

ATTACHMENT A

page 1

CITY OF COBURG PROPOSED CODE AMENDMENT MATRIX (JULY 2022)

Code Section	Current Code Language or Description	Potential Amendments	Page Number
Title Page	<i>City of Coburg Development Code May, 2018 (Amended November, 2019)</i>	Change title to the Coburg, Oregon Zoning Code , as the document is referenced in Article 1. Title (page 1)	Title page
Table of Contents	<i>Ordinance No. A-200-I</i>	Update to current ordinance Ordinance No. A-200-L	i
ARTICLE VII. DISTRICT REGULATIONS			
C. Central Business District	<i>Section C.2.d Prohibited Uses</i>	Add (8) Formula based business (to be defined in Article XXV. Definitions) Renummer (9) All uses not listed as permitted, accessory, or conditional uses	20
	<i>Section C. 3. Building or Structural Height Standards, 4. Lot Dimensions, 5. Maximum Lot Coverage, 6. Minimum Yard Requirements, 7. Parking and Access Requirements, 8. Street Standards, 9. Pedestrian Amenities, 10. Building Orientation, and 11. Historic Building Design</i>	All of these regulations are in the new form-based code overlay (Special Districts Section K.) Building or Structural Height Standards, Lot Dimensions, Maximum Lot Coverage, Minimum Yard Requirements, Parking and Access Requirements, Street Standards, Pedestrian Amenities, Building Orientation, and Historic Building Design	21-23 strikethrough
		Add reference to Article IX. Section K. Form Based Code Overlay: For other regulations and requirements for development in the Central Business District, see Article IX. Special Districts Section K. Form Based Code Overlay for Central Business District (Attachment B)	21

Code Section	Current Code Language or Description	Potential Amendments	Page Number
D. Highway Commercial District	.	Add a new image showing what potential development could look like titled Figure VII.D.14.f Add rendering/illustration Figure VII.D.14.f (Attachment C)	34
E. Light Industrial District	<i>Add Section 2.a(2)(xv)</i>	Add beer and wine as permitted use Section 2.a(2)(xv) Beer and Wine	35
F. Campus Industrial District	<i>F.2.a(2) (2) Manufacturing and Assembly, and including Associated Sales, where the use does not require a permit from an air quality public agency and where any industrial activity occurs within an enclosed building</i>	Remove air quality permit language as recommended by Lane Regional Air Protection Agency (LRAPA) (2) Manufacturing and Assembly, and including Associated Sales, where the use does not require a permit from an air quality public agency and where any industrial activity occurs within an enclosed building.	40 strikethrough
New Section J. Public Facilities	<i>Add new Section. There is no Public Facilities section or regulations currently</i>	Add Section J. Public Facilities. (Attachment E)	51
ARTICLE VIII. SUPPLEMENTARY DISTRICT REGULATIONS			
E. Streets, Alleys and Other Public Way Standards		Add additional street standards. (Attachment D)	60-64
K. Accessory Dwelling Units	<i>1.e Owner/Occupancy Requirements Owner/Occupancy Requirements. Either the primary dwelling or the ADU shall be the principal residence of the property owner. The principal residence must be occupied for a minimum of 6 months of each calendar year by a property owner who is the majority owner of the property as shown in the most recent Lane County Assessor's roll. If there is</i>	Remove 1.e Owner/Occupancy Requirements 1.e Owner/Occupancy Requirements Owner/Occupancy Requirements. Either the primary dwelling or the ADU shall be the principal residence of the property owner. The principal residence must be occupied for a minimum of 6 months of each calendar year by a property owner who is the majority owner of the property as shown in the most recent Lane County Assessor's roll. If there is more than one property	78 strikethrough

Code Section	Current Code Language or Description	Potential Amendments	Page Number
	<p><i>more than one property owner of record, the owner with the majority interest in the property shall be deemed the property owner. Prior to issuance of a building permit for an ADU, the property owner must provide the City with a copy of the property deed to verify ownership, and two forms of documentation to verify occupancy of the primary residence. Acceptable documentation for this purpose includes voter's registration, driver's license, homeowner's insurance, income tax filing, and/or utility bill. When both the primary and ADU are constructed at the same time, such documentation must be provided prior to final occupancy.</i></p>	<p>owner of record, the owner with the majority interest in the property shall be deemed the property owner. Prior to issuance of a building permit for an ADU, the property owner must provide the City with a copy of the property deed to verify ownership, and two forms of documentation to verify occupancy of the primary residence. Acceptable documentation for this purpose includes voter's registration, driver's license, homeowner's insurance, income tax filing, and/or utility bill. When both the primary and ADU are constructed at the same time, such documentation must be provided prior to final occupancy.</p>	
	<p><i>f. Temporary Leave. A property owner may temporarily vacate the principal residence up to one year due to a temporary leave of absence for an employment, educational, volunteer opportunity, or medical need. The property owner must provide the City proof of temporary leave status from the property owner's employer, educational facility, volunteer organization or medical provider, and a notarized statement that the property owner intends to resume occupancy of the principal residence after the one year limit. During the temporary leave, the property owner may rent or lease both units on the property. Leaves in which property owner is temporarily absent shall not be consecutive and shall not occur more than once every 5 years. This</i></p>	<p>Remove 1.f Temporary Leave</p> <p>f. Temporary Leave. A property owner may temporarily vacate the principal residence up to one year due to a temporary leave of absence for an employment, educational, volunteer opportunity, or medical need. The property owner must provide the City proof of temporary leave status from the property owner's employer, educational facility, volunteer organization or medical provider, and a notarized statement that the property owner intends to resume occupancy of the principal residence after the one year limit. During the temporary leave, the property owner may rent or lease both units on the property. Leaves in which property owner is temporarily absent shall not be consecutive and shall not occur more than once every 5 years. This standard may be adjusted at the discretion of the City.</p>	<p>79 strikethrough</p>

Code Section	Current Code Language or Description	Potential Amendments	Page Number
	<i>standard may be adjusted at the discretion of the City.</i>		
L. Design Standards and Guidelines		Add standard 4.f(iii) to Materials section 4.f(iii) No metal siding on accessory structures over 200 sq. ft.	84
	<i>3.a. Purpose – The purpose statement explains the intent of the standard for use in interpretations and discretionary reviews where the standards are applied. Design Standard – The design standards are clear and objective standards that shall be applied during administrative and/or discretionary reviews. b. Design Guidelines – The design guidelines are encouraged but not required as part of administrative reviews. They may be required as part of discretionary reviews.</i>	“Design Standard” should have its own numbering instead of being tucked in with “a. Purpose”. Indent Design Standard and renumber Design Guideline: 3.a. Purpose – The purpose statement explains the intent of the standard for use in interpretations and discretionary reviews where the standards are applied. b. Design Standard – The design standards are clear and objective standards that shall be applied during administrative and/or discretionary reviews. c. Design Guidelines – The design guidelines are encouraged but not required as part of administrative reviews. They may be required as part of discretionary reviews.	80
	<i>4.a(2)(ii) The minimum finished height of a front porch is 16 inches above grade. The maximum-finished grade for an entry porch in a single-family residential zone is 3 feet above grade.</i>	Reducing the minimum to 13 inches: The minimum finished height of a front porch is 13 inches above grade. The maximum-finished grade for an entry porch in a single-family residential zone is 3 feet above grade.	
	<i>4.b(2)(ii) (ii) No more than 30 percent of the front yard area shall be pavement.</i>	Adding clarification that a driveway is not included in the calculation: (ii) No more than 30 percent of the front yard area shall be pavement. Driveway area is not included in this calculation.	81

Code Section	Current Code Language or Description	Potential Amendments	Page Number
M. Mixed Use	<p>2.b.1</p> <p><i>(1) Parking, Garages, and Driveways. All off-street vehicle parking, including surface lots and garages, shall be oriented to alleys or located in parking areas located behind or to the side of the building; except that side-yards facing a street (i.e., corner yards) shall not be used for surface parking. All garage entrances facing a street (e.g., underground or structured parking) shall be recessed behind the front building elevation by a minimum of 4 feet. On corner lots, garage entrances shall be oriented to a side street when access cannot be provided from an alley. These standards do not apply when prevented by existing developments or topography. Each dwelling unit shall provide the required number of parking and bicycle spaces as required in Article VIII.</i></p>	<p>Strikethrough the recess requirement for garages</p> <p>(1) Parking, Garages, and Driveways. All off-street vehicle parking, including surface lots and garages, shall be oriented to alleys or located in parking areas located behind or to the side of the building; except that side-yards facing a street (i.e., corner yards) shall not be used for surface parking. All garage entrances facing a street (e.g., underground or structured parking) shall be recessed behind the front building elevation by a minimum of 4 feet. On corner lots, garage entrances shall be oriented to a side street when access cannot be provided from an alley. These standards do not apply when prevented by existing developments or topography. Each dwelling unit shall provide the required number of parking and bicycle spaces as required in Article VIII.</p>	92
ARTICLE IX. SPECIAL DISTRICTS			
New Section K. Form Based Code Central Business District Overlay		<p>Add Section K. Form Based Code Overlay to Central Business District boundaries. (Attachment B)</p> <p><u>Purpose</u></p> <p>The purposes of the Downtown Coburg Overlay District are to:</p> <p>A. Encourage and direct development within the boundaries of the Downtown Coburg Overlay District;</p> <p>B. Encourage a form of development that will achieve the physical qualities necessary to</p>	103

Code Section	Current Code Language or Description	Potential Amendments	Page Number
		<p>preserve and enhance the downtown area as the historic heart of the community, reflect the small town and historic architectural character of Coburg, and provide an attractive, pedestrian-oriented setting;</p> <p>C. Encourage smaller scale commercial and business facilities, civic buildings and city functions, and mixed use, as stated in the Coburg Comprehensive Plan, Policy 11.</p> <p><u>Applicability</u></p> <p>A.The Downtown Coburg Overlay District shall be an overlay district that applies over the existing C-1 zoning district.</p> <p>B. Use and development of land within the Downtown Coburg Overlay District shall be regulated as follows:</p> <p>1. Any existing use shall be permitted to continue and the use shall be subject to the underlying zoning requirements and not the Downtown Coburg Overlay District.</p> <p>2. Any alteration to the footprint, height, or massing of the existing building, or alteration of any parcel shall subject the entire building to the requirements of the Downtown Coburg Overlay District and shall be brought into compliance with the requirements of the Downtown Coburg Overlay District to the maximum extent practical, as determined by the Planning Commission.</p>	

Code Section	Current Code Language or Description	Potential Amendments	Page Number
		<p>3. Where a new building is proposed, the site shall be subject to the requirements of the Downtown Coburg Overlay District.</p> <p>C. Development applications within the Downtown Coburg Overlay District shall be required to follow the Review Procedures contained in Article X.</p> <p>D. A Downtown Coburg Overlay District Regulating Plan has been adopted that divides the Downtown Coburg Overlay District into parcel types. Each parcel type designated on the Regulating Plan prescribes requirements for building form, height and massing as follows:</p> <p>See Attachment B for full Section including regulating plan</p>	
ARTICLE X. TYPES OF REVIEW PROCEDURES			
Table X.1	<i>Subdivision – Final Type III</i>	The final plat should be a Type I administrative procedure. It is clear and objective. Update table to: Subdivision – Final Type I	106
E. Type IV Procedure (Legislative).	<p><i>Type IV</i></p> <p><i>(4) The Oregon Department of Land Conservation and Development (DLCD) shall be notified in writing of proposed comprehensive plan and development code amendments at least 45 days before the first public hearing at which public testimony or new evidence will be received. The notice to DLCD shall include a DLCD Certificate of Mailing.</i></p>	<p>Adjust for “35/45-day” notice rule. DLCD changed notice requirement to 35 days instead of 45 days. Further, notices are now able to be submitted online instead of postal mail.</p> <p>(4) The Oregon Department of Land Conservation and Development (DLCD) shall be notified in writing or through the online PAPA process of proposed comprehensive plan and development code amendments at least 35 days before the first public</p>	119

Code Section	Current Code Language or Description	Potential Amendments	Page Number
		hearing at which public testimony or new evidence will be received. The notice to DLCD shall include a DLCD Certificate of Mailing.	
ARTICLE XI. LAND USE REVIEW AND SITE DESIGN REVIEW			
E. Site Design Review- Application Submission Requirements	<i>Article XI.E.2.j Other information determined by the City Planning Official</i>	Add the development checklist as j. and renumber other information to k. Article XI.E.2.j Development Checklist (Attachment B) required for applications within the Central Business District Article XI.E.2.k Other information determined by the City Planning Official	140
ARTICLE XII. LAND DIVISIONS AND PROPERTY LINE ADJUSTMENTS			
C. Tentative Approval	<p>2(a), 7(bb), 7(bb)(4)</p> <p><i>a. Process. Applications for tentative partition plan review shall be processed as Type III applications in accordance with ARTICLE X.D.</i></p> <p><i>(bb) The proposed partition will:</i></p> <p><i>4. The proposed partition provides direct bicycle and pedestrian access to nearby and adjacent residential areas, transit stops, neighborhood activity centers, commercial areas, and employment and industrial areas, and provides safe, convenient and direct transit circulation, provided the City makes findings to demonstrate consistency with constitutional requirements. "Nearby" means uses</i></p>	<p>There is currently a scrivener's error where "partition" should be replaced with "subdivision". It appears this was a copy and paste error.</p> <p>Replace "partition" with "subdivision" where partition was placed in error</p> <p>2(a), 7(bb), 7(bb)(4)</p> <p>a. Process. Applications for tentative partition subdivision plan review shall be processed as Type III applications in accordance with ARTICLE X.D.</p> <p>(bb) The proposed partition subdivision will:</p> <p>4. The proposed partition subdivision provides direct bicycle and pedestrian access to nearby and adjacent</p>	151, 152

Code Section	Current Code Language or Description	Potential Amendments	Page Number
	<i>within 1/4 mile that can reasonably be expected to be used by pedestrians, and uses within 2 miles that can be reasonably expected to be used by bicyclists.</i>	residential areas, transit stops, neighborhood activity centers, commercial areas, and employment and industrial areas, and provides safe, convenient and direct transit circulation, provided the City makes findings to demonstrate consistency with constitutional requirements. “Nearby” means uses within 1/4 mile that can reasonably be expected to be used by pedestrians, and uses within 2 miles that can be reasonably expected to be used by bicyclists.	
ARTICLE XXV. DEFINITIONS			
		<p>Formula based business: a type of retail sales establishment, restaurant, tavern, bar, or take-out food establishment, which is under common control or is a franchise, and is one of ten or more businesses or establishments worldwide maintaining two or more of the following features:</p> <p>(a) Standardized menu or standardized array of merchandise with 50% or more of in-stock merchandise from a single distributor bearing uniform markings.</p> <p>(b) Trademark or service mark, defined as a word, phrase, symbol or design, or a combination of words, phrases, symbols or designs that identifies and distinguishes the source of the goods from one party from those of others, on products or as part of the store design, such as cups, napkins, bags, boxes, wrappers, straws, store signs or advertising devices.</p> <p>(c) Standardized signage and color scheme used throughout the interior of the establishment.</p>	212

Code Section	Current Code Language or Description	Potential Amendments	Page Number
		(d) Standardized uniform, including but not limited to, aprons, pants, shirts, smocks or dresses, hat and pins (other than name tags). (e) Standardized façade, signage or color scheme used on the exterior of the establishment.	