



Pre-Application Conference Request
PLA-ANNX 2024-08

Balance
\$0.00

Applicant	Application #	Submitted	Issued	Starts	Expires
Joey Shearer	FTL-VNA	Oct 15, 2024	Oct 24, 2024	Oct 24, 2024	Oct 23, 2025

Identifier
750 SE Neck Rd, Dayton, OR 97114, USA

Applicant Information

APPLICANT

Joey Shearer

✉

☎

📄

📍

Same as mailing address

Contacts

Property Owner
N/A

Contractor
N/A

Engineer

ENGINEER

John Raugust

✉

☎

📄

📍

Same as mailing address

Project Details

Location
750 SE Neck Rd, Dayton, OR 97114, USA

Project Name
750/790 SE Neck Rd

Assessor's Map Number

4 3 16CD

Map & Tax Lot Number

01300 and 01301

Number of Parcels

2

Total Acres

+/- 11.03

Comprehensive Plan Designation

Residential

Zoning Map Designation

Existing: Yamhill County EF 80 Proposed: Residential 2(R 2)

Describe Project/Request

Property Line Adjustment, Annexation and Cottage Clusters

Additional Information**Preliminary Plat Plan****Fees**

Pre-Application Meeting Fee	\$500.00
TOTAL	\$500.00
PAID	\$500.00
BALANCE DUE	\$0.00

Transaction Log

10/24/2024	Payment	Card	\$500.00
Non refundable convenience fee of \$18.00			

Communication**Curt F** October 22, 10:42 AM**Approval Comment:**

Planning review complete. Most of the responses are substantially similar to the input provided on Job #9787. It isn't clear from the narrative if a subdivision is being considered but following the previous pre app the city added provisions for phasing subdivisions to Section 7.3.109. The cottage style multifamily proposal will require Site Development Review, in addition to the other applications that have been discussed with the AKS team. Engineering can provide an update on the Hwy 221 sewer pump station project.

Curt F October 22, 10:50 AM

Planning responses attached...

[PRE 2024-6 Planning Responses.pdf](#)

Denny M October 23, 3:41 PM

Approval Comment:

The following numbers correspond with the 10/15/2024 pre application meeting questions submitted by the development team.

General. The current (6/2024) version of the Public Works Design Standards (PWDS) can be downloaded from the City website.

<https://www.daytonoregon.gov/page/public-works-design-standards>

11. As discussed in the previous preapplication meetings, the intersection will need to be configured to meet current City and ODOT standards, similar to the conceptual layout provided with the previous subdivision application (see attached drawings from 2023). While the specific design for this previous intersection reconfiguration proposal has not been reviewed or commented on in detail (by either Dayton PW or ODOT), the concept illustrates the concept discussed by the City and ODOT, to make the actual intersection perpendicular with the highway.
12. City standards require offsite waterline improvements as required to provide minimum specified fire flow requirements at all hydrants on and around the site, based on the minimum fire flow requirements as summarized under PWDS 5.10.b. This requirement applies independently to each phase of multi phase projects.
13. The City was able to acquire full funding for the Hwy 221 sewer pump station and gravity sewer replacement up to the Neck Road intersection. The gravity sewers have been installed and construction of the pump station is ongoing, and anticipated to be completed during the spring of 2025.
14. While the gravity sewer south to Neck Road has been installed, it is not available to be extended until after the new sewer pump station is completed and placed in service (spring 2025 anticipated final completion date).
15. At this point, we anticipate that the extension of the new sewer will be acceptable to the City (ie. along Neck Road from the new manhole at the Hwy 221 intersection, and through the new development).
16. We do not anticipate that the street or sewer improvements will be eligible for SDC credits.
The offsite water improvements are anticipated to be partially eligible for SDC credits (for the incremental material cost difference of any oversized pipe beyond the size which is required solely to serve the development per City standards).
However, since SDC credits must be approved by the City Council separately from the land use approval process (from information and documentation provided by the developer based on the approved design and the associated costs & demonstrated oversizing, submitted and considered per City code), the level of SDC credits which might be available cannot legally be committed to by City staff at this stage in the process.

Rocio V October 23, 3:44 PM

[9787-0 20230405 Feasibility Plans - 22x34 \(-\).pdf](#)

Don C October 24, 6:42 AM

Approval Comment:

Review completed

Rocio V October 24, 10:20 AM

Approval Comment:

Pre-App meeting is set for Friday, November 22, 2024, 2-4pm at the Dayton City Hall Annex- 408 Ferry St., Dayton OR 97114

Workflow**1. Initial Review - COMPLETED**

Assignee: Rocio Vargas

2. Notify Building Permit Specialist of Pre Application Meeting Request - COMPLETED

Assignee: Jason E. Shirley

3. Notify Public Works of Pre Application Meeting Request - COMPLETED

Assignee: Don Cutler

4. Planner Review - COMPLETED

Assignee: Curt Fisher

5. Engineer Review - COMPLETED

Assignee: Denny Muchmore

6. Public Works Review - COMPLETED

Assignee: Don Cutler

7. Pre-Application Meeting Fee Payment - COMPLETED

Assignee: Rocio Vargas

8. Meeting Scheduled - COMPLETED

Assignee: Rocio Vargas

Appendix



Internal Attachment - PRE 2024-6 Planning Responses.pdf

October 15, 2024



City of Dayton
Planning Department
416 Ferry Street
Dayton, OR 97114

RE: Pre-Application Meeting Narrative and Questions for 750 and 790 Neck Road

The purpose of this pre-application meeting is to discuss a potential project involving property identified on Yamhill County Assessor's Map 4316D as Tax Lots 1300 and 1301, located east of the intersection of Highway 221 and SE Neck Road. The ± 11.03 -acre site is located within the City of Dayton's Urban Growth Boundary and is designated as Residential under the City's Comprehensive Plan.

The project involves potential annexation into the City, with an anticipated zoning of Limited Density Residential (R-2). The Preliminary Cottage Cluster Layout features "cottage" housing arranged in ± 7 -8 clusters, with an internal circulation system of streets, shared parking, and walkways organized around common open spaces and natural vegetation. The existing home fronting SE Neck Road would remain on a ± 2.5 -acre lot or parcel, leaving ± 8.5 acres for this cottage project. The Preliminary Cottage Cluster Layout includes a total of ± 112 units, resulting in a density of either ± 10.24 units per acre (± 112 units / 11.03 acres) or ± 13.18 units per acre (± 112 units / 8.5 acres), depending on whether the existing homesite area is included in the calculation.

We would like to discuss the following questions at the pre-application conference, in addition to the typical items that are covered:

Land Use

1. DMC Section 7.2.103.02(C) lists as a permitted use "Combination of permitted attached or detached dwellings on a lot." Please confirm how the Dayton Municipal Code would classify this type of residential use.
2. Please discuss options to have cottages located on individual lots and/or multiple cottages on a single lot.
3. Please confirm the Preliminary Cottage Cluster Layout meets (or can meet) applicable City development and design standards (density, lot areas, dimensions, circulation, access, parking, open space, etc).
4. Please discuss opportunities to phase construction of infrastructure and housing, and the associated timing requirements.
5. What additional studies or analysis are required (Geotech, transportation, etc.)? What is the process for scoping and City review?
6. The City's Comprehensive Plan map shows these parcels with a Residential designation. Please identify any concerns with these parcels annexing into the City with R-2 zoning.

7. Please confirm if the various land use applications can be processed concurrently.
8. Please discuss any anticipated changes to the City's Development Code and Comprehensive Plan that would impact the planned project.
9. Please discuss the land use applications and review procedures required for this project, i.e. Planned Unit Development, subdivision, annexation, zone change, etc. Please confirm the associated submittal requirements, decision-maker, and anticipated review time.

Street/Transportation/Circulation

10. Please confirm required right-of-way dedications and frontage improvements for abutting streets (SE Neck Road, Highway 221).
11. Please discuss design requirements for the intersection of SE Neck Road and Highway 221.
12. Please confirm that this preliminary layout provides adequate emergency access. Please discuss any requirements for alternative means of fire protection. Please request that the Fire Marshall attend the pre-application conference.
13. Are there any other required on or off-site improvements that are anticipated?

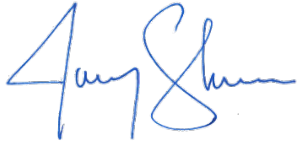
Public Services/Utilities/Natural Resources

14. Please confirm if the recently installed gravity sanitary sewer main/manhole at the corner of Neck Road and Highway 221 is complete and ready for use.
15. Please confirm if this project will be allowed to connect to City sanitary sewer. If the project will not be allowed to connect to the existing sanitary sewer system, please discuss anticipated timing for allowable connection and/or any other available options.
16. Please confirm sufficient water system capacity and pressure exists for domestic and fire suppression service. Please discuss if a water system analysis is required for this project.
17. Please confirm whether any required sewer, water, or transportation improvements are SDC creditable.
18. Please discuss any storm drainage issues, including known downstream deficiencies.
19. Please confirm the site does not contain any mapped sensitive areas or significant resources, including the City's Flood Slope Hazard (FSH) Analysis Map.

Please let us know if there are any other issues or site constraints of which you are aware. Thank you in advance for your time and consideration of this project.

Sincerely,

AKS ENGINEERING & FORESTRY, LLC



Joey Shearer, AICP - Principal
Land Use Planner



ATTACHMENTS

Preliminary Cottage Cluster Layout
Yamhill County Tax Map

SEE MAP 4 3 16

SEE MAP 4 3 16

$$1'' = 100'$$

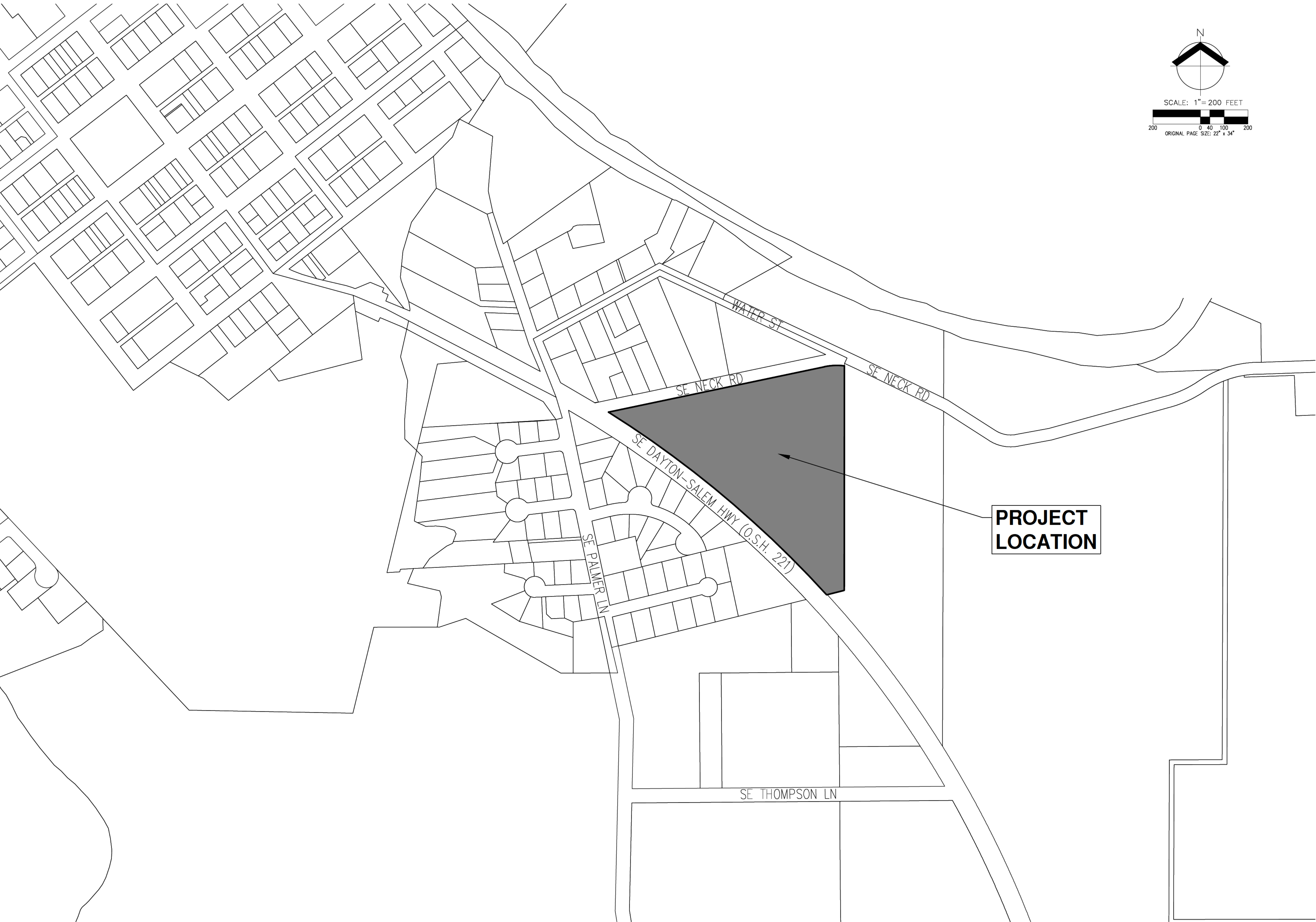
NECK RD (88)

8.3

SEE MAP 4 3 16

REV SED 12-17-10 BH

AKS DRAWING FILE: 9787-0 COTTAGE LAYOUT.DWG | LAYOUT: VICINITY

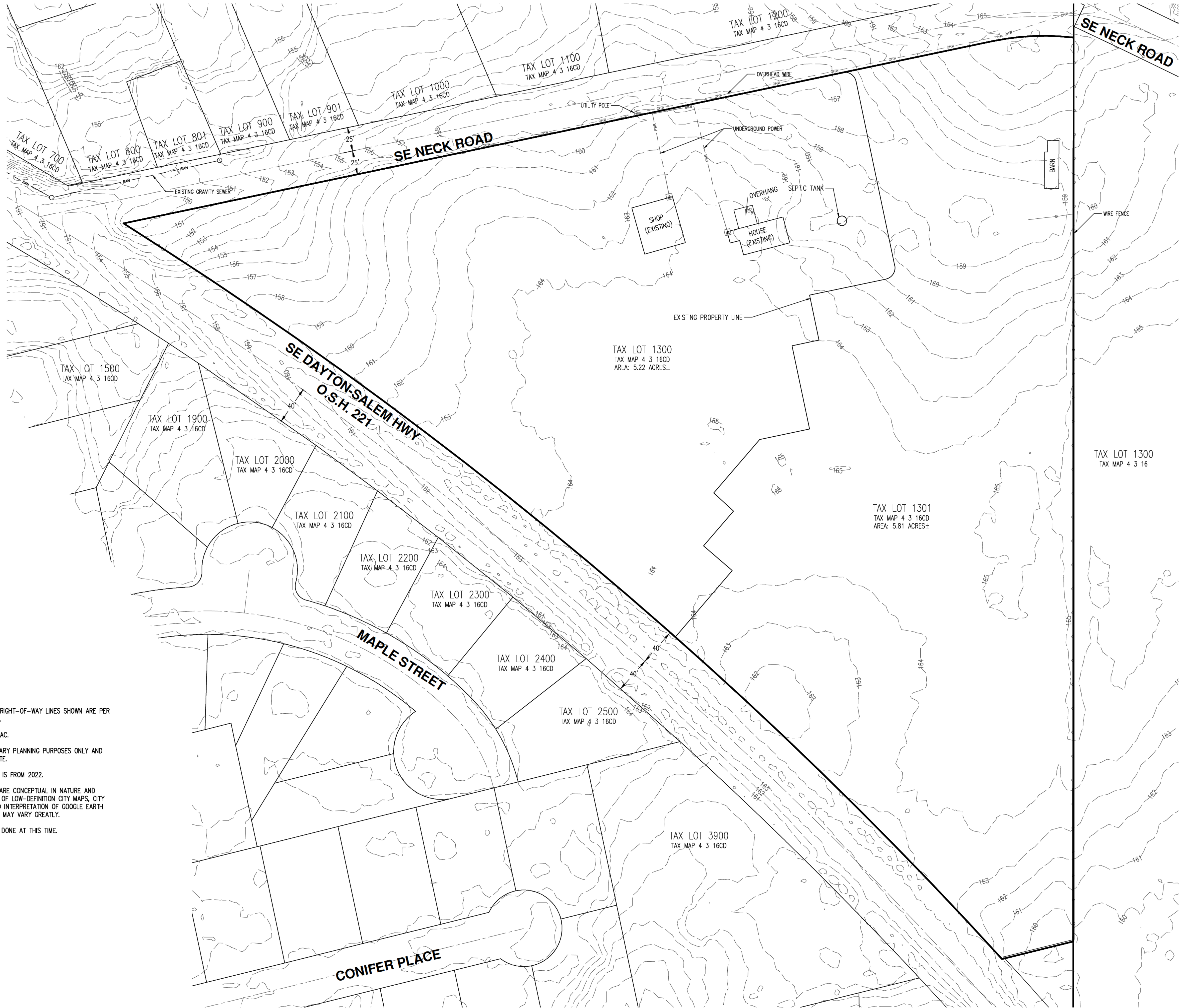
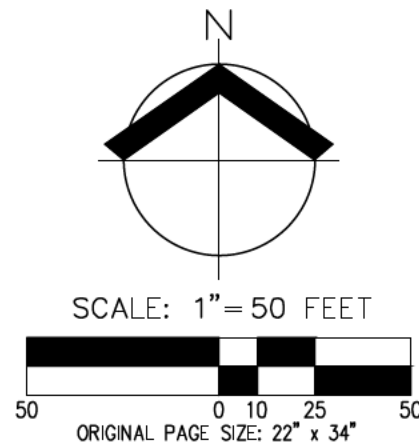


PROJECT
LOCATION

VICINITY MAP
750 & 790 SE NECK RD
DAYTON, OREGON



JOB NUMBER:	9787-02
DATE:	10/15/2024
DESIGNED BY:	TJB
DRAWN BY:	TJB
CHECKED BY:	JDR



NOTES:

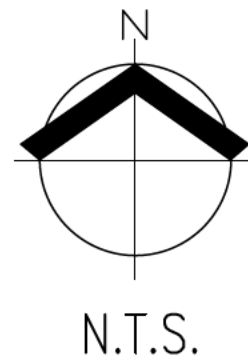
1. ALL PROPERTY LINES AND RIGHT-OF-WAY LINES SHOWN ARE PER YAMHILL COUNTY GIS DATA.
2. TOTAL SITE AREA: 11.03± AC.
3. THIS MAP IS FOR PRELIMINARY PLANNING PURPOSES ONLY AND IS CONSIDERED APPROXIMATE.
4. THE AERIAL PHOTO SHOWN IS FROM 2022.
5. EXISTING UTILITIES SHOWN ARE CONCEPTUAL IN NATURE AND BASED ON A COMBINATION OF LOW-DEFINITION CITY MAPS, CITY CONSTRUCTION PLANS, AND INTERPRETATION OF GOOGLE EARTH IMAGERY, ACTUAL UTILITIES MAY VARY GREATLY.
6. NO FIELD WORK HAS BEEN DONE AT THIS TIME.

PRELIMINARY EXISTING CONDITIONS PLAN
750 & 790 SE NECK RD
DAYTON, OREGON



RENEWAL DATE:	12/31/24
JOB NUMBER:	9787-02
DATE:	10/15/2024
DESIGNED BY:	
DRAWN BY:	
CHECKED BY:	

AKS DRAWING FILE: 9787-02 COTTAGE LAYOUT.DWG | LAYOUT: LAYOUT



TAX LOT
TAX MAP 4

TAX LOT 1500
TAX MAP 4 3 16CD

TAX LOT 1900
TAX MAP 4 3 16CD

TAX LOT 2000
TAX MAP 4 3 16CD

TAX LOT 2100
TAX MAP 4 3 16CD

TAX LOT 2200
TAX MAP 4 3 16CD

TAX LOT 2300
TAX MAP 4 3 16CD

TAX LOT 2400
TAX MAP 4 3 16CD

TAX LOT 2500
TAX MAP 4 3 16CD

TAX LOT 3900
TAX MAP 4 3 16CD

T 1300
4 3 16

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PRELIMINARY COTTAGE CLUSTER LAYOUT

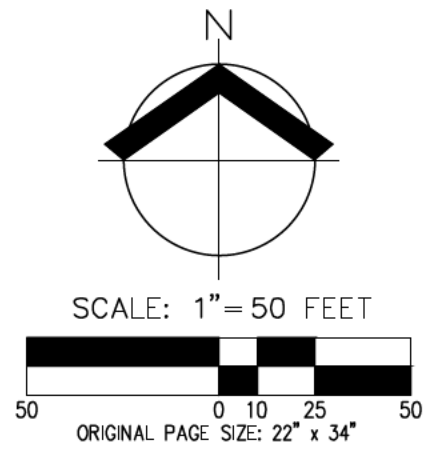
750 & 790 SE NECK RD

DAYTON, OREGON

AKS
AKS ENGINEERING & FORESTRY, LLC
12965 SW HERMAN RD, STE 100
TUALATIN, OR 97062
503.963.6151
WWW.AKS-ENG.COM

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JOB NUMBER: 9787-02
DATE: 10/15/2024



NOTES:

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AERIAL PHOTO

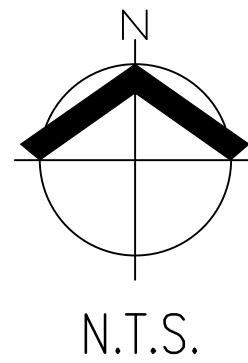
750 & 790 SE NECK RD

DAYTON, OREGON

REGISTERED PROFESSIONAL
LANDSCAPE ARCHITECT
STATE OF OREGON
NO. 12345
RENEWAL DATE: 12/31/24

PRELIMINARY
NOT FOR CONSTRUCTION

JOB NUMBER:	9787-02
DATE:	10/15/2024
DESIGNED BY:	TJB
DRAWN BY:	TJB
CHECKED BY:	JDR



NOTES:

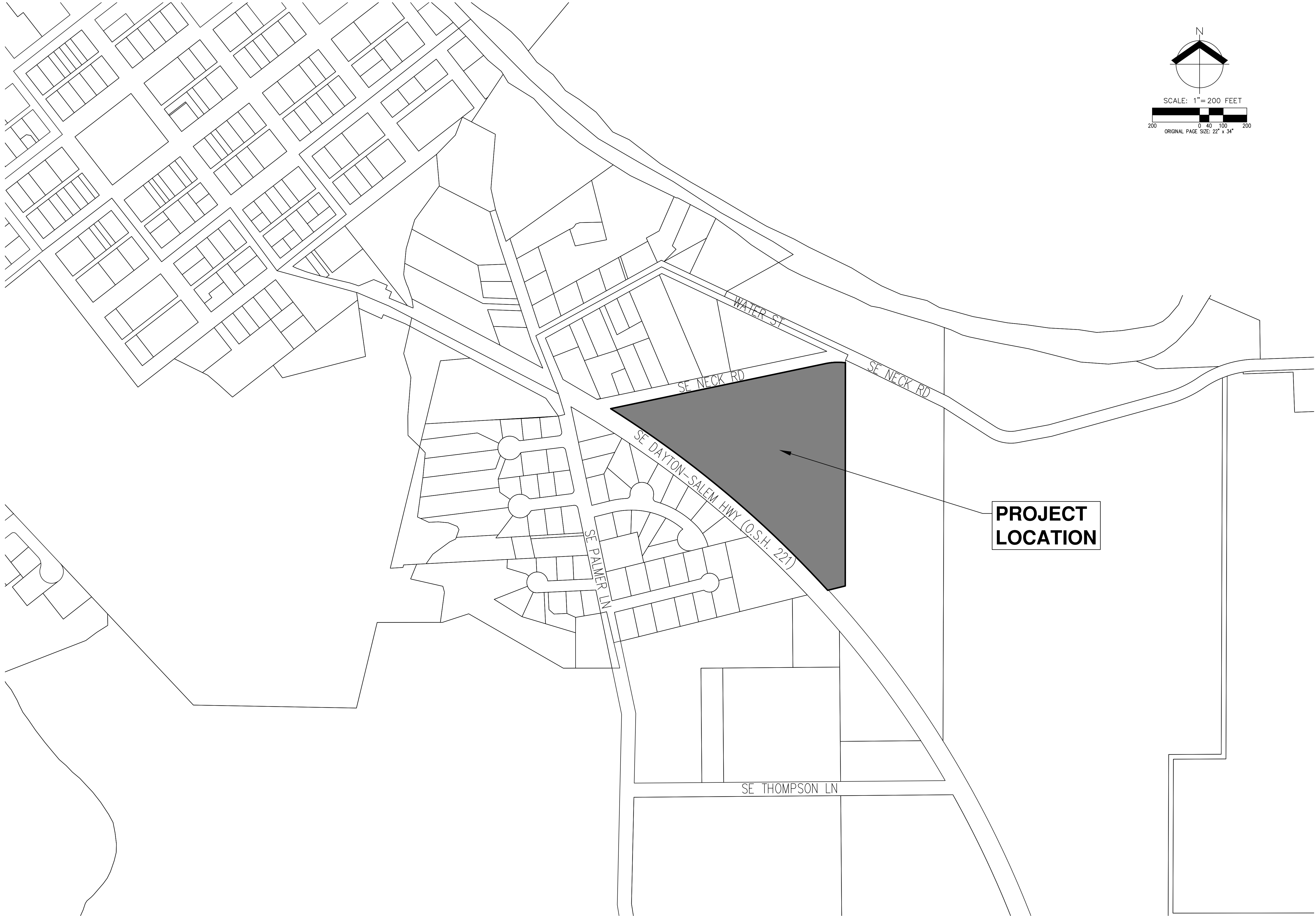
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PRELIMINARY COTTAGE CLUSTER LAYOUT

750 & 790 SE NECK RD

DAYTON, OREGON

AKS DRAWING FILE: 9787-0 FEASIBILITY LAYOUT.DWG | LAYOUT: VICINITY



PROJECT
LOCATION

750 & 790 SE NECK RD

DAYTON
01300 & 01301

OREGON
YAMHILL COUNTY TAX MAP 4, 3, 160D

VICINITY MAP

DESIGNED BY:	
DRAWN BY:	EHJ
MANAGED BY:	
CHECKED BY:	RSW
DATE:	04/05/2023

REVISIONS

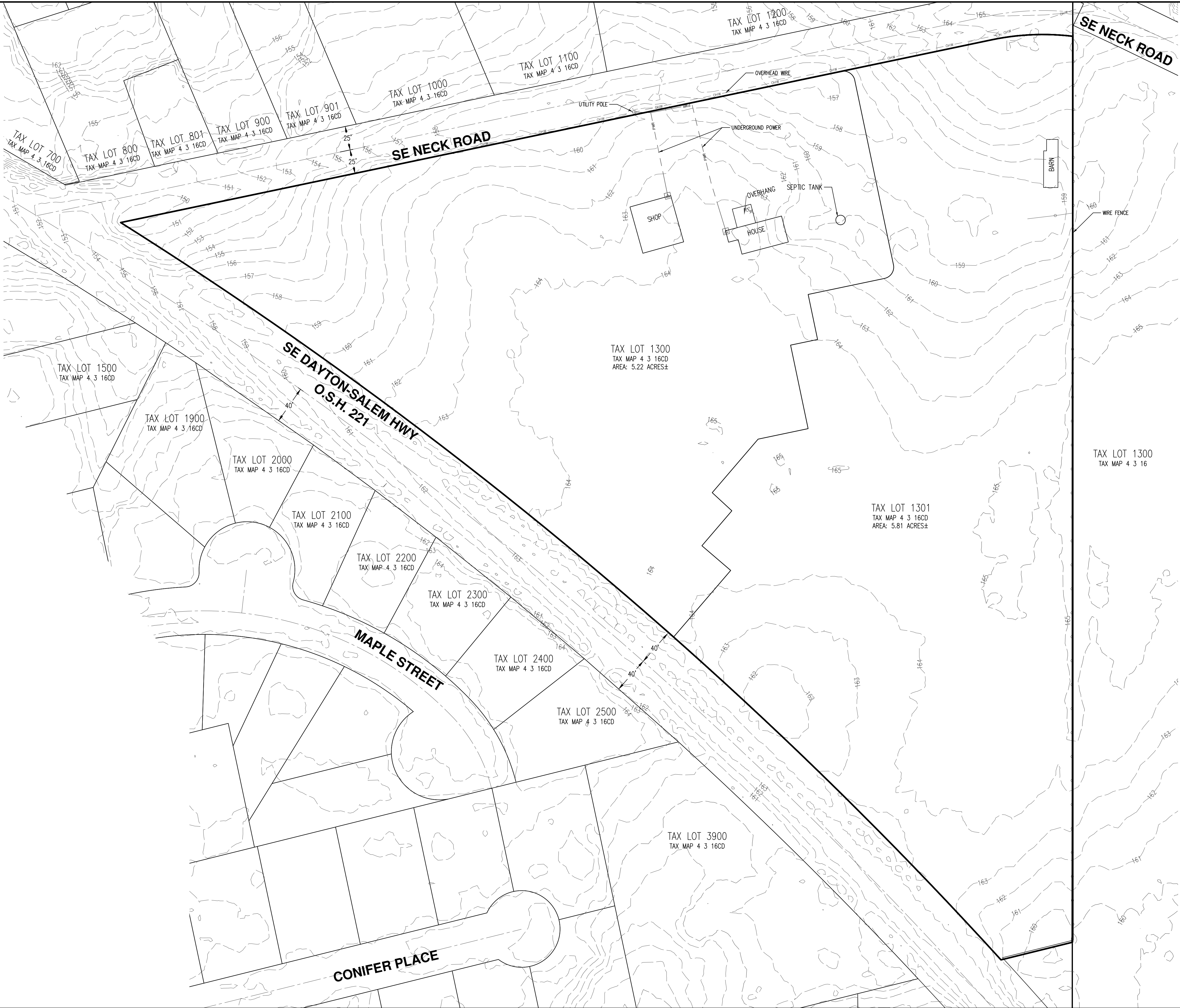
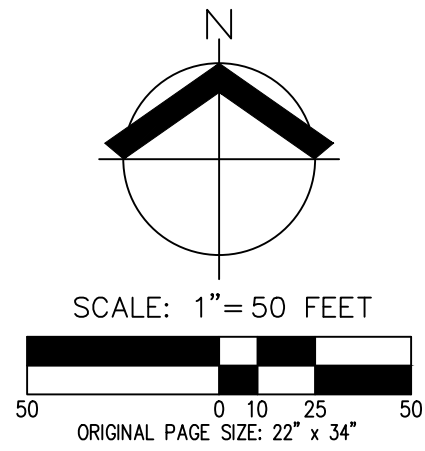
JOB NUMBER
9787

SHEET
1

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750 & 790 SE NECK RD

OREGON

DAYTON

YAMHILL COUNTY TAX MAP 4 3 16CD
01300 & 01301

EXISTING SITE MAP

DESIGNED BY: _____

DRAWN BY: EHU

MANAGED BY: _____

CHECKED BY: RSW

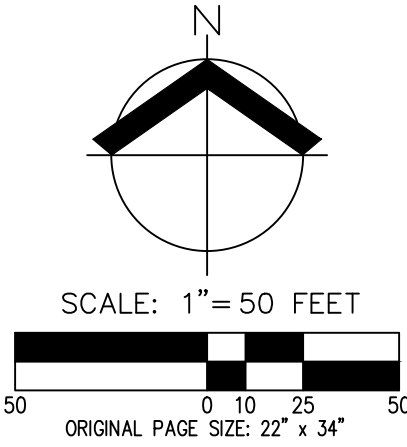
DATE: 04/05/2023

REVISIONS

JOB NUMBER
9787

SHEET
2

AKS DRAWING FILE: 9787-0 FEASIBILITY LAYOUT.DWG LAYOUT: LAYOUT



SITE DATA:

R-2 ZONING DISTRICT

R-2 DIMENSIONAL SUBDIVISION STANDARDS

MINIMUM LOT SIZE - 6,000 SF

SETBACKS:

STREET SIDE - 15'

*REAR - 15' FOR 1 STORY HOMES, 20' FOR 2 OR MORE STORIES

GARAGE - 20'

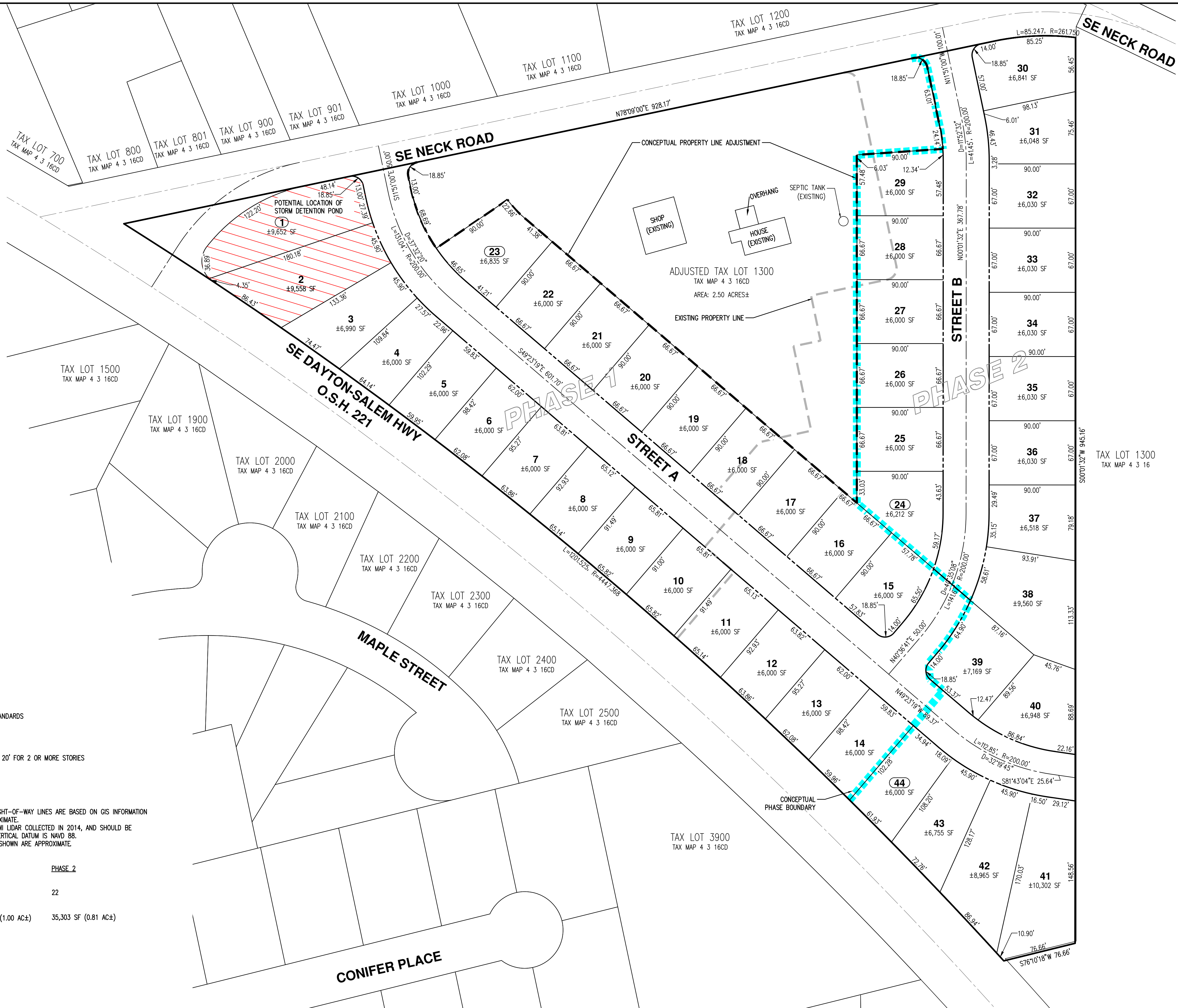
SIDE - 5'

FRONT - 15'

NOTES:

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2. CONTOUR DATA IS PER DOGAMI LIDAR COLLECTED IN 2014, AND SHOULD BE CONSIDERED APPROXIMATE, VERTICAL DATUM IS NAVD 88.
3. ALL DIMENSIONS AND AREAS SHOWN ARE APPROXIMATE.

	PHASE 1	PHASE 2
NUMBER OF LOTS:	22	22
RIGHT-OF-WAY:	43,479 SF (1.00 AC±)	35,303 SF (0.81 AC±)



750 & 790 SE NECK RD

SUBDIVISION LAYOUT

DESIGNED BY: _____
DRAWN BY: EHU
MANAGED BY: _____
CHECKED BY: RSW
DATE: 04/05/2023

REVISIONS

JOB NUMBER
9787

SHEET
3

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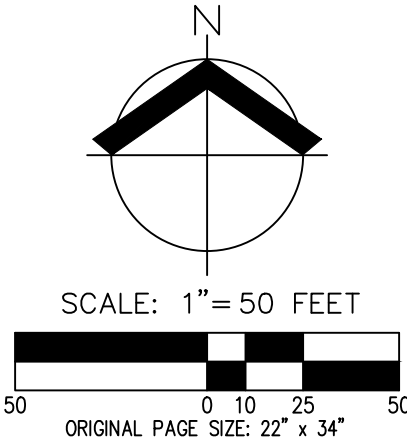
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OREGON

DAYTON

YAMHILL COUNTY TAX MAP 4, 3, 16CD
01300 & 01301

AKS DRAWING FILE: 9787-0 FEASIBILITY LAYOUT.DWG LAYOUT: CONT



SITE DATA:

R-2 ZONING DISTRICT

R-2 DIMENSIONAL SUBDIVISION STANDARDS

MINIMUM LOT SIZE - 6,000 SF

SETBACKS:

STREET SIDE - 15'

*REAR - 15' FOR 1 STORY HOMES, 20' FOR 2 OR MORE STORIES

GARAGE - 20'

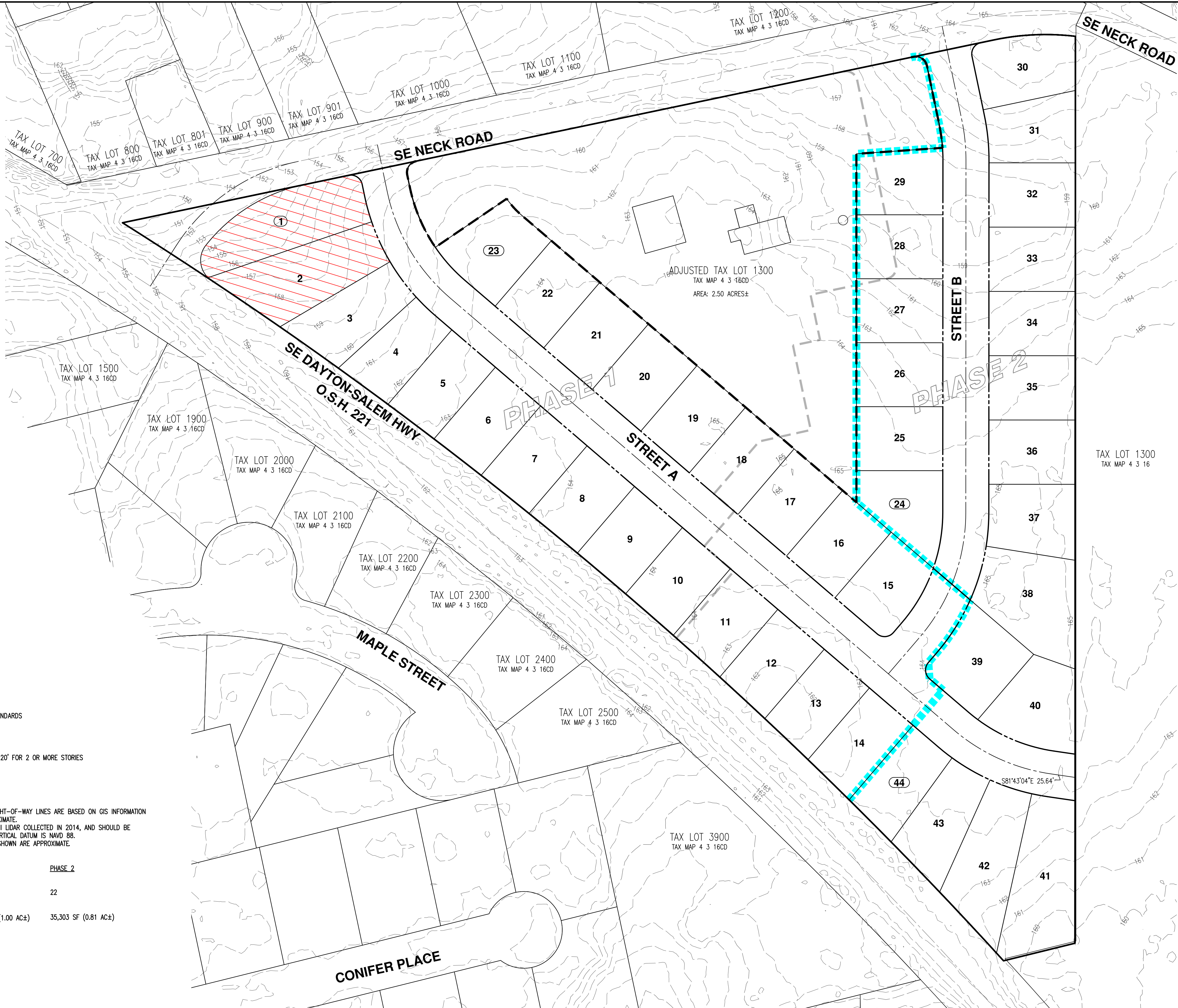
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**SUBDIVISION LAYOUT
WITH EXISTING AERIAL
CONTOURS**

750 & 790 SE NECK RD

DAYTON

OREGON

YAMHILL COUNTY TAX MAP 4, 3, 16CD

DESIGNED BY: _____
DRAWN BY: EHU
MANAGED BY: _____
CHECKED BY: RSW
DATE: 04/05/2023

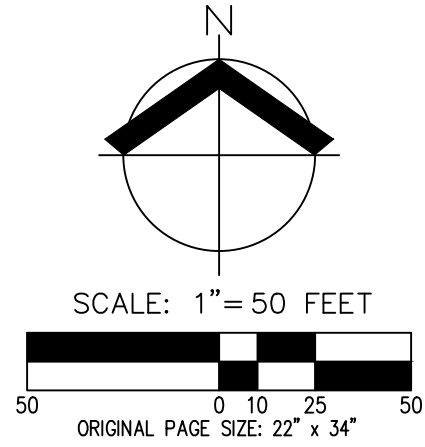
REVISIONS

JOB NUMBER
9787

SHEET
4

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AKS DRAWING FILE: 9787-0 FEASIBILITY LAYOUT.DWG | LAYOUT: AERIAL



SITE DATA:

R-2 ZONING DISTRICT

R-2 DIMENSIONAL SUBDIVISION STANDARDS

MINIMUM LOT SIZE - 6,000 SF

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*REAR - 15' FOR 1 STORY HOMES, 20' FOR 2 OR MORE STORIES

GARAGE - 20'

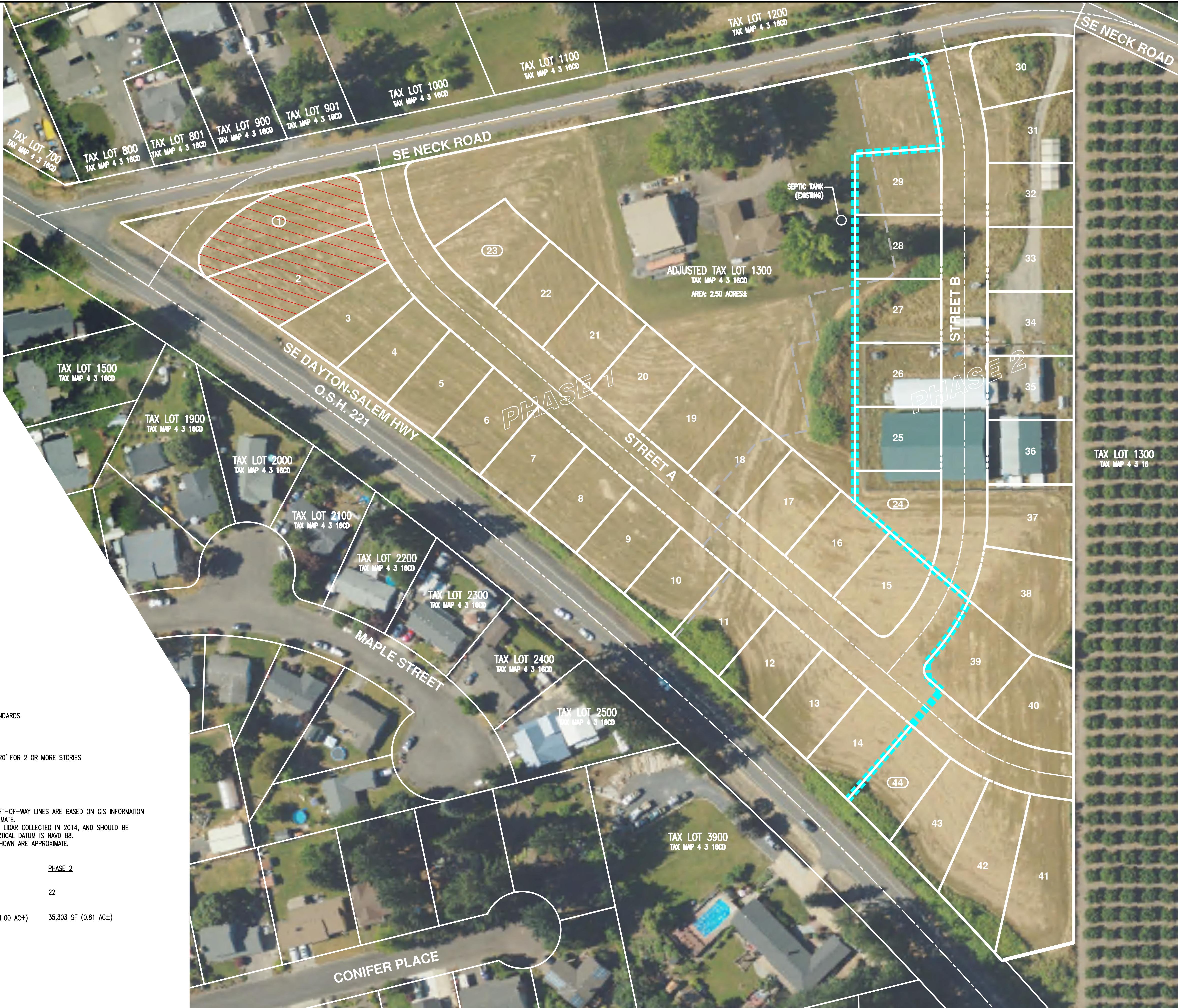
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	PHASE 1	PHASE 2
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750 & 790 SE NECK RD

OREGON

YAMHILL COUNTY TAX MAP 4 3 18CD

SUBDIVISION LAYOUT
WITH AERIAL PHOTO

DAYTON

01300 & 01301

DESIGNED BY:

DRAWN BY: EHU

MANAGED BY:

CHECKED BY: RSW

DATE: 04/05/2023

REVISIONS

JOB NUMBER

9787

SHEET

5

October 15, 2024
City of Dayton
Planning Department
416 Ferry Street
Dayton, OR 97114

RE: Pre-Application Meeting Narrative and Questions for 750 and 790 Neck Road

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We would like to discuss the following questions at the pre-application conference, in addition to the typical items that are covered:

Land Use

1. DMC Section 7.2.103.02(C) lists as a permitted use "Combination of permitted attached or detached dwellings on a lot." Please confirm how the Dayton Municipal Code would classify this type of residential use.

Planning Response: The use describes a number of development options including detached single family, attached single family, attached multiple family, and detached multiple family. If the plan is to place all the cottages on an 8.5 acre lot, it will be treated as a multi-family development that will require site development review.

2. Please discuss options to have cottages located on individual lots and/or multiple cottages on a single lot.

Planning Response: Cottages on individual lots could be permitted as single-family detached dwellings. Multiple cottages on a single lot would be permitted as detached multiple-family units and would require site development review. The PUD standards in Section 7.2.311 may provide options for placing cottages on individual lots within the current layout.

3. Please confirm the Preliminary Cottage Cluster Layout meets (or can meet) applicable City development and design standards (density, lot areas, dimensions, circulation, access, parking, open space, etc).

Planning Response: The conceptual layout lacks sufficient detail to confirm what standards will apply. It appears that a number of different options for dividing the property are under consideration. The standards that will apply will depend on how the development team chooses to permit the project and what applications are submitted. A subdivision or PUD are options for dividing the property with Site Development Review required for lots where multiple-family development is proposed. The development

team should review the density standards in Section 7.2.103.06.F and the General Development Standards 7.2.3 when deciding on how to proceed with the project.

4. Please discuss opportunities to phase construction of infrastructure and housing, and the associated timing requirements.

Planning Response: *Phasing options were added to Section 7.3.109 for PUDs and Subdivisions following the pre-app on Job# 9787. Timing requirements are described in 7.3.109.03*

5. What additional studies or analysis are required (Geotech, transportation, etc.)? What is the process for scoping and City review?

Planning Response: *The same studies discussed during the pre-app meeting on Job #9787 are anticipated for this project - geotechnical analysis, TPR analysis, and sight distance analysis are likely the minimum studies necessary.*

The property is currently in the County EF-80 zoning district. Staff understands that the applicant is requesting the R-2 zone to be applied to the property as a part of the Annexation. With the rezone request, a Transportation Planning Rule Compliance Analysis (OAR 660-012-0060) is required to determine whether the proposal will have a significant effect on the existing transportation facilities based on a reasonable worst-case scenario that would be allowed under in the requested R-2 district. The scenarios should take into consideration the higher density housing types that are allowed in the R-2. The R-2 allows a maximum density of 12 units per acre (132 units) if developed with multi-family.

ODOT attended the previous pre-application meeting on Job #9787 and explained that a TIA would likely be required due to the anticipated traffic generation on an ODOT facility. Brion Scott is the new regional representative, brion.scott@odot.oregon.gov.

6. The City's Comprehensive Plan map shows these parcels with a Residential designation. Please identify any concerns with these parcels annexing into the City with R-2 zoning.

Planning Response: *The following concerns were discussed during the pre-application held on AKS job #9787:*

City Council is responsible for assigning the zoning designation through the annexation process following a recommendation from Planning Commission. See DLUDC 7.3.113.09. The Annexation, and the application of the new zone, is a quasi-judicial decision. The applicant will need to provide the evidence demonstrating that the R-2 zoning is the best designation for the property to meet the City housing needs. The Comprehensive Plan discusses the need for additional R-2 zoned land to meet the City's needs for multi-family housing for a 2028 estimated population of 3,892. Staff encourages you to present findings in response to LUDC 7.3.11302.B.12- Provide quality, safe housing through a variety of housing types and price ranges.

Chapter 7.7 of the Comprehensive Plan includes a number of supportive policies that the applicant can cite in support of the application of the R-2 Zone.

7. Please confirm if the various land use applications can be processed concurrently.

Planning Response: *Confirmed. The following response was provided in response to the previous pre-application held on this property – AKS job file #9787...*

Multiple applications can be consolidated and processed concurrently at the applicant's discretion (see DLUDC 7.3.201.01). Multiple land use requests involving different procedure types shall be heard and decided at the higher procedure type. Subdivisions follow the Type II procedure and are decided by Planning Commission. The Annexations follow a Type III procedure and are decided by the City Council

following a recommendation from the Planning Commission. The consolidated application will follow the higher Type III procedure. If the applications are submitted separately, the Planning Commission can make the final decision on the Subdivision without the additional hearing at City Council that would be required for the consolidated application. Whether the applications are consolidated or not, the Subdivision will be conditioned on the approval of the Annexation, which includes the assignment of the new City zoning designation by City Council.

8. Please discuss any anticipated changes to the City's Development Code and Comprehensive Plan that would impact the planned project.

Planning Response: *The City is in the process of updating the housing elements of the Comprehensive Plan and the Transportation System Plan. Code updates are currently underway to comply with HB 3395 and SB 1537 and additional code updates are anticipated to implement policies resulting from the Comprehensive Plan updates. A Housing Capacity Analysis is expected to get underway in 2025. The Comprehensive Plan updates so far have included outreach and education around middle housing – including cottage clusters. These changes should produce results that are favorable to the project.*

9. Please discuss the land use applications and review procedures required for this project, i.e. Planned Unit Development, subdivision, annexation, zone change, etc. Please confirm the associated submittal requirements, decision-maker, and anticipated review time.

Planning Response: *Annexation and zone change (processed with the Annexation). The layout appears to involve a Property Line Adjustment. The PLA was discussed for Job #9787...*

The property line adjustment process is described in DLUDC 7.3.104. The applicant should be aware that the lot line adjustment that created the two parcels was not done by an approved PLA process, but instead was simply reconfigured due to a judicial order which effectuated the settlement agreement under a legal dispute between two former joint owners. See attached email from Yamhill County. This should be verified with Yamhill County as part of the land use process, since the PLA survey [CS12389] does not reference a land use docket number. Our understanding is that if the two lots/parcels shown on the County tax maps were not created through a formal land use division or adjustment process, there is some question about whether or not these parcels shown are currently separate legal lots of record. Therefore, the applicant should be prepared to provide sufficient documentation that the parcels are separate legal lots of record to qualify for a Property Line Adjustment. Alternatively, the lot can be included in the subdivision.

ORS 92.017 (2) and (3) may apply to this situation:

- (2) A lawfully created unit of land remains a lawfully established unit of land following a judgment of a circuit court that relocates a property line of the unit of land if the judgment:
 - (a) Resolves a boundary line dispute between two adverse parties, including claims brought under ORS 105.005 (Right of action), 105.605 (Suits to determine adverse claims), 105.620 (Acquiring title by adverse possession) or 105.705 (Right to bring action);
 - (b) Adjudicates the parties' respective rights to title and possession of the property to the relocated property line;
 - (c) Includes a legal description of the relocated property line;
 - (d) Is a final judgment for which the time to appeal has expired without any party filing an appeal and that is not subject to further appeal or review;
 - (e) Is recorded in the office of the county clerk; and

- (f) Does not create an additional lot or parcel.
- (3) Subsection (2) of this section applies without regard to whether:
 - (a) The relocated property line could have been lawfully established without the existence of the judgment through a property line adjustment, the subdividing or partitioning of property or under other procedures authorized by a city or county.
 - (b) Either party to the judgment subsequently has the property line relocation validated by a process under ORS 92.010 (Definitions for ORS 92) to 92.192 (Property line adjustment) that would cause a property line adjustment or an adjustment to a plat of a subdivision or partition.
 - (c) Any unit of land would comply with minimum lot or parcel sizes, including under ORS 92.192 (Property line adjustment).

A PUD and/or subdivision are options for the development team to consider.

The City's forms, packets and checklists (including submittal requirements) are available here: https://www.daytonoregon.gov/page/planning_permits

Street/Transportation/Circulation

10. Please confirm required right-of-way dedications and frontage improvements for abutting streets (SE Neck Road, Highway 221).

Response: *The following response was provided with the AKS job file #9787...*

Per DLUDC 7.2.307.06, "Street improvements to full City standards shall be required for public streets on which a proposed subdivision fronts..."

The width of the street will depend on whether Neck Road is considered by the City to be a local street or a collector street between Hwy 221 and the Water Street intersection. Based on a local street classification, a 34-foot-wide curb-to-curb street is anticipated, while a collector street width will be 36 feet curb-to-curb [centered in the right-of-way, with 5' curb line sidewalks on both sides.

For cases where the remainder of the street width can be provided when undeveloped land on the far side of the street is developed, 3/4 street improvements can be recommended for approval by the Planning Commission. This possibility will apply to the portion of Neck Road only to the east of 735 Neck Road [i.e... on the side of this property away from Hwy 221].)

And on Highway 221...

Partial street improvements along the entire Hwy 221 frontage should be anticipated by the developer. This will involve widening of the roadway and installation of curb/sidewalks along the Hwy 221 frontage, as well as pedestrian improvements allowing pedestrians to cross Hwy 221, with pedestrian path improvements on the west side of Hwy 221 as required connect to the existing pedestrian walkway that extends south from Palmer Lane into town

11. Please discuss design requirements for the intersection of SE Neck Road and Highway 221.

Response: *From Job #9787. Staff needs more specific information on exactly what is being proposed and the separation from the Palmer Lane intersection, before this can be discussed in any detail. The design and reconfiguration of the Neck Road/Hwy 221 intersection will require ODOT input and approval as well.*

12. Please confirm that this preliminary layout provides adequate emergency access. Please discuss any requirements for alternative means of fire protection. Please request that the Fire Marshall attend the pre-application conference.

Response: *Fire Marshall to confirm.*

13. Are there any other required on or off-site improvements that are anticipated?

Response: *The following information was provided for Job #9787. Engineering can supplement with updated information as necessary...*

Several infrastructure inadequacies need to be addressed with the annexation and subsequent development. The last annexation application proposed for this property in 2007 did not move forward due to the following infrastructure inadequacies:

(1) Sewer Capacity, Main PS: There was inadequate capacity available in the Main Sewer Pump Station to serve the development on this property,

(2)) Sewer Capacity, Hwy 221 PS: There was inadequate capacity available in the Hwy 221 Sewer Pump Station to serve the development on this property, and

(3) Water: There was inadequate capacity in the waterlines across Palmer Creek to reliably provide fire flow service to the development on this property.

The scope of all three of these offsite infrastructure projects was more than could be supported by the property under the previous 2007 application, and the project was abandoned until the City made progress on completing at least some of these projects.

Since the previous 2007 annexation application, the City has completed the following on the sewer projects:

(1) Sewer, Main PS: The City constructed a new Main Sewer Pump Station [construction completed in 2018], and

(2) Sewer, Hwy 221 PS: The City has completed the design for the construction of a new Hwy 221 Sewer Pump Station and obtained a majority of the funding for construction of the improvements, as well as completing the design for the new gravity sewer along Hwy 221 from the new pump station to Neck Road, [i.e.. new 10" gravity sewer which will serve this subdivision property].

Sewer:

The completion of the Hwy 221 PS project will be required as a condition of the development of this property. The City plans to advertise the project for bid within the next few months [as soon as the IGA with ODOT is finalized]. If City funding is not adequate to complete the new sewer pump station AND the new trunk sewer along Hwy 221 to Neck Road, the developer will be responsible for constructing or funding any uncompleted portions of the project.

Water:

As noted above, water distribution system capacity issues were also raised during the last annexation application proposed for this property. The property cannot be annexed or developed unless it is demonstrated that adequate water capacity to provide residential fire flows will be available to all portions of the property (1000 gpm minimum) or can be provided in conjunction with the development. If fire flows cannot be met from the existing waterlines, the developer will be responsible to design & construct a new waterline across Palmer Creek to bring the fire flows up to minimum standards. Alignment options are summarized below.

The City has not yet been able to obtain funding for the design or the construction of the necessary waterline replacements across Palmer Creek.

The City's current Water Master Plan calls for the future construction of two new/upgraded waterlines across Palmer Creek, with one consisting of a 12-inch waterline from Mill Street across the Hwy 221 bridge [to replace the existing 6-inch line], and the second consisting of an 8-inch waterline crossing Palmer Creek between the south end of 1st Street and the northerly end of Palmer Lane [to replace the old 1930s vintage 3-inch or 4-inch inactive steel waterline].

The first waterline along Hwy 221 [Mill Street to Neck Road] will require ODOT review & approval for attachment to the Hwy 221 bridge, and the second from 1st Street to Palmer Lane will require easements be obtained from the intervening property owners.

Storm.

The developer will be required to construct offsite storm drainage improvements, to the extent required in order to convey storm drainage to an approved point of disposal. See discussion below.)

Public Services/Utilities/Natural Resources

14. Please confirm if the recently installed gravity sanitary sewer main/manhole at the corner of Neck Road and Highway 221 is complete and ready for use.

Response: *Will be addressed by engineering.*

15. Please confirm if this project will be allowed to connect to City sanitary sewer. If the project will not be allowed to connect to the existing sanitary sewer system, please discuss anticipated timing for allowable connection and/or any other available options.

Response: *Will be addressed by engineering.*

16. Please confirm sufficient water system capacity and pressure exists for domestic and fire suppression service. Please discuss if a water system analysis is required for this project.

Response: *From Job# 9787. We are not aware of any water supply capacity issues affecting this property. However, water transmission & distribution capacity will need to be verified and addressed in conjunction with development of this property, as discussed above.*

17. Please confirm whether any required sewer, water, or transportation improvements are SDC creditable.

Response: *Will be addressed by engineering.*

18. Please discuss any storm drainage issues, including known downstream deficiencies.

Response: *From Job #9787. Detention will be required per PWDS 3.18, regardless of where the stormwater discharge point is located. For City storm drainage systems, stormwater treatment is currently not required by the City's PWDS.*

The development team will need to coordinate with ODOT or Yamhill County to find out what level of stormwater quality treatment will be required by those jurisdictions.

19. Please confirm the site does not contain any mapped sensitive areas or significant resources, including the City's Flood Slope Hazard (FSH) Analysis Map.

Response: *From Job #9787. The applicant should conduct a preliminary investigation to determine if wetlands are present on the property and include the findings of the investigation in the subdivision application. Staff are not aware of any other natural resource issues relating to this property.*

Please let us know if there are any other issues or site constraints of which you are aware. Thank you in advance for your time and consideration of this project.

Neck Rd Pre-App

November 22, 2024

- Current code doesn't specifically permit Cottage Clusters
 - there is plans to incorporating.
- The plan is to move forward as Fee Simple Lot (house & lot). Start with sub-division/PUD with common area/open space
T.C.S
- City Planner stated PUD/sub-division criteria would apply.
- Annexation would need to happen first with arguments for a RZ zone.
- Q: Do modifications have to be reviewed by P.C.
 - but if it requires review of code
yes
 - Code: any modifications must be reviewed by P.C.
- ODOT wants a TIA
 - Sidewalk - stormwater rules -
 - want to be different from City standards
- Water transmission issue
 - needs big pipes
- SDC Credits
 - water only
 - 12" is required for pipe to get water

City of Dayton UGB Inquiries Informational

Background: In June 2022, the City of Dayton and Yamhill County approved an Urban Growth Boundary Land Swap amendment, adding approximately 100 acres (shown in yellow) of land SW of the existing City limits to the UGB, and removing approximately 156 acres (shown in orange) of land North of Highway 18 from the UGB. The specific parcels included in the amendment are shown below:

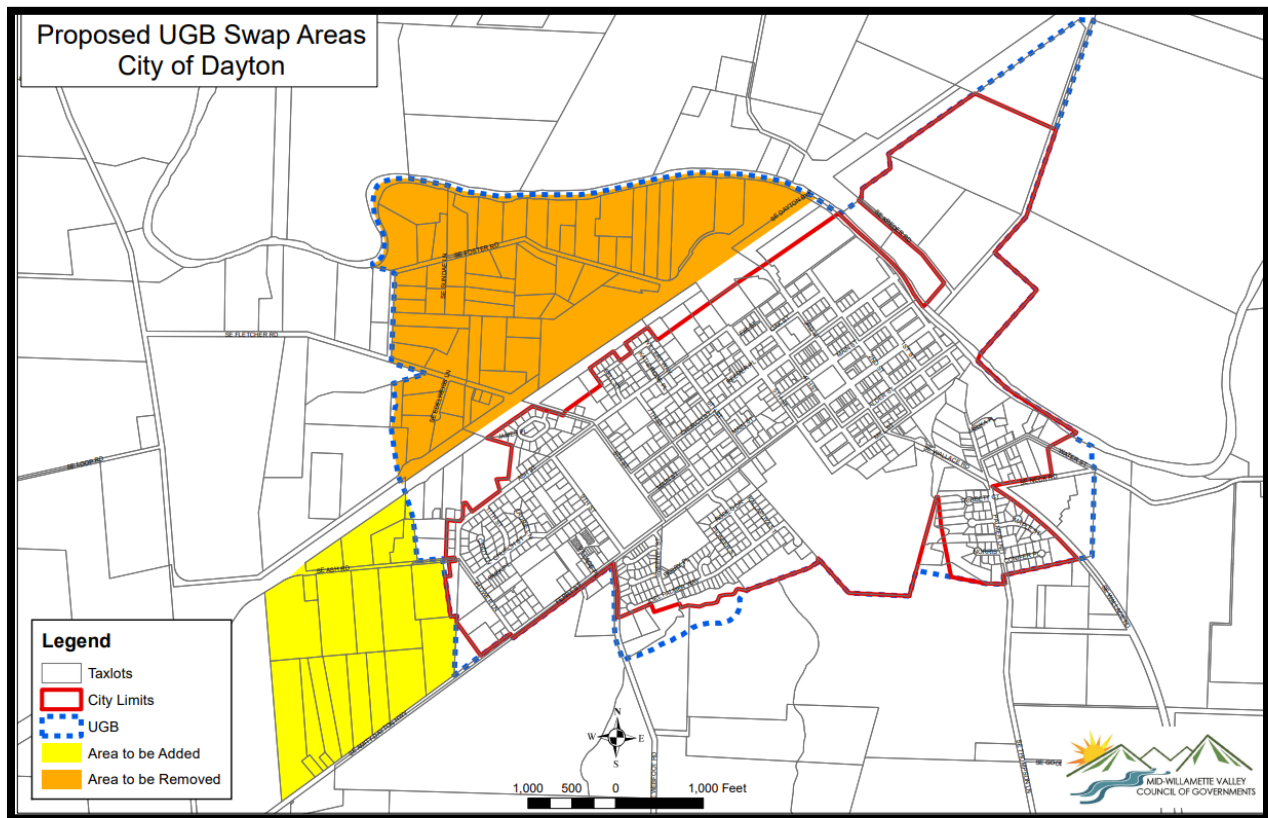


Figure 1

As the proposed UGB amendment has been finalized, the City of Dayton has begun to receive questions related to potential development, associated public facility needs, and timeline. City planning and engineering staff have prepared the following information regarding potential future development in the area to be added to the UGB to aid property owners and potential developers in understanding City of Dayton development requirements.

Public Facility Needs:

Potential developers should note that anything beyond minor building permit applications will require the addition of the facilities listed below:

1. A public sewer pump station will need to be constructed near the low point on Ash Road.

2. A sewer force main will need to be constructed from the new pump station along Ash St., from Flower Lane to 5th Street.

The City estimates that the pump station and force main projects will cost between two and three million dollars to complete, making immediate development unviable. To address the identified public facility needs, the City will begin to evaluate funding mechanisms for the project. While the City has not yet begun an evaluation, one potential option is the establishment of a sewer reimbursement district, allowing potential developers to pay the City for their share of the improvement costs. It is likely that the City will begin more detailed discussions in 2023. Property owners should check with the City periodically to ensure they remain up to date.

Land use Requirements:

- ✓ Any application for development will begin with a pre-application meeting with City Staff prior to annexation. At the pre-application meeting, City staff will inform potential applicants of application requirements and identify any potential concerns with the identified proposal.
- ✓ Should interested property owners or developers choose to move forward, the second step in the process is the submittal of an annexation application. Properties annexed into the City of Dayton must be contiguous to the existing City Limits to receive approval. All annexations shall meet all criteria for annexation outlined in Section 7.3.112.02 of the City of Dayton Land Use and Development Code.
- ✓ Concurrent to a submitted annexation application, the applicant shall submit an application for a zone change. Property owners and potential applicants shall note that any development within the area added to the must be permitted residential uses.
- ✓ Should the annexation and zone change applications be approved, the applicant may submit a development (subdivision, partition, and/or site development) application as needed.

Additional Questions: Staff recommends that any interested property owners or potential developers contact the City of Dayton directly for any questions not answered in this informational. The City Planner is in the office every second Thursday from 1:00-5:00 pm. Please call City Hall to schedule an appointment.