AGENDA
CITY OF THE DALLES PLANNING COMMISSION
CITY HALL COUNCIL CHAMBERS
313 COURT STREET
THE DALLES, OREGON 97058
CONDUCTED IN A MEETING ROOM IN COMPLIANCE WITH ADA STANDARDS
THURSDAY, NOVEMBER 16, 2017
6:00 P.M.

I. CALL TO ORDER

II. ROLL CALL

III. APPROVAL OF AGENDA

IV. APPROVAL OF MINUTES – October 5, 2017

V. PUBLIC COMMENT

VI. PUBLIC HEARING

REQUEST: Continuation of Public Hearing from December 5, 2017 for Conditional Use Permit 173-14 – Reconsideration of Condition of Approval No. 13 Pertaining to Submission of a Traffic and Improvement Plan for Dry Hollow Elementary School
The North Wasco County School District No. 21 has requested reconsideration of a condition of approval pertaining to the submission of a traffic and improvement plan for student pick-up, drop-off and parking required for the installation of two modular classroom facilities at Dry Hollow Elementary School. Specifically, the School District requests the Planning Commission grant an extension of time for the construction of improvements identified in the traffic and improvement plan.

LOCATION: Property is located at 1314 E. 19th Street and is described as 1N 13E 10 tax lot 100. Property is zoned Residential Low Density – RL with a Community Facility Overlay – CFO.

VI. QUASI-JUDICIAL HEARING

REQUEST: Zoning Ordinance Amendment 96-17 and Comprehensive Plan Amendment 43-17; Chris Rogers
Application to gain approval to change the Comprehensive Plan Map and Zoning Ordinance Map from CLI – Commercial/Light Industrial to RM – Residential Medium Density.
LOCATION: The property is located at 3319 W. 10th Street, The Dalles, Oregon and is further described at 2N 13E 29 CD tax lot 2400. Property is zoned CLI – Commercial/Light Industrial.

VIII. STAFF COMMENTS
Next scheduled meeting: December 7, 2017

IX. COMMISSIONER COMMENTS OR QUESTIONS

X. ADJOURNMENT
MINUTES
CITY OF THE DALLES PLANNING COMMISSION
CITY HALL COUNCIL CHAMBERS
313 COURT STREET
THE DALLES, OREGON 97058
CONDUCTED IN A MEETING ROOM IN COMPLIANCE WITH ADA STANDARDS
THURSDAY, OCTOBER 5, 2017
6:00 P.M.

I. CALL TO ORDER
Chair Lavier called the meeting to order at 6:01 p.m.

II. ROLL CALL
In Attendance
Commissioners: Bruce Lavier, April Moore, John Nelson, Mark Poppoff and Steve Ross
Absent: Sherry DuFault and Jeff Stiles
Staff: Planning Director Steve Harris, City Attorney Gene Parker, Senior Planner Dawn Hert and City Engineer Dale McCabe

III. APPROVAL OF AGENDA
Commissioner Nelson moved to approve the agenda. Commissioner Poppoff seconded the motion; the motion passed unanimously.

IV. APPROVAL OF MINUTES
Commissioner Ross moved to approve the minutes of September 7, 2017; Commissioner Nelson seconded the motion; the motion passed unanimously.

V. PUBLIC COMMENTS
None.

VI. PUBLIC HEARING
   A. REQUEST: Conditional Use Permit 188-17 – Robert Wolfe
      Chair Lavier read the rules for a public hearing. He then asked the Commission if they had any ex parte contact, conflict of interest or bias that would prevent an impartial decision. Hearing none, Lavier opened the public hearing at 6:07 p.m.
Senior Planner Hert presented the staff report.

Hert clarified access to the site was on a gravel road not maintained by the City; there were no plans to improve the street.

Proponents:

Robert Wolfe
2504 E. 16th Street
The Dalles, Oregon 97058

Mr. Wolfe stated the garage was for personal use. Wolfe said the placement of the garage would not impede views enjoyed by neighboring homes.

Chair Lavier closed the public hearing at 6:20 p.m.

Commissioner Moore moved to approve the application based on findings of fact and with specified conditions of approval. Commissioner Poppoff seconded the motion; the motion passed unanimously.

B. REQUEST: Conditional Use Permit 173-14 – Reconsideration of Condition of Approval No. 13 Pertaining to Submission of a Traffic and Improvement Plan for Dry Hollow Elementary School

Chair Lavier read the rules for a public hearing. He then asked the Commission if they had any ex parte contact, conflict of interest or bias that would prevent an impartial decision.

Commissioner Nelson stated for full disclosure that he was a school board director for the Wasco County School District. Nelson said he had not discussed CUP 173-14 with other school board members.

Chair Lavier called a recess at 6:25 p.m. to allow City Attorney Parker time to research the potential conflict.

Chair Lavier re-opened the meeting at 6:30 p.m.

City Attorney Parker stated based on his review there would not be a financial conflict for Commissioner Nelson. Parker saw no basis for Nelson to be disqualified.

Chair Lavier re-opened the public hearing at 6:32 p.m.

Director Harris presented the staff report. Harris referred to correspondence submitted by Commissioner Stiles, Exhibit 1, and by Dan Hammel, Exhibit 2. Each letter expressed concerns.

Fred Davis
Traffic Safety Commission Member
1005 E 11th Street
The Dalles, Oregon 97058
Mr. Davis stated this is a challenging issue for the school. The Traffic Safety Commission looks at it from a safety perspective. There is disregard for traffic rules by parents. Both parents and the public have expressed significant concern. Davis said there were no teeth in the CUP. Without enforcement, the situation will continue as is.

Chair Lavier invited comment from proponents.

Proponents:

Randy Anderson  
Chief Financial Officer  
North Wasco County School District 21  
3632 W. 10th Street  
The Dalles, Oregon 97058  

Anderson stated student safety is of paramount importance to the District. The District obtained one cost estimate; no engineered drawings were completed. The District is resource limited. The site makes improvement difficult.

Anderson said current enrollment is lower now than at the time the modular buildings were installed; the modulars did not cause the bottleneck.

Theresa Peters  
Principal  
Dry Hollow Elementary  
1314 E. 19th Street  
The Dalles, Oregon 97058  

Peters described actions adopted to reduce congestion. They include orchestrated dismissal procedures (detailed in an arrival and dismissal letter distributed to all new and returning families), training for crossing guards, flags, and signage.

Taylor Smith  
Engagement Lead for Blue Zones Projects  
1022 E 9th Street  
The Dalles, Oregon 97058  

Smith stated that at the Built Environment Policy Workshop, the intersection of East 19th Street and Dry Hollow was identified as a problem area. Smith said there are affordable creative solutions. One is a “traffic calming demonstration” using tires and planters to demonstrate what the intersection could look like in order to increase walkability to schools.

Commissioner Nelson inquired if anyone had given thought to changing the usage, e.g., no more delivery and pick-up of students. That action would force people to make a family decision for getting students to school.

Smith stated Blue Zones had a “walking school bus,” a drop-off point away from the school where students could meet and walk to school together or with a chaperone.
Armstrong stated a good direction for the District would be to collect statistics on the students (ride the bus, walk, bike, parent drop-off) prior to a decision. Armstrong was in favor of more time to continue this conversation and acquire expertise currently unavailable to the District.

Armstrong said the District is trying to get more students to walk to school as part of the Fit in Wasco effort led by Dr. McDonald. Volunteers from the Health Department come once monthly to help; teachers are participating in a challenge to get more students to walk to school.

Don Carter
Director of Facilities
North Wasco County School District 21
3455 Royal Crest Drive
The Dalles, Oregon 97058

Carter stated until sidewalks are in place, students will not walk to school. He said a partnership with the City is necessary for sidewalks and safe routes. He has noticed an improvement.

Upon further discussion Commissioner Nelson moved to continue the public hearing until the November 16, 2017 Planning Commission meeting for the purposes of considering changes to the language in Condition #13 for the Conditional Use Permit. Commissioner Poppoff seconded the motion; the motion passed unanimously.

VII. RESOLUTION
A. RESOLUTION 567-17: Approving Conditional Use Permit 188-17 of Robert Wolfe to site and construct an eight bay garage for storage of personal vehicles.

Commissioner Nelson moved to approve Resolution 567-17 as presented. Commissioner Ross seconded the motion; the motion passed unanimously.

VIII. STAFF COMMENTS
Director Harris stated there were no agenda items for the scheduled October 19, 2017 meeting. The October 19 meeting was cancelled; the next meeting will be held November 2, 2017.

Harris stated a new Planner will join the staff in November, 2017.

IX. COMMISSIONER COMMENTS OR QUESTIONS
None.
X. ADJOURNMENT

Chair Lavier adjourned the meeting at 8:12 p.m.

Respectfully Submitted
Paula Webb, Planning Secretary

________________________________
Bruce Lavier, Chair
I will be in Albuquerque till Sunday night visiting my son and daughter in law. Please let them know that I think we need to hold D21 accountable for the safety of the children and parents. This should addressed before going out for a bond for new buildings. The fact that they have blown this off for 3 years indicates that it is not a priority to them.

Jeff Stiles
Property Manager
Leeland Property Management, LLC
541-296-3395

Good afternoon,

The Planning Commission meeting is scheduled for October 5, 2017. Please let me know if you will attend and if you would like a hard copy of the packet (56 pages).

Thank you!

Paula Webb
Planning Secretary
City of The Dalles
541-296-5481 x1125
Planning Commission Members:

My name is Daniel Hammel and reside at 2005 Lewis Street, The Dalles. I first want to apologize for not being available to personally give my testimony at this meeting due to a prior commitment, but am available for any follow up questions within 24 hours.

When North Wasco County School District #21 originally applied for their Conditional Use Permit, I was in opposition of the placement of the modular classrooms on the upper field at Dry Hollow Elementary. One of the issues that I had presented of concern was related to the issues related to traffic. I had made the statement during my testimony in opposition, that it is not a matter of if, but when an incident is going to happen involving the injury or death of an individual. It was my understanding that as a result of the information presented, one of the requirements was not only to have a traffic study conducted, but to have a plan for mitigation.

The issue of excessive traffic and concerns of safety for all persons involved has not reduced over the past years. In fact, I have witnessed an increase in traffic and near misses. Personally witnessing individuals opening up doors into traffic, suddenly pulling out into traffic, turning across traffic to turn around and individuals running across 19th Street without regards to traffic in motion. I understand that the school has limited control over what individuals do, however, they have acknowledge through the CUP, that there is an issue with traffic and safety. While full mitigation of the traffic congestion is not likely probable, a plan to mitigate the safety of our children needs to be our focus.

I wanted to pose the following question, specifically related to the requirements of providing a solution to the safety. If the School District does not provide a reasonable solution, what level of liability are they accepting. If allowed to change or not meet an original requirement, then are we saying it would be ok for other individuals and businesses to alter their requirements. I would ask that the Planning Commission take into consideration all of the issues. Do we want to be a reactive community and decide that something has to be done after an injury or death has happened, or do we want to be proactive and follow through with decisions, especially when they have a direct connection to the safety of our citizens.

It is my understanding that the School District has conducted the traffic study, but are now at the deadline for implementing a plan. Having an increase presence of law enforcement, using drop off flags along the 19th street frontage have not had any real impact on the reduction of near misses. There needs to be a solution to how kids are being dropped off before an incident happens. I know through conversations, that one possible option that was being researched was providing some type of drop off area using the existing lower field. While the traffic congestion at 19th and Dry Hollow would not be reduced, we would be resolving the safety issue, which needs to be the primary focus on any alteration to the existing CUP.

I appreciate the opportunity to give my testimony to the Planning Commission and ask that they take a careful look into what needs to be addressed for the safety of all.

Thanks,
Daniel Hammel
DATE: November 16, 2017

TO: Honorable Chairman and Members of the Planning Commission

FROM: Steven Harris, AICP
Planning Director

ISSUE: Conditional Use Permit No. 173-14 – Reconsideration of Condition of Approval No. 13 Pertaining to Submission of a Traffic and Improvement Plan for Dry Hollow Elementary School located at 1314 E. 19th Street, The Dalles – 1N 13E 10 Tax Lot 100 – Continued Public Hearing

BACKGROUND
The North Wasco County School District No. 21 has requested reconsideration of a condition of approval pertaining to the submission of a traffic and improvement plan for student pick-up, drop-off and parking required for the installation of two modular classroom facilities at Dry Hollow Elementary School. Specifically the School District requests the Planning Commission grant an extension of time for the construction of improvements identified in the traffic and improvement plan.

PROCEDURE
Quasi-judicial hearing.

NOTIFICATION
Continued public hearing from October 5, 2017 Planning Commission meeting; no additional public notice given. Property owners within 300 feet, City Departments and franchise utilities were mailed a notice on September 11, 2017, as required by Section 3.020.050 D.

DISCUSSION
This item was continued from the October 5, 2017 Planning Commission meeting to allow School District representatives to meet with City staff to discuss their plans to address this issue, as well as to allow time for City staff to draft alternative language to Condition of Approval No. 13 for the Commission’s consideration. (See attached "Exhibit A" for proposed condition modification.)
The condition under discussion pertains to the development and implementation of an improvement plan to address traffic safety issues associated with student drop-off/pick-up at the Dry Hollow Elementary School. This condition, Condition of Approval No. 13, of Planning Commission Resolution No. 538-14 reads as follows:

13. North Wasco County School District #21 shall provide a traffic and improvement plan that acknowledges the pedestrian, vehicular drop off and parking issues which exist, and will be created with the addition of the two new modular buildings. The plan will need to be submitted within one year of the approval of this application to the Planning Commission to review and provide options and timings of necessary improvements to ensure the safety of the children that are walking to, or being dropped off/picked up at Dry Hollow Elementary. The plan shall include a provision acknowledging the Planning Commission’s expectation that construction of improvements designed to implement the plan be completed by September 1, 2017. In the event North Wasco County School District #21 determines it cannot complete construction of the improvements by September 1, 2017, the District shall notify the Planning Director of this determination by no later than June 30, 2017. A hearing will then be scheduled before the Planning Commission during which the Planning Commission will consider progress made on the improvement plan to date and will determine whether to grant an extension of the timeline for construction of the improvements.

Staff contacted the School District in June of this year inquiring into the status of the required improvement plan and improvements. The District informed staff that they are unable to satisfy the subject condition of approval. City and District representatives met to discuss the matter, where at District staff were requested to submit a narrative of actions undertaken, or to be taken, to mitigate the traffic impacts attributed to the two modular classrooms (see attached).

District and school representatives provided comments at the October 5th Planning Commission hearing, explaining measures they have implemented to reduce potential student/traffic conflicts for this current school year. The representatives also stated that the District has yet to approve a final improvement plan, nor do they have the resources to fund such improvements.

COMMISSION ALTERNATIVES
The following alternatives were presented to the Commission at the meeting of October 5th:

1. Modify Condition No. 13 with the establishment of a new deadline for construction of the improvements.

2. Modify Condition No. 13, eliminating the deadline and/or requirement of constructing the improvements.
3. Determine that the School District has not fulfilled the requirements established in Condition No. 13, and direct staff to initiate revocation proceedings of the conditional use permit.

4. Another alternative for the Planning Commission to consider would be to grant an extension of time referencing the measures outlined in the *Dry Hollow Drop-Off/Pick-Up Update* memorandum (dated September 24, 2017) and *Dry Hollow Elementary Arrival & Dismissal Procedures* handout for the 2017-18 school year. The Drop-Off/Pick-Up memorandum includes the original implementation items as well as a status update on each of the measures.

The granting of the time extension would also be conditioned with the requirement that periodic updates would be provided to the City Traffic Safety Commission and Planning Commission. The progress reports would address the measures included in the materials above and also the District’s ability to fund the identified physical improvements.

Staff also suggests that at the conclusion of the 2017-18 school year, School/District representatives return to the Planning Commission with an evaluation of the traffic mitigation measures undertaken and any proposed modifications to those measures. The Commission at that time would have the option of revisiting the pertinent conditions of approval.

**FOLLOW UP ACTIONS**

Subsequent to the October 5th meeting, City staff and School District representatives met to discuss the Commission’s direction and possible solutions to mitigate traffic safety concerns at the school. District representatives provided the attached chart which illustrates the mode of transportation (walking, bus and auto) utilized by students arriving and departing from the school.

At the meeting City staff proposed that the School District’s annual Enterprise Zone revenues (approximately $240,000) be designated for the Dry Hollow Elementary School traffic improvements, including preparation of engineered plans, cost estimates and an implementation schedule. City staff believes this approach is consistent with a list of capital projects generated by the District in 2013, which identified $300,000 for the “Dry Hollow Elementary School Parent Drop Off” (see attached).

A City staff prepared modification to Condition of Approval No. 13 is shown on attached “Exhibit A.” Staff recommends the Commission discuss the proposed language and if appropriate move to approve.

**ATTACHMENTS**

Exhibit A Proposed Modification to Condition of Approval No. 13
Projects – North Wasco County School District (dated August 21, 2013)
Dry Hollow Arrivals and Dismissal Procedures
Dry Hollow Elementary – Student Arrivals and Departures Chart
13. During the 2017-2018 school year, North Wasco County School District #21 shall implement the procedures and practices set forth in the Arrival and Dismissal Procedures for Dry Hollow Elementary, and the Dry Hollow Drop-off and Pick-up Update dated September 24, 2017. The School District shall provide updates by no later than January 5, 2018, and April 6, 2018 to the Planning Commission as to the effectiveness of these procedures and practices in addressing traffic congestion in the area near Dry Hollow Elementary where students are dropped off and picked up.

In July, 2018, a hearing will be held before the Planning Commission where the School District will present a report as to progress in identifying a funding source for proposed capital improvements which are part of a long-term plan to address the traffic safety issues associated with the drop-off and pick-up of students at Dry Hollow Elementary.

As part of its report to the Planning Commission, the School District shall report on its efforts to secure an amendment to the intergovernmental agreement with the City and Wasco County related to annual project fees paid to the School District, pursuant to the Enterprise Zone Tax Abatement Agreement executed on September 24, 2013, to allow the project fees to be used as a source of funding for the capital improvements to be constructed as part of the School District’s plan to address traffic safety issues associated with the drop-off and pick-up of students at Dry Hollow Elementary School.

The report shall also include estimated engineering and construction costs for the capital improvements, and a timeline for completion of construction of the capital improvements.
Projects - North Wasco County School District

Exterior Painting

The Dalles Wahtonka High School $380,000.00
Chenowith Elementary School $125,000.00
Wahtonka Campus $181,000.00
Colonel Wright Elementary School $40,000.00
Dry Hollow Elementary School $67,000.00
*Cost estimates are from 2008 Needs Assessment conducted by Premise Architecture & Planning

Sub Total $793,000.00

Refurbish Parking Lots

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<th>Sq. Ft.</th>
<th>PSF</th>
<th>Cost</th>
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*PSF estimate from Bill Ketchum, Crestline Construction Co.

Sub Total $904,575.00

Other Projects

Dry Hollow Elementary School Parent Drop Off $300,000.00
* Rough estimate from Bill Ketchum Crestline Construction Company

Server Room Relocation $75,000.00
*Estimate based on best guess based on size and requirements

Sub Total $375,000.00

Total $2,072,575.00
Dry Hollow Elementary
Arrival & Dismissal Procedures

Our primary concern is the safety of our students. We request that the following safety procedures be followed during arrival and dismissal times. These updated procedures will not only help with student safety, but also with traffic congestion.

General Procedures:
- Supervision on the playground begins at 7:25 am. *Please do not drop students off before that time.* If your child arrives after 7:55 am they need to check in at the office and get a tardy slip before continuing to class.
- Our school office is located to the left of the main entrance of the school. When visiting, please enter the building using the main entrance.
- As a safety measure we must know who is on campus at all times. ALL visitors, including parents, must sign in at the office and get a visitor’s badge before proceeding beyond the office, or interacting with students. Visitors must sign out in the office before leaving campus.
- Please DO NOT drive into the parking lot during drop off and pick up. Space is very limited and buses are on a tight schedule to deliver students to the middle school and high school.
- When waiting to pick up your children, please do not park in, or block our neighbors’ driveways. Our neighbors deserve our courtesy.
- Crossing guards are at the street corners during arrival and dismissal times to help students cross. Please be considerate of them as they assist students to safely cross streets.
- Students may cross streets *only* in marked crosswalks. Students should *never* cross in the middle of the road.
- It is illegal and unsafe to double park while dropping off/picking up your child even if you remain in the car.

Morning Drop-off
- Please use 19th Street to drop off students in the morning. New this year there is a marked area called the DROP & GO ZONE on 19th Street for students to be dropped off.
- For morning drop-off, please say your good-byes *before* your turn to unload, so traffic will move quickly.
- There is also an area marked PARK & WALK-IN ZONE for parents to park and walk their child in to the building. The PARK & WALK-IN ZONE begins just past the fence along 19th Street. Parents can also park in the gravel area around the lower field to park and walk their child into the building.

Afternoon Pick-up:
- New this year are labeled areas along 19th Street where various grade levels are located for pick-up. Kindergarten exits the building near the ramp coming from the office that Y’s near 19th St. First Grade is along this same ramp extending along the fence. Second Grade is further down 19th St. near the east ramp. Third Grade is also along the east ramp on 19th St. Fourth and Fifth Grades exit the far west end of the building and can be met for pick up in the gravel area along the lower field.

Busses:
- The loading and unloading area for the bus is in the parking lot. For student safety and the high amount of bus traffic, we ask that parents *not* drop off/pick up their students in the parking lot.

Walkers:
- Students should enter the school building at the front of the school through the doors near the office.
- Students are instructed to use crosswalks. Please remind your child to look both ways to make sure no cars are coming before entering the crosswalk.
- Please remind students to stay on the sidewalk when walking to/from school. We ask that students be good citizens and stay off other people’s property as they walk to and from school.

*Thank you for helping us keep our students safe!*

"The North Wasco County School District is an equal opportunity educator and employer."
Dry Hollow Elementary
Procedimientos de la llegada/despedida

Nuestra primera preocupación es la seguridad de nuestros estudiantes. Les pedimos que el siguiente procedimiento de seguridad sea seguido durante la hora de llegada y despedida de los estudiantes. Este proceso no solo ayudará con la seguridad de los estudiantes sino también con la congestión de tráfico.

Proceso General:
• La supervisión en el patio de recreo empieza a las 7:25 am. Por favor no deje a su niño/a antes de esa hora. Si su hijo/a llega a la escuela después de las 7:55 am ellos necesitan reportarse a la oficina para recibir un pase de llegada tarde antes de seguir a clase.
• Nuestra oficina es localizada en la esquina del Noreste de nuestra escuela cerca a la entrada. Cuando visite, por favor entre la propiedad por la entrada principal.
• Como precaución para la seguridad de nuestros estudiantes debemos saber quién está en la escuela a todo tiempo. TODOS los visitantes incluyendo padres deben ir a la oficina y notificárselos, ellos le darán una chapa de visita antes de que usted pueda ir al salón, hablar con los estudiantes, y maestros. Los visitantes tendrán que ir a la oficina y notificárselos antes de irse de la escuela.
• Por favor NO DEJE NI RECOJE a su estudiante en el estacionamiento. El espacio es muy limitado y vehículos de servicio y descargo están entrando y saliendo durante el día. Es muy importante que los autobuses no tengan que esperar porque el horario es muy limitado y tienen que dejar a estudiantes en la secundaria y la preparatoria.
• Cuando venga recoger a su hijo/a, por favor no se parkue adentro o bloqueee el camino de entrada de nuestros vecinos. Nuestros vecinos merecen nuestra cortesía.
• Los guardias del crucero de panteones están en cada esquina durante la hora de despedida para ayudar a los estudiantes a cruzar la calle seguramente. Por favor tenga consideración de ellos mientras que ellos ayudan a los niños a cruzar la calle.

Llegada/Despedida:
• Le pedimos que use la calle 19 para dejar y recoger a sus hijos. Los estudiantes deberán salir del carro por el lado de la curva solamente.
• Si va a caminar junto con su estudiante al edificio por favor estacionarse en el estacionamiento de grava para que se pueda usar la calle 19 para dejar a estudiantes.
• Despídase antes de que sea su turno de descargar, para que el tráfico siga corriendo rápidamente.
• Cuando llegué a la calle 19 para dejar o recoger a su estudiante, por favor haga que su hijo/a use el crucero de panteones. Los estudiantes nunca deberán cruzar a media calle.
• No es seguro y es ilegal estacionarse al lado de otro carro durante que deja o recoge a su hijo/a, aunque usted se mantenga adentro del carro.

Autobuses:
• El área de subida y bajada del autobús es en la calle Bridge. Para la seguridad de los estudiantes, y por la gran cantidad de tráfico, le pedimos a los padres que no dejen a su estudiante en la zona de autobuses.

Peatones:
• Estudiantes deben entrar a la escuela por la entrada al frente de la escuela.
• Estudiantes son instruidos a usar el crucero de peatones. Por favor recuerde a sus hijos a mirar a los dos lados para asegurarse de que no haya carros antes de entrar el crucero.
• Por favor hable con su estudiante acerca de ser un ciudadano responsable y que cuando viene/sale de la escuela no debe entrar en la propiedad de otra gente.

"The North Wasco County School District is an equal opportunity educator and employer."
Dry Hollow Drop-Off/Pick-Up Update- September 24, 2017

Some things to consider include the current student enrollment of 545, and the staff size of 62. Also it is important to note that in the mornings we have students and staff arriving over a 45 minute period of time, however at the end of the day we have all 545 students leaving at once. Another challenge is that once on 19th Street heading east there is no longer a way for traffic to get back to Dry Hollow Road until Nevada Street.

The following is a list of things we are or will be doing to mitigate these challenges. An update on each is listed in red.

- The help of The Dalles City Police was enlisted to provide more of a presence during drop off and pick up times. This did help to curtail some of the aggressive drivers. (This is an on-going partnership with the police department, for all of our schools, not just Dry Hollow. I have emailed Chief Ashmore about this and will be meeting with him in early October, as well.)

- Continue to partner with the health department to encourage students to walk to and from school through monthly Step It Up, Walk to School events. (I reached out to the health department and facilitated the approval process for handing out flyers at all of our schools for the Step It Up! walk to school campaign. The first Step It Up! event will be October 4th. These will be held monthly at all of our elementary schools, and is an on-going partnership with the health department to encourage students to be healthy and to walk to school.)

- Other plans include purchasing updated school zone signs for the streets near the school as another visual reminder to drivers. Our maintenance staff will work with the public works department on installation. (These signs have been purchased by the district’s maintenance department and the city has installed them. They are a bright yellow to catch people’s attention.)

- A ‘drop and go’ zone will be marked down on 19th Street for parents to drop their students off in the morning. This, along with designated ‘park and walk in’ zones should help with the morning flow. (I have purchased banners as well as feather flags to delineate our ‘Drop and Go Zone” and our “Park and Walk In Zone” for parents. The feather flags make the zone quite visible. This was all spelled out to parents in our Dry Hollow Arrival and Dismissal Procedures that was mailed home and again sent home with each child.)

- Once supervision staff has arrived we will open the east gate on 19th Street so students can be dropped off and go directly to the playground. (This has not yet happened due to staffing limitations as well as safety concerns that all adults visiting campus enter through the front door, instead of having access at the far east end of campus.)

- We dismiss our kindergarten students about 10 minutes before the rest of the students. This allows parents that are most likely to be picking their students up, due to their age, to get their child and go.
(We continue to dismiss our youngest students, our kindergarteners, first before the other grade levels.)

-We have all of our walkers and pick up kiddos go next so they can get on their way before the busses leave the parking lot. We try to have some of the congestion gone before the busses head down the Dry Hollow driveway. (We continue to orchestrate our dismissal so that our kindergarteners go first, then the students that walk or get picked up exit the building, and finally our bus students board the bus. This allows the majority of our walkers and students that are picked up to be on their way before the busses head down the drive-way into the flow of traffic.)

-Next year we will recommend that for parents that are picking their children up, they will meet them in specific areas- the fourth and fifth graders in the gravel lot, the first graders on 19th Street in a specific area, the second graders in a specific area and the third graders in a specific area. We will try and post signs for these areas at the beginning of the year. (We purchased banners that are posted along our fence on 19th Street showing where the various grade levels are dismissed. This was also outlined in our Dry Hollow Arrival and Dismissal Procedures which was mailed home with the registration letter in August and again sent home with each child the third week of school.)

-We will recommend that parents of older students consider parking on Dry Hollow Rd (the side with the sidewalk) and have their children meet them there. This will keep some traffic out of the congestion on 19th Street. (I have since noticed that there is a sign along Dry Hollow road indicating No Parking, so this is not something we will continue to ask parents to do. However, some parents may choose to do this even though there is a sign posted as No Parking.)

-We will work on training our crossing guards to better coordinate the flow of students and traffic, especially at dismissal time. There is some good information on the Oregon Department of Education website regarding this. Public works staff has also offered to assist with this. (I received a resource from Ray Johnson with the City of The Dalles. This was very helpful. I have also utilized an on-line video to help with on-going training of our crossing guards.)

-We will send information on the drop/off and pick/up expectations to parents with the August registration letter. This information will also be shared with parents on a monthly basis, and handed out at evening events such as the fall Open House and conferences. (We mailed our updated Dry Hollow Arrival and Dismissal Procedures as part of our registration letter which went to all Dry Hollow families in August. This was sent home in English and in Spanish. We also included this in our new student registration packet. We did not include it as a blanket hand-out to parents at Open House, however, it was available in our Parent Resource Center. The Dry Hollow Arrival and Dismissal Procedures was sent home with all students the third week of school. This went home with each child. I plan to hand these out again at conferences in December.)
DATE: November 16, 2017

TO: Honorable Chairman and Members of the Planning Commission

FROM: Steven Harris, AICP
Planning Director

ISSUE: ZOA 96-17 & CPA 43-17 – Zone Change Request from CLI – Commercial/Light Industrial to RM – Residential Medium Density, and Comprehensive Plan Land Use Designation Amendment from CLI – Commercial/Light Industrial to RM – Medium Density Residential – 2N 13E 29 CD Tax Lot 1751 - 3319 W. 10th Street

BACKGROUND
The applicant, Chris Rogers, has filed a zone change and comprehensive plan amendment request for property located at 3319 W. 10th Street (southeast corner of W. 10th and Hostetler W. Streets). The subject site is approximately 2.68 acres in size and is partially developed as a manufactured dwelling park (mobile home park). The park is considered a legal non-conforming use in the Commercial/Light Industrial Zoning District.

PROCEDURE
Pursuant to Section 3.100 of the Land Use and Development Ordinance (LUDO) the public hearing is considered a Quasi-Judicial matter, wherein the Planning Commission’s actions are considered as recommendations to the City Council.

NOTIFICATION
Property owners within 300 feet, City Departments, franchise utilities, Mid-Columbia Fire & Rescue, Wasco County Health Department, and State Building Codes.

COMMENTS
As of the writing of the agenda report no comments have been received on the applications. Public comments received after publication of the agenda report will be entered into the administrative record at the Planning Commission hearing.
DISCUSSION
The applicant is in the process of purchasing the property from the current owners (Michael and Pamela Manning) with the intent of making site improvements to allow for the placement of additional manufactured homes. These future improvements will be accomplished through a separate development application and are not a subject of this report. Chapter 11 of the LUDO establishes development requirements for manufactured dwelling parks.

The current uses as a mobile home park (manufactured dwelling park) and single family residential have existed for a number of years and pre-dates the Commercial/Light Industrial zoning and Comprehensive Plan land use designation. Currently there are eleven mobile homes, one single family residence and a couple of out buildings. Approval of the zone change and plan amendment would allow for the expansion of the manufactured dwelling park use.

Adjacent land uses include an outdoor storage facility to the east, residential to the south, a mix of residential and commercial uses to the west and athletic fields to the north.

Zone Change
The subject property, properties along the southerly side of Hostetler Street W., and properties east of W. 10th Street are currently zoned Commercial/Light Industrial (C/LI). Residentially zoned properties are located to the south and north of the subject property, as well as to the southeast, east of W. 10th Street. The requested RM – Residential Medium Density Zoning is consistent with the current zoning of the properties to the south. Future development of the site will be limited by the RM Zone and Manufactured Dwelling Park standards.

Rezoning requests are subject to review criteria established in Section 3.100.030 of the LUDO as follows:

A zone change shall be granted if the following criteria are met:

A. Conformance. The proposed zone change conforms to the comprehensive plan, including the Transportation System Plan, and all other provisions of this Ordinance.

Proposed finding. The proposed zone change, together with the proposed comprehensive plan map amendment, will conform to the TSP and other provisions of the Land Use and Development Ordinance.

B. Suitability. The site is adequate in size and shape for uses normally allowed by the proposed zone.

Proposed finding. Chapter 11 of the LUDO establishes the development standards for manufactured dwelling parks. The minimum parcel size for manufactured dwelling parks is 1 acre, the property’s 2.68 acres satisfies this requirement. Overall density for the property will be governed by the
Residential Medium Density Zone (RM), Comprehensive Plan Medium Density Residential Designation and Chapter 11 of the LUDO.

C. Streets and Traffic. The site is, or will be, adequately served by streets for the type and volume of traffic generated by uses that may be permitted in the new zone, and the planned function, capacity, and performance standards as adopted by the Transportation System Plan. Requirements of the State Transportation Planning Rule shall apply to those land use actions that significantly affect the transportation system, as defined by OAR 660-012-0060.

Proposed finding. The subject property is located at the southeast corner of W. 10th Street and Hostetler Street W. The recently adopted Transportation System Plan (TSP) designates W. 10th Street as a “Proposed Major Collector” and a “Residential Network Street.” Hostetler Street W. is designated as a “Major Collector” and a “Residential Network Street.” The function of collector streets, per the TSP, “is equally divided between mobility and access. Collector streets connect local neighborhoods or district traffic to the arterial network.” Both streets have the capacity to accommodate anticipated increase in traffic attributed to the future buildout of the subject property.

D. Adverse Effect. The proposed zone change shall have minimal adverse effect on existing and future surrounding development.

Proposed finding. The proposed rezoning and comprehensive plan land use amendment will remove the non-conforming status of the existing mobile home park and the C/LI Zoning. Future development of the property will be guided by either the development standards of the Medium Density Residential Zone or Chapter 11 Manufactured Dwelling Parks, depending upon future entitlement applications. Adherence to these standards will act to minimize potential adverse impacts on adjacent land uses.

The zone change application also requires the applicant to justify the request by responding to four questions relating to the subject property and the future use of the property. (Please see attached application form for the applicant’s responses.)

It is staff’s opinion that the request as submitted satisfies the criteria established in Section 3.100.030 of the LUDO.

Comprehensive Plan Amendment
In addition to the zone change application, the applicant has requested an amendment to the property’s Comprehensive Plan land use designation. The current land use designation is Commercial/Light Industrial (C/LI), which is the corresponding land use designation to the C/LI Zoning. The requested amendment to Medium Density Residential is consistent with the requested RM Zoning.
The density range for the Medium Density Residential designation is 7-17 du/ac, which would allow for a buildout of approximately 45 dwelling units if the property were to be redeveloped in its entirety. As previously stated it is the applicant’s intention to improve the site to allow for additional manufactured homes. These improvements, including unit density, will be required to follow the standards established in LUDO Chapter 11. Given the current layout of the park it appears that an additional six to seven mobile homes could be placed on the site, for a total count of 19 units (7.1 dus/ac).

Earlier this year the Planning Commission and City Council reviewed and accepted three consultant-prepared reports addressing housing needs within the community. These reports: Buildable Lands Inventory, Housing and Residential Land Needs Assessment and Housing Strategies Report, examined the current and future housing needs of the community and the community’s ability to meet these needs.

The Housing and Residential Land Needs Assessment found that the inventory of mobile homes doubled from the year 2000 to 2014, from 5% of the housing stock in 2000 to 10% in 2014, the second largest category of housing in the city (after single family dwellings). The report also found that mobile homes account for 15% of owner occupied dwellings, second only to single family dwellings at 82%.

One of the implementation measures identified in the Housing Strategies Report recommended an expansion of the RM Zoning District to provide opportunities for a variety of housing types (e.g., manufactured dwellings) currently restricted in the low and high density residential districts.

RECOMMENDATION/ALTERNATIVES

1. **Staff recommendation:** that the Planning Commission direct staff to prepare a resolution recommending approval of Zone Change ZOA 96-17 and Comprehensive Plan Amendment CPA 43-17, and return to the Planning Commission for approval.

2. Deny the requests.

3. Direct staff as appropriate.

ATTACHMENTS

- Applications
- Zoning Map & Comprehensive Plan Land Use Map
- Aerial photo of subject property
ZONE CHANGE APPLICATION

CITY OF THE DALLES
Planning Department
313 Court Street
The Dalles, OR 97058
(541) 296-5481, ext. 1125
Fax (541) 298-5490
www.ci.the-dalles.or.us

Date Filed
File#
Date Deemed Complete
Hearing Date
Approval Date
Permit Log #
Other Cross Reference#

RECEIVED
SEP 13 2017
City of The Dalles
Planning Department

APPLICANT
Name Chris Rogers
Address 2160 Childs Rd.
Telephone # (503) 341-6706
E-mail Address chris@phase2dev.com

LEGAL OWNER (If Different than Applicant)
Name Michael and Pamela Manning
Address 2463 Three Mile Rd.
The Dalles, OR 97058
Telephone # (541) 207-2811


PROPERTY INFORMATION
Address 3319 W 10th
Map and Tax Lot Tax Lot 2400 Tax ID 1751
Size of Development Site 3.02 Acres
Zone District/Overlay Light Industrial
Comprehensive Plan Designation Commercial/ Light Industrial

REQUEST
☐ New Development ☑ Expansion/Alteration ☐ Change of Use ☐ Amend Approved Plan

Brief Explanation: Currently, Trailer park is non-conforming use. Want to change zone to multi-family so any additional construction would comply to use. Want to change zoning to RM-Residential Medium-density to match adjacent zoning to the South.
JUSTIFICATION OF REQUEST

1. What are the special circumstances (size, shape or topography of lot, location of surroundings) that do not apply to other properties in the same vicinity and zone?

   Property is currently used for proposed zone change. Use of property would remain the same.

2. What difficulties and unnecessary hardships will be created without a Zone Change to the property?

   Any alteration to buildings or additional trailer sites would not be permissible.

3. Explain why the Zone Change will not be detrimental to the public safety, health and welfare.

   Use of the property will not change. In addition property will provide much needed additional housing.

4. Explain why this Zone Change, if granted, would not be contrary to the intent of the Zoning Ordinance.

   Property has had the same use for years and no neighboring properties will be affected.

NOTE: This application must be accompanied by the information required in Section 3.100: Zone Changes, contained in Ordinance No. 98-1222, The City of The Dalles Land Use and Development Ordinance.

PLANS SUBMITTED: □ At least 15 copies of concept site plan.

Signature of Applicant  9/11/17

Signature of Planner  Date Deemed Complete

Zone Change Application
COMPREHENSIVE PLAN AMENDMENT APPLICATION

CITY OF THE DALLES
Planning Department
313 Court Street
The Dalles, OR 97058
(541) 296-5481, ext. 1125
Fax (541) 298-5490
www.ci.the-dalles.or.us

APPLICANT
Name Chris Hughes
Address 2160 Child Rd.
Lake Oswego, OR 97034
Telephone # (503) 341-6700
E-mail Address chris@phaser2dev.com

LEGAL OWNER (If Different than Applicant)
Name Michael and Ranch Manning
Address 2463 Three Mile Rd.
The Dalles, OR 97058
Telephone # (541) 207-2811


PROPERTY INFORMATION
Address 3319 W 10th
Map and Tax Lot Tax lot 2400 Tax ID 10-1751
Size of Development Site 3.02 Acres
Zone District/Overlay Light Industrial
Comprehensive Plan Designation

REQUEST
☐ New Development ☑ Expansion/Alteration ☐ Change of Use ☐ Amend Approved Plan

Brief Explanation: Currently a trailer park is non-conforming use. Want to change zoning to Multi-Family so any addition construction would conform to use. Would require a change to R1-Residential Medium Density to match adjacent zoning to the south.

Comprehensive Plan Amendment Application Page 1 of 2
JUSTIFICATION OF REQUEST

1. Explain the justification for the proposed Comprehensive Plan Amendment.
   The property has been used as a trailer park for many years. This will not alter the property but rather expand the current use.

2. Describe how the proposed amendment is compatible with or will further the goals established by the Community for the subject area. The goals are listed in the Comprehensive Plan.
   The property will provide more affordable housing for the Dales.

3. Describe how the proposed Comprehensive Plan Amendment will further the interests of public health, safety, and general welfare.
   In general there is a severe shortage of housing in the Dales. This will expand the availability of housing.

4. Describe the effect the proposed amendment would have on surrounding properties.
   Nothing would change that would affect the surrounding areas.

PLANS SUBMITTED:

☐ At least 15 copies of concept site plan.

[Signature]
Signature of Applicant

9/24/17
Date

[Signature]
Signature of Planner

Date Deemed Complete

Comprehensive Plan Amendment Application
Page 2 of 2