



City of McMinnville
Planning Department
231 NE Fifth Street
McMinnville, OR 97128
(503) 434-7311

www.mcminnvilleoregon.gov

Planning Commission
ZOOM Online Meeting:
April 15, 2021

*Please Note that this meeting will be conducted via
ZOOM meeting software due to the COVID-19 event.*

6:30 PM Regular Meeting

ZOOM Meeting: You may join online via the following link:

<https://mcminnvilleoregon.zoom.us/j/96724508866?pwd=eGVMMHJOeHI2UHRJbEJ4Yi9KYVdUUT09>

Zoom ID: 967 2450 8866

Zoom Password: 771563

Or you can call in and listen via zoom: 1 699 900 9128
ID: 967 2450 8866

Public Participation:

Citizen Comments: If you wish to address the Planning Commission on any item not on the agenda, you may respond as the Planning Commission Chair calls for "Citizen Comments."

Public Hearing: To participate in the public hearings, please choose one of the following.

- 1) *Email in advance of the meeting – Email at any time up to 12 p.m. the day of the meeting to Sarah.Sullivan@mcminnvilleoregon.gov, that email will be provided to the planning commissioners, lead planning staff and entered into the record at the meeting.*
- 2) *By ZOOM at the meeting - Join the zoom meeting and send a chat directly to Planning Director, Heather Richards, to request to speak indicating which public hearing, and/or use the raise hand feature in zoom to request to speak once called upon by the Planning Commission chairperson. Once your turn is up, we will announce your name and unmute your mic.*
- 3) *By telephone at the meeting – If appearing via telephone only please sign up prior to the meeting by emailing the Planning Director, Heather.Richards@mcminnvilleoregon.gov as the chat function is not available when calling in zoom.*

----- MEETING AGENDA ON NEXT PAGE -----

The meeting site is accessible to handicapped individuals. Assistance with communications (visual, hearing) must be requested 24 hours in advance by contacting the City Manager (503) 434-7405 – 1-800-735-1232 for voice, or TDY 1-800-735-2900.

*Please note that these documents are also on the City's website, www.mcminnvilleoregon.gov. You may also request a copy from the Planning Department.

Commission Members	Agenda Items
<p>Roger Hall, Chair</p> <p>Lori Schanche, Vice-Chair</p> <p>Robert Banagay</p> <p>Ethan Downs</p> <p>Gary Langenwalter</p> <p>Sylla McClellan</p> <p>Brian Randall</p> <p>Beth Rankin</p> <p>Dan Tucholsky</p> <p>Sidonie Winfield</p>	<p>6:30 PM – REGULAR MEETING</p> <ol style="list-style-type: none"> 1. Call to Order 2. Approval of Minutes 3. Citizen Comments 4. <u>Legislative Hearing: Zoning Ordinance Text Amendments: Allowing Childcare as an Outright Permitted Use in Commercial and Industrial Zones (G 1-21) – (Exhibit 1)</u> <p>Request: This is a legislative amendment initiated by the City of McMinnville to remove regulatory barriers for the development of childcare centers in the city's commercial and industrial zones where development standards can be implemented that would allow for the permitted outright use of childcare centers without negative impact to adjacent properties.</p> <p>Applicant: City of McMinnville</p> 5. Presentation: Three Mile Lane Area Plan Update - (Exhibit 2) 6. Commissioner/Committee Member Comments 7. Staff Comments 8. Adjournment

The meeting site is accessible to handicapped individuals. Assistance with communications (visual, hearing) must be requested 24 hours in advance by contacting the City Manager (503) 434-7405 – 1-800-735-1232 for voice, or TDY 1-800-735-2900.

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EXHIBIT 1 - STAFF REPORT

DATE: April 15, 2021
TO: Planning Commission Members
FROM: Heather Richards, Planning Director
SUBJECT: Public Hearing (Docket G 1-21) – Amending the zoning ordinance to allow child care as an outright permitted use.

STRATEGIC PRIORITY & GOAL:



GROWTH & DEVELOPMENT CHARACTER

Guide growth & development strategically, responsively & responsibly to enhance our unique character.

OBJECTIVE/S:

Report in Brief:

This is a public hearing to consider proposed amendments to the McMinnville City Code, Chapter 17, allowing child care as an outright permitted use in all residential and commercial zones, and in some industrial zones.

Background:

Currently child care is allowed as an outright permitted use in residential zones if it occurs in a residential dwelling unit and twelve or fewer people are present at any one time. In all other scenarios it is a conditional use process.

Recently the provision of available child care has emerged as a barrier for parents to work, and for employers to access necessary workforce. With the pandemic it has become an even more significant barrier for women to be in the workforce.

Cities are starting to review their zoning ordinances to evaluate how they can remove regulations which may be preventing the development of more child care opportunities in their communities.

The City of McMinnville was asked to evaluate its zoning ordinance for the same purpose.

On November 19, 2020, city staff conducted a work session with the Planning Commission to discuss the current code regulations for child care, state regulations and opportunities to revise the city's code to better emulate state regulations and to create an easier path towards success for child care

Attachments:

Exhibit A – G 1-21 Decision Document

Exhibit B – G 1-21 Proposed Code Amendments

Exhibit C – Executive Summary, Child Care Work Group, State of Oregon, January 2020

providers. At that time, Planning Commission asked staff to bring back some proposed amendments to the zoning ordinance to remove regulatory barriers for child care providers in McMinnville.

Discussion:

There are three different types of child care facilities licensed in the State of Oregon per Oregon Administrative Rules (OAR) 414-200-0415 – 414-350-0415.

- **Registered Family Child Care Home:** A facility in the prover's own home in which up to 10 children receive child care, including the provider's own children. (OAR 414-205-0000 to OAR 414-350-0170).
- **Certified Family Child Care Home:** A facility in the provider's own home, in which up to 16 children received child care, including the provider's own children, regardless of full-time or part-time. The number of children depends upon the physical size of the home, provider qualifications, and the number of qualified caregivers. (OAR 414-350-0000 to OAR 414-350-0405).
- **Child Care Center:** A facility, usually located in a commercial building, in which children receive care. The number of children allowed depends on the physical size of the facility and the number of qualified staff members. (OAR 414-300-0000 to OAR 414-200-0415).

Oregon Revised Statute 329A.440 governs how cities and counties can regulate certain types of child care facilities. Per ORS 329A.440, registered family child care homes and certified family child care homes shall be considered a residential use of property for zoning purposes and shall be permitted uses in all areas zoned for residential or commercial purposes. A city cannot enact or enforce zoning ordinance prohibiting the use of a residential dwelling, located in an area zoned for residential or commercial use, as a registered or certified family child care home.

329A.440 Application of zoning ordinances to registered or certified family child care homes.

(1) A registered or certified family child care home shall be considered a residential use of property for zoning purposes. The registered or certified family child care home shall be a permitted use in all areas zoned for residential or commercial purposes, including areas zoned for single-family dwellings. A city or county may not enact or enforce zoning ordinances prohibiting the use of a residential dwelling, located in an area zoned for residential or commercial use, as a registered or certified family child care home.

(2) A city or county may impose zoning conditions on the establishment and maintenance of a registered or certified family child care home in an area zoned for residential or commercial use if the conditions are no more restrictive than conditions imposed on other residential dwellings in the same zone.

(3) A county may:

(a) Allow a registered or certified family child care home in an existing dwelling in any area zoned for farm use, including an exclusive farm use zone established under ORS 215.203;

(b) Impose reasonable conditions on the establishment of a registered or certified family child care home in an area zoned for farm use; and

(c) Allow a division of land for a registered or certified family child care home in an exclusive farm use zone only as provided in ORS 215.263 (9).

(4) This section applies only to a registered or certified family child care home where child care is offered in the home of the provider to not more than 16 children, including children of the provider, regardless of full-time or part-time status. [Formerly 657A.440]

Attachments:

Exhibit A – G 1-21 Decision Document

Exhibit B – G 1-21 Proposed Code Amendments

Exhibit C – Executive Summary, Child Care Work Group, State of Oregon, January 2020

Thus, in McMinnville, any zone that allows residential dwelling units needs to allow **registered family child care and certified family child care homes** as an outright permitted use. Currently the code limits child care facilities to a maximum of twelve people as an outright permitted use. The proposed amendments bring the code into compliance with ORS 329A.440, allowing child care homes in the R1 (Single Family Residential), R2 (Single Family Residential), R3 (Two-Family Residential), R4 (Multi-Family Residential), R5 (Multiple Family Residential) and OR (Office Residential) zones.

The proposed amendments also allow for child care centers to be considered as conditional uses in the same zones: R1 (Single Family Residential), R2 (Single Family Residential), R3 (Two-Family Residential), R4 (Multi-Family Residential), R5 (Multiple Family Residential) and OR (Office Residential) zones.

And the proposed amendments allow for **child care centers** to be considered permitted outright uses in all commercial zones (C1, C2 and C3), and then in the light industrial zones (M-L, M-1). Child care centers are conditional uses in the M2 zone.

Lastly, the proposed amendments require one off-street parking space per employee for all child care facilities and child care centers, and a designated pick-up and drop-off zone for two vehicles, which can be on-street parking if it is not immediately adjacent to another use.

Attachments:

- Exhibit A: Decision Document
- Exhibit B: Proposed Amendments
- Exhibit C: Executive Summary, Child Care Work Group, State of Oregon, January 2020

Fiscal Impact:

There is not immediate fiscal impact to the City of McMinnville with this action.

Recommendation:

Staff recommends the Planning Commission recommend the proposed code amendments to the McMinnville City Council for adoption.

“THAT BASED ON THE FINDINGS OF FACT, THE CONCLUSIONARY FINDINGS FOR APPROVAL, AND THE MATERIALS SUBMITTED BY STAFF, THE PLANNING COMMISSION RECOMMENDS THAT THE CITY COUNCIL APPROVE THE PROPOSED ZONING ORDINANCE TEXT AMENDMENTS PRESENTED IN DOCKET G 1-21.”

Attachments:

Exhibit A – G 1-21 Decision Document

Exhibit B – G 1-21 Proposed Code Amendments

Exhibit C – Executive Summary, Child Care Work Group, State of Oregon, January 2020



CITY OF MCMINNVILLE
PLANNING DEPARTMENT
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**DECISION, CONDITIONS OF APPROVAL, FINDINGS OF FACT AND CONCLUSIONARY FINDINGS
 FOR THE APPROVAL OF LEGISLATIVE AMENDMENTS TO THE MCMINNVILLE CITY CODE,
 TITLE 17, CHAPTER 17.03, GENERAL PROVISIONS.**

DOCKET: G 1-21

REQUEST: The City of McMinnville is proposing to amend Title 17, Chapter 17.06 (Definitions), Chapter 17.12 (R-1 Single Family Residential Zone), Chapter 17.15 (R-2 Single Family Residential Zone), Chapter 17.18 (R-3 Two Family Residential Zone), Chapter 17.21 (R-4 Multiple Family Residential Zone), Chapter 17.22 (R-5 Multiple Family Residential Zone), Chapter 17.24 (O-R Office Residential Zone), Chapter 17.27 (C-1 Neighborhood Business Zone), Chapter 17.30 (C-2 Travel Commercial Zone), Chapter 17.33 (C-3 General Commercial Zone), Chapter 17.36 (M-L Limited Light Industrial Zone), Chapter 17.39 (M-1 Light Industrial Zone), Chapter 17.42 (M-2 General Industrial Zone), and Chapter 17.60 (Off-Street Parking and Loading) in order to remove regulatory barriers for child care providers within the City of McMinnville and to bring the City's Municipal Code into compliance with Oregon statutory regulations and guidelines relative to child care.

LOCATION: N/A

ZONING: R1, R2, R3, R4, R5, OR, C1, C2, C3, ML, M1, M-2

APPLICANT: City of McMinnville

STAFF: Heather Richards, Planning Director

HEARINGS BODY: McMinnville Planning Commission

DATE & TIME: April 15, 2021. Meeting held virtually via Zoom meeting software, Zoom Online Meeting ID 942 3599 8716.

DECISION-MAKING BODY: McMinnville City Council

DATE & TIME: TBD

PROCEDURE: The application is subject to the legislative land use procedures specified in Sections 17.72.120 - 17.72.160 of the McMinnville Municipal Code.

CRITERIA: Amendments to the McMinnville Zoning Ordinance must be consistent with the Goals and Policies in Volume II of the Comprehensive Plan and the Purpose of the Zoning Ordinance.

APPEAL:

The Planning Commission will make a recommendation to the City Council. The City Council's decision on a legislative amendment may be appealed to the Oregon Land Use Board of Appeals (LUBA) within 21 days of the date written notice of the City Council's decision is mailed to parties who participated in the local proceedings and entitled to notice and as provided in ORS 197.620 and ORS 197.830, and Section 17.72.190 of the McMinnville Municipal Code.

DECISION

Based on the findings and conclusions, the McMinnville Planning Commission recommends **APPROVAL** of the legislative zoning text amendments (G 1-21) to the McMinnville City Council.

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DECISION: APPROVAL

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City Council: _____
Scott Hill, Mayor of McMinnville

Date: _____

Planning Commission: _____
 Roger Hall, Chair of the McMinnville Planning Commission

Date: _____

Planning Department: _____
Heather Richards, Planning Director

Date: _____

I. Application Summary:

The City of McMinnville is proposing to amend Title 17, Chapter 17.06 (Definitions), Chapter 17.12 (R-1 Single Family Residential Zone), Chapter 17.15 (R-2 Single Family Residential Zone), Chapter 17.18 (R-3 Two Family Residential Zone), Chapter 17.21 (R-4 Multiple Family Residential Zone), Chapter 17.22 (R-5 Multiple Family Residential Zone), Chapter 17.24 (O-R Office Residential Zone), Chapter 17.27 (C-1 Neighborhood Business Zone), Chapter 17.30 (C-2 Travel Commercial Zone), Chapter 17.33 (C-3 General Commercial Zone), Chapter 17.36 (M-L Limited Light Industrial Zone), Chapter 17.39 (M-1 Light Industrial Zone), Chapter 17.42 (M-2 General Industrial Zone), and Chapter 17.60 (Off-Street Parking and Loading) in order to remove regulatory barriers for child care providers within the City of McMinnville and to bring the City's Municipal Code into compliance with Oregon statutory regulations and guidelines relative to child care. The City is adding definitions for "Child Care Center", "Child Care Home (Registered or Certified Family Child Care Home)" and "Day Care Facility (Adult)". The City is identifying "Child Care Home", and "Day Care Facility (Adult)" when the day care facility is located in a residential dwelling unit and has twelve or fewer people present at any one time, as outright permitted uses, and "Child Care Center", and "Day Care Facility (Adult)" when the structure is not a residence, as conditional uses in the R1, R2, R3, R4, R5 and OR zones. The City is proposing that "Child Care Center" be a permitted use in the C1, C2, C3, ML and M1 zones, and be a conditional use in the M2 zone. And the city is proposing that "Child Care Center" and "Child Care Facility" be required to provide one off-street parking space per employee and a designated drop-off and pick-up zone for two vehicles be required.

II. CONDITIONS OF APPROVAL

None.

III. FINDINGS OF FACT

1. The City of McMinnville has received requests to reduce regulatory barriers for child care facilities to help enable the development of more child care in the community.
2. On November 19, 2020, city staff hosted a work session with the Planning Commission to discuss options for child care amendments to the McMinnville City Code. At that time, Planning Commission provided direction to move forward with a legislative effort to amend the McMinnville Municipal Code to remove regulatory barriers for child care providers as deemed appropriate.
3. Notice of the application and the April 15, 2021 Planning Commission public hearing was published in the News Register on Friday, April 9, 2021, in accordance with Section 17.72.120 of the Zoning Ordinance.
4. On April 15, 2021, the Planning Commission held a duly noticed public hearing to consider the request.
5. Title 17 of the MMC provides the code provisions for zoning and development regulations for the City of McMinnville.

IV. CONCLUSIONARY FINDINGS:

The Conclusionary Findings are the findings regarding consistency with the applicable criteria for the application.

Alignment with Oregon Revised Statutes and Administrative Rules:

ORS 329A.440 – Oregon Revised Statute 329A.440 governs how cities and counties can regulate certain types of child care facilities. Per ORS 329A.440, registered family child care homes and certified family child care homes shall be considered a residential use of property for zoning purposes and shall be permitted uses in all areas zoned for residential or commercial purposes. A city cannot enact or enforce zoning ordinance prohibiting the use of a residential dwelling, located in an area zoned for residential or commercial use, as a registered or certified family child care home.

329A.440 Application of zoning ordinances to registered or certified family child care homes.

(1) A registered or certified family child care home shall be considered a residential use of property for zoning purposes. The registered or certified family child care home shall be a permitted use in all areas zoned for residential or commercial purposes, including areas zoned for single-family dwellings. A city or county may not enact or enforce zoning ordinances prohibiting the use of a residential dwelling, located in an area zoned for residential or commercial use, as a registered or certified family child care home.

(2) A city or county may impose zoning conditions on the establishment and maintenance of a registered or certified family child care home in an area zoned for residential or commercial use if the conditions are no more restrictive than conditions imposed on other residential dwellings in the same zone.

(3) A county may:

(a) Allow a registered or certified family child care home in an existing dwelling in any area zoned for farm use, including an exclusive farm use zone established under ORS 215.203;

(b) Impose reasonable conditions on the establishment of a registered or certified family child care home in an area zoned for farm use; and

(c) Allow a division of land for a registered or certified family child care home in an exclusive farm use zone only as provided in ORS 215.263 (9).

(4) This section applies only to a registered or certified family child care home where child care is offered in the home of the provider to not more than 16 children, including children of the provider, regardless of full-time or part-time status. [Formerly 657A.440]

Finding: Proposed amendments bring the McMinnville Municipal Code into compliance with ORS 329A.440 by allowing registered and certified family child care homes as allowed outright permitted uses in any residential and commercial zone if provided in a single-family dwelling unit.

OAR 414-200-0415 to OAR 414-350-0415 – Oregon Administrative Rules (OAR) 414-200-0415 to OAR 414-350-0415 govern the operational structure and licensing of child care facilities in the state of Oregon.

Finding: Proposed amendments align definitions of child care facilities in the McMinnville Municipal Code with OAR 414-200-0415 to OAR 414-350-0415, and reinforces the parameters for each type of child care facility in the allowance of the McMinnville Municipal Code.

Alignment with McMinnville's Comprehensive Plan:

The following Goals and policies from Volume II of the McMinnville Comprehensive Plan of 1981 are applicable to this request:

Citizen Involvement

GOAL X 1 TO PROVIDE OPPORTUNITIES FOR CITIZEN INVOLVEMENT IN THE LAND USE DECISION MAKING PROCESS ESTABLISHED BY THE CITY OF McMINNVILLE.

Finding: Goals X 1 is satisfied by this proposal in that the proposed modifications were reviewed at a public hearing by the McMinnville Planning Commission on April 15, 2021.



CITY OF MCMINNVILLE

PLANNING DEPARTMENT

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**PROPOSED AMENDMENTS TO THE MCMINNVILLE MUNICIPAL CITY CODE –
Chapter 17.03, General Provisions**

New proposed language is represented by **bold font**, deleted language is represented by ~~strikethrough font~~.

Chapter 17.06

DEFINITIONS

Section 17.06.015 General Definitions

Child Care Center – Any facility that is certified to provide care to children and is located in a building constructed as other than a residential dwelling. This could include a day nursery, nursery school, preschool or similar unit operating under any name.

Child Care Home, (Registered or Certified Family Child Care Home) – A facility constructed as a residential dwelling where child care is offered in the home of the provider, on a regular basis, to more than three children from more than one family at any one time other than the provider's children, and not more than 16 children including children of the provider, regardless of full-time or part-time status. Must be licensed through the Oregon Office of Child Care.

Day Care Facility, (Adult) – Any facility that provides community based group programs designed to meet the needs of adults with functional and cognitive impairments through individual plans of care that are structured, comprehensive and provide a variety of health, social and related support services in protective settings during part of the day but provide less than 24-hour care.

Day Care Facility – ~~Any facility that provides care to three or more persons exclusive of family members during a limited portion of a 24-hour period, including a day nursery, family day care center, adult day care, or similar unit operating under any name or as may be licensed by the State of Oregon. This does not include educational or health care facilities, residential facilities or those offering overnight care or detention facilities. (Ord. 4128 (part), 1981; Ord. 3380 (part), 1968).~~

Residential Child Care Facility – ~~(Repealed as per Ord. 4952 March 13, 2012).~~

Chapter 17.12
R-1 SINGLE-FAMILY RESIDENTIAL ZONE

Section 17.12.010 Permitted Uses.

- E. Child Care Home (Registered or Certified Family Child Care Home), under the following provisions:**
 - 1. The structure is a residential dwelling unit.
 - 2. The provider resides at the dwelling.
 - 3. Child care is offered to more than three children from more than one family at any one time other than the provider's children, and not more than 16 children, including children of the provider, regardless of full-time or part-time status.
 - 4. Requirements of the Oregon Building Codes (including any Fire Life Safety Code) as amended, are met.
 - 5. Operator must have the appropriate licenses required by state regulations.
- F. Day Care Facility (Adult), under the following provisions:**
 - 1. The structure is maintained in its residential character; operators own, lease, or rent the property and reside therein; and the center is operated at a usage level equal to or subservient to the residential use of the structure.
 - 2. Twelve or fewer people are present at any one time at the center.
 - 3. Requirements of the Oregon Building Codes (including any Fire Life Safety Code) as amended, are met.
 - 4. Operator must have the appropriate licenses required by state regulations.
- G. Residential Home as defined in Chapter 17.06 (Definitions)**
- ~~E. Day care facility, under the following provisions:~~
 - ~~6. The structure is maintained in its residential character; operators own, lease, or rent the property and reside therein; and the center is operated at a usage level equal to or subservient to the residential use of the structure.~~
 - ~~7. Twelve or fewer people are present at any one time at the center.~~
 - ~~8. Requirements of the Oregon State Structural Specialty and Fire Life Safety Code (UBC), as amended, are met.~~
 - ~~9. That a certificate of approval be obtained for facilities with seven 7 or more people as required by ORS 418.810.~~
- ~~F. Residential Home as defined in Chapter 17.06 (Definitions).~~
- ~~G. Residential Facility as defined in Chapter 17.06 (Definitions). [Deleted per Ordinance 4988.]~~

Section 17.12.020 Conditional Uses.

- C. Child Care Center, under the following provisions;**
 - 1. Requirements of the Oregon Building Codes (including any Fire Life Safety Code) as amended, are met.
 - 2. Operator must have the appropriate licenses required by state regulations.
- D. Church;**
- E. Community building, including library;**
- F. Day Care Facility (Adult), under the following provisions**
 - 1. The structure is not a residence.
 - 2. Requirements of the Oregon Building Codes (including any Fire Life Safety Code) as amended, are met.
 - 3. Operator must have the appropriate licenses required by state regulations.

- ~~E. Day care facility, when the following situations exist;~~
- ~~1. The structure is not used as a residence by the operators, and/or~~
 - ~~2. Thirteen or more people present at any one time,~~
 - ~~3. That a certificate of approval be obtained for facilities with seven or more people as required by ORS 418.810.~~

(Re-calibrate lettering for the remainder of this section as appropriate)

Chapter 17.15

R-2 SINGLE-FAMILY RESIDENTIAL ZONE

Section 17.15.010 Permitted Uses.

- E. Child Care Home (Registered or Certified Family Child Care Home), under the following provisions:**
- 1. The structure is a residential dwelling unit.**
 - 2. The provider resides at the dwelling.**
 - 3. Child care is offered to more than three children from more than one family at any one time other than the provider's children, and not more than 16 children, including children of the provider, regardless of full-time or part-time status.**
 - 4. Requirements of the Oregon Building Codes (including any Fire Life Safety Code) as amended, are met.**
 - 5. Operator must have the appropriate licenses required by state regulations.**
- F. Day Care Facility (Adult), under the following provisions:**
- 1. The structure is maintained in its residential character; operators own, lease, or rent the property and reside therein; and the center is operated at a usage level equal to or subservient to the residential use of the structure.**
 - 2. Twelve or fewer people are present at any one time at the center.**
 - 3. Requirements of the Oregon Building Codes (including any Fire Life Safety Code) as amended, are met.**
 - 4. Operator must have the appropriate licenses required by state regulations.**
- G. Residential Home as defined in Chapter 17.06 (Definitions)**

- ~~E. Day care facility, under the following provisions:~~
- ~~1. The structure is maintained in its residential character; operators own, lease, or rent the property and reside therein; and the center is operated at a usage level equal to or subservient to the residential use of the structure.~~
 - ~~2. Twelve or fewer people are present at any one time at the center.~~
 - ~~3. Requirements of the Oregon State Structural Specialty and Fire Life Safety Code (UBC), as amended, are met.~~
 - ~~10. That a certificate of approval be obtained for facilities with seven 7 or more people as required by ORS 418.810.~~
- ~~F. Residential Home as defined in Chapter 17.06 (Definitions).~~
- ~~G. Residential Facility as defined in Chapter 17.06 (Definitions). [Deleted per Ordinance 4988.]~~

Section 17.15.020 Conditional Uses.

- B. Child Care Center, under the following provisions;**
- 1. Requirements of the Oregon Building Codes (including any Fire Life Safety Code) as amended, are met.**

- 2. Operator must have the appropriate licenses required by state regulations.
- C. Church;
- D. Community building, including library;
- E. Day Care Facility (Adult), under the following provisions
 - 1. The structure is not a residence.
 - 2. Requirements of the Oregon Building Codes (including any Fire Life Safety Code) as amended, are met.
 - 3. Operator must have the appropriate licenses required by state regulations.
- ~~D. Day care facility, when the following situations exist;~~
 - ~~1. The structure is not used as a residence by the operators, and/or~~
 - ~~2. Thirteen or more people present at any one time,~~
 - ~~3. That a certificate of approval be obtained for facilities with seven or more people as required by ORS 418.810.~~

(Re-calibrate lettering for the remainder of this section as appropriate)

Chapter 17.18

R-3 TWO-FAMILY RESIDENTIAL ZONE

Section 17.18.010 Permitted Uses.

- E. Child Care Home (Registered or Certified Family Child Care Home), under the following provisions:
 - 1. The structure is a residential dwelling unit.
 - 2. The provider resides at the dwelling.
 - 3. Child care is offered to more than three children from more than one family at any one time other than the provider's children, and not more than 16 children, including children of the provider, regardless of full-time or part-time status.
 - 4. Requirements of the Oregon Building Codes (including any Fire Life Safety Code) as amended, are met.
 - 5. Operator must have the appropriate licenses required by state regulations.
- F. Day Care Facility (Adult), under the following provisions:
 - 1. The structure is maintained in its residential character; operators own, lease, or rent the property and reside therein; and the center is operated at a usage level equal to or subservient to the residential use of the structure.
 - 2. Twelve or fewer people are present at any one time at the center.
 - 3. Requirements of the Oregon Building Codes (including any Fire Life Safety Code) as amended, are met.
 - 4. Operator must have the appropriate licenses required by state regulations.
- G. Residential Home as defined in Chapter 17.06 (Definitions)
- ~~E. Day care facility, under the following provisions:~~
 - ~~1. The structure is maintained in its residential character; operators own, lease, or rent the property and reside therein; and the center is operated at a usage level equal to or subservient to the residential use of the structure.~~
 - ~~2. Twelve or fewer people are present at any one time at the center.~~
 - ~~3. Requirements of the Oregon State Structural Specialty and Fire Life Safety Code (UBC), as amended, are met.~~

- 4. ~~That a certificate of approval be obtained for facilities with seven or more people as required by ORS 418.810.~~
- ~~F. Residential Home as defined in Chapter 17.06 (Definitions).~~
- ~~G. Residential Facility as defined in Chapter 17.06 (Definitions). [Deleted per Ordinance 4988.]~~

Section 17.18.020 Conditional Uses.

- B. Child Care Center, under the following provisions;**
 - 1. **Requirements of the Oregon Building Codes (including any Fire Life Safety Code) as amended, are met.**
 - 2. **Operator must have the appropriate licenses required by state regulations.**
- C. Church;**
- D. Community building, including library;**
- E. Day Care Facility (Adult), under the following provisions**
 - 1. **The structure is not a residence.**
 - 2. **Requirements of the Oregon Building Codes (including any Fire Life Safety Code) as amended, are met.**
 - 3. **Operator must have the appropriate licenses required by state regulations.**
- ~~D. Day care facility, when the following situations exist;~~
 - ~~1. The structure is not used as a residence by the operators, and/or~~
 - ~~2. Thirteen or more people present at any one time,~~
 - ~~3. That a certificate of approval be obtained for facilities with seven or more people as required by ORS 418.810.~~

(Re-calibrate lettering for the remainder of this section as appropriate)

Chapter 17.21

R-4 MULTIPLE-FAMILY RESIDENTIAL ZONE

Section 17.21.010 Permitted Uses.

- G. Residential Home as defined in Chapter 17.06 (Definitions)**
- F. A single-family dwelling having a common wall with one or more other single-family dwelling, provided:
 - 1. Each dwelling unit shall be situated on an individual, legally subdivided or partitioned lot.
 - 2. The dwelling shall have a common wall at the “zero” lot line.
 - 3. Each lot shall comprise not less than twenty-five hundred square feet in area.
 - 4. Lot area and setback requirements will apply to the combined dwelling units as one structure and the combined lots as one lot.
 - 5. Each dwelling unit must have independent services which include, but are not limited to sewer, water and electricity.
 - 6. The common wall shall be a fire wall, and shall be a kind of construction that will insure fire protection as per the Uniform Building Code as adopted by the State.
 - 7. Common wall, single-family structures shall be required to provide a sound barrier at the common wall which has a sound transmission class rating of not less than fifty

(50) as per the Uniform Building Code as adopted by the State. The building technique used to achieve the sound barrier rating shall be the responsibility of the general contractor and will be accepted upon inspection if it meets the code requirements and is supported by proof of meeting sound emission controls as specified.

8. Existing duplexes will be allowed to be converted to common wall, single-family units if they meet the provisions of this title and were constructed after January, 1974.

G. Child Care Home (Registered or Certified Family Child Care Home), under the following provisions:

1. The structure is a residential dwelling unit.
2. The provider resides at the dwelling.
3. Child care is offered to more than three children from more than one family at any one time other than the provider's children, and not more than 16 children, including children of the provider, regardless of full-time or part-time status.
4. Requirements of the Oregon Building Codes (including any Fire Life Safety Code) as amended, are met.
5. Operator must have the appropriate licenses required by state regulations.

H. Day Care Facility (Adult), under the following provisions:

1. The structure is maintained in its residential character; operators own, lease, or rent the property and reside therein; and the center is operated at a usage level equal to or subservient to the residential use of the structure.
2. Twelve or fewer people are present at any one time at the center.
3. Requirements of the Oregon Building Codes (including any Fire Life Safety Code) as amended, are met.
4. Operator must have the appropriate licenses required by state regulations.

~~F. Boardinghouse, lodginghouse, or roominghouse; [Deleted per Ordinance 5047.]~~

~~G. A single-family dwelling having a common wall with one or more other single-family dwelling, provided:~~

- ~~1. Each dwelling unit shall be situated on an individual, legally subdivided or partitioned lot.~~
- ~~2. The dwelling shall have a common wall at the "zero" lot line.~~
- ~~3. Each lot shall comprise not less than twenty-five hundred square feet in area.~~
- ~~4. Lot area and setback requirements will apply to the combined dwelling units as one structure and the combined lots as one lot.~~
- ~~5. Each dwelling unit must have independent services which include, but are not limited to sewer, water and electricity.~~
- ~~6. The common wall shall be a fire wall, and shall be a kind of construction that will insure fire protection as per the Uniform Building Code as adopted by the State.~~
- ~~7. Common wall, single-family structures shall be required to provide a sound barrier at the common wall which has a sound transmission class rating of not less than fifty (50) as per the Uniform Building Code as adopted by the State. The building technique used to achieve the sound barrier rating shall be the responsibility of the general contractor and will be accepted upon inspection if it meets the code requirements and is supported by proof of meeting sound emission controls as specified.~~
- ~~8. Existing duplexes will be allowed to be converted to common wall, single-family units if they meet the provisions of this title and were constructed after January, 1974.~~

~~H. Day care facility, under the following provisions:~~

- ~~1. The structure is maintained in its residential character, operators own, lease, or rent the property and reside therein; and the center is operated at a usage level equal to or subservient to the residential use of the structure.~~
- ~~2. Twelve or fewer people are present at any one time at the center.~~

- ~~3. Requirements of the Oregon State Structural Specialty and Fire Life Safety Code (UBC), as amended, are met.~~
- ~~4. That a certificate of approval be obtained for facilities with seven or more people as required by ORS 418.810.~~

Section 17.21.020 Conditional Uses.

- C. Child Care Center, under the following provisions;**
 - 1. Requirements of the Oregon Building Codes (including any Fire Life Safety Code) as amended, are met.**
 - 2. Operator must have the appropriate licenses required by state regulations.**
- D. Church;**
- E. Community building, including library;**
- F. Day Care Facility (Adult), under the following provisions**
 - 1. The structure is not a residence.**
 - 2. Requirements of the Oregon Building Codes (including any Fire Life Safety Code) as amended, are met.**
 - 3. Operator must have the appropriate licenses required by state regulations.**
- ~~E. Day care facility, when the following situations exist;~~
 - ~~4. The structure is not used as a residence by the operators, and/or~~
 - ~~5. Thirteen or more people present at any one time,~~
 - ~~6. That a certificate of approval be obtained for facilities with seven or more people as required by ORS 418.810.~~

(Re-calibrate lettering for the remainder of this section as appropriate)

Chapter 17.22

R-5 MULTIPLE-FAMILY RESIDENTIAL ZONE

Section 17.22.010 Permitted uses. In an R-5 zone, the following uses and their accessory uses are permitted:

- A. Multiple-family dwelling;
- B. Condominium;
- C. Boardinghouse, lodging house, or rooming house;
- D. Child Care Home (Registered or Certified Family Child Care Home), under the following provisions:**
 - 1. The structure is a residential dwelling unit.**
 - 2. The provider resides at the dwelling.**
 - 3. Child care is offered to more than three children from more than one family at any one time other than the provider's children, and not more than 16 children, including children of the provider, regardless of full-time or part-time status.**
 - 4. Requirements of the Oregon Building Codes (including any Fire Life Safety Code) as amended, are met.**
 - 5. Operator must have the appropriate licenses required by state regulations.**
- ~~D. Day care facility, under the following provisions:~~
 - ~~1. The structure is maintained in its residential character; operators own, lease, or rent the property and reside therein; and the center is operated at a usage level equal to or subservient to the residential use of the structure.~~
 - ~~2. Twelve or fewer children are present at any one time at the center.~~

- ~~3. Requirements of the Oregon State Structural Specialty and Fire Life Safety Code, as amended, are met.~~
- ~~4. That a certificate of approval be obtained for facilities with 7 or more children as required by ORS 418.810.~~
- ~~E. Residential child care facility, under the following provisions:~~
 - ~~1. The structure is maintained in its residential character; operators own, lease, or rent the property and reside therein; and the center is operated at a usage level equal to or subservient to the residential use of the structure.~~
 - ~~2. Five or less children under care reside in the home at any one time.~~
 - ~~3. Requirements of the Oregon State Structural Specialty and Fire Life Safety Code, as amended, are met.~~

(Re-calibrate lettering for the remainder of this section as appropriate)

Section 17.22.020 Conditional uses. In an R-5 zone, the following uses and their accessory uses may be permitted, subject to the provisions of Chapter 17.66:

- A. Campus living organization (fraternity, sorority, or dormitory);
- B. Cemetery;
- C. Church;
- D. Community building, including library;
- E. Child Care Center, under the following provisions;**
 - 1. Requirements of the Oregon Building Codes (including any Fire Life Safety Code) as amended, are met.**
 - 2. Operator must have the appropriate licenses required by state regulations.**
- ~~E. Day care facility, when the following situations exist:~~
 - ~~1. The structure is not used as a residence by the operators; and/or~~
 - ~~2. Thirteen or more children are present at any one time; (as amended by Ordinance 4534 April 27, 1993)~~
 - ~~3. That a certificate of approval be obtained for facilities with 7 or more children as required by ORS 418.810 (as amended by Ordinance 4534 April 27, 1993).~~
- ~~F. Residential care facility, when the following situations exist:~~
 - ~~1. The structure is not used as a residence by the operators; and/or~~
 - ~~2. Six or more children are present at any one time.~~

Chapter 17.24

O-R OFFICE RESIDENTIAL ZONE

Section 17.24.020 Permitted Uses.

- E. Child Care Home (Registered or Certified Family Child Care Home), under the following provisions:**
 - 1. The structure is a residential dwelling unit.**
 - 2. The provider resides at the dwelling.**
 - 3. Child care is offered to more than three children from more than one family at any one time other than the provider's children, and not more than 16 children, including children of the provider, regardless of full-time or part-time status.**
 - 4. Requirements of the Oregon Building Codes (including any Fire Life Safety Code) as amended, are met.**
 - 5. Operator must have the appropriate licenses required by state regulations.**

- F. Clinic
- G. Day Care Facility (Adult), under the following provisions:
 - 1. The structure is maintained in its residential character; operators own, lease, or rent the property and reside therein; and the center is operated at a usage level equal to or subservient to the residential use of the structure.
 - 2. Twelve or fewer people are present at any one time at the center.
 - 3. Requirements of the Oregon Building Codes (including any Fire Life Safety Code) as amended, are met.
 - 4. Operator must have the appropriate licenses required by state regulations.
- ~~F. Day care facility, under the following provisions:~~
 - ~~1. The structure is maintained in its residential character; operators own, lease, or rent the property and reside therein; and the center is operated at a usage level equal to or subservient to the residential use of the structure.~~
 - ~~2. Twelve or fewer children are present at any one time at the center.~~
 - ~~3. Requirements of the Oregon State Structure Specialty and Fire Life Safety Code (UBC), as amended, are met.~~
 - ~~4. That a certificate of approval be obtained for facilities with seven or more children as required by ORS 418.810.~~
- ~~G. Dressmaking or tailor shop;~~
- ~~N. Residential child care facility, under the following provisions:~~
 - ~~1. The structure is maintained in its residential character; operators own, lease, or rent the property and reside therein; and the center is operated at a usage level equal to or subservient to the residential use of the structure.~~
 - ~~2. Five or less children under care reside in the home at any one time.~~
 - ~~3. Requirements of the Oregon State Structural Specialty and Fire Life Safety Code (UBC) as amended, are met;~~
- N. Dressmaking or Tailor shop;

Section 17.24.030 Conditional Uses.

- A. Child Care Center, under the following provisions:
 - 1. Requirements of the Oregon Building Codes (including any Fire Life Safety Code) as amended, are met.
 - 2. Operator must have the appropriate licenses required by state regulations.
- B. Church;
- C. Day Care Facility (Adult), under the following provisions
 - 1. The structure is not a residence.
 - 2. Requirements of the Oregon Building Codes (including any Fire Life Safety Code) as amended, are met.
 - 3. Operator must have the appropriate licenses required by state regulations.
- ~~B. Day care facility, when the following situations exist:~~
 - ~~1. The structure is not used as a residence by the operators, and/or~~
 - ~~2. Thirteen or more children are present at any one time;~~
 - ~~3. That a certificate of approval be obtained for facilities with seven or more children as required by ORS 418.810.~~
- ~~C. Residential care facility, when the following situations exist:~~
 - ~~1. The structure is not used as a residence by the operators, and/or~~
 - ~~2. Six or more children are present at any one time;~~

Chapter 17.27
C-1 NEIGHBORHOOD BUSINESS ZONE

Section 17.27.010 Permitted Uses.

- M. Child Care Center, under the following provisions;**
- 1. Requirements of the Oregon Building Codes (including any Fire Life Safety Code) as amended, are met.**
 - 2. Operator must have the appropriate licenses required by state regulations.**

Chapter 17.30
C-2 TRAVEL COMMERCIAL ZONE

Section 17.30.010 Permitted Uses.

- B. Child Care Center, under the following provisions;**
- 1. Requirements of the Oregon Building Codes (including any Fire Life Safety Code) as amended, are met.**
 - 2. Operator must have the appropriate licenses required by state regulations.**

~~B. Boardinghouse, lodginghouse or roominghouse; [Deleted per Ordinance 5047.]~~

Chapter 17.33
C-3 GENERAL COMMERCIAL ZONE

Section 17.33.010 Permitted Uses.

- 74. Day Care Facility (Adult), under the following provisions**
- 1. The structure is not a residence.**
 - 2. Requirements of the Oregon Building Codes (including any Fire Life Safety Code) as amended, are met.**
 - 3. Operator must have the appropriate licenses required by state regulations.**

Section 17.33.020 Conditional uses. In a C-3 zone, the following uses and their accessory uses may be permitted subject to the provisions of Chapters 17.72 and 17.74:

- ~~A. Day care facility;~~
- B. Social relief facility, when the following situations exist:
 1. The structure is not used as a residence by the operators, and/or
 2. Six or more people unrelated to the operator reside at the home at any one time.
- ~~C. Residential care facility;~~
- D. Public or private school;
- E. Public transportation passenger terminal;

Chapter 17.36
M-L LIMITED LIGHT INDUSTRIAL ZONE

Section 17.22.020 Permitted Uses.

- BB. Child Care Center, under the following provisions;**
 - 1. **Requirements of the Oregon Building Codes (including any Fire Life Safety Code) as amended, are met.**
 - 2. **Operator must have the appropriate licenses required by state regulations.**
- CC. Day Care Facility (Adult), under the following provisions**
 - 1. **The structure is not a residence.**
 - 2. **Requirements of the Oregon Building Codes (including any Fire Life Safety Code) as amended, are met.**
 - 3. **Operator must have the appropriate licenses required by state regulations.**

Section 17.36.030 Conditional uses. In the M-L zone, the following uses and their accessory uses may be permitted subject to the provisions of Chapters 17.72 and 17.74:

- A. Cable television ground receiving station;
- B. Cemetery;
- ~~C. Day care facility;~~

Chapter 17.39
M-1 LIGHT INDUSTRIAL ZONE

Section 17.39.030 Conditional uses. The following uses and their accessory uses may be permitted, subject to the provisions of Chapters 17.72 and 17.74:

- A. Agricultural supply store, wholesale or retail;
- B. Recycling collection center;
- C. Service stations;
- D. Cemetery;
- ~~E. Day care facility;~~
- F. Public uses, limited to sewage treatment plants, schools and churches;
- G. Other similar conditional uses, approved subject to the provisions of Section 17.54.010(C). (Ord. 4522 §1(part), 1992).

Chapter 17.42
M-2 GENERAL INDUSTRIAL ZONE

Section 17.42.010 Permitted uses. In an M-2 zone, the following uses and their accessory uses are permitted:

- A. A use permitted in the M-1 zone **(except for Child Care Center and Day Care Facility (Adult))**;
- B. Manufacturing, repairing, fabricating, processing, packing, or storage uses not listed in Chapter 17.39 (Light Industrial Zone) and which have not been declared a nuisance by statute, ordinance or any court of competent jurisdiction;
- C. Manufacture, processing, and storage of grains or fertilizer;
- D. Airport. (Ord. 4128 (part), 1981; Ord. 3380 (part), 1968).

Section 17.42.020 Conditional uses. In an M-2 zone, the following uses and their accessory uses may be permitted subject to the provisions of Chapters 17.72 and 17.74:

- A. Automobile wrecking yard;
- B. **Child Care Center, under the following provisions;**
 - 1. **Requirements of the Oregon Building Codes (including any Fire Life Safety Code) as amended, are met.**
 - 2. **Operator must have the appropriate licenses required by state regulations.**
- C. **Day Care Facility (Adult), under the following provisions**
 - 1. **The structure is not a residence.**
 - 2. **Requirements of the Oregon Building Codes (including any Fire Life Safety Code) as amended, are met.**
 - 3. **Operator must have the appropriate licenses required by state regulations.**
- ~~B. Day Care Facility;~~

(Re-calibrate lettering for the remainder of this section as appropriate)

Chapter 17.60
OFF-STREET PARKING AND LOADING

Section 17.60.060 Spaces—Number required

B. Institutional land use category:

- 5. Day care, **child care center**, preschool, nursery, or kindergarten **One space per employee, and a designated pick-up and drop off zone for two vehicles which can be on-street parking if it is not immediately adjacent to another use. for each teacher or supervisor.**

STATE OF OREGON

OFFICE OF GOVERNOR KATE BROWN



Regional Solutions & Early Learning Division

Child Care Workgroup

EXECUTIVE SUMMARY

January 2020

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Introduction

In January 2019 Oregon State University through the Oregon Child Care Research Partnership released the report “Oregon’s Child Care Deserts: Mapping Supply by Age Group, Metropolitan State and Percentage of Publicly Funded Slots” prepared for the Oregon Early Learning Division.

This report found that:

“[M]any families with young children live in what experts have defined as a child care desert, a community with more than three children for every regulated child care slot. Using this standard, families with infants and toddlers in every Oregon county live in a child care desert. The picture is only slightly better for families with preschool-age children; families in 25 of 36 counties live in a child care desert.”

Building a strong economy for all of Oregon requires a level of collaboration and integration that goes beyond current practices. The Regional Solutions Program approaches community and economic development by recognizing the unique needs of each region in the state and working at the local level to identify priorities, solve problems, and seize opportunities to get specific projects completed. The goal of the Regional Solutions Program is to align state resources (staff capacity, information, grant funding programs) with other public, private and philanthropic funds to address regional economic and community development priorities. To implement this vision Governor Brown has appointed advisory committees for each of the eleven regions. The committees have two purposes: help coordinators and state agency teams identify high level priorities for community and economic development; and help connect resources from the community to expand the collective capacity to solve problems and seize opportunities. In April 2019 the Central Oregon Regional Solutions Committee identified availability/affordability of child care as a regional priority. Coordinators in other regions also indicated that this issue was a priority in their regions.

As a result, the Regional Solutions Program and Early Learning Division co-convened a state agency workgroup to better understand the state touchpoints and opportunities to support increasing the supply of high quality providers and child care slots. This report summarizes what we learned about the regulatory context related to child care facility construction and licensing, state programs that may support the creation of additional child care slots, child care tax incentives and pilot projects from around Oregon.

The contributors to this report would like to recognize the policy components related to the provision of child care that are included within this analysis. We would like to emphasize that further research into the child care policy arena is necessary and occurring. For example, the need for child care outside of traditional hours is a consideration outside the scope of this report, but vital to successful policy creation.

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Definitions

ADA	Americans with Disabilities Act
BCD	Building Codes Division
BOLI	Bureau of Labor & Industries
CACFP	Child and Adult Care Food Program
CAP	Capital Access Program
CBR	Central Background Registry
CC	Child Care Center
CCDF	Child Care Development Fund
CCR&R	Child Care Resource and Referral
CEF	Credit Enhancement Fund, Oregon
CF	Certified Family Child Care Home
CPR	Cardiopulmonary Resuscitation
DHS	Department of Human Services, Oregon
DLCD	Department of Land Conservation and Development
DPU	Direct Pay Unit
EDLF	Entrepreneurial Development Loan Fund
ELD	Early Learning Department
EOA	Economic Opportunity Analysis
ERDC	Employment Related Day Care
FBI	Federal Bureau of Investigation
FPL	Federal Poverty Limit
JOBS	Job Opportunities & Basic Skills Training
NFPA	National Fire Protection Association
OAR	Oregon Administrative Rule
OCC	Office of Child Care
ODE	Department of Education, Oregon
OED	Employment Department, Oregon
OIB	Oregon Investment Board
ORS	Oregon Revised Statutes
OSFM	Office of State Fire Marshal
OSSC	Oregon Structural Specialty Code
RF	Registered Family Child Care Home
RS	Regional Solutions
SBDC	Small Business Development Center Network
SEA	Self-Employment Assistance Program
SMI	State Median Income
SQTL	Staff Qualifications and Training Logs
STC	Short Time Compensation
SUD	Supplemental Unemployment for Dislocated Workers
TA	Technical Assistance
TANF	Temporary Assistance for Needy Families
TGM	Transportation and Growth Management
TRA	Trade Readjustment Allowances
TUI	Training Unemployment Insurance
UI	Unemployment Insurance
USDA	U.S. Department of Agriculture
WOTC	Work Opportunity Tax Credit
WSDOT	Washington State Department of Transportation

Regulatory Context

Early Learning Division

Oregon Department of Education

The Early Learning Division's (ELD) mission is to support all of Oregon's young children and families to learn and thrive.¹ ELD is an independent division of the Oregon Department of Education; its policy board is the Early Learning Council, a nine member Governor-appointed public board charged with coordinating a cross-sector system at the state level to improve kindergarten readiness.

The ELD is responsible for oversight of a statewide early care and education system. This work includes administration of state and federal early care and education programs such as Preschool Promise, prenatal to age five Oregon Prekindergarten, home visitation programs, Baby Promise, Relief Nurseries, Early Learning Hubs, and professional learning for early childhood educators and caregivers.

As Oregon's child care agency, the ELD is also responsible for the design and implementation of the state's child care work and serves as the lead agency for the federal Child Care Development Fund (CCDF). The child care licensing program ensures the health and safety of children in regulated child care settings across the state, technical assistance to providers to meet child care regulations, and is responsible for providing information to families about the availability of safe and quality child care. Staff members are located in a central office in Salem and in field offices in various parts of the state.

¹ Oregon Department of Education, Early Learning Division. (2019)

Types of Child Care Facilities

Child Care Center (CC)

A facility, usually located in a commercial building, in which children receive care. The number of children allowed depends on the physical size of the facility and the number of qualified staff members.² A CC has the ability to staff, and employees are required to meet job related requirements. A CC can provide full day care, seven days a week. At CC licensure is for one year. The rules that apply to child care centers are OAR 414-300-0000 to OAR 414-200-0415.

Registered Family Child Care Home (RF)

A facility in the provider's own home in which up to 10 children receive child care. Of those 10 children, six children may be preschool age or younger, two of the six preschool children may be under 24 months of age. **The provider's own children are included in the number of children in care.** RF licensure is for two years. The rules that apply to registered family child care homes are OAR 414-205-0000 to OAR 414-350-0170.

Certified Family Child Care Home (CF)

A facility in a building constructed as a single family dwelling in which up to 16 children receive child care. The number of children depends on the physical size of the home, provider qualifications, and the number of qualified caregivers. CF licensure is for one year. **The provider's own children are included in the number of children in care.** The rules that apply to certified family child care homes are OAR 414-350-0000 to OAR 414-350-0405.

Continue to next page.

² The following ratios apply to CC facilities meeting qualified staff requirements; Newborn to 23 months 1:4 ; 24 - 35 months 1:5; and, 36 months to kindergarten 1:10.

Programs Exempt from Licensing

There are several types of programs that provide care to children that are exempt from licensing by the ELD. **These include:**

- Providing care in the home of the child when all of the children being cared for reside in that home;
- Caring for children that are related within fourth degree (fourth degree relative);
- All of the children are from the same family;
- Care is conducted occasionally care and not more than 70 days a year;
- Caring for fewer than three children at any one time, *not including their own children*;
- A school age program focused on single enrichment for no more than 8 hours a week (e.g. karate class);
- Program that are mostly a group athletic or social activity sponsored by organized club or hobby group (e.g. boy scouts);
- **Parent Cooperatives** – Parents of the children must provide care on a rotating basis and the program cannot operate for more than four hours per day;
- Programs operated by school district, political subdivision of the state or a governmental agency;
- Program where parents of children remain on site (e.g. child care at a health club);
- **Preschool Recorded Program** – Children are between the age of three years old and kindergarten, it is primarily educational, and children not present for more than four hours a day;
- **School Age Recorded** – Youth development activities that do not take the place of a parent's care during the hours that school is not in session.

Continue to next page.

Provider Requirement by Facility Type

Central Background Registry

Enrollment in the Central Background Registry (CBR) is required as part of the licensing process. All child care staff, support staff and administrative staff who may have unsupervised access to children must have a background check completed by OCC and be enrolled in the CBR. Other individuals who are not employed or living in the facility may also be required to be enrolled in the CBR if their presence or role permits unsupervised access to children. Federal and state law requires OCC perform FBI fingerprint based background checks and obtain criminal history on all applicants including a child protective service check in all states where the individual has resided in the past five years. OCC currently subsidizes the CBR enrollment cost.

Certified Child Care Centers

Teacher qualifications:

- 20 credits (semester system) or 30 credits (quarter system) of training at a college or university in specific areas depending on the age group in care; or
- A one year state or nationally recognized credential in the age group in care; or
- One year of teaching experience in a group care setting such as a child care center or preschool; or
- Six months teaching experience in a group care setting AND completion of 10 credits (semester system) or 15 credits (quarter system) as a college or university; or
- Step eight in the Oregon Registry.
- First aid
- Infant/child CPR
- Food Handler's
- Training on recognizing and reporting child abuse and neglect
- OCC health and safety training
- OCC Safe Sleep training

Ongoing training:

- 15 hours annually with at least 8 hours in child development

Registered Family Child Care

Provider must complete prior to licensing:

- Introduction to Registered Family (two part)
- First aid
- Infant/child CPR
- Food Handler's
- Training on recognizing and reporting child abuse and neglect
- OCC health and safety training
- OCC Safe Sleep training

Ongoing training:

- 10 hours every two years with at least 6 hours in child development

Certified Family Child Care

Provider qualifications:

- One year of teaching experience in a setting such as child care center or preschool; or
- One year as a registered family child care; or
- Completion of 20 credits (semester system) or 30 credits (quarter system) of training at a college or university in early childhood education or child development; or
- Step eight in the Oregon Registry.

Provider must complete prior to licensing:

- First aid
- Infant/child CPR
- Food Handler's
- Training on recognizing and reporting child abuse and neglect
- OCC health and safety training
- OCC Safe Sleep training

Ongoing training:

- 15 hours annually with at least 8 hours in child development

Child Care Facilities – *Licensing Procedure*

There are three types of licensing applications. Initial applications are when a facility is opening for the first time. Renewal applications are when a facility is renewing their facility license. Reopen applications are when a facility is either reopening a facility that has been closed, or they are “reopening” at a new address.

CC and CF Initial Applications

Office of Child Care (OCC) provides information materials to prospective applicants for Child Care Center (CC) and Certified Family Child Care Home (CF). When that person has reviewed the material and is ready, they send OCC required permits and proposed floor plan, which OCC staff review. OCC consults with them to determine whether they will likely qualify to provide care, how many children they would be able to care for, any changes they will need to make, etc. If the prospective provider wants to proceed, OCC sends an application packet. During the application process the prospective provider secures sanitation inspection, fire inspection, and has water tested for lead. They submit the application materials, and OCC reviews for prior licensure, any prior concerns, inspection reports, and floor plan. OCC then visits the site to review for licensing. OCC and the applicant discuss health and safety issues and any other issues including non-compliance. OCC checks the facility’s staff for qualifications and ensures all background checks are completed (see below for the Central Background Registry).

If the facility has met all health and safety standards, and is only lacking in areas that will not affect children’s health and safety, OCC issues a temporary license. This allows the provider to begin operating. OCC also gives the provider information about federal reimbursements for nutritious food, and refers to the Health Department for requirements on communicable disease reporting, immunization, etc. A follow-up visit may occur if children were not present at the licensing visit. When the program review is complete and all deficiencies have been corrected, OCC issues an annual license.

OCC is typically able to respond to requests for precertification visits within two weeks of the receiving the request. The timeframe for receiving a license depends on many factors. OCC cannot issue a license until all city and zoning approval approvals are in place, and fire marshal and environmental health inspections have occurred. This process can take anywhere from four weeks to several months depending on the local jurisdiction and their requirements. More information on infrastructure requirements is discussed later within this report.

RF Initial Applications

Initial inquiries about registered family (RF) child care registration are directed to the local Child Care Resource and Referral (CCR&R). The CCR&R, a state subsidized organization that provides resources to recruit, train, and support child care facilities and work force, gives the prospective provider information about attending a two-part overview session. Part one is available online and done independently. Part two is in-person at the local CCR&R. During this training, prospective providers receive an application packet including information on required trainings and fees, and central background registry (CBR) forms.

Upon receipt of a completed application, OCC reviews for prior licensure and any concerns, verifies enrollment in the CBR, and that training (health and safety, overview classes) have been completed. OCC then visits the site and determines whether the facility meets required health and safety standards. If standards are met, a license is issued. If there are deficiencies, OCC advises the potential provider of the needed corrections and later conducts an additional visit to confirm corrections have been made. OCC also gives them information about federal reimbursements for nutritious food, and refers to the Health Department for requirements on communicable disease reporting, immunization, etc.

A visit can typically be conducted within two weeks of the application submission, if the applicant has completed all required trainings and background checks. From start to finish, a registered family license can be obtained within eight weeks depending on the schedule of required classes, and the responsiveness of the applicant to the background check process.

Renewal Applications

When a provider applies to renew their license, OCC schedules a visit. If OCC receives the application at least 30 days prior to expiration date, the license remains active until the agency makes a decision. If the application is received less than 30 days before expiration, the license will not extend beyond the expiration date if not yet approved. However, OCC can process such an application as a high priority.

During the visit, OCC goes through the appropriate health and safety checklist for the corresponding type of facility and notes any noncomplying items. OCC reviews sanitation and fire inspections (if required), and records of staff training, qualifications, and CBR enrollment. OCC also reviews children's enrollment records. The visit can occur when the facility is closed, in which case a follow-up program review visit will be scheduled when children are on site.

Consequence for findings of noncompliance depend on severity. Minor violations are noted in writing and result in an informal discussion and

agreement to correct the item. Moderate violations, those that present potential risk, or a significant accumulation of minor issues, are noted in writing, and result in an agreement to correct the items in specific timeframes. Unless corrected during the visit, a follow-up visit (or in some cases photos or other documentation) is used to confirm the correction. If the item is a repeat of a prior violation or significant accumulation of minor violations it will be noted in the OCC database. Moderate violations can delay renewal of a license. Major violations – substantial, clear, serious risk (but not imminent danger) – is noted in writing, entered in the OCC database, and results in a noncompliance letter to provider. A stop-gap correction must be done immediately or, depending on the situation, within 24 hours. OCC and the provider agree to a timeframe to implement a permanent correction, which must be verified with a follow-up visit. The license will not be renewed until the permanent solution is in place.

For CC (child care center) and CF (certified family), majority compliance results in a temporary license, along with a list of needed corrections and timeline. OCC conducts a follow-up visit to verify full compliance. When a facility is in full compliance OCC issues the annual (CC and CF) or two-year (RF) license, and updates the database.

There are nuances depending on the type of facility and violation. Missing training is an example. For a CC or CF that has not completed yearly training, a temporary license will be issued, and the facility will be given 60 days to complete and submit their training. Continued noncompliance can result in additional time to complete, and civil penalties. In contrast, an RF with incomplete training will not be given a temporary license and not renewed until training is complete.

Temporary License

Temporary licenses are only available for CF and CC facilities. RF facility licenses are only renewed once the facility passes the health and safety review visit. The maximum period for temporary license is 180 days.

For CF and CC facilities, the decision to allow a temporary license pending correction of violations depends on several factors, and is largely at the discretion of OCC. Temporary license may be granted if the facility is in majority compliance and has been inspected and approved for temporary operation by the environmental health specialist. A CC may be given temporary license pending the fire safety inspection.

OCC informs the applicant of the specific deficiencies which resulted in a temporary (rather than full) license, and provides technical assistance on how to meet the requirements.

OCC must determine that requirements have been met before issuing an annual license.

Full License

When the facility is in compliance with the rules, it will be issued an annual (CC or CF) or two-year (RF) license. The CF or CC license expires one year from the beginning of the temporary license, if a temporary has been given. The RF license expires two years from the licensing date.

If a facility wants to change the conditions on their license (such as hours of operation or ages of children served), the written request is evaluated by OCC based on the applicable rules. If the conditions of the license are modified, the expiration date on the current license remains the same.

Exceptions

OCC may grant an exception to an individual rule for a specified period of time when a requirement does not apply to the facility, or the intent of the rule can be met by a method not specified in the rule. Using an OCC form, the provider request must include a justification for the requested exception and explanation of how the facility will meet the intent of the rule. OCC will not grant an exception if the requirement is established by statute; OCC will only grant an exception if the health, safety and well-being of children are ensured. OCC may grant the exception as made or with conditions. Exceptions can only be granted with approval from a senior licensing specialist. If granted, OCC prints and sends a new license document showing the exception, and enters the exception in the database.

During license renewal process, OCC reviews any ongoing exception for the facility. In cooperation with the provider OCC determines if the exception is still relevant, and can renew the license with the continued exception.

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Building & Fire Codes

Building Codes Division

The Building Codes Division (BCD) administers Oregon's Statewide Building Code, which provides uniform standards that ensure newly constructed residential and commercial buildings are safe for citizens to occupy. ³ The state legislature established a "uniform" building code in 1973; the division celebrated the 40th Anniversary of that statewide code in 2013. The division also administers and regulates building laws and rules, and licenses qualified businesses and individuals who work in these trades: electrical, plumbing, boiler and pressure vessel, and elevator.

Mission

To work with Oregonians to ensure safe building construction while promoting a positive business climate within the state.

The BCD provides a range of services to support the people of Oregon, including: adopting a set of construction codes which are applicable throughout the state; licensing construction trades workers, inspectors and businesses; training and certifying building inspectors and building officials; enforcing laws and rules to ensure safe building practices; providing permitting and inspection services; and, collaborating with cities and counties to promote efficient building practices and positive economic development.

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³ Information provided by the Dept. of Consumer and Business Services, Building Codes Division (2019)

The Oregon Structural Specialty Code

The Oregon Structural Specialty Code (OSSC) regulates child care facilities in other than dwellings. The Oregon Residential Specialty Code covers one- and two-family dwellings and townhouses. The following sections provide a brief overview of OSSC child care facility requirements as they relate to the following areas:

- Occupancy Classification
- Sprinkler Systems
- Fire/Smoke Alarms
- Accessibility (ADA)

Nomenclature: *The OSSC uses the term “daycare” in place of “child care.”*

Considerations for Existing Structures

Additional items for consideration when converting existing commercial space to a child care facility include but are not limited to:

Change of Occupancy

When converting a commercial building or space from say an office (B occupancy classification) to a child care facility (E OR I-4 occupancy classification) a change of occupancy analysis is required which will trigger a review by the local building department. Plans stamped by a design professional (Oregon Architect or Engineer) must be submitted for review and approval by the building department having jurisdiction.

Conformance (*Per OSSC 3408.1*)

“No change shall be made in the use or occupancy of any building that would place the building in a different division of the same group of occupancies or in a different group of occupancies, unless such building is made to comply with the requirements of this code for such division or group of occupancies. Subject to the approval of the building official, the use or occupancy of existing buildings shall be permitted to be changed and the building is allowed to be occupied for purposes in other groups without conforming to all the requirements of this code for those groups, provided the new or proposed use is less hazardous, based on life and fire risk, than the existing use.”

For example, if the new occupancy classification requires a sprinkler system and the existing building had none, one would have to retrofit.

Accessibility

As to “accessibility,” OSSC Section 3408.1 states: “Unless additions or alterations are made to the building or facility, change in use or occupancy alone shall not require compliance with the provisions of Chapter 11, Accessibility.” Any additions would have to fully comply with new accessibility provisions. All renovations, alterations and modifications are subject to the requirements of ORS 447.241 “Standards for renovation, alteration or modification of certain buildings.”

This section of statute, AKA “The 25% Rule,” requires the removal of architectural barriers for persons with mobility impairments commensurate with the amount of renovation, alteration or modification being undertaken to the “area of primary function.” In this application, if renovating the areas of an existing commercial building which were to be used for day care (or the area of primary function), one is required to remove architectural barriers up to the point that the cost exceeds 25 percent of the alteration to the primary function area. In simple terms, if the cost of the alteration to the “area of primary function” was \$20,000, one would need to spend an additional \$5,000 to remove architectural barriers.

ORS 447.241 provides a priority punch list as follows:

- (a) Parking;
- (b) An accessible entrance;
- (c) An accessible route to the altered area;
- (d) At least one accessible rest room for each sex or a single unisex rest room;
- (e) Accessible telephones;
- (f) Accessible drinking fountains; and,
- (g) When possible, additional accessible elements such as storage and alarms.

In choosing which accessible elements to provide under this section, priority shall be given to those elements that will provide the greatest access.

In short, one would remove existing barriers per the priority in statute up to the point that the \$5,000.00 was exhausted. For example, if the \$5,000.00 was exhausted after providing an accessible Parking Space (item “a”), an accessible entrance (item “b”) and an accessible route to the altered area (item “c”), the statute would be satisfied. One would continue down the list of priorities until the 25% pool of money is used up.

Use of Existing Single-Family Dwellings for Child Care Facility

While the base requirement from the State Building Code is that a sprinkler system be installed, local building officials have discretion to approve alternate methods of compliance. For example, depending upon the condition of the existing dwelling, a building official may be willing to accept additional exits, additional smoke alarms and perhaps heat detectors/alarms in lieu of a sprinkler system. Each home under consideration will require individual, site-specific evaluation.

Child Care Facility Classification Overview

1. Group E Educational, Oregon Structural Specialty Code

305.2.0	Descriptions
More than five children older than 2 ½ years of age who receive educational, supervision or personal care services for fewer than 24 hours per day.	
305.2.1	Within places of religious worship
Rooms and spaces within places of religious worship providing such day care during religious functions shall be classified as part of the primary occupancy.	
305.2.2	Five or fewer children
A facility having five or fewer children receiving such day care shall be classified as part of the primary occupancy.	
305.2.3	Five or fewer children in a dwelling unit
A facility such as the above within a dwelling unit and having five or fewer children receiving such day care shall be classified as a Group R-3 occupancy or shall comply with the Oregon Residential Specialty Code.	
903.2.3	Sprinkler System - Group E
<ol style="list-style-type: none">1. Throughout all Group E fire areas ⁴ greater than 12,000 square feet (1115 m2) in area.2. The Group E fire area is located on a floor other than a level of exit discharge serving such occupancies. <p>Exception: In buildings where every classroom has not fewer than one exterior exit door at ground level, an automatic sprinkler system is not required in any area below the lowest level of exit discharge serving that area.</p>	

⁴ **Fire Area:** The aggregate floor area enclosed and bounded by fire walls, fire barriers, exterior walls or horizontal assemblies of a building. Areas of the building not provided with surrounding walls shall be included in the fire area if such areas are included within the horizontal projection of the roof or floor next above.

3. The Group E fire area has an occupant load of 300 or more.

907.2.3	Fire Alarms or Smoke Alarms - Group E
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A manual fire alarm system is not required for Group E occupancies with an occupant load of 50 or less.

ORS 447.220	Accessibility (ADA) - General Purpose Statement
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“It is the purpose of ORS 447.210 to 447.280 to make affected buildings in the state accessible to and usable by persons with disabilities, as provided in the Americans with Disabilities Act.”

- Group E daycare is included in the definition of “affected building.”

Features required to be “Accessible” include:

1. Parking
2. A route to entrances
3. A route throughout the building
4. Hardware, controls
5. Restrooms, grab bars, etc.
6. All common use areas including kitchens

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2. Group I-4 Institutional, Oregon Structural Specialty Code

308.5 -308.5.5	Descriptions - Institutional Group I-4, day care facilities
This group shall include buildings and structures occupied by more than five persons of any age who receive custodial care ⁵ for fewer than 24 hours per day by persons other than parents or guardians, relatives by blood, marriage or adoption, and in a place other than the home of the person cared for.	
308.6.1	Classification as Group E
A child day care facility that provides care for more than five but no more than 100 children 2 ½ years or less of age, where the rooms in which the children are cared for are located on a level of exit discharge ⁶ serving such rooms and each of these child care rooms has an exit door directly to the exterior, shall be classified as Group E.	
308.6.2	Within places of religious worship
Rooms and spaces within places of religious worship providing such care during religious functions shall be classified as part of the primary occupancy.	
308.6.3	Five or fewer persons receiving care
A facility having five or fewer persons receiving custodial care shall be classified as part of the primary occupancy.	
308.6.4	Five or fewer persons receiving care in a dwelling unit
A facility such as the above within a dwelling unit and having five or fewer persons receiving custodial care shall be classified as a Group R-3 occupancy or shall comply with the Oregon Residential Specialty Code.	

⁵ **Custodial Care:** Assistance with day-to-day living tasks; such as assistance with cooking, taking medication, bathing, using toilet facilities and other tasks of daily living. Custodial care includes persons receiving care who evacuate at a slower rate and/or who have mental and psychiatric complications.

⁶ **Level of exit discharge:** Typically the ground floor.

903.2.6	Sprinkler System - Group I
<p>An automatic sprinkler system shall be provided throughout buildings with a Group I fire area.</p> <p>Exception 2: An automatic sprinkler system is not required where Group I-4 day care facilities are at the level of exit discharge and where every room where care is provided has at least one exterior exit door.</p>	

907.2.6	Fire Alarms or Smoke Alarms - Group I
<p>A manual fire alarm system that activates the occupant notification system in accordance with Section 907.5 shall be installed in Group I occupancies.</p>	

Accessibility (ADA)	
<p>Group I-4 day care is included in the definition of “affected building”. See statement for Group E above.</p>	

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3. Oregon Residential Specialty Code

R101.2	Descriptions - Scope, Item 2
Allows detached single-family residences to be used for family child care home or foster care in accordance with ORS chapters 418, 443 and 657A.	

Sprinkler System	
A residential sprinkler system (NFPA Standard 13D) is required in any single-family dwelling being used for any purpose other than residential. Local building officials may approve an alternate design to the sprinkler system where equivalent protection is provided. <i>Other purposes invoking the sprinkler system requirements include:</i> <ul style="list-style-type: none">• Daycare• Adult and child foster care• Live-work units	

R314.1	Fire Alarms or Smoke Alarms - General
Smoke alarms shall comply with NFPA 72 and Section R314 of the Oregon Residential Specialty Code.	

Accessibility (ADA)	
Generally not required.	

Oregon State Fire Marshal

The Office of State Fire Marshal (OSFM) delivers community safety services that are comprehensive, effective, and of high value through partnering and collaboration with various agencies and the community. OSFM services are planned, developed, and delivered through collaboration with stakeholders. Each program has performance measures for key mission areas, and each manager works with their staff to develop a biennial work plan to accomplish its goals. Process and outcome improvement is emphasized at all levels in all programs. Employee contributions. All program managers strive for timely response and development of competent, empowered, problem-solving employees. Competent employees are a key component to premier customer service. The success of our agency relies on our employees.

Mission

Protecting citizens, their property, and the environment from fire and hazardous materials.

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Fire Code Matrix

The following is a matrix overview of applicable Oregon fire codes for child care facilities in non-residential buildings. The building construction features found in Chapters 7, 9 and 10 are maintained by the fire official as approved by the building official at the time of construction.

Note: this list should not be viewed as comprehensive, reflecting all requirements, nor does it attempt to suggest an oversimplification of complex codes or standards.

Category	Requirement	OR Fire Code
General Fire Requirements	Storage of combustible rubbish shall not produce conditions that will create a nuisance or a hazard.	304.2
	Open flames such as from candles and heaters shall not be located on or near decorative material or similar combustible materials.	305.1 308.1.5
Emergency Planning & Preparedness	Provide documentation of compliance based on occupancy specific requirements related to: employee training; emergency evacuation drills; fire safety, evacuation and lockdown plans; and hazard communication.	Chapter 4
Fire Service Features	Fire apparatus access roads shall be provided and maintained.	503.1
	NO PARKING—FIRE LANE signs shall be provided for fire apparatus access roads.	503.3
	Buildings shall be provided with approved address identification	505.1
	A key box to be installed in an approved location if required by the fire department.	506.1
	A water supply capable of supplying the required fire flow for fire protection shall be provided to premises.	507.1
	Identify and maintain access to rooms containing fire protection equipment.	509
Building Services & Systems	Gas appliances to be installed per Oregon Mechanical Specialty Code	603
	Electrical hazards shall be abated.	604.1
	Multiplug adapters are not allowed but “power strips” are acceptable when used per code.	604.4
	Extension cords shall not be a substitute for permanent wiring.	604.5
	Electrical equipment and fixtures (such as appliances) shall be tested and listed by an approved agency (such as “UL”) and installed and maintained in accordance with all instructions (owner’s manual).	604.7
	Portable, electric space heaters shall be permitted to be used in certain occupancies in accordance with this code section.	604.10

Category	Requirement	OR Fire Code
	Type I hood shall be installed above all cooking appliances used for commercial purposes that produce grease vapors. The required automatic fire extinguishing systems protecting commercial cooking systems shall be serviced. All records shall be maintained.	607
Fire & Smoke Construction	The fire-resistance rating of rated construction shall be maintained. Examples: ceiling and wall penetrations repaired. Fire doors not blocked open.	Chapter 7
Decorative Materials & Furnishings	Natural Christmas trees are only allowed in buildings with full fire sprinkler systems.	806
	Educational occupancies shall not use corridors for storage, and must limit artwork in corridors to 20% of the wall area and 50% in classrooms.	807.5.2
Fire Protection Systems	Fire alarm systems, portable fire extinguishers, fire-extinguishing systems, and fire sprinkler systems shall be inspected, tested maintained in an operative condition at all times. Records shall kept as required for the fire official.	Chapter 9
Egress	The means of egress (exiting) shall be maintained.	Chapter 10

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Section 2

State Support Programs

Oregon Department of Education Early Learning Division

Baby Promise

A targeted, contract-based program, will reimburse providers for the cost of delivering high quality infant/toddler slots. The program makes care available to families at or below 185 percent of federal poverty, which is about \$46,000 annually for a family of four. The ELD is currently piloting Baby Promise with three CCR&Rs in Multnomah County, Coos and Curry Counties, and Central Oregon for a total of 250 slots. This legislative session, HB 2024 passed into law creating a statutory framework to support Baby Promise expansion in future biennia.

Preschool Promise

A publicly funded, high quality, full-day preschool program for families whose incomes are at or below 200 percent of the Federal Poverty Level about \$48,000 annually for a family of four. The program currently reaches 1,300 three- and four-year old children and families, allowing for families to choose options in a range of settings, including elementary schools, Head Start programs, licensed center- and home-based child care programs and community-based organizations. During the 2019 legislative session, Preschool Promise received funding through the Student Success Act Early Learning Account, allowing for approximately 2,500 new slots statewide.

Oregon Prekindergarten

Oregon's largest early learning investment. OPK expands the federal Head Start program to reach additional families with incomes at or below 100 percent of the Federal Poverty Level about \$24,000 annually for a family of four. Program services include health, early childhood education, parent involvement, mental health, social services, nutrition, and home visitation. Oregon Prekindergarten services are delivered by 28 community-based organizations or public schools across the state, the majority of whom also receive federal Head Start grant funds. During the 2019 legislative session, the legislature made changes to the program to expand investments in OPK for children prenatally through age three, reaching an estimated 1200 additional families. New investments will also enhance existing OPK slots by providing funds for Head Start programs to convert from half day to full day services, and for OPK teachers to receive raises bringing them closer to commensurate pay with public school teachers.

Workforce Development & Professional Learning

The ELD administers child care quality federal investments through the Child Care Development Fund. These resources are primarily utilized to support a regional network of 13 Child Care Resource and Referral (CCR&Rs) agencies across the state. CCR&Rs are responsible for providing a wide variety of program services which include recruiting, training and promoting retention of a high quality, diverse early learning and child care providers. As part of the Student Success Act, ELD received \$12.5 million annually to improve its professional learning supports for the early care and education workforce. This includes expanding access to high-quality education and training. ELD will return to the Legislature in the 2020 Session to present a plan to utilize these funds to ensure more early childhood educators and caregivers have access to competency-based training, technical assistance, and access to post-secondary education through scholarships.

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Department of Human Services

The Department of Human Services (DHS) is Oregon's principal agency for helping Oregonians achieve wellbeing and independence through opportunities that protect, empower, respect choice and preserve dignity, especially for those who are least able to help themselves. ⁷

DHS provides direct services to more than 1 million Oregonians each year. These services provide a key safety net for those in our society who are most vulnerable or who are at a difficult place in their life.

Support Programs

Overview Matrix

There are three ways for families to access child care subsidy assistance through DHS.

Program	Acronym	Criteria	Copay	Payment Method
Employment Related Day Care	ERDC	Working Parents not receiving TANF	Copay	Billing issued by Direct Pay Unit (DPU)
Additional Programs				
Job Opportunities & Basic Skills Training	JOBS	May be receiving cash assistance and participating in training or work search programs	No Copay	Billing issued by Direct Pay Unit (DPU)
Temporary Assistance To Needy Families	TANF	Receive cash assistance while working or unemployed-very low income	No Copay	Billing issued by Direct Pay Unit (DPU)

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⁷ <https://www.oregon.gov/DHS/ABOUTDHS/Pages/index.aspx>

Employment Related Day Care (ERDC) Program

Assists families in accessing quality child care while they are working. ERDC is a subsidy program. This means the family pays a portion of the child care. This amount depends on the family size and income.

Basic Eligibility for ERDC

- Parent or caretaker is employed
- Income is below 185% of the Federal Poverty Limit (FPL)
- Has a child care need for a qualifying child (0-12 or 13-17 with special needs)
- Oregon resident
- Meet citizen/noncitizen requirements (child needing care only)
- Use a DHS approved child care provider

Note: Two parent families need to have work hours that overlap or one of the parents must verify they are unable to provide care due to mental or physical health reasons.

Changes Effective October 1, 2015 – 12 Month Eligibility

All ERDC cases are opened for no less than 12 months. Temporary changes to employment will not result in immediate closure. Child care may continue for work search, medical leave, or military transition.

Persons in Filing Group (Eligibility)	ERDC Eligibility Standard (185% FPL)
2	\$2,538
3	\$3,204
4	\$3,870
5	\$4,536
6	\$5,202
7	\$5,868
8 or more	\$6,534

All families receiving ERDC have a copay. The lowest copay is \$27. The current average copay per family is \$275 a month. Copays are calculated using the number of people in the family who must apply together and their combined income. The copay increases as the family income increases.

Note: The copay is calculated by a mathematical formula. Families whose income is at or below 50 percent of the 2007 FPL are assigned the minimum copay or 1.5% of the monthly countable income plus 10% (whichever is higher). For filing groups whose countable income is over 50% of the 2007 FPL, the copay is determined as a percentage of monthly income.

The Spark copay incentives are tiered
\$27 is waived to \$0
\$28 - \$200 is lowered by \$20 a month
\$201 and up is reduced by 10%

Lower copays when using a Spark provider

When a family chooses to connect a Spark rated provider they qualify for a lower copay. The copay is lowered the month after the provider is connected to their case. Families with the minimum copay will have their copay waived.

Priority Child Care Processing

Homeless families or families applying for child care for a foster child can have child care opened immediately, for a period, while the worker waits for income verification.

Student Child Care

Working parents can apply for additional hours to cover class time if attending a school that is eligible to receive Federal student aid.

Self-employment Coverage

Self-employed hours are eligible for child care.

Higher Exit Income Limit

Once approved for benefits families have a higher income limit for ERDC (250% FPL or 85% SMI whichever is higher)

Exit limit

Once a family is approved for ERDC they qualify to stay on the program until they reach the higher exit limit. This allows families to maintain child care while their income increases and reduces the cliff effect.

ERDC Income Limit after initial Certification & at Recertification

Persons in Filing Group (Eligibility)	Monthly gross income
2	\$3,566
3	\$4,405
4	\$5,244
5	\$6,130
6	\$7,030
7	\$7,930
8 or more	\$8,830

Wait List

A wait list is used to maintain the ERDC caseload within the legislatively approved cap (around 8,000 families). When the wait list is in effect, there are exemptions for some families. A family is exempt when they: received ERDC in one of the prior 2 calendar months, have a member who received TANF or Temporary Assistance to Domestic Violence Survivors (TADVS) in one of the prior 3 calendar months, receive a Child Welfare Waiver, or have a child eligible for a current contracted child care slot.

DHS Listed Child Care Providers

The ERDC program provides subsidy payments to a variety of child care providers. This ranges from licensed centers to license-exempt family providers. License-exempt family providers, known as family, friends and neighbor, are instrumental in providing care for children whose parents work irregular shifts and hours. Family, friend and neighbor providers are also the primary source of child care in many of Oregon's child care deserts. Providers are broken down by the following rate categories:

Licensed Care	
Certified Center	Care provided in a facility that is certified.
Certified Family	Care provided in a residential dwelling that is certified.
Registered Family	Child care provided in a residential dwelling that is registered as a Registered Family provider.

License-Exempt Care	
Standard Family	Care provided in the providers own home or in the home of the child when the provider does not qualify for the enhanced or licensed rate.
Enhanced Family	Child care is provided in the provider's own home or in the home of the child, and the provider meets the enhanced rate training requirements.
Standard Center	Care provided in a facility that is not located in a residential dwelling, is exempt from certification rules and staff do not meet requirements for enhanced rate.
Enhanced Center	Child care provided in an exempt center whose staff meets the enhanced rate training requirements.

To become a listed and approved provider with DHS a provider listing form must be completed and submitted to DHS Direct Pay Unit. The provider, any family members age 16 and above and visitors who are in the home during child care hours and have unsupervised access to the children are required to have a criminal and child protective services background check completed as part of the listing process. A person who lived outside the state of Oregon in the past 18 months must have an FBI background check completed (others may be required as well). Background checks for licensed providers are conducted through the OCC and follow OCC rules.

Orientation for License-Exempt Providers

Child care providers exempt from licensing are required to attend an orientation on the DHS processes. This includes listing, billing, payment, provider rights and responsibilities and food program resources available through U.S. Department of Agriculture (USDA).

Enhanced rate trainings are available after the orientation for providers who are interested in pursuing additional training and career advancement. The enhanced rate trainings include CPR/First Aid, Recognizing and Reporting Child Abuse and Neglect "What you can do about child abuse" and food handler certifications. Once the enhanced trainings are completed the provider receives a higher rate of pay.

Provider Requirements

License-exempt child care providers must complete the "Introduction to Child Care Health and Safety" two-hour, web-based training prior to being approved by DHS.

License-exempt providers who are not related to the children in care are also required to be CPR/First Aid certified, take Recognizing and Reporting Child Abuse and Neglect and pass an onsite monitoring visit prior to being approved by DHS. These providers are referred to as Regulated Subsidy providers.

Provider Payments

Payments made to child care providers are made for child care provided on or after the date the provider is in approved listing status or licensed by the OCC. This means the Department does not backdate the child care payment to the family's date of eligibility unless the provider was in approved status or licensed on that date.

Payment Rates

DHS child care providers are paid either an hourly or monthly rate. Licensed providers and enhanced rate providers receive a facility type that allows them to bill a part-time monthly rate as well. Facility types are determined by the

Direct Pay Unit who reviews the provider listing form and verifies licensing status with OCC.

Providers who are licensed with the OCC receive a higher rate of pay than license-exempt or enhances rate providers. License-exempt family providers are at the lower end of the pay rate. License-exempt family providers can take additional classes to become enhanced or licensed. Providers are receive the higher rate the month after all classes are completed. To reach the DHS enhanced rate, classes are offered at no cost to the provider and an hourly stipend is paid for classroom time.

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Oregon Employment Department

The Oregon Employment Department (OED) has many programs under our mission to support business and promote employment.⁸ These programs treat child care businesses with employees as they do other businesses with employees. OED does not have any programs at this time that are focused specifically on child care businesses and providers, early childhood education providers, or child care availability.

The following are programs that could benefit child care businesses in Oregon and the child care workforce:

Self-Employment Assistance Program

The SEA program is an option for Unemployment Insurance claimants who have been identified as likely to run out of benefits before they return to work. Claimants are identified using a computerized mathematical formula called worker profiling. SEA program participants may attend SEA counseling/training and can engage in self-employment activities on a full-time basis. Participants must complete both a written business plan and a market feasibility study. The program operates as a collaborative effort between the Oregon Employment Department, and the Small Business Development Center Network (SBDC).

Trade Adjustment Assistance Program

The Trade Adjustment Assistance program helps workers who have lost their jobs as a result of foreign competition. Certified individuals may be eligible to receive one or more program benefits and services depending on what is needed to return them to employment. The following services may be available based on the availability of federal funds and individual eligibility: reemployment services; job search allowance; relocation allowance; additional unemployment insurance in the form of Trade Readjustment Allowances (TRA); a wage subsidy for re-employed workers aged 50 or older; training (in the classroom, on the job, and through apprenticeships); and a Health Coverage Tax Credit.

⁸ Oregon Department of Employment. "OED Summary for Child Care Workgroup." Salem: Jessica Nelson, June 28, 2019. Document.

Training Unemployment Insurance Program

The Training Unemployment Insurance (TUI) program lets eligible dislocated workers attend school and receive Unemployment Insurance benefits at the same time so they can continue to care for their families and obtain employment. The program does not pay for the training itself, but instead removes the work search requirements from your weekly claims while you attend school full time. Extended benefits are available for TUI participants. Supplemental Unemployment for Dislocated Workers (SUD) can provide up to an additional 26 weeks of benefits while you are participating in approved training through the TUI program.

Work Share Oregon Program

When times are tough, Work Share provides Oregon businesses an alternative to layoffs. This newly streamlined program allows employers to leverage unemployment insurance (UI) to subsidize a portion of lost wages for employers whose work time is reduced due to market downturns or other business stressors. Work Share (STC-Short Time Compensation) allows you to keep skilled employees during slow times by reducing work hours. Eligible staff whose hours and wages are reduced, receive a portion of their regular unemployment insurance benefits to compensate for the lost wages.

Work Opportunity Tax Credit

The Work Opportunity Tax Credit (WOTC) is a Federal tax credit designed as an incentive for businesses to hire individuals that consistently face significant barriers to employment. The main objective of this program is to enable the targeted employees to gradually move from economic dependency into self-sufficiency as they earn a steady income and become contributing taxpayers. Participating employers are compensated through a reduced federal income tax liability. WOTC joins other workforce programs that help incentivize workplace diversity and facilitate access to good jobs for American workers.

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Oregon Department of Land Conservation & Development

The Oregon Department of Land Conservation and Development (DLCD) is a small state agency. We work in partnership with local governments, and state and federal agencies, to address the land use needs of the public, communities, regions, and the state. The Land Conservation and Development Commission (LCDC) provides policy direction for the land use planning program and oversees DLCD operations.⁹

Under the statewide land use planning program, each city and county is called upon to adopt and maintain a comprehensive plan and an implementing zoning code consistent with 19 statewide planning goals. Recognizing that each city and county has unique values and aspirations, our job is to provide planning guidance and technical assistance to help communities plan for their future while considering the needs of the region and the state.

Helping cities and counties address these functions in the context of a wide range of state and local interests requires that we be problem solvers. The department's mission reflects this active role

DLCD Child Care Resources

The DLCD has several resources available to support Oregon cities in planning and providing opportunities for child care opportunities.¹⁰

Technical Assistance Grants

Each biennium, DLCD has funding available for planning projects throughout the state. The current grant cycle is July 2019 – June 2021 and priority projects include those which provide for planning for economic development. This funding source is often used by jurisdictions to update their Economic Opportunities Analyses (EOA), which can and often do include strategies related to child care to support the workforce. While the program has not previously funded a planning effort related solely to the provision of child care, it is possible that a jurisdiction or region could submit such a proposal for funding consideration.

⁹ Oregon Department of Land Conservation and Development Webpage, State of Oregon. July 2019

¹⁰ Oregon Department of Land Conservation and Development. "DLCD Child Care Resources." Salem: Scott Edelman, July 2019. Document.

Direct Technical Assistance

Per Oregon law (ORS 329A.440), registered and certified family child care homes are required to be allowed in all areas zoned for residential or commercial purposes. This means that these are considered residential uses and cannot be prohibited in zones that allow other residential uses. That said, cities are allowed to apply review criteria which could potentially serve as a financial or logistical impediment to establishing such uses. Through the Transportation and Growth Management (TGM) Code Assistance Program, operated in coordination with the Oregon Department of Transportation, cities can receive assistance with a code audit. Reducing barriers to and providing incentives for development of child care facilities within a jurisdiction's zoning ordinance can be part of such an audit. In addition, DLCD staff can provide direct assistance to jurisdictions related to how other cities deal with child care in their land use codes.

DLCD is interested in helping ensure cities are aware that in-home care must be allowed as a permitted use in all areas zoned for residential or commercial purposes, including single-family neighborhoods per ORS 329 A. 440 (). DLCD is updating its model code accordingly and will continue to help make sure this information is readily available to cities and counties.

ORS 329A.440

Application of zoning ordinances to registered or certified family child care homes

- (1) A registered or certified family child care home shall be considered a residential use of property for zoning purposes. The registered or certified family child care home shall be a permitted use in all areas zoned for residential or commercial purposes, including areas zoned for single-family dwellings. A city or county may not enact or enforce zoning ordinances prohibiting the use of a residential dwelling, located in an area zoned for residential or commercial use, as a registered or certified family child care home.
- (2) A city or county may impose zoning conditions on the establishment and maintenance of a registered or certified family child care home in an area zoned for residential or commercial use if the conditions are no more restrictive than conditions imposed on other residential dwellings in the same zone.
- (3) A county may:
 - (a) Allow a registered or certified family child care home in an existing dwelling in any area zoned for farm use, including an exclusive farm use zone established under ORS 215.203;
 - (b) Impose reasonable conditions on the establishment of a registered or certified family child care home in an area zoned for farm use; and

- (c) Allow a division of land for a registered or certified family child care home in an exclusive farm use zone only as provided in ORS 215.263 (9).
- (4) This section applies only to a registered or certified family child care home where child care is offered in the home of the provider to not more than 16 children, including children of the provider, regardless of full-time or part-time status. [Formerly 657A.440]

Note: prior to 2013, this ORS was numbered 657A.440, so it may be referred to by that number in other publications (including the [TGM Model Code for Small Cities](#)).

Continue to next page.

Oregon Department of Transportation

The Oregon Department of Transportation (ODOT) began in 1913 when the Oregon Legislature created the Oregon Highway Commission to "get Oregon out of the mud."¹¹

Today, we develop programs related to Oregon's system of:

- Highways, roads, and bridges;
- Railways;
- Public transportation services;
- Transportation safety programs;
- Driver and vehicle licensing; and,
- Motor carrier regulation.

In support of the Regional Solutions Child Care Workgroup, the ODOT has several resources to share regarding child care and support for local child care facilities. These resources are listed below and include external grants and an internal program to support child care benefits.

Transportation Growth Management (TGM) Program

The TGM program, in partnership with the DLCD, has a Code Assistance program which helps local governments identify and update regulations to promote efficient land use and transportation. This resource could assist communities looking to update local codes to support development of child care facilities.

The TGM program also offers annual TGM Planning Grants to help local jurisdictions plan for streets and land to lead to more livable, sustainable, and economically vital communities. This grant opportunity can help address the development or retention of child care facilities at a higher level, as an integrated piece of the planning area, whether it be a county, city, or specific corridor.

ODOT Rail & Public Transit Division

The ODOT Rail and Public Transit Division has biennial grant programs supporting local public transportation. Local partners seeking to mitigate

¹¹ <https://www.oregon.gov/ODOT/About/Pages/Mission.aspx>

transportation barriers related to accessing child care may coordinate with local public transportation providers in how these grants are implemented. Public transportation providers regularly review and refine their service design in response to community needs and particularly the needs of transportation disadvantaged populations.

Highway Construction Workforce Development Program

The ODOT Office of Civil Rights, in partnership with the Bureau of Labor & Industries (BOLI), offers child care benefits through the ODOT/BOLI Highway Construction Workforce Development Program. The goals of this program are to increase diversity in hiring, increase apprenticeship numbers, and provide resources for training. ORS 184.866 describes the type of services and focus areas in this program. It includes: pre-apprenticeship programs, pre-employment counseling, orientations on the highway construction industry, basic skills improvement classes, career counseling, remedial training, entry requirements for training programs, supportive services and assistance with transportation, child care and other special needs, and job site mentoring and retention services.

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Business Oregon

Business Oregon is the state's economic development agency.

The Business Oregon Commission oversees the agency's activities to ensure a coherent, integrated approach to economic development and a continuous policy direction that can transcend changes in executive and legislative leadership.

Mission

Business Oregon invests in Oregon businesses, communities, and people to promote a globally competitive, diverse, and inclusive economy.

Vision

Prosperity for all Oregonians.

Business Oregon Support Programs

Credit Enhancement Fund

The Oregon Credit Enhancement Fund (CEF) is a loan insurance program available to lenders to assist businesses in obtaining access to capital.

The fund insures the repayment of loans made by lenders that provide working capital or fixed-asset financing to businesses.

The program:

- Is available to almost any business;
- Can include loans used for fixed assets or working capital;
- Can insure term loans and lines of credit; and,
- Has an enrollment fee typically between 1.25% and 3.5% of the insured amount based on the term and type of the credit facility.

Loan insurance is:

- Typically up to 80% of the loan amount for term loans with a maximum insurance exposure of up to \$2,000,000;
- A maximum term that does not exceed the useful life of assets securing the loan or a maximum term of 15 years;
- Typically, up to 75% of the loan for operating lines of credit with a maximum insurance exposure of \$1,500,000;
- A maximum initial term of one year for operating lines of credit;

- Available on business term loans and operating lines made by participating financial institutions (banks and credit unions);
- Available for secured loans (usually needing full collateral coverage except for First Loss Collateral Support Insurance);
- And, is subject to other criteria outlined in the CEF Application and Oregon Administrative Rule.

Capital Access Program

The Oregon Capital Access (CAP) Program helps lenders (banks and credit unions) make more commercial loans to small businesses and provides capital for start-up or expansion. The program is designed for non-profit and for-profit businesses seeking funds for most business purposes.

All types of loans and lines of credit are eligible. Lenders build a loan-loss reserve each time they enroll a loan. Contributions to the loan-loss reserve account are matched by Oregon Capital Access Program.

CAP loans:

- Have enrollment fees between 3% and 7% as determined by the financial institution;
- Will receive a match on the enrollment fee of up to \$35,000 per borrower; and,
- Have rates and terms for repayment determined by the lender.

CAP loans may not be used to:

- Purchase or improve residential housing;
- Purchase or improve real property not used for business operations;
- Or refinance an existing balance of a non-enrolled loan.

Entrepreneurial Development Loan Fund

The Entrepreneurial Development Loan Fund (EDLF) provides direct loans to help start-ups, micro-enterprises and small businesses expand or become established in Oregon. This fund fills a niche not provided through traditional lending markets.

Participants must meet one, or both, of the following criteria:

- Have revenues of less than \$500,000 in the previous 12 months; or
- Be a business owned by a severely disabled person.

Loans are:

- A maximum amount of \$75,000 (\$100,000 total loans);
- Generally a maximum term and amortization of 5 years; and,
- Fixed interest rate of Prime plus 2%, minimum.

Applications must show that the business:

- Can provide good and sufficient collateral for the loan;
- Possesses a reasonable capacity to repay the loan;
- Meets program equity requirements;
- Is enrolled in small business counseling through Certified Entities; and,
- Meets other criteria outlined in the EDLF Application and Oregon Administrative Rule.

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Additional Resources for Financial Support

Oregon's Economic Development Districts

Oregon's Economic Development Districts work to provide effective, efficient delivery of economic development services benefiting healthy and sustainable communities and businesses. These districts operate regionally: forging strategies, solutions, and partnerships that achieve clear, quantifiable and tangible results, most of which would not have been feasible for a single local jurisdiction to implement. Like our counterparts nationwide, Oregon's Economic Development Districts manage and deliver an abundance of federal and state programs. Based on local needs and priorities, programs include:

- Entrepreneurial development
- Community and economic development
- Housing
- Small business development finance
- Workforce development

Oregon's Economic Development Districts take a long-term, holistic view of regional community and economic development opportunities and challenges. They recognize the interdependence and cross-cutting relationships between economic development, environmental stewardship, infrastructure upgrades, intermodal transportation systems, affordable and quality housing, a skilled and reliable workforce and many other factors essential to our state's economic competitiveness and strong quality of life.

Oregon Investment Board

The Oregon Investment Board (OIB) provides economic development loans and grants to projects benefiting Oregon counties lying in the Columbia River Gorge National Scenic Area. OIB has made multiple loans to a child care provider to establish, expand and maintain operations, which were ultimately unsuccessful.

Eastern Oregon Border Board - Workforce Mobilization Grant

Grant available to businesses, non-profits, local governments, and educational service providers located in the Border Region. You have to be in the "Border region" which is defined in the statute but basically includes Ontario, Vale, Nyssa, Adrian and Willowcreek.

Used for programs, equipment, facility upgrades, start-up costs, expansion, training, or other products and services identified as necessary to mobilize a workforce.

- Industry letters of support required to support need for the project.
- Preference given to programs targeting current or potential employees living and working or attending school full time in Border Region.
- Applicant will be assessed on capability to account for funds and will be required to report as to the financial status of the grant throughout project.
- Maximum grant for one project is \$100,000.
- Grant can only be used for what applicant specified on application, no indirect rate.
- One to one match is required.
- Applications will be accepted annually.

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Child Care Tax Exemptions & Credits

Department of Revenue

The Oregon Department of Revenue started as the Oregon Tax Commission in 1909.¹² The agency has approximately 1,000 employees who help achieve its mission of making revenue systems work to fund the public services that preserve and enhance the quality of life for all citizens. In support of its mission, the agency:

- Administers nearly 40 tax programs, including Oregon's personal income, corporate excise, recreational marijuana, and cigarette and other tobacco tax programs.
- Supervises the state's property tax system and supports county property tax administration.
- Appraises large industrial and centrally assessed properties.
- Administers tax programs for other state agencies and local governments, including the state lodging tax, vehicle privilege and use taxes, local marijuana taxes, and transit district taxes.
- Serves as the primary collection agency for executive branch agencies and state boards and commissions.

Property Tax

ORS 307.145 - Certain Child Care Facilities (Tax Expenditure 2.001)

Allows for an exemption from property tax for the entire, or a portion of property owned by an eleemosynary or religious organization that is used for educational child care. To qualify the child care facility must be certified and regulated by the Office of Child Care at the Department of Education, and the property used in the immediate connection with an educational purpose.

ORS 307.130 - Charitable Organizations (Tax Expenditure 2.083)

Property of nonprofit corporation may be exempted if the corporation is charitable (its primary purpose is charity; its operations further its charitable purpose; and its performance includes gift or giving) and if the corporation occupies and uses the property in a manner that furthers the organization's charitable purpose. Does not require certification by the Office of Child Care as the exemption under ORS 307.145 does, but does require a higher level of charitable activity to qualify.

¹² <https://www.oregon.gov/DOR/about/Documents/800-559.pdf>

ORS 307.140 - Religious Organizations (Tax Expenditure 2.085)

Property of a religious organization used solely for administration, education, literary, benevolent, charitable, entertainment and recreational purposes by a religious organization may be exempt. This exemption is not likely to be used for a child care facility alone as ORS 307.145 would provide the exemption, but ORS 307.140 may be used in the case of a religious organization that filed for exemption on their entire facility that included an educational child care center. Does not require certification by the Office of Child care.

Income Tax ¹³

ORS 315.213 - Contributions to the Office of Child Care (Tax Expenditure 1.425)

Allows an income tax credit to individual or corporation for contributions to this office in the Department of Education. The credit is the lesser of 50% of contribution or the tax liability of the taxpayer. The contributions are used to “improve the quality of child care programs through education awards...” (2019-21 Tax Expenditure Report). Without these funds, Education reports there would be less state funding to help stabilize child care provider wages and improving the quality of child care.

ORS 315.264 - Working Family Household and Dependent Care Credit (Tax Expenditure 1.424)

Individual income tax credit that reimburses low / middle income families with employment related dependent care expenses. The credit is a percentage of the expenses (which are limited to \$24k for joint filers and \$12k for single filer). The percentage of the credit is limited by adjusted gross income, household size and age of youngest dependent. The credit is also refundable.

Resource: Oregon Tax Expenditure Report

¹³ Oregon Department of Revenue. “Child Care Work Group.” Salem: Danette Benjamin (Property Tax); Ken Ross (Personal Income Tax), May 17, 2019. Document.

Oregon Collaborations & Pilot Projects

Early Learning Hubs

In 2013, the Oregon Legislature passed House Bill 2013 creating 16 regional and community-based Early Learning Hubs. Hubs are charged with generating partnerships and local conditions that make quality early childhood services more available, accessible and effective for children and families, particularly those who are historically underserved.

The Early Learning Hubs have three specific goals:

- Create an early childhood system that is aligned, coordinated, and family-centered;
- Ensure that children arrive at school ready to succeed; and,
- Ensure that Oregon's young children live in families that are healthy, stable, and attached

Early Learning Hub Regional Information

Below is a map and list of all 16 Early Learning Hubs, with contact information.



Hub Name	Coverage Area	Hub Contact
Blue Mountain Early Learning Hub	Umatilla, Morrow and Union counties	Amy Hoffert 541-966-3165
Clackamas Early Learning Hub	Clackamas County	Annette Dicker 971-420-3528
Early Learning Hub of Central Oregon	Deschutes, Jefferson and Crook counties	Brenda Comini 541-480-8993
Early Learning of Linn, Benton & Lincoln Counties	Linn, Benton and Lincoln counties	Kristi Collins 541-917-4908
Early Learning Multnomah	Multnomah County	Molly Day 503-226-9364 Frances Sallah 503-226-9324
Early Learning Washington County	Washington County	Adam Freer 503-846-4491
Eastern Oregon Community Based Services Hub	Malheur, Baker and Wallowa counties	Kelly Poe 208-230-0648
Four Rivers Early Learning Hub	Hood River, Wasco, Sherman, Gilliam and Wheeler counties	Christa Rude 541-340-0438
Frontier Early Learning Hub	Grant and Harney counties	Donna Schnitker 541-573-6461
Lane Early Learning Alliance	Lane County	Bess Day 541-741-6000 x162
Marion & Polk Early Learning Hub, Inc.	Marion and Polk counties	Lisa Harnisch 503-967-1185
Northwest Early Learning Hub	Tillamook, Columbia and Clatsop counties	Dorothy Spence 503-614-1682
South-Central Oregon Early Learning Hub	Douglas, Lake and Klamath counties	Gillian Wesenberg 541-440-4771
South Coast Regional Early Learning Hub	Coos and Curry counties	Heather Baumer 541 435-7751
Southern Oregon Early Learning Services	Jackson and Josephine counties	Rene Brandon 541-858-6731
Yamhill Early Learning Hub	Yamhill County	Jenn Richter 503-376-7421

Updated: 2/22/2019

Regional Child Care Programs

Baker Early Learning Collaborative

Creating an Early Learning Child care and Nurturing Center in downtown Baker City for infant to preschool ages. Would provide care to employee children, overflow Head Start and other community members. The Baker Early Learning Collaborative has been meeting for over a year and there is a lot of community support for this type of project.

Location: Baker City, Oregon

Program Contact: Mark Witty, Baker School District Superintendent

Additional Partners: Baker School District 5J, Early Learning Collaborative, DHS

Bandon Project

Establishing a day care within walls of a Bandon public school and working on a shared services model to reduce cost of management. The Bandon School Board has made available under-utilized space in an elementary school to a non-profit preschool that emerged from a multi-sector collaboration. South Coast Business Employment Corporation is acting as the host legal entity and funders include Wild Rivers Coast Alliance, Oregon Community Foundation and The Ford Family Foundation. The same collaborative of partners have also received foundation support to create a shared services model to try to reduce the administrative costs of providing child care.

Location: Bandon, Oregon

Program Contact: Melissa Metz, CEO, South Coast Business Employment Corporation, (541) 269-2013, ext. 272

Additional Partners: Wild Rivers Coast Alliance, Bandon School District, Ford Family Foundation, Oregon Community Foundation

Cascade Locks Child Care Improvement

CL school offer limited child care with limited space. They are working to extend hours and quality. Four Rivers Early Learning Hub is also a partner in this work, providing both funding and facilitative leadership support.

Location: Cascade Locks Elementary School

Program Contact: [Amy Moreland](#), 541-374-8467

Additional Partners: Early Learning Hub, Port of Cascade Locks, City of Cascade Locks, Thunder Island Brewing

Central Oregon Child Care Accelerator

A consortium of regional businesses and non-profits, early learning and health organizations, local and state government, and the Bend Chamber are working together to tackle Central Oregon's shortage of child care. In November 2019, the Bend Chamber hired a Child Care Accelerator position to begin work on creating more options for those looking for quality, affordable child care options. The Accelerator will spearhead efforts to pilot new collaborative child care programming and operations between Oregon State University-Cascades and Central Oregon Community College that can be built and replicated throughout the region. To address the funding challenges of developing and expanding child care facilities, the Child Care Accelerator will work with employers, public sector organizations and private investors willing to help offset costs and will lead an effort to help broker collaborative projects that create additional quality and affordable child care and will assist child care providers in understanding and navigating the permitting process to expand or build their own facilities (along with regional partners).

Location: Central Oregon

Program Contact: [Katy Brooks](#), Bend Chamber of Commerce, 541-419-9344

Additional Partners: Employers, Better Together, TRACEs, Pacific Source, NeighborImpact Child Care Resources, Central Oregon Health Council

NW Early Learning Hub: Preschool Expansion Grant (MMT)

The Preschool Expansion Grant (MMT) has led to community conversations and the development of individual county task forces to explore solutions around the lack of high quality child care. Task force partners include County Commissioners, Superintendents, Mayors, Chamber of Commerce, Economic and Small Business, teachers, child care providers, CCO, community colleges, Lower Columbia Hispanic Council, and local partners. Conversations focus on high quality, family needs, equitable work force and economic development, and creating a conversation around how the lack of high quality early childhood settings impacts whole communities.

Location: Clatsop, Columbia, and Tillamook

Program Contact: Amy Lovelace and Eva Manderson

Additional Partners: County Commissioners, Superintendents, Mayors, Chamber of Commerce, Economic and Small Business, teachers, child care providers, CCO, community colleges, Lower Columbia Hispanic Council, and local partners

Bay Area Hospital/SW Oregon Community College

Bay Area Hospital has established, on the SW Oregon Community College campus in Coos Bay, a new child care center. The center will primarily serve hospital employees and their families and also be open to the public. The facility opens in January 2020.

Location: Coos Bay
Program Contact: Clay England, Bay Area Hospital, CHRO, 541 269-8409
Additional Partners: SWOCC, Bay Area Hospital, Ford Family Foundation

Grass Valley/Evergreen Holdings

Hemp company is paying for startup costs for child care in Grass Valley to serve its employees and broader community. Home provider/not facility

Location: Grass Valley/Sherman County
Program Contact: Private provider, Evergreen holdings
Additional Partners: Early Learning Hub

La Grande School District/Hospital Project

Location: La Grande

Lane Early Learning Alliance

Works to meet the needs of the children and families furthest from opportunity in Lane County by ensuring early childhood system is aligned and coordinated, children are ready for kindergarten, and families are healthy and stable.

Location: Lane County
Program Contact: [Bess Day](#), 541-741-6000
Additional Partners: Eugene 4J, PacificSource, First Place Family Center, United Way of Lane County, Trillium, Lane County, Bethel SD, Creswell SD, CARES, LCC, Cornerstone Community Housing, DHS, Pearl Buck Center, Lane ESD, Springfield Public Schools, Head Start

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Early Learning Hub of Linn, Benton, and Lincoln Counties

Per the Linn-Benton-Lincoln EL Hub: It surfaced at a recent Willamette Workforce Partnership meeting that the business community is having difficulty finding quality employees due to lack of child care (OSU, hospital system are examples). In a separate process, OSU had just identified it as a barrier to hiring faculty. In response, two different community efforts have emerged. Numerous partners are convening an Early Learning Summit which will convene businesses to discuss community needs and identify strategies. They have also contracted with a local consultant, Heidi McGowan, who helped develop a business plan for a similar issue in Bandon. The US Chamber of Commerce has a toolkit they've recently shared with this group that they're considering using as well - per the Hub Director, the US Chamber of Commerce is developing an economic analysis of the issue in four different states. Apparently, Oregon is one of them. The United Way and Workforce Partnership are both playing leadership roles to address this issue as well.

Location: Linn, Benton, Lincoln Counties

Program Contact: [Kristi Collins](#), 541-917-4949

Additional Partners: Business, early childhood education, parents, K-12, Health, Human and Social Services

Preschool for All Taskforce

Community taskforce headed by Multnomah County Commissioner Jessica Vega Pederson with multiple workgroups to explore feasibility of universal preschool in Multnomah County. Taskforce report released on July 18, 2019 and can be found at [here](#). Taskforce recommendations address program quality and necessary policies, workforce development, infrastructure investments, public funding options and administration needs. Preschool for All Phase 2 began in fall 2019 with strategy for political and public support and community planning for implementation.

Location: Multnomah County

Program Contact: Brooke Chilton Timmons

Additional Partners: Multnomah County Board of County Commissioners, Early Learning Multnomah hub, Social Venture Partners Portland, Parent Accountability Council (PAC), Preschool For All Taskforce members (see report for extensive list)

Continue to next page.

Snake River Produce Project

Regional Solutions and the Eastern Oregon Early Learning Hub have helped to connect Snake River Produce who wants to create a child care facility in Nyssa with the state licensing folks and a local non-profit child care provider, Giggles and Grace, who would run the facility. The idea is that Snake River would rezone their old office building to commercial, renovate the space and then Giggles and Grace would rent the space and operate the facility for both employee children and community children. Would create approximately 60 slots for infant all the way to after school program

Location: Nyssa, Oregon

Program Contact: [Tiffany Cruickshank](#), 541-372-2600

Additional Partners: Early Learning Hub, Giggles and Grace, RS, OCDC

Powers Preschool

The SCREL Hub provides funding to support the Preschool Program in Powers, Oregon. There are no other early learning programs located in this beautiful but extremely isolated community, and so this program is a vital resource for their families. The preschool program is focused on developing skills that promote kindergarten readiness and smooth transitions into the school system. Staff from the Preschool and Elementary school participate in shared professional development opportunities and work together to align program activities and curriculum to create a strong continuum of learning for the children. The Preschool program also hosts Family nights, provides home visiting, and promotes a read-at-home program to engage families as partners in their child's learning and development. Summer camps are also available where the kids have an opportunity to go on field trips and learn outside, and prepare to enter kindergarten ready to succeed.

Location: Powers, Oregon

Program Contact: [Heather Baumer](#), Director, South Coast Regional Early Learning (SCREL) Hub

Additional Partners: Early Learning Hub, Powers public schools

Continue to next page.

Ford Childhood Enrichment Center at Umpqua Community College

The child care center at UCC was at risk of closing due to financial issues, so the UCC president reached out to numerous community partners - including businesses, local initiatives, and the Early Learning Hub - to come together around the issue. The child care center has been maintained and is still on UCC's campus; it is now being operated as Maple Corner Montessori.

Location: Umpqua Community College/Douglas County
Program Contact: Leanne Jorgensen, Founder, Maple, Corner Montessori
541-391-4777

Employer Supported Network of Family Child Care Providers (ESN)

Child Care Resource & Referral of Washington County, a program of Community Action partners with two large corporations in Washington County to provide a Family Child Care Network. Programs are required to give priority to Employee from Corporations as well as be listed with DHS to serve families on ERDC. The partnership staffs two full time Quality Improvement Specialist as well as partial Supervisory and Admin FTE to support 30 programs. An emphasis is recruitment of infant toddler programs. Providers outside of the ESN benefit from the collaboration by financially supporting the CCR&R infrastructure.

Location: Washington County, Community Action
Program Contact: Karen Henkemeyer

Kid Time Children's Museum of Southern Oregon

The City of Medford has leased a former Carnegie library in downtown to Kid Time. Kid Time is the largest provider of Preschool Promise slots in Southern Oregon, and has a three year waiting list. The new facility will allow them to increase enrollment by a quarter—and provide a much-improved outdoor play area. Kid Time is still raising the funding needed to complete needed renovations.

Location: Medford, Oregon
Program Contact: Sunny Spicer, Executive Director, Kid Time Children's Museum, 541-772-9922
Additional Partners: City of Medford

What's happening in other States

Washington Department of Transportation

Infant at Work Program ¹⁴

“As an effort to provide a modern and flexible work environment and maintain the Washington State Department of Transportation (WSDOT) as an employer of choice to recruit and retain employees, WSDOT offers a program allowing parents to bring their infants to work. This would assist with parents maintaining work life balance, promote parent-child bonding, and create more flexibility for a parent to work in lieu of taking leave.”

Monday, April 9, 2018

Infant at Work program helps improve work-life balance ¹⁵

By Celeste Dimichina

For many, the idea of becoming a parent in and of itself is daunting. The questions and stresses – everything from what diapers and car seats to get to what doctor to choose – seems never ending.

Before my first daughter was born, I spent a great deal of time weighing the pros and cons of being a stay-at-home mom or returning to work and trusting a stranger to care for our newest and most precious family member. The thought of leaving my new baby in the care of a stranger terrified me more than the thought of sleepless nights or endless diaper changes.

I made the most of the 12-week maternity leave my then-employer allowed, spending my time forming a bond with my child.

But sooner than I would've liked I returned to work, leaving our baby with her new daycare provider, who was great. But for many parents, it's a cruel game of "would you rather." Would you rather spend time with your new baby, at home, un-paid? Or would you rather spend the day at work because you have bills to pay and a baby to provide for?

¹⁴ Washington State Department of Transportation Infants at Work Manual – [Chapter 31](#)

¹⁵ Source: [Ryan Lanier - Monday, April 09, 2018](#)

That's why our agency's year-old "Infant at Work" program is such a fantastic perk.

What is the "Infant at Work" program?

The Infant at Work program allows some employees to bring their babies to work when they're six weeks old until the infant turns six months old, or they become mobile. The baby has to be in an office-type setting. Our Incident Response Team, for example, can't bring the baby along while they patrol the highways. The type of work, location and safety has to be taken into account when determining eligibility.

What's the point?

The program is designed to provide a modern, flexible work environment and allows employees the chance to continue working rather than taking an



extended leave, or leaving their baby with family or daycare. It promotes a positive work/life balance, allowing the parent to continue bonding with their child while also allowing them to get important work done.

Left: Southwest Region Communications Manager Kimberly Pincheira and son Zander support WSU and our communications team. Right: Planning specialist Chelsey Martin and son Hendric hard at work in our Vancouver office.

So what's in it for WSDOT?

This isn't a one-sided deal. The Infant at Work program allows the employee to return to work sooner, increases employee retention and lowers turnover costs while improving employee loyalty and morale. Giving the baby consistent access to breastfeeding has also shown to have health benefits, lowering health care costs.

What happens if the baby cries, or if the baby is sick?

Babies get sick. Babies cry. There's no getting around that. Maintaining a healthy and productive work environment was a primary consideration in developing this program.

Having worked around some parents who brought their babies to work, I can vouch for the fact that the program works. My coworkers who have brought their child to work are clearly happier, and the babies are happy. I haven't found it to be distracting and it allows the employees to be productive while feeling valued and appreciated. It's a program I wish I could've taken advantage of when my children were that age and I'm happy for my colleagues and their babies who will have this opportunity to form those important bonds while also remaining producing employees.



Left: Emily Glad keeps working as our Toll Division Communications Manager while son Anders supervises. Right: Ferries worker Tim Wiess is able to get work done while daughter Grace naps.

If the infant becomes sick, is disruptive for a prolonged period of time, causes a distraction in the work place, or prevents the parent from accomplishing work, the parent must take the infant home or to a backup daycare provider. While having a baby at work can be great, it can't be at the detriment of co-workers.

We've reconfigured already existing areas of our offices into safe, quiet spaces for parents to take their baby for them to calm down. These offices are equipped with a computer to allow the parent to continue working without interrupting co-workers.

Appendix

BASIS FOR CHILD CARE REGULATION STATUTORY AUTHORITY

ORS 329A.260

Gives Office of Child Care authority to establish health and safety standards that a child care facility must meet in order to qualify for a license.

ORS 329A.280

Gives OCC authority to regulate Certified Family Child Care and Certified Child Care Centers. To carry out the intent of statutes, OCC has developed minimum requirements set forth in administrative rules for three types of child care facilities.

Administrative Rules

OCC has adopted administrative rules (OARs or regulations) establishing basic health and safety requirements to protect children. They are designed to reduce risks to children who spend a major part of their day away from their own homes. An applicant's readiness for licensing will be evaluated by OCC staff through the procedures that follow. This policy provides a statewide system with flexibility to respond to local needs.

Child Care Regulation Statutes & Administrative Rules

ORS 183.310-495, Administrative Procedures Act

ORS 192.410-500, Inspections of Public Records

ORS 418-740-775, Reporting of Child Abuse

ORS 329A.250 through 329A.460, Child Care Facilities

ORS 329A.0.0, Central Background Registry

OAR 414-205-0000 through 414-205-0170, Rules for Registration

OAR 414-300-0000 through 414-300-0415, Rules for Child Care Centers

OAR 414-350-0000 through 414-350-0405, Rules for Certified Family Child Care Homes

OAR 414-061-0000 through 414-061-0120, Rules for the Central Background Registry

Text of Oregon Revised Statute - [Chapter 329A.010 et. seq. 2011 Edition](#)

Text of Oregon Administrative Rules for [Certified Family Child Care Homes](#)

Text of Oregon Administrative Rules for [Certified Child Care Centers](#)

LICENSING PROCESS

ORS 329A.440 Application of zoning ordinances to registered or certified family child care homes

(1) A registered or certified family child care home shall be considered a residential use of property for zoning purposes. The registered or certified family child care home shall be a permitted use in all areas zoned for residential or commercial purposes, including areas zoned for single-family dwellings. A city or county may not enact or enforce zoning ordinances prohibiting the use of a residential dwelling, located in an area zoned for residential or commercial use, as a registered or certified family child care home.

(2) A city or county may impose zoning conditions on the establishment and maintenance of a registered or certified family child care home in an area zoned for residential or commercial use if the conditions are no more restrictive than conditions imposed on other residential dwellings in the same zone.

(3) A county may:

(a) Allow a registered or certified family child care home in an existing dwelling in any area zoned for farm use, including an exclusive farm use zone established under ORS 215.203;

(b) Impose reasonable conditions on the establishment of a registered or certified family child care home in an area zoned for farm use; and

(c) Allow a division of land for a registered or certified family child care home in an exclusive farm use zone only as provided in ORS 215.263 (9).

(4) This section applies only to a registered or certified family child care home where child care is offered in the home of the provider to not more than 16 children, including children of the provider, regardless of full-time or part-time status. [Formerly 657A.440]

Note that prior to 2013, this ORS was numbered 657A.440, so it may be referred to by that number in other publications (including the TGM Model Code for Small Cities).

Subsection 2 prevents cities or counties from imposing zoning conditions that are “more restrictive than conditions imposed on other residential dwellings in the same zone.” This means that local jurisdictions can require anything more for family child care homes, including extra parking spaces, a fence or buffer, open space, or other additional standard.

Procedures for Licensing

There are three types of licensing applications. Initial applications are when a facility is opening for the first time. Renewal applications are when a facility is renewing their facility license. Reopen applications are when a facility is either reopening a facility that has been closed, or they are “reopening” at a new address.

Initial Applications

Upon request, information and application materials shall be provided to prospective applicants as outlined below. These may be provided by CO, support staff in regional offices, or the LS.

Packet 1 is an informational packet sent to individuals inquiring for the first time about how to become a licensed child care facility. See Appendix C for packet content.

Packet 2 contains application materials for prospective licensees who have reviewed Packet 1 and wish to proceed. See Appendix C for packet content.

The LS will complete the pre-certification consultation form CRT 109 prior to a potential applicant receiving the Packet 2.

The LS will measure the potential capacity of the center or home including the outside play area. Final measurements will help in determining the capacity on the initial license.

The LS will provide technical assistance materials including but not limited to:

Child Care Enrollment and Authorization form TA 806

Infant and Toddler Enrollment form TA 805

School Age Transportation Agreement form TA 804

Upon receipt of an application CO staff will:

Determine if the applicant has been licensed previously and if there are previous concerns that need addressed;

Create a facility record in CCRIS, if one does not already exist from the precertification visit, and enter in the application data;

Forward the application to the appropriate LS.

Generally the LS will act upon the application within:

45 days for new or change of address

30 days for change of provider

Note: CF and CC rules state that applications are good for 12 months from the date received by OCC. Additionally, prior to OCC acting on an application, all outstanding final orders for civil penalties must be paid in full.

When the applicant has obtained the required permits, and has been inspected by the environmental health specialist and fire marshal (if required) the LS will:

Prior to the visit:

Review applicable inspection reports. Retain the original copy of the sanitation and fire inspection reports for the facility file.

Review the local zoning and occupancy permits (if required) and retain a copy for the file.

Review the submitted floor plan to determine consistency with measurements taken at the precertification visit.

Print up a previsit report in CCRIS to take on the visit.

At the licensing visit:

Complete the applicable checklist and discussion items with the applicant. Indicate any noncompliance on the checklist. Determine if the facility has majority compliance to issue a temporary license. Obtain applicant signature and leave a copy with the provider.

Review staff files to ensure that staff are qualified for their position and that proper verification of CBR enrollment is on file.

The applicant should also be provided information on the USDA Child & Adult Care Food Program.

Refer the applicant to the Health Department for information about the law governing child care and restrictable disease, immunizations, and communicable disease reporting requirements.

If an applicant does not have children present at the time of the initial visit, at the LS discretion, there may be a program review done at another visit before an annual license can be issued.

If the facility has been issued a temporary license, determine the timeframe for the temporary license and schedule a follow-up visit.

Note: At all licensing visits, initials and renewals, it is important to provide the facility a copy of the Findings Review Procedures, form LIC 315 and the Complaint Policy, form LIC 350.

A temporary license can be changed to an annual license when the deficiencies are corrected and/or the program review has been completed. If all conditions are met during the initial visit, the program may be approved for an annual license at that time.

Renewal Applications

Central Office will process the application and assign the licensing visit in CCRIS. Any special instructions for the LS will be put in the "Assignment Notes to Staff" section in CCRIS. These notes can be viewed in CCRIS by clicking the radio button in front of the LS assigned to the visit or on the previsit report. The visit assignment will automatically appear on the LS's assignment page. The paper application is forwarded on to the LS by CO.

If a renewal application is received by OCC 30 days prior to the expiration date, the license will continue in active status until OCC takes action on the license. If the application is not received 30 days prior to the license expiration, active status will end on the expiration date unless OCC renews the license. The application may be processed as a high priority.

When the LS receives the application a licensing visit is scheduled.

For CF, when mutually agreed upon by the LS and the provider, the facility may be closed during the renewal inspection. If there are no children in care during the renewal inspection, the LS will conduct a separate visit to complete a program review.

Note: Remember to take a previsit report on all visits. This is vital when updating the employee tab in CCRIS.

At the licensing visit the LS:

Completes the applicable checklist and discussion items;

Notes any noncompliance on the checklist;

Reviews the sanitation and fire inspections as required;

Reviews the Staff Qualifications and Training Logs (SCTL) for required training;

Reviews new staff files to ensure that new staff are qualified for their position;

Checks that CBR enrollment is on file for all staff;

Reviews children's records.

Noncompliance during a renewal inspection

Minor noncompliance is a rule violation with potential for only minor negative impact:

It will not be entered into CCRIS as an observed noncompliance, but will be noted on the checklist.

The LS will use an informal process to reach agreement about corrections.

It is not necessary to provide documentation of compliance, and no follow-up is needed to ensure compliance.

The director/provider's signature on the checklist constitutes provider's agreement to correct.

Moderate noncompliance is a rule violation that presents a potential risk or represents a significant accumulation of minor noncompliance issues.

It may delay the renewal of a license

It will not be entered into CCRIS as an observed noncompliance unless it is a repeated noncompliance, or there is an accumulation of moderate and minor noncompliance. However, it will be noted on the checklist.

Specific timeframes should be determined for coming into compliance. The timeframe depends on the nature of the corrections. Timeframes are agreed upon by OCC and the facility.

To ensure compliance, a follow-up visit is usually needed unless corrections are made during the visit. Sometimes written documentation or pictures from the facility will suffice.

Major noncompliance is a rule violation that presents a substantial risk, i.e., clear and serious risk, but not imminent danger.

The violation will be specifically noted on the checklist and is entered in CCRIS as an observed noncompliance and a noncompliance letter is sent.

A stop-gap corrective measure must be done immediately (e.g. do not allow children to play on dangerously broken play structures) or within 24 hours, as appropriate to the situation.

The facility's license will not be renewed until a permanent solution to the noncompliance is in place. Specific time frames should be determined for coming into compliance depending on the nature of the corrections. The time frames should be agreed upon by OCC and the facility. A follow-up visit must be made to ensure that the provider has come into compliance.

Note: For examples of major, moderate and minor noncompliance see Appendix B.

The LS shall document the noncompliance, enter the noncompliance into CCRIS, and send a noncompliance letter.

The expected timeline for OCC to mail out a noncompliance letter for observed noncompliance after completing the visit is 10 business days. In consideration of this timeline:

The LS should complete the CCRIS data entry and send a draft of the noncompliance letter to their assigned reviewer within 10 business days of completing the visit.

The SLS will review the draft letter and return it to the LS with any recommended changes within two business days.

The LS will make any needed changes and mail out the letter to the facility within the 10 business day timeline.

If majority compliance is observed, the LS will note the remaining items, with a timeline to be completed. Both the LS and the applicant will sign the checklist, and the LS will issue a temporary license. A timeframe for the temporary license will be determined and a follow up visit scheduled.

If the facility is in full compliance, then the LS will complete the renewal checklist and issue an annual license.

Results from the visit will be entered into CCRIS to generate the appropriate license.

Note: All data input on licensing visits should occur as soon as possible, but no later than five business days after the date of inspection, if the license is in danger of expiring, or ten business days after the inspection, if the license is not in danger of expiring. Any noncompliance cited must follow the noncompliance letter timelines in Section IV, subsection B. 2. g. above.

Renewals with Missing Training

The rules for CF and CC state that staff must “participate” yearly in training. The rules do not specify that training must be cleared through ORO. In light of this, the following guidelines apply for training:

At license renewal, if a facility states that they have NOT completed their yearly training during the licensing year and if it cannot be completed prior to their license expiration, a noncompliance will be given. A temporary license will be issued, and the facility will be given 60 days to complete and submit their training to ORO. If the facility still has not completed and submitted their training to ORO after 60 days, another noncompliance will be given. A civil penalty will be assessed. The facility may be given another 60 days to complete and submit their training to ORO. If the training is not complete after the additional 60 days (four months from license expiration), another noncompliance will be given and another civil penalty will be given.

At license renewal the facility states that they HAVE completed the training, but have not submitted it to ORO, or it has been submitted, but it is not yet posted in ORO. Because they state that they did the training during the license period, a noncompliance will not be given, however, the provider must provide verification that the training was taken, e.g., copies of training certificates. A

temporary license will be issued and the facility will be given 60 days to submit their training to ORO. If a facility still has not submitted their training to ORO after 60 days, the facility will be given a noncompliance because OCC has not been able to verify the training was completed and vetted by ORO. The facility will be given another 60 days to submit their training. If the facility has not submitted their training to ORO after 60 days, another noncompliance will be given and a civil penalty will be given.

If the facility has taken the training and the training was submitted to ORO, but it was rejected by ORO, the licensing specialist shall staff this with the senior licensing specialist or their regional manager. The option may be to issue a temporary license without giving the facility a noncompliance depending on the circumstances. The facility will still have to submit valid training that is vetted by ORO. If a facility still has not submitted their training to ORO after 60 days, the facility will be given a noncompliance because OCC has not been able to verify the training was completed and vetted by ORO. The facility will be given another 60 days to submit their training. If the facility has not submitted their training to ORO after 60 days, another noncompliance will be given and a civil penalty will be given.

Note: If you have a facility that is struggling to get off their temporary license, discuss this with your SLS and/or your RM at the three month point.

Application Status

Temporary license

Renewal applications only

At renewal, a temporary license may be issued if the facility is in majority compliance with the rules and has been inspected and approved for temporary operation by the LS and the environmental health specialist.

A temporary license may be given pending the fire safety inspection required for child care centers, at the discretion of the LS.

The temporary license will be effective the date of the expiration of the previous license if the application was received at least 30 days prior to the expiration for the current license and the required fee has been paid.

If deficiencies are noted, the LS will inform the applicant of the specific deficiencies which resulted in a temporary license rather than an annual license. Technical assistance will be given on how to meet the requirements.

The LS must determine that requirements have been met before issuing an annual license.

Note: A temporary license can only be issued for a maximum of 180 days. If a facility is reaching the 4 month point on a temporary license, the LS should begin consulting with their regional manager.

Note: The LS must keep track of the temporary license expiration date to ensure the license does not expire.

Annual license

When the facility is in compliance with the rules, it will be issued an annual license. The annual license shall expire one year from the beginning of the temporary license, if a temporary has been given.

If a facility wants to change the conditions on their license (such as hours of operation or ages of children served), that request must be submitted in writing and the LS will evaluate the request based on the applicable rules. If the conditions of the license are modified, the expiration date on the current license remains the same.

Exceptions

OCC may grant an exception to an individual rule for a specified period of time when a requirement does not apply to the facility, or the intent of the rule can be met by a method not specified in the applicable rule.

The provider must request an exception to a rule on OCC form CRT 159. The request must include:

A justification for the requested exception, and

An explanation of how the facility will meet the intent of the rule.

No exception to a rule will be granted:

If the requirement is established by statute, or

Unless the health, safety and well-being of children are ensured.

The provider shall complete the exception request form and submit it to their LS.

The LS will review the exception, and recommend either approval or denial of the exception by completing form CRT 159A, Certified Exception Response.

If recommending approval, conditions recommended may be included on the exception response form. Comments may be added as necessary.

The exception response form will be signed and dated by the LS, entered into CCRIS and assigned to the senior licensing specialist (SLS). The hard copy of the exception request and response form is then forwarded to the SLS for review. This can be done either in person, by fax, or by scanning the documents. The SLS will approve or deny the exception request, assign it back to the LS in CCRIS and send back a hard copy.

Note: Exceptions requests and the response form completed by the LS must be submitted to the SLS within five business days of when the LS received the exception request from the facility.

A copy of the exception response form is mailed to the provider and the original is placed in the facility file.

The LS completes the CCRIS data entry.

A new license is printed and sent to the facility showing the exception and any relevant conditions. A copy of the new license is placed in the file.

Ongoing Exception Review for Certified Facilities

Procedure for Ongoing Exception Review:

While preparing for the renewal visit, the licensing specialist will verify if there are any ongoing exceptions in the facilities' file.

The licensing specialist will either start a new blue ongoing exception form or pull the existing blue ongoing exception form from the file, and bring it with them to the renewal visit.

During the renewal visit, the licensing specialist will review the exception and any associated conditions with the director or provider to ensure the exception is still relevant to the facility.

The licensing specialist will mark "approved" and mark the current licensing period.

The licensing specialist will note any comments.

Both the director or provider and the licensing specialist will sign.

The licensing specialist will enter the exception in CCRIS and follow the procedures listed in the CCRIS scenario

The licensing specialist will return the blue ongoing exception form to the correspondence section in the file.

The following licensing period, the licensing specialist will use the second box on the form.

Voluntary Withdrawal/License Closure

Voluntary Withdrawal

An application for certification must be completed by the applicant and approved by OCC within 12 months of submission or the application will be denied. If a facility chooses to not complete the licensing process, the facility can complete a Voluntary Withdrawal/Closure form, LIC 309 or communicate their decision by phone or email. The form is not required, but the LS should document the communication in CCRIS.

The LS should communicate the voluntary withdrawal either by phone or email to their regional background specialist in CO. CO will complete the voluntary withdrawal in CCRIS.

If an application is not withdrawn, it must go through the process of denial. Since a denial is a time consuming negative action, it is always preferred to have applicants withdraw their application.

Voluntary Closure

The provider may voluntarily close their license prior to its expiration. The provider may submit this request in writing, preferably using a Voluntary Withdraw/Closure form, LIC 309. If the LS receives a written request, the LS forwards this to CO. CO will process the voluntary closure and complete a closure action in CCRIS. CO will send a confirmation letter to the facility with notification that the license has been closed.

OCC may also accept a verbal request to voluntarily close. If the LS receives a verbal request, the LS should put a documentation in CCRIS and contact CO. CO will complete the closure action in CCRIS and send out a confirmation letter.

If a provider is closing because of pending legal action by OCC, the closure type would be “V/C in lieu of legal action”. If a provider voluntarily closes in lieu of legal action, the provider may not do exempt child care. The file is flagged in CCRIS by CO. The LS will forward the file to CO for storage.

Note: If a provider wishes to be licensed again following a voluntary closure, the provider must apply and meet all of the licensing requirements.

Note: Voluntary closure or voluntary withdrawal requests should be forwarded to CO within five business days of when the LS received the closure request.

Initial Applications

Upon request, information and application materials shall be provided to prospective applicants as outlined below. These may be provided by CO, support staff in regional offices, or the LS.

Packet 1 is an informational packet sent to individuals inquiring for the first time about how to become a licensed child care facility. See Appendix C for packet content.

Packet 2 contains application materials for prospective licensees who have reviewed Packet 1 and wish to proceed. See Appendix C for packet content.

The LS will complete the pre-certification consultation form CRT 109 prior to a potential applicant receiving the Packet 2.

The LS will measure the potential capacity of the center or home including the outside play area. Final measurements will help in determining the capacity on the initial license.

The LS will provide technical assistance materials including but not limited to:

Child Care Enrollment and Authorization form TA 806

Infant and Toddler Enrollment form TA 805

School Age Transportation Agreement form TA 804

Note: Other technical assistance handouts are available on the OCC internal website.

Upon receipt of an application CO staff will:

Determine if the applicant has been licensed previously and if there are previous concerns that need addressed;

Create a facility record in CCRIS, if one does not already exist from the precertification visit, and enter in the application data;

Forward the application to the appropriate LS.

Generally the LS will act upon the application within:

45 days for new or change of address

30 days for change of provider

Note: CF and CC rules state that applications are good for 12 months from the date received by OCC. Additionally, prior to OCC acting on an application, all outstanding final orders for civil penalties must be paid in full.

When the applicant has obtained the required permits, and has been inspected by the environmental health specialist and fire marshal (if required) the LS will:

Prior to the visit:

Review applicable inspection reports. Retain the original copy of the sanitation and fire inspection reports for the facility file.

Review the local zoning and occupancy permits (if required) and retain a copy for the file.

Review the submitted floor plan to determine consistency with measurements taken at the precertification visit.

Print up a previsit report in CCRIS to take on the visit.

At the licensing visit:

Complete the applicable checklist and discussion items with the applicant. Indicate any noncompliance on the checklist. Determine if the facility has majority compliance to issue a temporary license. Obtain applicant signature and leave a copy with the provider.

Review staff files to ensure that staff are qualified for their position and that proper verification of CBR enrollment is on file.

The applicant should also be provided information on the USDA Child & Adult Care Food Program.

Refer the applicant to the Health Department for information about the law governing child care and restrictable disease, immunizations, and communicable disease reporting requirements.

If an applicant does not have children present at the time of the initial visit, at the LS discretion, there may be a program review done at another visit before an annual license can be issued.

If the facility has been issued a temporary license, determine the timeframe for the temporary license and schedule a follow-up visit.

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Note: Remember to take a previsit report on all visits. This is vital when updating the employee tab in CCRIS.

At the licensing visit the LS:

- Completes the applicable checklist and discussion items;

- Notes any noncompliance on the checklist;

- Reviews the sanitation and fire inspections as required;

- Reviews the Staff Qualifications and Training Logs (SQTL) for required training;

- Reviews new staff files to ensure that new staff are qualified for their position;

- Checks that CBR enrollment is on file for all staff;

- Reviews children's records.

Noncompliance during a renewal inspection

Minor noncompliance is a rule violation with potential for only minor negative impact:

It will not be entered into CCRIS as an observed noncompliance, but will be noted on the checklist.

The LS will use an informal process to reach agreement about corrections.

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It may delay the renewal of a license

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Specific timeframes should be determined for coming into compliance. The timeframe depends on the nature of the corrections. Timeframes are agreed upon by OCC and the facility.

To ensure compliance, a follow-up visit is usually needed unless corrections are made during the visit. Sometimes written documentation or pictures from the facility will suffice.

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The violation will be specifically noted on the checklist and is entered in CCRIS as an observed noncompliance and a noncompliance letter is sent.

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Note: All data input on licensing visits should occur as soon as possible, but no later than five business days after the date of inspection, if the license is in danger of expiring, or ten business days after the inspection, if the license is not in danger of expiring. Any noncompliance cited must follow the noncompliance letter timelines in Section IV, subsection B. 2. g. above.

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The rules for CF and CC state that staff must “participate” yearly in training. The rules do not specify that training must be cleared through ORO. In light of this, the following guidelines apply for training:

At license renewal, if a facility states that they have NOT completed their yearly training during the licensing year and if it cannot be completed prior to their license expiration, a noncompliance will be given. A temporary license will be issued, and the facility will be given 60 days to complete and submit their training to ORO. If the facility still has not completed and submitted their training to ORO after 60 days, another noncompliance will be given. A civil penalty will be assessed. The facility may be given another 60 days to complete and submit their training to ORO. If the training is not complete after the additional 60 days (four months from license expiration), another noncompliance will be given and another civil penalty will be given.

At license renewal the facility states that they HAVE completed the training, but have not submitted it to ORO, or it has been submitted, but it is not yet posted in ORO. Because they state that they did the training during the license period, a noncompliance will not be given, however, the provider must provide verification that the training was taken, e.g., copies of training certificates. A temporary license will be issued and the facility will be given 60 days to submit their training to ORO. If a facility still has not submitted their training to ORO after 60 days, the facility will be given a noncompliance because OCC has not been able to verify the training was completed and vetted by ORO. The facility will be given another 60 days to submit their training. If the facility has not submitted their training to ORO after 60 days, another noncompliance will be given and a civil penalty will be given.

If the facility has taken the training and the training was submitted to ORO, but it was rejected by ORO, the licensing specialist shall staff this with the senior licensing specialist or their regional manager. The option may be to issue a temporary license without giving the facility a noncompliance depending on the circumstances. The facility will still have to submit valid training that is vetted by ORO. If a facility still has not submitted their training to ORO after 60 days, the facility will be given a noncompliance because OCC has not been able to verify the training was completed and vetted by ORO. The facility will be given another 60 days to submit their training. If the facility has not submitted their training to ORO after 60 days, another noncompliance will be given and a civil penalty will be given.

Note: If you have a facility that is struggling to get off their temporary license, discuss this with your SLS and/or your RM at the three month point.

Application Status

Temporary license

Renewal applications only

At renewal, a temporary license may be issued if the facility is in majority compliance with the rules and has been inspected and approved for temporary operation by the LS and the environmental health specialist.

A temporary license may be given pending the fire safety inspection required for child care centers, at the discretion of the LS.

The temporary license will be effective the date of the expiration of the previous license if the application was received at least 30 days prior to the expiration for the current license and the required fee has been paid.

If deficiencies are noted, the LS will inform the applicant of the specific deficiencies which resulted in a temporary license rather than an annual license. Technical assistance will be given on how to meet the requirements.

The LS must determine that requirements have been met before issuing an annual license.

Note: A temporary license can only be issued for a maximum of 180 days. If a facility is reaching the 4 month point on a temporary license, the LS should begin consulting with their regional manager.

Note: The LS must keep track of the temporary license expiration date to ensure the license does not expire.

Annual license

When the facility is in compliance with the rules, it will be issued an annual license. The annual license shall expire one year from the beginning of the temporary license, if a temporary has been given.

If a facility wants to change the conditions on their license (such as hours of operation or ages of children served), that request must be submitted in writing and the LS will evaluate the request based on the applicable rules. If the conditions of the license are modified, the expiration date on the current license remains the same.

Exceptions

OCC may grant an exception to an individual rule for a specified period of time when a requirement does not apply to the facility, or the intent of the rule can be met by a method not specified in the applicable rule.

The provider must request an exception to a rule on OCC form CRT 159. The request must include:

A justification for the requested exception, and

An explanation of how the facility will meet the intent of the rule.

No exception to a rule will be granted:

If the requirement is established by statute, or

Unless the health, safety and well-being of children are ensured.

The provider shall complete the exception request form and submit it to their LS.

The LS will review the exception, and recommend either approval or denial of the exception by completing form CRT 159A, Certified Exception Response.

If recommending approval, conditions recommended may be included on the exception response form. Comments may be added as necessary.

The exception response form will be signed and dated by the LS, entered into CCRIS and assigned to the senior licensing specialist (SLS). The hard copy of the exception request and response form is then forwarded to the SLS for review. This can be done either in person, by fax, or by scanning the documents. The SLS will approve or deny the exception request, assign it back to the LS in CCRIS and send back a hard copy.

Note: Exceptions requests and the response form completed by the LS must be submitted to the SLS within five business days of when the LS received the exception request from the facility.

A copy of the exception response form is mailed to the provider and the original is placed in the facility file.

The LS completes the CCRIS data entry.

A new license is printed and sent to the facility showing the exception and any relevant conditions. A copy of the new license is placed in the file.

Ongoing Exception Review for Certified Facilities

Procedure for Ongoing Exception Review:

While preparing for the renewal visit, the licensing specialist will verify if there are any ongoing exceptions in the facilities' file.

The licensing specialist will either start a new blue ongoing exception form or pull the existing blue ongoing exception form from the file, and bring it with them to the renewal visit.

During the renewal visit, the licensing specialist will review the exception and any associated conditions with the director or provider to ensure the exception is still relevant to the facility.

The licensing specialist will mark "approved" and mark the current licensing period.

The licensing specialist will note any comments.

Both the director or provider and the licensing specialist will sign.

The licensing specialist will enter the exception in CCRIS and follow the procedures listed in the CCRIS scenario

The licensing specialist will return the blue ongoing exception form to the correspondence section in the file.

The following licensing period, the licensing specialist will use the second box on the form.

Voluntary Withdrawal/License Closure

Voluntary Withdrawal

An application for certification must be completed by the applicant and approved by OCC within 12 months of submission or the application will be denied. If a facility chooses to not complete the licensing process, the facility can complete a Voluntary Withdrawal/Closure form, LIC 309 or communicate their decision by phone or email. The form is not required, but the LS should document the communication in CCRIS.

The LS should communicate the voluntary withdrawal either by phone or email to their regional background specialist in CO. CO will complete the voluntary withdrawal in CCRIS.

If an application is not withdrawn, it must go through the process of denial. Since a denial is a time consuming negative action, it is always preferred to have applicants withdraw their application.

Voluntary Closure

The provider may voluntarily close their license prior to its expiration. The provider may submit this request in writing, preferably using a Voluntary Withdraw/Closure form, LIC 309. If the LS receives a written request, the LS forwards this to CO. CO will process the voluntary closure and complete a closure action in CCRIS. CO will send a confirmation letter to the facility with notification that the license has been closed.

OCC may also accept a verbal request to voluntarily close. If the LS receives a verbal request, the LS should put a documentation in CCRIS and contact CO. CO will complete the closure action in CCRIS and send out a confirmation letter.

If a provider is closing because of pending legal action by OCC, the closure type would be "V/C in lieu of legal action". If a provider voluntarily closes in lieu of legal action, the provider may not do exempt child care. The file is flagged in CCRIS by CO. The LS will forward the file to CO for storage.

Note: If a provider wishes to be licensed again following a voluntary closure, the provider must apply and meet all of the licensing requirements.

Note: Voluntary closure or voluntary withdrawal requests should be forwarded to CO within five business days of when the LS received the closure request.

Packets

Certified Family Packet #1	
Multilanguage insert	Guide to the Certification of Child Care Facilities
Cover letter for prospective Certified Family (Some regions use their own custom cover letter)	Rule book for the Certified Family Child Care Homes book

This packet is mailed to individuals calling in for the first time wanting information about how to become a certified family child care home.

Certified Family #2 Packet	
Multilanguage insert X	Fire safety self-checklist
Cover letter (Some regions use their own letter)	CBR applications- 3
Certified Family Child Care Home application	CBR Information for Child Care Facilities
Abuse reporting information	Sample copy of the CF checklist
Sanitation agency list	
Sanitation inspection form	
Sanitation self-checklist	

This packet is normally mailed or handed out by the LS to prospective certified family facilities at the precertification visit.

Certified Center #1 Packet	
Multilanguage insert	Guide to the Certification of Child Care Facilities
Cover letter for prospective Certified Center (Some regions use their own custom cover letter)	Rule book for Certification of Child Care Centers

This packet is normally mailed to individuals calling in for the first time wanting information about how to become a licensed child care center.

Certified Center #2 Packet	
Multilanguage insert	Sanitation agency list
Cover letter (Some regions use their own custom cover letter)	Sanitation inspection form
Certified Center application	Sanitation self-checklist
Facility Management list	Fire agency list
Director designation form	Fire safety inspection report form
Determining capacity form	Fire safety self-checklist
Abuse reporting information	Emergency drill record
CBR applications- 3	CBR Information for Child Care Facilities
Sample copy of CC initial checklist	

After a prospective center has read through the Certified Center #1 packet and decided they want to start the licensing process, the LS will either mail, or deliver the #2 packet.



City of McMinnville
Planning Department
231 NE Fifth Street
McMinnville, OR 97128
(503) 434-7311
www.mcminnvilleoregon.gov

EXHIBIT 2 - STAFF REPORT

DATE: April 15, 2021
TO: Planning Commission Members
FROM: Heather Richards, Planning Director
SUBJECT: Three Mile Lane Area Plan Update

STRATEGIC PRIORITY & GOAL:



GROWTH & DEVELOPMENT CHARACTER

Guide growth & development strategically, responsively & responsibly to enhance our unique character.

OBJECTIVE/S: Strategically plan for short and long-term growth and development that will create enduring value for the community

Report in Brief:

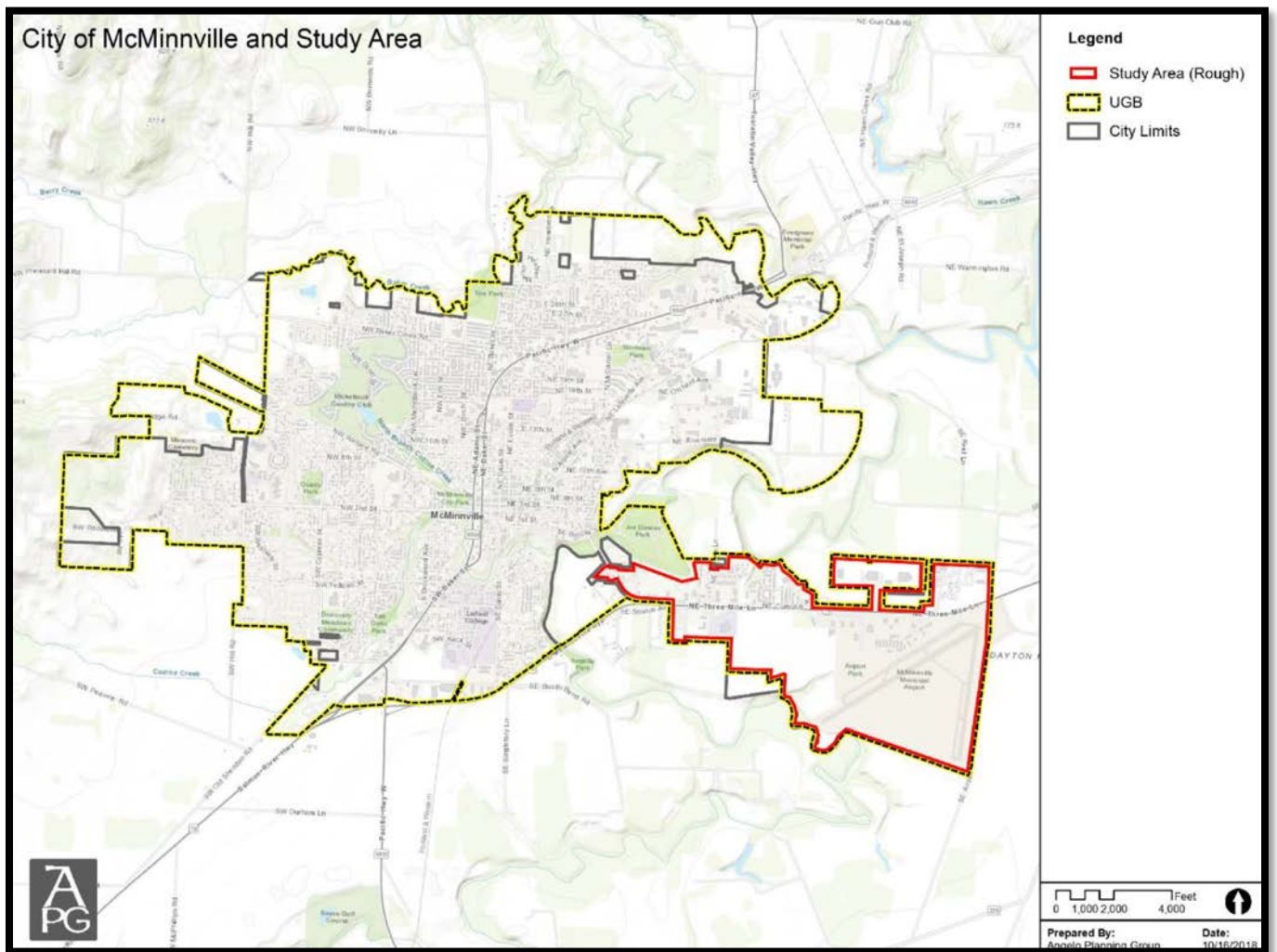
This is a presentation to update the Planning Commission on the Three Mile Lane Area Planning project.

The Three Mile Lane Area Planning effort started in 2017, and is a land-use and transportation study of approximately 1340 acres of land currently within the city limits on the north and south side of Highway 18 from the eastern entrance of the city by the McMinnville Airport to the Yamhill River Bridge.

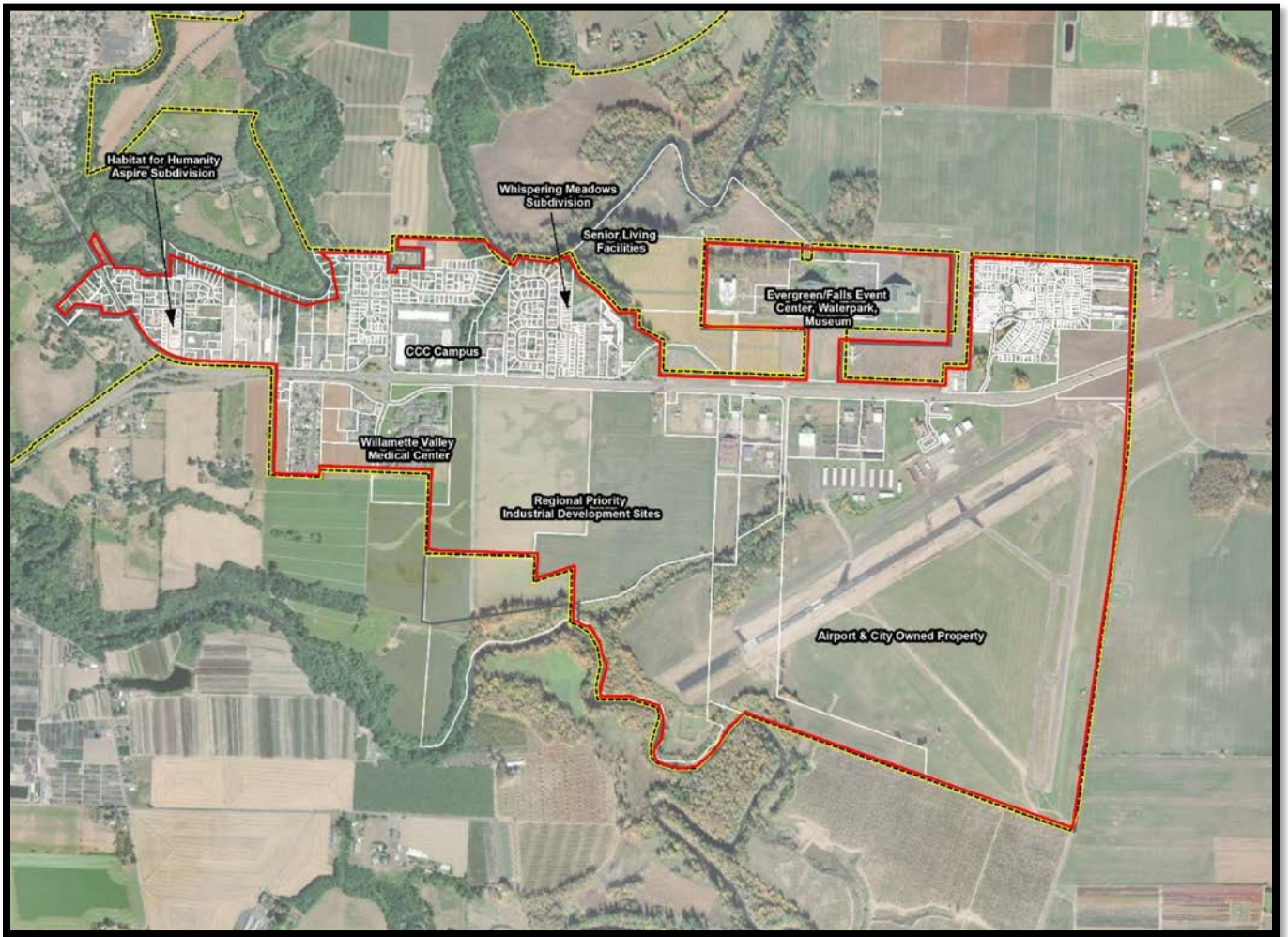
The project goals are:

1. Support and enhance the district's economic vitality and marketability.
2. Provide opportunities for a complementary mix of land uses, consistent with the vision of a diverse and vibrant district.
3. Enhance multi-modal connections throughout the district.
4. Create an aesthetically pleasing gateway to the City of McMinnville.

A project advisory committee has been working with a consultant team on this project for the past three years with public open houses, town halls and charrettes that have helped to form the plan. The plan is nearing its final draft and this presentation will update the planning commission on the current concepts that are being considered for the final draft of the plan.



Three Mile Lane Study Area in relationship to the city limits.



Attachments:

- Memorandum - Preferred Alternative: Land Use and Design Analysis
- Memorandum - Preferred Alternative: Transportation Analysis
- Three Mile Lane Area Plan Citizen Advisory Committee #3 Presentation
- Three Mile Lane Area Plan Design Booklet

Preferred Alternative: Land Use and Design Analysis

McMinnville Three Mile Lane Area Plan

DATE March 23, 2021

TO Heather Richards and Jamie Fleckenstein, City of McMinnville

FROM Darci Rudzinski and Andrew Parish, Angelo Planning Group
Ken Pirie, Walker Macy
Sam Brookham and Chris Zahas Leland Consulting Group

CC Michael Duncan, ODOT

INTRODUCTION

Background and Purpose

The goal of the McMinnville Three Mile Lane Area Plan planning project is to create a long-range, 20-year+ plan guiding future growth in the eastern-most area of the City. The purpose of this memorandum is to describe and evaluate the Preferred Alternative for the McMinnville Three Mile Lane Area Plan. The alternative is an outcome of a visioning and refinement process conducted with stakeholders, two advisory committees, and members of the public as described in the Process section.

This memorandum is organized as follows:

1. A brief overview of the process and context of the Three Mile Lane Area Plan project.
2. A detailed description of the Preferred Alternative along with illustrative graphics and precedent photographs.
3. An evaluation of the preferred alternative – how it meets the project’s goals and objectives and how the key features of the preferred alternative can be implemented.
4. A description of the next steps in developing the Three Mile Lane Area Plan.

Members of the project’s Technical Advisory Committee (TAC) and Citizens Advisory Committee (CAC) will be asked to review this memorandum, provide suggested modifications to the Preferred Alternative, and provide direction for implementation. The material contained herein will be adapted for a public event, tentatively scheduled for April 2021.

Process

The Preferred Alternative reflects community comments, the work of the project's advisory committees, and collaborative efforts between City staff and the consultant team. It is informed by a series of technical memoranda that are available on the project website, www.threemilelane.com.

Goals, Objectives, and Scoring Criteria.

An aspirational vision statement, community goals and objectives, and potential criteria to evaluate land use and transportation options for the Three Mile Lane area were developed early in the project. They were created to articulate the Three Mile Lane Area Plan's desired outcomes and help in the evaluation of options for the area. These materials were discussed in project advisory committee meetings and the subject of an online survey and a public open house.

Three Mile Lane Area Plan: Vision Statement and Project Goals

Project Vision Statement: The Three Mile Lane District is a vibrant community that serves as the gateway to Downtown McMinnville and Oregon Wine Country. Employment opportunities, attractive housing options, and tourist destinations characterize the area. Residents and workers enjoy safe and efficient options to travel to Downtown McMinnville and benefit from close proximity to a variety of goods and services, all easily reached by motorist, bicyclist, pedestrian, and transit rider alike. The connection to McMinnville's rich history and the surrounding landscape is reflected in urban design elements throughout the area, highlighting the uniqueness of this special place.

Goal 1: Support and enhance the district's economic vitality and marketability

Goal 2: Provide opportunities for a complementary mix of land uses, consistent with the vision of a diverse and vibrant district.

Goal 3: Enhance multi-modal connections throughout the district.

Goal 4: Create an aesthetically pleasing gateway to the City of McMinnville.

Based on this vision statement and project goals, the project team developed qualitative and quantitative criteria to evaluate land use and transportation alternatives. These will be discussed in the Evaluation section of this memorandum.

Alternatives Evaluation

Three alternative concepts were created to provide three distinct approaches for the buildout of new land uses, local street networks, and open space amenities. These land use concepts were

developed with input from the community and the project advisory committees, and through in-depth discussions between City staff and the consultant team. The purpose of this evaluation was to identify benefits and drawbacks, rather than to simply pick the highest-scoring concept, and incorporate the best-performing elements into the Preferred Land Use Alternative.

The three land use concepts are described generally below.

Concept 1: Industrial Campus. This concept is most similar to existing zoning south of Three Mile Lane. It allows for a large industrial user, potentially engaged in manufacturing or warehousing, in close proximity to retail services, Three Mile Lane, and other supportive or ancillary uses to the primary industrial employment use.

Concept 2: Corporate Campus. The most significant feature of this concept is a sizable commercially-zoned “corporate campus” and a mix of office/industrial uses south of Three Mile Lane, which would add a significant amount of new office space.

Concept 3: South Yamhill Neighborhood. Concept 3 includes residential land in the southern portion of the study area. Along with a greater number of housing units comes a greater need for amenities such as parks, trails, and services to serve the population.

These land use alternatives were complemented by two alternative designs for Three Mile Lane/Highway 18. The preferred facility option will be informed by additional transportation analysis and modeling and will be the focus of a separate memorandum.

Refinement of the Preferred Alternative

These three concepts were discussed and critiqued by City staff, the project’s TAC and CAC, and the broader public at a July 11, 2019 Town Hall meeting. Feedback received from these groups, particularly the CAC, led to the creation of the Preferred Alternative, described in detail in the next section. This feedback included:

- Support for a Retail Center and Corporate Campus for land south of Highway 18 (elements of Concept 2).
- Support for a mixed-use designation including residential uses at the CalPortland site (elements of Concept 1).
- Concern about the appropriateness of community-scale park uses and new residential uses in the eastern part of the study area due to their proximity to the McMinnville Municipal Airport.
- The need for road connections and public open space as part of the Corporate Campus concept.
- Concern with changing land use designations for developed residential areas.

Great Neighborhood Principles

In April 2019, the City of McMinnville adopted the Great Neighborhood Principles into the City's Comprehensive Plan. Their purpose is to guide the land use patterns, design, and development of the places that McMinnville citizens live, work, and play. These 13 principles are listed in Figure 1, with additional details that suggest how these principles can be expressed in a site and context-specific way for the unique setting of the Three Mile Lane area.

Figure 1. Great Neighborhood Principles: Design Elements that express "McMinnville-ness"

1. Natural Feature Preservation

- Strive to protect tree groves
- Strive to protect individual trees
- Protect riparian corridors and adjacent native landscape



2. Scenic Views

- Provide and protect views to rolling hills and volcanoes
- Provide visual and physical access to North Yamhill River
- Orient streets and open spaces to views



3. Parks and Open Spaces

- Connect to Galen McBee Airport Park
- Create new gathering spaces that incorporate natural areas and views
- Plant landscapes that incorporate natives and exhibit seasonal variation



4. Pedestrian Friendly

- Provide a network of sidewalks and trails to connect people to key locations
- Incorporate shade streets with mature tree canopy

5. Bike Friendly

- Plan safe routes for residents and touring cyclists

6. Connected Streets

- Connect to existing street grid in the Three Mile Lane area



7. Accessibility

- Design new development for ease of use by all ages and abilities

8. *Human Scale Design*

- Respect typical scale of commercial uses in McMinnville
- Design to reflect the micro-climate—outdoor life, porches, balconies
- Promote inclusion and interaction within the right-of-way



9. *Mix of Activities*

- Encourage mixed-use development where feasible

10. *Urban-Rural Interface*

- Reflect patterns of wine industry—eg, rows of vines, southern orientation, shelter belts of trees
- Consider adjacency to agricultural fields and respect this heritage through careful transitions
- Design simple roof forms (industrial and agricultural). Height and distinctive forms of silos can be inspiration
- Consider functional site planning of vineyard and farm complexes as conceptual model for new development



11. *Housing for Diverse Incomes and Generations*

- Allow for a mix of future housing forms and types, respecting the current character of Three Mile Lane

12. *Housing Variety*

- Respect existing variety of housing types in Three Mile Lane and ensure diversity of design for future housing



13. *Unique and Integrated Design Elements*

- Ensure visibility from highway; Welcome to McMinnville
- Make functions of sites visible (airplanes, wine-making); continue expression of industry/making where applicable
- Aviation legacy: display large planes; consider sensation of low-flying planes, potential visual impact of sites from the air
- Consider local materials for cladding and building structure (timber, corrugated steel cladding, red brick)
- Use vibrant color

The Preferred Land Use Alternative

Key Features

The Preferred Land Use Alternative is shown in Figure 2. The defining characteristics south of the highway include a large (90-acre) area envisioned as a future retail center, and a large site for a potential corporate “Innovation Campus” to the south of this retail center. To the west, in areas near SE Norton Lane and the Willamette Valley Medical Center, opportunities for office and medical uses are envisioned. North of the highway is a new mixed-use designation is proposed on the current Cal-Portland site.

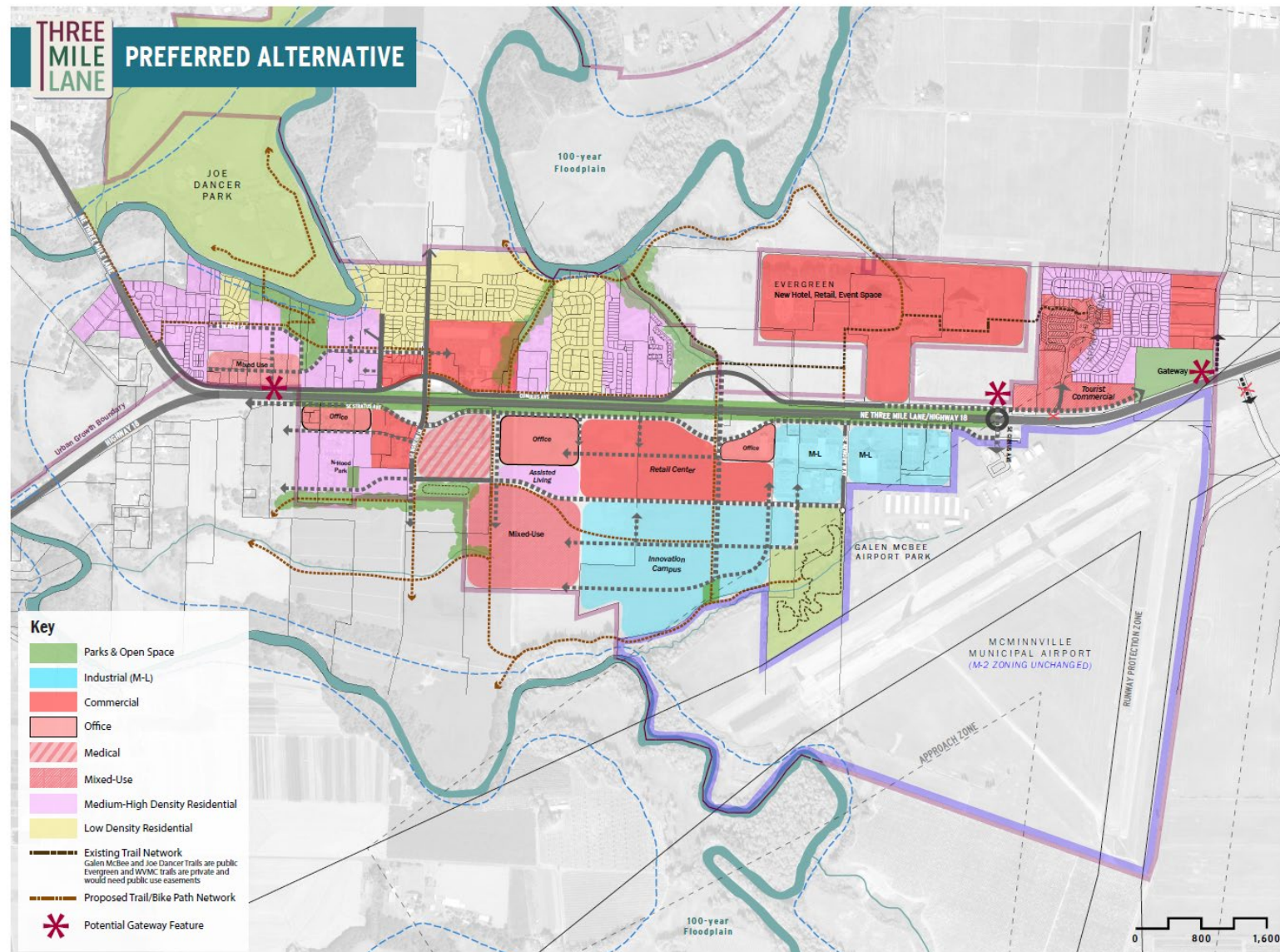
The Preferred Alternative is accompanied by context-sensitive urban design considerations that build on the Great Neighborhood Principles. These include:

- Avoid parking lots and blank walls on Highway 18 edge
- Create a walkable retail development with a “town center” feel (as described in following pages)
- Encourage orientation of industrial campus buildings to Yamhill River and maintain view corridors through campus
- Consider setting future development back from Yamhill River to reduce impacts
- Create grid of walkable streets
- Improve frontage roads for safer walking and biking
- Integrate new Evergreen campus development with architectural language of existing buildings and site landscape features, preserve views of oak forest
- Consider aviation-themed gateway features

Other land uses and features embodied in Figure 2 were discussed by project participants and viewed to be beneficial. Key features include the following:

- **Walkable Retail Development.** A central feature of the Preferred Alternative is a sizable, (over 30-acre) retail center south of Three Mile Lane at Cumulus. The quality of this development’s architecture and streetscape, the connectivity it provides to the street system south of Highway 18, and generally, how well it responds and contributes to McMinnville’s Great Neighborhood Principles will be key to the success of this plan in gaining public approval.
- South of this retail development is a prime location for a mix of corporate office and industrial users in an **Innovation Campus**. Due to its proximity to the Yamhill River, the campus has the potential for “Trail-Oriented Development,” an increasingly popular amenity-driven development trend which offers future users and tenants an appealing orientation to views of natural features.
- West of the retail center and industrial campus site, a **flexible zone of mixed office or industrial** uses is offered, providing potential sites for users drawn by the synergy of being close to larger corporate users, with subcontractors or suppliers in office or light industrial spaces.

Figure 2. Preferred Alternative Map



- **New mixed-use and health care-related uses** have been identified near the existing hospital. Housing, especially senior housing, is a very strong market opportunity. Building forms are expected to be horizontal mixed-use, rather than vertical mixed-use.
- The **Evergreen Tourism Area** is identified as a good location for new hotel, retail, and event space. The site is highly visible and suitable for a clustering of mutually beneficial uses. Travel-related commercial development is envisioned in the northeastern portion of the study area. This area is advantageously situated near the Evergreen complex, making it a good site for additional services and attractions for the traveling public.
- **New residential neighborhoods and continued development of existing neighborhoods** in locations in the western parts of the study area.
- **A cohesive trails system** that ties together major amenities and neighborhoods, with safe crossings of Highway 18 and a potential connection to Joe Dancer Park.

Opportunity Sites

The Preferred Alternative features some distinct areas where change is expected to occur over time. North of Three Mile Lane, the most notable change is the mixed-use designation in the northwest. South of the highway, land use designations that are distinctly different than what exists today include Medical commercial, office, and residential designations near the Willamette Valley Medical Center and the area of Commercial between the hospital and the McMinnville Municipal Airport. Specific features and design considerations for the Three Mile Lane's diverse areas are discussed in this section.

Mixed-use Area (CalPortland Site)

The Three Mile Lane Area Plan envisions continued growth and development in the northwest of the study area between Cumulus Ave and the Yamhill River. Additional households in the Three Mile Lane area will require and support local services, as well as the improved transportation connectivity envisioned with the Three Mile Lane Area Plan that will provide alternatives to Highway-18 for local trips. Existing residential neighborhoods are anticipated to see gradual infill and redevelopment in this area.

Locally serving retail and services have been a major discussion item during this planning process. As the area continues to evolve, providing more opportunities for a mix of uses, employment, and tourism, the existing industrial site on NE Cumulus Avenue may prove to be a more a lucrative site for something other than a ready-mix concrete plant. Allowing for a variety of commercial and residential uses in this area can provide additional housing, locally serving retail and other amenities, and enhanced multi-modal transportation connectivity. This area is well-suited for mixed-use development because it is large enough to accommodate and separate several uses in a way that responds to different context conditions. The site is also mostly flat with potential for good connections to the east and west.

This opportunity site extends between Highway 18 and a steep bluff overlooking the North Yamhill River, two adjacencies which will shape its eventual development. Most of McMinnville's Great Neighborhood Principles can be honored through future site master planning. This infill development can protect natural areas and views, connect to parks and open spaces, provide a

connected, bike and pedestrian-friendly neighborhood, and encourage mixed-use development with diverse housing types and unique, high-quality design. Retail or office uses are better suited to the more visible and accessible southern half of the site. Residential uses are best suited to the northern half, further away from the freeway, with views to the river and Joe Dancer Park.

KEY URBAN DESIGN ELEMENTS:

- Local street grid. Local streets can be logically extended through the site from the west (NE Atlantic) and the east (NE Dunn Place), creating access to the commercial and residential halves of the site, while a new central 'Main Street' can be extended north from NE Cumulus Avenue, bisecting the site and creating two crossroads intersections. The proposed street extending east-west across the northern half of the site follows the top of the bluff and should be designed as a well-landscaped parkway, with an adjacent multi-use trail which will eventually extend throughout the Three Mile Lane study area as a safe parallel route to Hwy 18.
- Building orientation. New buildings should be located to form an urban frontage, with no setbacks, at the intersections of local streets.
- Building and site design. Pedestrian-scaled ground floors, prominent entries, and canopies over sidewalks with street trees, on-street parking, and safe crossings. Surface parking will be located behind these frontages, separated from adjacent uses by well-landscaped green buffers.
- Natural features. Where the Main Street meets the bluff-top street, a public overlook can provide views to Joe Dancer Park and perhaps even a trailhead for a nature trail switch-backing down the bluff to a riverside trail system and a potential footbridge over the river connecting to the park and beyond to downtown.

Tourist Commercial

The Evergreen complex continues to draw visitors to McMinnville who support other local businesses in the Three Mile Lane area and beyond. The Preferred Alternative foresees the continuation and intensification of tourism-related uses as allowed by existing zoning designations. East of Evergreen, land is currently zoned for commercial uses along the highway and has the possibility of hosting more tourism- and travel-related commercial uses in the vicinity of the Aviation & Space Museum and waterpark. The Preferred Alternative envisions activities and uses related to visitors and the traveling public that could boost tourism and be mutually beneficial to existing attractions. A cluster of these uses in the northeast part of the study area could have a synergistic effect, strengthening McMinnville's and the region's reputation as a destination

KEY URBAN DESIGN ELEMENTS:

- Connectivity to the Evergreen complex. Perhaps the most important design element of this visitor-oriented area is connectivity to exiting Evergreen tourist uses. Providing a safe walking and biking connection parallel to Highway 18 would help integrate future development with the Evergreen attractions, which will continue to attract significant amounts of visitors.
- "Gateway" location. In addition, with a prominent location on the east entrance to McMinnville, this development opportunity area should be required to meet the City's Great Neighborhood Principles with high-quality design.

Health Care Area

Vacant parcels surrounding the Willamette Valley Medical Center are a significant opportunity for medical offices, housing for people reliant on medical services, and other uses that benefit from a health care cluster. As envisioned in the Preferred Alternative, existing industrial and high-density residential land and uses fronting the highway and in close proximity to the Medical Center could, over time, develop with housing – including assisted living and long-term care facilities - office uses, and services related to the hospital.

KEY URBAN DESIGN ELEMENTS

- Transitions between health care facilities and surrounding residential areas. Health care facilities are often active around the clock with bright lighting and they generate significant vehicle traffic. They also require a lot of delivery traffic and, in the case of a major medical center, helicopter use. Buffering between uses should be considered, particularly senior housing or market-rate apartments. Assisted living or nursing care facilities, however, would benefit from close proximity to the hospital.
- Transitions between health care facilities and other commercial uses. The scale and orientation of existing uses, as related to future uses should be considered. For example, while Senior Housing might benefit from a location within walking distance of a retail center, there should be careful site planning to ensure the housing isn't directly adjacent to loading or parking facilities. It may be most feasible to place health-care related housing with an orientation south towards views and the river.
- Walkability between uses. Convenient, safe connections between a variety of uses in this area will be important to current and future users.
- Visual quality of buildings facing Highway 18. New development should avoid placing loading docks or creating blank walls visible from passing vehicles.

Retail Center/Innovation Campus

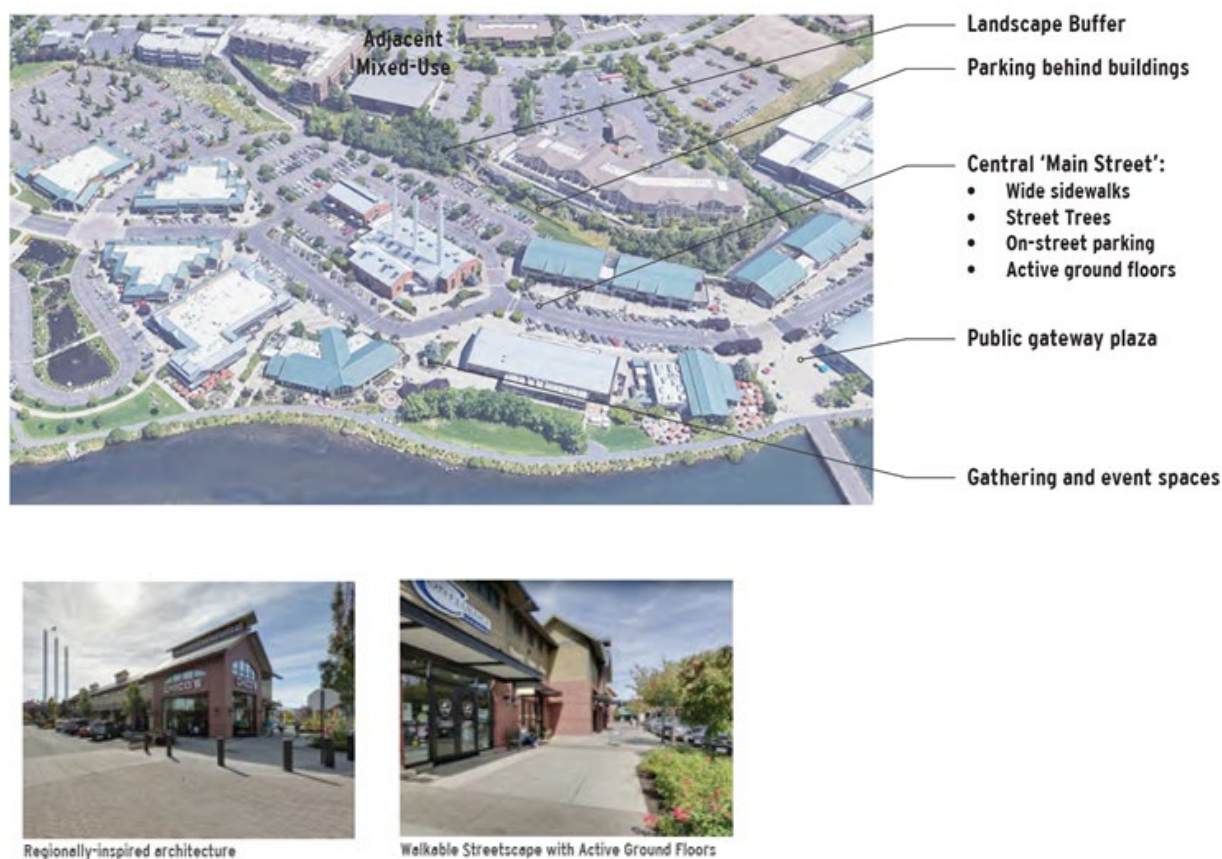
A large area of currently vacant or farmed land stretching from the highway south to the Yamhill River provides a unique opportunity for future development. The design envisioned in the Preferred Alternative is the latest iteration in a process that began with a Property Owners' Workshop. This half-day workshop held at City offices included a presentation of existing site conditions, with confirmation from property owners of natural features, parcel ownership, access, and previous uses. A summary of market conditions was presented, with some suggested adjustments from the owners to reflect their individual research. The workshop concluded with a roundtable discussion of opportunities and constraints, including an exercise where prototypical program 'chips' scaled to the sites, were placed in a variety of potential arrangements to inform initial sketches of concept alternatives.

In addition to the focused property owner workshop, the City of McMinnville held a design charrette for the entire corridor study area with the Citizen Advisory Committee on April 8, 2019. Project participants have identified a number of key strengths, including high visibility from Highway 18, many large and/or underutilized parcels, proximity to the airport, concentration of

tourist amenities and medical uses, strong connections to regional assets, and an abundance of natural features. Specific opportunities the participants identified included: pedestrian bridges over the highway could provide needed connections at key points, the creation of special complete street standards to encourage biking and walking, requiring stormwater treatment and extensive street tree plantings on all study area streets, considering shared parking standards and 'shadow platting' to encourage future infill on surface lots, and opportunities for new residential at the south edge of the case study site and west of the hospital.

The retail market continues to evolve rapidly in response to the challenges of competing with online retail and market consolidation. One tactic that the retail industry has successfully used to attract and retain shoppers to brick and mortar establishments is the creation of mixed-use "town centers" that offer gathering spaces, walkable streets and more dining options than typical strip suburban developments or enclosed shopping centers. Mixed-use town centers offer a greater diversity of uses that typical retail developments, particularly as it pertains to entertainment and some office uses, with the latter providing critical daytime population for retailers.

Figure 3. Retail Center Precedent: Old Mill District, Bend, Oregon



A retail center at Cumulus Ave. is a central feature of the Preferred Alternative. The design of this development, the connectivity it provides to the street system south of Highway 18, and how well it contributes to McMinnville's Great Neighborhood Principles will be key in the success of this plan.

This almost 60-acre parcel is one of the largest regional sites with easy highway access. The site is flat and developable—a unique characteristic for a site of this size, and has a locational advantage being both near to the highway and the McMinnville Municipal Airport. Attachment A provides an example of how this site could develop, implementing design features desired in the Three Mile Lane Area, as well as provides photographic examples of many of the design elements discussed for this area.

Flexibility is key to attracting a corporate Innovation Campus. The City and/or developer would have to be opportunistic and actively market the property and McMinnville as a corporate destination. Early infrastructure investments and construction of housing and commercial amenities within walking distance of the property would help attract a corporate user, as would a clear but flexible vision and development plan for the property.

Figure 4. Retail Center Precedent: Northwest Crossing, Bend, Oregon



The overall goal is for new developments in the Three Mile Lane Area is to echo the features of traditional, older retail districts like downtown McMinnville. Figures 3, 4, and 5 show examples from other Oregon communities, with similar common features that include:

- Walkable, narrow main streets connecting through the center, with parallel or angled on-street parking in front of retail storefronts.
- Public gathering spaces, bordered by dining and entertainment attractions, featuring play areas and flexible space for programmed public events.
- Parking lots, generally located behind buildings, featuring wide pedestrian walkways, integrated stormwater treatment and ample landscaping including shade trees.

- High-quality architecture, sometimes themed in a regionally appropriate way, with buildings placed in prominent locations that contribute to the quality of the pedestrian experience, versus behind large surface parking lots.
- Building edges that create 'frontage' on walkable streets or pedestrian walks, with higher-quality materials, generous windows and pedestrian-scale signage in the first 20-30' of elevation.
- Proximity and connection to a mix of other uses, to encourage walking from residential or office areas to the retail center.
- Generous landscape buffers between the retail center and roadways or parking lots while maintaining maximum visibility for retailers.
- A prominent entry to the site, with signage or a gateway feature.

Figure 5. Retail Center Precedent: Orenco Station, Hillsboro, Oregon



KEY URBAN DESIGN ELEMENTS

- Local identity. Maintaining the local identity through gateway design elements and development opportunities; establishing formal view protection corridors for Mt Hood, Mt Jefferson, and Amity Hills encouraging mixed uses whenever feasible; and mitigating the visual impact of development on the Highway 18 edge.
- Connectivity. Transportation and connectivity have been major themes during the planning process. Connectivity—in terms of internal circulation to parks and recreational features and surrounding neighborhoods—is essential.
- Parks and open space. The community has provided input on parks and open space opportunities, identifying the following: prioritizing connections to existing trails and open space (such as connections into Joe Dancer Park), creating a public greenway along South

Yamhill River with trail and connections to the study area and McBee Park, and increasing open space opportunities in the study area adjacent to residential uses.

EVALUATION

The Preferred Alternative provides a framework for potential future land use, transportation, and design elements in the Three Mile Lane area. This section evaluates the merits of the alternative and highlights the changes it represents, as compared to existing land use and development requirements. The next sections examine how the alternative meets the expressed goals and objectives for the area, the changes in land use it suggests, and how desired design elements may be achieved. Answers to questions embedded under these topic areas will lead to recommended actions that will help the City realize the vision of the Preferred Alternative over time.

Meeting Project Goals

The land use concept is intended to meet the goals for the area, included earlier in this memorandum, and help the City realize specific objectives associated with each of these goals. Earlier in the planning process evaluation criteria were suggested to help assess how well alternatives meet community goals and objectives.¹ The evaluation table included in this section employs these criteria once again to show how the Preferred Alternative can help achieve the City's goals. The table includes specific objectives related to individual project goals and indicates how elements of the land use concept perform.

Table 1. Project Goals and the Preferred Land Use Alternative

Evaluation Criteria	Preferred Land Use Alternative Findings
<i>Goal 1: Support and enhance the district's economic vitality and marketability</i>	
Amount and Type of Employment Land	A significant amount of commercial land is envisioned south of Three Mile Lane, refined to suit desired characteristics of a retail "town center." A corporate industrial campus is envisioned between the commercial area and the river. There is also an area identified for health-care related uses near the medical center and continued industrial/office opportunities near the McMinnville Municipal Airport.
Opportunities for Additional Goods and Services in the Area	The retail center, a mixed-use site, and the Evergreen complex and nearby Tourist Commercial area provide the opportunity for goods and services to serve locals and visitors alike.
Relationship with and Impacts	Land designated for employment uses within close proximity to

¹ See Evaluation of Land Use Concepts Section in the *Land Use and Transportation Facility Options and Evaluation* memorandum, June 5, 2019.

Evaluation Criteria	Preferred Land Use Alternative Findings
To the McMinnville Municipal Airport	the airport will not change; new opportunities for a neighborhood-serving commercial center and industrial campus with good connection to the airport.
Compatibility of uses adjacent to airport	The proposed commercial designation in the northeastern part of the study area and connections to the park and river have been refined from previous alternatives to better support the airport and its planned expansion.
Support for existing and new tourism opportunities	Significant commercial opportunities are identified throughout the district. Tourism-focused development of the Evergreen site and the “Tourist Commercial” area in the northeastern part of the study area will cater specifically to the travelling community.
Goal 2: Provide opportunities for a complementary mix of land uses, consistent with the vision of a diverse and vibrant district.	
McMinnville Great Neighborhood Principles	New residential areas are located in the western portion of the study area to create a greater concentration of activity, support new mixed-use development, and increase the likelihood of success for neighborhood-serving commercial. New roadway and trail connections will better connect the neighborhoods of Three Mile Lane to surrounding amenities and services. <i>Also, see Figure 1 and Table 7.</i>
Residential uses, mix, and location	Residential uses are located in the western portion of the study area. The CalPortland site has the opportunity for mixed residential and employment uses, and areas south of Highway 18 may be suitable for senior housing due to the proximity to the medical center.
Transit-supportive land uses	Major new retail, corporate industrial campus, and tourism areas, as well as higher-density housing, can help support transit in the area. The reconnection of Cumulus through the Chemeketa Community College site will be important for improving transit access.
Goal 3: Enhance multi-modal connections throughout the district	
Impacts to OR 18 as a key intercity/freight route.	Key trail and local roadway connections are shown in Figure 2. <i>Specific impacts to OR 18 will be evaluated as part of more detailed analysis for the preferred land use alternative.</i>
Vehicular connectivity through land use types (street density)	
Bicycle/pedestrian connections to key locations outside of the study area	
Goal 4: Create an aesthetically pleasing gateway to the City of McMinnville	

Evaluation Criteria	Preferred Land Use Alternative Findings
Gateway features	The Preferred Alternative has three locations identified for gateway features to signal entry into the City of McMinnville and to help define the Three Mile Lane Area's identity. Future design of Highway 18 improvements should consider opportunities for corridor design that respects the area's agricultural heritage and landscape character. There will also be opportunities for specific gateway features that physically mark this entrance to McMinnville.
Building Design	Creating clear requirements for building and site design for the retail center, corporate industrial campus, and other opportunity areas is a priority for this process and will be expanded upon later in this memorandum.
Landscaping and Street Trees	The corporate industrial campus, retail center, and other uses can be compatible with high-quality landscaping. Implementation of these features will be the responsibility of private development and will be required as part of development review. Specific requirements for this area can be included in the City's development requirements.

Economic Findings

Mixed-use

There is strong demand for additional housing development of all types in McMinnville, and the area shown in the Figure 2 for Mixed-use is an attractive location for significant new construction. Mid-rise development will not only help diversify the housing stock but also improve prospects for neighborhood-scale retail by adding rooftops. The dominant use should be residential, with small opportunities for retail to support the needs of the neighborhood, for reasons detailed below.

The CalPortland site is positioned between downtown and large development sites along Highway 18, both of which are either currently or are planned for significant retail development. Retail on this site, therefore, should focus on serving the needs of the local neighborhood rather than looking to compete with either of these locations. Retail should be limited to the south of the site along Cumulus Ave, which provide around 700 feet of frontage and therefore plenty of development flexibility. The combination of existing market conditions and more competitive retail projects may result in horizontal, rather than vertical mixed-use projects, with housing behind frontage retail. At 11 acres, the site is large enough to accommodate high-quality, horizontal mixed-use product.

While Cumulus, the frontage road, provides good access and connectivity to the surrounding neighborhoods, other nearby locations, such as Chemeketa Community College and uses on college-owned property, have more direct access and better visibility to and from the highway for retail. Existing retail vacancies are therefore more likely to fill before there is demand for new development on the CalPortland site.

Parking will drive the scale and type of development on the CalPortland site. High minimum parking requirements for both residential and retail uses are likely to drive a low-density development type not necessarily in keeping with the City's vision for the area. While the market is unlikely to support the high costs of structured parking, alternative plans for parking should be explored to reduce the burden on the developer but still maintain an adequate parking supply, such as encouraging and codifying shared and on-street parking.

Developing a mixed-use project at greater density may require the City to explore incentives or partnerships that would bridge the feasibility gap. With that said, there are opportunities for additional development on adjacent land parcels, so this site could serve as a catalyst project and build market momentum, thereby improving prospects for a denser mixed-use project at a later date. Facilitating coordination efforts between property owners in the area can help.

For residential development, the existing frontage road (Cumulus) currently provides good access and connectivity to the surrounding area, but improving multimodal connectivity to adjacent land is critical to fostering a high-quality, pedestrian-friendly place. The site benefits from proximity to the river, so improving access to this amenity should be prioritized.

For retail, visibility, access, parking, and signage are critical. Enhancing Cumulus as a multimodal thoroughway to downtown and the center to the east would improve retail prospects for the CalPortland site, as well as for retail in general.

Travel Commercial

While the existing aviation-oriented uses in the Evergreen Tourism Area are already a regional attraction, there is a significant opportunity to build a substantial tourism hub which integrates additional compatible uses that leverage the region's strong wine industry and build and refine McMinnville's brand.

Specifically, the development of additional lodging and hospitality-related uses would help this area become a premium destination that continues to attract tourists of many different backgrounds and brings additional revenue into the City. Lodging would also likely add to the area's event space inventory, improving McMinnville's marketability for conferences and other events.

The Three Mile Lane Area plan provides a platform to develop a clear vision and brand for the Evergreen Tourism Area. A vision can provide the development community with the confidence to pursue a particular type of development that is consistent with what the City wants for the area. A land use program for the area could include a phasing plan that is consistent with current and future market conditions and trends.

Health Care

The economic analysis shows that medical uses is a growing retail type nationally. There is a forecasted demand for approximately 529,000 square feet of additional retail development within the market area over the next decade and part of that demand is for medical and professional offices that typically occupy retail spaces such as dentists and small medical clinics. Housing

demand, too, is strong in the area, especially the demand for senior housing given the forecasted growth in senior age groups. Areas in close proximity to Willamette Valley Medical Center provides opportunities for medical related goods, services, office, and housing.

Retail Center

The property owner workshop provided an opportunity to discuss ideas and information about future land uses and development with key property owners. This discussion was founded on information in the market analysis and a broader discussion of visions, criteria, and principles. The market analysis, for example, provides high-level trends and analysis to indicate development opportunity. Meeting with property owners revealed specific details about the sites, project phasing, and realistic goals and visions for development.

With information from the workshop, the project team develop three alternatives (i.e., case study concepts). Each concept included a description of its primary theme or differentiator as well as key aspects related to its interface with existing adjacent uses and potential phasing implications. A high-level economic impact assessment for each alternative provided an estimated summary of the number of jobs created, the increase in the tax base, and other economic impacts that would result due to the area's development.

The property owner workshop and resulting Case Study Report helped identify opportunities for large-scale retail and employment, as well as continuing housing development. The area's existing industrial designation limits the number of uses allowed in the area; changing to a commercial designation provides for a greater degree of flexibility to respond to fluctuations in market dynamics.

McMinnville is poised to capitalize on strong retail demand and its location in the region. The McMinnville retail trade area extend all the way to the Oregon Coast due to the lack of prominent commercial centers between the Willamette Valley and the coast. However, much of this retail market remains untapped, and the Three Mile Lane study area is poised to capture a significant portion of demand with a diverse array of commercial development. Such development would help foster a sense of place, provide amenities for residents and visitors, and have a significantly greater economic impact than a development build-out comprising simply of traditional industrial.

Corporate Industrial Campus

A large, flat, developable site of this scale is unique in the region and should attract interest from regional and national employers. The campus may be a prime location for light or craft industrial that could align with the City's vision for the area and provide secondary tourism benefits if new development includes experiential or retail components.

With that said, the development of a large campus is likely to be a market-driven initiative. Employment growth in the industries of healthcare and education can be expected to drive most of the demand for new office development. Demand for campus-style industrial is likely tied to food product manufacturing or aviation. However, the emergence of a large corporate user is difficult to forecast, and successful recruitment and the timing of development will require coordinated

marketing efforts between the property owner, the City, and local and regional economic development partners.

In fact, development of such a site requires the City to actively market to the development community. Marketing a prospective campus should also involve a compelling story for why McMinnville is an attractive for a corporation to locate. McMinnville's high quality of life, cultural amenities, business incentives, and proximity to the Portland metro region may indeed be sufficient in attracting a larger company. Additionally, target users could include existing companies looking to expand.

This should also be tied to economic development efforts that consider the broader city-wide needs that would come with the addition of a large employer. These needs would include workforce, housing, transit and transportation, and others. For example, a large corporate user would require additional housing to meet growth from employment. Infrastructure investment will also be critical. The City should not necessarily make early investments without knowing the needs of a prospective corporate user, as these infrastructure needs will greatly vary. They should, however, develop a plan that outlines their intent and be prepared to act quickly in order to attract a user.

Existing Regulatory Framework

The following is an overview of existing requirements that govern how land can be used within the Three Mile Lane area and an evaluation of the changes envisioned with the Preferred Alternative. The most pronounced differences between what is allowed today and the Preferred Alternative lie within the opportunity areas; these are the focus of the evaluation.

Existing Requirements

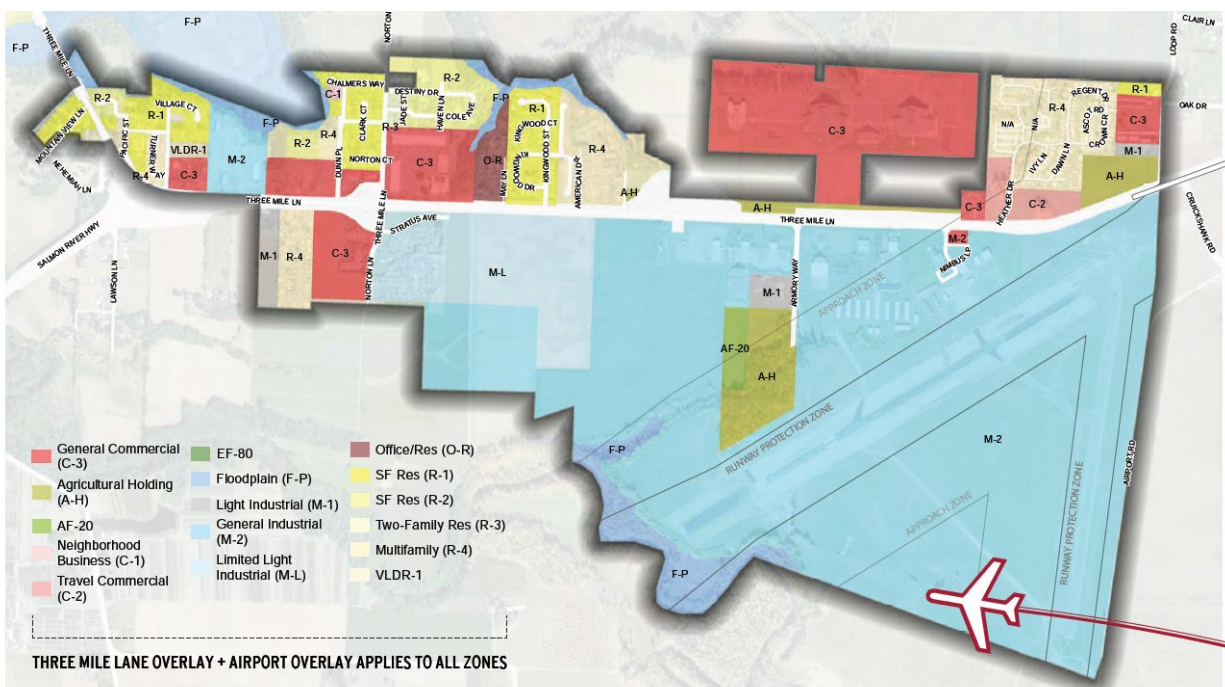
Land use and development in the Three Mile Lane area are currently regulated by the City's Zoning Ordinance and the Three Mile Lane Planned Development Overlay. The Zoning Ordinance governs uses, density, and dimensional requirements for zoning districts in the area, as well as site design and permitting requirements. The Planned Development Overlay contains requirements specific to the Three Mile Lane area that either modify or are in addition to underlying zoning standards.

Zoning

Zoning Ordinance Chapters 17.12 – 17.48 specify the allowed uses and associated regulations for each zoning district in the City. The predominant zoning designation (by acreage) within the study area is Industrial. Most of the land in the study area south of Three Mile Lane is designated General Industrial (M-2) or Limited Light Industrial (M-L). Much of this industrial land is occupied by the McMinnville Municipal Airport. On the north side of Three Mile Lane, there are large areas zoned General Commercial (C-3), including the area that includes the Evergreen Aviation & Space Museum and water park; a small area zoned Travel Commercial (C-2); and a mix of residential zoning. Most of the area zoned for Single-Family Residential (R-1 and R-2) is found in the northwest portion of

the study area. Multiple-Family Residential (R-4) zoning is found in separate areas in the northwest, northeast, and southwest portions of the study area.²

Figure 6. Existing Zoning Designations



Development Standards

In the industrial districts, the M-L zone is largely limited to manufacturing and related uses with limited external impacts, while the M-2 zone allows most industrial uses. In the M-L zone, properties are subject to maximum building heights of 60 feet and minimum setbacks from Three Mile Lane of 120 feet from the centerline. Development in the M-2 zone is not subject to these review requirements. Maximum building height in the M-2 zone is 80 feet and no minimum yard setbacks are required, except adjacent to residential zones.

A wide variety of commercial uses are permitted in the C-3 zone, including commercial recreation facilities, large format retailers, gas stations, and hotels. The maximum height in the C-3 zone is 80 feet and no minimum yard setbacks are required, except adjacent to residential zones. The C-2 zone only covers a small area near the eastern edge of the study area. Permitted uses are largely limited to travel-related uses such as lodging, restaurants, and gas stations. Building height is limited to 45 feet, and the minimum front setback is 30 feet.

² The Airport Overlay Zone (Zoning Ordinance Chapter 17.52) also regulates uses in the Three Mile Lane area. Its intent is to prevent structures or uses that obstruct the safe flight of aircraft in the vicinity of the McMinnville Municipal Airport. Requirements of this overlay are not detailed here, as the Preferred Land Use Alternative assumption is that Airport-related uses will continue to be permitted according to existing City code requirements. The area adjacent to the airport is expected to continue to develop as an airport-oriented commercial and industrial center, reflecting the economic value and potential of this infrastructure.

In the residential zones, density is controlled by minimum lot area per family (or per unit). Within the study area, minimum lot areas are as follows:

- R-1 – 9,000 sf (9,000 sf for two-family corner lots)
- R-2 – 7,000 sf (8,000 sf for two-family corner lots)
- R-3 – 6,000 sf (8,000 sf for two-family corner lots)
- R-4 – 1,500 sf per unit with 2 bedrooms or fewer; 1,750 sf per unit with three bedrooms

The maximum height in the R-4 zone is 60 feet, while the remaining residential zones are limited to 35 feet.

Development within the study area is also subject to floodplain (Chapter 17.48), landscaping (Chapter 17.57), tree (Chapter 17.58), off-street parking (Chapter 17.60), and sign regulations (Chapter 17.62, Planned Development Overlay) requirements.

Three Mile Lane Planned Development Overlay

The 1981 Three Mile Lane Planned Development Overlay outlines several provisions related to the development of properties in the Three Mile Lane area. A 1994 ordinance amending the overlay added a set of detailed provisions related to commercial signage. Provisions include:

- Required 120-foot setback from the centerline of Three Mile Lane
- Access requirements:
 - Minimize access onto Three Mile Lane
 - Provide on-site circulation systems connecting to adjoining properties
 - Provide acceleration-deceleration lanes and left-turn refuges when necessary
 - Provide bikeway connections
- Landscaping and buffering along the highway frontage may be required
- Mixed housing-type residential developments encouraged
- Temporary signage allowed

Development Approval

Development subject to a land use review process within the Three Mile Lane area include the following:

- Plans for proposed uses in the M-L zone. Industrial uses in the M-L zone must be approved by the Planning Commission, after evaluating impacts such as noise, traffic generation, air and water pollution, and appearance.
- Zone changes within the Three Mile Lane Planned Development Overlay. Zone changes in this area are evaluated using Planned Development Overlay standards and procedures and approved by Planning Commission.
- New commercial structures larger than 25,000 square feet of gross floor area. Director approval is required through Large Format Commercial Design Review.

- Signage in areas designated commercial and industrial. Approval by the Three Mile Lane Design Review Committee, after evaluating compatibility and design elements such as color, material, size, form, and relationship to site and building design.

All development within the Three Mile Lane Planned Development Overlay must be approved by the Three Mile Lane Design Review Committee (Ordinance 4572, Section 6(A)).

Preferred Alternative

As described previously, there are particular areas within the Three Mile Lane area that present the greatest opportunities for change. This section compares proposed designations and current zoning for each opportunity area in a series of tables. For each area, there are a series of questions, the answers to which will guide implementation of the Three Mile Lane Area Plan.

As part of plan adoption, the City has an opportunity to modify land uses and requirements either through rezoning or as part of an overlay.

Mixed-use Area (CalPortland)

Table 2. Land Use: Mixed-use Area

Mixed-use Area	
Proposed Designation	Current Zoning
Mixed-use	R-1
Medium-High Density	R-2
	M-2
	C-3

NOTES

- Uses permitted in the City's Multiple Family Residential (R-4) and General Commercial (C-3) zones generally meet the purpose statement of the Mixed-Use designation.
- The R-4 zone allows single family dwellings (including attached), duplexes, and accessory dwelling units. Building height is limited to sixty feet.
- Uses permitted in the C-3 zone include commercial recreation facilities, large format retailers, gas stations, and hotels. The maximum height in the C-3 zone is 80 feet and there are no minimum yard setbacks required for commercial uses.

QUESTIONS

- Should all residential use types be allowed outright in the Mixed-Use designation?
- Are there commercial use types that should be restricted in the Mixed-Use designation?
- Should a mix of uses be *required*? If so, should this requirement apply to development proposals over a certain size? Would the requirement apply to only multi-story development?

*Tourist Commercial**Table 3. Land Use: Tourist Commercial*

Tourist Commercial	
Proposed Designation	Current Zoning
Tourist Commercial	R-4
	C-2
	C-3

NOTES

- The R-4 zone allows single family dwellings (including attached), duplexes, and accessory dwelling units. Building height is limited to sixty feet.
- Uses permitted in the C-3 zone include commercial recreation facilities, large format retailers, gas stations, and hotels. The maximum height in the C-3 zone is 80 feet and there are no minimum yard setbacks required for commercial uses.
- Uses in C-2 Travel Commercial Zone are limited:
 - **Permitted Uses:**
 - Automobile Service Station
 - Gift Shop
 - Lodging
 - RV Park
 - Restaurant
 - Bed and Breakfast
 - Short term rentals
 - **Conditional Uses:**
 - Commercial recreation
 - Repair garage
 - School

QUESTIONS

- Considering the existing uses on the Evergreen site and the land available for development, should the existing C-3 zoning be retained? Are there any use additions or exemptions that should be captured in the plan?
- Given that one of the Preferred Alternative's focus is to provide more opportunities for tourism-related uses, are C-2 uses appropriate for areas east of the Evergreen complex?

*Health Care**Table 4. Land Use: Health Care*

Health Care	
Proposed Designation	Current Zoning
Office	R-4
Medium-High Density Residential	C-3
Medical	M-1
Mixed-use	M-L

NOTES

- The R-4 zone allows single family dwellings (including attached), duplexes, and accessory dwelling units. Building height is limited to sixty feet.
- Uses permitted in the C-3 zone include high-density residential and office. Allowed conditional uses include adult day care, or similar use called by a different name or that is a State licensed facility.
- The M-L (Limited Light Industrial) zone is intended to create, preserve, and enhance areas containing manufacturing and related establishments with limited external impact and with an open and attractive setting. Hospitals and medical offices are permitted uses, as is light manufacturing, aerospace industries, warehousing, wholesale distribution, and tasting rooms.
- M-1 (Light Industrial) zone allows all the uses permitted in the M-L zone, plus a wider range of manufacturing, assembly, packaging, or treatment of products from previously prepared or processed materials. Additional permitted uses include warehousing, wholesaling, and limited commercial uses.

QUESTIONS

- Should the overlay restrict commercial uses to those related to medical office and medical services?
- For areas currently zoned for industrial or high-density residential and could not develop/redevelop with all the use types envisions, should the areas be allowed to rezone to C-3, with overlay restrictions?

*Retail Center**Table 5. Land Use: Retail Center*

Retail Center	
Proposed Designation	Current Zoning
Commercial	M-2

NOTES

- The M-2 General Industrial Zone allows for large and impactful industrial development, including all uses allowed in the M-L and M-1 zones.

- A commercial designation of C-3 would allow a broad range of commercial development. The specific uses, site design, and architectural features envisioned by this planning effort are not required in the code today, and are therefore recommended for inclusion in the Three Mile Lane Overlay Zone.

QUESTIONS

- What level of regulatory control should the City use to implement requirements for the Retail Center? What site design standards should be required? What design elements related to future structures should be included in guidelines or codified as requirements?
- Highway visibility and the style/quality of signage will be important for retail users and for the community as a whole. Are there specific sign requirements/restrictions desired?

Innovation Campus

Table 6. Land Use: Corporate Campus

Corporate Campus	
Proposed Designation	Current Zoning
Industrial (<i>no proposed change</i>)	M-2
	AF-20
	A-H

NOTES

- No change in land use designation is recommended
- Portions of the area are zoned AF-20 and A-H (Agricultural Holding). These are generally associated with Galen McBee Airport Park and not expected to change.

QUESTIONS

- Should the overlay zone require a minimum lot size or other measure to ensure that this space is available specifically for a corporate campus or similar user?
- Design of such a campus will ultimately depend on the needs of the end user. What are the most important elements (e.g., a publicly-accessible park, a connected street grid) that the plan should address or the City should require?

Design Features

Community expectations for the future of the Three Mile Lane Area Plan include ensuring that future development will reflect and respect the unique features of the area and will enhance a neighborhood feel. This section evaluates how the City currently addresses the design features explored in the Preferred Land Use Alternative section through development requirements. Table 7

lists the features, existing requirements, and recommendations on how they might be achieved in the Three Mile Lane area.

Through the development and implementation of the Three Mile Lane Area Plan the City has the opportunity to set land use and transportation policy and create and implement standards and guidelines that will help the community realize the vision for this area.

Table 7. Design Requirement Evaluation

Design Feature	Existing Requirements <i>(Zoning Ordinance, Three Mile Lane Planned Development Overlay)</i>	Possible Three Mile Lane Area Plan (3MLAP) Recommendations and Overlay Requirements
1. Natural Feature Preservation		
<ul style="list-style-type: none"> • <i>Strive to protect tree groves</i> • <i>Strive to protect individual trees</i> 	<p>Proposed multi-family, commercial, office and industrial development must be landscaped (§17.57.030). Landscaping plans must show the existing locations of trees over six inches in diameter, their variety, and if they are to remain or be removed (§17.57.060).</p> <p>The removal of individual significant or historic trees or the removal of trees as part of a proposed development subject to site plan, tentative subdivision, or partition review is subject to City approval (§17.58.040).</p>	<p>New policy, adopted as part of 3MLAP. Consider identifying tree groves and tree types to be protected and develop requirements for preservation.</p>
<ul style="list-style-type: none"> • <i>Protect riparian corridors and adjacent native landscape</i> 	<p>Flood Area Zone (§17.48) restrictions.</p> <p>Landscaping required for all development except single-family and two-family residential (§17.57.030).</p>	<p>Confirm riparian corridors are mapped and subject to Chapter 17.48.</p> <p>Require mapping and protection of stream corridors and re-vegetation with native plantings.</p>
2. Scenic Views		
<ul style="list-style-type: none"> • <i>Provide and protect views to rolling hills and volcanoes</i> • <i>Provide visual and physical access to North Yamhill River</i> • <i>Orient streets and open spaces to views</i> 	<p>None.</p>	<p>New policy, adopted as part of 3MLAP.</p> <p>Require viewshed protection as part of Design Review.</p>

Design Feature	Existing Requirements (Zoning Ordinance, Three Mile Lane Planned Development Overlay)	Possible Three Mile Lane Area Plan (3MLAP) Recommendations and Overlay Requirements
3. Parks and Open Spaces		
<ul style="list-style-type: none"> • <i>Connect to Galen McBee Airport Park</i> 	None.	<p>Proposed trail connecting to Galen McBee Airport Park loop trails and extending access to the South Yamhill River shown in the preferred alternative; plan adoption will modify transportation system plan.</p> <p>Require connection to proposed trail, trail right-of-way dedication, and trail construction as part of Design Review/development approval.</p>
<ul style="list-style-type: none"> • <i>Create new gathering spaces that incorporate natural areas and views</i> 	None.	New policy, adopted as part of 3MLAP; require as part of Design Review.
<ul style="list-style-type: none"> • <i>Plant native landscapes with seasonal variation</i> 	<p>Proposed multi-family, commercial, office and industrial development must be landscaped (§17.57.030). For industrial, commercial, and parking lot uses landscaping must be 7% of gross area; for multi-family the requirement is 25% of gross area. The Landscape Review Committee approves proposed landscaping; an approval criterion is compatibility with the proposed project and the surrounding and abutting properties.</p>	New policy, adopted as part of 3MLAP. Define approved planting list in plan or in overlay zone.
4. Pedestrian Friendly		
<ul style="list-style-type: none"> • <i>Provide a network of sidewalks and trails to connect people to key locations</i> 	<p>Complete Streets standards require sidewalks (§17.53.101 Streets). Sidewalks must be 10'-12' feet wide in commercial areas to accommodate the Pedestrian zone. Street trees must be placed in tree wells; street trees, furniture and business accesses must meet ADA</p>	<p>Proposed trail system shown in the preferred alternative; plan adoption will modify transportation system plan.</p> <p>Proposed Complete Streets Design increases sidewalk width.</p> <p>Expand pedestrian walkway/connectivity standards to</p>

Design Feature	Existing Requirements (Zoning Ordinance, Three Mile Lane Planned Development Overlay)	Possible Three Mile Lane Area Plan (3MLAP) Recommendations and Overlay Requirements
	<p>requirements.</p> <p>Pedestrian ways, 10' or greater in width, may be required to "connect to recreation or public areas such as schools, or to connect to existing or proposed pedestrian ways (§17.53.103 Blocks)."</p> <p>Pedestrian walkway standards apply to Large Format Retail; site design requires connections between buildings and from building entrances to streets (§17.56.050.C.2).</p>	<p>apply to all commercial and office development.</p>
<ul style="list-style-type: none"> • <i>Shade streets with mature tree canopy</i> 	<p>Street Tree Planting (§17.58.080) and Planting Plan (§17.58.100) required for new multi-family development, commercial or industrial development, subdivisions, partitions, or parking lots.</p>	<p>New policy, adopted as part of 3MLAP. Define approved tree list in plan or in overlay zone. Require as part of Design Review.</p>
5. Bike-Friendly		
<ul style="list-style-type: none"> • <i>Plan safe routes for residents and touring cyclists</i> 	<p>Complete Streets standards require bike facilities (§17.53.101 Streets). Minimum bike lane width is 5' on arterial and 4' on collector streets.</p>	<p>Modified Complete Street standards require buffered bike lanes (or cycle tracks) on collector streets and sharrows markings for shared lanes on local residential streets.</p>
6. Connected Streets		
<ul style="list-style-type: none"> • <i>Connect to existing street grid in 3ML</i> 	<p>Street locations must be consistent with adopted comprehensive plan and subdivision standards (§17.53.101 Streets).</p>	<p>Proposed local street connections shown in the preferred alternative; plan adoption will modify transportation system plan.</p>

Design Feature	Existing Requirements (Zoning Ordinance, Three Mile Lane Planned Development Overlay)	Possible Three Mile Lane Area Plan (3MLAP) Recommendations and Overlay Requirements
7. Accessibility		
<ul style="list-style-type: none"> • <i>Design new development for ease of use by all ages and abilities</i> 	<p>Complete Streets standards require sidewalks and bike lanes (§17.53.101 Streets).</p> <p>Sidewalks must be 10'-12' feet wide in commercial areas to accommodate the Pedestrian zone. Street trees must be placed in tree wells; street trees, furniture and business accesses must meet ADA requirements.</p>	<p>New policy, adopted as part of 3MLAP.</p> <p>Modified Complete Street standards increase sidewalk and planter strip widths and require buffered bike lanes (or cycle tracks) on collector streets and sharrow markings for shared lanes on local residential streets.</p>
8. Human Scale Design		
<ul style="list-style-type: none"> • <i>Respect typical scale of commercial uses in McMinnville</i> 	<p>Building heights in C-3 zone limited to eighty feet (§17.33.040). No size limits; new commercial structures over 25,000 square feet gross floor area subject to Director's Review/notification.</p> <p>Large Format Retail (Chapter 17.56) requirements address building façade, roof features, and site design (buffering, pedestrian walkways, parking, landscaping), and innovative energy efficient design and construction technologies.</p> <p>Parking spaces shall be provided at no more than 120 percent of the minimum required</p> <p>Large Format Retail site design requirements (§17.56.050) set an off-street parking maximum (no more than 120 percent of the minimum required by Chapter 17.60, Off-Street Parking and Loading).</p>	<p>Requirements for commercial building size and massing.</p> <p>Additional guidelines or standards related to façade treatments.</p> <p>Standards for parking maximums for all uses. Parking lot location requirements for commercial uses.</p>
<ul style="list-style-type: none"> • <i>Design to reflect the micro-climate—outdoor life, porches, balconies</i> 	<p>Large Format Retail pedestrian walkway standards include awning requirements (§17.56.050.C.2.b). Awning are included in Downtown</p>	<p>New policy for development within the overlay.</p> <p>Develop clear and objective design standards for multi-family and</p>

Design Feature	Existing Requirements <i>(Zoning Ordinance, Three Mile Lane Planned Development Overlay)</i>	Possible Three Mile Lane Area Plan (3MLAP) Recommendations and Overlay Requirements
	Design Standards and Guidelines (§17.59.070). No residential standards.	mixed-use residential.
<ul style="list-style-type: none"> • <i>Promote inclusion and interaction within the right-of-way</i> 	None.	<p>Requirements for building orientation (set-to, building orientation).</p> <p>Additional guidelines or standards related to façade treatments, including transparency.</p> <p>Provision of on-street parking for ground-floor commercial uses (new requirements allowing on-street spaces to be counted toward parking minimums, new cross-section standards for streets with ground-floor retail).</p>
9. Mix of Activities		
<ul style="list-style-type: none"> • <i>Encourage mixed-use development where feasible</i> 	None.	New policy, adopted as part of 3MLAP.
10. Urban-Rural Interface		
<ul style="list-style-type: none"> • <i>Reflect patterns of wine industry—eg, rows of vines, southern orientation, shelter belts of trees</i> 	None.	<p>New policy, adopted as part of 3MLAP.</p> <p>Examples in Design Booklet.</p>
<ul style="list-style-type: none"> • <i>Consider adjacency to agricultural fields and respect this heritage through careful transitions</i> 	None.	New policy articulating transitions; buffer/perimeter requirements.
<ul style="list-style-type: none"> • <i>Design simple roof forms (industrial and agricultural). Height and distinctive forms of silos can be inspiration</i> 	Large Format Retail development standards require architectural variability in the roof design (§17.56.050.B). Proposed buildings must incorporate two out of three standards: parapets with cornices; overhanging eaves or cornices, and; prominent portions of the roof	<p>Require roof features consistent with Large Format Retail standards for all future development in the 3ML area.</p> <p>Design examples in Design Booklet.</p>

Design Feature	Existing Requirements <i>(Zoning Ordinance, Three Mile Lane Planned Development Overlay)</i>	Possible Three Mile Lane Area Plan (3MLAP) Recommendations and Overlay Requirements
	design exhibiting slopes with a plane of between 4/12 (33 degrees) and 6/12 (45 degrees).	
<ul style="list-style-type: none"> Consider functional site planning of vineyard and farm complexes as conceptual model for new development 	None.	Examples in Design Booklet.
11. Housing for Diverse Incomes and Generations		
<ul style="list-style-type: none"> Allow for a mix of future housing forms and types, respecting the current character of 3ML 	Existing residential and commercial zoning allows for a variety of housing types.	3MLAP increases the areas available for housing with the change in designation from industrial to Mixed-use use north of Three Mile Lane, and from industrial to residential in the vicinity of the hospital.
12. Housing Variety		
<ul style="list-style-type: none"> Respect existing variety of housing types in 3ML and ensure diversity of design for future housing 	<p>Housing variety and design not addressed.</p> <p>Site design requirements for Large Format Retail require buffering, (§17.56)</p> <p>Light industrial uses (M-1) must include perimeter treatments to buffer adjacent residential uses.</p>	Guidelines in Design Booklet Buffer/perimeter requirements for Mixed-use, Medical, and Commercial.
13. Unique and Integrated Design Elements		
<ul style="list-style-type: none"> Ensure visibility from highway; Welcome to McMinnville 	None.	<p>Guidelines in Design Booklet.</p> <p>Requirements for landscape buffering fronting Three Mile Lane.</p> <p>Requirements for façades facing Highway 18, including addressing blank walls and requiring articulation and materials or color variation; design guidelines to encourage a more cohesive visual character along the corridor.</p>

Design Feature	Existing Requirements <i>(Zoning Ordinance, Three Mile Lane Planned Development Overlay)</i>	Possible Three Mile Lane Area Plan (3MLAP) Recommendations and Overlay Requirements
• <i>Make functions of sites visible (airplanes, wine-making); continue expression of industry/making where applicable</i>	None.	Examples in Design Booklet.
• <i>Aviation legacy: display large planes; consider sensation of low-flying planes, potential visual impact of sites from the air</i>	None.	Examples in Design Booklet.
• <i>Consider local materials for cladding and building structure (timber, corrugated steel cladding, red brick)</i>	Large Format Retail (Chapter 17.56) requirements address building façade, roof features, and site design (buffering, pedestrian walkways, parking, landscaping), and innovative energy efficient design and construction technologies.	Additional guidelines or standards related to façade treatments. Expand requirements to uses other than commercial, including office, mixed-use, and multi-family.
• <i>Use vibrant color</i>	None.	Additional guidelines or standards related to façade treatments; define acceptable color palate. Require for all new commercial, office, mixed-use, and multi-family.

NEXT STEPS

This memorandum and associated materials will be presented to the Three Mile Lane TAC and CAC at their next meetings. The committees are expected to evaluate elements of the Preferred Alternative and provide additional direction and suggestions for refinement, including:

- Refinement of the attributes that define the Three Mile Lane Area.
- Refinement of the specific attributes desired in the opportunity areas.

- Desired policy, design elements, and code concepts to implement the plan and effectively guide and regulate development within the Three Mile Lane Area.

Following the advisory committee meetings, the project team will bring a revised set of materials to the broader public at Public Event #3, tentatively scheduled for early 2021. The plan concepts of the Preferred Alternative and land use implementation measures will be the focus of this event.

A companion memorandum to this piece (TM 8b) evaluates the transportation impacts of proposed land uses and provides recommendations for the design of Highway 18 through this area. This work is based on a detailed transportation analysis, performed in partnership with the City and Oregon Department of Transportation.

Reflecting revisions informed by public involvement and City review, a final plan document will be created and prepared for adoption. The adoption process will include a public Planning Commission/City Council work session, a Planning Commission hearing, and a City Council hearing. Each of these points provide an opportunity for public participation to review and provide comments on the Three Mile Lane Area Plan.



Walkable Streetscape with Active Ground Floors



Regionally-influenced architecture

PRECEDENT STUDY:
Old Mill District, Bend



Regionally-influenced architecture



Distinctive entry to Commercial Center

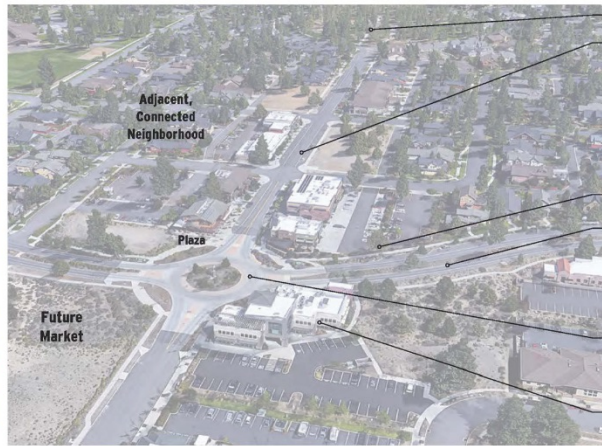


Protected mountain views

PRECEDENT STUDY:
NorthWest Crossing, Bend



- Landscape Buffer
- Parking behind buildings
- Central 'Main Street':
 - Wide sidewalks
 - Street Trees
 - On-street parking
 - Active ground floors
- Public gateway plaza
- Gathering and event space
- Access and orientation to natural features



- Integrated park space
- Central 'Main Street':
 - Wide sidewalks
 - Street Trees
 - On-street parking
 - Active ground floors
 - Mixed-use
 - Two blocks closed for Farmer's Market weekly
- Parking behind buildings
- Neighborhood Collector
- Gateway 'marker'
- Adjacent to 'clean' light industrial/office uses



PRECEDENT STUDY:
Orencia Station, Hillsboro, OR

COMMERCIAL DESIGN OPPORTUNITIES
Three Mile Lane Area Plan
March 2021

MEMORANDUM

Preferred Facility Design Option

McMinnville Three Mile Lane Area Plan

DATE March 31, 2021

TO Heather Richards and Jamie Fleckenstein, City of McMinnville
Michael Duncan, ODOT

FROM Andrew Mortensen, David Evans and Associates, Inc.

CC Darci Rudzinski, Angelo Planning

1 INTRODUCTION AND PURPOSE

The City of McMinnville, in partnership with the Oregon Department of Transportation (ODOT), is updating the Three Mile Lane Overlay/Area Plan (3MLAP), which was originally drafted in 1997. The Plan will be used to help guide future land use planning and investments in transportation operations, maintenance, and facilities. The consulting team of David Evans and Associates (DEA), Angelo Planning Group, Walker Macy and Leland Consulting are assisting the city with the Plan.

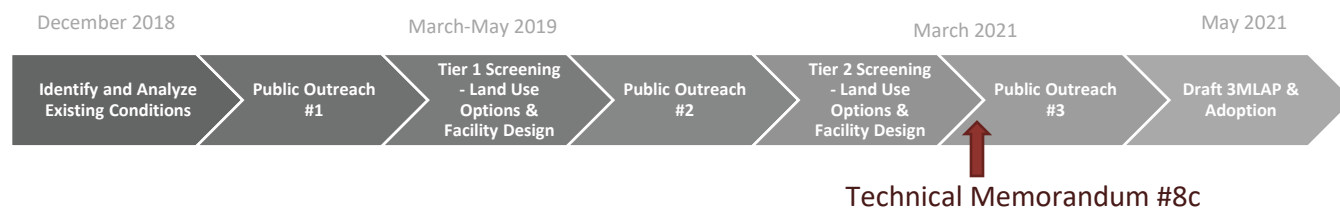
The purpose of the memorandum is to summarize the Preferred Facility Design Option supporting the Preferred Land Use Plan. Consistent with the project's scope of work, this memorandum summarizes the following:

- Indicate how the Facility Design alternative would be accommodated within the right-of-way and at street intersections.
- Identified design and facility configuration elements that vary from City and ODOT standards (if any) and why those deviations are recommended.
- Show where alteration of existing public and private approaches (driveways) would be required, and where opportunities exist for landscaped medians or where opportunities exist to alter existing public and private approaches to improve operation of the street or to mitigate safety concerns.
- Include a high-level cost estimate of the Facility Design alternative. The cost estimate must include demolition, pavement, curb, sidewalk, signing and striping, drainage and landscaping.
- Outline general implementation strategy, such as potential phasing approach that identifies conceptual packages of near-term and longer-term improvements.

1.1 FINDINGS FROM MEMORANDUM USED TO GUIDE PLAN UPDATE

As shown below, findings from this *Memorandum* (#8c) will have important input to key tasks of the Three Mile Lane Area Plan (3MLAP).

3MLAP Project Timeline



1.2 ORGANIZATION OF THE MEMORANDUM

The memorandum is organized in three major sections as follows:

1	INTRODUCTION AND PURPOSE	1
1.1	FINDINGS FROM MEMORANDUM USED TO GUIDE PLAN UPDATE	1
1.2	ORGANIZATION OF THE MEMORANDUM	2
2	FACILITY DESIGN OPTIONS	3
2.1	OPTIONS CONSIDERED	3
2.2	OPTION 1: OR 18 INTERCHANGES.....	4
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2 FACILITY DESIGN OPTIONS

2.1 OPTIONS CONSIDERED

Two significant facility design options for Oregon Highway 18 (OR 18) major study accesses were originally reviewed and considered by the TAC and CAC in 2020, during which a third option was defined as the Preferred Option by the CAC. In March of 2021, the Preferred Alternative design option was slightly refined following analysis of future year 2041 traffic operations. The traffic analysis focused on future operations at key study area intersections reflecting both the (a) adopted Comprehensive Plan land uses for the McMinnville urban area and study area, and (b) the Preferred Land Use Plan for the study area.

2.2 OPTION 1: OR 18 INTERCHANGES

Option 1 generally adheres to the historic (1997) corridor plan for OR 18 in study area, as shown in Figure 1.

Figure 1. OR 18 Facility Design Option – Interchanges

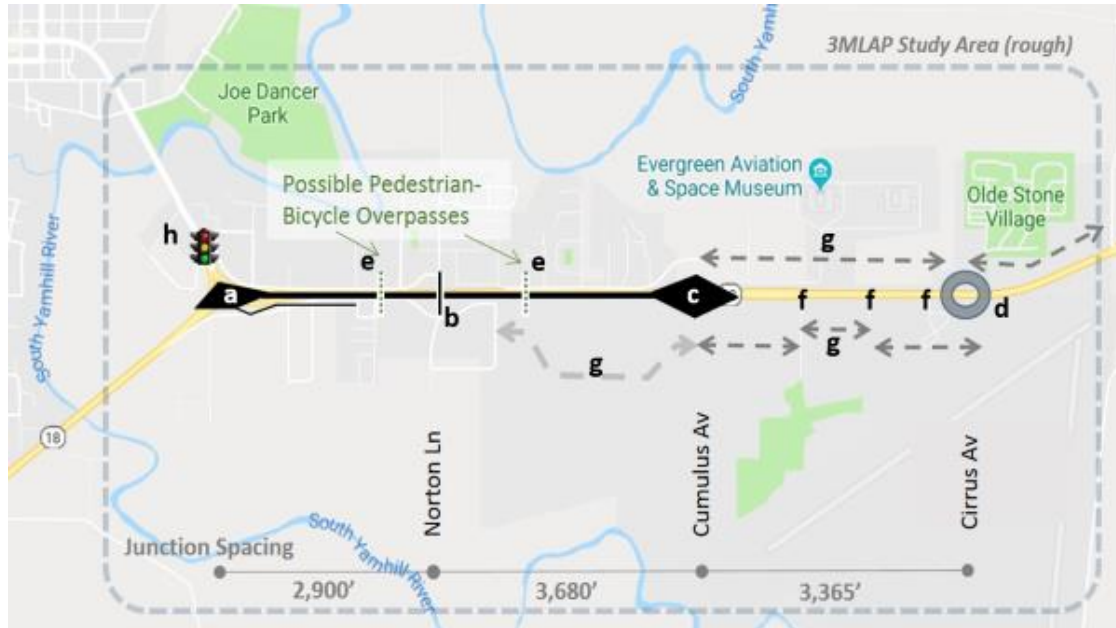


Figure 1 Notes:

- a) Three Mile Lane interchange - reconstructed for full access and crossing, including extension of Stratus Avenue and the potential to signalize the OR 18 eastbound off-ramp and Stratus Avenue.
- b) Norton Lane - replacement of at-grade traffic signal with a street overcrossing.
- c) Cumulus Avenue - replacement of at-grade traffic signal with a new diamond interchange.
- d) Cirrus Avenue - new roundabout on OR 18, with McMinnville gateway features.
- e) New pedestrian/bicycle overpass connectors located east and west of Norton Lane, linking Cumulus Avenue and Stratus Avenue, and areas beyond.
- f) Removal of at-grade street and driveway accesses to OR 18 between Cumulus Avenue and the eastern edge of the study area, including Loop Road and Cruickshank Road¹ (not shown in Figure 1, as Cruickshank Road is external to the Three Mile Lane Study area).
- g) New east-west frontage streets along OR 18 linking Cirrus Avenue, Cumulus Avenue and Norton Lane.
- h) New traffic signal at Three-Mile Lane and Cumulus Avenue (will require further study and design to determine feasibility of new signal placement in proximity of new interchange ramp termini).

¹ Consistent with the McMinnville Airport Layout Plan (2004), future plans are to close the Cruickshank Road connection and re-direct county traffic to a new roundabout on OR 18 at the current junction of Lafayette Highway.

Figure 2 (west section) and **Figure 3** (east section) illustrate a more detailed plan view of Option 1.

The reconstruction of the Three-Mile Lane interchange provides full connectivity from OR 18 to downtown McMinnville and land uses on both sides of OR 18 in the study area. New route options afforded by the new interchange include:

- Linking OR 18 from the west (eastbound) to downtown McMinnville. Currently, drivers need to travel east to Norton Lane, turn left onto Norton Lane and then left again to Cumulus Avenue and travel west to Three Mile Lane.
- Linking downtown McMinnville and the Willamette Valley Medical Center and other lands south of OR 18 via new Stratus Avenue connection. Currently, drivers travel from downtown on Three Mile Lane to OR 18 and turn right at Norton Lane to access these destinations (and vice-versa).

As shown in **Figure 2**, Lawson Lane is the existing county road connecting to Stratus Avenue immediately south of the Three-Mile Lane interchange. In this option, Lawson Lane would be re-aligned eastward, paralleling Stratus Avenue, to a new connection at Martin Lane.

Figure 2. OR 18 Interchange Design Option – West Section Plan View

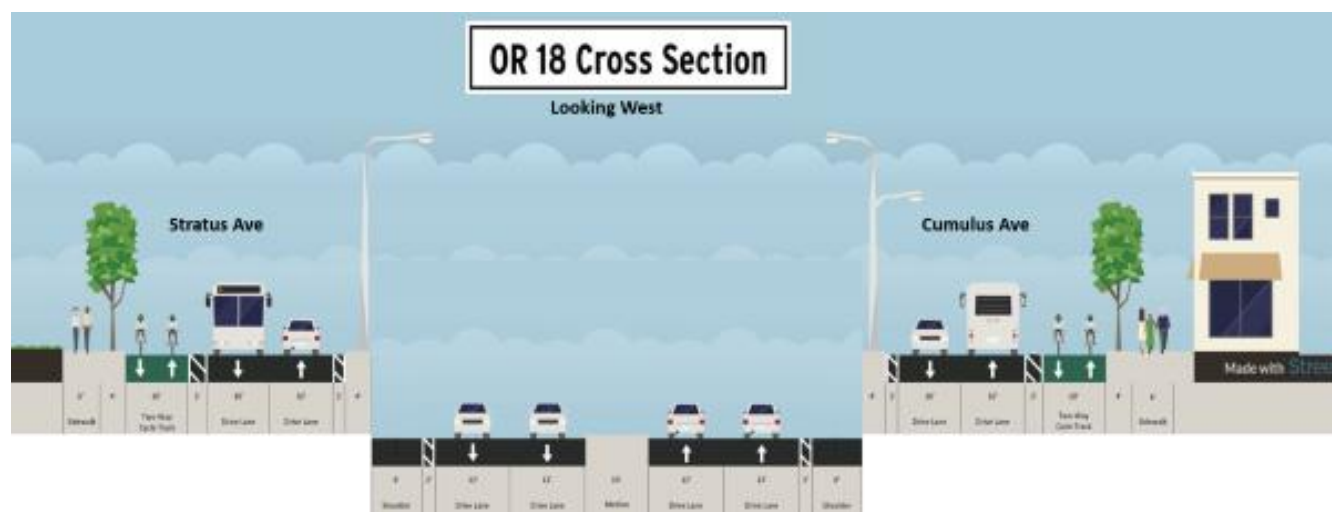


As shown in **Figures 2** and **3**, motorists traveling westbound on OR 18 (Three Mile Lane) wanting to get to the Willamette Valley Medical Center (and other immediate area destinations) will be required to exist OR 18 at the new Cumulus interchange and travel west along a new network of local street connectors (shown in Figure 1). Today, motorists turn left at the existing traffic signal on OR 18 at Norton Lane to make this connection. Motorists leaving the Willamette Valley Medical Center area will travel east on the new network of street connectors to the Cumulus Avenue interchange to connect back to OR 18, and be able to travel either westbound or eastbound on OR 18.

Figure 3. OR 18 Interchange Design Option – East Section Plan View

Figure 4 illustrates a cross-sectional view of OR 18 taken in a location just west of Norton Lane. OR 18 would need to be re-constructed at a lower elevation and cross under Norton Lane, and include a median, two travel lanes in each direction, and wide shoulder lanes (consistent with the Oregon Highway Design Manual, with sufficient width to accommodate buffered bike lanes in the even they are desired at some time in the future).

Bi-directional cycle tracks are located on both Stratus Avenue and Cumulus Avenue. Buffer strips and sidewalks are reconstructed adjacent to land use activities on the north side of Cumulus Avenue and south side of Stratus Avenue.

Figure 4. OR 18 Interchange Design Option – Cross-Section View

Full page format of Figure 4 is shown in Appendix A.

2.3 OPTION 2: OR 18 ROUNDABOUTS

Option 2 incorporates roundabouts as a consistent junction design in the study area, as shown in Figure 5.

Figure 5. OR 18 Facility Design Option – Roundabouts

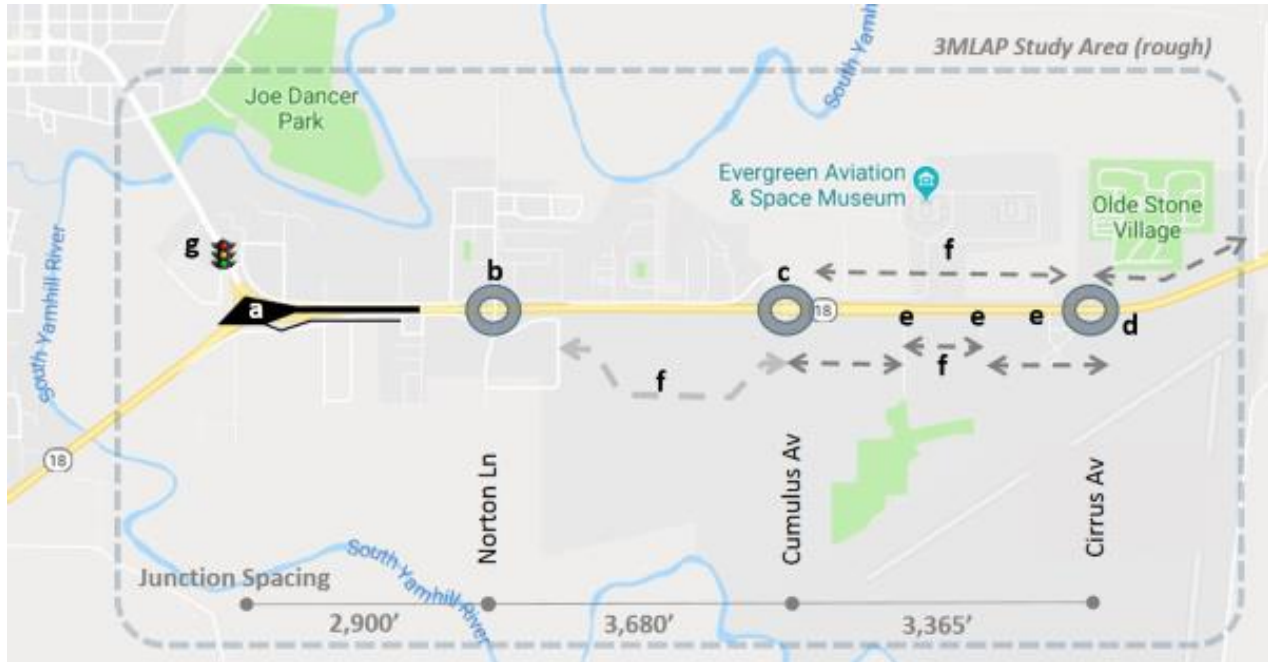


Figure 5 Notes:

- a) Three Mile Lane interchange - reconstructed for full access and crossing (identical to Option 1), including extension of Stratus Avenue and the potential to signalize the OR 18 eastbound off-ramp and Stratus Avenue.
- b) Norton Lane - replacement of at-grade traffic signal with a multilane roundabout.
- c) Cumulus Avenue - replacement of at-grade traffic signal with a multilane roundabout.
- d) Cirrus Avenue - new roundabout on OR 18, with McMinnville gateway features.
- e) Removal of at-grade street and driveway accesses to OR 18 in the section between Cumulus Avenue and the eastern edge of the study area, including Loop Road and Cruickshank Road (Cruickshank Road is not shown in Figure 5, as Cruickshank Road is external to the Three Mile Lane Study area).
- f) New east-west frontage streets along OR 18, linking Cirrus Avenue, Cumulus Avenue and Norton Lane.
- g) New traffic signal at Three-Mile Lane and Cumulus Avenue (will require further study and design to determine feasibility of new signal placement in proximity of new interchange ramp termini).

Figure 6 (west section) and **Figure 7** (east section) illustrate a more detailed plan view of Option 2.

Like Option 1, the reconstruction of the Three-Mile Lane interchange provides full connectivity from OR 18 to downtown McMinnville and land uses on both sides of OR 18 in the study area.

Figure 6. OR 18 Roundabout Design Option – West Section Plan View



Figure 7. OR 18 Roundabout Design Option – East Section Plan View



As shown in **Figures 6** and **7**, access to and from lands north and south of OR 18 are made via roundabouts at Norton Lane, Cumulus Avenue and Cirrus Avenue, and then along a new network of local street connectors (shown in Figure 5). Both Cumulus Avenue and Cirrus Avenue will need to be re-aligned at Norton Lane in order to provide sufficient spacing from the new roundabout.

2.4 EVALUATING THE OPTIONS

2.4.1 Initial TAC and CAC Evaluation

Both the Technical Advisory Committee (TAC) and Citizens Advisory Committee (CAC) reviewed and discussed the two main OR 18 facility design options. For their further consideration, the project team developed evaluation criteria to help compare and contrast the two options. As listed in **Table 1**, the applied criteria include:

- Foster Economic Development
 - Ease of access to existing/future land use
 - Land use visibility from Three-Mile Lane
- Sustain OR 18 as a Key Intercity Freight Route
 - Desired travel speed on OR 18
 - OR 18 truck maneuverability
- Enhance Multimodal Connectivity
 - Within the Three-Mile Lane study area
 - Between the Study Area and City Center
- Minimize Rights-of-Way and Cost Requirements
 - Rights-of-way
 - Cost

Option 1 (interchanges) best meets the criteria to sustain OR 18 as a key intercity freight route, but is more expensive (conceptually) because of needed additional rights-of-way and infrastructure.

Option 2 (roundabouts) best meets the criteria to foster economic development because it provides more direct access to area land uses.

Both options enhance multimodal connectivity, improving connectivity within the study area and between the study area and the city center. Both options also provide access management which should reduce crashes and help sustain OR 18 as a key intercity freight route.

The CAC considered these inputs and determined that they could not reach consensus supporting either option. Through continued deliberation the CAC concluded that their preferred facility design option is to replace the existing interchange on OR 18 at Three-Mile Lane as depicted in both Options 1 and 2, but retain the at-grade traffic signals on OR 18 at Norton lane and Cumulus Avenue, and construct a new roundabout at Cirrus Avenue.

The CAC recommendations formed the initial Preferred Facility Design, which was intended for more detailed discussion in Section 3.

Table 1. Evaluating the OR 18 Facility Design Options

Evaluation Criteria		OR 18 Facility Design Options	
		1 - Interchanges	1 - Roundabouts
Facility Design Features Help:			
A. Foster Economic Development			
Ease of Access** to Existing and Planned Land Use		Interchange at Cumulus Avenue and Norton Lane overcrossing reduces direct accessibility to Willamette Valley Medical Center and other Norton Lane destinations.	Multiple, dual lane roundabouts provide more direct access to existing and planned land uses both north and south of OR 18.
Land Uses are Visible from Three Mile Lane (OR 18)		Land uses are visible from Three Mile Lane (OR 18), when highway is lowered to fit interchange and overcrossings.	Land uses are more visible with OR 18 at grade through the three conceptual roundabouts.
B. Sustain OR 18 as a Key Intercity Freight Route			
Desired Travel Speed on OR 18		Limited access highway with single roundabout at Cirrus Avenue and interchange at Cumulus Avenue facilitates desired travel speed along OR 18.	Multiple, dual lane roundabouts (modestly) impeded desired speed along OR 18.
OR 18 Truck Maneuverability		Limited access highway with single roundabout at Cirrus Avenue and interchange at Cumulus Avenue facilitates intercity truck maneuverability.	Multiple, dual lane roundabouts impeded truck maneuverability.
C. Enhance Multimodal Connectivity			
Within the Three Mile Lane Study Area		Overcrossing of Norton Lane, interchange at Cumulus Avenue, roundabout at Cirrus Avenue and potential pedestrian-bicycle overcrossings are good vehicle (including transit), pedestrian and bicycle connectivity across OR 18.	Evenly-spaced roundabout provide good vehicle (including transit), pedestrian and bicycle connectivity across OR 18. Dual lane roundabouts may intimidate north-south pedestrian and bicycle connectivity, especially as OR 18 traffic increases in the future.
Between the Study Area and City Center		Replacement of OR 18/Three Mile Lane interchange with new Stratus Avenue connection, and new two-way cycle tracks and sidewalks along Cumulus and Straus Avenues, significantly improve connectivity between the study area and city center.	Replacement of OR 18/Three Mile Lane interchange with new Stratus Avenue connection, and new two-way cycle tracks and sidewalks along Cumulus and Straus Avenues, significantly improve connectivity between the study area and city center.
D. Minimize Rights-of-Way Cost Requirements***			
Rights-of-Way		ROW requirements for diamond interchange at Cumulus Avenue is greater than roundabout (Option #2).	ROW requirement for dual lane roundabout at Cumulus Avenue expected to be less than tight diamond interchange (Option #1). Roundabout at Norton lane will require additional ROW and impact several homes and possible businesses to realign Cumulus and Stratus Avenues.
Cost (conceptual)		Costs are significant: new interchange at Cumulus Avenue, lowering OR 18, and overcrossings at Norton lane and possible pedestrian-bicycle crossings.	Cost of roundabouts at Cumulus Avenue is modest. Cost to re-align Cumulus and Stratus Avenues at Norton Lane is significant.
Notes		Key	
* Within the Three Mile Lane Study Area		Meets Criteria	
** Auto, Truck, Pedestrian, Bicycle and Transit		Marginally Meets Criteria	
*** As differentiated between options 1 and 2		Does Not Meet Criteria	

2.5 OVERVIEW OF FUTURE TRAFFIC ANALYSIS

The analysis of future vehicle traffic conditions for the study area is predicated on three key steps:

1) **Housing and Employment Demographic Data**

Demographic data within the McMinnville UGB was prepared and summarized for year 2015, 2041 Base and 2041 Tier 2 land use plan, based housing and employment demographics (McMinnville UGB) for ODOT model inputs.

- Year 2015 demographic data were prepared and agreed to by the City of McMinnville and ODOT.
- Year 2041 Base demographic data was developed by David Evans and Associates, Inc. (Memorandum - McMinnville OSUM Input Demographic Data Refinement and Excel file dated January 15, 2021, reviewed and agreed to by the City of McMinnville, and submitted to ODOT).
- Year 2041 Tier 2 Land Use Plan demographic data was developed by David Evans and Associates, Inc. (E-mail and Excel file reviewed and agreed to by the City of McMinnville, and submitted to ODOT, March 15, 2021).

2) **ODOT OSUM Model Network Refinement – Preferred Alternative**

David Evans and Associates, Inc. coordinated with ODOT Region 2 and ODOT TPAU to incorporate results from Draft Memorandum #8B to develop assumptions for the OSUM travel demand model of the preferred land use option and future OR 18 facility design and street system network reflecting the Preferred Alternative.

3) **OSUM Model Outcomes and Study Area Intersection Analysis**

David Evans and Associates, Inc. obtained future year (2041) model volumes and select-link volumes from TPAU. The analysis for the street design alternative used the travel demand model results to generate traffic forecasts at study area Intersections consistent with the Methodology Memorandum (December 10, 2018). David Evans and Associates, Inc. conducted detailed traffic analysis using the model to evaluate future intersection operations in the Study Area.

2.6 FUTURE VEHICLE TRAFFIC ANALYSIS RESULTS – 2041 BASE

Signalized Intersections

Table 2 summarizes the v/c mobility scores for year 2041 Base traffic conditions at the two study area signalized intersections. Year 2041 Base traffic conditions generally reflect the City of McMinnville’s current Comprehensive Plan for the study area (and city-wide). Further details regarding the traffic analysis outcomes are included in **Appendix B**.

Both the OR 18 and Norton Lane, and OR 18 and Cumulus Avenue intersections are found to operate at volume-to-capacity ratios below ODOT’s established standards under year 2041 Base traffic conditions.

Table 2. Signalized Intersection Operations – 2041 Base Traffic

Signalized Intersections		v/c	LOS	Mobility Target
ID	Name			
2	OR 18 & Norton Lane	0.74	C	0.80
3	OR 18 & Cumulus Avenue	0.63	B	0.80

Shaded cells indicate the movement fails to meet applicable mobility target

Notes:

1. At signalized intersections, the results are reported for the overall intersection performance.
2. The v/c ratios and LOS are based on the results of the macrosimulation analysis using Synchro, which cannot account for the influence of adjacent intersection operations.

Source: David Evans and Associates, Inc.

Unsignalized Intersections

Critical movements at unsignalized intersections are typically the minor street approach left-turn or through movements. These movements require yielding to all other movements at the intersection, and are subject to longer delays. Left-turn movements from the major street are also subject to delays for those motorists yielding to oncoming traffic. **Table 3** summarizes the year 2041 Base traffic operations (peak hour) at the study area unsignalized intersections.

Five of the study area unsignalized intersections fail to meet established mobility targets based on estimates of future year 2041 Base traffic:

- **Three Mile Lane & First Street** – Three Mile Lane experiences high traffic volumes throughout the day, especially during the PM peak hour. There are limited gaps in the Three Mile Lane traffic flow for motorists turning from First Street. The intersection also doesn’t meet mobility targets based on 2018 traffic conditions.
- **Three Mile Lane & Cumulus Avenue** – The westbound and eastbound approaches are controlled with stop signs. There is no separate left-turn lane on the north leg of Three Mile Lane. Future traffic on Three Mile Lane and Cumulus Avenue is sufficiently high that westbound motorists will find insufficient gaps to turn and travel north or south through the intersection.

- **OR 18 & RV Park Entrance** – Future traffic on OR 18 is sufficiently high that RV park motorists will have difficulty finding sufficient gaps to turn left onto eastbound OR 18.
- **OR 18 & Cruickshank Road** – Located just outside of McMinnville’s UGB and the 3MLAP study area, Cruickshank Road serves as a primary route to locations that are south of McMinnville via OR 233 and OR 154. OR 18 has a posted speed of 55 mph. Cruickshank Road is posted with a stop sign. The northbound left-turn from Cruickshank Road is channelized and becomes the second westbound travel lane on OR 18. The intersection also doesn’t meet mobility targets based on 2018 traffic conditions. The City of McMinnville Airport Master Plan recommends disconnecting Cruickshank Road from OR 18.
- **Norton Lane & Cumulus Avenue** – Both southbound and eastbound approaches are controlled with stop signs. The northbound approach is uncontrolled to help ensure traffic queuing on Norton lane does not back into the OR 18/Norton Lane signalized intersection. Future traffic on both Cumulus Avenue and Norton Lane is sufficiently high that southbound motorists will find insufficient gaps to travel south through the intersection.

Table 3. Unsignalized Intersection Operations – 2041 Base Traffic

Unsignalized Intersections		Northbound/Southbound				Eastbound/Westbound			
ID	Name	Critical Movement	v/c	LOS	Mobility Target	Critical Movement	v/c	LOS	Mobility Target
1	Three Mile Lane & First St	NBL	0.52	C	0.90	EBLTR	1.70	F	0.90
4	OR 18 & Armory Way	NBLR	0.26	F	0.95	WBL	0.01	B	0.80
5	OR 18 & Cirrus Avenue	NBL	0.53	F	0.95	WBL	0.01	B	0.80
6	OR 18 & RV Park Entrance	SBLR	1.64	F	0.95	EBL	0.20	B	0.80
7	OR 18 & Loop Rd	SBLR	0.38	F	0.95	EBL	0.01	B	0.80
8	OR 18 & Cruickshank Rd	NBLR	4.48	F	0.75	WBL	0.07	B	0.70
9	Norton Lane & Cumulus Avenue	SBTR	1.05	F	0.90	EBLR	0.16	B	0.90
10	Norton Lane & Stratus Ave	SBLTR	0.09	A	0.90	EBLTR	0.71	F	0.90
11	Three Mile Ln & Cumulus Ave	SBLTR	0.16	B	0.9	WBLTR	1.54	F	0.9

Acronyms: EB = eastbound; WB = westbound; NB = northbound; and SB = southbound. L = left; T = through; and R = right.

Example: EBTR = eastbound through-right

Shaded cells indicate the movement fails to meet applicable mobility target

Notes:

1. At unsignalized intersections, the results are reported for the worst operating movements on major and minor approaches that must stop or yield the right of travel to other traffic flows.
2. The v/c ratios and LOS ratings are based on the results of the macrosimulation analysis using Synchro, which cannot account for the influence of adjacent intersection operations.
3. Mobility target is reported for the critical movement, as defined in Note 1.

Source: David Evans and Associates, Inc.

3 PREFERRED FACILITY DESIGN

3.1 Preferred OR 18 Facility Design Concept

Figure 8 shows the preferred facility design concept for OR 18.

Figure 8. Preferred Facility Design Concept

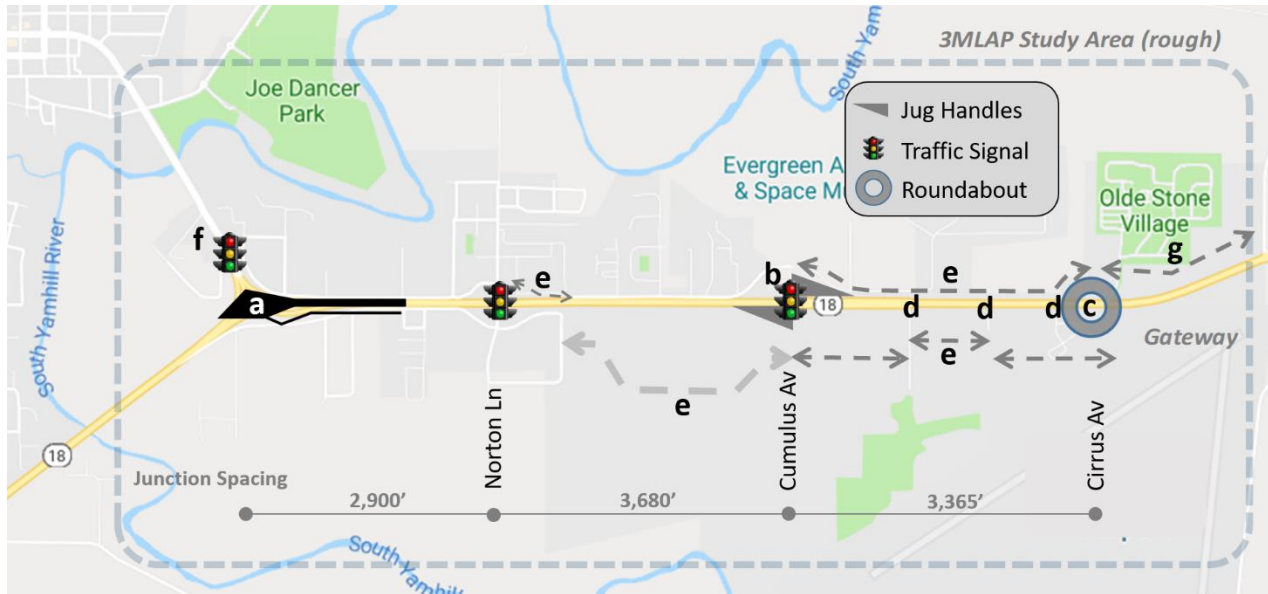


Figure 8 Notes:

- a) Three Mile Lane interchange - reconstructed for full directional access and crossing, with new connector to Stratus Avenue - see **Figure 9**).
- b) Cumulus Avenue – construct new “jug handles” for local traffic exiting OR 18, as shown in **Figure 10**, and modify or replace the existing at-grade traffic signal.

Note: The draft Preferred Facility Design was developed in coordination with the CAC prior to the development and evaluation of future traffic volumes and operations. The later traffic operations analysis indicates that the traffic signal at OR 18/Cumulus Avenue will accommodate year 2041 traffic operations under both the Base and Preferred Alternative scenarios, without the need for additional jug handles. Jug handles may be needed beyond the 20-year planning horizon.

- c) Cirrus Avenue - new roundabout on OR 18, with McMinnville gateway features.
- d) Removal of at-grade street and driveway accesses to OR 18 in the section between Cumulus Avenue and the eastern edge of the study area, including Loop Road and Cruickshank Road (Cruickshank Road is not shown in Figure 8, as Cruickshank Road is external to the Three Mile Lane Study area).
- e) New east-west frontage streets north and south of OR 18, linking Cirrus Avenue, Cumulus Avenue and Norton Lane. These and other local street connectors are depicted in **Figure 11**.
- f) New traffic signal (or roundabout) at Three-Mile Lane and Cumulus Avenue.
- g) Loop Road - disconnect from OR 18 and realign to new Cirrus Avenue connector and roundabout.

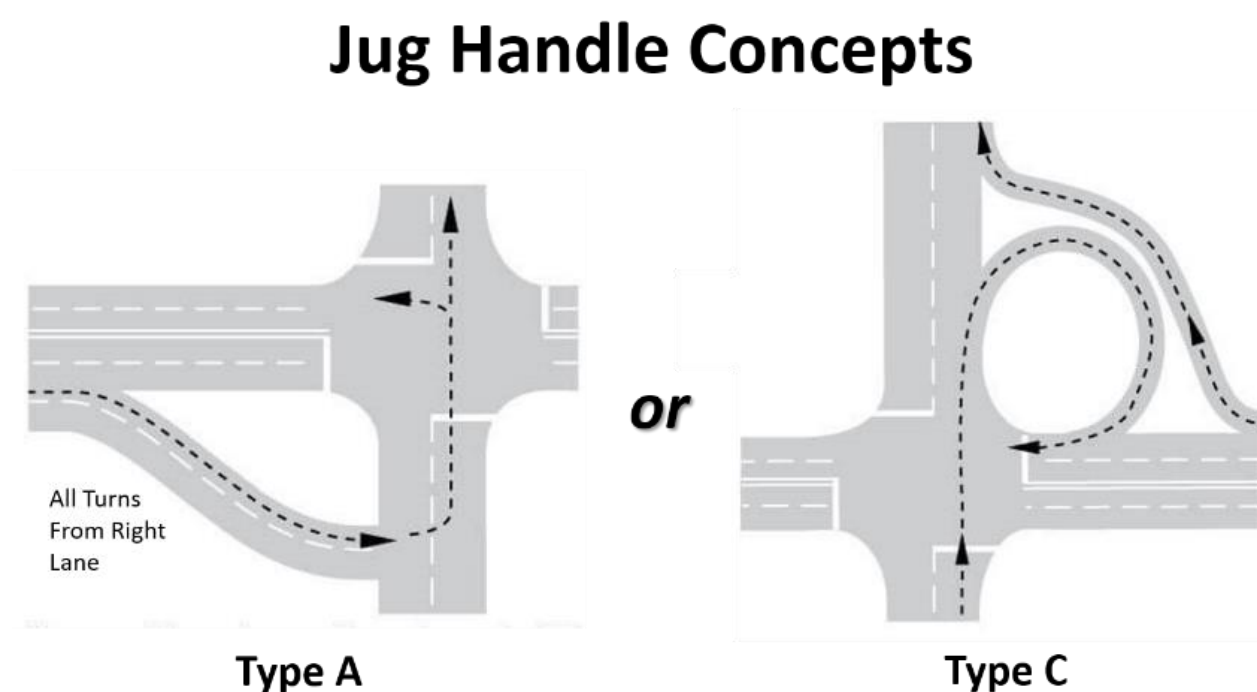
Figure 9 illustrates the reconstructed interchange of OR 18 at Three Mile Lane. The interchange modifications allow full vehicular movement to and from OR 18 in all directions, and a bi-directional connection between the southern half of the Study Area and McMinnville's city center via Stratus Avenue. These new connections will likely carry significant local traffic demand that would otherwise travel on OR 18 between the study area and McMinnville's city center. The Stratus Avenue connection also provides direct connectivity for pedestrian and cyclists traveling between the southern half of the Study Area and McMinnville's city center. Separated, two-way cycle tracks on both Cumulus Avenue and Stratus Avenue will improve rider comfort and significantly reduce level of traffic stress on these routes.

Figure 9. OR 18 / Three Mile Lane Interchange Preferred Facility Design



As noted in **Figure 9**, there are interchange layout and traffic control concepts that will require further study and engineering analysis, including:

- A. Re-alignment of Cumulus Avenue (and Nehemiah Lane) intersection with Three Mile Lane.
- B. New traffic signals (whether MUTCD warrants are met) or roundabouts.
- C. Spacing sufficiency on Three Mile Lane between the new traffic signal and OR 18 westbound off-ramp.
- D. Re-alignment of Lawson Lane and its new connection to Martin Lane.
- E. The Urban Growth Boundary (UGB) is approximately coterminous with Stratus Avenue. The Stratus Avenue extension to the new interchange (and Lawson Lane re-alignment) will likely not require a UGB amendment (see ORS 215.283).

Figure 10. Cumulus Avenue Jug Handle Concept Options

Source: New Jersey Department of Transportation

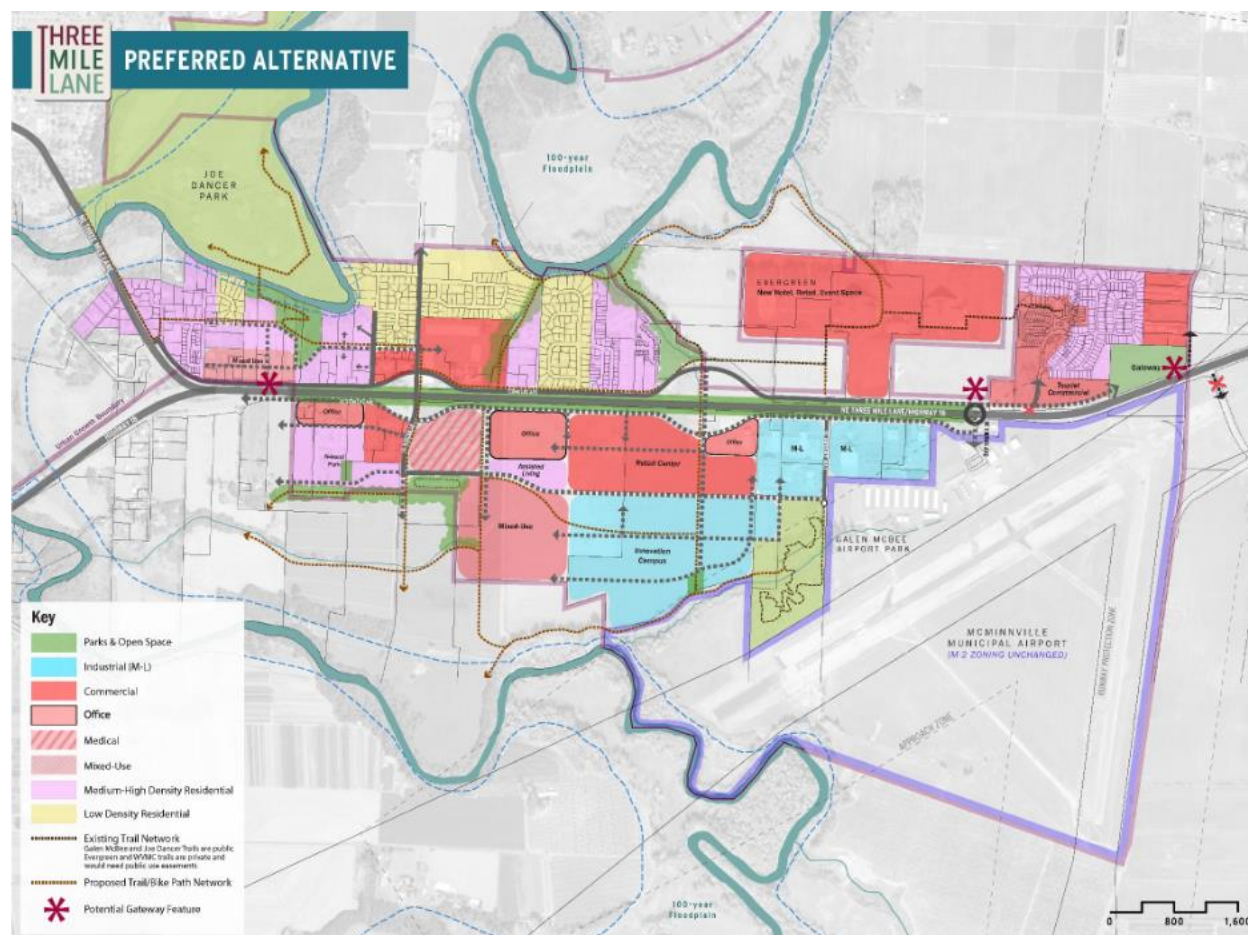
The Jug Handle concept removes all turn movements from the major highway and shifts them to the cross-street via a right-turn lane.

Note: The draft Preferred Facility Design was developed in coordination with the CAC prior to the development and evaluation of future traffic volumes and operations. The later traffic operations analysis indicates that the traffic signal at OR 18/Cumulus Avenue will accommodate year 2041 traffic operations under both the Base and Preferred Alternative scenarios, without the need for additional jug handles. Jug handles may be needed beyond the 20-year planning horizon.

3.1 STUDY AREA TRANSPORTATION NETWORK PLAN

Enhancements to the existing local street network supporting the Preferred Alternative Land Use plan are illustrated in **Figure 11**. The network includes completion of parallel and intersecting streets both north and south of OR 18 and network extension within currently undeveloped lands. New shared-use paths complement the planned street network that link neighborhoods with planned activity centers and the Galen McBee Airport and Joe Dancer Parks.

Figure 11. Preferred Alternative – Land Use and Local Street/Pathway Network



Full page format of Figure 11 is shown in Appendix A.

3.2 FUTURE VEHICLE TRAFFIC ANALYSIS RESULTS – 2041 PREFERRED ALTERNATIVE

Signalized Intersections

Table 4 summarizes the v/c mobility scores for year 2041 ‘Preferred Alternative’ traffic conditions at the two study area signalized intersections, generally reflecting the Preferred Land Use Plan and street network for the study area (see Figures 9 and 11). Further details regarding the traffic analysis outcomes are included in **Appendix B**.

Both the OR 18 and Norton Lane, and OR 18 and Cumulus Avenue intersections are found to operate at volume-to-capacity ratios below ODOT’s established standards under year 2041 Preferred Alternative traffic conditions.

Table 4. Signalized Intersection Operations – 2041 Preferred Alternative Traffic

ID	Signalized Intersection	v/c	LOS	Mobility Target
2	OR 18 & Norton Lane	0.76	C	0.80
3	OR 18 & Cumulus Avenue	0.64	B	0.80

Shaded cells indicate the movement fails to meet applicable mobility target

Notes:

3. At signalized intersections, the results are reported for the overall intersection performance.
4. The v/c ratios and LOS are based on the results of the macrosimulation analysis using Synchro, which cannot account for the influence of adjacent intersection operations.

Source: David Evans and Associates, Inc.

Unsignalized Intersections

Critical movements at unsignalized intersections are typically the minor street approach left-turn or through movements. These movements require yielding to all other movements at the intersection, and are subject to longer delays. Left-turn movements from the major street are also subject to delays for those motorists yielding to oncoming traffic. **Table 5** summarizes the 2041 Preferred Alternative traffic operations (peak hour) at the study area unsignalized intersections.

Two of the study area unsignalized intersections fail to meet established mobility targets:

- **Three Mile Lane & First Street** – Three Mile Lane experiences high traffic volumes throughout the day, especially during the PM peak hour. There are limited gaps in the Three Mile Lane traffic flow for motorists turning from First Street. The intersection also doesn’t meet mobility targets based on 2018 traffic conditions.
- **Three Mile Lane & Cumulus Avenue** – The westbound and eastbound approaches are controlled with stop signs. There is no separate left-turn lane on the north leg of Three Mile Lane. Future traffic on Three Mile Lane and Cumulus Avenue is sufficiently high that eastbound and westbound motorists will find insufficient gaps to turn and travel north or south through the intersection.

Table 5. Unsignalized Intersection Operations – 2041 Preferred Alternative Traffic

Unsignalized Intersections		Northbound/Southbound				Eastbound/Westbound			
ID	Name	Critical Movement	v/c	LOS	Mobility Target	Critical Movement	v/c	LOS	Mobility Target
1	Three Mile Lane & First St	NBL	0.52	C	0.90	EBLTR	1.76	F	0.90
5	OR 18 & Cirrus Avenue	Replaced with OR 18/Cirrus Avenue roundabout – See Table 6							
7	OR 18 & Loop Rd	Disconnected – Loop Road re-aligned to new roundabout at OR 18/Cirrus Avenue							
8	OR 18 & Cruickshank Rd	Disconnected – Cruickshank Rd re-aligned to new roundabout at OR 18/Lafayette Highway							
9	Norton Lane & Cumulus Avenue	NBLTR	0.17	A	0.90	EBLT	0.89	F	0.90
10	Norton Lane & Stratus Ave	SBLTR	0.02	A	0.90	EBLTR	0.26	C	0.90
11	Three Mile Ln & Cumulus Ave	SBLTR	0.24	B	0.9	EBLTR	2.17	F	0.9

Acronyms: EB = eastbound; WB = westbound; NB = northbound; and SB = southbound. L = left; T = through; and R = right.

Shaded cells indicate the movement fails to meet applicable mobility target

Notes:

1. At unsignalized intersections, the results are reported for the worst operating movements on major and minor approaches that must stop or yield the right of travel to other traffic flows.
2. The v/c ratios and LOS ratings are based on the results of the macrosimulation analysis using Synchro, which cannot account for the influence of adjacent intersection operations.
3. Mobility target is reported for the critical movement, as defined in Note 1.

Source: David Evans and Associates, Inc.

Table 6 summarizes the operations at the proposed OR 18/Cirrus Avenue roundabout. The Preferred Alternative assumes two approach lanes to the roundabout on OR 18, and single-lane approaches from Cirrus Avenue. The intersection is estimated to operate at volume-to-capacity ratios below ODOT's established standards under year 2041 Preferred Alternative traffic conditions.

Table 6. OR 18/Cirrus Avenue Roundabout Operations - 2041 Preferred Alternative Traffic

		OR 18				Cirrus			
ID	Name	Critical Movement	v/c	LOS	Mobility Target	Critical Movement	v/c	LOS	Mobility Target
5	OR 18 & Cirrus Avenue	EB Approach	0.55	A	0.80	NB Approach	0.41	B	0.80
		WB Approach	0.55	B	0.80	SB Approach	0.20	B	0.80

Acronyms: EB = eastbound; WB = westbound; NB = northbound; and SB = southbound. L = left; T = through; and R = right.

Shaded cells indicate the movement fails to meet applicable mobility target

Notes:

1. At roundabout intersections, the results are reported for all approaches, including major and minor approaches that must stop or yield the right of travel to other traffic flows.
2. The v/c ratios and LOS ratings are based on the results of the Sidra analysis, which cannot account for the influence of adjacent intersection operations.
3. Mobility target is reported for the critical movement, as defined in Note 1.

3.3 MULTIMODAL PLAN ASSESSMENT

3.3.1 Future Transit Performance

The extension of frontage roads east along the north and south sides of OR 18 identified in the Preferred Alternative (see Figure 11) will provide opportunity for YCTA to extend Route 2 service within the study area.

The Transit Multimodal Level of Service (LOS) scores are based on user perceptions (traveler satisfaction) and are graded like a report card from best (LOS A) to worst (LOS F). More frequent and on-time bus service will rate better than infrequent, often late arrival bus service.

Figure 12. YCTA Route 2 Service in the 3MLAP Area



Transit Level of Service					
A	B	C	D	E	F

Route #2 Service

X

As shown in **Figure 12**, the current, hourly transit service on Route #2 in the 3MLAP area is the primary factor considered in transit scoring (regardless of possible service area expansion partially enabled by the Preferred Alternative), resulting in LOS E on Cumulus Avenue and Norton Lane. Other factors being equal, and if and when YCTA service increases to a 30 minute frequency, the future transit operations will improve to **LOS C** on the study area street system.

3.3.2 Future Pedestrian System Performance

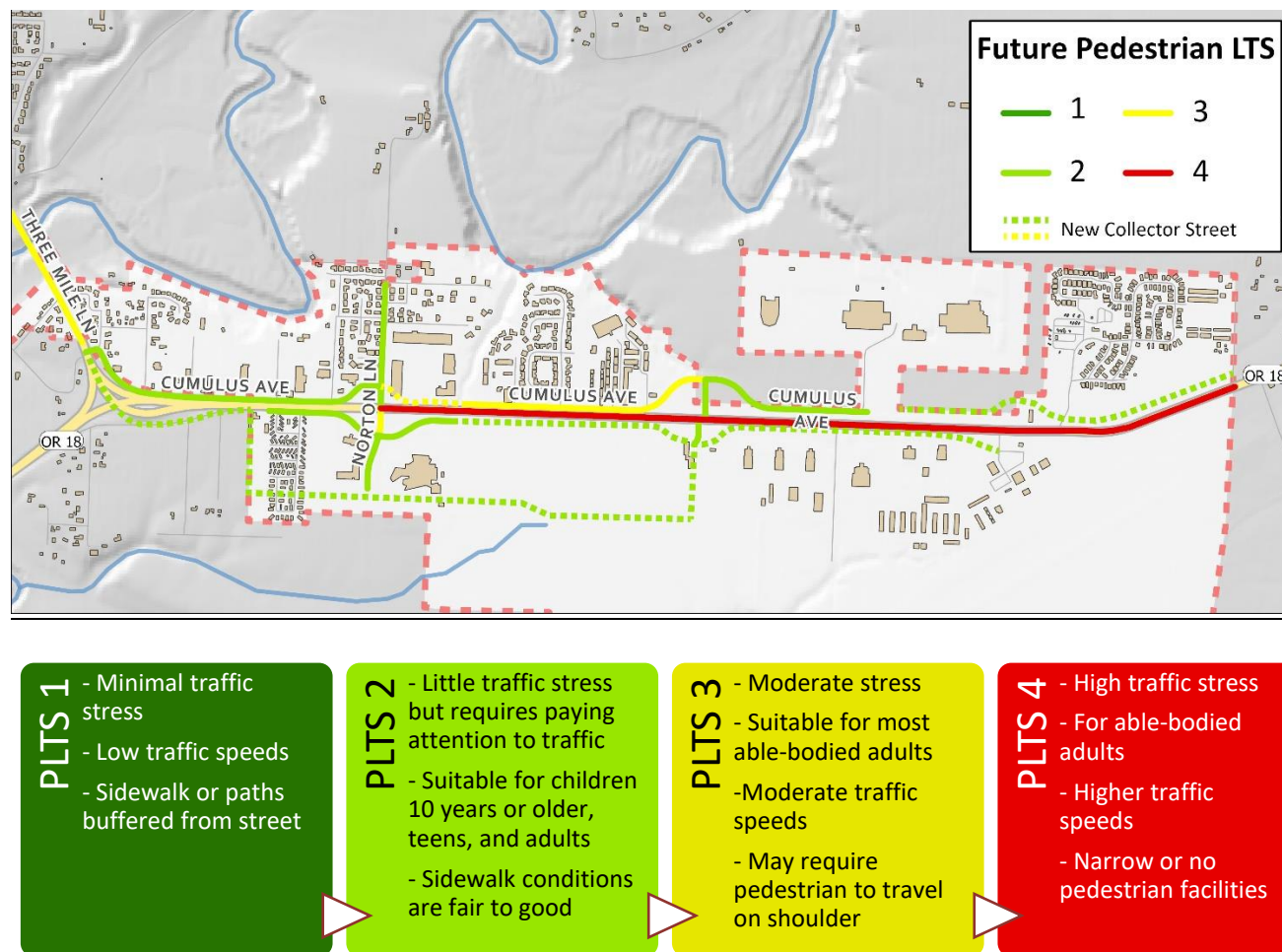
ODOT's Analysis Procedures Manual (APM) provides a detailed description of recommended multimodal analysis methodologies. For analysis of future pedestrian system performance in the study area, the Pedestrian Level of Traffic Stress (PLTS) is applied to existing and future collector and arterial streets, similar to existing conditions (see Technical Memorandum #2, February 28, 2019).

The PLTS methodology classifies street segments according to the level of pressure or strain, or comfort level, experienced by pedestrians and other sidewalk users. Other users include non-motorized forms of transportation as well as motorized power chairs and scooters.

Methodology

PLTS incorporates assumed pedestrian facility and overall street profile features to estimate the pedestrian's view of comfort and perceived safety. The four PLTS levels are defined in **Figure 13**.

Figure 13. Future Pedestrian Level of Traffic Stress



PLTS Targets

PLTS 2 is generally a reasonable minimum target for pedestrian routes. This level of accommodation will generally be acceptable to the majority of users.

PLTS Scores

Consistent with the APM, **Figure 13** illustrates the future PLTS scores for OR 18 and McMinnville's collector street network (existing and planned) within the 3MLAP study area. Key PLTS findings are:

- The re-purposing and reconstruction of bicycle and pedestrian facilities along Cumulus Avenue and Stratus Avenue will significantly enhance pedestrian mobility and comfort. These factors contribute toward the PLTS 2 score. Extensions of these routes include similar pedestrian environmental features, resulting in PLTS 2 scores.
- The extension of collector street routes in the study area along OR 18 and central to new land developments will each include sufficiently wide sidewalks and planting or buffer strips that provide pedestrian comfort, mobility and access. A PLTS 2 score is expected on these facilities.
- The Study does not estimate the need for sidewalks along OR 18. The absence of sidewalks results in future PLTS 4 scores.
- The current reconstruction of the Three Mile Lane bridge across the Yamhill River will include wider sidewalks, and new bike lanes that will help buffer pedestrians from adjacent vehicular traffic. Vehicular traffic will likely travel at about 30-35 mph, however. These factors contribute towards the PLTS 3 score.

The combination of pedestrian facility improvements along existing and planned collector streets, and planned pathway improvements in the study area will significantly improve overall pedestrian access, mobility and comfort for all users.

3.3.3 Future Bicycle System Performance

The Preferred Alternative includes recommended bicycle system improvements on existing streets and new connectors to help form a more complete bicycle network within the 3MLAP study area.

Bicycle facilities provide improved mobility for users riding to the city center and seeking active transportation options that support a healthy lifestyle. Bicycle facilities considered in the study include bike lanes, buffered bike lanes, bike boulevards (shared lane), cycle tracks and shared-use paths as summarized here:



Bike Lane



**Raised
Cycle Track**



**Buffered
Bike Lane**



**Two-Way
Cycle Track**



Shared Lane



**Shared-Use
Path**

Source: NACTO

Bicycle Level of Traffic Stress (BLTS)

BLTS serves as a high-level inventory and bikeability/connectivity performance rating, classifying street segments according to the level of pressure or strain experienced by cyclists.

Methodology

BLTS uses data on the characteristics of bike facilities and streets to estimate cyclists' likely view of comfort and perceived safety. The data used to calculate BLTS may differ based on the type of bike facility being evaluated. For separated bike facilities, most – if not all – of the characteristics used to calculate BLTS may not be applicable, in which case a BLTS of 1 would be assigned. For future on-street facilities, the following factors are considered in the BLTS estimates:

- The number of vehicle travel lanes
- Total buffer width
- Posted speed

BLTS uses four levels of traffic stress as shown in **Figure 14**.

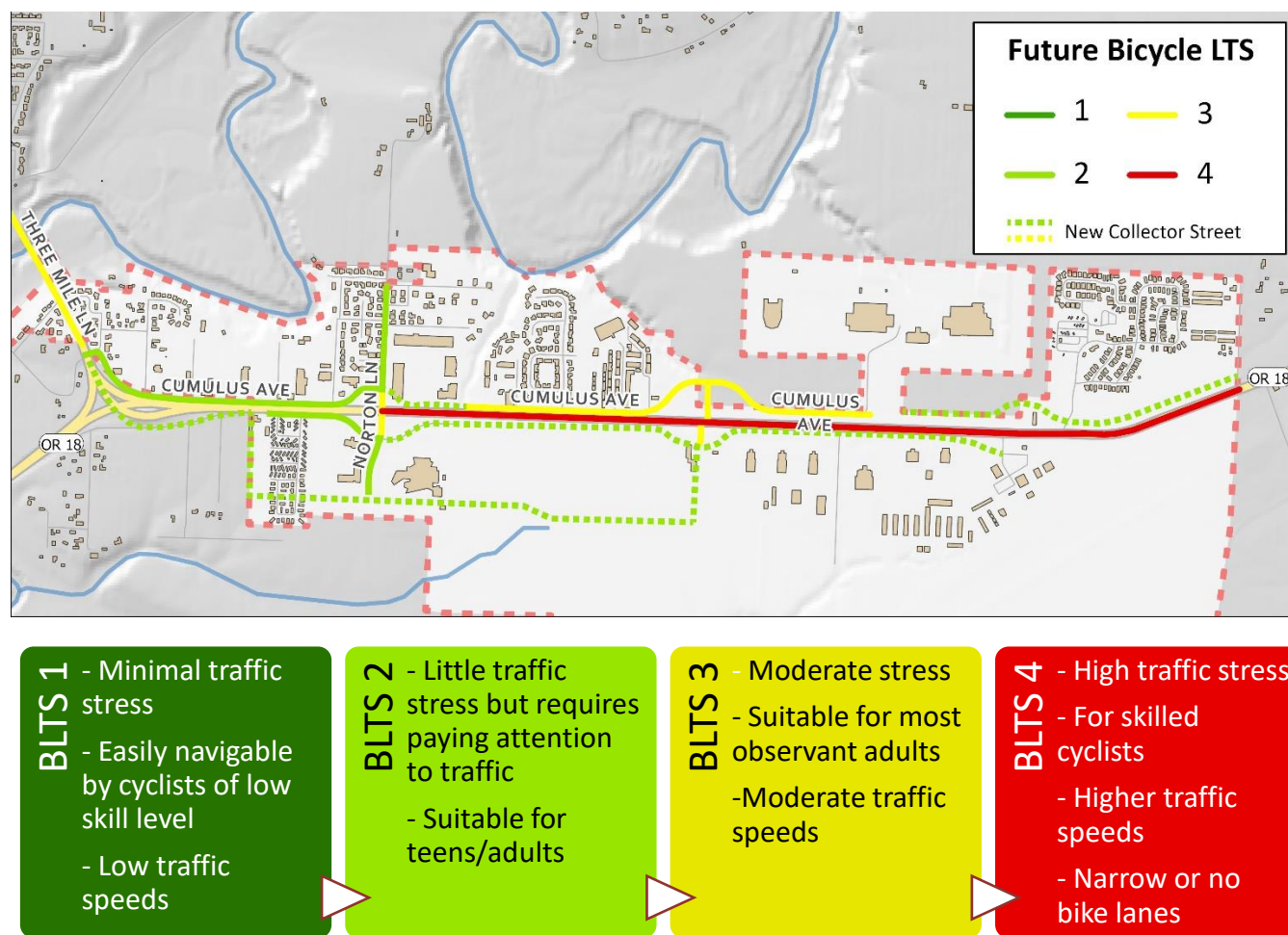
BLTS Targets

Similar to PLTS, BLTS 2 is generally a reasonable minimum target for bicycle routes and will provide reasonable accommodation for most cyclists. Higher stress level bicycle routes may still see significant use among confident and skilled cyclists but will not be attractive to other users.

BLTS Scores

Figure 14 illustrates the future BLTS rating of the collector and arterial streets, and state highways in the 3MLAP study area.

Figure 14. Future Bicycle Level of Traffic Stress



Key BLTS findings are:

- The re-purposing and reconstruction Cumulus Avenue and Stratus Avenue west of Norton Lane includes new, two-way cycle tracks that will significantly enhance bicycle mobility and comfort. These factors contribute toward the BLTS 2 score.

- The extension of collector street routes in the study area (south of OR 18) central to new land developments will each include either buffered bicycle lanes or two-way cycle tracks, either of which provide bicycling comfort, mobility and access. A BLTS 2 score is expected on these facilities.
- The new connection of Cumulus Avenue to Norton Lane will likely include buffered bike lanes on both sides of the street to match the existing Cumulus Avenue street profile. A BLTS score of 2 is expected on this facility.
- East of Cumulus Avenue, NE Cumulus Avenue (Evergreen Aviation and Space Museum connector) will be reconstructed with buffered bike lanes. The extension of NE Cumulus Avenue east to the new Cirrus Avenue connection with OR 18, and the re-alignment of Loop Road to the Cirrus Avenue connection will both include buffered bike lanes. A BLTS score of 2 is expected on these facilities.
- The current reconstruction of the Three Mile Lane bridge across the Yamhill River will include wider sidewalks, and new bike lanes that will help buffer pedestrians from adjacent vehicular traffic. However, vehicular traffic will likely travel at about 30-35 mph. These factors contribute towards the BLTS 3 score.
- The OR 18 facility design west of Norton Lane and existing OR 18 route east of Norton Lane include sufficiently wide shoulder lanes that can be re-purposed to buffered bike lanes if and when bicycle travel demand warrants the modification.

The combination of bicycle facility improvements along existing and planned collector streets, and planned pathway improvements in the study area will significantly improve bicycle access, mobility and comfort for users of all ages and confidence levels.

3.4 SAFETY ANALYSIS

The analysis of historic vehicle crashes in the study area is detailed in the Existing Conditions Memorandum (January 24, 2019). This section restates the major safety analysis findings by crash category and summarizes safety countermeasures identified in the study.

3.4.1 Critical Crash Rate and Statewide 90th Percentile

The intersection of OR 18 and Cruickshank Road is the only intersection near the study area that has a Critical Crash Rate that exceeds either the crash rate for similar intersections in the study area, or the Statewide 90th Percentile rate.

Safety Countermeasures

The study recommends implementing the McMinnville Airport Master Plan, which recommends disconnecting Cruickshank Road from OR 18. Cruickshank Road traffic would be re-directed to OR 18 at the Lafayette Highway junction. The Yamhill County Transportation Plan recommends a new roundabout at the OR 18/Lafayette Highway junction. These county road and state highway junction improvements are appropriate safety counter measures for OR 18 at the current junction of Cruickshank Road.

3.4.2 Excess Proportion of Specific Crash Types

The Excess Proportion of Specific Crash Types method quantifies the extent to which a specific crash type (the target crash type) is overrepresented at an analysis site, compared to the average representation among similar intersections in the same study population. Analysis of excess proportion of specific crash types does not consider the overall frequency or rate of crashes; instead it considers only the types of observed crashes.

A greater than expected proportion of rear-end collisions is observed at the intersection of Norton Lane and Cumulus Avenue, although only two rear-end crashes occurred in the five-year period.

Safety Countermeasures

The Preferred Alternative, including the OR 18/Three Mile Interchange reconstruction, extension of Stratus Avenue, and extension of Cumulus Avenue east of Norton Lane will provide traffic routing alternative that relieves future traffic congestion at the Norton Lane/Cumulus Avenue intersection.

3.4.3 Safety Priority Index System (SPIS)

SPIS is a method used in Oregon to identify safety problems along state highways. Highways are evaluated in approximately one-tenth mile increments. The only segment of OR 18 within the study area that ranks in the state's top 10% includes the junction of Loop Road.

Safety Countermeasures

The Preferred Alternative includes recommendations to disconnect Loop Road at OR 18 and realign Loop Road west to Cirrus Avenue and the proposed OR 18/Cirrus Avenue roundabout. These local road and state highway junction improvements are appropriate safety countermeasures for OR 18 at the current junction of Loop Road.

3.5 RECOMMENDED ACCESS MODIFICATIONS

Recommended access modifications under the Preferred Facility Design include:

- Replace existing unsignalized intersection of OR 18 at Cirrus Avenue with a new roundabout (see Figure 8).
- Removal of at-grade street and driveway accesses to OR 18 in the section between Cumulus Avenue and the eastern edge of the study area (see Figure 8), including the re-alignment of Loop Road to the new Cirrus Avenue connection and roundabout at OR 18.
- Re-alignment of Lawson Lane and its new connection to Martin Lane (see Figure 9). Both Lawson lane and Martin Lane are outside of the McMinnville Urban Growth Boundary (UGB). The re-alignment of Lawson Lane will likely not require a UGB amendment (see ORS 215.283).

3.6 PLANNING-LEVEL COST ESTIMATES AND A PHASING APPROACH

Table 7 summarizes the planning-level costs associated with the OR 18 Preferred Facility Design. Cost estimates are in 2021 dollars and include preliminary estimates of capital improvements and new rights-of-way where likely needed. A preliminary approach to the phasing of key transportation projects in the study area is also noted.

Table 7. Planning Level Cost Estimates and Phasing - OR 18 Preferred Facility Design

		Cost - 2021 Dollars (millions)		
Phase	Description	Notes	Low	High
1 Independent State and/or City Projects				
	New Multi-Lane Roundabout at OR 18 and Cirrus Avenue		\$8.0	\$10.0
	Construct Bicycle Lanes and Sidewalks on NE Cumulus Avenue from Cumulus Avenue to Evergreen Air and Space Museum Entrance		\$0.4	\$0.6
	Extend Cumulus Avenue East from Norton Lane and Modify Intersection Traffic Control at Existing Norton Lane/Cumulus Avenue Intersection	[1]	To be determined	
2 City/State Projects Reliant on Completion of New OR 18/Cirrus Roundabout				
	Disconnect Loop Road from OR 18 and Re-align to Cirrus Avenue		\$2.5	\$3.0
	New OR 18 Frontage Roads Between Cumulus Avenue and Cirrus Avenue (both north and south of OR 18)	[2]	To be determined	
3 City/State Projects Commensurate with/Reliant on New Extension of Cumulus Avenue South of OR 18				
	Construct Cumulus Avenue south of OR 18	[2]	To be determined	
	Revise Traffic Signal at OR 18/Cumulus Avenue Intersection		\$1.1	\$1.2
	Construct Bicycle Lanes and Sidewalks on Cumulus Avenue from OR 18 to NE Cumulus Avenue		\$0.5	\$0.7
4 State and City Projects Commensurate with/Reliant on New OR 18/Three Mile Lane Interchange				
	Reconstruct OR 18/Three Mile Lane Interchange	[3]	\$65.0	\$95.0
	Re-align Cumulus Avenue and Nehemiah Lane at Three Mile Lane		\$2.4	\$2.6
	New Traffic Signal on Three-Mile Lane at Cumulus Avenue		\$0.5	\$0.6
	Re-align Lawson Lane		\$1.5	\$1.7
Total			\$81.9	\$115.4

Notes

- [1] Subject to coordination and approval between City of McMinnville and Chemeketa Community College.
- [2] Subject to private development access needs.
- [3] Including general cost items of demolition, pavement, curb, sidewalk, signing and striping, drainage and landscaping, and new traffic signal or roundabout at junction of OR 18 eastbound ramps and Stratus Avenue.

These cost estimates are for planning purposes only and are subject to refinement during concept development and preliminary engineering. Neither ODOT, City of McMinnville or private development roles and responsibilities in funding these projects have been identified.

3.7 DESIGN STANDARD EXCEPTIONS

Repurposing streets, highways and land use with new, multimodal transportation infrastructure sometimes requires taking exception to design standard so that new projects fit within existing rights-of-way, natural and built environmental constraints. As the concepts identified in the Plan are taken forward into preliminary engineering and final design, there will likely be the need to examine exceptions to roadway and junction design standards. **Table 8** summarizes those projects identified in the Plan that may require design exceptions.

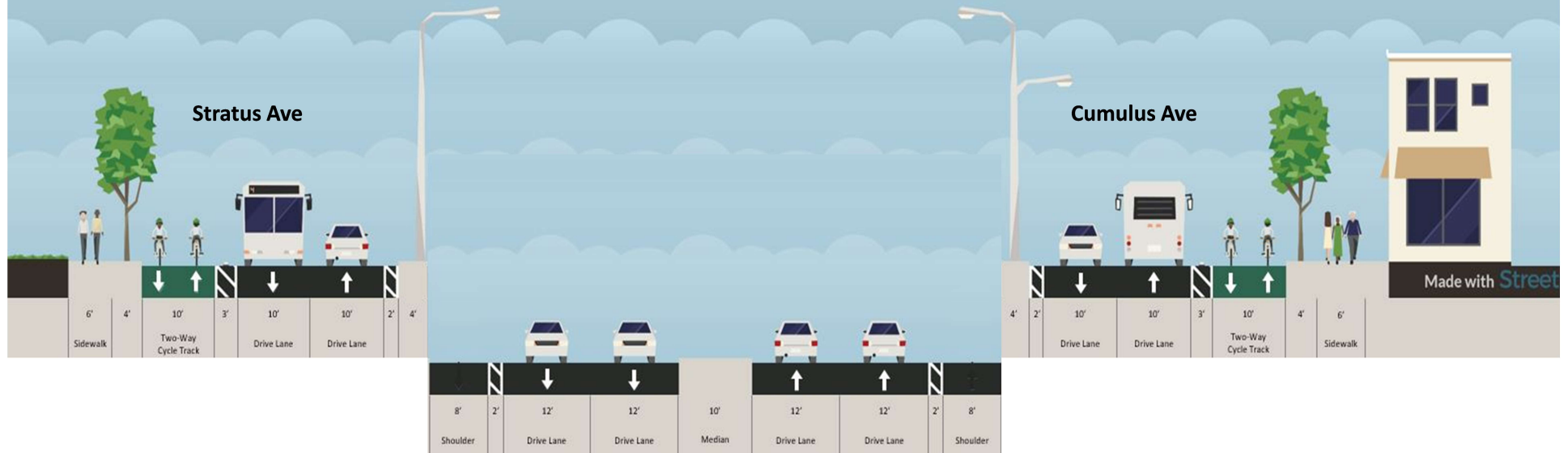
Table 8. Plan Projects That May Require Design Exceptions

Recommended Plan Project	Constraints	Design Standard Issues or Possible Exceptions
Reconstruct OR 18/Three Mile Lane Interchange (see Figure 9)	Proximity of Yamhill River Bridge, Cumulus Avenue/Nehemiah Lane intersection, OR 18 eastbound off-ramp junction, and UGB boundary (current alignment of Stratus Avenue).	Junction spacing and traffic control at: <ul style="list-style-type: none"> a. Three Mile Lane / Cumulus Avenue b. OR 18 Westbound Off-Ramp at Three Mile Lane c. OR 18 Eastbound Off-ramp at Three Mile Lane/Stratus Avenue
New Roundabout at OR 18 and Cirrus Avenue	Standard two-lane roundabout likely requires additional rights-of-way. OR 18 posted and design speeds entering McMinnville UGB.	Roundabout geometric design treatments to: <ul style="list-style-type: none"> a. Reduce approaching vehicle speeds and accommodate multi-axle trucks on OR 18 b. Accommodate bicycle and pedestrian traffic
Re-purposing Cumulus and Stratus Avenues with two-way cycle tracks (see Figure 4)	Limited street rights-of-way and need to accommodate future bus stops amenities.	Two-way cycle tracks are not currently incorporated in the City's design standards. Reference ODOT Blueprint for Urban Design, AASHTO and NACTO for design guidance.

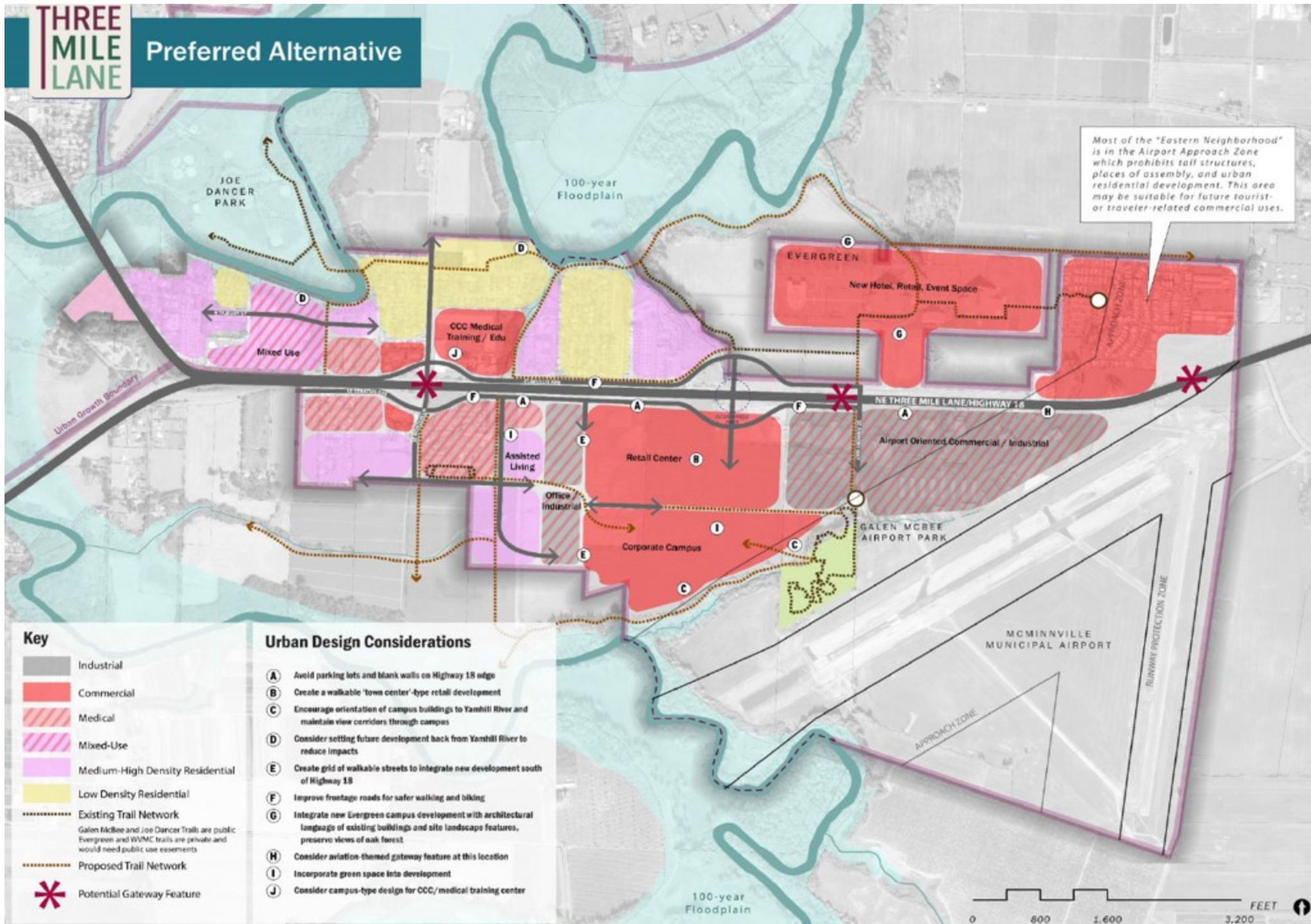
APPENDIX A Large Scale Maps

OR 18 Cross Section

Looking West



Preferred Alternative



APPENDIX B Traffic Analysis Summary Report (separate for TAC only)



Area
Plan

City of McMinnville

Advisory Committee Meeting #3

April 7, 2021

Welcome and Introductions



Agenda

1. Welcome & Introductions
2. Project Update
3. Three Mile Lane Area Preferred Alternative
4. Evaluation & Implementation
5. Next Steps

Meeting Objectives

Review the desired vision for the Three Mile Lane Area; discuss land use and transportation outcomes; arrive at consensus on Area Plan elements.

- Review project goals and objectives.
- Review land use and urban design elements of the Area Plan concept.
- Review transportation needs to support the concept.
- Come to consensus on policy direction to memorialize in the Area Plan.
- Provide direction on Implementation.

Project Goals and Objectives



The background of the slide features a photograph of industrial buildings, including a large white warehouse-like structure and a smaller blue building, situated behind a lush green field. The sky is a clear, pale blue.

Project Goals

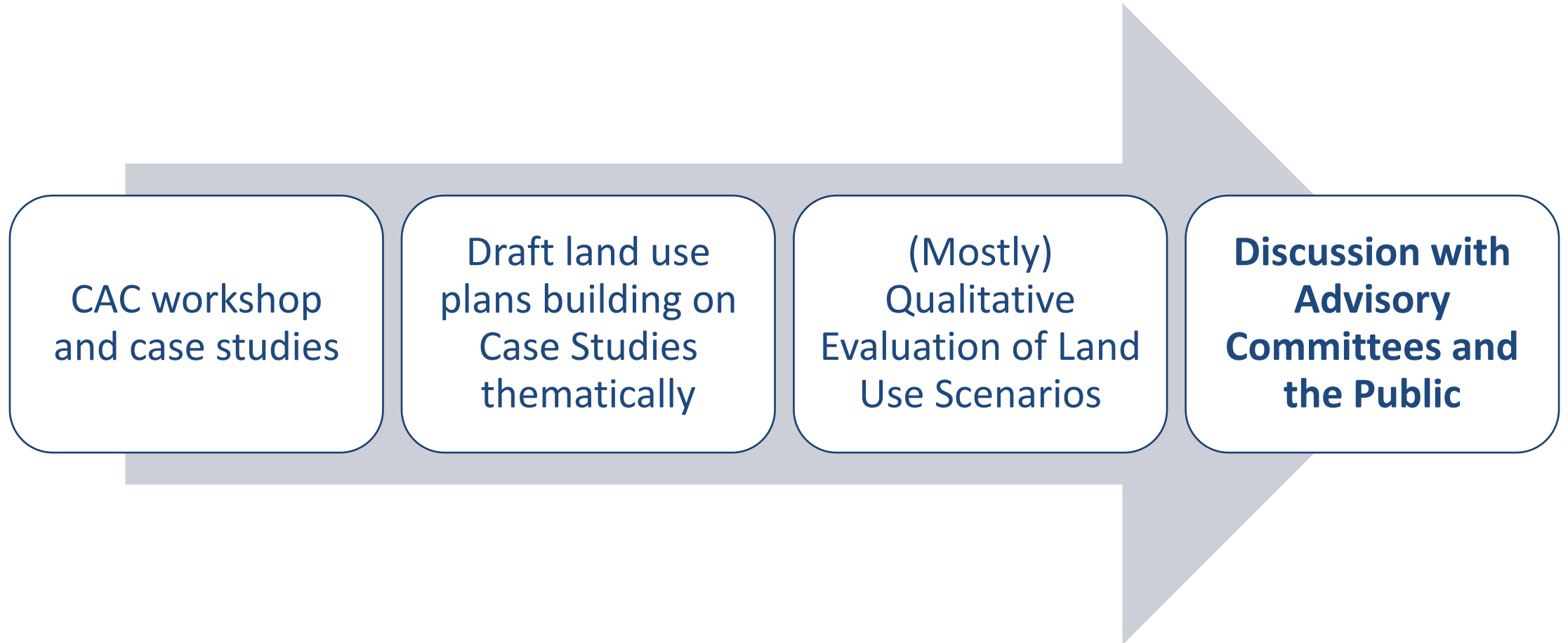
GOAL 1: Support and enhance the district's economic vitality and marketability

GOAL 2: Provide opportunities for a complementary mix of land uses, consistent with the vision of a diverse and vibrant district

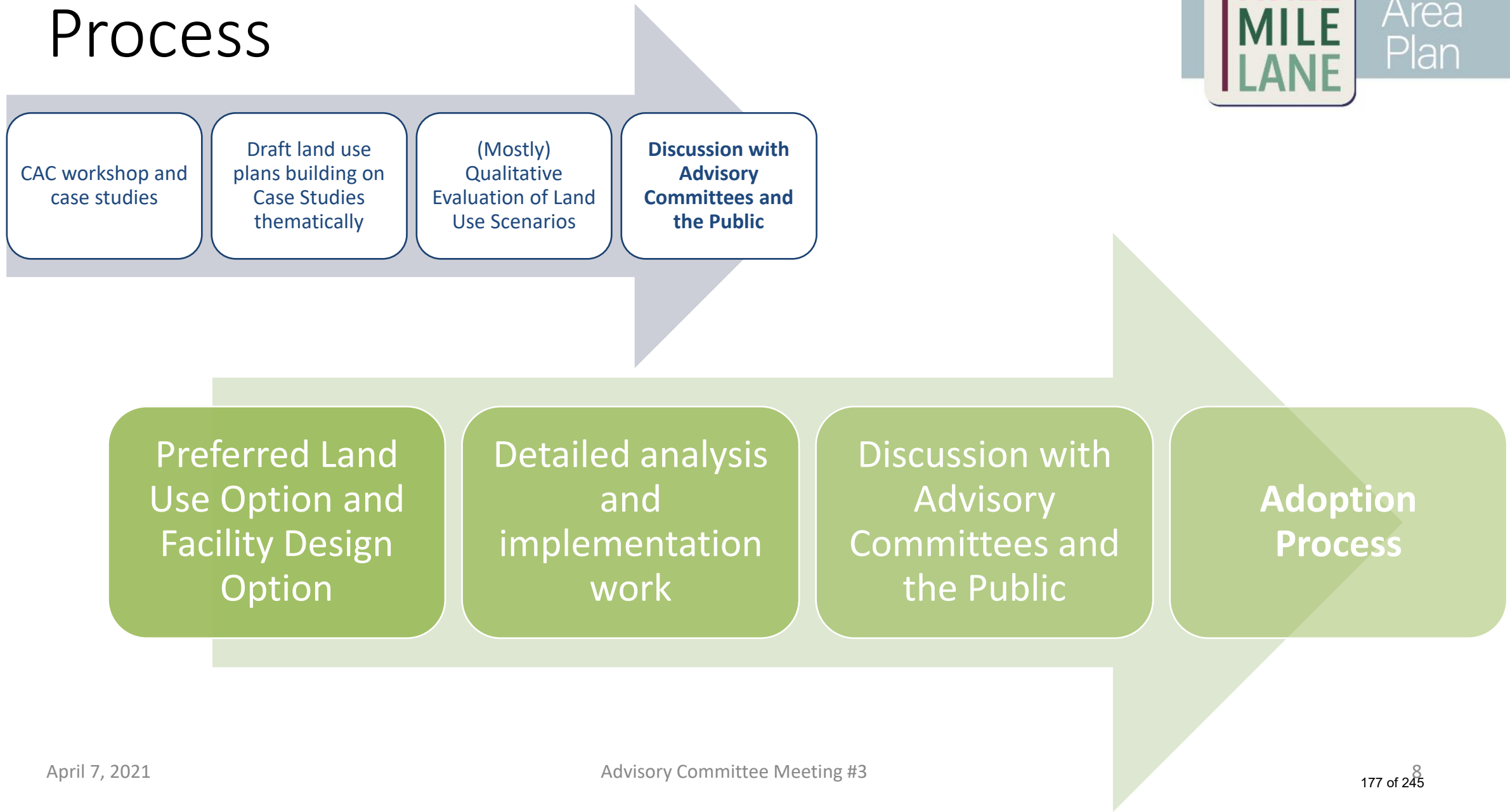
GOAL 3: Enhance multi-modal connections throughout the district.

GOAL 4: Create an aesthetically pleasing gateway to the City of McMinnville.

Process



Process

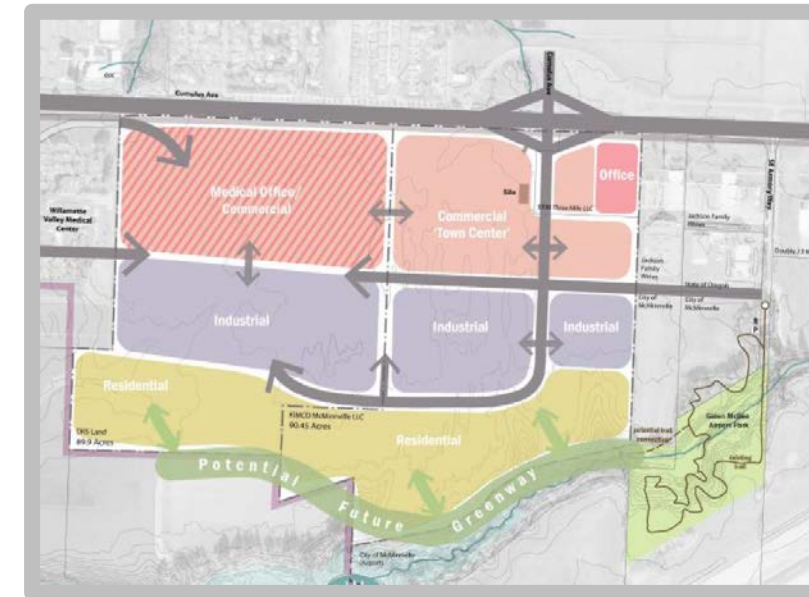
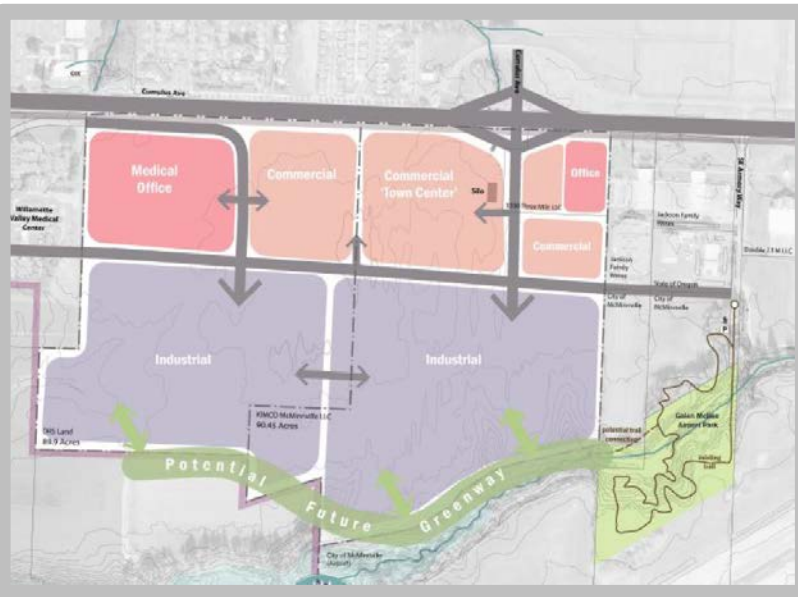


Reference Documents

- Economic Analysis
- Case Study Report
- Evaluation Criteria Memorandum

Public Outreach

- Advisory Committee Meeting & Design Charrette
- Property Owners Work Session & Case Studies
- Open Houses

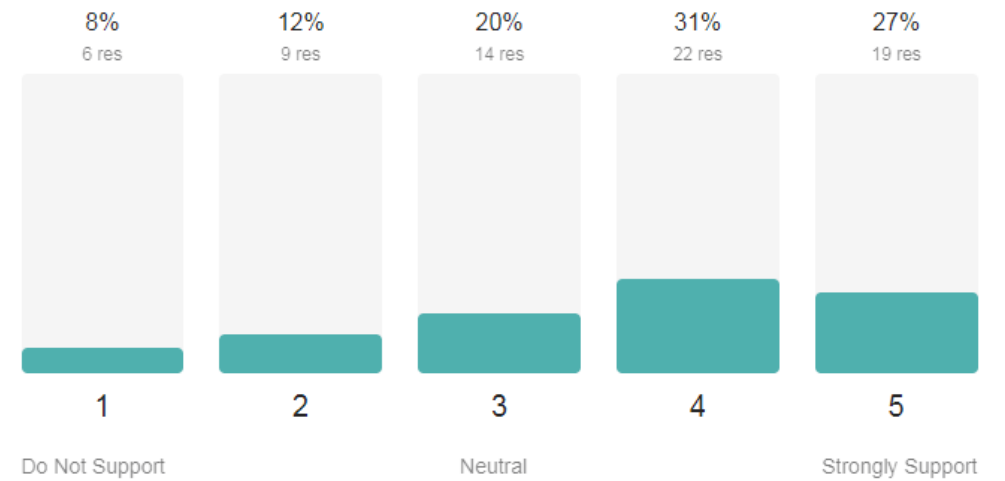




What is your level of support for **Goal 1**?

70 out of 70 answered

3.60 Average rating



Preferred Alternative: Land Use and Facility Design



Foundational Elements

- Boundaries remain the same: UGB in the same location, developable land is roughly 400 acres
- Airport expected to develop per the 2004 Airport Plan
- Local roadway designs are adaptable to any land use concept



Foundational Elements: Transportation

- Cumulus Avenue is connected to SW Norton Lane through or adjacent to the Chemeketa Community College campus.
- New public 'complete' streets are added to new developments south of Three Mile Lane.
- Three Mile Lane bridge is improved for bicycle and pedestrian safety.
- New and improved bicycle and pedestrian connections throughout the area.



Complete Streets Design

The following table summarizes the street standards proposed in McMinnville's 2010 TSP, with potential adjustments noted to enhance cyclist and pedestrian comfort.

	Major Collector Existing Standards	Notes	Local Residential Existing Standards	Notes
Right-of-Way	74'	<i>Increase to 80'</i>	50'	<i>Increase to 58'</i>
Speed	25-30 mph		15-25 mph	
Maximum Average Daily Traffic (ADT)	16,000		1,200	
Adjacent Land Use Intensity	Medium		Low	
Sidewalks	5' residential 10-12' commercial	6'	5'	<i>Increase to 6'</i>
Planter Strips	6' residential N/A commercial	8'	5'	<i>Increase to 6'</i>
Curb-to-Curb Street Width	44'	<i>Suggest 50'</i>	28'	
On-Street Parking Two Sides	N/A	<i>Possible in urban/ town center area</i>	yes	<i>Switch to one side parking if travelway too narrow...see below</i>
Bike Facility	2 lanes (5')	<i>Change to 8' buffered bike lanes (or cycle tracks)</i>	Shared Lane	<i>OK, with sharrow markings</i>
Median / Center Turn Lane	12'	<i>Ensure canopy trees planted</i>	None	
Travel Lane Width	2 Lanes (11')		See street width	<i>With on-street parking on both sides, the resulting travelway will be 14', two- way, which is narrow.</i>

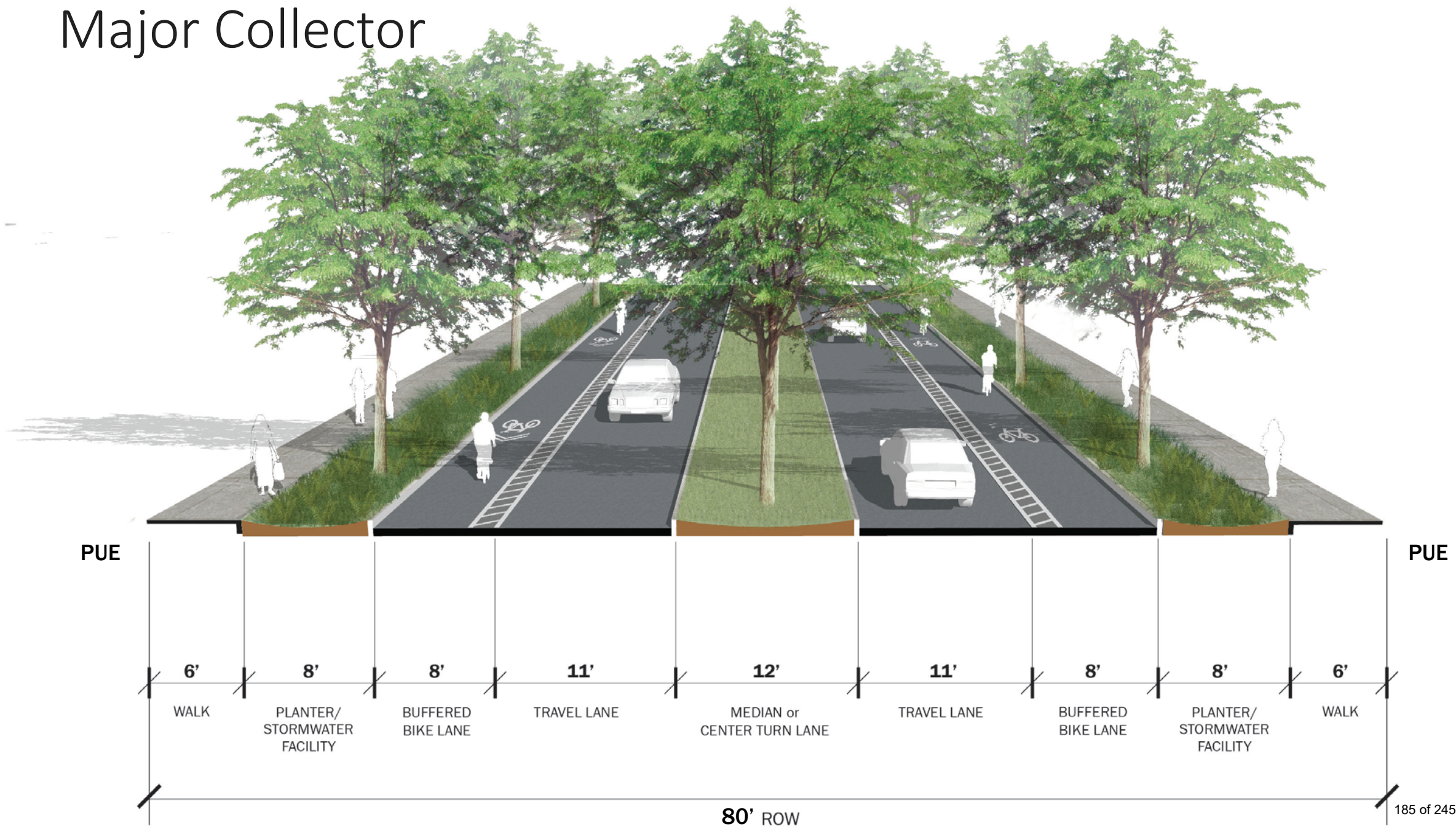


Buffered Bike Lane

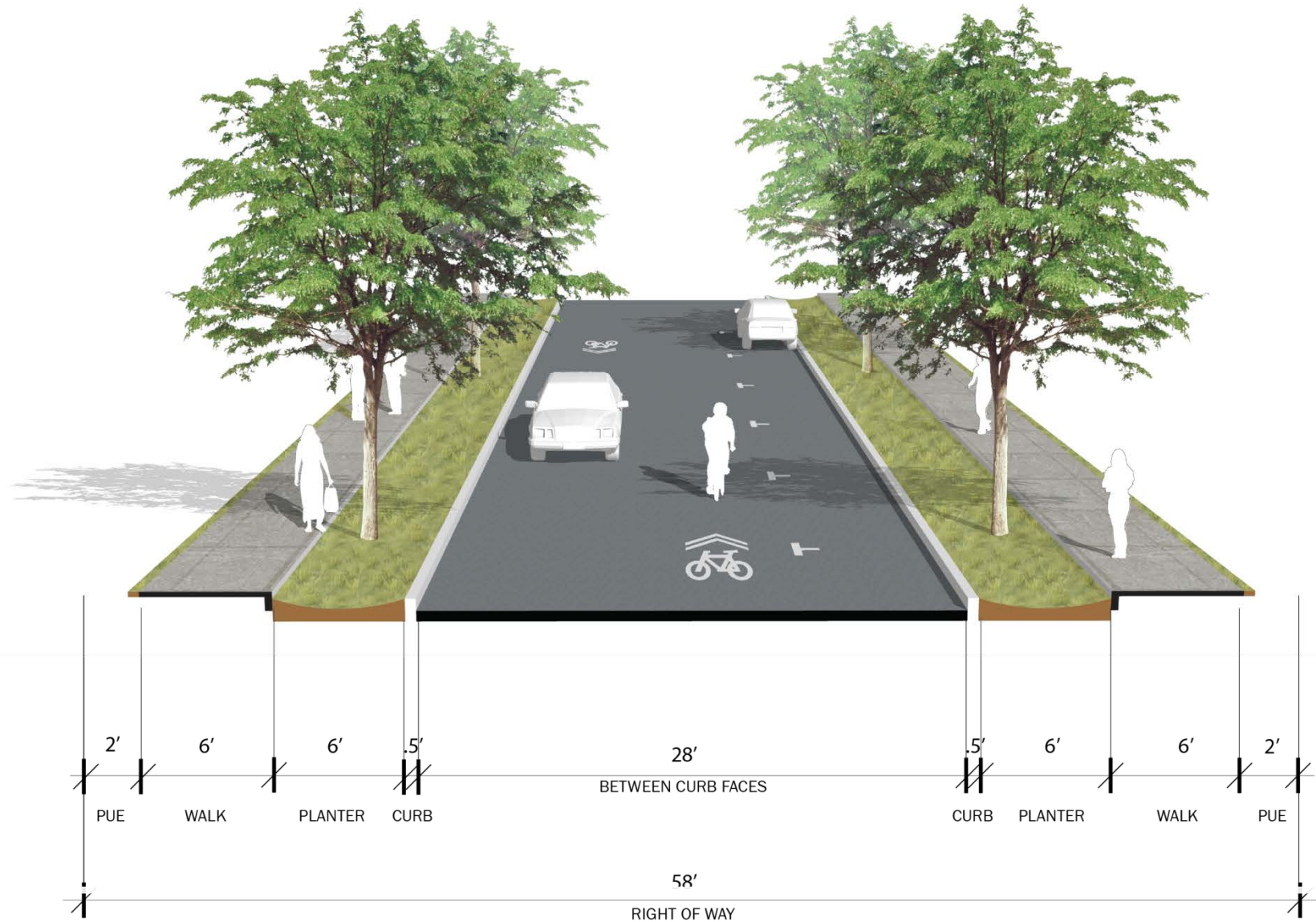


Cycle Track

Major Collector



Local Residential



Foundational Elements: Urban Design

- Landscape and architectural design standards are recommended to ensure new development is designed to reflect regional agricultural and historic forms and support this area's function as a gateway to McMinnville.
- Preserve views to natural features like mountains and the river
- Gateway elements are included to mark the entrance to McMinnville

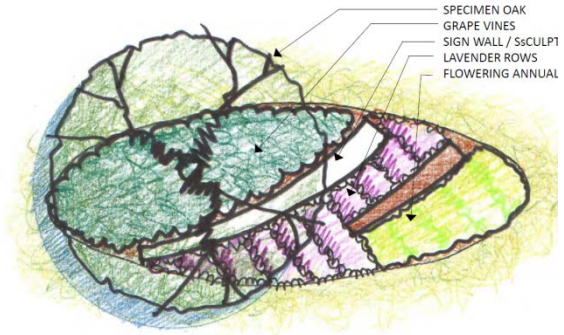


Foundational Elements: Parks and Trails

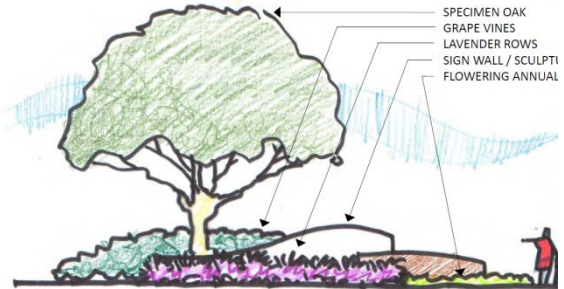
- A trail system connects the South Yamhill River, Galen McBee Airport Park, Evergreen Campus, and Joe Dancer Park along riparian corridors and through new development. The location of these trails changes slightly per concept, but they are always present.
- Recreational access is added to the Yamhill River and riparian corridors and oak stands are protected



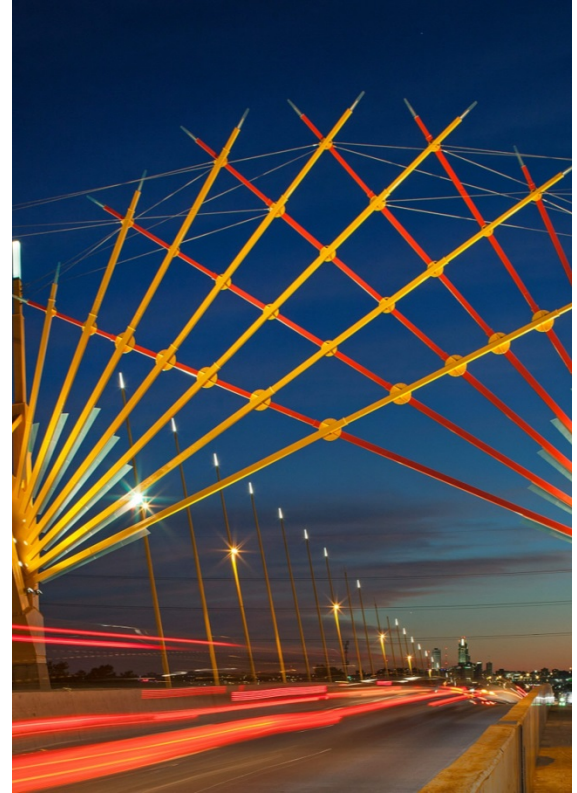
Gateways

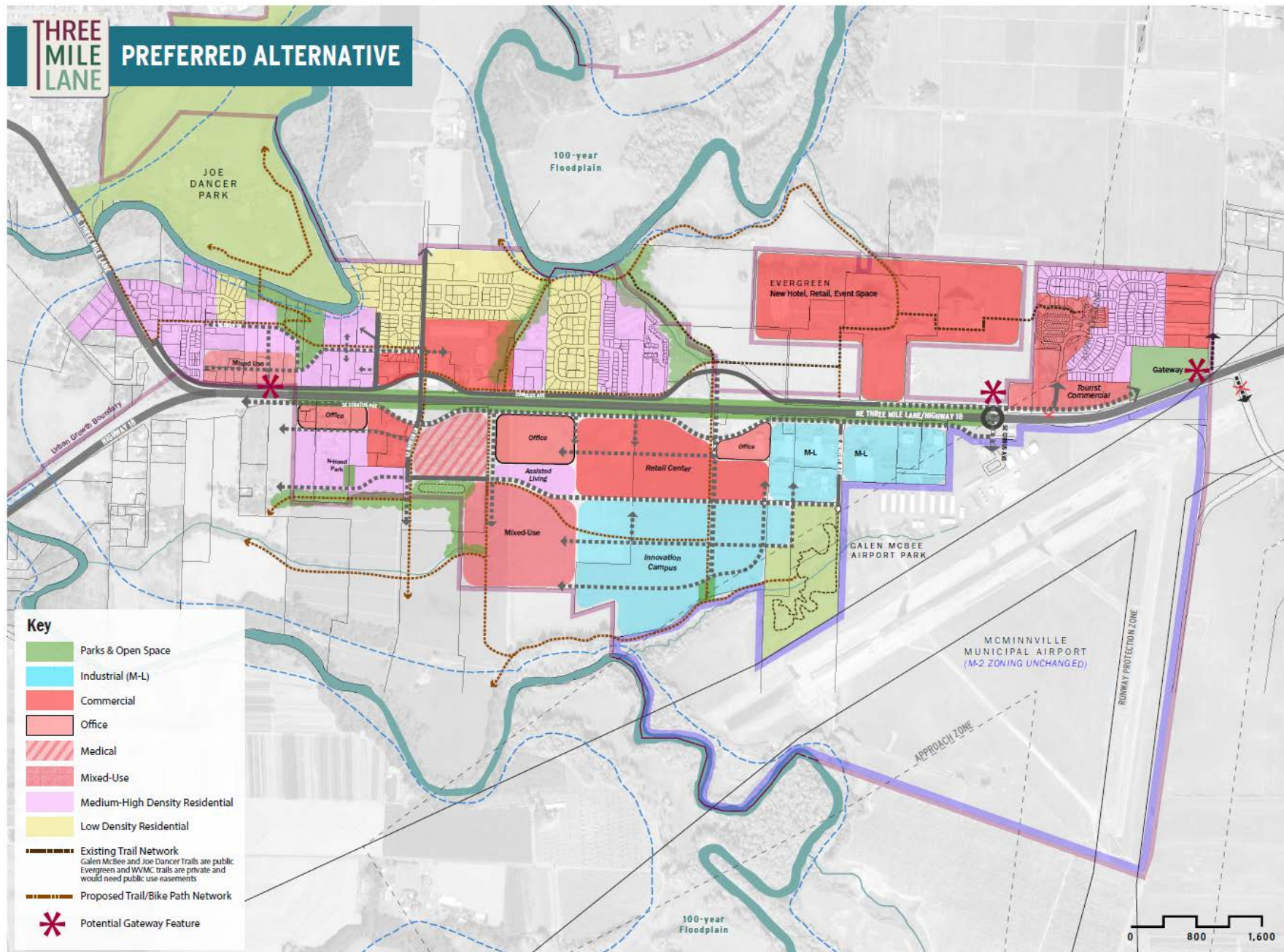


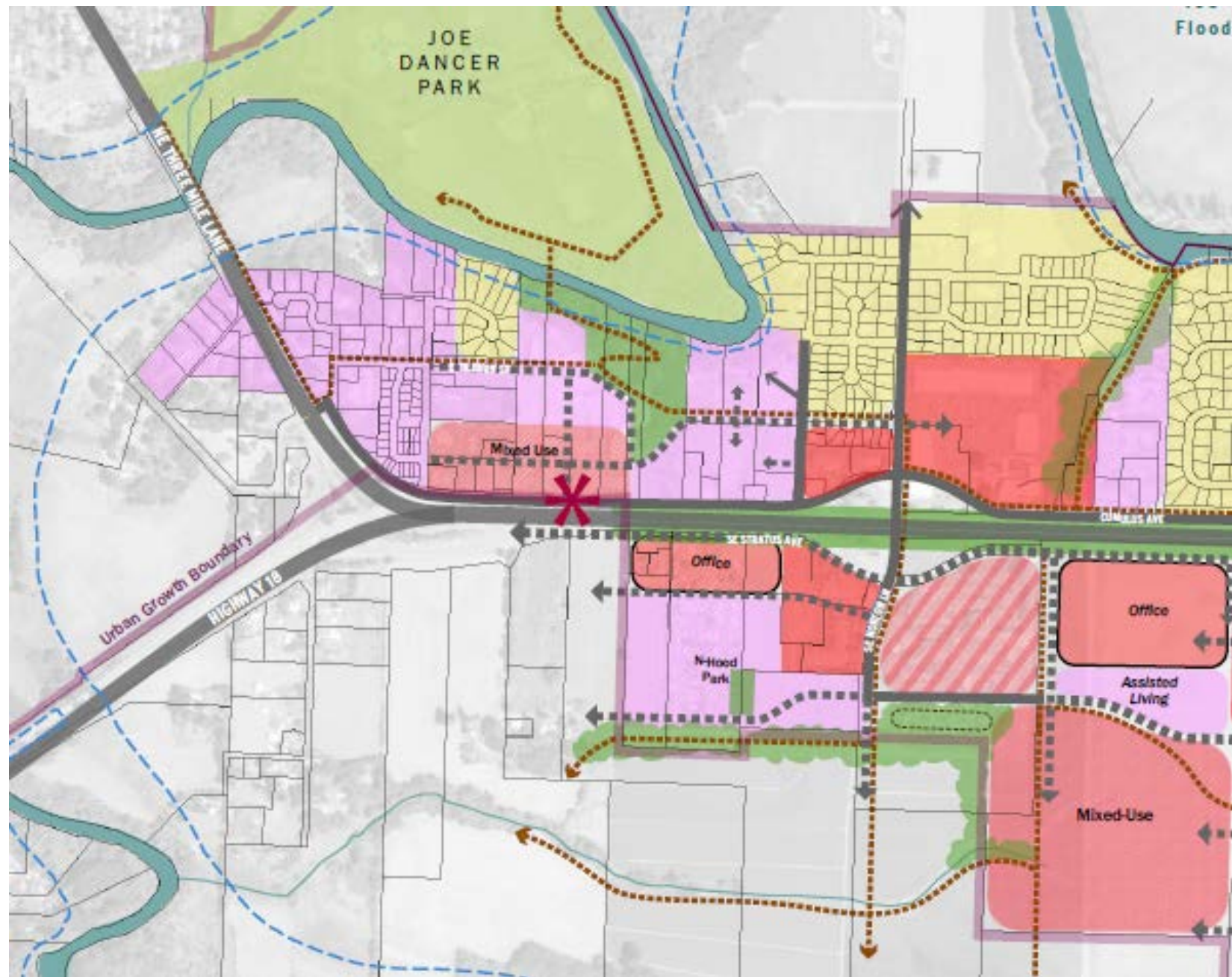
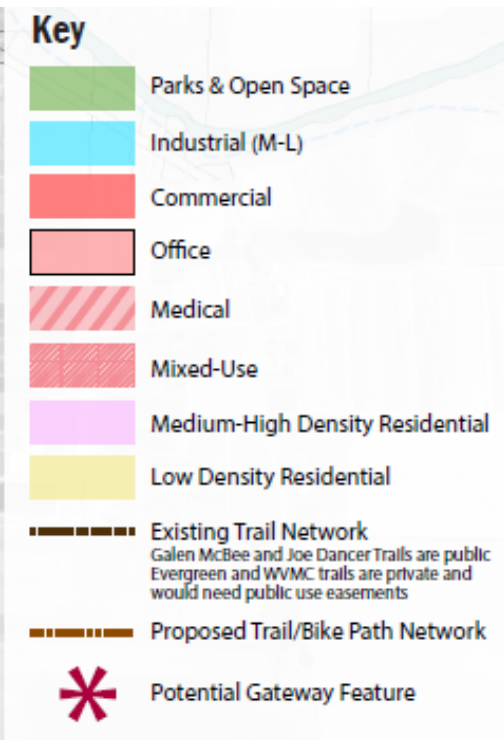
PLAN VIEW



ELEVATION VIEW





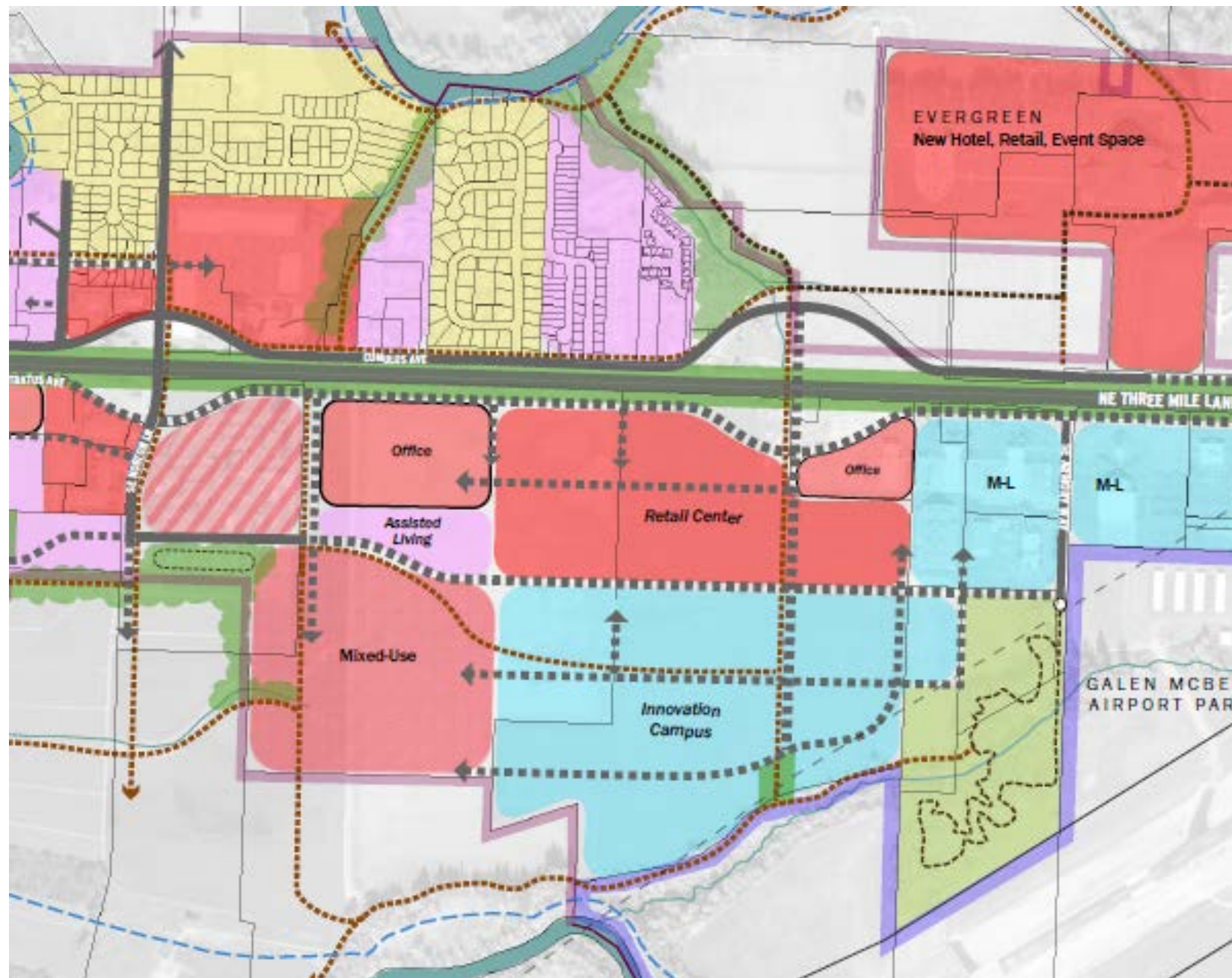


April 7, 2021

Advisory Committee Meeting #3

Key

- Parks & Open Space
- Industrial (M-L)
- Commercial
- Office
- Medical
- Mixed-Use
- Medium-High Density Residential
- Low Density Residential
- Existing Trail Network
Galen McBee and Joe Dancer Trails are public
Evergreen and WVMC trails are private and
would need public use easements
- Proposed Trail/Bike Path Network
- Potential Gateway Feature



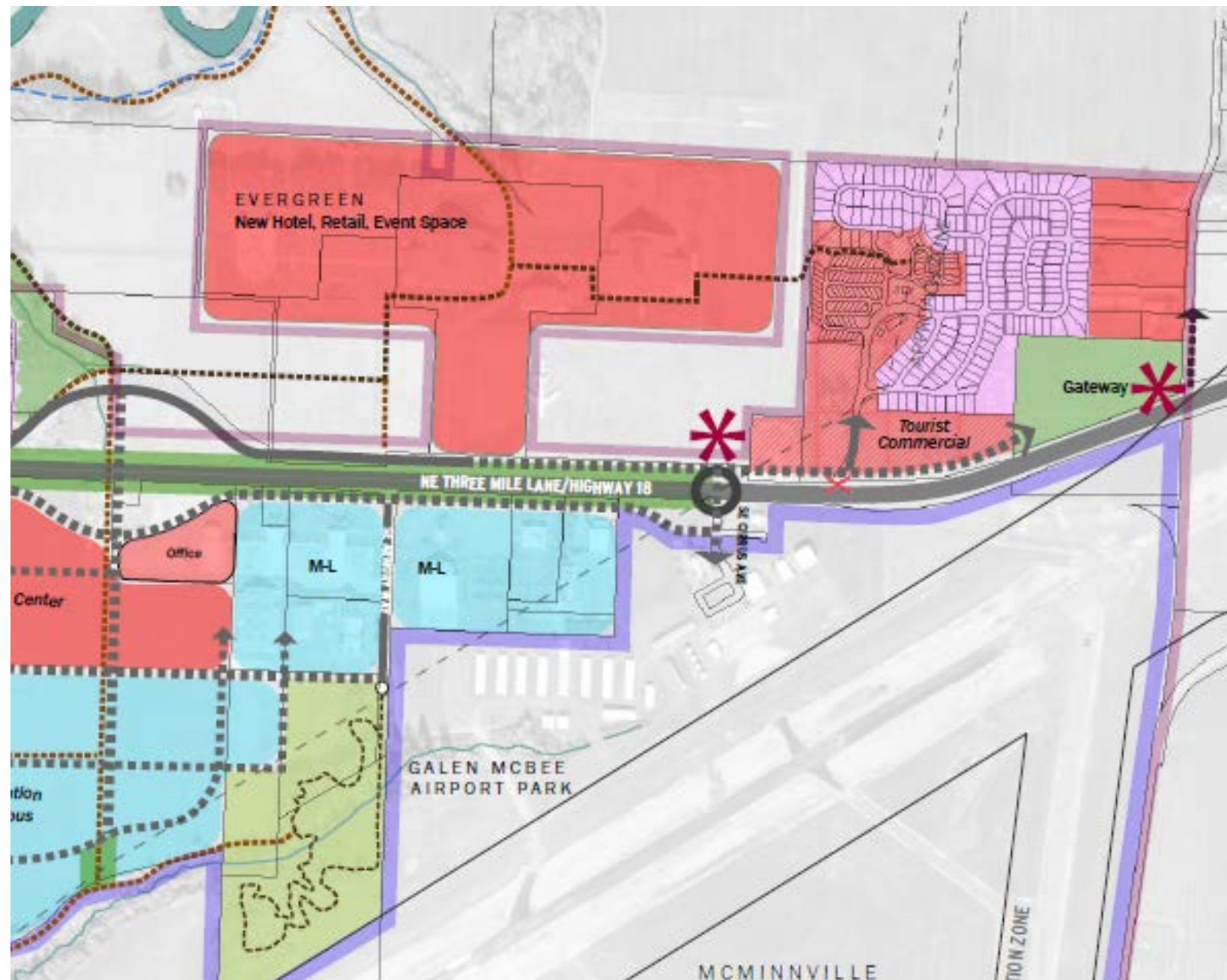
April 7, 2021

Advisory Committee Meeting #3

23
192 of 245

Key

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- Potential Gateway Feature



April 7, 2021

Advisory Committee Meeting #3

Key Features: Walkable Commercial Center



- Gateway Location
- Connectivity





Key Features: Innovation Campus



- Local Identity
- Connectivity
- Parks and Open Space





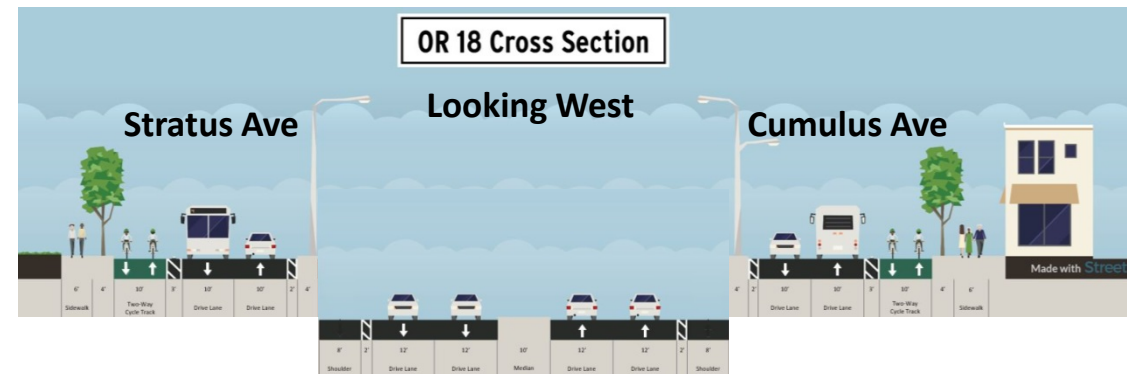
Key Features: Mixed-use Neighborhoods

- Local Street Grid with safe crossings
- Pedestrian-Oriented Buildings (no setbacks, parking behind buildings, pedestrian-scaled ground floor)
- Incorporate Natural Features

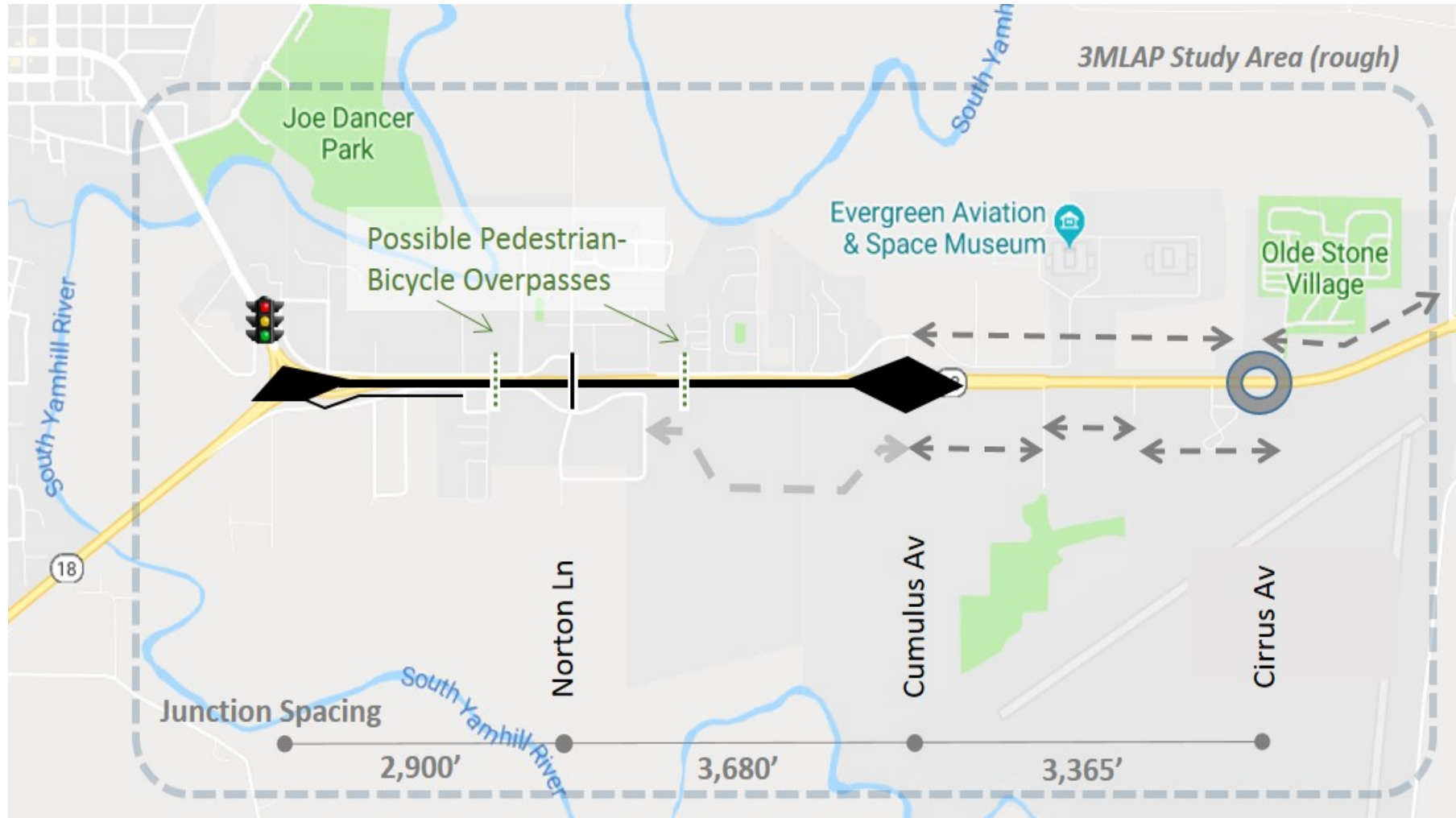




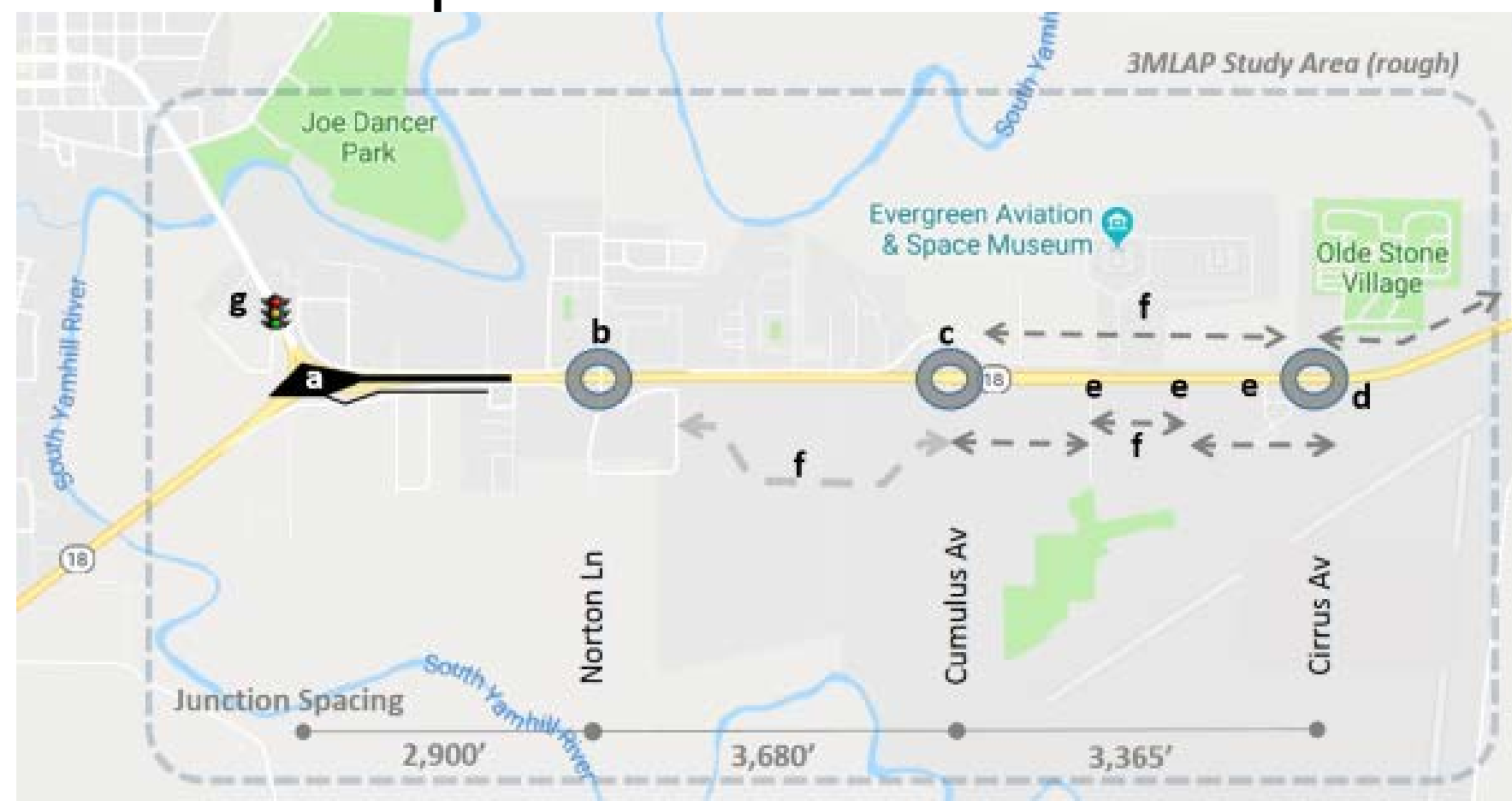
Facility Design



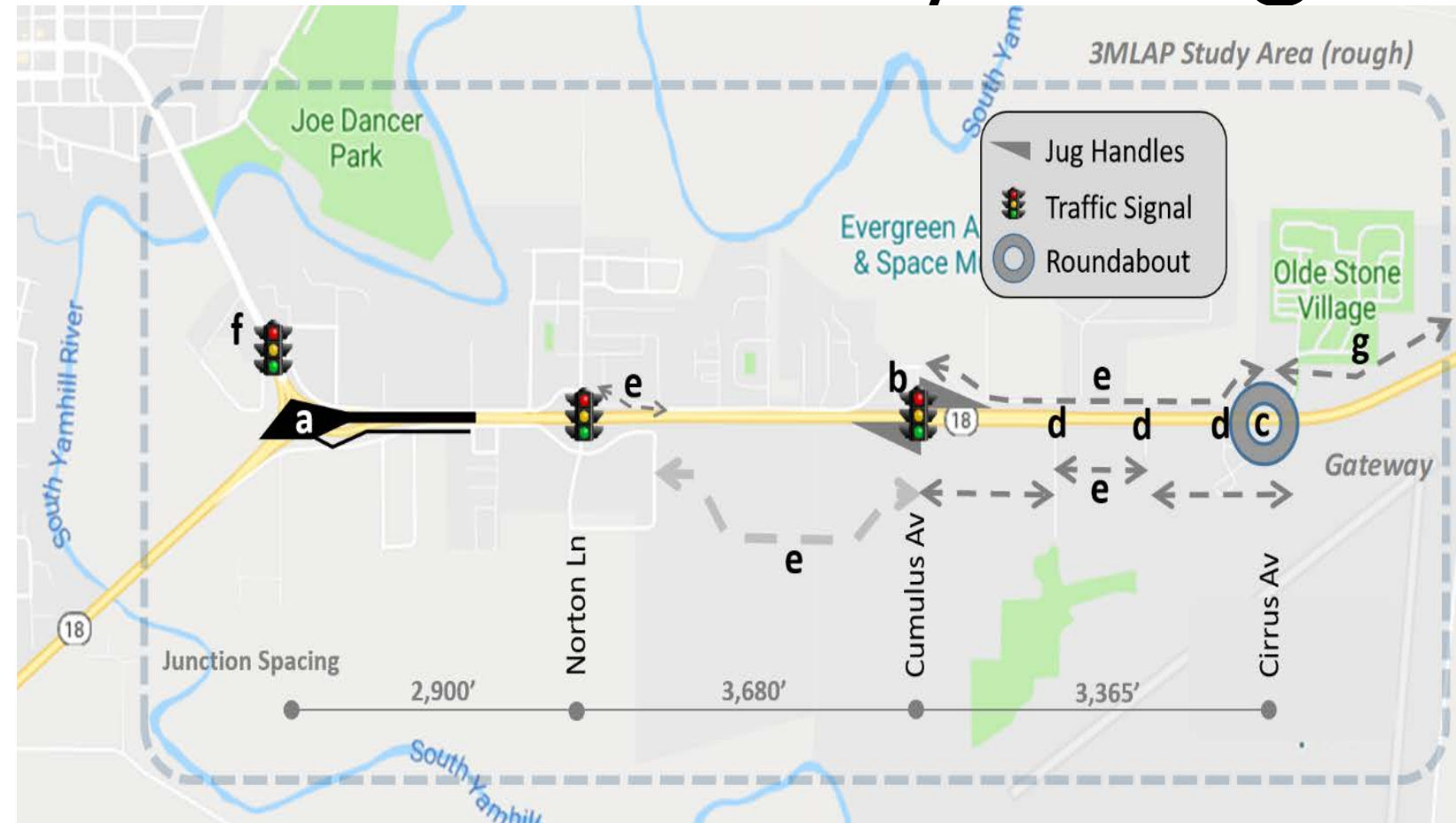
OR 18 Options: Interchanges



OR 18 Options: Roundabouts

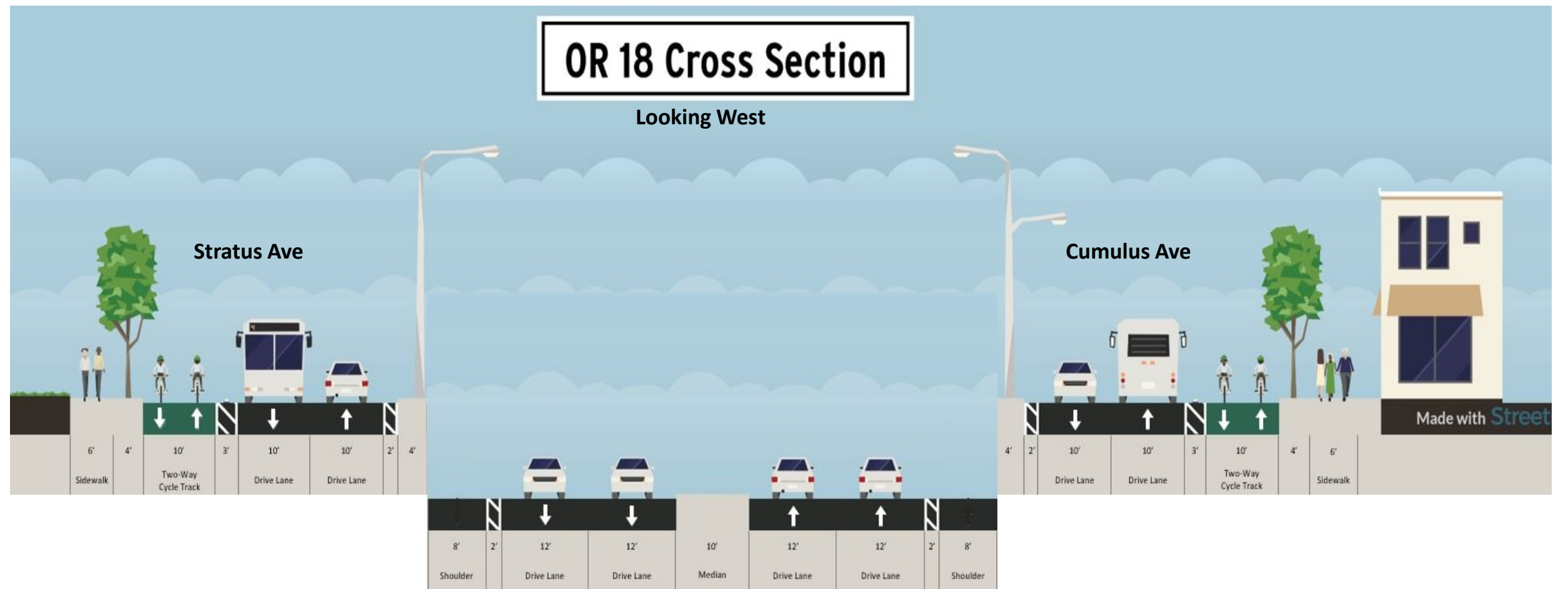


Preferred Facility Design



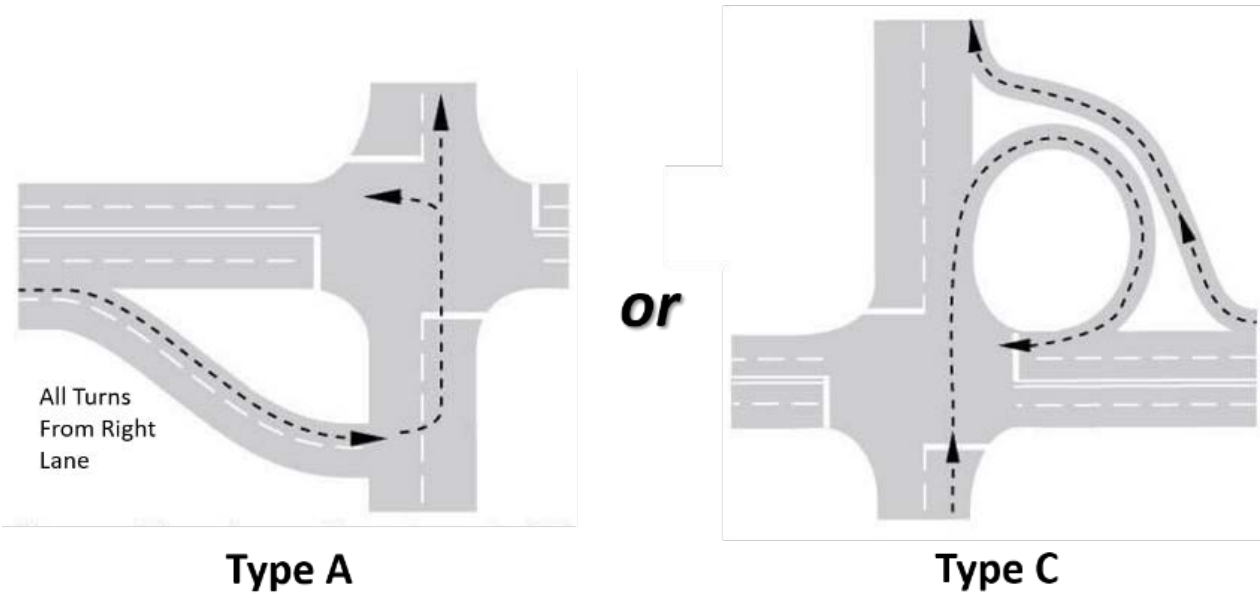
- a. **Three Mile Lane interchange** - reconstructed for full directional access and crossing, with new connector to Stratus Avenue - see **Figure 9**).
- b. **Cumulus Avenue** – construct new “jug handles” for local traffic exiting OR 18 and modify or replace the existing at-grade traffic signal.
- c. **Cirrus Avenue** - new roundabout on OR 18, with McMinnville gateway features.
- d. Removal of at-grade street and driveway accesses to OR 18 in the section between Cumulus Avenue and the eastern edge of the study area, including Loop Road and Cruickshank Road (Cruickshank Road is not shown in Figure 8, as Cruickshank Road is external to the Three Mile Lane Study area).
- e. **New east-west frontage streets** north and south of OR 18, linking Cirrus Avenue, Cumulus Avenue and Norton Lane. These and other local street connectors are depicted in **Figure 11**.
- f. **New traffic signal** (or roundabout) at Three-Mile Lane and Cumulus Avenue.
- g. **Loop Road** - disconnect from OR 18 and realign to new Cirrus Avenue connector and roundabout.

Preferred Facility Design



Preferred Facility Design

Jug Handle Concepts



Source: New Jersey Department of Transportation

The Jug Handle concept removes all turn movements from the major highway and shifts them to the cross-street via a right-turn lane.

Note: The draft Preferred Facility Design was developed in coordination with the CAC prior to the development and evaluation of future traffic volumes and operations. The later traffic operations analysis indicates that the traffic signal at OR 18/Cumulus Avenue will accommodate year 2041 traffic operations under both the Base and Preferred Alternative scenarios, without the need for additional jug handles. Jug handles may be needed beyond the 20-year planning horizon.

Evaluation & Implementation



- Facility Needs & Transportation System Plan Updates
- Implementing Project Goals & Great Neighborhood Principles
- Land Use & Regulatory Modifications



Analytical Steps – Future Impacts



Area
Plan

Estimate 2015
and 2041
Demographics
(Growth)

ODOT OSUM
Travel Model

Assess 2041
Base Case
Impacts

Estimate 2041
Demographics
– Preferred
Land Use

ODOT OSUM
Travel Model

Assess 2041
Preferred
Alternative
Impacts

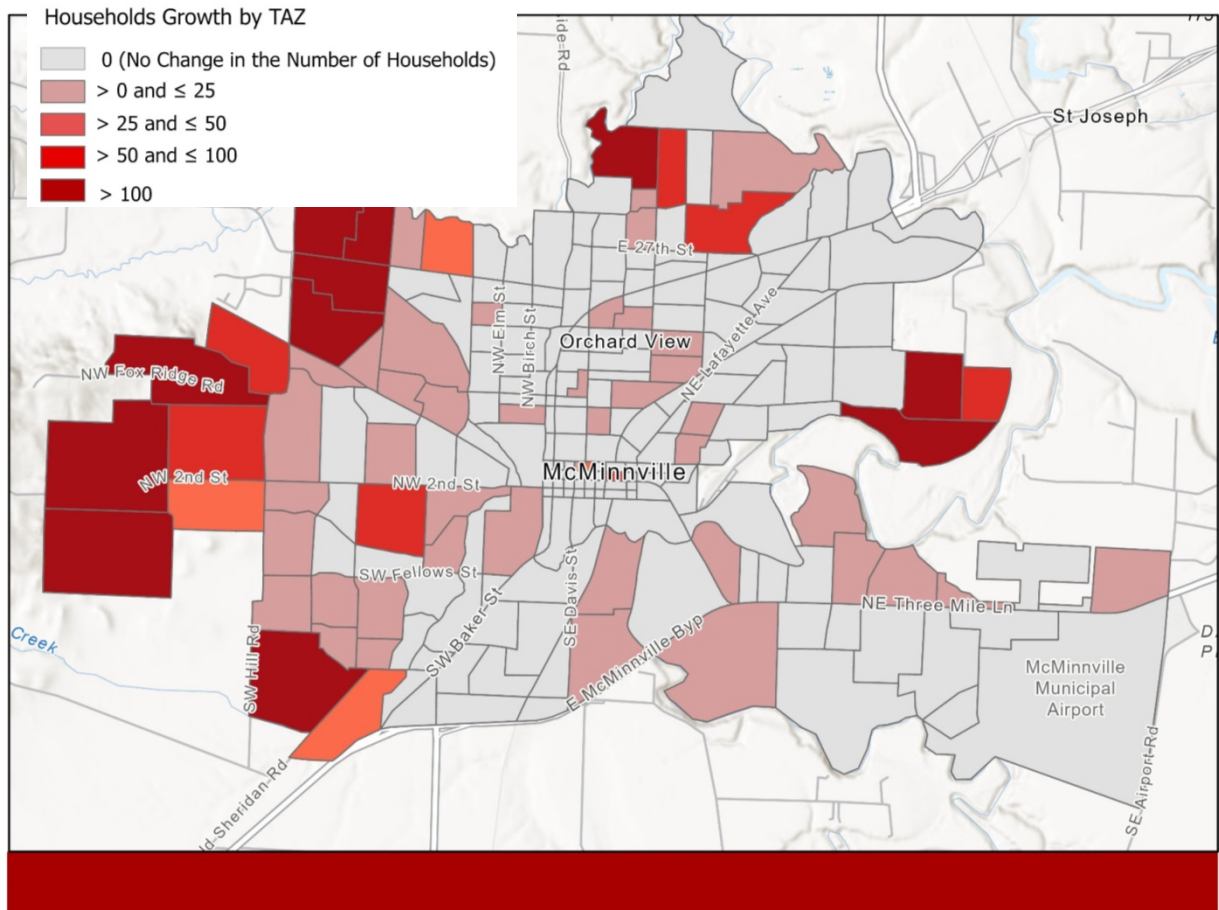
Study Area &
McMinnville UGB

Study Area

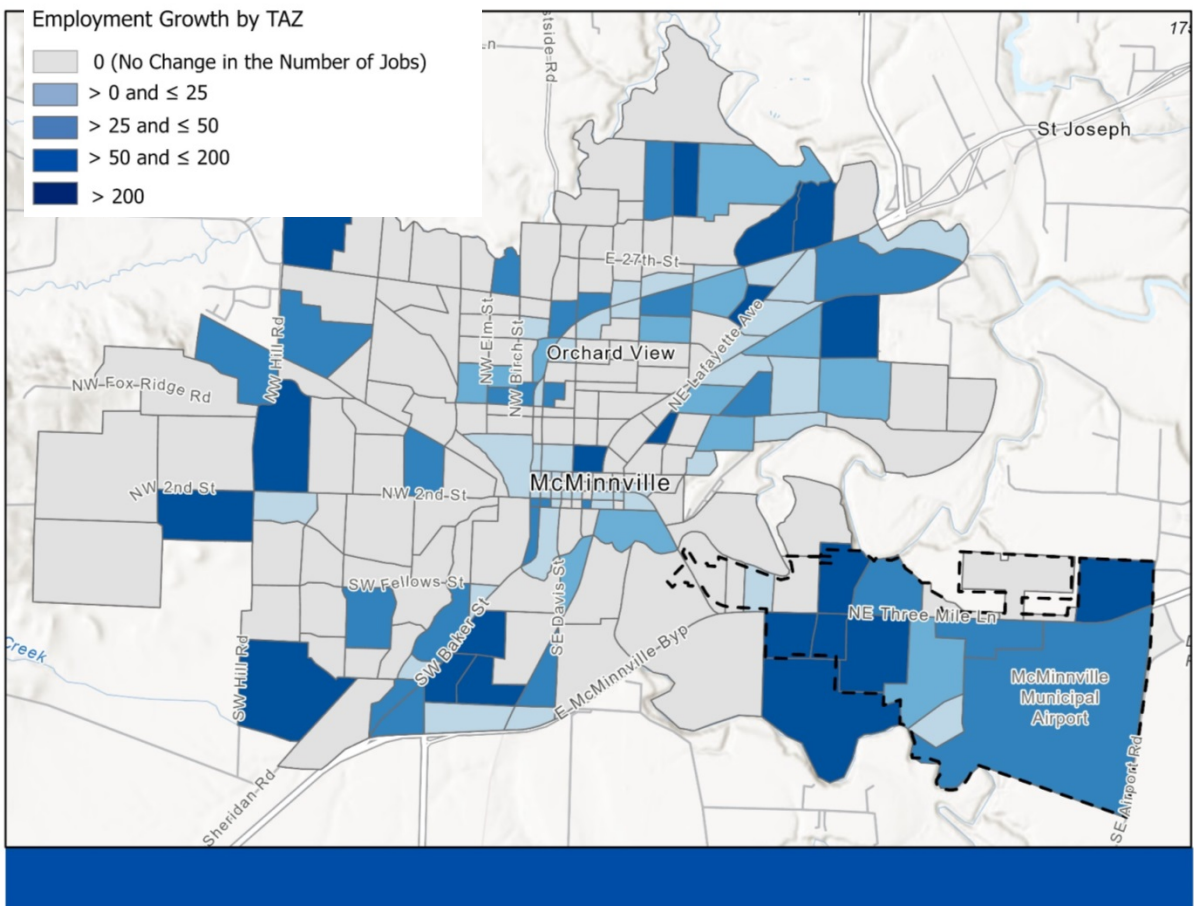
McMinnville
Comprehensive Plan

Growth

Household Growth (2041-2015)



Employment Growth (2041-2015)

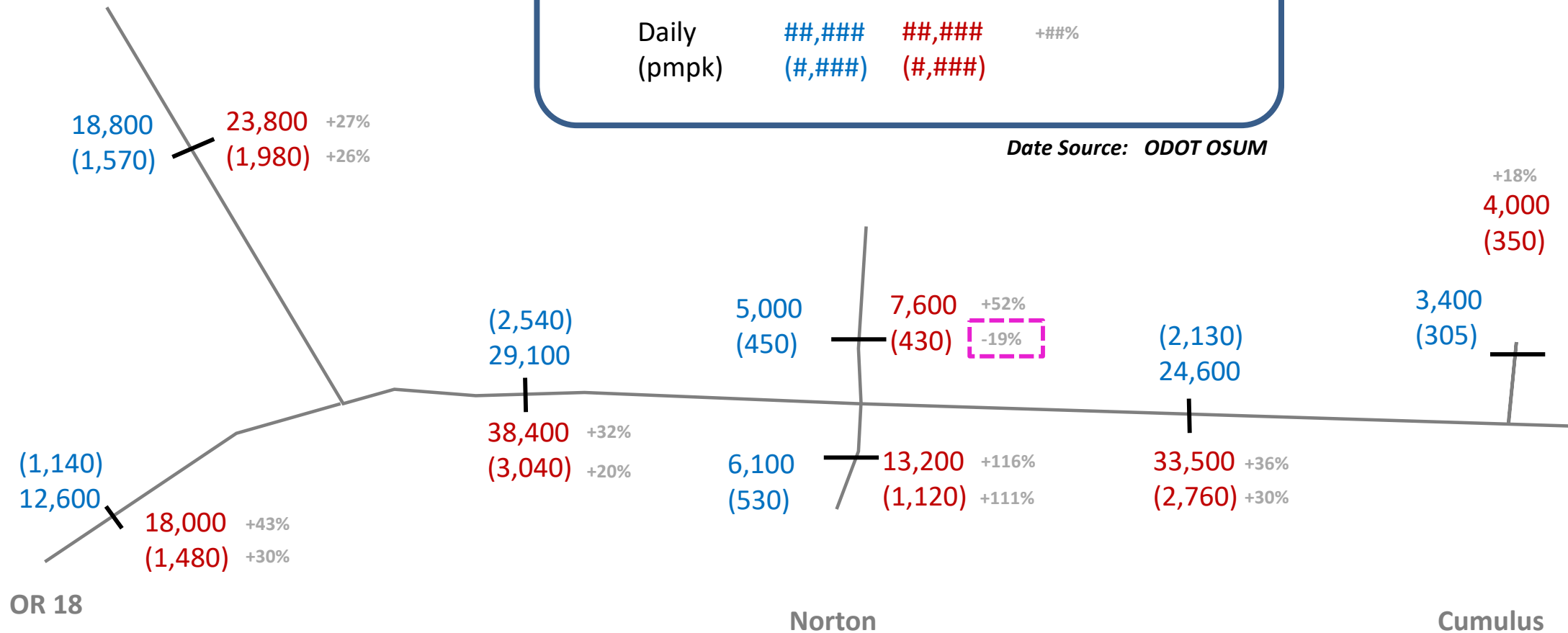


Traffic Volumes

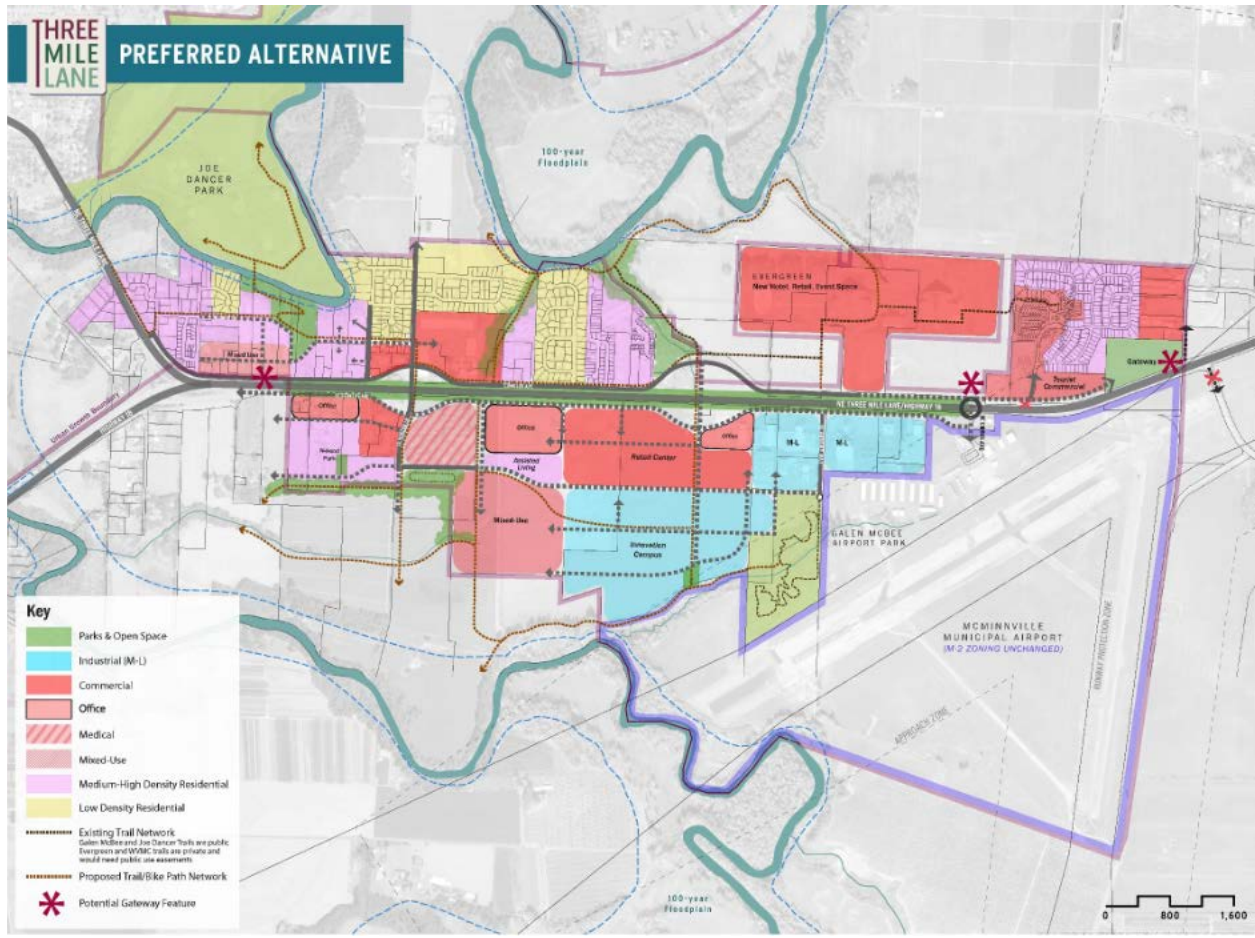


	2015	2041	Growth Rate
Daily	##,###	##,###	+###%
(pmpk)	(#,###)	(#,###)	

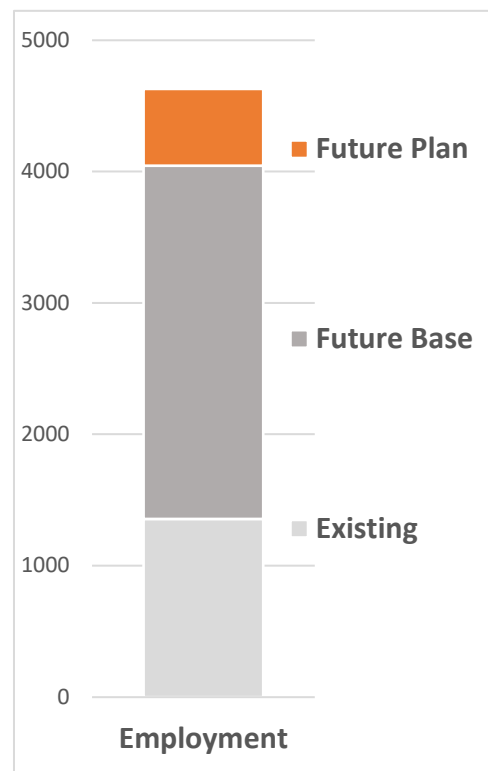
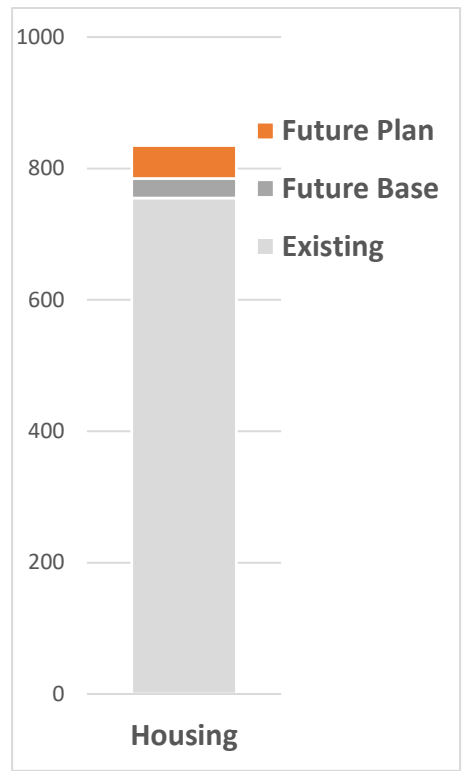
Date Source: ODOT OSUM



Preferred Land Use Alternative



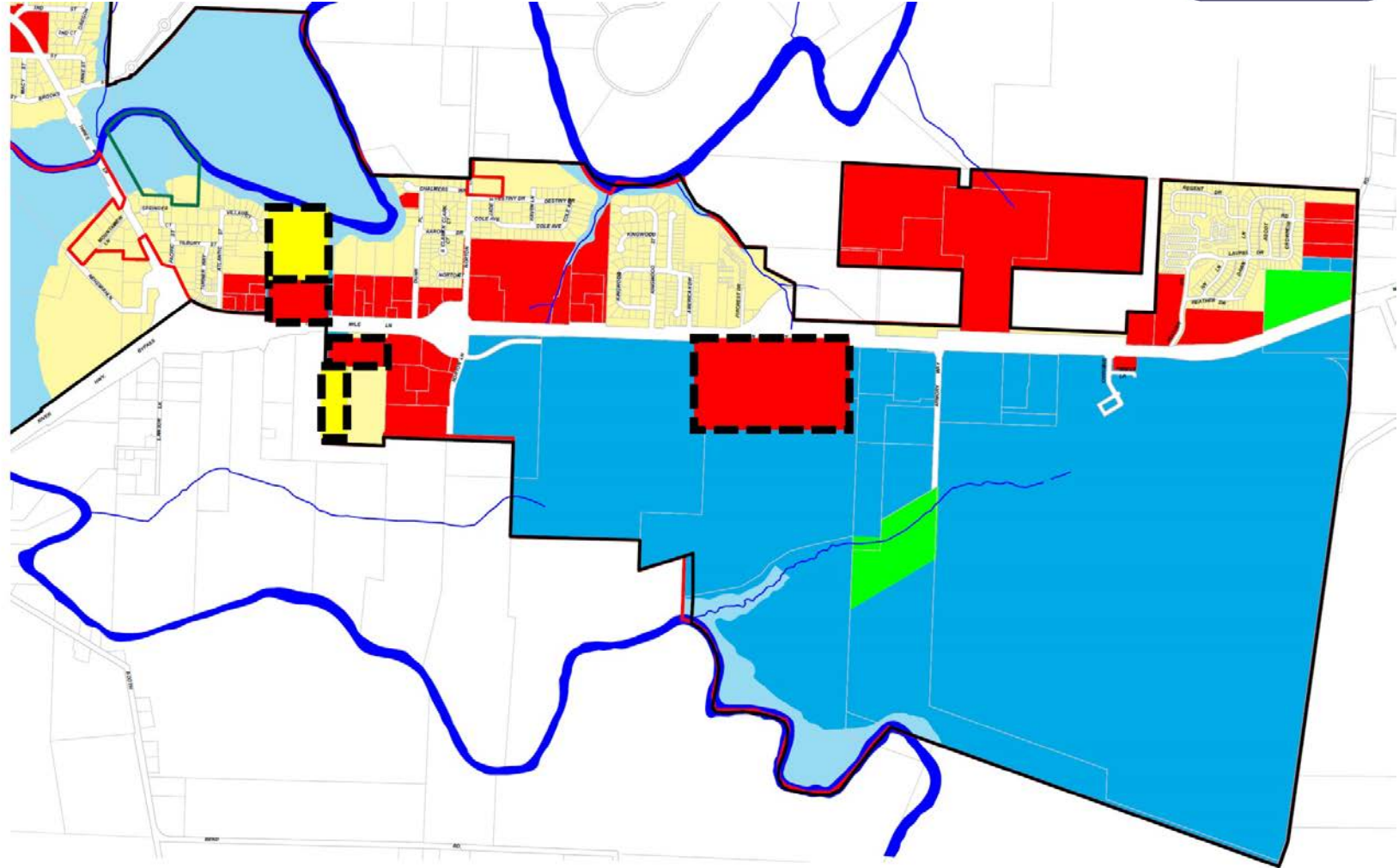
Study Area Demographics



Land Use: Comprehensive Plan Changes



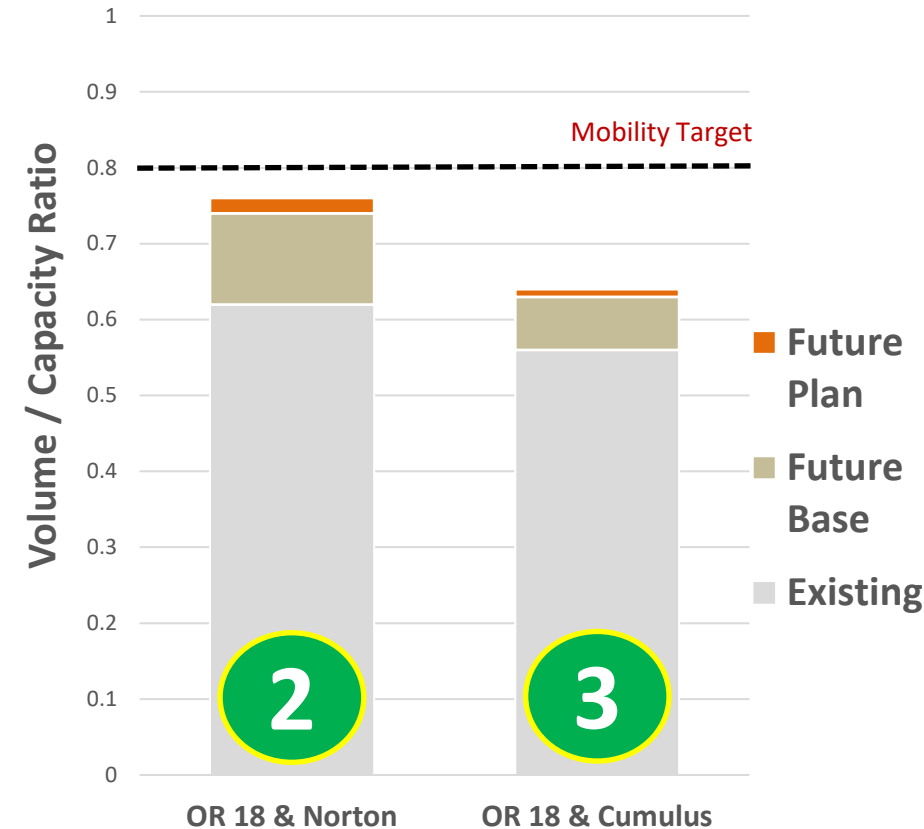
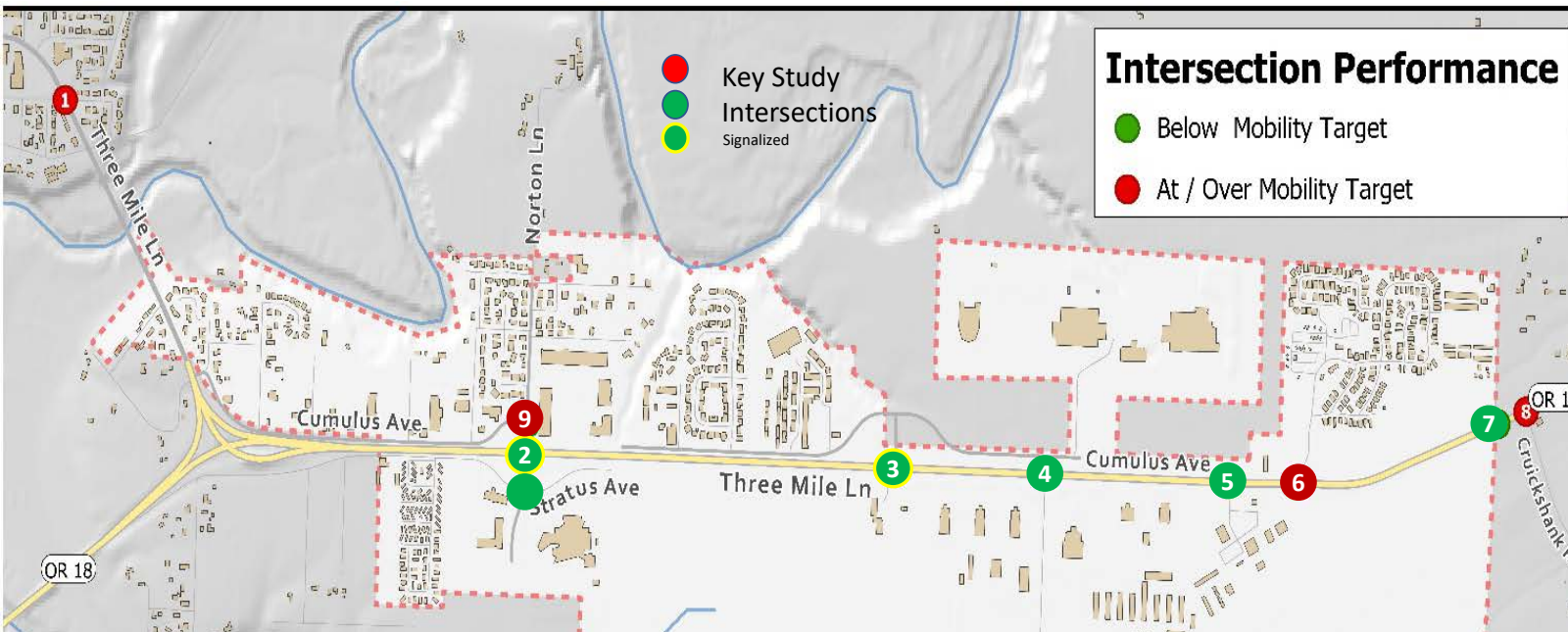
Area
Plan



Vehicle Performance



2041 P.M. Peak Hour - Base



OR 18 / 3 Mile Lane Interchange



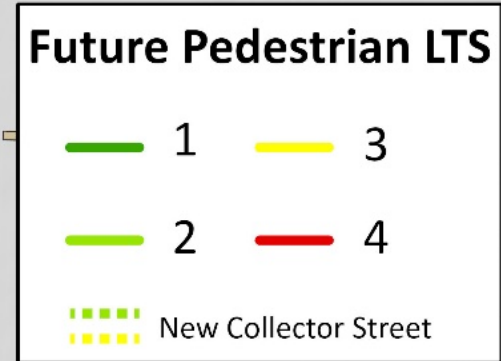
Further Study / Analysis Needed

- A. Re-alignment of Cumulus Avenue (and Nehemiah Lane) intersection with Three Mile Lane.
- B. New traffic signals (whether MUTCD warrants are met) or roundabouts.
- C. Spacing sufficiency on Three Mile Lane between the new traffic signal and OR 18 westbound off-ramp.
- D. Re-alignment of Lawson Lane and its new connection to Martin Lane.
- E. The Urban Growth Boundary (UGB) is approximately coterminous with Stratus Avenue. The Stratus Avenue extension to the new interchange (and Lawson Lane re-alignment) will likely not require a UGB amendment (see ORS 215.283).

Pedestrian Performance

THREE
MILE
LANE

Area
Plan



PLTS 1

- Minimal traffic stress
- Low traffic speeds
- Sidewalk or paths buffered from street

PLTS 2

- Little traffic stress but requires paying attention to traffic
- Suitable for children 10 years or older, teens, and adults
- Sidewalk conditions are fair to good

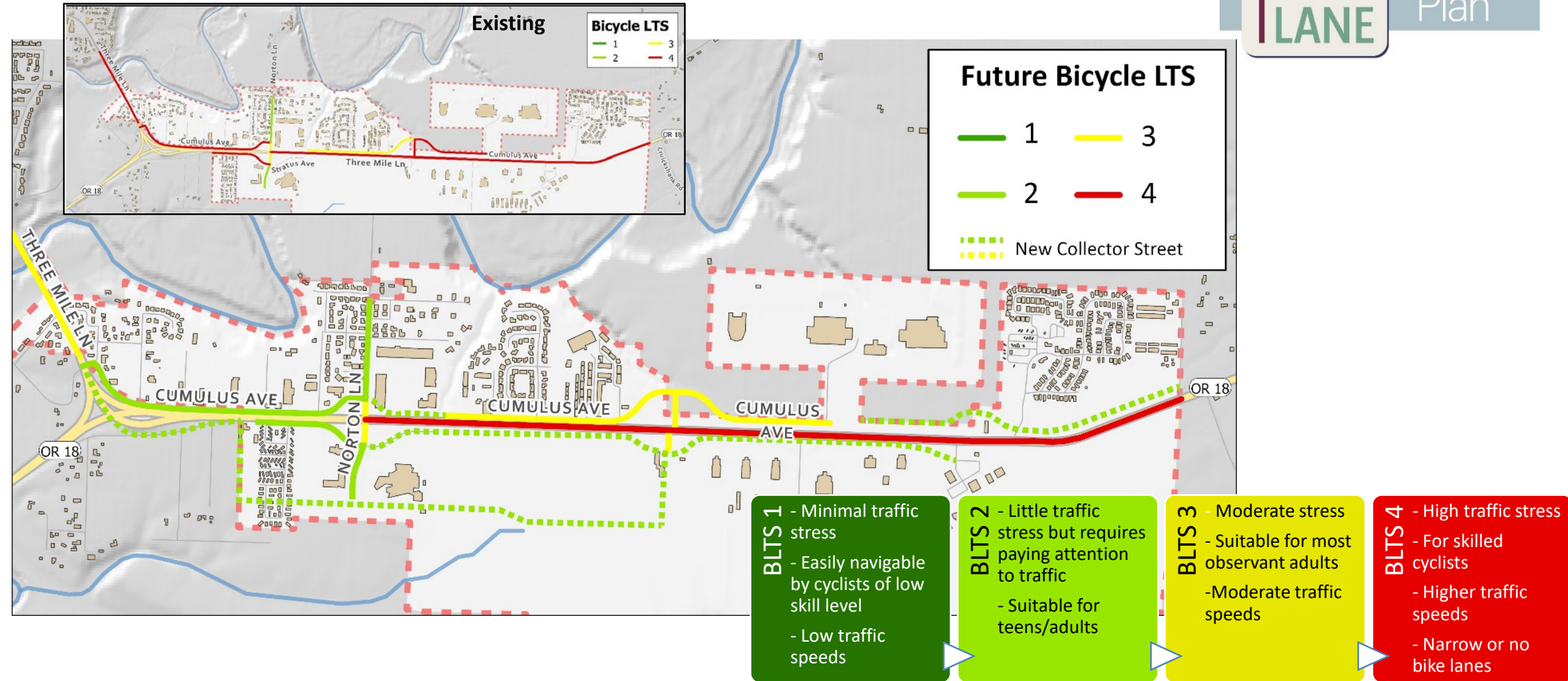
PLTS 3

- Moderate stress
- Suitable for most able-bodied adults
- Moderate traffic speeds
- May require pedestrian to travel on shoulder

PLTS 4

- High traffic stress
- For able-bodied adults
- Higher traffic speeds
- Narrow or no pedestrian facilities

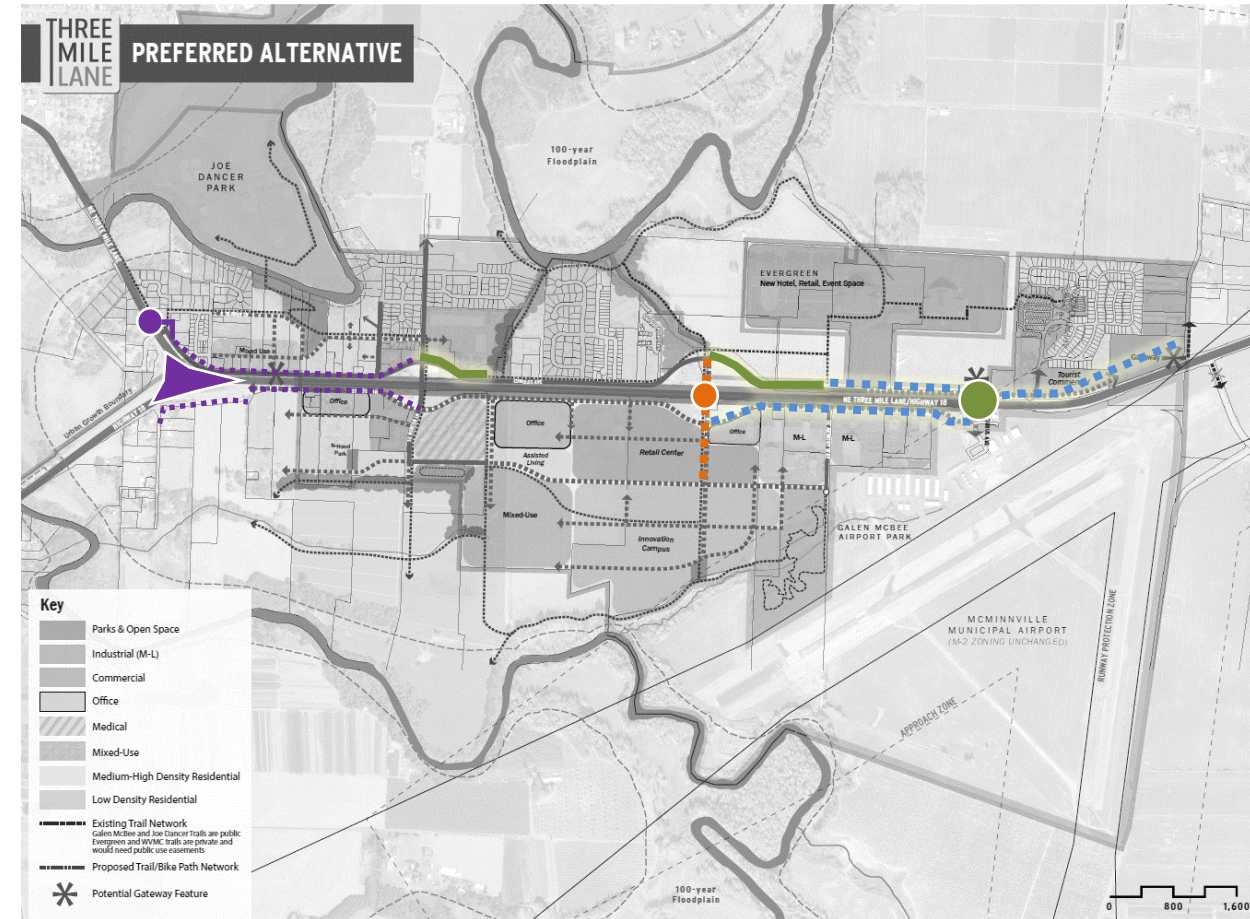
Bicycle Performance



Concept Phasing and Costs, TSP Update



		Cost - 2021 Dollars (millions)		
Phase	Description	Notes	Low	High
1 Independent State and/or City Projects				
	New Multi-Lane Roundabout at OR 18 and Cirrus Avenue		\$8.0	\$10.0
	Construct Bicycle Lanes and Sidewalks on NE Cumulus Avenue from Cumulus Avenue to Evergreen Air and Space Museum Entrance		\$0.4	\$0.6
	Extend Cumulus Avenue East from Norton Lane and Modify Intersection Traffic Control at Existing Norton Lane/Cumulus Avenue Intersection	[1]	To be determined	
2 City/State Projects Reliant on Completion of New OR 18/Cirrus Roundabout				
	Disconnect Loop Road from OR 18 and Re-align to Cirrus Avenue		\$2.5	\$3.0
	New OR 18 Frontage Roads Between Cumulus Avenue and Cirrus Avenue (both north and south of OR 18)	[2]	To be determined	
3 City/State Projects Commensurate with/Reliant on New Extension of Cumulus Avenue South of OR 18				
	Construct Cumulus Avenue south of OR 18	[2]	To be determined	
	Revise Traffic Signal at OR 18/Cumulus Avenue Intersection		\$1.1	\$1.2
	Construct Bicycle Lanes and Sidewalks on Cumulus Avenue from OR 18 to NE Cumulus Avenue		\$0.5	\$0.7
4 State and City Projects Commensurate with/Reliant on New OR 18/Three Mile Lane Interchange				
	Reconstruct OR 18/Three Mile Lane Interchange	[3]	\$65.0	\$95.0
	Re-align Cumulus Avenue and Nehemiah Lane at Three Mile Lane		\$2.4	\$2.6
	New Traffic Signal on Three-Mile Lane at Cumulus Avenue		\$0.5	\$0.6
	Re-align Lawson Lane		\$1.5	\$1.7
Total			\$81.9	\$115.4



2010 TSP – OR 18 Corridor



April 7, 2021

Advisory Committee Meeting #3

Design Standard Exceptions



Recommended Plan Project	Constraints	Design Standard Issues or Possible Exceptions
Reconstruct OR 18/Three Mile Lane Interchange	Proximity of Yamhill River Bridge, Cumulus Avenue/Nehemiah Lane intersection, OR 18 eastbound off-ramp junction, and UGB boundary (current alignment of Stratus Avenue).	Junction spacing and traffic control at: <ul style="list-style-type: none"> a. Three Mile Lane / Cumulus Avenue b. OR 18 Westbound Off-Ramp at Three Mile Lane c. OR 18 Eastbound Off-ramp at Three Mile Lane/Stratus Avenue
New Roundabout at OR 18 and Cirrus Avenue	Standard two-lane roundabout likely requires additional rights-of-way. OR 18 posted and design speeds entering McMinnville UGB.	Roundabout geometric design treatments to: <ul style="list-style-type: none"> a. Reduce approaching vehicle speeds and accommodate multi-axle trucks on OR 18 b. Accommodate bicycle and pedestrian traffic
Re-purposing Cumulus and Stratus Avenues with two- way cycle tracks	Limited street rights-of-way and need to accommodate future bus stops amenities.	Two-way cycle tracks are not currently incorporated in the City's design standards. Reference ODOT Blueprint for Urban Design, AASHTO and NACTO for design guidance.

Great Neighborhood Principles:

Design Elements that express “McMinnville-ness”

How future redevelopment in the Three Mile Lane area can respect and honor McMinnville's Great Neighborhood Principles through context-specific design elements.



1. Natural Feature Preservation

- Strive to protect tree groves
- Strive to protect individual trees
- Protect riparian corridors and adjacent native landscape

2. Scenic Views

- Provide and protect views to rolling hills and volcanoes
- Provide visual and physical access to North Yamhill River
- Orient streets and open spaces to views

3. Parks and Open Spaces

- Connect to Galen McBee Airport Park
- Create new parks that incorporate natural areas and views
- Plant landscapes that incorporate natives and exhibit seasonal variation

4. Pedestrian Friendly

- Provide a network of sidewalks and trails to connect people to key locations
- Incorporate shade streets with mature tree canopy

5. Bike-Friendly

- Plan safe routes for residents and touring cyclists

6. Connected Streets

- Connect to existing street grid in Three Mile Lane

7. Accessibility

- Design new development for ease of use by all ages and abilities

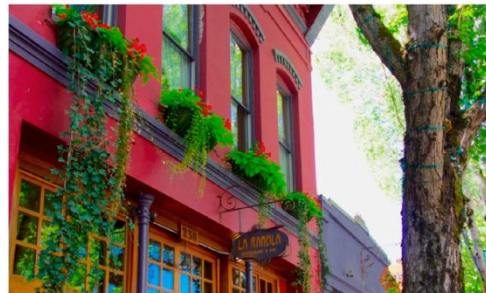
8. Human Scale Design

- Respect typical scale of commercial uses in McMinnville
- Design to reflect the micro-climate—outdoor life, porches, balconies
- Promote inclusion and interaction within the right-of-way

Great Neighborhood Principles:

Design Elements that express “McMinnville-ness”

How future redevelopment in the Three Mile Lane area can respect and honor McMinnville's Great Neighborhood Principles through context-specific design elements.



9. Mix of Activities

- Encourage mixed-use development where feasible

10. Urban-Rural Interface

- Reflect patterns of wine industry—eg, rows of vines, southern orientation, shelter belts of trees
- Consider adjacency to agricultural fields and respect this heritage through careful transitions
- Design simple roof forms (industrial and agricultural). Height and distinctive forms of silos can be inspiration
- Consider functional site planning of vineyard and farm complexes as conceptual model for new development

11. Housing for Diverse Incomes and Generations

- Allow for a mix of future housing forms and types, respecting the current character of Three Mile Lane

12. Housing Variety

- Respect existing variety of housing types in Three Mile Lane and ensure diversity of design for future housing

13. Unique and Integrated Design Elements

- Ensure visibility from highway; Welcome to McMinnville
- Make functions of sites visible (airplanes, wine-making); continue expression of industry/making where applicable
- Aviation legacy: display large planes; consider sensation of low-flying planes, potential visual impact of sites from the air
- Consider local materials for cladding and building structure (timber, corrugated steel cladding, red brick)
- Use vibrant color

Regulatory Framework

- Zoning Ordinance
Governs uses, density, and dimensional requirements for zoning districts in the area, as well as site design and permitting requirements.
- Planned Development Overlay
Contains requirements specific to the Three Mile Lane area that either modify or are in addition to underlying zoning standards.

Plan Elements and Overlay Requirements For Discussion



- Restrict use types and/or require a mix of uses in Mixed-Use
- Revise “tourist commercial” uses
- Restrict commercial uses in vicinity of Medical Center to medical office/services
- Require site/design standards in Commercial Center
- Require site/design standards in Innovation Campus

Plan Elements and Overlay Requirements For Discussion



- Buffer/perimeter requirements for Mixed-use, Medical, and Commercial
- Additional guidelines or standards related to façade treatments.
- Require mapping and protection of stream corridors and re-vegetation with native plantings.
- Require viewshed protection.
- Define/include approved planting list.

Plan Elements and Overlay Requirements For Discussion



- Require connection to proposed trail, trail right-of-way dedication, and trail construction.
- Expand pedestrian walkway/connectivity standards to apply to all commercial and office development.
- Parking maximums for all uses; parking lot location requirements for commercial uses.
- Provision of on-street parking for ground-floor commercial uses.

Next Steps

- Public Event: April Virtual Open House
- Draft Design Booklet
- Draft Three Mile Lane Area Plan
- Joint Planning Commission/City Council Work Session (May 2021)

Keep up to date at <https://threemilelane.com/>



THREE MILE LANE AREA PLAN DESIGN BOOKLET

THREE
MILE
LANE

DRAFT

HOW TO REVIEW THE LAND USE CONCEPTS:

GOALS AND OBJECTIVES

GOAL 1: SUPPORT AND ENHANCE THE DISTRICT'S ECONOMIC VITALITY AND MARKETABILITY

This plan aims to support development of significant industrial and commercial parcels within the study area, enhance existing business by diversifying goods and services available in the area, and increase tourism.

GOAL 2: PROVIDE OPPORTUNITIES FOR A COMPLEMENTARY MIX OF LAND USES, CONSISTENT WITH THE VISION OF A DIVERSE & VIBRANT DISTRICT.

This plan aims to provide a mix of land uses that support one another to create a unique part of the city. McMinnville is in the process of adopting a set of "Great Neighborhood Principles" to evaluate land use concepts for the Three Mile Lane area. A draft of these is included below!

GOAL 3: ENHANCE MULTI-MODAL CONNECTIONS THROUGHOUT THE DISTRICT

This plan aims to create a complete, multimodal transportation network that serves the north and south sides of Three Mile Lane within the district, and that connects the business community, the hospital, residential neighborhoods and tourism amenities to each other and to the city center.

GOAL 4: CREATE AN AESTHETICALLY PLEASING GATEWAY TO MCMINNVILLE

The study area is a primary gateway to the City of McMinnville. Because the land use concepts are fairly high-level, urban design considerations explore aesthetic elements that could be applied in the area.

GREAT NEIGHBORHOOD PRINCIPLES (draft)

- Natural Feature Preservation
- Scenic Views
- Parks and Open Spaces
- Pedestrian Friendly
- Bike Friendly
- Connected Streets
- Accessibility
- Human Scale Design
- Mix of Activities
- Urban Rural Interface
- Housing for Diverse Incomes
- Housing Variety
- Unique and Integrated Design

ALL THE LAND USE CONCEPTS HAVE

COMMON ELEMENTS

Overall

- Boundaries remain the same: UGB is in the same location, developable land is always approx. 400 acres
- Airport remains the same
- Roadway designs can be selected independently and combined with any land use concept



Transportation

- Cumulus Avenue is connected to SW Norton Lane through or adjacent to the Chemeketa Community College campus.
- New public 'complete' streets are added to new developments south of Three Mile Lane.
- Three Mile Lane bridge is improved for bicycle and pedestrian safety.
- There are new and improved bicycle and pedestrian connections throughout the area.



Urban Design

- Landscape and architectural design standards are recommended to ensure new development is designed to reflect regional agricultural and historic forms and support this area's function as a gateway to McMinnville.
- Preserve views to natural features like mountains and the river
- Gateway elements are included to mark the entrance to McMinnville

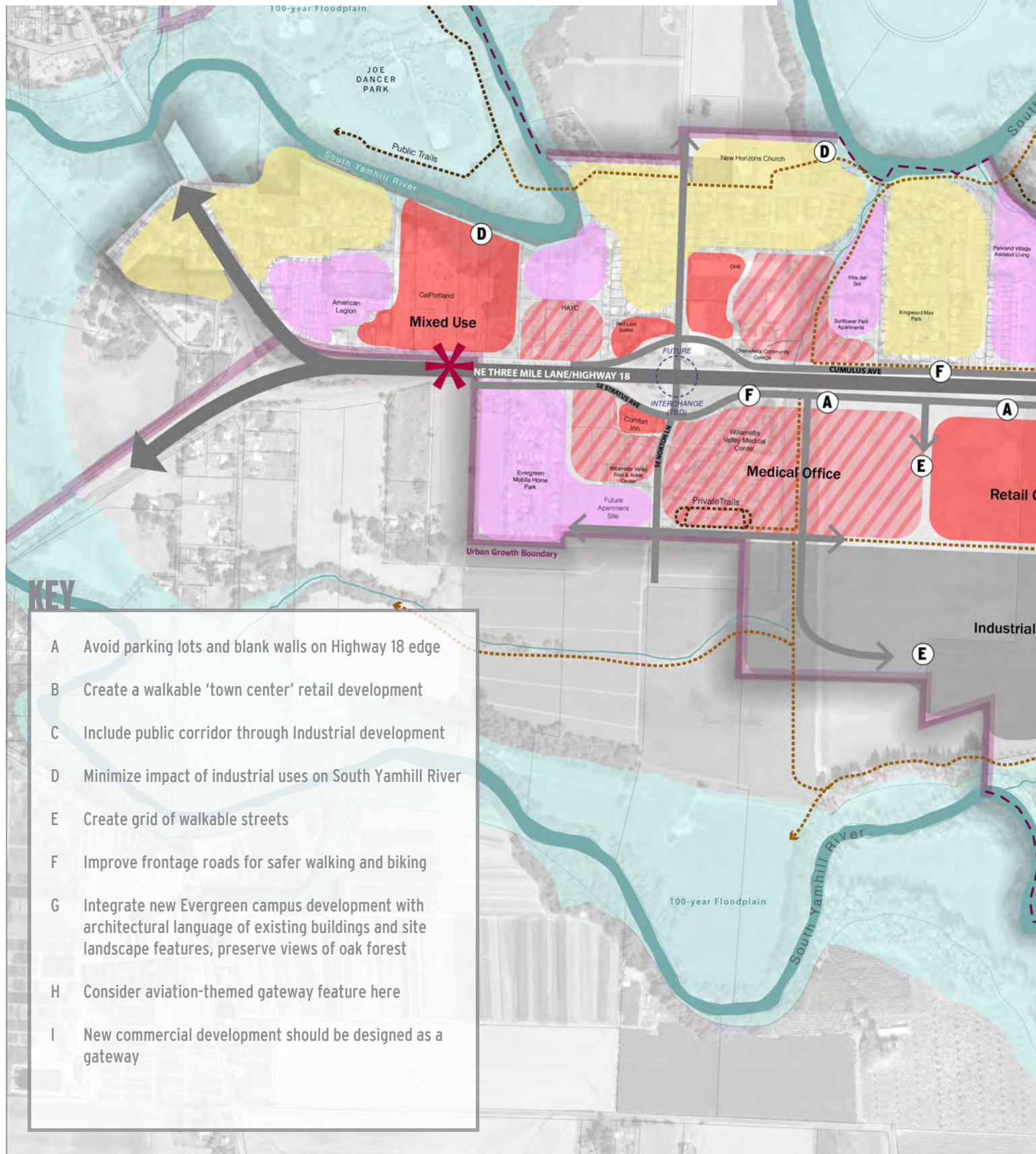


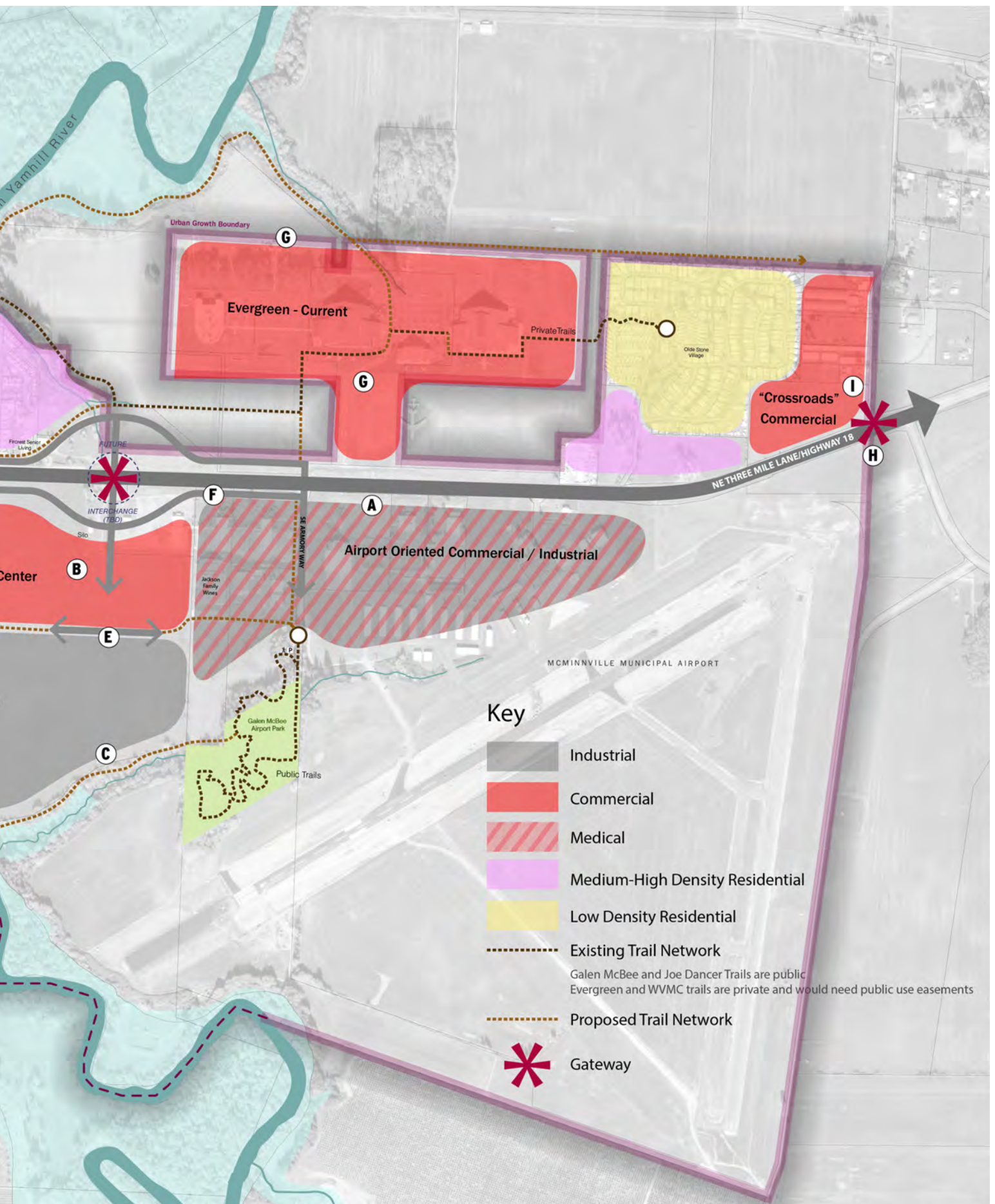
Parks and Trails

- A trail system connects the South Yamhill River, Galen McBee Airport Park, Evergreen Campus, and Joe Dancer Park along riparian corridors and through new development. The location of these trails changes slightly per concept, but they are always present.
- Recreational access is added to the Yamhill River and riparian corridors and oak stands are protected

LAND USE CONCEPT 1

INDUSTRIAL CAMPUS





LAND USE CONCEPT 1

INDUSTRIAL CAMPUS

This concept is most similar to existing zoning south of Three Mile Lane. With a large industrial user, this concept is likely to result in the largest building square footage. There are many contemporary examples of light industrial development that integrate well with other land uses. Agricultural building forms could relate well with the existing character of the area. An old grain elevator building is a prominent feature at the west end of this area and inspired the design for the nearby Jackson Family Winery and processing center.

A cluster of new medical office space near Norton Lane on both sides of Three Mile Lane, builds off the central attractor of the Medical Center. This could include space for expansion of the Medical Center.

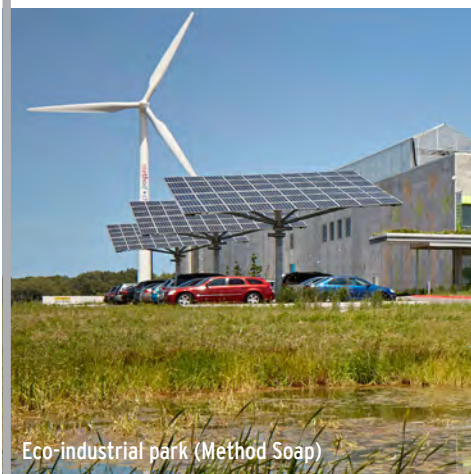
The Cal Portland site is changed to a mixed-use designation, allowing for a mix of commercial and residential development. On the north side of this parcel, protection of the South Yamhill river edge, potentially with public access, is a key urban design goal.

A significant retail center south of Three Mile Lane at Cumulus Avenue could serve as a regional retail attractor and local amenity.

Another commercial node and additional housing are proposed in the East Neighborhood with gateway signage and context appropriate buildings. At CCC, infill commercial uses support an active street presence.

Gateway markers in this concept are located at mixed-use / commercial areas to draw attention to those uses and support their role in creating a gateway to McMinnville.

Green warehouse



Eco-industrial park (Method Soap)

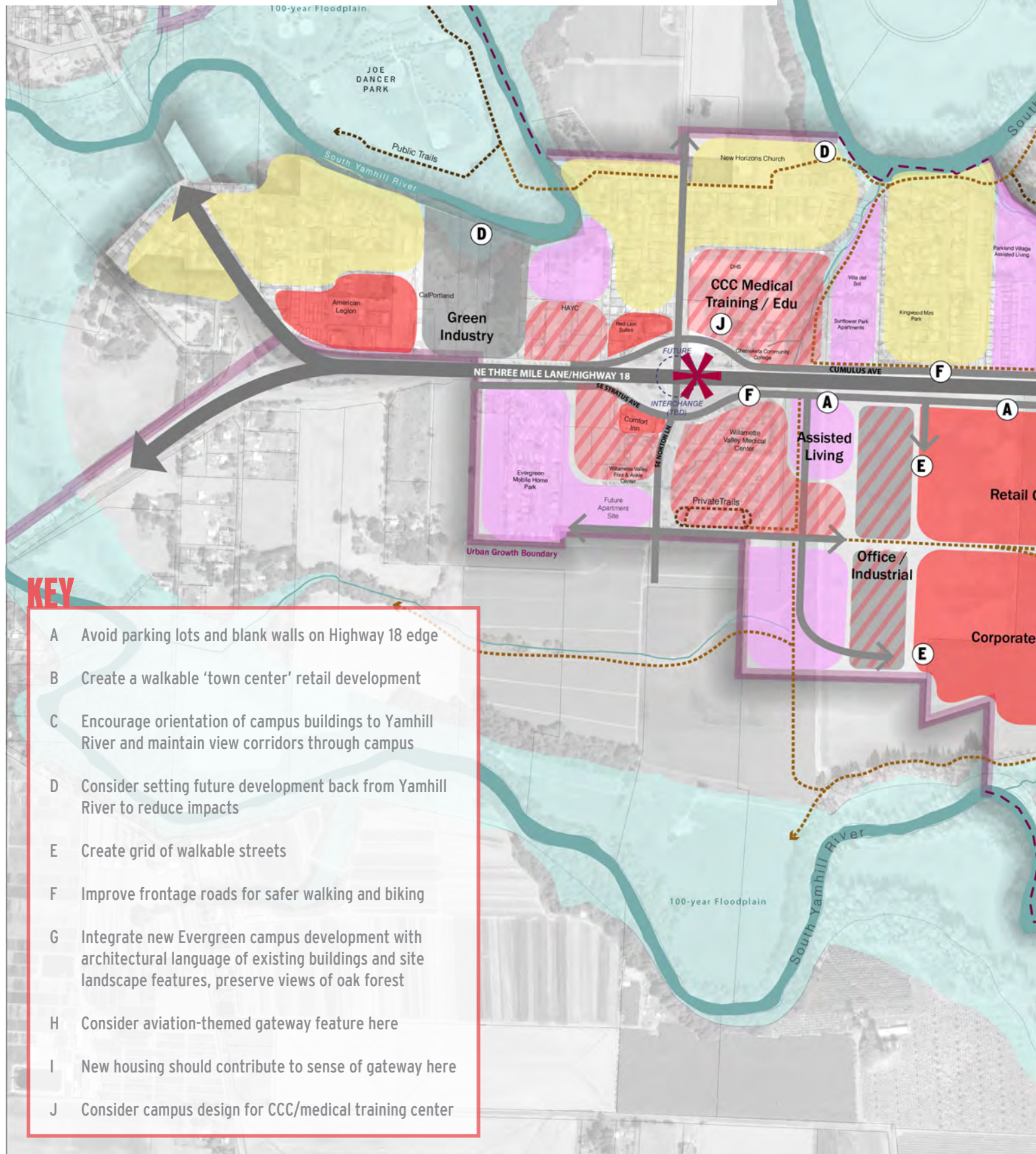


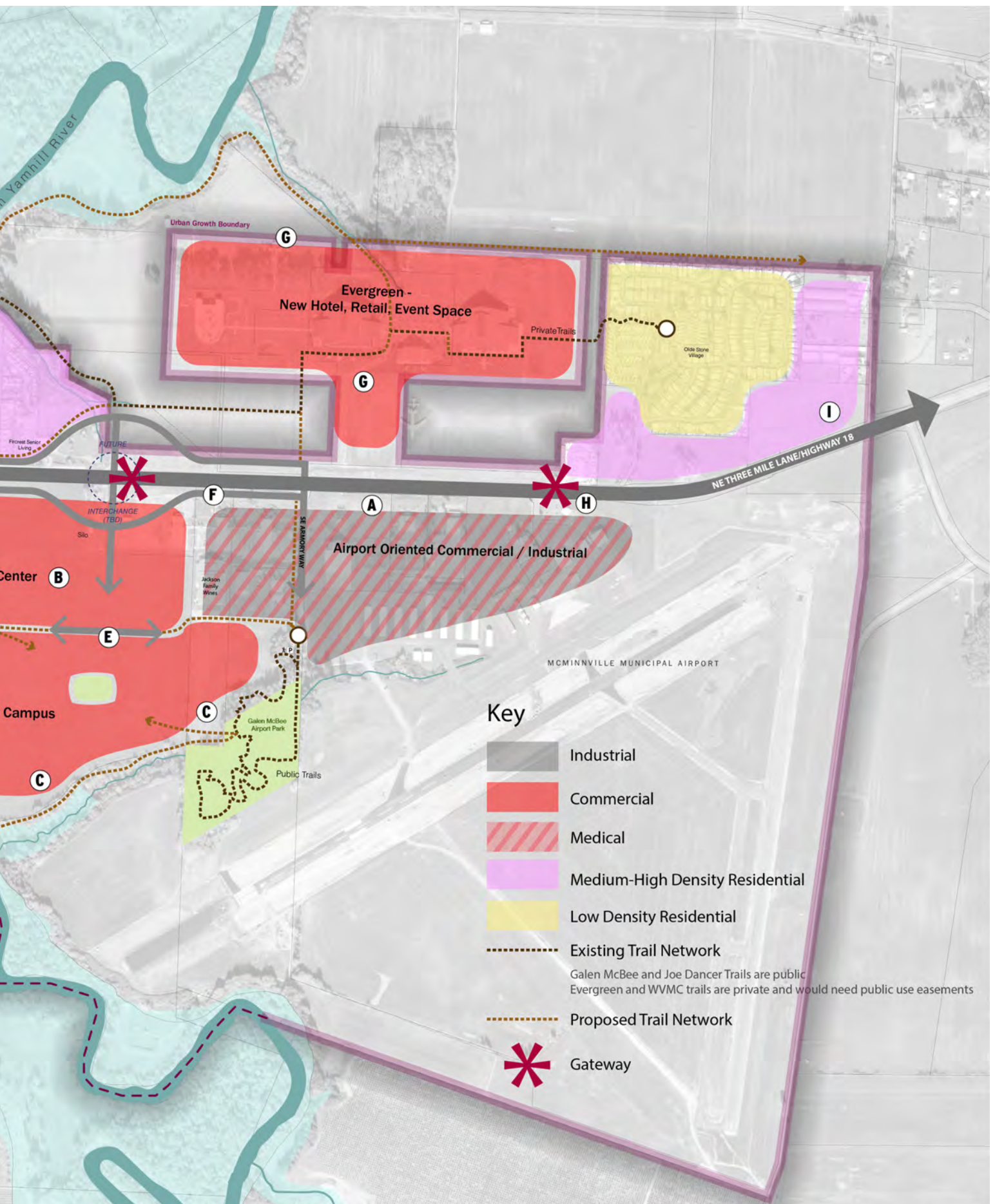
Industrial facility open to views



LAND USE CONCEPT 2

CORPORATE CAMPUS





LAND USE CONCEPT 2

CORPORATE CAMPUS

A corporate campus and mix of office/industrial south of Three Mile Lane add significant new office space. The large corporate campus could be attractive to a tech company looking for an affordable community with natural amenities and an airport with corporate jet capacity. This area would be a walkable hub of activity and could drive demand for additional local business services. A new park is proposed with trail connections to the Galen McBee Airport Park and the campus could be oriented south to the river, mountain views and the scenic backdrop of agricultural lands.

Evergreen is envisioned to add a new hotel, retail, and event space on undeveloped land in its campus.

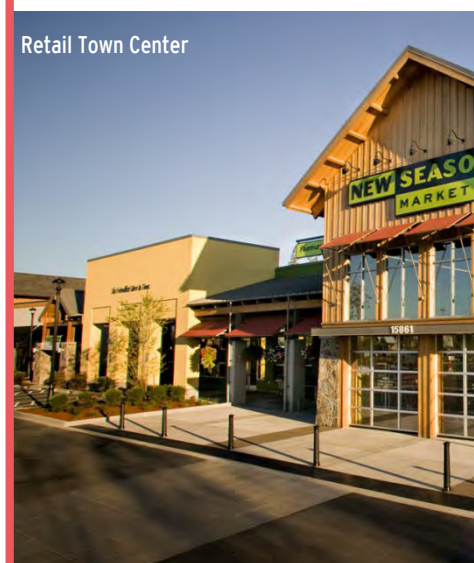
New medical office space near Norton Lane and additional assisted living near the Willamette Valley Medical Center are complementary uses which benefit from co-location. Chemeketa Community College's focus on health and medical-related education is also strengthened with complementary uses, including potential out-patient clinics with training for students.

A significant retail center south of Three Mile Lane at Cumulus Avenue could serve as a regional retail attractor and local amenity.

Cal Portland remains industrial, but transitions to a greener industry that is a better neighbor to residential uses with a green edge to the South Yamhill River.

A mix of new housing is added to the Eastern Neighborhood.

Gateway markers are located at commercial and residential areas to draw attention to those uses and support their role in creating a gateway to McMinnville.





Corporate Campus



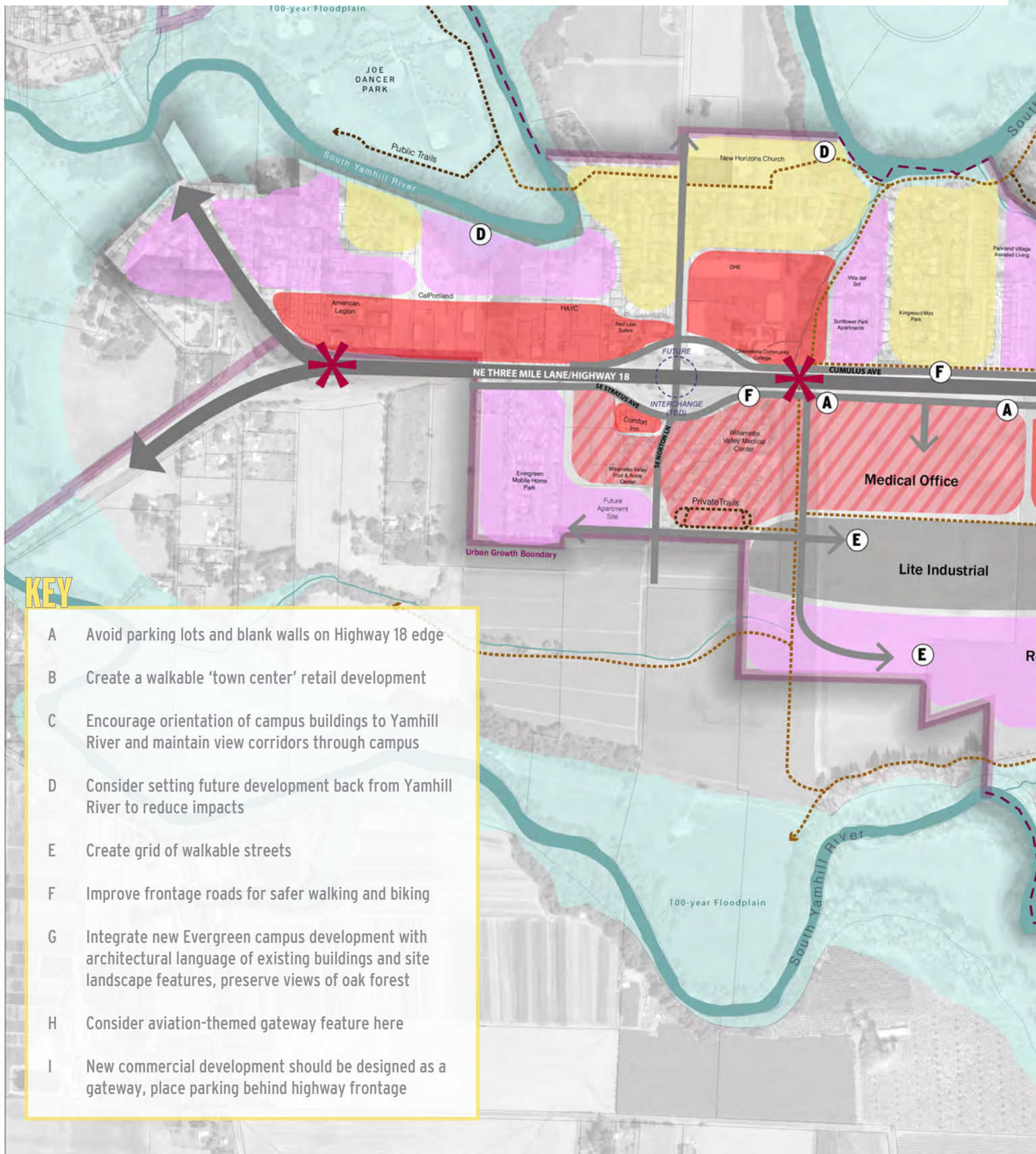
Corporate Campus

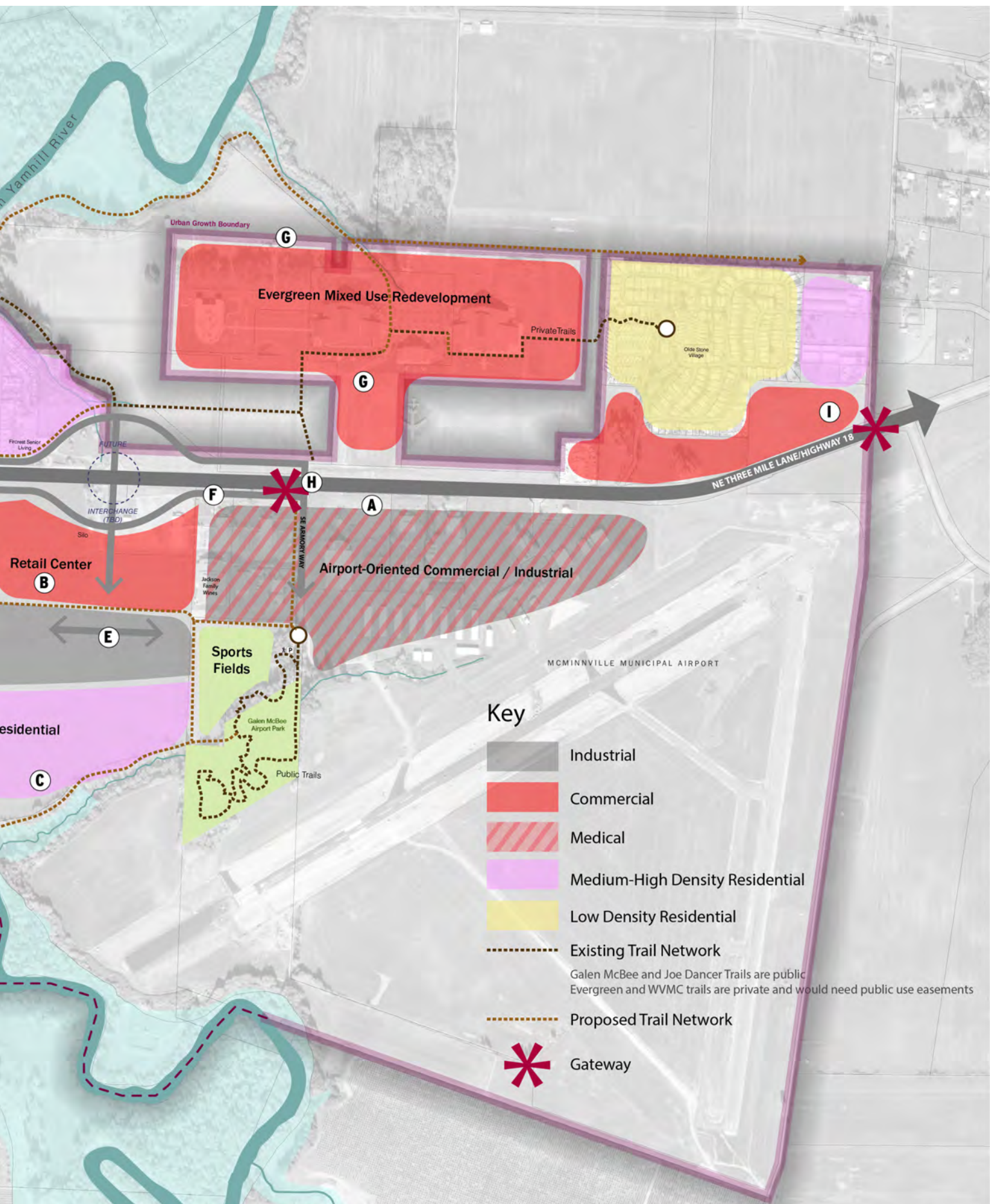


Retail Town Center

LAND USE CONCEPT 3

S. YAMHILL NEIGHBORHOOD





LAND USE CONCEPT 3

S. YAMHILL NEIGHBORHOOD

Providing a range of housing types and densities can help address the City's housing needs. New residences are paired with a greater array of amenities such as parks, trails, and services. This concept includes an expanded Airport Park to serve new residents in the study area, with new trail connections west to new residential development. Design standards could promote site-specific landscape and building forms, including potential 'agrihoods' with integrated community gardens.

This concept roughly doubles the area for medical office space and potentially new hospital facilities near the Willamette Valley Medical Center south of Three Mile Lane.

A mixed-use redevelopment of the Evergreen Tourism Site includes a mix of residential uses like multifamily buildings or townhomes, office uses, and retail.

The Cal Portland site is redeveloped with commercial frontage on Cumulus Ave and residential uses to the north along the Yamhill River, matching the overall pattern of the rest of the neighborhood north of Three Mile Lane.

A light industrial area south of Three Mile Lane could include uses that minimize noise, traffic and night-time activity like warehousing, food and beverage, or light manufacturing. The southern edge should include a landscape buffer and link to the residential areas.

Gateway markers in this concept are located at the entrances to new recreation trails and serve as signals of entry to vehicles and to mark the pedestrian trail network.



River's edge greenway



Agrihood



Cottages



Commercial Town Center



Small-scale light industrial



Agrihood



Townhouses



Affordable multi-family

GATEWAYS

Three Mile Lane will serve as a figurative gateway to McMinnville, and future design of Highway 18 improvements should consider opportunities for corridor design that respects the area's agricultural heritage and landscape character. There will also be opportunities for specific gateway features that physically mark this entrance to McMinnville. The images below present some design considerations for these features.



Large landscape design gestures, visible from fast-moving vehicles (and the air)



A modest-height, scrolling sculpture, perhaps with backlighting at night



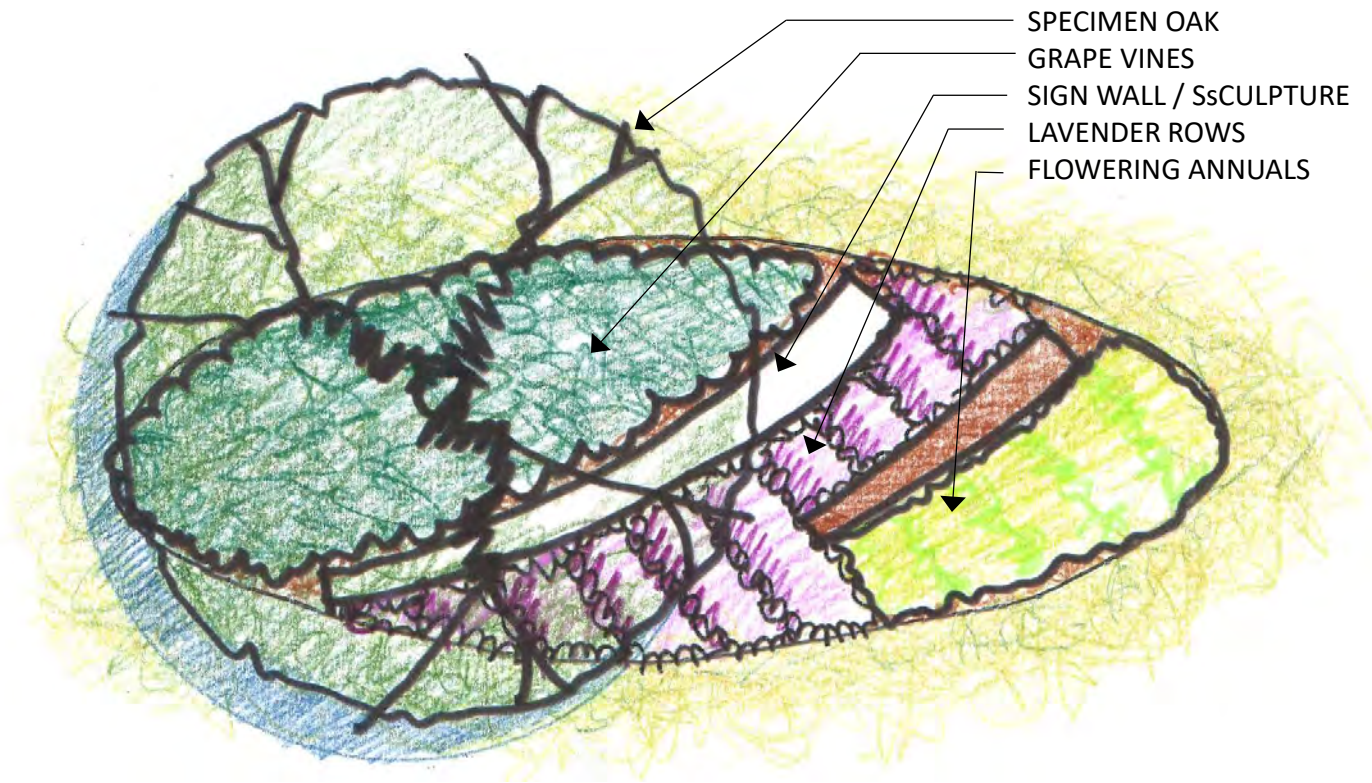
A large-scale public art piece, perhaps dramatically lit at night



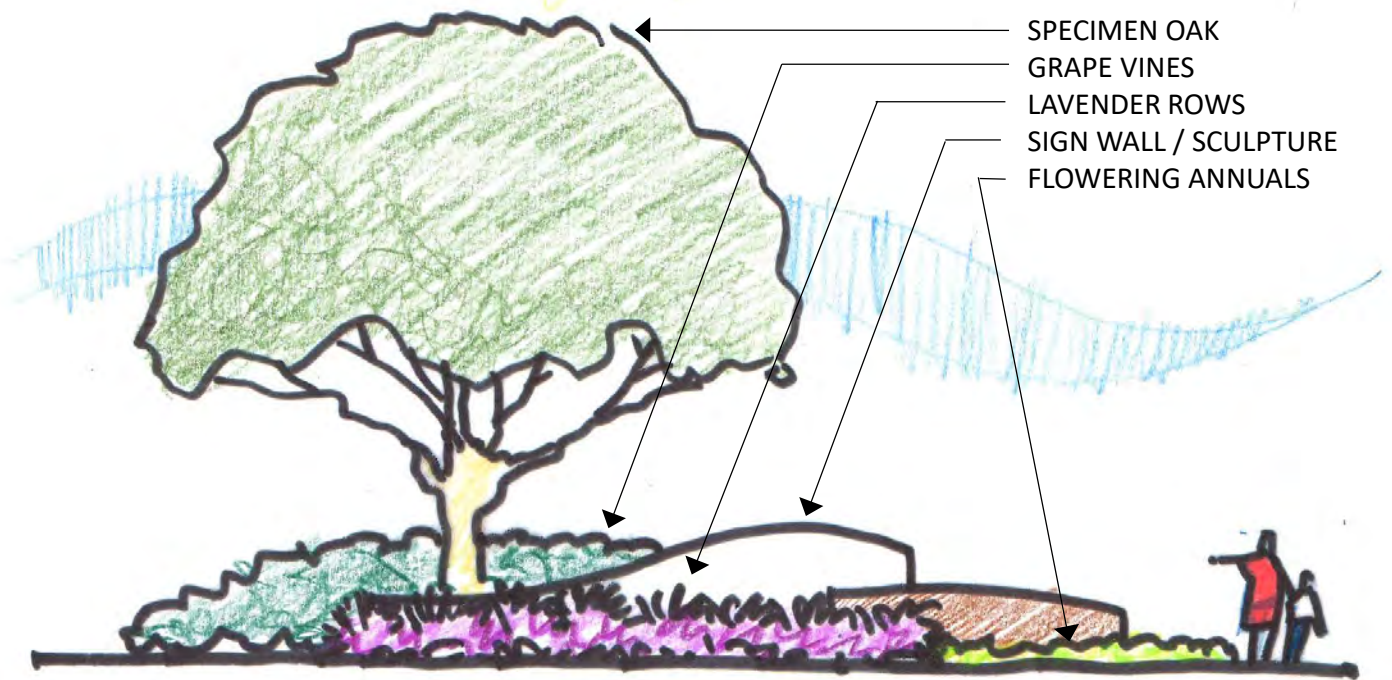
'Super-graphic' lettering on overpasses



Vertical markers can be effective gateways and wayfinding features



PLAN VIEW



ELEVATION VIEW

CONCEPTUAL GATEWAY FEATURE SKETCH

COMPLETE STREETS DESIGN

The following table summarizes the street standards proposed in McMinnville's 2010 TSP, with potential adjustments noted to enhance cyclist and pedestrian comfort.

	Major Collector Existing Standards	Notes	Local Residential Existing Standards	Notes
Right-of-Way	74'	<i>Increase to 80'</i>	50'	<i>Increase to 58'</i>
Speed	25-30 mph		15-25 mph	
Maximum Average Daily Traffic (ADT)	16,000		1,200	
Adjacent Land Use Intensity	Medium		Low	
Sidewalks	5' residential 10-12' commercial	6'	5'	<i>Increase to 6'</i>
Planter Strips	6' residential N/A commercial	8'	5'	<i>Increase to 6'</i>
Curb-to-Curb Street Width	44'	<i>Suggest 50'</i>	28'	
On-Street Parking Two Sides	N/A	<i>Possible in urban/ town center area</i>	yes	<i>Switch to one side parking if travelway too narrow...see below</i>
Bike Facility	2 lanes (5')	<i>Change to 8' buffered bike lanes (or cycle tracks)</i>	Shared Lane	<i>OK, with sharrow markings</i>
Median / Center Turn Lane	12'	<i>Ensure canopy trees planted</i>	None	
Travel Lane Width	2 Lanes (11')		See street width	<i>With on-street parking on both sides, the resulting travelway will be 14', two- way, which is narrow.</i>



Buffered Bike Lane



Cycle Track



**PROPOSED 3ML MAJOR COLLECTOR
STREET CROSS-SECTION**



**PROPOSED 3ML LOCAL RESIDENTIAL
STREET CROSS-SECTION**



June, 2019