



PLANNING COMMISSION

Regular Meeting Minutes

May 14, 2025

Chairman Fialka called the regular meeting to order at 7:00PM. Present were Commissioners Doherty, Misner, Caplinger, Guerrero, Saylor, Hamm, and Serrano. Commissioner Kirkpatrick was excused. Staff in attendance included Planning Director C.F. Spencer, City Attorney Richard Tovey and Planning Assistant Heather La Beau. No Youth Advisors were in attendance.

Introductions

Chairman Fialka welcomed Commissioner Serrano to her first meeting. Commissioners introduced themselves to the newest member of the planning commission.

Minutes

Commissioner Saylor moved, and Commissioner Misner seconded to approve the minutes of the February 12, 2025, regular meeting. Motion passed.

Subdivision – Henry K's Phase 2 4N2813BC Tax Lot 3000 – 1125 SE 10th St

Planning Director Spencer presented the staff report (PowerPoint attached). Phase 2 is a replat of Phase 1 Lot 31 and contains 47 residential lots. Testimony received from the Hermiston Irrigation District was provided to the commissioners and is attached. A neighboring property owner also provided comments, suggesting a connection to E Highland Ave be made as soon as possible.

Testimony

Jerry Brandt 33398 Bartley Road Stanfield- Responding to a commissioner's question, Mr. Brandt stated the 20' utility easement between lots 8 and 9 on the preliminary plat is for a sewer line from Highland Ave. The property still belongs to the owner of the lot and is made aware of the easement. It is anticipated that the development will be developed with single-family homes.

Findings of Fact

Chapter 94: Streets and Sidewalks

Three new streets are proposed on the preliminary plat. The applicant proposes an extension of SE Columbia Drive through the phase. This extension will connect to E Highland Ave in future phases in accordance with the Hermiston Transportation System Plan and has sufficient right of way width to accommodate urban minor collector construction standards. A second street is proposed for connection to SE Columbia Drive and SE Owyn Drive. This street is proposed as a local residential street and has adequate right of way width to accommodate local standard improvements. This extension completes the Road A extension proposed in phase 1 and will eliminate the need for a temporary turnaround at the end of SE Owyn Drive. The third street is a short cul-de-sac extending southeast from SE Columbia Drive designated as Road C on the preliminary plat. Since this street is not in a north/south alignment, staff recommends not using a number designation. Road C shall be designated as SE (Proper Name) Court on the final plat.



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Chapter 154: Subdivisions

Design Standards

154.15 Relation to Adjoining Street System.

The preliminary plat is adjacent to SE 10th Street and SE Columbia Drive. SE Columbia Drive is planned for eastward extension and will connect to E Highland Ave in a future phase. SE Columbia Drive is an urban minor collector and has 56 feet of right of way width on the preliminary plat in accordance with public works drawing ST10. SE Owyn Drive is a local residential street and has 50 feet of right of way width in accordance with public works drawing ST11. One cul-de-sac street serving twelve lots is proposed.

Fire and emergency access rules require two points of access for development exceeding 31 residential lots. With the completion of phase 2, there will be 75 lots accessing from a single point on SE 10th Street. City and fire staff have reviewed the overall development plan. With the planned extension of SE Columbia Drive to W Highland Ave, UCFD recommends that the second point of access is planned for the future and the existing access along the A Line Canal is sufficient in an emergency should the intersection of SE 10th Street and SE Columbia Drive be blocked.

154.16 Street and Alley Width.

All streets have a width of at least 50 feet which meets the minimum requirement for local residential streets. The urban minor collector street has a right of way width of 56 feet satisfying the higher requirement for collectors. No new alleys are proposed as part of the preliminary plat. The street design standards are satisfied.

154.17 Easements.

Easements of 10 feet in width are provided on all street frontages. These easements are public utility easements that accommodate storm drainage, utilities, and sidewalks. The preliminary plat notes several existing easements on the property, including PacifiCorp power easements accommodating electrical transmission infrastructure and an irrigation easement along the A Line Canal.

154.18 Blocks.

SE Columbia Drive is prepared in accordance with the 600-foot maximum block length for residential streets. The completion of SE Owyn Drive exceeds the 600-foot length requirement. The planning commission discussed if a pedestrian easement and path is desirable to connect SE Owyn Drive to future development to the north during the preliminary plat review for phase 1. During that discussion, the planning commission found that a pedestrian path was not in the public interest.

154.19 Lots.

All the proposed lots will make desirable building sites properly related to topography as required by §154.19 of the Hermiston Code of Ordinances. All proposed lots are at least 60 feet wide and 80 feet deep. Lots 10 through 17 exceed the minimum lots size of 6,500 square feet in the R-2 zone. All of the remaining lots exceed the minimum lot size of 5,000 square feet in the R-3 zone. Corner lots meet or exceed the 6,000 square foot minimum lot size and 70-foot minimum width. Where possible, all side lot



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lines are at right angles or are radial to street lines. There are four corner lots in the proposed development. Lots 21, 32, 33 and 47 are corner lots with frontage on SE Columbia Drive and also on lower classification residential streets. To preserve the functionality of traffic movements on SE Columbia Drive, staff recommends the planning commission require the applicant to place a notation on the final plat stating that Lots 32, 33 and 47 shall not access SE Columbia Drive. Due to the 70' depth of lot 21, staff recommends the planning commission require the applicant to place a notation on the final plat stating that Lot 21 shall not access Road C (SE XXX Court).

154.20 Character of Development.

Staff understands that the applicant intends to market the subdivision as a single-family development. The lot sizes proposed for the development exceed the minimum size permitted in the R-2 and R-3 zone for single-family dwellings. No proposed R-2 lots are large enough to accommodate multi-family dwellings. Eleven R-3 lots are adequate in size to accommodate triplex or higher density uses. Uses permitted in the R-2 and R-3 zones are listed in §157.026 through 027 of the Hermiston Code of Ordinances.

154.21 Parks, School Sites and the Like

The comprehensive plan and parks master plan indicate a need for a park in the vicinity of the proposed development. The developer dedicated Lot 30 of phase 1 to the city to develop a park accessing the A Line Canal. The city is in negotiations with the developer to purchase Lot 1 of phase 2 to provide vehicle parking and access to SE 10th Street for the future park on Lot 30.

Preliminary Plat

The preliminary plat contains most of the information required by 154.35 of the Hermiston Code of Ordinances.

The following items are not included with the preliminary plat:

- (a) Grades and profiles of proposed streets
- (b) names of recorded owners of adjoining parcels of unsubdivided land

The above information must be included unless waived by the planning commission. Profiles for the streets will be required as part of the civil drawing review process or final plat process. Names of adjacent property owners are collected by city staff as part of the land use action noticing process. Staff recommends that the planning commission waive the required information for the preliminary plat but require it for civil drawing submission.

Required Minimum Improvements

154.60 Permanent Markers.

All subdivisions shall be surveyed in accordance with ORS 92.050 through 92.080. The preliminary plat has been surveyed.



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154.61 General Improvements.

As a condition of approval for the final plat, the city will require the installation of grading, storm drainage, curb and gutter, sidewalks, street paving and all service utilities. All improvements must comply with the Public Works Department standard plans and specifications manual. As a condition of approval, the planning commission shall require the applicant to sign an improvement agreement with the city agreeing to specific development conditions. In lieu of completion of such work, the City may accept a Letter of Credit in an amount and conditions to be specified.

SE 10th Street is partially improved with paving, curb, and gutter for approximately 330 feet along the development site from the A Line Canal to the south edge of SE Columbia Drive. Sidewalk shall be required along the SE 10th Street frontage of Lots 1, 2, 3, and 4 at the time development occurs on these lots. Final design approval of all improvements must be obtained from the city engineer.

Streetlights must also be installed at the applicant's cost. Once installed, the City will assume the monthly service charges.

154.62 Water Lines.

Each lot is planned for connection to the municipal water supply. Water system extensions and fire hydrant locations must be approved by the city engineer. The development will be serviced by the existing water improvements in SE 10th Street.

154.63 Sanitary Sewer System.

Each lot is planned for connection to the sanitary sewer system. The sewer layout must be approved by DEQ, the city sewer superintendent and the city engineer. The development will be serviced by the existing sewer improvements in SE 10th Street.

154.64 Drainage.

All necessary facilities shall be installed sufficient to prevent the collection of surface water in any low spot and to maintain any natural water course.

154.65 Sidewalks.

The applicant shall install sidewalks along all street frontages of all lots as required by the improvement agreement.

154.66 Bikeways.

The City of Hermiston Transportation System Plan calls for on-street bikeways on SE Columbia Drive and SE 10th Street. Striping will be required as part of the public improvement design and construction.

Chapter 157: Zoning

157.026 Medium Density Residential Zone (R-2)

Lots 10 through 17 are created in conformance with the requirements of the R-2 zone. All the proposed lots exceed the minimum lot size of 6,500 square feet. All proposed lots are at least 60 feet wide, and 80 feet deep.



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157.027 Medium-High Density Residential Zone (R-3)

Lots 1 through 9 and 18 through 47 are created in conformance with the requirements of the R-3 zone. All the proposed lots exceed the minimum lot size of 5,000 square feet and corner lots are at least 6,000 square feet. All proposed lots are at least 60 feet wide, and 80 feet deep and meet the 25-foot minimum street frontage requirement in 157.027(C)(3).

157.101 Development Hazard Overlay (DH)

Comprehensive Plan Figure 12 identifies this site as an area subject to development hazards due to excessively well drained soils and restrictive foundation soils. Therefore, the City will prohibit the outdoor storage of hazardous chemicals and underground storage of gasoline and diesel fuels. Prior to the development of lots containing cemented hardpan, the city shall require a registered engineer's assessment of the design and structural techniques needed to mitigate potential hazards.

Conditions of Approval

1. Applicant shall work with and receive certification from the Hermiston Irrigation District prior to final plat approval. Applicant should be aware that the City of Hermiston will not sign the final plat until the irrigation district has been satisfied and signs the final plat.
2. Applicant must sign an improvement agreement and shall install grading, storm drainage, curb and gutter, sidewalks, street paving, and all service utilities for this development. All improvements for each phase shall comply with city standards and specifications and shall receive final approval from the city engineer.
3. Streetlights shall be installed at the applicant's cost. Once installed, the City will assume the monthly service charges.
4. Applicant shall comply with all provisions of 92.12 of the Hermiston Code of Ordinances (relating to the control of blowing dust) during all phases of construction.
5. All streets shall be designated in accordance with §94.22 of the Hermiston Code of Ordinances as detailed in the findings of fact for Chapter 94. Road C shall be labeled as a named street on the final plat with a SE prefix and Court suffix.
6. Comprehensive Plan Figure 12 identifies this site as an area subject to development hazards due to excessively well drained soils and restrictive foundation soils. Therefore, the City will prohibit the outdoor storage of hazardous chemicals and underground storage of gasoline and diesel fuels. Prior to the development of lots containing cemented hardpan, the city shall require a registered engineer's assessment of the design and structural techniques needed to mitigate potential hazards.
7. A notation shall be placed on the plat stating that Lot 21 shall not access Road C (SE XXX Court) and Lots 32, 33, and 47 shall not access SE Columbia Drive.



Where Life is Sweet

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8. A per lot assessment for Lots 1 through 47 shall be established of \$1,557. The assessment will be collected at the time of building permit issuance on each lot and shall be used for replacement of the A Line Canal bridge. Said fee is based upon the residential trip cap of 325 peak hour residential trips and a development plan of 208 residential lots. Should the trip cap or lot count be amended in subsequent phases, recalculation of the fee for lots 48 and above shall be performed by the City. At the discretion of the developer, the city shall also accept full payment for all 47 lots as one lump sum payment of \$73,179 prior to any permit issuance.
9. Sidewalk shall be installed along the SE 10th Street frontage of Lots 1 through 4 at such time that residential development occurs on each respective lot.
10. SE Columbia Drive is designated as an urban minor collector on the Hermiston TSP and shall be designed with on-street bike lanes through the development. An on-street bike lane shall be striped on the east side of SE 10th Street adjacent to Lots 1 through 4 when residential construction commences on each lot.

There was discussion on block lengths exceeding 600' and the opinion that a pedestrian easement along this particular block would not provide enough of a benefit to require. It is anticipated that the canal bridge replacement will occur within the next five years, bringing the bridge up to the needed standard.

Commissioner Hamm moved and Commissioner Saylor seconded to make the project file a part of the record. Motion passed. Commissioner Hamm moved and Commissioner Saylor seconded to approve the Findings of Fact as written. Motion passed. Commissioner Hamm moved and Commissioner Saylor seconded to approve the Conditions of Approval as written. Motion passed. Commissioner Hamm moved and Commissioner Saylor seconded to approve the preliminary plat with the conditions of approval. Motion passed.

Final Plat – Upland Meadows Phase 1 & 2 4N2802A Tax Lot 500 811 E Theater Lane

Planning Director Spencer presented the staff report for the final plat of Upland Meadows Phase 1 & 2. These two phases include 39 residential lots. The plat received preliminary approval in January of 2024.

Testimony

Erica Nelson MonteVista Homes 389 SE Scalehouse Ct Bend OR- In response to a commissioner's questions regarding sidewalk installation along E Theater Lane, Ms. Nelson stated sidewalk installation to the east would be completed in approximately two years with Phases 5 & 6 of the development.

Commissioners discussed the flag portion of the property that extends to NE 10th St. It will be paved and a gate installed when the abutting phase of the development occurs.

Findings of Fact & Conditions of Approval



April 17, 2025

City of Hermiston
Building & Planning Department
180 NE 2nd Street
Hermiston, OR 97838

RE: Final Plat Application – Upland Meadows Phases 1 and 2

Please accept this letter and the enclosed materials on behalf of Redmond Land Group, LLC (Applicant), for the Final Plat Application for Upland Meadows Phases 1 and 2. The City of Hermiston Planning Commission approved a preliminary plat for the Upland Meadows subdivision located at 811 E Theater Lane on January 10, 2024. The preliminary plat was approved with conditions, which have been met and are addressed in this narrative, along with the applicable final plat requirements in Code of Hermiston Chapter 154. These findings are supported by substantial evidence in the Final Plat Application, including the Final Plat, completed Final Plat Review Form, and the January 16 Preliminary Plat Approval Letter. Considered together, this information provides the necessary basis for the City to approve the application.

Applicable Criteria

Code of Hermiston

Title 15 Land Usage

Chapter 154 SUBDIVISIONS

Final Plat

154.45 Submission to City Council

The final plat shall be submitted to the City Council in a form as prescribed by the statutes of the state and as acceptable to the city. In addition to the requirements of the law, the subdivider shall provide the city with three prints on transparencies acceptable to the City Planner, and three prints thereof, together with copies of any deed restrictions where such restrictions are too lengthy to be shown on the plat; provided, however, that these transparencies need not be submitted until the final plat has been approved by the City Council.

Response: The Final Plat (Exhibit B) has been prepared by a Professional Land Surveyor (PLS) registered in the State of Oregon in the form prescribed in Oregon Revised Statute (ORS) Chapter 92. Copies of the plat can be provided to the City in the manner described in 154.45. The requirements are, or can be, met.

154.46 Final Plat Requirements

The final plat shall show:

- (A) The boundary lines of the area being subdivided, with accurate distances and bearings;
- (B) The lines of all proposed streets and alleys with their width and names;
- (C) The accurate outline of any portions of the property intended to be dedicated or granted for public use.
- (D) The line of departure of one street from another;

- (E) The lines of all adjoining property and the lines of adjoining streets and alleys with their widths and names;
- (F) All lot lines together with an identification system for all lots and blocks;
- (G) The location of all building lines and easements provided for public use, services or utilities;
- (H) All dimensions, both linear and angular, necessary for locating the boundaries of the subdivision, lots, streets, alleys, easements, and other areas for public or private use. Linear dimensions are to be given to the nearest 1/10 of a foot;
- (I) All necessary curve data;
- (J) The location of all survey monuments and bench marks together with their descriptions;
- (K) The name of the subdivision, the scale of the plat, points of the compass, and the name of owners or subdivider;
- (L) The certificate of the surveyor attesting to the accuracy of the survey and the correct location of all monuments shown;
- (M) Private restrictions and trusteeships and their periods of existence. Should these restrictions or trusteeships be of such length as to make their lettering on the plat impracticable and thus necessitate the preparation of a separate instrument, reference to such instrument shall be made on the plat;
- (N) Acknowledgment of the owner or owners to the plat and restrictions, including dedication to public use of all streets, alleys, parks or other open spaces shown thereon, and the granting of easements required; and
- (O) Certificates of approval for endorsement by the City Council and certificate indicating its submission to the Planning Commission, together with approval for endorsement by other local, county and/or state authority as required by Oregon statutes.

Response: The Final Plat (Exhibit B) shows the applicable elements listed above.

Conditions of Approval

1. Applicant shall work with and receive certification from the Hermiston Irrigation District prior to final plat approval. Applicant should be aware that the City of Hermiston will not sign the final plat until the irrigation district has been satisfied and signs the final plat.

Response: The Applicant has coordinated with Hermiston Irrigation District (HID) and the Final Plat (Exhibit B) contains a signature line for HID. HID signature can be collected prior to City of Hermiston signature on the final plat. The condition is, or can be, met.

2. Applicant must sign an improvement agreement and shall install grading, storm drainage, curb and gutter, sidewalks, street paving, and all service utilities for this development. All improvements for each phase shall comply with city standards and specifications and shall receive final approval from the city engineer.

Response: Grading, storm drainage, curb and gutter, sidewalks, street paving, and service utilities for the subdivision have been designed and constructed in compliance with City standards and specifications. Upon final approval from the City engineer, the condition will be met.



3. Streetlights shall be installed at the applicant's cost. Once installed, the City will assume the monthly service charges.

Response: Streetlights have been installed and will be part of the public infrastructure dedicated to the City concurrent with the Final Plat. The condition is met.

4. Applicant shall comply with all provisions of 92.12 of the Hermiston Code of Ordinance (relating to the control of blowing dust) during all phases of construction.

Response: Construction of Phases 1 and 2 has occurred in accordance with the applicable provisions of Section 92.22 of Hermiston Code of Ordinance.

5. All streets shall be designated in accordance with 94.22 of the Hermiston Code of Ordinances as detailed in the findings of fact for Chapter 94. Specifically, Roads 2, 3, and 4 are streets running east/west and shall all be designated as Avenues. The NE 9th Place extension is properly designated in the preliminary plat and shall retain that designation. Road 1 forms a complete loop around the development and shall be designated as a Drive. A short section of road is in alignment with NE 8th Place and shall be designated as NE 8th Place.

Response: The Final Plat (Exhibit B) shows E Kinsley Avenue (Road 2) running east/west and NE 9th Place running north/south. NE Laurel Springs Drive (Road 1) runs east/west through Phases 1 and 2 but will ultimately form a complete loop around the project. The condition is met.

6. Easements of at least 10 feet in width shall be provided along all street frontages.

Response: The Final Plat (Exhibit B) shows 10-foot Public Utility Easements (PUEs) along the frontage of each lot. The condition is met.

7. The development abuts NE 10th Street. Although no access to NE 10th Street is proposed, the 60 feet of frontage for NE 10th Street shall be improved to urban major collector status concurrent with the Phase 8 improvements. Should the phasing of the development change from that proposed on the preliminary plat, the improvements shall be installed at the same time as then improvements corresponding to Phase 8 on the preliminary plat.

Response: Phases 1 and 2 are located on the south end of the project. NE 10th Street is located at the north end of the project. Therefore, the condition does not apply to Phases 1 and 2. However, the condition can be met with Phase 8 or the corresponding phase.

8. The north line of E Theater Lane along the entire frontage of the development shall be improved to urban minor collector status concurrent with each abutting phase improvements.

Response: The E Theater Lane frontage along Phases 1 and 2 has been designed and constructed to urban minor collector standards in compliance with City standards and specifications. The condition is met.

9. A connection to NE 10th Street is necessary for pedestrian access and secondary fire access.

Response: Phases 1 and 2 are located on the south end of the project. NE 10th Street is located at the north end of the project. Therefore, the condition does not apply to Phases 1 and 2. However, the condition can be met with the appropriate future phase.

10. Comprehensive Plan Figure 12 identifies this site as an area subject to development hazards due to excessively well drained soils. Therefore, the City will prohibit the outdoor storage of hazardous chemicals and underground storage of gasoline and diesel fuels.



Response: No outdoor storage of chemicals or underground storage of gasoline or diesel fuels are planned during or after the construction of this subdivision; therefore, this standard is met.

11. A notation shall be placed on the final plat stating that lots 34 through 56 shall not establish driveways onto Theater Lane

Response: Lots 39-47 of Phases 1 and 2 front E Theater Lane. Plat Note #4 on the Final Plat (Exhibit B) states: "Lots 39-47 shall not establish driveways onto E Theater Lane." The condition is met.

Please let us know if you have any questions or need any additional information for the Final Plat review. Thank you in advance for your time.

Sincerely,

AKS ENGINEERING & FORESTRY, LLC



Joey Shearer, AICP
2245 Robertson Drive
Richland, WA 99354
509-905-0219 | shearerj@aks-eng.com

Attachments:

Exhibit A – Final Plat Review Form
Exhibit B – Final Plat
Exhibit C – Narrative
Exhibit D – Preliminary Plat Approval Letter





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Commissioner Saylor moved and Commissioner Guerrero seconded to make the file a part of the record. Motion passed. Commissioner Saylor moved and Commissioner Guerrero seconded to approve the final plat. Motion passed.

Planner Comments and Unscheduled Communication

Patrick Collins, a former planning commissioner speaking via Zoom, expressed how grateful he was to have the opportunity to serve with everyone on the commission.

June's meeting agenda will include a hearing for the proposed apartment complex on Diagonal Blvd.

Planning Director Spencer again requested a volunteer to serve on the Transportation Advisory Committee for the Transportation System Plan update.

Adjournment

Chairman Fialka adjourned the meeting at 7:52PM.

HERMISTON IRRIGATION DISTRICT



366 East Hurlburt Avenue
Hermiston, OR 97838-2445
Office: 541-567-3024
Fax: 541-564-1069
Mobile: 541-571-7698
E-mail: Manager@hermistonid.org

May 9, 2025

City of Hermiston
Clint Spencer, Planning Director
180 NE 2nd St
Hermiston OR 97838

**Re: Henry K's Phase II
Preliminary Sub-Division for 4N2813BC 3000**

Director Spencer,

I have reviewed the information regarding the preliminary sub-division submitted by Allied DCS, Inc. for the property listed above. My research has shown that this property is within the District boundary, and has water rights with Hermiston Irrigation District. HID is currently working with Mr. Brandt to transfer the water rights off of this property.

There is a federal easement that runs along the Northern side of this property for the A-Line Canal. The total easement for the canal is 70', which is 40' north and 30' south from the center of the canal.

At this time, Hermiston Irrigation District needs to implement a Developer's Agreement for Phase I and II as well as a Fencing Agreement with Hermiston Home Works, Inc. to safeguard our infrastructure. When these agreements are in place, the District will lift its objection to this development.

Respectfully,

Karra

Karra Van Fossen
Water Right Specialist



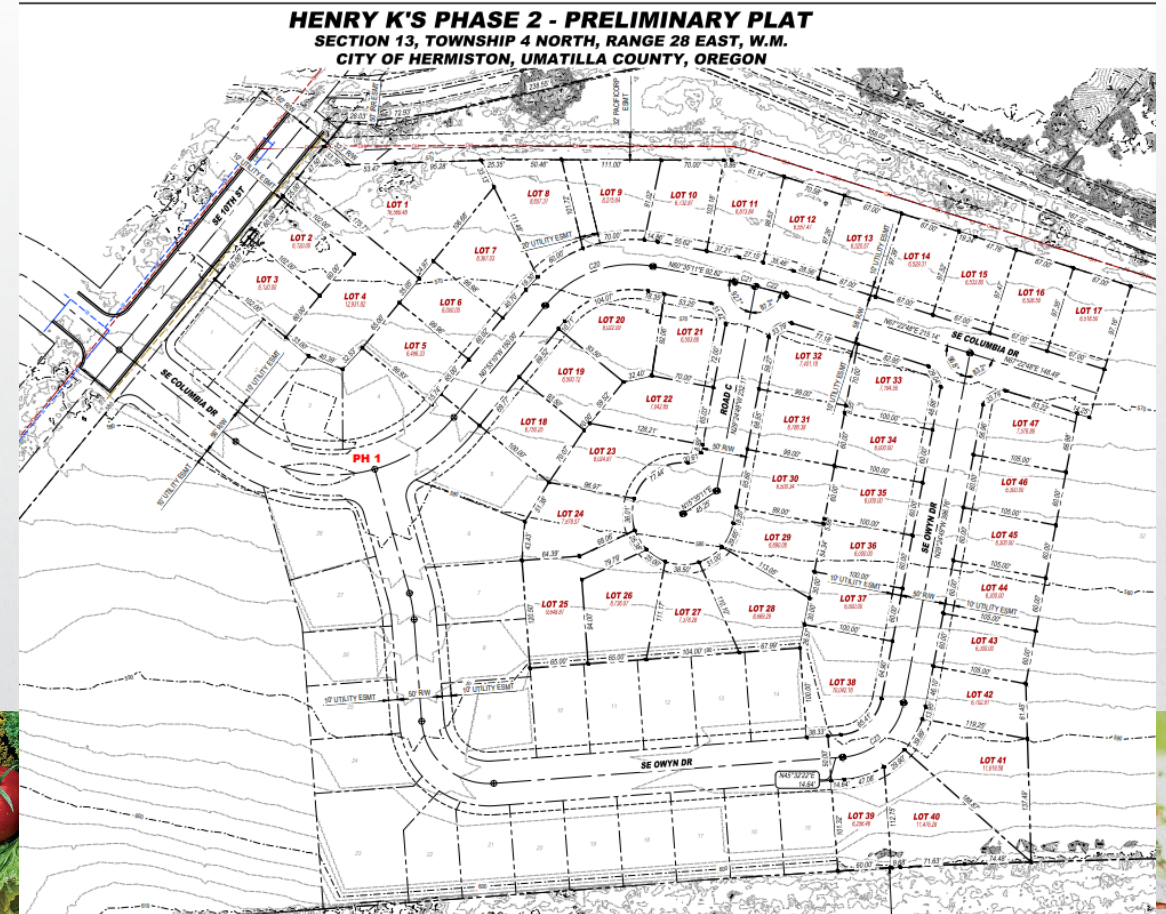
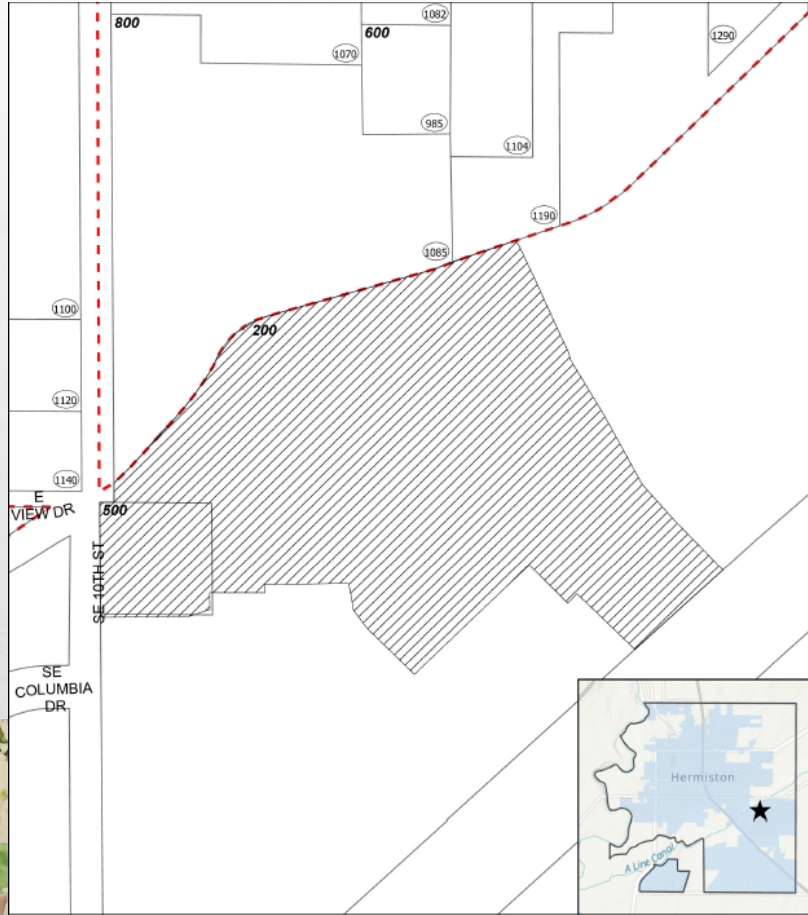
Hermiston Planning Commission

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Preliminary Plat - Henry K's Phase 2





Preliminary Plat - Henry K's Phase 2

- Testimony
 - **Hermiston Irrigation District**
 - Requests agreement with developer
 - **Neighboring property owner (did not provide name)**
 - Requests SE Columbia Drive be extended to E Highland Ave with this phase





Preliminary Plat - Henry K's Phase 2

Recommended conditions of approval

1. Applicant shall work with and receive certification from the Hermiston Irrigation District prior to final plat approval.
2. Applicant must sign an improvement agreement and shall install grading, storm drainage, curb and gutter, sidewalks, street paving, and all service utilities for this development.
3. Streetlights shall be installed at the applicant's cost.
4. Applicant shall control blowing dust during construction
5. Road C shall be labeled as a named street on the final plat with a SE prefix and Court suffix.
6. The City will prohibit the outdoor storage of hazardous chemicals and underground storage of gasoline and diesel fuels.
7. Notations for access restrictions shall be placed on the plat for Lots 21, 32, 33, and 47.
8. A per lot assessment for Lots 1 through 47 shall be established of \$1,557.
9. Sidewalk shall be installed along the SE 10th Street frontage of Lots 1 through 4.
10. SE Columbia Drive is designated as an urban minor collector on the Hermiston TSP and shall be designed with on-street bike lanes .





Final Plat- Upland Meadows Phase 1 & 2

