement upon written request if, in the opinion of the City Engineer, the requested modification is necessary to complete the improvement and the modification would not adversely impact safety, the life span and quality of the system, or maintenance and repair requirements.~~

~~(2) Permanent Modifications: Permanent modifications to the "Public Infrastructure Design Standards Manual" may be recommended at any time. With the concurrence of the City Administrator and City Engineer, the recommended modification may be referred to the City Council for review and adoption. Recommended modifications shall be provided in a form determined by the City. Once a permanent modification has been approved, it shall become part of the Public Infrastructure Design Standards for the City of Adair Village. (Amended ORD 2013-03):~~

The City may review and approve modifications to the Public Infrastructure Design Standards Manual upon written request from a developer, contractor, or other person designing or constructing public improvements within the City. A modification may be approved as a one-time technical modification or adopted as a permanent modification to the Manual.

This section applies only to technical engineering details and does not authorize modification of a land use approval criterion or development standard in Article 5. Modifications to required right-of-way, street cross-sections, access-management standards, connectivity requirements, or required pedestrian, bicycle, shared-use-path, or other transportation facilities are governed by Section 5.140(15). A mobility standard may not be modified under this section.

(1) One-Time Modifications. The City Engineer may approve a one-time technical modification for a particular public improvement when the applicant demonstrates that the proposed alternative:

(a) Provides equal or better safety, structural performance, service life, and maintainability;

(b) Complies with the applicable functional and dimensional standards of Article 5; and

(c) Does not modify a land use approval criterion or development standard.

(2) Permanent Modifications. A permanent modification to the Public Infrastructure Design Standards Manual may be recommended by the City Administrator and City Engineer and adopted by the City Council. A permanent modification adopted under this section may not modify a land use approval criterion, development standard, or Transportation System Plan implementing standard. A proposed change to any such standard shall instead be processed as a Development Code or Transportation System Plan amendment, as applicable.

SECTION 8.900 APPLICABILITY OF STATE AND COUNTY STANDARDS

Section 8.900 is repealed and replaced in its entirety as follows:

~~For public improvements that are constructed within the public rights-of-way owned and controlled by Benton County, coordination is required with Benton County Public Works Department and required permits must be obtained. In the event of a conflict between the City of Adair Village's adopted Design and Construction Standards and those of Benton County, Benton County standards will take precedence unless jointly agreed upon by Benton County Public Works Department and the City of Adair Village.~~

Public improvements within a Benton County or ODOT right-of-way require coordination with the applicable agency and all required permits.

- (1) State Facilities. ODOT standards and permit requirements govern work within State right-of-way and facilities under State jurisdiction. City standards apply only to the extent accepted by ODOT and not inconsistent with ODOT requirements.
- (2) County Facilities Within the Urban Growth Boundary. For Benton County facilities within the Urban Growth Boundary, the functional classifications and transportation cross-sections established by Article 5 apply only to the extent accepted by Benton County or established through an applicable intergovernmental agreement or project-specific approval. Benton County standards and permit requirements govern permitting, engineering details, construction, inspection, and acceptance.
- (3) County Facilities Outside the Urban Growth Boundary. Benton County standards and permit requirements govern work within County right-of-way and facilities under County jurisdiction outside the Urban Growth Boundary.
- (4) Alternative Standards. An alternative to subsections (1) through (3) may be established through an intergovernmental agreement or written project-specific approval by the City and the agency having jurisdiction.

EXHIBIT 1: LEGISLATIVE CLEAN

ADAIR VILLAGE TRANSPORTATION SYSTEM PLAN IMPLEMENTATION AMENDMENTS

Amendment descriptions are explanatory only and are not codified

SECTION 1.140 REGULATION COMPLIANCE

Section 1.140, Regulation Compliance, is amended to read as follows:

Development shall comply with this Code and applicable federal and state law.

- (1) The Comprehensive Plan, Transportation System Plan, adopted facility plans, adopted maps, and Public Infrastructure Design Standards Manual apply to a development application to the extent that:
 - (a) A specific provision is expressly incorporated into this Code or identified as an applicable approval criterion or standard by this Code; or
 - (b) The provision is independently applicable under federal or state law.
- (2) A goal, policy, recommendation, project list, guideline, or other provision of an external plan or document does not constitute an independent approval criterion or standard for an application unless this Code expressly identifies the provision as an applicable approval criterion or standard.
- (3) The Comprehensive Plan, Transportation System Plan, facility plans, and project lists may be used to guide legislative decisions, capital planning, and public facility programming without serving as independent approval criteria for an individual development application.
- (4) The Public Infrastructure Design Standards Manual governs engineering design, materials, construction, testing, inspection, and acceptance. The Manual may not establish or modify a land use approval criterion or standard unless the criterion or standard is adopted into this Code.

SECTION 1.150 INTERPRETATION

Section 1.150, Interpretation, is amended to read as follows:

Where a provision of this Code imposes a requirement or restriction that is less restrictive than a comparable requirement or restriction imposed by another provision of this Code another city ordinance, state law or federal law, the more restrictive requirement or restriction shall govern.

Notwithstanding the foregoing, where transportation-related standards conflict:

- (1) Article 5 controls land use requirements related to street functional classification, required right-of-way, street cross-sections, access spacing, connectivity, mobility, and required pedestrian, bicycle, and shared-use path facilities;
- (2) Article 8 and the Public Infrastructure Design Standards Manual control engineering design and implementation requirements including construction details, materials, construction methods, testing, inspection, security, and acceptance; and
- (3) Standards applicable to transportation facilities under the jurisdiction of Oregon Department of Transportation (ODOT) or Benton County are subject to the applicable standards and requirements identified in Section 8.900.

SECTION 1.170 ADMINISTRATION

Subsections (2)(d) and (3) are amended as follows. Subsections (1), (2)(a) through (c), and (4) remain unchanged.

(2)(d) The City Administrator shall have authority to review and approve Property Line Adjustments, Section 2.310; Duplex Division Partitions, Section 6.105; Final Plat Approval, Section 2.331; and Minor Site Plan Reviews under Section 2.400.

(3) The Planning Commission shall have the authority to review and approve Major Site Plan Reviews under Section 2.400; Conditional Uses under Section 2.500; Variances under Section 2.600; Land Partitions under Section 2.320; and modification requests for which the Planning Commission is the decision authority under Section 5.140(15).

SECTION 1.200 DEFINITIONS

Section 1.200 is amended by deleting the existing definition of Alley; replacing the definitions of Access, City, and Street or Road; and adding the remaining definitions shown below.

Access: The connection or means by which pedestrians, bicycles, or motor vehicles enter or leave a property, including a driveway, private street, public street, or access easement.

Access Consolidation: The closure or removal of one or more existing or proposed access points and the provision of access through a shared, relocated, or combined access point.

Access Point: The location where a driveway, private street, alley, or public street intersects another street or roadway.

Access Spacing: The distance between access points measured in accordance with Section 5.122.

Bikeway: A transportation facility designed or designated for bicycle travel, including bicycle lanes, buffered bicycle lanes, separated bicycle facilities, bicycle boulevards, and shared-use paths.

City: The City of Adair Village, Oregon. When used in reference to a decision, "City" means the decision authority assigned by this Code.

Driveway Approach: The portion of a driveway that connects private property to a public or private street right-of-way.

Frontage: The portion of a lot or parcel that abuts a street right-of-way.

Frontage Improvement: A street, sidewalk, bikeway, drainage, lighting, landscaping, or related public improvement required along the frontage of a development site.

Functional Classification: The designation of a street according to its intended transportation function, as established by the Transportation System Plan and Section 5.140.

Mobility Standard: An adopted transportation performance standard used to evaluate the operation of a transportation facility, including volume-to-capacity ratio, delay, level of service, queuing, or another performance measure identified in Section 5.140.

Planned Transportation Facility: A street, street extension, intersection, accessway, sidewalk, bikeway, shared-use path, or other transportation facility specifically identified by a TSP map, table, figure, or project incorporated by Section 5.140.

Public Improvement: A street, sidewalk, bikeway, shared-use path, water, sanitary sewer, storm drainage, utility, lighting, or other facility intended for public use or acceptance.

Qualified Transportation Engineer: A professional engineer registered in Oregon and qualified by education, training, and experience in traffic or transportation engineering to perform the required analysis. A Transportation Impact Analysis shall be prepared under the responsible charge of a Qualified Transportation Engineer. The final Transportation Impact Analysis shall be signed and sealed by the engineer.

Shared-Use Path: A facility physically separated from motor vehicle traffic and designed for use by pedestrians, bicyclists, and other nonmotorized users.

Street or Road: A public or private way that is created to provide ingress or egress for persons to one or more lots, parcels, areas, or tracts of land.

Streets are classified according to their intended function as established by the Transportation System Plan and this Code.

- (a) **Alley:** A narrow public or private way that provides secondary vehicular access to abutting lots or parcels and is designed in accordance with the applicable alley standards of this Code.
- (b) **Arterial Street:** A Principal Arterial or Minor Arterial.
 - i. **Principal Arterial:** A street that carries regional traffic with origins and destinations outside the area.
 - ii. **Minor Arterial:** A street that carries major local traffic between communities or nearby areas, or between community districts.
- (c) **Collector Street:** A Major Collector or Minor Collector.
 - i. **Major Collector:** A street that carries major local traffic between communities, nearby areas, or community districts and typically carries a higher volume of traffic than a Minor Collector.
 - ii. **Minor Collector:** A street that carries local traffic between communities, nearby areas, or community districts and typically carries a lower volume of traffic than a Major Collector.
- (d) **Local Street:** A street designated as a local street in a city's adopted Transportation System Plan, in the applicable functional classification map, or in the city's public works or engineering standards. Where street classifications have not been established, "local street" means a street that serves primarily local access to property and circulation within neighborhoods or specific areas.
- (e) **Neighborhood Local Street:** A Local Street designed to provide access to abutting property using the reduced-width Neighborhood Local Street cross-section established by the applicable transportation standards of this Code.
- (f) **Cul-de-sac:** A short dead-end Local Street terminated by a vehicular turnaround.
- (g) **Partial-Width Street:** A street that is constructed or dedicated at less than the ultimate width required by this Code, where the remaining right-of-way, improvements, or both may be provided through future development of adjoining property.
- (h) **Frontage Access Street:** A Local Street protected from through traffic that provides access to abutting properties and is generally parallel and adjacent to an arterial street.

Traffic Impact Analysis (TIA): A technical transportation study prepared by a Qualified Transportation Engineer that evaluates the transportation effects of proposed development and identifies improvements or mitigation necessary to satisfy applicable standards.

Transportation Assessment: A written evaluation of proposed access, trip generation, circulation, multimodal connections, safety, and the ability of affected transportation facilities to serve a proposed development.

Transportation Facility: A facility for the movement of people or goods, including a street, highway, accessway, sidewalk, bikeway, shared-use path, transit facility, or related improvement.

Transportation Improvement: A physical or operational improvement to a transportation facility, including right-of-way, street construction, access modifications, turn lanes, sidewalks, bikeways, shared-use paths, traffic controls, and intersection improvements.

Transportation Mitigation: An improvement, condition, access restriction, operational measure, or proportionate contribution required to address transportation impacts attributable to a proposed development.

SECTION 2.140 APPLICATION SITE PLAN

Subsections (9), (10), (12), (14), and (19) are amended as follows. All other provisions remain unchanged.

- (9) Off-street parking: the location, number, and dimensions of parking spaces, parking aisles, maneuvering areas, and internal vehicle-circulation routes.
- (10) Access and Circulation. Existing and proposed pedestrian, bicycle, vehicle, service, and emergency access and circulation, including ingress and egress locations. The plan shall show, as applicable, access dimensions, driveway spacing, clear-vision areas, connections to adjoining property, emergency-access routes, and required access

easements. Sight distance, vehicle turning movements, queuing or stacking areas shall be shown when required by Section 5.140 or otherwise necessary to demonstrate compliance with an applicable standard of this Code.

- (12) Loading: the location, dimensions, and number of loading spaces and associated access, maneuvering, and circulation areas.
- (14) Existing and proposed streets, including functional classifications, rights-of-way, easements, surface materials, access points, dedications, frontage improvements, and connections to existing transportation facilities and Planned Transportation Facilities applicable under Section 5.140.
- (19) Transportation Information. The application shall identify the existing and proposed uses, estimated daily and peak-hour trips, proposed access points, on-site circulation and queuing, pedestrian and bicycle connections, emergency and service access, and other transportation information required to evaluate the application under Section 5.140. A Transportation Assessment or Traffic Impact Analysis shall be submitted when required by Section 5.140.

SECTION 2.324 EXISTING CONDITIONS INFORMATION

Subsection (2) is amended, and subsections (10) and (11) are added, as follows:

- (2) The location, name, functional classification, right-of-way width, improved width, and surface type of each opened or unopened street within or adjacent to the land division, together with existing easements, rights-of-way, section lines, corners, City boundary lines, and monuments.
- (10) Existing pedestrian, bicycle, vehicle, service, and emergency-access points and circulation routes within or adjoining the property.
- (11) Existing transportation facilities within or adjoining the property, including streets, pedestrian routes, bicycle facilities, shared-use paths, and other transportation connections.

SECTION 2.325 PROPOSED PLAN INFORMATION

Section 2.325 is amended by replacing subsection (2) and adding subsections (11) through (13) as follows. All other provisions remain unchanged.

- (2) The location, name, functional classification, right-of-way width, improved width, approximate grade, curve radius, and connection points of each proposed street. The plan shall show the relationship of proposed streets to existing streets, approved but unconstructed streets, Planned Transportation Facilities applicable under Section 5.140, and adjoining property where future street or transportation connections may be required by this Code. Each street shall be identified as public or private, and proposed access restrictions or reservation strips shall be shown.
- (11) Proposed pedestrian, bicycle, vehicle, service, and emergency access and circulation, including driveways, street-access locations, sidewalks, walkways, bikeways, shared-use paths, connections to adjoining property, emergency-access routes, and queuing, loading, and service areas, as applicable.
- (12) Transportation information, a Transportation Assessment, or a Traffic Impact Analysis when required by Section 5.140.
- (13) A conceptual future street and access plan when Section 5.140 requires a transportation facility or connection to be extended through or reserved across the property to serve adjoining land.

SECTION 2.326 ACCOMPANYING STATEMENTS

Subsection (5) is amended to read as follows:

- (5) Identify all public improvements proposed to be installed, including transportation improvements required by this Code, including Article 5, and implemented in accordance with Article 8; the phase or approximate time in which each improvement will be provided; whether each improvement will be constructed before final Plat approval or secured under

Article 8; and the proposed method of financing. Identify any required improvement proposed not to be provided at the time otherwise required and the specific Code provision authorizing its omission, modification, or deferral.

SECTION 2.328 TENTATIVE PLAN - DECISION CRITERIA

Subsection (3) is amended to read as follows:

- (3) Transportation and Street Connections. The proposed land division complies with the applicable requirements of Sections 5.122 through 5.125 and Section 5.140, including the applicable standards for access, street functional classification, rights-of-way, pedestrian and bicycle facilities, shared-use paths, connectivity, mobility, and Planned Transportation Facilities. Transportation improvements required by this Code shall be constructed, or secured for later construction when authorized, in accordance with Article 8.

SECTION 2.336 DEDICATION REQUIREMENTS

Subsection (4) is amended to read as follows:

- (4) The land divider shall provide and designate one-foot reserve strips across the ends of stub streets adjoining undivided land or along Partial-Width Streets adjoining undivided land. The reserve strip shall be included in the dedication, granting the City the right to control access over the reserve strip to assure continuation or completion of the street. The reserve strip shall overlay the dedicated street right-of-way.

SECTION 2.400 SITE PLAN REVIEW

Section 2.400 is repealed and replaced in its entirety as follows:

The purpose of the Site Plan Review procedures is to apply the requirements of this Code to specific site conditions and proposed development through a comprehensive review process and to ensure that development conforms to the City's applicable land use regulations.

- (1) Classification and Decision Authority.
 - (a) Minor Site Plan Review. The City Administrator shall be the decision authority for a Minor Site Plan Review. A Minor Site Plan Review is an application for development involving:
 - i. Less than 4,000 square feet of new or expanded building floor area; and
 - ii. Less than one acre of new or expanded outdoor development area.
 - (b) Major Site Plan Review. The Planning Commission shall be the decision authority for a Major Site Plan Review. A Major Site Plan Review is an application for development involving:
 - i. 4,000 square feet or more of new or expanded building floor area; or
 - ii. One acre or more of new or expanded outdoor development area.
 - (c) For purposes of this section, new or expanded outdoor development area includes areas newly developed or expanded for athletic or recreational facilities, parking or loading areas, outdoor storage or activity areas, paving, and other physical site improvements not located within a building.
 - (d) Classification shall be based on the total new or expanded building floor area and outdoor development area included in the application and all phases of a common development plan.
- (2) Site Plan Review Application.
 - (a) An application for a use or development requiring Site Plan Review shall be filed with the City together with the site plan and supplementary information required by Sections 2.130 and 2.140.
- (3) Decision Criteria. Site Plan Review approval shall be granted when the decision authority finds that:

- (a) The proposed development complies with the applicable zoning district and development standards of this Code and any Comprehensive Plan provision expressly identified as applicable by this Code.
- (b) The proposed development complies with any other applicable City ordinance expressly identified by this Code as an applicable approval criterion or development standard.
- (c) Access, parking, loading, vehicle circulation, pedestrian and bicycle facilities, emergency access, mobility, connectivity, and transportation-facility protection comply with the applicable standards of Article 5. Transportation and public improvements required by this Code are shown on the approved plans and will be constructed or secured in accordance with Article 8.
- (d) Proposed signs and exterior lighting comply with applicable City standards and do not obstruct required clear-vision areas.
- (e) Water, sanitary sewer, storm drainage, utility, and emergency-access facilities are available or will be provided to serve the proposed development in accordance with the applicable standards of this Code.
- (f) Drainageways and drainage facilities comply with the applicable standards of this Code.
- (g) The proposed development complies with applicable noise, odor, vibration, emissions, outdoor-activity, screening, buffering, and other nuisance standards of this Code.
- (h) The proposed development complies with applicable screening, buffering, transition, and development-impact standards of this Code.

(4) Decision Process.

- (a) A Minor or Major Site Plan Review that qualifies as a Limited Land Use Decision under state law shall be processed in accordance with Section 3.400. A consolidated application or other Site Plan Review that does not qualify as a Limited Land Use Decision shall be processed under the procedure applicable to the underlying application or as otherwise required by state law.
- (b) For a Site Plan Review processed as a Limited Land Use Decision under Section 3.400, the initial decision shall be made without an evidentiary hearing. The Planning Commission may consider and deliberate on a Major Site Plan Review at a public meeting, but oral public testimony shall not be accepted.
- (c) The decision authority shall approve, approve with conditions, or deny the application based on the applicable approval criteria and evidence contained in the record.
- (d) The decision authority may impose conditions necessary to ensure compliance with an applicable criterion or standard of this Code or an independently applicable federal or state requirement.
- (e) Upon approval, the approved site plan and conditions of approval shall constitute the Official Site Plan. Building and development permits shall be issued only for development that conforms to the Official Site Plan. A certificate of occupancy may be withheld until the development complies with the Official Site Plan and applicable conditions.
- (f) All required elements of the Official Site Plan shall be installed before occupancy, unless completion is otherwise authorized or secured in accordance with Article 8, and shall thereafter be maintained by the property owner.
- (g) A revision or amendment to an approved site plan shall be classified under subsection (1) based on the revised development and processed under the procedure applicable to that classification.
- (h) The City shall maintain the application, evidence, written findings, decision, and conditions of approval in the application record as provided in Section 2.150. Notice of the decision shall be provided in accordance with Section 3.600.

SECTION 2.500 CONDITIONAL USES

The introductory paragraph; subsection (2)(b); the introductory paragraph of subsection (3); subsections (3)(c), (3)(d), (3)(j), (3)(m), and (3)(n); and subsection (4)(e) are amended as follows. All other provisions remain unchanged.

(2)(b) The proposed use complies with the applicable transportation, access, circulation, connectivity, mobility, and transportation-facility-protection standards of Article 5, and required transportation improvements will be constructed or secured in accordance with Article 8.

(3) Decision Conditions. In approving a Conditional Use application, the Planning Commission may impose conditions necessary to ensure compliance with an applicable approval criterion or standard of this Code or an independently applicable federal or state requirement. These conditions may include, but are not limited to, the following:

(c) Controlling the location, number, width, and design of vehicle access points in accordance with Sections 5.122 and 5.140.

(d) Requiring right-of-way dedication, frontage improvements, street improvements, or other transportation improvements required by this Code, including Article 5, with construction or security provided in accordance with Article 8.

(j) Providing internal property improvements, including utilities, drainage facilities, streets, curbs, gutters, sidewalks, pedestrian and bicycle facilities, shared-use paths, parking and loading areas, landscaping, fencing, screening, or recreation areas.

(m) Providing an improvement agreement and security for required improvements in accordance with Article 8.

(n) Requiring the applicant's proportionate share of transportation or other public improvements necessary to address impacts of the proposed use, when authorized by an applicable standard of this Code, with required improvements or contributions implemented or secured in accordance with Article 8.

(4)(e) All required elements of the approved Conditional Use shall be installed before occupancy or commencement of the use, unless completion is secured in accordance with Article 8, and shall thereafter be maintained by the property owner unless a revision or amendment is approved.

SECTION 2.600 VARIANCES

Subsection (4) is added as follows. All other provisions remain unchanged:

(4) Transportation Standards. A Variance under this section may not modify a transportation standard in Sections 5.122 through 5.125 or 5.140. A modification to a transportation standard may be approved only to the extent expressly authorized by Section 5.140(15).

SECTION 2.700 AMENDMENTS

Subsection (2)(f) is amended as follows:

(f) The amendment is consistent with the applicable provisions of the Transportation System Plan and complies with applicable state transportation-planning requirements, including OAR 660-012-0060, when applicable. When transportation improvements are relied upon to demonstrate compliance, the decision shall identify facilities, improvements, or services; their applicable timing; the responsible transportation facility provider or other responsible party; and the funding, commitment, or other implementation mechanism that allows them to be relied upon under applicable state transportation-planning requirements.

SECTION 3.110 BASIS FOR DECISION

Subsections (1) and (3) are amended as follows:

- (1) Approval or denial of a discretionary permit application shall be based on applicable criteria and standards contained in this Code, Comprehensive Plan provisions expressly incorporated or identified as applicable by this Code, and other independently applicable law.
- (3) An application shall not be approved unless the proposed development complies with the applicable approval criteria and standards of this Code, any Comprehensive Plan provision expressly incorporated or identified as applicable by this Code, and other applicable land use regulations or law. Conditions of approval may be imposed only when authorized by this Code, other City legislation, or other applicable law.

SECTION 3.200 TYPE OF DECISIONS

The final paragraph of subsection (1), Administrative Decisions, is amended as follows:

Examples of Administrative Decisions provided for in this Code include Final Plat Approval under Section 2.331 and other decisions expressly classified as an Administrative Decision by this Code.

The final paragraph of subsection (4), Limited Land Use Decisions, is amended as follows:

Examples of Limited Land Use Decisions include tentative subdivisions and partitions, replats, Property Line Adjustments, extensions, alterations, or expansions of nonconforming uses, and Minor or Major Site Plan Reviews that qualify as Limited Land Use Decisions under state law.

SECTION 3.400 LIMITED LAND USE REVIEW PROCEDURES

The introductory paragraph; the opening clause of subsection (1); subsections (1)(c) and (1)(d); and subsection (2) are amended as follows. All other provisions remain unchanged.

The following procedures govern Limited Land Use Reviews by the applicable decision authority. Written comments may be submitted during the applicable comment period. The initial decision shall be made without an evidentiary hearing. Limited Land Use Reviews shall be processed in accordance with ORS 197.195 and the applicable provisions of this Code.

- (1) The notice of application shall:
 - (c) List, by commonly used citation, the applicable approval criteria and standards.
 - (d) State that issues that may provide the basis for an appeal must be raised in writing before expiration of the comment period with sufficient specificity to enable the decision authority to respond to the issue.
- (2) A hearing on a Limited Land Use Decision may be provided only on appeal and, if provided, shall be conducted in accordance with Section 3.700 and ORS 197.195(5). If the appeal hearing allows additional testimony or evidence, the hearing shall comply with ORS 197.797.

SECTION 4.121 COMMERCIAL ZONE – VILLAGE CENTER – C-1

Subsections (4)(a) and (4)(f) are amended as follows:

- (a) Each site shall be adequately served by public utilities, including municipal water and sewer service. Sidewalks, streets, and other transportation improvements shall be provided as required by Article 5 and constructed or secured in accordance with Article 8.
- (f) Access and transportation improvements shall comply with Sections 5.122 through 5.125 and 5.140. Required right-of-way, transportation easements, frontage improvements, and other transportation improvements shall be provided as required by Article 5 and constructed or secured in accordance with Article 8.

SECTION 4.122 COMMERCIAL ZONE – NEIGHBORHOOD CENTER – C-2

Subsections (4)(a) and (4)(f) are amended as follows.

- (a) Each site shall be adequately served by public utilities, including municipal water and sewer service. Sidewalks, streets, and other transportation improvements shall be provided as required by Article 5 and constructed or secured in accordance with Article 8.
- (f) Access and transportation improvements shall comply with Sections 5.122 through 5.125 and 5.140. Required right-of-way, transportation easements, frontage improvements, and other transportation improvements shall be provided as required by Article 5 and constructed or secured in accordance with Article 8.

SECTION 4.131 LIMITED INDUSTRIAL ZONE – M-1

Subsections (4)(a) and (4)(g) are amended as follows:

- (a) Each site shall be adequately served by public utilities, including municipal water and sewer service. Sidewalks, streets, and other transportation improvements shall be provided as required by Article 5 and constructed or secured in accordance with Article 8.
- (g) Access and transportation improvements shall comply with Sections 5.122 through 5.125 and 5.140. Required right-of-way, transportation easements, frontage improvements, and other transportation improvements shall be provided as required by Article 5 and constructed or secured in accordance with Article 8.

SECTION 4.141 EDUCATIONAL FACILITIES ZONE—E-1

Subsection (4)(a) is amended and subsection (4)(d) is added as follows:

- (a) Each site shall be adequately served by public utilities, including municipal water and sewer service and shall provide sidewalks, streets, and other transportation improvements as required by Article 5 and constructed or secured in accordance with Article 8.
- (d) Access and transportation improvements shall comply with Sections 5.122 through 5.125 and 5.140. Required right-of-way, transportation easements, frontage improvements, and other transportation improvements shall be provided as required by Article 5 and constructed or secured in accordance with Article 8.

SECTION 4.151 PUBLIC USE ZONE – P-1

Subsections (4)(a) and (4)(e) are amended as follows:

- (a) Each site shall be adequately served by public utilities, including municipal water and sewer service and shall provide sidewalks, streets, and other transportation improvements as required by Article 5 and constructed or secured in accordance with Article 8.
- (e) Access and transportation improvements shall comply with Sections 5.122 through 5.125 and 5.140. Required right-of-way, transportation easements, frontage improvements, and other transportation improvements shall be provided as required by Article 5 and constructed or secured in accordance with Article 8.

SECTION 5.010 DEVELOPMENT STANDARDS

Section 5.010 is repealed and replaced in its entirety as follows:

The standards of this Article apply to development in all zoning districts when applicable to the proposed use or development. Development shall also comply with the standards of the applicable zoning district and other applicable provisions of this Code.

A standard of this Article may be modified only to the extent expressly authorized by this Code and upon approval of the modification under the applicable review procedure and approval criteria.

SECTION 5.020 PLAN CONFORMANCE

Section 5.020 is repealed and replaced in its entirety as follows:

Development shall conform to an approved development plan, including an approved Planned Development, that applies to the property. An approved development plan supplements this Code and does not supersede or modify a standard of this Code except to the extent that this Code expressly authorizes modification of the standard and the applicable land use decision expressly approves the modification.

In the event of a conflict, this Code controls unless the conflicting standard was modified through a procedure expressly authorized by this Code. Transportation standards in Sections 5.122 through 5.125 and 5.140 may be modified only to the extent expressly authorized by Section 5.140(15).

SECTION 5.116 YARD SETBACK EXCEPTIONS

Subsection (3) is amended as follows:

(3) The decision authority may require additional setbacks and utility easements when authorized by an applicable standard of this Code. Street right-of-way, transportation easements, and street improvements may be required only in accordance with Sections 5.123 and 5.140 and shall be constructed, secured, or otherwise implemented in accordance with Article 8, as applicable.

SECTION 5.122 ACCESS MANAGEMENT AND CLEAR VISION AREAS

Section 5.122 is repealed and replaced in its entirety as follows:

- (1) **Applicability.** This section applies to the creation, relocation, modification, consolidation, or closure of a street or driveway access point and to development actions subject to Section 5.140.
- (2) **Access Approval.**
 - (a) Access to a City street shall comply with this section and the applicable standards of Section 5.140.
 - (b) Access to a State or County transportation facility shall obtain any approval required by ODOT or Benton County, as applicable, and shall comply with the standards of the facility owner.
 - (c) A corner or through lot shall obtain access from the abutting street with the lower functional classification unless access to that street is prohibited by the agency having jurisdiction or cannot comply with the applicable access standards of this section and Section 5.140. Access from the street with the higher functional classification when compliant access to the lower-classification street is available requires approval of a modification under Section 5.140(15).
- (3) **Street Frontage and Access.**
 - (a) Each lot or parcel shall have at least 25 feet of frontage on a street other than an alley, except as provided in subsection (3)(b).
 - (b) A lot or parcel may be served by a recorded access easement when the easement:
 - i. Was lawfully established before the effective date of this Code; or
 - ii. Is approved as part of a land division or other land use application and complies with the applicable access-width, surface, grade, drainage, emergency-access, and maintenance standards of this Code.
- (4) **Intersection and Driveway Spacing.**
 - (a) Street intersections and driveway access points shall comply with the minimum spacing standards of Table 9 of the Transportation System Plan, as incorporated by Section 5.140(3). The applicable spacing requirement shall be based on the functional classification of the affected street. Minimum access spacing is as follows:

- i. Minor Arterial: 150 feet;
- ii. Major Collector: 125 feet;
- iii. Minor Collector: 125 feet; and
- iv. Local Street: 10 feet.

(b) Access to a Principal Arterial shall comply with the standards of the agency having jurisdiction.

(c) Spacing on Minor Arterials and Major or Minor Collectors shall be measured from the centerline of one access point to the centerline of the nearest access point on the same side of the street.

(d) Spacing on Local Streets shall be measured between the nearest edges of adjacent driveway approaches.

(5) Shared Access and Cross-Access.

(a) Shared access shall be provided when:

- i. An independent access cannot satisfy the applicable access-spacing standard and a shared access can satisfy the standard;
- ii. Two or more lots or parcels under common ownership are developed as a common development site and use of a shared access is required to satisfy the applicable access-spacing standard;
- iii. A lot or parcel cannot independently satisfy the applicable access-spacing standard and a compliant shared access is available; or
- iv. An existing or approved shared-access facility on adjoining property terminates at the common property line and can provide access to the proposed development in compliance with this section.

(b) Where shared access is required, the access shall be located on or near the common property line unless that location cannot comply with an applicable standard of this Code. In that case, the shared access shall be located at the nearest location that complies with the applicable standards.

(c) Cross-access between adjoining commercial, industrial, institutional, or multifamily development sites shall be when an independent access cannot satisfy subsection (4) and cross-access can provide compliant access, or when an existing or approved cross-access facility terminates at the common property line.

(6) Access Consolidation.

(a) Closure, relocation, restriction, or consolidation of an existing or proposed access point is required when development creates or modifies an access point, or increases the estimated use of an existing access point, and:

- i. The access does not comply with the applicable spacing standard and another existing or proposed access can serve the property in compliance with this section;
- ii. Two or more access points serve the same development site or adjoining sites under common ownership and one or more of the access points can be removed while maintaining access that complies with this section;
- iii. An existing or approved shared or relocated access can serve the affected property in compliance with this section; or
- iv. Redevelopment, intensification, or a change in site circulation would increase use of an access point that does not comply with this section or is not needed to provide reasonable access to the property and compliant alternative access is available.

(b) When subsection (6)(a) applies to an existing access point, an existing access point shall be closed, consolidated, relocated, restricted, or modified unless a modification is approved under Section 5.140(15).

(c) An access-consolidation requirement shall be limited to the minimum action necessary to satisfy the applicable access, circulation, mobility, or safety standard. The decision shall identify the affected access points, the applicable standard, and the basis for requiring closure, relocation, restriction, or consolidation.

(d) A required access change shall be reasonably related and proportionate to the anticipated impacts of the development.

- (7) **Planned Public Streets and Private Streets.**
- (a) When Section 5.140 requires right-of-way for a Planned Transportation Facility or future street connection the required public right-of-way shall be dedicated in accordance with Sections 5.123 and 5.140. Construction may be deferred only when authorized and secured in accordance with Article 8.
 - (b) A private street may be approved as part of the applicable land use application when the alignment is not shown as a planned public street and the private street complies with applicable private-street, emergency-access, utility, drainage, and maintenance standards.
- (8) **Easements and Maintenance.** Shared-access and cross-access facilities shall be established by recorded reciprocal access easements and maintenance agreements. The documents shall be recorded before:
- (a) Final Plat approval for a land division; or
 - (b) Issuance of the first building permit for other development.
- (9) **Modification.** When an intersection-spacing, driveway-spacing, shared-access, cross-access, or access-consolidation requirement cannot be met, the applicant shall:
- (a) Provide access through a compliant shared-access or cross-access connection; or
 - (b) Obtain approval of a modification under Section 5.140(15).
- (10) **Clear Vision Areas.**
- (a) A clear vision area shall be maintained at:
 - i. An intersection of two streets;
 - ii. A street and an alley;
 - iii. A street and a railroad; and
 - iv. Each driveway or other access point intersecting a street.
 - (b) The sides of the clear vision triangle shall be:
 - i. Fifteen feet along each roadway edge at a street intersection;
 - ii. Ten feet along each roadway or access edge at an alley-street or driveway-street intersection; and
 - iii. Twenty-five feet where streets intersect at an angle of less than 30 degrees.
 - (c) A clear vision area shall not contain a fence, wall, hedge, sign, structure, vegetation, or other obstruction exceeding 2.5 feet in height, measured from the top of the curb or, where no curb exists, from the established street centerline grade, except:
 - i. A tree trunk when branches and foliage are maintained at least eight feet above grade;
 - ii. An official traffic sign, signal, or control device; or
 - iii. A utility pole.

SECTION 5.123 STREETS

Section 5.123 is repealed and replaced in its entirety as follows:

- (1) **Functional Classification and Street System.** The location, classification, width, grade, and alignment of streets shall comply with Section 5.140. Streets shall connect to or extend existing and Planned Transportation Facilities when required by Section 5.140 or another applicable standard of this Code.
- (2) **Street Design.** Street design shall comply with the applicable functional classification and cross-section incorporated by Section 5.140. Required elements include travel lanes, turn lanes, parking, curbs, gutters, planter strips, sidewalks, bicycle facilities, shared-use paths, drainage facilities, and utility easements, as applicable. A required element may be modified only to the extent expressly authorized by Section 5.140(15).
- (3) **Right-of-Way and Roadway Widths.** Streets shall provide the minimum right-of-way and roadway width required by the

applicable cross-section incorporated by Section 5.140. Additional right-of-way or easements shall be provided when required to accommodate an element of the applicable street cross-section or another improvement required by this Code. A reduction or modification requires approval under Section 5.140(15).

(4) Reserve Strips.

(a) A reserve strip shall be provided:

- i. Across the full width of the right-of-way at the end of a stub street adjoining undeveloped land;
- ii. Along the boundary of a partial-width street adjoining undeveloped land;
- iii. When required to preserve a planned future street or accessway extension; or
- iv. When required to control access as required by Section 5.122.

(b) A reserve strip shall be one foot wide, shown on the Plat, and dedicated to or otherwise placed under the control of the City.

(c) A temporary barricade shall be installed and maintained at the end of a temporary stub street until the street is extended or otherwise authorized by the City to be opened.

(d) The City shall release the reserve strip when:

- i. The street extension or remaining partial-width street improvements have been completed and accepted by the City; or
- ii. The City determines through an applicable land use decision or amendment to an adopted transportation plan that the extension or completion is no longer required.

(5) Alignment and Intersection Spacing. Streets shall align with existing or planned streets. A different alignment requires approval under Section 5.140(15). Staggered or offset intersections shall comply with the access-spacing standards of Section 5.122.

(6) Future Extensions of Streets. Streets and accessways shall be extended to the boundary of a development when shown as a planned facility or required to comply with the block, connectivity, or accessway standards of this Code. A temporary dead-end street may be approved without a turnaround only when applicable emergency-access standards are satisfied.

(7) Intersection Angles. Streets shall intersect at 90 degrees unless a different intersection angle is approved through a modification under Section 5.140(15). An intersection angle of less than 60 degrees is prohibited unless specifically approved under Section 5.140(15). Intersection geometry and right-of-way shall accommodate the applicable design vehicle and required pedestrian, bicycle, and accessibility facilities.

(8) Existing Streets and Frontage Improvements. Where an existing street adjacent to or within a development is narrower or otherwise incomplete compared with the applicable standard, the development shall provide the required right-of-way and frontage or partial-width street improvements in accordance with Sections 5.140 and 8.300, unless the improvement is deferred or secured under Article 8.

(9) Partial-Width Streets.

(a) A partial-width street may be approved only through a modification under Section 5.140(15).

(b) The width and configuration of an approved Partial-Width Street shall be established through the modification decision based on the applicable ultimate street cross-section and the approval criteria of Section 5.140(15).

(c) The approved Partial-Width Street may include more than one-half of the ultimate roadway width when required by the modification decision to satisfy the approval criteria of Section 5.140(15).

(d) The roadway crown, drainage facilities, and structural section shall be designed to allow completion of the ultimate street without substantial reconstruction of the completed improvements.

(e) Required curbs, gutters, planter strips, sidewalks, bicycle facilities, shared-use paths, drainage facilities, and utilities shall be provided along the development frontage unless modified under Section 5.140(15).

(f) Sufficient right-of-way shall be dedicated or reserved to allow completion of the ultimate street cross-section.

(g) When a partial-width street exists adjacent to a development, the development shall provide the remaining right-of-way and improvements required by the applicable street cross-section, unless deferred or secured under Article

8.

- (10) Cul-de-sac. A cul-de-sac shall not exceed 500 feet in length unless a modification is approved under Section 5.140(15). Length shall be measured along the street centerline from the nearest intersecting street right-of-way to the center of the turnaround. The turnaround shall comply with applicable City and emergency-access standards.
- (11) Street Names. Except for extensions of existing streets, a street name shall not duplicate or be substantially similar to the name of an existing street. Street names and addresses shall conform to the established pattern in the City and shall be approved by the City.
- (12) Streets Adjacent to Railroad Right-of-Way. When a development contains or abuts a railroad right-of-way, a parallel street or other transportation connection shall be required only when identified as a Planned Transportation Facility or otherwise required by Section 5.140. The location and design shall comply with applicable railroad-crossing, street, drainage, and transportation standards. Any required improvement shall comply with the proportionality requirements of Sections 5.140(9) and 8.100.
- (13) Frontage and Shared-Access Streets. When direct access to a Principal Arterial, Minor Arterial, Major Collector, or Minor Collector would not comply with Section 5.122, the development shall provide a frontage street, shared-access street, cross-access easement, non-access reservation, or other access arrangement authorized by Section 5.122 that results in compliance with the applicable access standard.
- (14) Private Streets. Private streets shall comply with the same functional and dimensional land use standards applicable to public streets unless a modification is approved under Section 5.140(15). Technical engineering design or construction alternatives that do not modify a land use standard may be reviewed under Section 8.800. A recorded maintenance agreement shall be provided before final Plat approval or occupancy, whichever occurs first.

SECTION 5.124 SIDEWALKS

Section 5.124 is repealed and replaced in its entirety as follows:

Sidewalk improvements are required for land divisions and development as specified by the applicable street cross-section incorporated by Section 5.140. Sidewalks shall be provided on both sides of a public street unless a modification is approved under Section 5.140(15) or construction is deferred or secured under Article 8.

- (1) Sidewalks shall be constructed within the street right-of-way. A sidewalk may be located within an easement only when approved through a modification under Section 5.140(15).
- (2) Sidewalks shall connect to existing sidewalks and comply with the alignment and placement requirements of the applicable street cross-section. A deviation from a required alignment or placement requires approval under Section 5.140(15).
- (3) An alternate sidewalk width may be approved only to the extent expressly authorized by Section 5.140(15).
- (4) Sidewalk widths, planter strips, curbs, and placement shall comply with the applicable cross-section incorporated by Section 5.140. Engineering design, materials, construction, testing, inspection, and acceptance shall comply with Article 8 and the Public Infrastructure Design Standards Manual.
- (5) Planter strips and other landscaped portions of the street right-of-way adjoining the property shall be landscaped in accordance with applicable City standards.
- (6) Maintenance of sidewalks and planter strips shall be the continuing obligation of the abutting property owner.
- (7) Midblock Accessways. A public pedestrian and bicycle accessway shall be provided when required by Section 5.131 or Section 5.140. The accessway shall be located in a public easement or right-of-way and designed in accordance with the shared-use-path or applicable accessway standard incorporated by Section 5.140.

SECTION 5.125 BIKEWAYS

Section 5.125 is repealed and replaced in its entirety as follows:

- (1) Development adjoining or containing an existing bicycle facility, shared-use path, or Planned Transportation Facility applicable under Section 5.140 shall preserve the applicable alignment and provide required right-of-way, easements, connections, extensions, or improvements in accordance with Sections 5.140(5) and (9). Bicycle facilities shall connect

to existing or Planned Transportation Facilities and shall be separated from motor-vehicle or pedestrian travel where required by the applicable standard.

- (2) Bicycle-lane, bicycle-path, and shared-use-path widths shall comply with the applicable cross-section incorporated by Section 5.140. Engineering design, materials, construction, testing, inspection, and acceptance shall comply with Article 8 and the Public Infrastructure Design Standards Manual.

SECTION 5.130 EASEMENTS

Subsection (4) is added, and the existing Water Courses subsection is renumbered as subsection (5), as follows. All other provisions remain unchanged.

- (4) Transportation Easements. Easements shall be provided when required by this Code to accommodate shared access, cross-access, sidewalks, bicycle facilities, shared-use paths, future street or accessway extensions, slopes, drainage, maintenance, or other required transportation facilities or improvements.
- (5) Water Courses.

SECTION 5.131 BLOCKS

Subsections (1)(c), (2), and (3) are amended, and subsection (4) is added, as follows. All other provisions remain unchanged.

- (1)(c) Street, pedestrian, bicycle, emergency-access, and multimodal-connectivity needs identified by the applicable standards of this Code.
- (2) Size: A block shall have sufficient depth to provide for two tiers of building sites unless a modification is approved under Section 5.140(15). Blocks shall not exceed 600 feet in length, except that a block may be up to 1,200 feet when a midblock pedestrian and bicycle accessway is provided in accordance with Section 5.124(7). A block exceeding 1,200 feet requires a modification under Section 5.140(15).
- (3) Large Lot or Parcel Block Configurations: In dividing tracts into large lots or parcels that may be re-divided in the future, the blocks or sites shall be configured to accommodate future street or accessway extensions required by Section 5.140 and subsequent division into lots or parcels that comply with this Code.
- (4) Connectivity. Blocks and development sites shall provide street and accessway connections required by this Code, including connections to existing transportation facilities and Planned Transportation Facilities applicable under Section 5.140. Development shall preserve required future street, sidewalk, bicycle, shared-use-path, and accessway connections. Midblock accessways shall be provided as required by Section 5.124(7).

SECTION 5.132 BUILDING SITES

Subsections (1)(e) and (1)(f) are amended as follows. All other provisions remain unchanged.

- (e) Large Lots or Parcels: Large lots or parcels which may be further divided into smaller lots in the future shall be configured to accommodate Planned Transportation Facilities and future street or accessway connections required by Section 5.140 and future lots or parcels that comply with the applicable standards of this Code.

Large lot or parcel plans shall show, by dashed lines, potential future divisions that comply with the minimum applicable standards of this Code. Building locations must be within the proposed minimum property lines and setback standards specified herein to facilitate an orderly division and use of the property in the future. Large lot or parcel divisions shall also show Planned Transportation Facilities and future street or accessway connections required by Section 5.140, together with any required rights-of-way or easements, in addition to future urban lot lines on the Tentative Plan.

- (f) Flag Lots or Parcels: Flag lots or parcels may be approved when they comply with the applicable frontage and access standards of Sections 5.122 and 5.140. Minimum width for a flag lot access is 25 feet.

SECTION 5.140 TRANSPORTATION SYSTEM PLAN IMPLEMENTATION

Section 5.140 is added as follows:

- (1) Purpose. This section implements the Adair Village Transportation System Plan and establishes transportation standards applicable to development.
- (2) Applicability.
 - (a) Development Actions. This section applies to land divisions, Site Plan Reviews, Conditional Uses, Planned Developments, modifications to approved developments, redevelopment or intensification, access-management requests, phased developments, and changes or expansions of use that increase transportation demand, create or modify access, alter site circulation or approved phasing. This section also applies to public or private transportation improvements.
 - (b) Plan and Land Use Regulation Amendments. Comprehensive Plan amendments, zoning map amendments, Development Code amendments, and master plans adopted as part of the Comprehensive Plan shall be reviewed under Section 2.700 and applicable state transportation-planning requirements. This section applies to a development application submitted concurrently with an amendment.
 - (c) Development Agreements. A Development Agreement that establishes or modifies access, circulation, transportation mitigation, improvement obligations, or development phasing shall be consistent with this section and the applicable land use approval.
- (3) Incorporated TSP Standards. For purposes of development review, the following provisions of the 2019 Transportation System Plan are expressly incorporated as mandatory standards:
 - (a) Figure 4, Street Functional Classification;
 - (b) Table 7 and Figures 5 through 11, Typical Roadway Cross-section Standards;
 - (c) Figure 12, Shared-use Path Standard Cross-section; and
 - (d) Table 9, Minimum Roadway and Access Spacing Standards, as implemented by Section 5.122.
 - (e) Except as provided in subsection (3)(f), other TSP goals, policies, recommendations, and project lists guide legislative decisions, corridor protection, and capital planning but are not independent approval criteria for a development application unless expressly identified by this Code.
 - (f) Figure 13, City of Adair Village Projects, and Table 10, Adair Village Project List, are incorporated solely to identify the general location and function of planned street, intersection, pedestrian, bicycle, crossing, and shared-use-path facilities under subsection (5). Figure 13 and Table 10 do not independently require an applicant to construct, dedicate, or fund a transportation project.
- (4) Functional Classification and Cross-sections. Development shall be designed to preserve the functional classification, intended operation, and planned capacity of affected transportation facilities, consistent with the Transportation System Plan. Streets within or abutting a development shall be classified, designed, and dedicated according to Figure 4 and the applicable cross-section identified in Table 7 and Figures 5 through 11. Shared-use paths shall comply with Figure 12. Facilities under State or County jurisdiction are subject to Section 8.900.

A new street not shown on Figure 4 shall be classified as follows:

- (a) An extension of an existing classified street shall have the same functional classification as the street being extended;

(b) A street expressly identified with a functional classification by an applicable provision of the Transportation System Plan incorporated by this Code shall have that classification; and

(c) Any other new street shall be classified as a Local Street unless a different classification is established through an amendment to the Transportation System Plan.

The City does not establish a cross-section for a Principal Arterial. A Principal Arterial under ODOT jurisdiction shall comply with applicable ODOT standards.

- (5) Rights-of-Way and Planned Facilities. Development shall provide or preserve the right-of-way and easements necessary for applicable street cross-sections and planned streets, intersections, sidewalks, bicycle facilities, shared-use paths, and accessways. Development shall not preclude a planned transportation facility. Inclusion of a project in the TSP does not, by itself, require an applicant to construct or fund the entire project. Any development condition must be authorized by this Code and reasonably related and proportionate to the development's anticipated impacts.

When an applicable standard of this Code requires a future street, shared-use path, pedestrian or bicycle connection, crossing, or other transportation connection to a facility identified in Figure 13 or Table 10, the development shall preserve the right-of-way, easement, or connection required by that standard. Figure 13 or Table 10, by itself, does not require dedication, construction, or funding of the identified facility.

- (6) Mobility Standards.

- (a) Analysis Basis. Intersection operations shall be analyzed using the methodology required by subsection (14). Peak-hour traffic volumes shall be converted to demand flow rates using a peak-hour factor based on the highest consecutive 15-minute traffic volume occurring within the analyzed peak hour.
- (b) Signalized, All-Way-Stop-Controlled, and Roundabout-Controlled Intersections. A signalized, all-way-stop-controlled, or roundabout-controlled City intersection shall operate at a volume-to-capacity ratio not higher than 0.85 during the highest one-hour period on an average weekday.
- (c) Two-Way-Stop-Controlled and Yield-Controlled Intersections. Each intersection approach serving more than 20 vehicles during the highest one-hour period on an average weekday shall operate at a volume-to-capacity ratio not higher than 0.90.
- (d) Low-Volume Approaches. The mobility standard in subsection (6)(c) does not apply to an approach serving 20 or fewer vehicles during the analyzed peak hour.
- (e) Traffic-Signal Warrants. Satisfaction of a volume-based traffic-signal warrant under the Manual on Uniform Traffic Control Devices shall require evaluation of appropriate traffic-control and mitigation alternatives but does not, by itself, establish that the mobility standard is not met.
- (f) Other Jurisdictions. ODOT facilities shall comply with applicable ODOT mobility standards. Benton County facilities shall comply with applicable Benton County mobility standards. The City may apply its standards to a County facility within the Urban Growth Boundary only when the standards do not allow a lesser degree of mobility and are accepted by the County.

- (7) Transportation System Adequacy. Development shall not cause an applicable transportation facility to exceed the mobility standards in subsection (6). If an affected facility does not meet, or is projected not to meet, the applicable standard, the development shall provide mitigation reasonably related and proportionate to its anticipated impacts that avoids further degradation or otherwise satisfies applicable state law and agency standards.

- (8) On-site Circulation and Queuing.

- (a) Access points, driveway approaches, drive aisles, parking areas, loading areas, school-bus routes, transit routes, delivery and refuse routes, pedestrian and bicycle routes, and emergency-access routes shall comply with the applicable dimensional, clear-vision, turning-radius, grade, parking, loading, fire-access, pedestrian, and bicycle standards of this Code.

- (b) Vehicle queues shall be accommodated on the development site and shall not extend:
 - i. Into a public street;
 - ii. Across a public sidewalk or bicycle facility;
 - iii. Across an access serving another property; or
 - iv. Into or through a required emergency-access route.
- (c) A different queuing arrangement may be approved only when supported by a Traffic Impact Analysis demonstrating compliance with the applicable mobility, access, circulation, and safety standards of this Code.
- (d) Transit Access. Development adjoining an existing transit stop shall provide an accessible pedestrian connection between the development's pedestrian circulation system and the transit stop. Development shall not obstruct the safe operation of the transit facility. A transit improvement may be required only when authorized by this Code and reasonably related and proportionate to the development's anticipated impacts.
- (9) Transportation Improvements and Mitigation. Conditions of approval may require right-of-way or easement dedication, frontage or partial-width street improvements, access consolidation or restriction, turn lanes, intersection improvements, traffic-control devices, sidewalks, crossings, bicycle facilities, shared-use paths, lighting, or other transportation measures expressly authorized by an applicable standard of this Code. A condition requiring an off-site improvement or financial contribution shall include findings identifying the development impact and the basis for the nature and extent of the requirement.
- (10) Transportation Assessment. A Transportation Assessment shall be submitted with an application subject to subsection (2)(a) when the proposal creates or modifies access, alters site circulation or approved phasing, or increases transportation demand. Any portion of a Transportation Assessment that includes engineering analysis or engineering judgment shall be prepared under the responsible charge of a Qualified Transportation Engineer and signed and sealed as required by Oregon law. The assessment shall identify existing and proposed uses, estimated daily and peak-hour trips, affected street classifications, existing and proposed access, on-site circulation and queuing, pedestrian and bicycle connections, emergency and service access, applicable transportation standards, and potential transportation issues requiring additional analysis or mitigation. An assessment element is not required when the proposed development does not include or affect the corresponding use, access point, transportation facility, circulation route, transportation mode, or operating characteristic.
- (11) Traffic Impact Analysis. A Traffic Impact Analysis shall be required when any of the following apply:
 - (a) The proposal is estimated to generate at least 25 net new peak-hour vehicle trips or 250 net new average daily vehicle trips;
 - (b) The proposal creates an access to a Minor Arterial, Major Collector, or Minor Collector, or modifies the location, permitted turning movements, or number of vehicle lanes of an existing access to one of those streets;
 - (c) The proposal includes a school, drive-through, event venue, freight-intensive use;
 - (d) The Transportation Assessment indicates that the proposal may cause or worsen a failure of an applicable mobility, queuing, sight-distance, access-spacing, or safety standard; or
 - (e) The City Engineer provides a written determination identifying:
 - i. A documented crash pattern, sight-distance limitation, capacity constraint, queuing condition, or access-spacing deficiency affected by the development;
 - ii. The specific standard of this Code that may not be satisfied; and
 - iii. The additional analysis necessary to determine compliance with that standard.
- (12) Traffic Impact Analysis Requirements.

- (a) Professional Preparation. A Traffic Impact Analysis shall be prepared under the responsible charge of a Qualified Transportation Engineer.
- (b) Approved Scope. Before preparing the Traffic Impact Analysis, the applicant shall submit a scoping memorandum for approval by the City Engineer. The memorandum shall identify:
 - i. The proposed development and anticipated development schedule;
 - ii. Proposed trip-generation rates and sources;
 - iii. Proposed internal-capture, pass-by, diverted-trip, mode-split, trip-distribution, and trip-assignment assumptions, as applicable;
 - iv. The transportation facilities, intersections, approaches, access points, and circulation routes proposed for study;
 - v. Existing, buildout, and future analysis years;
 - vi. Peak periods and other operating periods proposed for analysis;
 - vii. Traffic-count, crash, and other data proposed for use;
 - viii. The analysis methods, software, and applicable publication editions proposed for use;
 - ix. The work to be performed; and
 - x. Any proposed alternative methodology.
- (c) Required Analysis. The Traffic Impact Analysis shall evaluate each of the following elements that is relevant to a transportation facility, transportation mode, access point, circulation route, operating period, or transportation impact affected by the proposal:
 - i. Existing transportation conditions and facilities;
 - ii. Future background conditions without the proposed development, including approved but unbuilt development, complete pending development applications identified in the approved scope, and an approved background growth rate;
 - iii. Trip generation, internal capture, pass-by trips, diverted trips, trip distribution, trip assignment, and mode split, as applicable;
 - iv. Buildout and applicable future conditions with the proposed development;
 - v. Site access, access-management spacing, internal circulation, loading, parking operations, queuing, and emergency and service access;
 - vi. Operations of affected roadways, intersections, approaches, pedestrian facilities, bicycle facilities, and transit facilities;
 - vii. Turn-lane warrants, traffic-control warrants, queuing, and sight distance, as applicable;
 - viii. Transportation safety, including crash history and potential safety concerns associated with the proposed development;
 - ix. Compliance with applicable mobility, access-management, circulation, safety, and other transportation standards of this Code; and
 - x. Measures necessary to avoid, minimize, or mitigate an identified failure to comply with an applicable standard.
- (d) Scope Adjustments. Based on the scale, complexity, and anticipated transportation impacts of the proposal, the City Engineer may:
 - i. Require an analysis listed in subsection (12)(c) when necessary to evaluate compliance with an applicable standard of this Code;

- ii. Waive an analysis listed in subsection (12)(c) when the proposal does not include or affect the corresponding facility, mode, access point, circulation route, operating period, or transportation condition; or
- iii. Approve a written amendment to the scope when new information demonstrates that an additional or different analysis is necessary.

The approved scope and methodology may identify analytical methods, study locations, time periods, data requirements, and documentation requirements but may not establish or modify an approval criterion, mobility standard, safety standard, or mitigation obligation not contained in this Code or expressly incorporated by this Code.

(13) Traffic Impact Analysis Report.

- (a) The Traffic Impact Analysis shall contain sufficient information to allow the City to independently review the analysis and determine compliance with applicable transportation standards.
- (b) The report shall document:
 - i. The approved scope and any approved scope amendments;
 - ii. Assumptions and methodologies;
 - iii. Data sources and the dates on which data were collected;
 - iv. Existing, background, and project-generated traffic volumes;
 - v. Trip-generation, distribution, and assignment calculations;
 - vi. Analysis inputs, calculations, and model outputs;
 - vii. Maps, figures, traffic counts, collision data, and other supporting information;
 - viii. Findings and conclusions concerning each applicable transportation standard; and
 - ix. Proposed mitigation measures and the relationship of each measure to an identified development impact and applicable standard.
- (c) The City may require supporting electronic calculations or model files when reasonably necessary to verify the reported results.
- (d) The final Traffic Impact Analysis shall be signed and sealed by the Qualified Transportation Engineer responsible for the analysis.

(14) Transportation Analysis Methodology.

- (a) A Transportation Assessment and Traffic Impact Analysis shall use accepted transportation-engineering principles and methodologies appropriate to the scope of the analysis.
- (b) Unless an alternative methodology is approved under subsection (14)(d), the analysis shall be consistent with the editions identified in the approved scope of the following publications, as applicable:
 - i. The Oregon Department of Transportation Analysis Procedures Manual for Oregon-specific analysis procedures, including traffic forecasting, turn-lane assessment, operational analysis, and crash-data evaluation;
 - ii. The Highway Capacity Manual for capacity, delay, level-of-service, queuing, and other operational analyses;
 - iii. The Manual on Uniform Traffic Control Devices for traffic-control warrants and traffic-control devices;
 - iv. The Institute of Transportation Engineers Trip Generation Manual for trip-generation estimates; and
 - v. Applicable AASHTO guidance for intersection sight distance, stopping sight distance, and geometric-design analysis.

- (c) When a facility is under ODOT or Benton County jurisdiction, the analysis shall also comply with the applicable methodology and documentation requirements of the facility owner.
- (d) The City Engineer may approve an alternative methodology when the Qualified Transportation Engineer demonstrates that the methodology:
 - i. Is appropriate for the facility, transportation mode, land use, and analysis being performed;
 - ii. Is supported by recognized transportation-engineering principles, published research, or locally collected data;
 - iii. Produces results of equal or greater reliability than the otherwise applicable methodology;
 - iv. Does not apply a lesser mobility, access, circulation, or safety standard than required by this Code or the facility owner; and
- (e) The approved methodology shall be used throughout the analysis unless a written amendment is approved by the City Engineer.

(15) Modifications.

- (a) A modification under this subsection is an optional alternative to strict compliance with the applicable standard.
- (b) The applicable decision authority may approve a site-specific modification to a required right-of-way width, street cross-section, access-management standard, street alignment or geometric standard, partial-width-street standard, cul-de-sac standard, private-street standard, block or connectivity requirement, or required pedestrian, bicycle, or shared-use-path facility when the applicant demonstrates that:
 - i. A documented physical, environmental, legal, or existing-development constraint makes strict compliance impracticable;
 - ii. The modification is the minimum necessary to address the documented constraint;
 - iii. The proposed alternative provides equal or better safety, accessibility, multimodal function, drainage, structural performance, and maintainability;
 - iv. The modification will not impair the functional classification or planned operation of the affected transportation facility;
 - v. The modification will not preclude construction or extension of a planned transportation facility; and
 - vi. The need for the modification is not primarily the result of the applicant's proposed site design, lot configuration, development phasing, or other reasonably avoidable action and cannot reasonably be avoided through a feasible alternative design.
- (c) Except as provided in subsection (15)(d), a modification request shall be consolidated with the underlying development application and processed under the same review procedure as that application. When the underlying application is a Limited Land Use Decision, the consolidated application and modification shall be processed as a Limited Land Use Decision under Section 3.400.
- (d) A modification request not associated with another development application shall be processed as a Quasi-Judicial Decision under Section 3.510, with the Planning Commission as the decision authority.
- (e) When a modification is requested with an application otherwise subject to review by the City Administrator, the Planning Commission shall be the decision authority for the consolidated application.
- (f) This subsection authorizes a site-specific modification to an applicable development standard. It does not authorize a change to a street's adopted functional classification, a Transportation System Plan map or project, or an adopted transportation-facility standard of general applicability.
- (g) A technical engineering alternative that does not modify a land use standard may be reviewed under Section 8.800.

- (16) Technical Evidence and Approval Criteria. Transportation Assessments, Traffic Impact Analyses, agency comments, staff reports, and consultant memoranda are evidentiary documents. They may identify transportation operations or safety concerns and may be used to evaluate compliance with applicable standards of this Code or other applicable law. They shall not independently establish a new local approval criterion or authorize mitigation beyond that authorized by this Code, other applicable law, or a permit issued by an agency with jurisdiction. Nothing in this subsection limits the authority of ODOT, Benton County, or another agency under its own permitting or regulatory authority.

SECTION 7.210 PD CONCEPTUAL PLAN REVIEW

The final sentence is amended as follows. All other provisions remain unchanged.

Transportation information, a Transportation Assessment, or a Traffic Impact Analysis shall be provided when required by Section 5.140.

SECTION 7.230 PLANNED DEVELOPMENT STANDARDS

Subsection (7)(d) is added as follows. All other provisions remain unchanged.

(d) Notwithstanding any other provision of this section, a transportation standard in Sections 5.122 through 5.125 or 5.140 may be modified through a Planned Development only to the extent expressly authorized and approved under Section 5.140(15).

SECTION 7.240 PLANNED DEVELOPMENT ELEMENTS

The Existing and Planned Transportation Facilities, Pedestrian and Bicycle Facilities, and Access and Circulation elements are amended, and a Transportation Analysis element is added, as follows. All other elements remain unchanged.

Existing and Planned Transportation Facilities

- Existing streets and other transportation facilities within 300 feet of the development, including their locations, names, functional classifications, right-of-way and improved widths, access points, pedestrian and bicycle facilities, shared-use paths, transit facilities, and Planned Transportation Facilities applicable under Section 5.140 within or adjoining the development area.

Pedestrian and Bicycle Facilities

- Proposed pedestrian and bicycle facilities, shared-use paths, accessways, trails, transit facilities, and associated easements, including their locations, dimensions, and connections to existing transportation facilities and Planned Transportation Facilities applicable under Section 5.140.

Access and Circulation

- Proposed vehicle, pedestrian, bicycle, service, delivery, and emergency access and circulation within and adjoining the proposed development, including access points, queuing and stacking areas, loading areas, and connections to adjoining property.

Transportation Analysis

Add the following element:

- Transportation information, a Transportation Assessment, or a Traffic Impact Analysis when required by Section 5.140.

SECTION 7.270 AGREEMENT AND SECURITY

The final sentence of the second paragraph is amended to read as follows:

The agreement shall also provide for reimbursement of the City's cost of inspection in accordance with Section 8.100(4).

SECTION 7.280 CHANGES IN APPROVED DEVELOPMENT PLAN

Subsection (2)(f) is added as follows. All other provisions remain unchanged.

(f) Do not create, relocate, close, or change the permitted turning movements of an access point; create, eliminate, or relocate a street, pedestrian, or bicycle connection; substantially change an approved on-site circulation pattern or development phase; or eliminate, reduce, or defer an approved transportation-mitigation requirement. A change described in this subsection is not a Minor Change and shall be processed as a Major Change under subsection (1), with Section 5.140 applying as applicable.

SECTION 8.100 IMPROVEMENT PROCEDURES

Subsections (8), (9), and (11) are amended as follows. All other provisions remain unchanged.

- (8) Off-site transportation improvements may be required only when authorized by an applicable standard of Article 5. The decision shall include findings identifying the development impact, the applicable Code standard, and the relationship between that impact and the nature and extent of the required improvement or financial contribution.
- (9) The applicant or property owner shall provide all required public improvements. Construction of a required improvement may be deferred only when deferral is authorized by this Code and the decision determines that immediate construction is not required to satisfy an applicable approval criterion and that future construction of the improvement remains feasible. A deferred improvement shall be secured by an improvement agreement, performance security, proportionate contribution, or other mechanism authorized by this Code. The basis, timing, and method of security for the deferral shall be stated in the decision.
- (11) The City may deny a land division or development when an applicable facility, mobility, access, safety, or improvement standard cannot be satisfied through an improvement or mitigation measure authorized by this Code, or when the applicant refuses to provide or secure required improvements.

SECTION 8.200 SPECIFICATIONS FOR IMPROVEMENTS

Section 8.200 is repealed and replaced in its entirety as follows:

Design and construction standards for public facilities have been adopted by the City in Section 8.700. The developer or land divider shall submit plans and specifications complying with this Code and other applicable City ordinances. Where a technical engineering standard is not specified, the City Engineer may require a generally accepted engineering standard applicable to the improvement. The City Engineer shall identify the standard in writing in the approved plans or specifications. An uncodified engineering standard may not create or modify a land use approval criterion or development standard.

SECTION 8.300 REQUIRED IMPROVEMENTS

The introductory paragraph and subsections (1) through (5), (10), and (11) are amended; the existing Surface Drainage and Storm Sewer System subsection, currently numbered (8), is renumbered as subsection (7) without substantive amendment; and all other provisions remain unchanged.

The following improvements shall be installed when required by Article 5, another applicable approval criterion, or a condition of approval authorized by this Code or other applicable law. Improvements shall be provided at the expense of the developer or land divider, except where the City approves another lawful cost-sharing arrangement. Deferral, improvement agreements, and security are governed by Section 8.100 and Sections 8.510 and 8.520.

- (1) Streets and Frontage Improvements. Public or private streets adjacent to or within the development or land division shall be dedicated and improved as required by Sections 5.123 and 5.140. Required improvements may include roadway pavement, curbs, gutters, drainage facilities, planter strips, sidewalks, bicycle facilities, shared-use paths, lighting, and related improvements. Survey monuments shall be re-established and protected following construction.

- (2) Railroad Crossings. A railroad-crossing improvement required under Section 5.140 shall be provided in accordance with applicable railroad and agency requirements. The applicant's obligation shall be reasonably related and proportionate to the anticipated impacts of the development.
- (3) Street Name Signs. Street-name signs shall be installed for new or extended streets in accordance with applicable City standards.
- (4) Streetlights. Streetlights required by Article 5 or another applicable approval criterion or standard of this Code shall be installed in accordance with applicable City standards and shall be served by underground utilities unless otherwise approved by the serving utility and the City.
- (5) Traffic Controls and Intersection Improvements. Traffic signals, signs, turn lanes, channelization, crossings, access modifications, or other intersection improvements required under Section 5.140 shall be constructed or secured at the time specified in the land use decision. The applicant's obligation shall be reasonably related and proportionate to the anticipated impacts of the development.
- (7) Surface Drainage and Storm Sewer System:
- (10) Sidewalks and Accessways. Sidewalks and pedestrian accessways shall be provided as required by Sections 5.124, 5.131, and 5.140. A modification to a required sidewalk or accessway land use standard shall be reviewed under Section 5.140(15). A technical engineering alternative that does not modify a land use standard may be reviewed under Section 8.800.
- (11) Bicycle Facilities and Shared-Use Paths. Bicycle lanes, bicycle paths, and shared-use paths shall be provided as required by Sections 5.125 and 5.140. A modification to a required bicycle facility or shared-use path land use standard shall be reviewed under Section 5.140(15). A technical engineering alternative that does not modify a land use standard may be reviewed under Section 8.800.

SECTION 8.700 ADOPTED DESIGN AND CONSTRUCTION STANDARDS

Section 8.700 is repealed and replaced in its entirety as follows:

The City has adopted design and construction standards for public improvements, including water, sanitary sewer, storm drainage, streets, sidewalks, bikeways, shared-use paths, and driveways. These technical standards are contained in the Public Infrastructure Design Standards Manual effective July 1, 2009, as amended in accordance with Section 8.800.

Article 5 and the TSP standards expressly incorporated by Section 5.140 control functional classification, required right-of-way, street cross-sections, access spacing, mobility, connectivity, required pedestrian, bicycle, and shared-use-path facilities. The Public Infrastructure Design Standards Manual controls engineering details, materials, construction methods, testing, inspection, and acceptance. The Manual may not establish, modify, or expand a land use approval criterion or development standard.

The City shall maintain a current copy of the Manual and all adopted amendments or addenda.

SECTION 8.800 MODIFICATIONS PERMITTED

Section 8.800 is repealed and replaced in its entirety as follows:

The City may review and approve modifications to the Public Infrastructure Design Standards Manual upon written request from a developer, contractor, or other person designing or constructing public improvements within the City. A modification may be approved as a one-time technical modification or adopted as a permanent modification to the Manual.

This section applies only to technical engineering details and does not authorize modification of a land use approval criterion or development standard in Article 5. Modifications to required right-of-way, street cross-sections, access-management standards, connectivity requirements, or required pedestrian, bicycle, shared-use-path, or other transportation facilities are governed by Section 5.140(15). A mobility standard may not be modified under this section.

- (1) One-Time Modifications. The City Engineer may approve a one-time technical modification for a particular public improvement when the applicant demonstrates that the proposed alternative:

- (a) Provides equal or better safety, structural performance, service life, and maintainability;
 - (b) Complies with the applicable functional and dimensional standards of Article 5; and
 - (c) Does not modify a land use approval criterion or development standard.
- (2) Permanent Modifications. A permanent modification to the Public Infrastructure Design Standards Manual may be recommended by the City Administrator and City Engineer and adopted by the City Council. A permanent modification adopted under this section may not modify a land use approval criterion, development standard, or Transportation System Plan implementing standard. A proposed change to any such standard shall instead be processed as a Development Code or Transportation System Plan amendment, as applicable.

SECTION 8.900 APPLICABILITY OF STATE AND COUNTY STANDARDS

Section 8.900 is repealed and replaced in its entirety as follows:

Public improvements within a Benton County or ODOT right-of-way require coordination with the applicable agency and all required permits.

- (1) State Facilities. ODOT standards and permit requirements govern work within State right-of-way and facilities under State jurisdiction. City standards apply only to the extent accepted by ODOT and not inconsistent with ODOT requirements.
- (2) County Facilities Within the Urban Growth Boundary. For Benton County facilities within the Urban Growth Boundary, the functional classifications and transportation cross-sections established by Article 5 apply only to the extent accepted by Benton County or established through an applicable intergovernmental agreement or project-specific approval. Benton County standards and permit requirements govern permitting, engineering details, construction, inspection, and acceptance.
- (3) County Facilities Outside the Urban Growth Boundary. Benton County standards and permit requirements govern work within County right-of-way and facilities under County jurisdiction outside the Urban Growth Boundary.
- (4) Alternative Standards. An alternative to subsections (1) through (3) may be established through an intergovernmental agreement or written project-specific approval by the City and the agency having jurisdiction.



**BEFORE THE CITY COUNCIL FOR THE
CITY OF ADAIR VILLAGE, OREGON**

In the Matter of Amending the Adair Village
Development Code to Implement the Adopted
Transportation System Plan; File No. DCA-26-01

ORDINANCE NO. 2026-5

WHEREAS, the City of Adair Village adopted the 2019 Transportation System Plan (TSP), which establishes the City's long-range transportation framework and identifies transportation standards and facilities intended to guide future development;

WHEREAS, the City initiated legislative amendments to the Adair Village Development Code to implement the adopted TSP and clarify the transportation standards applicable to development review, including application requirements, access management, street standards, pedestrian and bicycle facilities, connectivity, mobility standards, transportation analysis, public improvements, and related review procedures;

WHEREAS, notice of the proposed amendments was provided to affected agencies and service providers, including Benton County, the Oregon Department of Transportation, and the City's contract engineering consultant, and a Post-Acknowledgment Plan Amendment (PAPA) notice was submitted to the Oregon Department of Land Conservation and Development on August 3, 2026;

WHEREAS, notice of the proposed amendments and public hearings was posted on the City's website on August 24, 2026, and newspaper notice was published on September 3, 2026, with a second newspaper publication scheduled for September 23, 2026;

WHEREAS, the Adair Village Planning Commission conducted a legislative public hearing on September 17, 2026, at which no written or oral public testimony was submitted or presented, and the Planning Commission recommended that the City Council approve File No. DCA-26-01 as presented, without revisions;

WHEREAS, the City Council conducted a legislative public hearing on October 6, 2026, considered the Planning Commission's recommendation, the record developed in the proceeding, the staff report, the proposed amendments, and any testimony and evidence submitted to the City Council;

WHEREAS, the City Council finds, based on the findings and conclusions contained in the City Council Staff Report for File No. DCA-26-01, that the proposed amendments satisfy the applicable approval criteria in Section 2.700(2) of the Adair Village Development Code;

THE CITY OF ADAIR VILLAGE ORDAINS AS FOLLOWS:

Section 1. Findings. The recitals above and the findings and conclusions contained in the City Council Staff Report for File No. DCA-26-01 are hereby adopted as findings in support of this Ordinance.

Section 2. Development Code Amendments. The Adair Village Development Code is hereby amended as set forth in Exhibit A, Transportation System Plan Development Code Amendments, attached to and incorporated into this Ordinance by this reference.

Section 3. Implementation. The Planning Official and City Administrator are authorized to make such non-substantive formatting, numbering, cross-reference, and codification changes as are necessary to incorporate the amendments adopted by this Ordinance into the Adair Village Development Code, provided such changes do not alter the substance of the adopted amendments.

Section 4. Severability. If any section, subsection, sentence, clause, phrase, or portion of this Ordinance is held invalid or unenforceable by a court of competent jurisdiction, that decision shall apply only to the portion specifically affected, and the remaining portions of this Ordinance shall remain in full force and effect.

Section 5. Effective Date. This Ordinance shall take effect on the thirtieth day after its enactment, consistent with Section 38 of the Adair Village City Charter.

ADOPTED by the City Council of the City of Adair Village, Oregon, this ____ day of _____, 2026.

Mayor
Date: _____

City Administrator
Date: _____

Approved as to Form:

City Attorney
Date: _____

First Reading: _____

Second Reading: _____

Effective Date: _____