

City of Brookings

MEETING AGENDA

URBAN RENEWAL ADVISORY COMMISSION

Thursday, July 8, 2010, 3:00pm

City Hall Council Chambers, 898 Elk Drive, Brookings, OR 97415

A. Call to Order

B. Roll Call

C. Acceptance of Minutes for:

1. June 10, 2010.

D. Discussion/Action Items

1. Bicycle and pedestrian path status.
2. Bike rack costs.
3. Downtown parking regulations.
4. Fred Meyer Sign.

E. Executive Director Reports

F. Public Comments – Limit 5 minutes

G. Committee Member Comments

H. Items for Next Meeting

I. Adjourn

All public meetings are held in accessible locations. Auxiliary aids will be provided upon request with advance notification. Please contact 469-1102 if you have any questions regarding this notice.

Minutes

Urban Renewal Advisory Commission Council Chambers, 898 Elk Drive Thursday, June 10, 2010

Call to Order: Chair Chasar called the meeting to order at 3:00 p.m.

Present: Commission Members, Pete Chasar, Dan Nachel, Donna Cramer and Don Nuss. Executive Director Gary Milliman, Building Official LauraLee Gray and Councilor Jake Pieper. Absent were Commissioners Joyce Tromblee, Rick Bishop and Kim Banfield.

Minutes/Last Meeting: May 13, 2010 minutes were accepted with revisions.

Regular Agenda:

- 623 Chetco Avenue fence enhancement: This project has been completed by the property owner without funding from the agency.
- Kiosk examples: Designs downloaded from the internet are very costly; Executive Director Milliman will bring information to the next meeting about Fort Braggs kiosks. Site built structures for cost effectiveness were discussed, as well as the possibility of using Bankus Fountain as the site for a prototype that could be incorporated with the bus shelter that will be erected at this location. Commissioner Nuss stated that he believed that the Chamber should take the lead on this project and that the URA should be the funding entity only. Director Milliman agreed and will contact the Chamber to try and get some interest in this issue.
- Street furniture: Commissioner Chasar will review some design alternatives for tables and receptacles for the site on Fleet Street. A "U" channel design was chosen for the bike racks; LauraLee will bring prices to the next meeting.
- Downtown Parking: Director Milliman provided maps of potential parking in the downtown area; Council direction is to finish the downtown improvement project and then move forward on the parking issue. Commissioner Nuss moved, Commissioner Cramer seconded, and the Commission voted, with Commissioner Chasar abstaining, to recommend to the Agency that ODOT be requested to make the Center Street and Chetco Avenue intersection one-way going into His Haven of Hope.

Executive Directors Report:

- Downtown project: The project engineer has issued a letter of dissatisfaction of work to the contractor. The letter states that the time frame of work is of concern and that the streets are being left in an unacceptable state of disrepair.
- The large utility box has been installed by Boulder Park.
- Water and Sewer service lines continue to be installed.

Commissioner comments:

- Commissioner Nuss asked about the status of notification to ODOT regarding bike paths. The Planning Director will attend the next meeting to provide a status report.
- Commissioner Cramer brought photos of the CTR dumpsters showing that they are using 2 different shades of green.

Next months meeting:

- Planning Department report on bike path status.
- Prices on bike racks.
- Staff report on off street parking waiver for downtown core.

Adjournment: Adjourned at 4:15

Respectfully submitted,

_____ (Approved at _____ meeting).

Print Name: _____ Title: _____

Chapter 17.92**OFF-STREET PARKING AND
LOADING REGULATIONS****Sections:**

- 17.92.010 Generally.
- 17.92.020 Off-street loading.
- 17.92.030 Off-street parking.
- 17.92.040 Number of spaces required.
- 17.92.050 Location of parking facilities.
- 17.92.060 Use of parking facilities.
- 17.92.070 More than one use.
- 17.92.080 Joint use of facilities.
- 17.92.090 Parking – Front yard.
- 17.92.100 Development and maintenance standards for off-street parking areas.
- 17.92.110 Handicapped parking.
- 17.92.120 Bicycle parking standards.

17.92.010 Generally.

No development permit shall be issued until plans and evidence are presented to show how the off-street parking and loading requirements are to be fulfilled and that property is and will be available for the exclusive use as off-street parking and loading space, except for public and private parking areas that can be temporarily converted to public plazas. The subsequent use of the property for which the permit is issued shall be conditional upon the continuance and availability of the amount of parking and loading space required by this chapter. [Ord. 07-O-594; Ord. 89-O-446 § 1.]

17.92.020 Off-street loading.

Every hospital, institution, hotel, commercial or industrial building hereafter erected or established having a gross floor area of 10,000 square feet or more shall provide and maintain at least one off-street loading space plus one additional off-street loading space for each additional 20,000 square feet of gross floor area. Any use requiring one-half or more of a loading space shall be deemed to require the full space. Each loading space shall be not less than 10 feet wide, 25 feet in length and 14 feet of vertical clearance. [Ord. 07-O-594; Ord. 89-O-446 § 1.]

17.92.030 Off-street parking.

A. Off-street parking spaces shall be provided and maintained as set forth in this chapter for all uses in all zoning districts except that a portion of the central commercial (C-3) district, the downtown core area, is exempt from these regulations.

This exempt area is defined as parcels including the first tier of lots on the north side of Highway 101 from Center Street to Oak Street, to the north side of Railroad Street and from Center Street on the west to Oak Street on the east. See Map 17.92.030-1. This exemption also includes the parcels fronting on Chetco Avenue between Pacific Street and Center Street.

B. The city council may enact an in lieu parking space construction fee when it is not possible to provide some or all of the required off-street parking. The funds shall be retained by the city and shall be used exclusively for the purpose of acquiring and developing public off-street parking facilities. The in lieu fee is set by resolution, when enacted.

C. Off-street parking spaces in areas other than the downtown core area within the city shall be provided at the time:

1. A new building is erected; or
2. A building existing on the effective date of this code is enlarged to the extent that parking requirements are increased in terms of units listed in BMC 17.92.040; or
3. The use is changed to another use with greater parking requirements.

D. When calculating parking requirements:

1. Any use requiring one-half or more of a parking space shall be deemed to require the full space.

2. Parking spaces provided to meet the requirements of this chapter shall not be reduced in size or number to an amount less than required by this code for the use occupying the building. The provision and maintenance of off-street parking space is a continuing obligation of the property owner.

3. Bicycle parking may substitute for required motor vehicle parking pursuant to the provisions of BMC 17.92.120 if:

a. The minimum required motor vehicle parking is more than 10 spaces;

b. No more than 10 percent of the required motor vehicle spaces is substituted with bicycle parking;

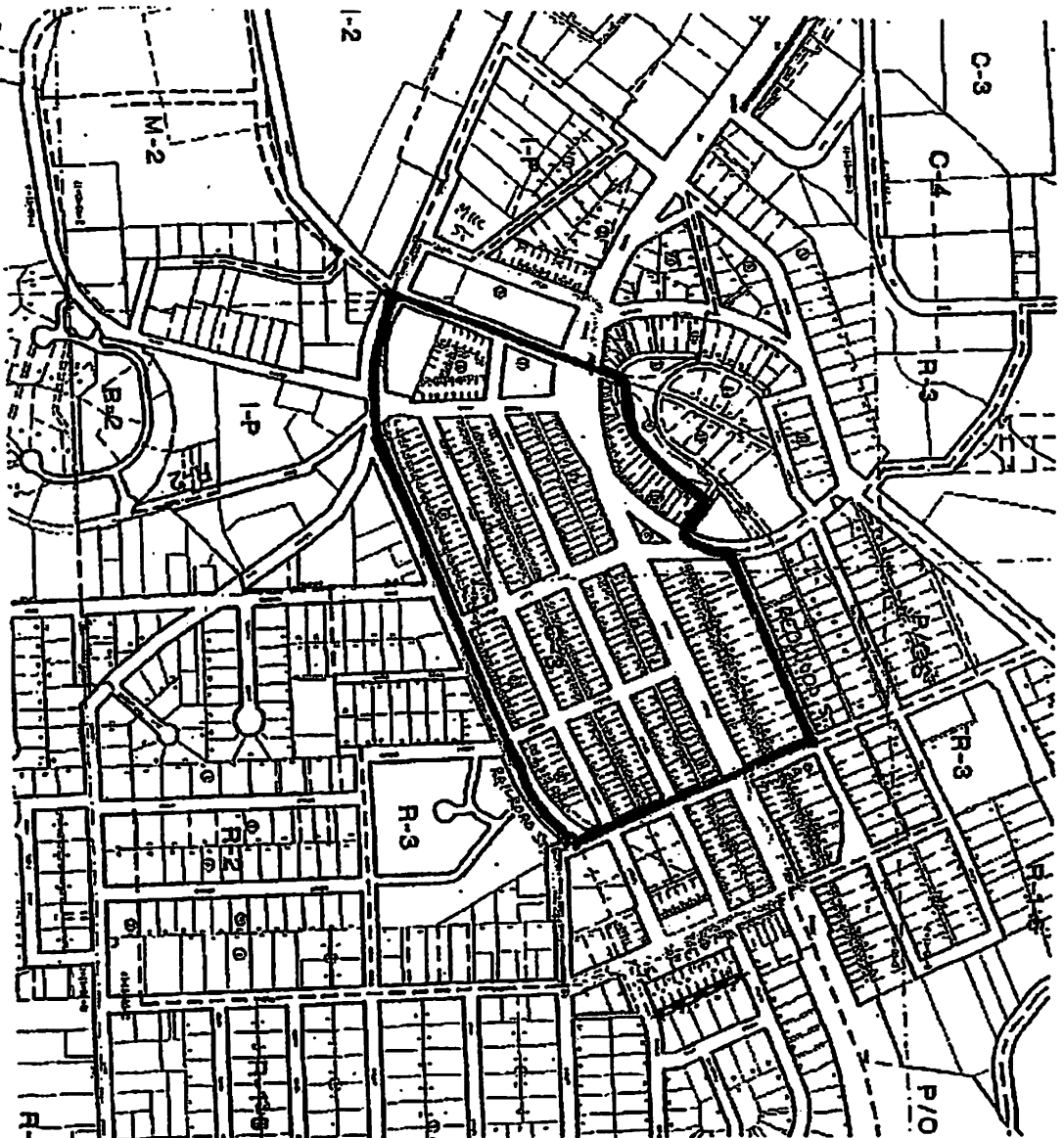
c. For every one bicycle parking space provided, the motor vehicle standard is reduced by one space; and

d. The use is not a new or existing residential use.

Existing motor vehicle parking may be converted to take advantage of this provision.

MAP 17.92.030-1

Downtown Core Area



The first tier of lots on the north side of Hwy. 101 (Chetco Avenue)
From Center St. to Oak St., to the north side of Railroad St. and from
Center St. on the west to Oak St. on the east.

[Ord. 07-O-594; Ord. 89-O-446 § 1.J]

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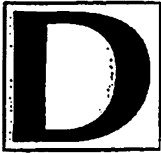
URAC

Bob Schaefer

Ray Page

Richard Christensen

Janell Howard



THE DYER PARTNERSHIP
ENGINEERS & PLANNERS, INC.

June 10, 2010.

Mr. Scott Fitzhugh
Tidewater Contractors, Inc.
P.O. Box 1956
Brookings, OR 97415

Re: City of Brookings – Downtown Street Improvements
Project No. 145.05

Dear Scott:

In regards to the overall construction progress on the Downtown Street Improvement project, we are becoming concerned with the lack of progress over the past couple of months. While there have been some inclement days, there have also been suitable days during which no work has taken place. While we realize that this is a fairly involved project that has included a number of changes to incorporate additional components such as the sewer line replacements and recently added waterlines on Willow and Spruce Street (Willow to Oak), some components of the work areas have been left uncompleted for some time now and these have compromised the overall safety and use by the affected residences and businesses. With the lack of work going on and some of the work areas being left in an unacceptable state, this has created friction between the City and affected residences and businesses as to why no progress is being made.

Our inspector has made a list of prioritized work items that should be completed prior to resuming some of the main work items. To account for these changes, we are requesting that the original schedule be updated and resubmitted to reflect how the remaining work components will be staged and completed.

One additional item to note is that the recent placement of the electrical vaults at Spruce and Alder, an existing water service line was encountered and normally when a warning tape is found (as in this case), hand digging methods are used to expose the service line. In this case, the operator of the equipment dug thru the trench mechanically, causing this service line to be broken, which in turn disrupted the water service and required city personnel to repair this water service.

The City will be invoicing Tidewater Contractors for this repair. We request that extra care be taken by your crews to avoid the potential of being invoiced for additional repairs. I will plan on discussing these items in more detail at our next weekly job meeting.

Respectfully,


Michael Erickson, P.E.
Project Manager

✓ cc: Gary Milliman, City of Brookings