



PLANNING COMMISSION

Council Chambers, 180 NE 2nd Street

Where Life is Sweet

June 10, 2026 at 7:00 PM

AGENDA

Meetings are always open to the public in-person. Other ways of viewing or participating in live meetings are as follows:

To participate in live meetings through Zoom, registration is required no later than 8am the day of the meeting by emailing meetings@hermiston.gov and providing participants full name and place of residence. The Planning Assistant will respond to sender with Zoom meeting details prior to the start of the meeting.

Submit written electronic comments to meetings@hermiston.gov For written comments to be part of the record, sender must provide their full name and place of residence, and comments must be received within the time frame given for the item under discussion. The Planning Assistant will respond/confirm to sender that their electronic comment was received and will be made part of the record; or if their electronic comment is not able to be made a part of the record, the Planning Assistant will respond to the sender and state the reason(s) why.

1. CALL TO ORDER - 7:00 PM

2. MINUTES

A. Minutes of the May 13, 2026, regular meeting

3. UNFINISHED BUSINESS

A. Continued from May 13, 2026 Regular Meeting

Partition Plat- Olmedo 4N2811CD tax Lot 801 - 600 SE 7th St

4. NEW BUSINESS

A. Discussion of potential code amendments implementing Transportation System Plan

5. PLANNER COMMENTS AND UNSCHEDULED COMMUNICATION

6. ADJOURN

**** AMERICANS WITH DISABILITIES ACT NOTICE****

Please contact Hermiston City Hall, 180 NE 2nd Street, Hermiston, OR 97838 (Phone No. 541-567-5521) at least 48 hours prior to the scheduled meeting time if you need an accommodation. TTY and TDD users please call Oregon Telecommunications Relay Service at 1-800-735-2900 or 711.



PLANNING COMMISSION

Regular Meeting Minutes
May 13, 2026

Chairman Fialka called the regular meeting to order at 7:00PM. Present were Commissioners Caplinger, Saylor, Doherty, Rebman, Serrano, Misner, and Kirkpatrick. Commissioner Hamm was excused. Staff in attendance included Planning Director C.F. Spencer, City Attorney Rich Tovey, and Planning Assistant Heather La Beau. Youth Advisor Maddix Medrano also attended the meeting.

Minutes

Commissioner Saylor moved, and Commissioner Doherty seconded to approve the minutes of the April 15, 2026, regular meeting. Motion passed 7-0 with Commissioners Caplinger, Rebman, Saylor, Serrano, Misner, Kirkpatrick, and Doherty in favor.

Partition Plat - Olmedo 4N2811CD Tax Lot 801- 600 SE 7th St

Planning Director Spencer presented the staff report. This partition proposes to create 3 lots for residential development.

Commissioners discussed the existing structures and their setbacks from the proposed lot lines. Specifically, plans for the garage that may be within multiple setbacks of the new property lines. The applicant was not present at the meeting to provide additional information. After a brief discussion, Commissioner Saylor moved and Commissioner Misner seconded to continue the discussion at the next meeting scheduled for June 10. Motion passed 7-0 with Commissioners Caplinger, Doherty, Rebman, Saylor, Serrano, Misner, and Kirkpatrick in favor.

Planner comments and unscheduled communication

Planning Director Spencer informed the commissioners that the Hermiston Irrigation District has appealed the planning commission's approval of Henry K's Phase 4 preliminary plat. The appeal hearing is scheduled for the May 26 city council meeting.

Adjournment

Chairman Fialka adjourned the meeting at 7:25PM.



Where Life is Sweet

Members of the Planning Commission
STAFF REPORT
 For the Meeting of June 10, 2026

Title/Subject

Continued from May 13, 2026 Regular Meeting

Partition Plat- Olmedo 4N2811CD tax Lot 801 - 600 SE 7th St

Summary and Background

Additional Information Requested by the Planning Commission on May 13

While considering the preliminary plat at the May 13, 2026 regular meeting, the planning commission requested additional information be provided by the applicant and surveyor to better develop the record for the partition plat. The planning commission specifically had questions regarding the location and future disposition of the existing garage and relation of the accessory dwelling located on the proposed Parcel 2 to the proposed lot lines. The consideration of the plat was continued to allow the applicant time to compile this information.

According to the supplemental information submitted by the surveyor, the ADU on Parcel 2 meets or exceeds all required setbacks. The existing garage has been issued a demolition permit and will be removed. It is the staff recommendation that the applicant has satisfied the planning commission's request for additional information.

Original May 13 Staff Report

Ezequiel Olmedo has submitted a minor partition application for land located at 600 SE 7th Street. The proposed partition will divide the existing lot into three lots. The property is zoned Medium-High Density Residential (R-3) and encompasses 0.60 acres (26,000 square feet). The property presently contains a single-family dwelling, detached garage, and accessory dwelling unit. The proposed partition divides the lot with Parcel 1 retaining the existing dwelling and garage and creating a 5,585 square foot lot. Parcel 2 will be a new 9,198 square foot flag lot with a flag width of 35 feet. Parcel 3 will be a new 11,338 flag lot with a flag width of 25 feet. The minimum lot size in the R-3 zone is 5,000 square feet.

Public notice was provided for the proposed replat. Notice of the proposed land use action was mailed by direct mail to all property owners within 100 feet on April 29, 2026. A sign informing the public of the proposal was placed on the property on April 29, 2026.

The criteria that are applicable to the decision to accept the proposed replat are contained in 154.15 through 154.66, 157.025 and 157.101 of the Hermiston Code of Ordinances. The final

plat requirements and findings are attached to this report as Exhibit A. Conditions of approval are attached as Exhibit B. The map showing the property boundary, adjacent streets, and parcels is attached as Exhibit C. An aerial photo is attached as Exhibit D. The final plat as prepared by the surveyor is attached as Exhibit E.

Tie-In to Council Goals

Approval of plats is a matter of administration of City ordinances.

Fiscal Information

The property has an assessed value of \$75,110. Creation of two additional lots will increase the taxable value by a similar amount per lot. Construction of new dwellings may also lead to reassessment of the site.

Alternatives and Recommendation

Alternatives

The planning commission may choose to approve or deny the partition plat.

Recommended Action/Motion

Staff recommends the planning commission approve the partition plat subject to the conditions of approval.

Motion to adopt the findings of fact.

Motion to approve the preliminary plat with the conditions of approval.

Submitted By:

C.F. Spencer, Planning Director

Exhibit A
Findings of Fact
Olmedo Minor Partition
600 SE 7th Street
June 10, 2026

Chapter 154: Subdivisions

Design Standards

§154.15 Relation to Adjoining Street System.

The property is serviced by SE 7th Street. SE 7th Street is fully improved adjacent to all parcels. All street rights of way are already platted and no changes are proposed.

§154.16 Street and Alley Width.

SE 7th Street is classified as a local residential street. SE 7th Street has a 55 foot right of way width. No additional right of way dedication is necessary. The alley adjacent to the north property line of the site has a 16 foot width and is developed with a pedestrian path. Street and alley standards are satisfied.

§154.17 Easements.

A new six-foot utility easement along SE 7th Street and the existing alley is shown on the plat. ORS 92.044 only permits cities to require easements abutting a street. Easement requirements are satisfied.

§154.18 Blocks.

Block length is not applicable to this plat.

§154.19 Lots.

Parcel 1 is 5,585 square feet. Parcel 2 is 9,198 square feet. Parcel 3 is 11,338 square feet. Parcel 1 contains an existing dwelling and out-buildings. Parcel 2 contains an existing accessory dwelling. Upon partitioning, the ADU on Parcel 2 will become a primary dwelling. Parcel 3 is vacant. Each lot exceeds the minimum lot size for single- and two-family housing in the R-3 zone. Parcel 1 exceeds the minimum lot width of 60 feet and the minimum lot depth of 80 feet in the R-3 zone.

Parcels 2 and 3 are also subject to the flag lot design standards in §154.19(F). Parcels

2 and 3 each have an access portion of at least 25 feet in width. The applicant has elected not to share access between each lot and utilize a narrower access flag. Parcels 2 and 3 each exceed the minimum lot size of 5,000 square feet after removing the area utilized for access. Parcel 2 and 3 satisfy the minimum lot depth and width requirements as established in §154.19(F)(5). Lot design standards are satisfied.

§154.20 Character of Development.

The development is occupied with a single-family dwelling and out-buildings on Parcel 1. Parcel 2 contains an accessory dwelling and is intended for additional residential development. Parcel 3 is intended for additional residential development. Uses permitted in the R-3 zone are listed in 157.027 of the Hermiston Code of Ordinances.

§154.21 Parks, School Sites and the Like.

The comprehensive plan and parks master plan do not indicate a need for any additional parks or schools in the vicinity of the proposed partition.

Minimum Improvements Required

§154.60 Permanent Markers

Permanent markers shall be set as shown on the final plat in accordance with ORS 92.050 through 92.080.

§154.61 General Improvements

SE 7th Street is fully improved with paving, curb, gutter, and sidewalk along the entire property frontage. No additional improvements are required.

§154.62 Water Lines

Each parcel is adjacent to municipal water service along the entire parcel frontage. A 6-inch municipal water line is installed in SE 7th Street. The applicant or owner is responsible for all costs associated with connection to water service when new dwellings are constructed.

§154.63 Sanitary Sewer System.

Each parcel is adjacent to municipal sewer service along the entire parcel frontage. A 10-inch sanitary sewer line is installed in SE 7th Street. The applicant or owner is responsible for all costs associated with connection to sewer service when new dwellings are constructed.

Preliminary Plat

Staff has reviewed the plat and determined the submission of a preliminary plat is not required in accordance with §154.35(B) of the Hermiston Code of Ordinances which states:

“...Minor partitions containing three lots or less may be exempted from the provisions of this section.”

Final Plat

Per §154.46 of the Hermiston Code of Ordinances, the final plat shall show:

- A) The boundary lines of the area being subdivided, with accurate distances and bearings. **Shown as required**
- B) The lines of all proposed streets and alleys with their width and names. **Shown as required**
- C) The accurate outline of any portions of the property intended to be dedicated or granted for public use. **Shown as required**
- D) The line of departure of one street from another. **Shown as required**
- E) The lines of all adjoining property and the lines of adjoining streets and alleys with their widths and names. **Shown as required**
- F) All lot lines together with an identification system for all lots and blocks. **Shown as required**
- G) The location of all building lines and easements provided for public use, services or utilities. **Shown as required**
- 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. **Shown as required**
- I) All necessary curve data. **Shown as required**
- J) The location of all survey monuments and bench marks together with their descriptions. **Shown as required**
- K) The name of the subdivision, the scale of the plat, points of the compass, and the name of the owners or subdivider. **Shown as required**
- L) The certificate of the surveyor attesting to the accuracy of the survey and the correct location of all monuments shown. **Shown as required**
- 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. **No restrictions are proposed or referenced 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. **Shown as required**
- 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. **Shown as required**

Chapter 157: Zoning

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

Each lot exceeds the minimum lot size of 5,000 square feet for single and two-family dwellings. Each lot exceeds the minimum lot width of 60 feet and the minimum lot depth of 80 feet. Parcel 3 will also be large enough to accommodate multi-family dwellings. The R-3 development standards are satisfied. Uses permitted in the R-3 zone are listed in §157.025(A) and (B) of the Hermiston Code of Ordinances.

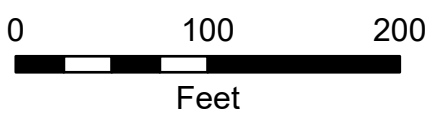
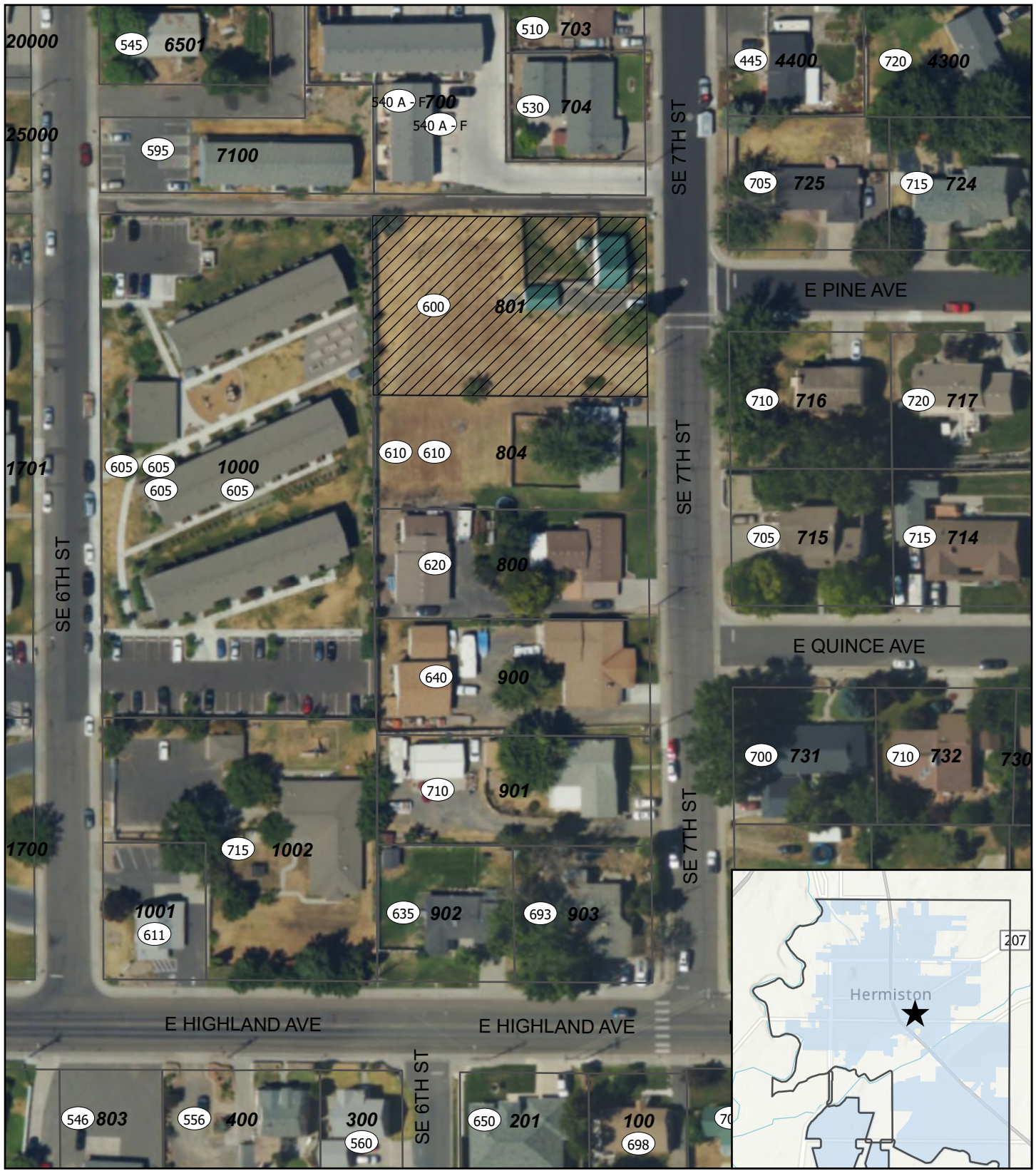
§157.101 Development Hazard Overlay

Comprehensive Plan Figure 12 identifies portions of this subdivision as subject to groundwater pollution hazards due to a high water table. In accord with 157.101 of the Hermiston Code of Ordinances, the City will prohibit the outdoor storage of hazardous chemicals and underground storage of gasoline and diesel fuels. Any additional requirements or prohibitions necessary to mitigate groundwater pollution problems must be developed in conjunction with the Departments of Environmental Quality and Water Resources. At the discretion of the planning commission, the applicant may obtain an exemption to the above requirements if a registered engineer presents documentation which demonstrates that the proposed development will not contribute to potential groundwater pollution.

Exhibit B
Conditions of Approval
Olmedo Minor Partition
600 SE 7th Street
June 10, 2026

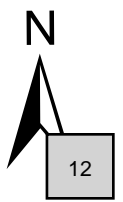
Subject to the deliberations of the planning commission and public testimony received, the following draft conditions of approval are presented.

1. Applicant shall 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. Comprehensive Plan Figure 12 identifies this site as an area subject to development hazards due to a high water table. 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.
3. In accordance with §154.19(F)(3) of the Hermiston Code of Ordinances, each access for Parcels 2 and 3 shall be paved to a width of at least 20 feet at such time that a dwelling is constructed on that parcel.
4. All costs associated with connection to water and sewer services for Parcels 1, 2 and 3 shall be borne by the developer of each parcel.



Legend

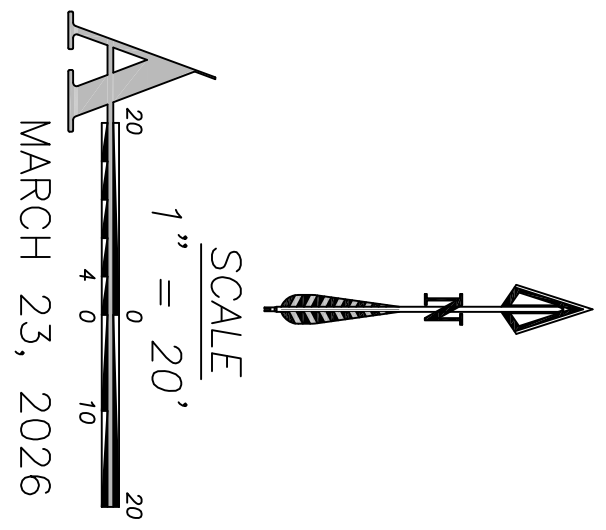
- Property Line
- City Limits
- Urban Growth Boundary
- Area of Proposed Land Use Action



PARTITION PLAT NO. _____
PARTITION PLAT OF A TRACT OF LAND, LOCATED
IN THE SW1/4 OF SECTION 11, T.4N., R.28E., W.M.,
UMATILLA COUNTY, OREGON
W. O. 26-6465

SURVEY FOR OLMEDO EZEQUIEL A III
600 SE 7TH STREET
HERMISTON, OR 97838
(509) 643-1501

SURVEY BY ARMSTRONG SURVEYING, INC.
1595 NE THIRD ST. STE. A2, BOX 13
PRINEVILLE, OR 97754
(541) 447-7791



SURVEYOR'S CERTIFICATE

I, TODD R. CATTERSON, A REGISTERED PROFESSIONAL LAND SURVEYOR IN THE STATE OF OREGON, HEREBY CERTIFY THAT I HAVE SURVEYED AND MARKED WITH PROPER MONUMENTS IN ACCORDANCE WITH OREGON REVISED STATUTES, CHAPTER 92, THE LANDS REPRESENTED ON THIS PLAT, SAID LANDS ARE LOCATED IN THE SOUTHWEST ONE-FOURTH (SW1/4) OF SECTION 11, T.4N., R.28E., W.M., UMATILLA COUNTY, OREGON, MORE PARTICULARLY DESCRIBED AS FOLLOWS: THE NORTH 131 FEET OF LOT 14, BLOCK 13, NEWPORT ADDITION TO THE CITY OF HERMISTON, UMATILLA COUNTY, OREGON

SUBJECT TO ANY EXISTING EASEMENTS & RIGHT-OF-WAYS.

SURVEY NARRATIVE

WE WERE EMPLOYED BY THE OLMEDO EZEQUIEL A III TO COMPLETE THE SURVEY AND MAPPING REQUIREMENTS OF THIS APPROVED PARTITION. SUBJECT PROPERTY IS DESCRIBED AS THE NORTH 131 FEET OF LOT 14, BLOCK 13 OF NEWPORT ADDITION TO THE CITY OF HERMISTON. SUBJECT PROPERTY WAS PREVIOUSLY SURVEYED DURING SURVEY NO. 13-188-B BY KEITH P. PRIMA, LS 48490. SEARCH IN THE FIELD RECOVERED THE SOUTHWEST AND SOUTHEAST CORNER OF SUBJECT PROPERTY AND I HELD THEM AS FOUND. I SET THE NORTHWEST CORNER OF SUBJECT PROPERTY ON LINE BETWEEN SAID SOUTHWEST CORNER AND CORNER LOCATION 1 AND 16 FEET SOUTH OF CORNER LOCATION 1. I SET THE NORTHEAST CORNER OF SUBJECT PROPERTY AT SINGLE PROPORTIONATE POSITION BETWEEN SAID SOUTHEAST CORNER AND CORNER LOCATION 2 USING DIMENSIONS FROM SURVEY NO. 15-055-B AND 13-188-B. THE PARTITION LINES ARE FREE LINES AS DESIRED BY THE CLIENT. THIS SURVEY WAS PERFORMED USING A TRIMBLE R10 GPS SYSTEM IN RTK MODE.

BASIS OF BEARINGS

BEARINGS ARE BASED ON GPS SURVEY MEASUREMENTS USING THE WGS 1984 ELLIPSOID AND A TRANSVERSE MERCATOR MAPPING PROJECTION WITH THE FOLLOWING PARAMETERS:

ORIGIN OF LATITUDE = 45°55'23.77311"N
ORIGIN OF LONGITUDE = 119°17'25.41906"W
SCALE FACTOR = 1.000000000

- LEGEND**
- SET 5/8" x 30" LONG IRON ROD WITH YELLOW PLASTIC CAP MARKED "ARMSTRONG S&E".
 - ⊙ FOUND 5/8" IRON ROD WITH YELLOW PLASTIC CAP MARKED "PLS LS 48490" AS PER SURVEY NO. 13-188-B BY KEITH P. PRIMA, LS 48490, RECORDED JUNE 5, 2013.
 - ⊕ FOUND 1-1/2" ALUMINUM CAP MONUMENT, INITIAL POINT FOR PENDER FIRST ADDITION.
 - FOUND 3/4" IRON ROD WITH YELLOW PLASTIC CAP AS PER SURVEY NO. 15-055-B BY G. DENNIS EDWARDS, LS 951, RECORDED JUNE 22, 2015.
 - () RECORD AS PER THE MAP OF THE NEWPORT ADDITION TO HERMISTON OREGON, RECORDED MARCH 21, 1908.
 - 2() RECORD AS PER SURVEY NO. 01-124-B BY G. DENNIS EDWARDS, LS 951, RECORDED AUGUST, 2001.
 - 3() RECORD AS PER SURVEY NO. 13-188-B BY KEITH P. PRIMA, LS 48490, RECORDED JUNE 5, 2013.
 - 4() RECORD AS PER SURVEY NO. 15-055-B BY G. DENNIS EDWARDS, LS 951, RECORDED JUNE 22, 2015.
 - CNS COMPUTED NOT SET
 - ① CORNER IDENTIFICATION NUMBER

TAX CERTIFICATES

I HEREBY CERTIFY THAT ALL AD VALOREM TAXES, SPECIAL ASSESSMENTS, FEES, AND OTHER CHARGES REQUIRED BY LAW TO BE PLACED ON THE 20____-20____ TAX ROLL WHICH BECAME A LIEN OR WILL BECOME A LIEN ON THIS PARTITION DURING THIS TAX YEAR BUT NOT YET CERTIFIED TO THE TAX COLLECTOR FOR COLLECTION HAVE BEEN PAID TO ME.

I HEREBY CERTIFY THAT ALL TAXES ARE PAID AS OF THIS DATE.

COUNTY TAX COLLECTOR _____ DATE _____

LOT 15
BLOCK 13
NEWPORT ADDITION
-NOT A PART-

DECLARATION

KNOW ALL PEOPLE BY THESE PRESENTS THAT OLMEDO EZEQUIEL A III IS THE OWNER OF THE LANDS REPRESENTED ON THIS PLAT AND MORE PARTICULARLY DESCRIBED IN THE ACCOMPANYING SURVEYOR'S CERTIFICATE AND HAVE CAUSED SAID LANDS TO BE SURVEYED AND PLATED INTO PARCELS AND PUBLIC UTILITY EASEMENTS AS SHOWN HEREON IN ACCORDANCE WITH OREGON REVISED STATUTES, CHAPTER 92, AND DOES HEREBY DEDICATE TO THE PUBLIC THE PUBLIC UTILITY EASEMENT. THERE ARE NO IRRIGATION WATER RIGHT APPURTENANT TO THIS PROPERTY.

ACKNOWLEDGEMENT

OLMEDO EZEQUIEL A III _____ DAY OF _____, 2026, BEFORE ME, A NOTARY PUBLIC IN AND FOR THE COUNTY OF UMATILLA, STATE OF OREGON, PERSONALLY APPEARED THE ABOVE NAMED OLMEDO EZEQUIEL A III, AND WHO ACKNOWLEDGED TO ME THAT HE EXECUTED THE FOREGOING DECLARATION FREELY AND VOLUNTARILY.

NOTARY PUBLIC FOR
THE STATE OF OREGON _____

APPROVALS

UMATILLA COUNTY SURVEYOR _____ DATE _____
CITY OF HERMISTON PLANNING COMMISSION _____ DATE _____
HERMISTON IRRIGATION DISTRICT _____ DATE _____

RECEIVED BY
UMATILLA COUNTY SURVEYOR
DATE: _____
REC'D BY: _____
NO: _____



ARMSTRONG
Surveying, Inc. - established 1977
SHEET 1 OF 1
DRG. NO. 26-6465.DWG
W. O. 26-6465

HERMISTON IRRIGATION DISTRICT



366 East Hurlburt Avenue
Hermiston, OR 97838-2445
Office: 541-567-3024
Mobile: 541-571-7698
E-mail: Office@HermistonID.org

May 5, 2026

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

RE: Land Partition of 4N2811CD 801 – Ezequiel Olmedo

Director Spencer,

The District has reviewed the property listed above. This parcel is located within the Hermiston Irrigation District boundary, however, there are no water rights, easements, or District facilities on this property.

HID has no objection to the land partition. Thank you for the opportunity to comment on this request.

Respectfully,

Karra

Karra Van Fossen
Water Right Specialist



May 14, 2026

Mr. Ezequiel Olmedo
600 SE 7th St
Hermiston OR 97838

Dear Zeek:

The planning commission moved to continue the discussion of the proposed minor partition plat at their May 13 meeting pending additional information from the applicant. The planning commission requested that the plat document the existing and proposed structures and their setbacks from proposed lot lines. The planning commission also seeks testimony regarding the plan for the existing garage, which appears to be within the rear and side setback of the proposed new lot area.

We have not received a response from the surveyor regarding the following requested plat corrections:

- width of SE 7th St
- surveyor signature

The next planning commission meeting is scheduled for June 10 at 7PM. Please provide the requested information by May 29 for the plat to be reviewed at the June meeting. Applicants are encouraged to attend the planning commission meetings or have a representative attend on their behalf.

Thank you,

A handwritten signature in black ink, appearing to read "Clint Spencer".

Clint Spencer
Planning Director



Where Life is Sweet

Members of the Planning Commission
STAFF REPORT
 For the Meeting of June 10, 2026

Title/Subject

Discussion of potential code amendments implementing Transportation System Plan

Summary and Background

As part of the programmed work tasks for the Hermiston Transportation System Plan Update, a code audit and draft code amendments is required. The city's consultant on the TSP update, Kittelson and Associates has subcontracted with Urbsworks Inc for the land use code work. The fundamental elements of the code amendments were discussed at the joint planning commission/city council work session on March 9, 2026.

The draft document submitted by Urbsworks is attached to this report for reference. Staff is working with Kittelson and Urbsworks to refine the proposals and better align the amendments with Hermiston values and development practices.

The documents attached to this report are in multiple sections. The first is a set of new connectivity standards for local residential streets. The local residential street amendment section proposes a reduction in block length from 600 to 300 feet. In the interest of balancing user convenience and construction cost, staff recommended to the consultant team that this distance be increased to 400 feet. Additionally, where mid-block crossings are proposed or required, rather than creating a pure pedestrian pathway, staff proposes changing the mid-block crossing to a half-street or narrow street which will facilitate pedestrian use and allow for additional on-street parking opportunities. Where residential lots front on a collector or arterial street, houses shall have the front yard or side yard oriented towards the major street. This is intended to prevent long sidewalk stretches on these major streets where a user is constrained between high-speed street traffic and a continuous six-foot fence. Additionally, housing oriented towards the collector street shall utilize one driveway per two lots to reduce points of access onto the major street.

The second document considers amendment to the city's transportation impact analysis threshold. The current standard requires an analysis when a development will generate at least 1,000 trips per day or when the city determines it is appropriate to require an analysis. The 1,000 trip threshold is much higher than standard practice and the city's discretionary ability to require one does not meet the clear and objective requirement for housing in Oregon. Therefore, the threshold is proposed for lowering to 300 trips per day. A 300 trip threshold is more in alignment with the scale of residential and commercial development in Hermiston.

The initial code audit prepared by Urbsworks is also included in the packet. This is an older document used to build the code amendments proposed.

The staff response to Kittelson is attached as well.

There is no action required from the planning commission at this meeting. The intent of this agenda item is to spur discussion and reaction on the draft language with the understanding that this is still a work in progress. Staff would like to gather feedback to present to the TSP consultant team after the documents have been vetted by the planning commission.

Tie-In to Council Goals

Task 1.5 Complete Transportation System Plan Update

Fiscal Information

N/A

Alternatives and Recommendation

Recommended Action/Motion

There are no alternatives nor recommendations. This information is provided as the basis for a discussion of potential code amendments related to the TSP. Amendments that are supported and not supported is sought.

Submitted By:

Clinton Spencer, Planning Director

Date 7 May 2026
Subject Hermiston Transportation System Plan Update
From Marcy McInelly, AIA, Shelley Denison, AICP, Urbsworks, Inc.

Transportation Impact Analysis Standards

Task 5.2 Draft Comprehensive Plan Policy and Development Code Amendments

Subconsultant shall prepare Draft Comprehensive Plan Policy and Development Code Amendments needed to implement recommendations of Draft Updated TSP. Consultant shall review relevant portions of the Comprehensive Plan, Subdivision and Zoning and Development Code to determine adequacy and recommended amendment concepts.

Subconsultant shall take the following steps to prepare the draft Comprehensive Plan Policy and Development Code Amendments, limited to the street standards in the Subdivision code and updating the City's Transportation Impact Analysis (TIA) requirements in the Zoning and Development Code.

Overview of proposed amendments

- Move criteria for when a TIA is required from Section 157.150(E) of the Zoning Ordinance to Section 5-1.1(D)(1) of the Public Works Standards.
- Change specific wording to be more clear and objective.
- Clarify instances in which a TIA will not be required, including for certain middle housing development applications in compliance with HB 2138 and for developments which have submitted a TIA within the previous five years.

ZO 157.150 TRANSPORTATION IMPROVEMENTS, STANDARDS, AND PROCEDURES

(E) *Traffic impact study*. The applicant for a zone change, or a development or subdivision subject to the Development Standards of 157.160 et seq., shall submit a traffic impact study when the proposal meets the criteria as detailed in Section 5-1.1(D) of Hermiston's Public Works Standards. ~~affects a transportation facility if it:~~

~~(1) Changes the functional classification of an existing or planned transportation facility;~~

~~(2) Changes standards implementing a functional classification system;~~

~~(3) Allows types or levels of land use that would result in levels of traffic or access that are inconsistent with the functional classification of a transportation facility; or~~

~~(4) Would reduce the level of service of the facility below the minimum acceptable level identified in the Transportation System Plan.~~

u r b s w o r k s

PW 5-1.1 STREETS: GENERAL DESIGN REQUIREMENTS

D. Traffic Analysis

1. The City will require a Traffic Impact Analysis (TIA) as determined by the type of development and its potential impact to existing street systems. A TIA ~~shall~~may be required for a development when:
 - a. it will generate 1,000 vehicle trips per weekday or more; ~~or;~~or
 - b. its location, proposed site plan, and traffic characteristics could affect traffic safety, access management, street capacity, or known traffic problems or deficiencies in a development's study area; or-
 - c. it will change the functional classification of an existing or planned transportation facility; or
 - d. it will change standards implementing a functional classification system; or
 - e. it will allow types or levels of land use that would result in levels of traffic or access that are inconsistent with the functional classification of a transportation facility; or
 - f. it will reduce the level of service of the facility below the minimum acceptable level identified in the Transportation System Plan.
2. A TIA shall not be required for a residential development if:
 - a. The cumulative impact of the proposed development and development on abutting properties that received a certificate of occupancy or recorded a plat within the past five years will generate no more than 30 vehicle trips in any weekday a.m. or p.m. peak hour as determined by using the Institute of Transportation Engineers Trip Generation Manual (11th Edition); or

u r b s w o r k s

- b. The proposed development completed a transportation impact study at the time of annexation within the past five years and that study assessed the impact of the same or more dwelling units than proposed under the new land use action; or
- c. The application only proposes to convert an existing detached single family dwelling to a duplex; or
- d. The application is for the development of duplexes, triplexes, or quadplexes; or
- ~~b.e.~~ The application is for the development of twelve or fewer townhouse or cottage cluster units.

2-3. The TIA shall be prepared by a professional engineer licensed in the State of Oregon who specializes in traffic engineering. At a minimum, the TIA shall contain the following:

- a. Purpose of TIA and Study Objectives
 - 1) A discussion of key traffic issues to be addressed and the transportation system and development objectives related to a specific development.
 - 2) General transportation system objectives are:
 - a) to maintain safe and efficient traffic flow on surrounding street system;
 - b) to provide safe and effective transfer of vehicular traffic between the site and the street system, providing a convenient, safe, and efficient on-site and off-site movement of private, service, and delivery vehicles, pedestrians, transit and bicycles; and
 - c) to effectively mitigate adverse site-generated traffic impacts on affected streets and intersections. Site-specific objectives may be established by the City for each study and report.
- b. Executive Summary

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A concise summary of the study purpose/objectives, site location and study area, development description, key assumptions, findings, conclusions, and recommendations.

c. Description of Site and Study Area Roadways

- 1) A description of the site, study area, existing traffic conditions in the study area, anticipated nearby development, and committed roadway improvements that would affect future traffic in the study area.
- 2) The study area will be defined as all roads, ramps, and intersections through which peak hour site traffic composes at least 5 percent of the existing capacity of an intersection approach, or roadway sections on which accident character or residential traffic character is expected to be significantly impacted.

d. On-site Traffic Evaluation

An evaluation of the proposed (and alternative) site access locations, the adequacy of access depth, number of lanes, queuing storage, safety, and efficiency of proposed vehicular circulation, parking layout, pedestrians, service vehicle routes/facilities, together with recommendations for on-site traffic markings and controls.

e. Technical Appendix

A technical appendix including worksheets, charts, traffic count, and drawings to support findings as described in the body of the report.

f. Recommendations for Public Improvements

- 1) Recommendations should be made for external roadway improvements, such as additional through and turn lanes, and TCD necessitated as a result

of the development. Recommended improvements to transit facilities, pedestrian, and bicycle circulation should also be reported.

- 2) The recommendations should specify the time period within which improvements should be made, particularly if improvements are associated with a phased development; the estimated cost of improvements; and any monitoring of operating conditions and improvements that may be needed. If needed street improvements, unrelated to the development, are identified during the analysis, such improvements shall be reported.
- g. Access Management
- 1) On sites with arterial and collector street frontages, the report shall evaluate and recommend the use of access management plans or techniques:
 - 2) To separate basic conflict areas: Reduce the number of approaches or increase spacing between approaches and intersections.
 - 3) To remove turning vehicles or queues from the through lanes (reduce both the frequency and severity of conflicts by providing separate paths and storage areas for turning vehicles and queues): Techniques may include turn restrictions, striping, medians, frontage roads, channelizing of lanes or approaches, shared approaches, access between similar uses, access consolidation, lanes for left or right turns, and other transportation system management actions.
- h. A review of alternative access points for site access to highways, city streets, and county roads.
- i. The analysis of alternate access proposals should include:
- 1) Existing daily and p.m. peak hour counts, by traffic movements, at intersections affected by generated traffic from the development. (Use traffic flow diagrams).

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- 2) Projected daily and p.m. peak hour volumes for the same intersections and proposed access points when the development is in full service. (Use traffic flow diagrams.)
- 3) A determination of the existing levels of service and projected levels of service at each intersection and access points studied.
- 4) A discussion of the need for traffic signals. This should include a traffic warrant computation based on the "Manual on Uniform Traffic Control Devices."
 - a) The recommendations made in the TIA should be specific and should be based on a minimum level of service when the development is in full service. As an example, if a traffic signal is recommended, the recommendation should include the type of traffic signal control and what movements should be signalized. If a storage lane for right turn or left turn is needed, the recommendation should include the amount of storage needed. If several intersections are involved for signalization and an interconnect system is considered, specific analysis should be made concerning progression of traffic between intersections.
 - b) The TIA should include a discussion of bicycle and pedestrian usage and the facilities provided along with the availability of mass transit to serve the development, if appropriate.

Date 07 May 2026
 Subject Hermiston Transportation System Plan Update
 From Shelley Denison, AICP, and Marcy McInnelly, AIA, Urbsworks, Inc.

FINAL DRAFT COMPREHENSIVE PLAN POLICY AND DEVELOPMENT CODE AMENDMENTS

From the scope of work:

Task 5.2 Draft Comprehensive Plan Policy and Development Code Amendments

Subconsultant shall prepare Draft Comprehensive Plan Policy and Development Code Amendments needed to implement recommendations of Draft Updated TSP. Consultant shall review relevant portions of the Comprehensive Plan, Subdivision and Zoning and Development Code to determine adequacy and recommended amendment concepts.

Subconsultant shall take the following steps to prepare the draft Comprehensive Plan Policy and Development Code Amendments, limited to the street standards in the Subdivision code and updating the City's Transportation Impact Analysis requirements in the Zoning and Development Code.

Contents of this package

Hermiston Residential Street Connectivity, Blocks, and Accessway Standards (154.xx)

Summary of response to comments

- **Section A –Residential street connectivity, blocks, and accessway standards**
 - Adjust connectivity standards to work for typical Hermiston residential plats.
- **Section B – Narrow streets with limitations and modifications**
 - Allow narrow streets only on streets that serve fewer than 10 lots.
 - Allow street trees in planting strips but restrict where they would interfere with a drainage swale.
 - Remove the provision that sidewalks can be waived on a street that serves less than 50 trips per day.
- **Section C –Residential lots abutting a major street**
 - Develop a street plan which requires a planting strip, buffered sidewalk, street trees, and HOA maintenance of these strips.
 - Require a maximum spacing of 300 feet between intersections onto a collector so that there are no rear yards onto a collector, only side yards.
 - Require one driveway per two lots onto collectors so that a shared driveway is built and thus pulling out rather than backing out onto collectors is encouraged.

u r b s w o r k s

TIA track change document

Summary of responses

- Exempt residential development from TIA requirements if they've submitted a TIA in the last five years.

Additional information – These documents were submitted previously and are included here as background.

- Attachment A - Overview of Overview of 154.XX Hermiston Residential Neighborhoods Local Streets
- Attachment B – Background supporting Transportation Impact Analysis (TIA) recommendations.
- Attachment C – Code matrix summarizing each section and subsection of 154 (Subdivision), 157 (Zoning), and Public Works Standards which is proposed to be amended and the nature and purpose of the amendment.

154.XX RESIDENTIAL STREET CONNECTIVITY, BLOCKS, AND ACCESSWAY STANDARDS

Section A - Residential street connectivity, blocks, and accessway standards

Section B - Narrow streets with limitations and modifications

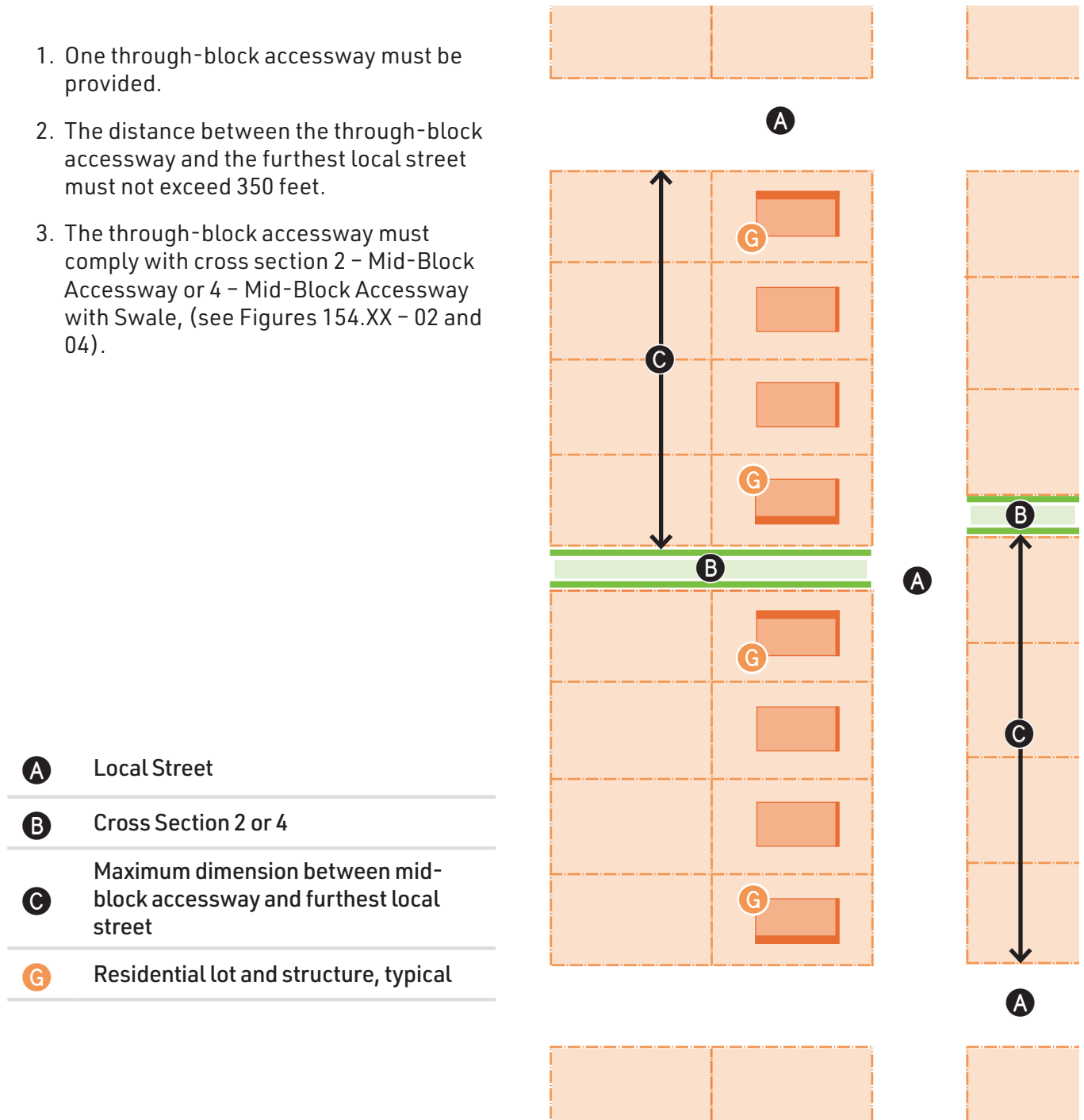
Section C - Residential lots abutting a major street

Section A - Residential street connectivity, blocks, and accessway standards

When a residential blocks exceeds 600 feet in length, the following standards must be met (see Figure 154.XX - 01):

1. One through-block accessway must be provided.
2. The distance between the through-block accessway and the furthest local street must not exceed 350 feet.
3. The through-block accessway must comply with cross section 2 - Mid-Block Accessway or 4 - Mid-Block Accessway with Swale, (see Figures 154.XX - 02 and 04).

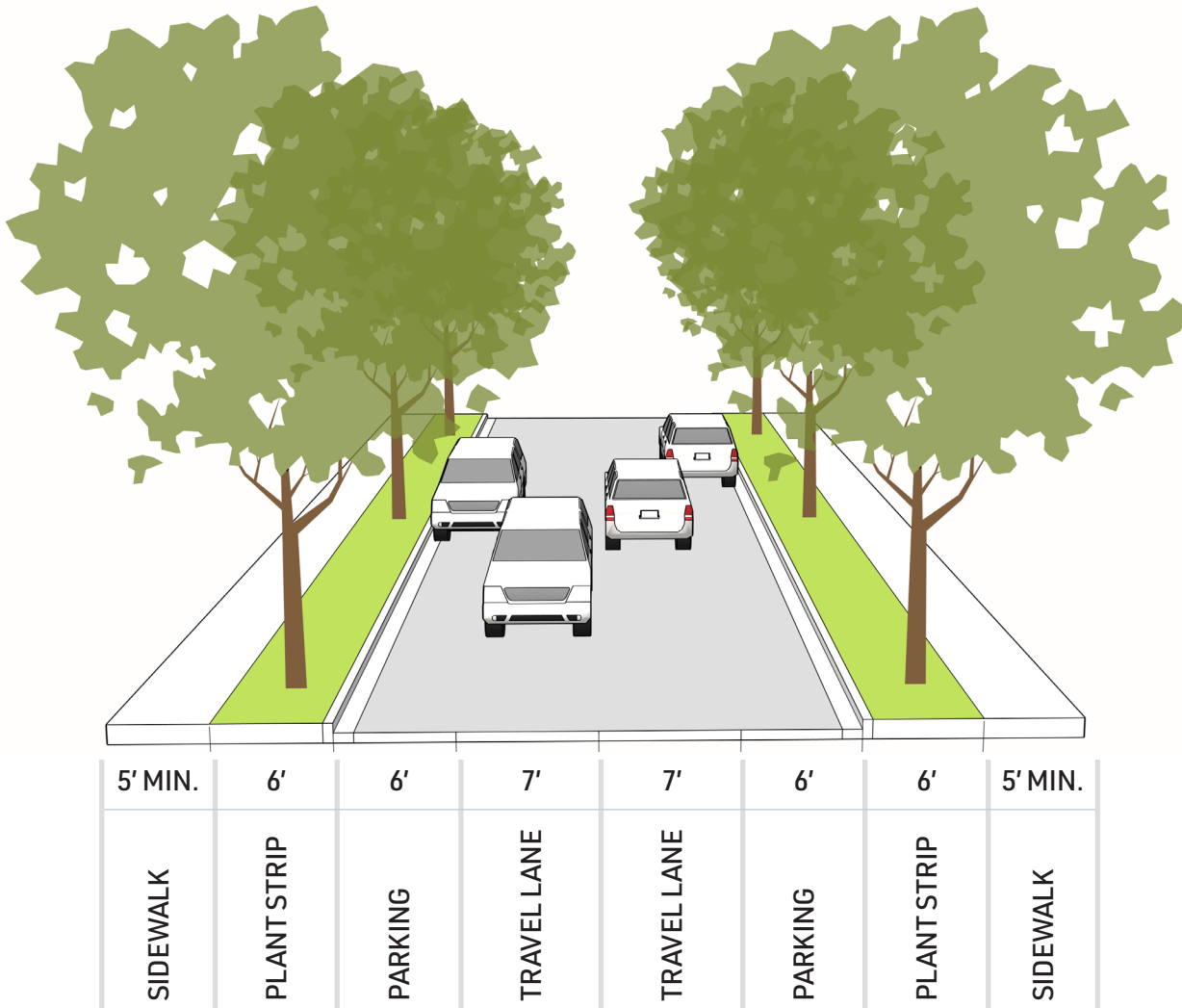
Figure 154.XX - 01 - Residential Street Connectivity, Blocks, and Accessways



- A** Local Street
- B** Cross Section 2 or 4
- C** Maximum dimension between mid-block accessway and furthest local street
- G** Residential lot and structure, typical

Section B - Narrow streets with limitations and modifications

Figure 154.XX - 02 | Narrow Street



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CROSS SECTION NUMBER AND NAME

GENERAL CONDITIONS OR LIMITATIONS

① NARROW LOCAL STREET

- a) Permitted to serve a maximum of 10 residential lots
- b) Sidewalks required both sides

② MID-BLOCK ACCESSWAY

- a) Sidewalk and plant strip required one side only
- b) Parking optional

Figure 154.XX - 03 | Narrow Street with Swale

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5' MIN.	6'	6'	7'	7'	6'	6'	5' MIN.
SIDEWALK	PLANT STRIP	PARKING OR INFILTRATION SWALE	TRAVEL LANE	TRAVEL LANE	PARKING OR INFILTRATION SWALE	PLANT STRIP	SIDEWALK

CROSS SECTION NUMBER AND NAME

GENERAL CONDITIONS OR LIMITATIONS

3 NARROW LOCAL STREET WITH SWALE

- a) Permitted to serve a maximum of 10 residential lots
- b) Sidewalks required both sides
- c) Tree planting must not interfere with swale drainage

4 MID-BLOCK ACCESSWAY WITH SWALE

- a) Sidewalk and plant strip required one side only
- b) Parking optional
- d) Tree planting must not interfere with swale drainage

Section C - Residential lots abutting a major street - Siting and design standards

Where residential development abuts a major street (arterial or collector street), the following standards must be met:

1. Sidewalks on the major street must include a plant strip and street trees.
2. Plant strips and street trees must be maintained by a homeowners association or other legal entity. A copy of any applicable covenants, restrictions and conditions must be recorded and provided to the city prior to issuance of a building permit.
3. Where streets intersect with the major street (arterial or collector), the maximum dimensions between intersections is 300 feet. (see Figure 154.XX.04).
4. Residential lots abutting the major street must meet the following standards (see Figure 154.XX.05).
 - a) Share driveways. A maximum of one driveway approach is permitted for every two lots.
 - b) Orient the front or side yard to the major street. No rear yards may face the major street.
5. Residential lots with access on the side street shall take access from the side street.

Figure 154.XX - 04

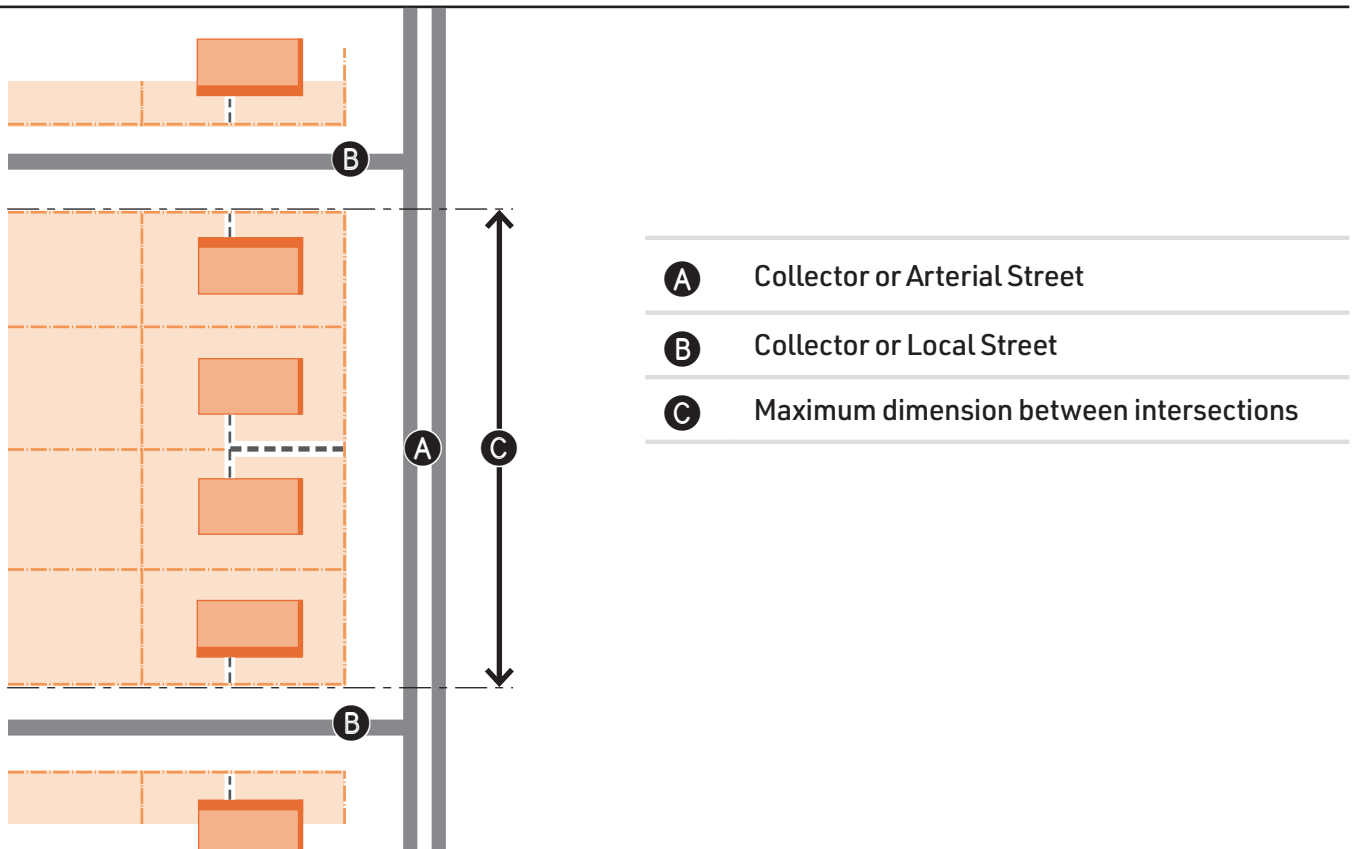
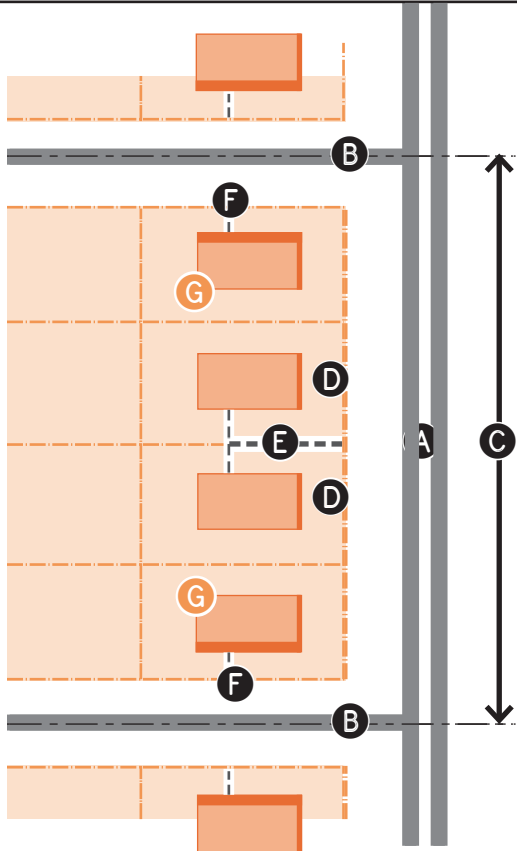


Figure 154.XX - 05



- D** Lots with access from major street
- E** Driveway serving two residential lots
- F** Lots with access from side street
- G** Residential lot and structure, typical

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ATTACHMENT A

Overview of 154.XX Hermiston Residential Neighborhoods Local Streets

Overview and purpose

Consistent with the scope of work, Urbsworks' TSP code amendments focus on local streets and multimodal access, neighborhood walkability and connectivity, local street standards, and Traffic Impact Analysis update. Relevant code provisions span several city documents:

- Title XV, Chapter 154: Subdivisions
- Title XV, Chapter 157: Zoning
- Public Works Standards

To comprehensively address issues, specific sections of these three documents were identified for amendments, see Code Matrix, Attachment C.

In response to comments and requests from staff and Planning Commission, a new subsection was created within Title XV, Chapter 154, devoted to local streets and connectivity measures to implement walkable middle housing neighborhoods.

The purpose of the new section 154.XX RESIDENTIAL STREET CONNECTIVITY, BLOCKS, AND ACCESSWAY STANDARDS is to:

- Expand the local street types permitted;
- Allow narrower streets (also called yield streets or queueing streets);
- Ensure local streets and alleys are appropriately sized (and not oversized) for middle housing residential development;
- Prioritize the minimum width requirements for local street components within a constrained right of way;
- Establish standards for connectivity;
- Provide guidance about residential neighborhoods facing an arterial or collector, and
- Provide more options for developers and applicants.

Local Streets

The Transportation System Plan (TSP) defines the role of each street within the street and highway network through functional classification, and is primarily concerned with the arterials and collectors, and not the construction details of local streets. Typically, TSP policies do not have much if any bearing on new construction standards for local streets, however, there are several TSP amendments that will support more flexibility in the design of local streets, specifically to allow some flexibility in the cross section and travel lane paved width.

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Costs associated with providing infrastructure greatly impact the overall financial feasibility of housing projects. A common issue is public works standards for oversized local streets and alleys. New local street standards reduce the cost of streets by reducing the paved area for autos and limiting to one side of the street those portions which are most expensive to construct. These portions are usually the curbs, the plant strip, engineered stormwater facilities, and sidewalks.

Besides reducing the cost of streets and the cost of new housing, these new local street options reduce stormwater runoff and provide snow storage, calm traffic, and in some designs, actually provide more space for trees, pedestrian activities, and on-street parking.

Hermiston Housing Code Legislative Update

In 2025 Hermiston was awarded a state grant to support legislative amendments to the city's zoning and subdivision code ("Hermiston Housing Code Legislative Update"). These amendments will support the development of housing and permit a wider range of housing than may be allowed today, especially ADUs (Accessory Dwelling Units), plexes, townhouses, cottage clusters, and other forms of middle housing. The grant will also bring the city into compliance with state housing requirements. The grant-funded legislative amendments should bring state-required provisions for expedited middle housing land division into the subdivision code.

An important objective of the DLCD Housing Division grant is to support the production of new housing and the preservation of existing housing.

Without the updates provided for in 154.xx Hermiston Residential Neighborhoods Local Streets, the state grant-funded amendments will not be as effective in promoting housing and housing affordability.

ATTACHMENT B

Traffic Impact Analysis Recommendations

Task 5.2 Draft Comprehensive Plan Policy and Development Code Amendments

Subconsultant shall prepare Draft Comprehensive Plan Policy and Development Code Amendments needed to implement recommendations of Draft Updated TSP. Consultant shall review relevant portions of the Comprehensive Plan, Subdivision and Zoning and Development Code to determine adequacy and recommended amendment concepts.

Subconsultant shall take the following steps to prepare the draft Comprehensive Plan Policy and Development Code Amendments, limited to the street standards in the Subdivision code and updating the City's Transportation Impact Analysis requirements in the Zoning and Development Code.

Specifically,

- Update Hermiston's TIA to align with best practices in use by Oregon cities of a similar size and characteristics, and
- Ensure that TIA provision comply with middle housing rules (example, HB 2138 exempts residential development consisting of 12 or fewer dwellings from traffic impact analysis requirements).

Contents of this memo

- Hermiston current TIA requirements – text.
- Typical TIA Requirements – ORS 374.314 authorizes the Oregon Department of Transportation (ODOT) to require a Traffic Impact Analysis (TIA) for approach permits. This section summarizes the typical components and a description of each.
- TIA language and thresholds from other cities – a short list (three cities).

Hermiston current TIA requirements - text

PW 5-1.1(D)(1) - Traffic Analysis Requirement

1. The City will require a Traffic Impact Analysis (TIA) as determined by the type of development and its potential impact to existing street systems. A TIA may be required for a development when:
 - a. it will generate 1,000 vehicle trips per weekday or more, or
 - b. its location, proposed site plan, and traffic characteristics could affect traffic safety, access management, street capacity, or known traffic problems or deficiencies in a development's study area.

PW 5-1.1(D)(2) - Traffic Analysis Submission Standards

2. The TIA shall be prepared by a professional engineer licensed in the State of Oregon who specializes in traffic engineering. At a minimum, the TIA shall contain the following:
 - a. Purpose of TIA and Study Objectives
 - 1) A discussion of key traffic issues to be addressed and the transportation system and development objectives related to a specific development.
 - 2) General transportation system objectives are:
 - a) to maintain safe and efficient traffic flow on surrounding street system;
 - b) to provide safe and effective transfer of vehicular traffic between the site and the street system, providing a convenient, safe, and efficient on-site and off-site movement of private, service, and delivery vehicles, pedestrians, transit and bicycles; and
 - c) to effectively mitigate adverse site-generated traffic impacts on affected streets and intersections. Site-specific objectives may be established by the City for each study and report.
 - b. Executive Summary

A concise summary of the study purpose/objectives, site location and study area, development description, key assumptions, findings, conclusions, and recommendations.
 - c. Description of Site and Study Area Roadways
 - 1) A description of the site, study area, existing traffic conditions in the study area, anticipated nearby development, and committed roadway improvements that would affect future traffic in the study area.
 - 2) The study area will be defined as all roads, ramps, and intersections through which peak hour site traffic composes at least 5 percent of the existing capacity of an intersection approach, or roadway sections on which accident character or residential traffic character is expected to be significantly impacted.

d. On-site Traffic Evaluation

An evaluation of the proposed (and alternative) site access locations, the adequacy of access depth, number of lanes, queuing storage, safety, and efficiency of proposed vehicular circulation, parking layout, pedestrians, service vehicle routes/facilities, together with recommendations for on-site traffic markings and controls.

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A technical appendix including worksheets, charts, traffic count, and drawings to support findings as described in the body of the report.

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- 1) Recommendations should be made for external roadway improvements, such as additional through and turn lanes, and TCD necessitated as a result of the development. Recommended improvements to transit facilities, pedestrian, and bicycle circulation should also be reported.
- 2) The recommendations should specify the time period within which improvements should be made, particularly if improvements are associated with a phased development; the estimated cost of improvements; and any monitoring of operating conditions and improvements that may be needed. If needed street improvements, unrelated to the development, are identified during the analysis, such improvements shall be reported.

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- 1) On sites with arterial and collector street frontages, the report shall evaluate and recommend the use of access management plans or techniques:
- 2) To separate basic conflict areas: Reduce the number of approaches or increase spacing between approaches and intersections.
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h. A review of alternative access points for site access to highways, city streets, and county roads.

i. The analysis of alternate access proposals should include:

- 1) Existing daily and p.m. peak hour counts, by traffic movements, at intersections affected by generated traffic from the development. (Use traffic flow diagrams).

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- 2) Projected daily and p.m. peak hour volumes for the same intersections and proposed access points when the development is in full service. (Use traffic flow diagrams.)
- 3) A determination of the existing levels of service and projected levels of service at each intersection and access points studied.
- 4) A discussion of the need for traffic signals. This should include a traffic warrant computation based on the "Manual on Uniform Traffic Control Devices."
 - a) The recommendations made in the TIA should be specific and should be based on a minimum level of service when the development is in full service. As an example, if a traffic signal is recommended, the recommendation should include the type of traffic signal control and what movements should be signalized. If a storage lane for right turn or left turn is needed, the recommendation should include the amount of storage needed. If several intersections are involved for signalization and an interconnect system is considered, specific analysis should be made concerning progression of traffic between intersections.
3. The TIA should include a discussion of bicycle and pedestrian usage and the facilities provided along with the availability of mass transit to serve the development, if appropriate.

Typical TIA Requirements

ORS 374.314 authorizes the Oregon Department of Transportation (ODOT) to require a Traffic Impact Analysis (TIA) for approach permits. The TIA, prepared by a Professional Engineer, assesses peak/daily trips and must evaluate impacts for the year of opening and future horizons. It ensures roadway safety, operational capacity, and mitigation of impacts from developments.

Component	Subcomponent	Description
Key requirements for Traffic Impact Analysis (ORS 374.314 & Rules)	Preparation	Must be prepared by an Oregon Licensed Professional Engineer (PE).
	Scope	The study scope must be approved by the department (e.g., PBOT for local, or ODOT) to evaluate highway peak hour, daily trips, and safety.
	Assessment Period	Analyzes impacts for the year of the action, phase openings, and future years (up to 15 years or the transportation plan horizon).
	Thresholds and application	Required for new or changed approach permits where traffic impact is significant, as determined by ODOT.
	Mitigation	The TIA must identify necessary improvements for safety and operational capacity, such as turn lanes or traffic control devices.
When a TIA is triggered	Increased traffic	When average daily trips are increased.
	Permit deviation	When a deviation from access management spacing or safety standards is requested.
	Development type	Based on the size and type of land use, and the potential to affect highway performance.

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Component	Subcomponent	Description
Key standards and guidelines	Spacing standards	Access points must adhere to standards, with special requirements for signalized or high-volume, multilane highways.
	Safety standards	Sight distance must meet established standards, with studies required if not.
	Review time	Local reviews (e.g., Portland) typically require a minimum of 4 weeks for initial TIA review.
Other	Waiving privileges by designated administrator	

TIA language and thresholds from three other cities

Medford

A TIA shall be required if a proposed application has the potential of generating more than 250 net average daily trips (ADT) or the Public Works Department has concerns due to operations or accident history. A TIA will be required to evaluate development impacts to the transportation system. The Public Works Department may waive a TIA if it is concluded that the impacts are not substantial."

Sandy

TIA's are required for all residential development except:

"A transportation impact study is not required under this section if: a. The cumulative impact of the proposed development and development on abutting properties that received a certificate of occupancy or recorded a plat within the past five years will generate no more than 20 vehicle trips in any weekday a.m. or p.m. peak hour as determined by using the Institute of Transportation Engineers Trip Generation Manual (11 th Edition); or b. The proposed development completed a transportation impact study at the time of annexation within the past five years and that study assessed the impact of the same or more dwelling units than proposed under the new land use action; or c. The application only proposes to convert an existing detached single family dwelling to a duplex."

Pendleton

"A transportation impact study shall be required for all development applications in which the proposed development is projected to have an impact upon any affected transportation corridor or intersection of local significance."

"No traffic impact study shall be required, pursuant to the provisions of this Section, where the proposed development includes fewer than 50 single family residential units, 83 multifamily units, or 50,000 square feet of non-residential space."

ATTACHMENT C

Code Matrix

Code Documents Reviewed

Title XV, Chapter 154: Subdivisions

- 154.15 – Relation to Adjoining Street System
- 154.16 – Street and Alley Width
- 154.18 – Blocks
- 154.22 – Access Management
- 154.65 – Sidewalks

Title XV, Chapter 154: Subdivisions

- 154.15 – Relation to Adjoining Street System
- 154.16 – Street and Alley Width
- 154.18 – Blocks
- 154.22 – Access Management
- 154.65 – Sidewalks

Title XV, Chapter 157: Zoning

- 157.002 – Definitions
- 157.142 – Vision Clearance
- 157.150 - Transportation Improvements, Standards, and Procedures

Public Works Standards

- 5-1.1(B) – Right-of-Way and Pavement Width
- 5-1.1(D) – Traffic Analysis
- 5-1.1(H) – Design Speed
- 5-1.1(I) – Horizontal Curves
- 5-1.1(J) – Vertical Curves
- 5-1.1(K) – Grades
- 5-1.1(M) – Concrete Curb
- 5-1.1(O) – Sidewalks
- 5-1.1(Q) – Driveways
- 5-1.1(T) – Street System Description and Function
- 5-1.1(U) – Dead-End Streets
- 5-1.1(V) – Alleyways and Private Residential Streets / Access Ways

Public Works Standard Drawings

- ST01 – Curb and Gutter
- ST11 – Urban Local Street
- ST12 – Urban Local Street with Swale
- ST15 – Alley

Subdivision Ordinance

Reference	Description	Recommendations
154.15 (F)	<p>"If the subdivision abuts a present or proposed major arterial street, marginal interceptor streets running parallel to the arterial street may be required."</p>	<p>Issues:</p> <ul style="list-style-type: none"> · Ideally, there would be no residential subdivisions immediately abutting an arterial street. · "Marginal interceptor streets" are not defined in the code, nor are they associated with any development standards. <p>Recommendations:</p> <ul style="list-style-type: none"> · Provide guidance and new standards (see Attachment A for draft sample language).
154.15 (G)	<p>Explains that cul-de-sacs can only be permitted if a street connection is precluded by physical, topographic, or legal conditions.</p> <p>Requires multi-use paths connecting cul-de-sac streets to other streets or neighborhood centers "if feasible."</p> <p>Requires that cul-de-sac streets be "as short as possible and should not exceed a length of 400 feet" and that they should terminate in a turn-around.</p>	<p>Issues:</p> <ul style="list-style-type: none"> · Cul-de-sacs can significantly hinder mobility and connectivity within a transportation system. · Requiring a multi-use path connection only "if feasible" creates too much applicant discretion to determine feasibility and is also not defensible as clear and objective. · Compared to best practices, 400 feet is an excessive length for cul-de-sac streets. · No existing standards for driveway spacing on cul-de-sac bulbs. <p>Recommendations:</p> <ul style="list-style-type: none"> · Move these standards to the new local street section.

Reference	Description	Recommendations
		<ul style="list-style-type: none"> · Specify conditions and design standards for a required multi-use connecting path. · Implement a base maximum length of 200 feet for cul-de-sac streets with an option for 350 feet if a mid-block pedestrian connection is included. · Connect design review of proposed cul-de-sac longer than 200 feet or 350 feet with a mid-block pedestrian connection to a discretionary review procedure. · Specify driveway spacing standards on cul-de-sac bulbs.
154.16 (B)	Specifies that alleys in residential blocks must be at least 20 feet wide.	<p>Issues:</p> <ul style="list-style-type: none"> · 20 feet is an excessive width for residential alleys, and wide alleys encourage driving at unsafe speeds. · Does not specify when a residential alley would be required. <p>Recommendations:</p> <ul style="list-style-type: none"> · Move these standards to the new local street section. · Decrease minimum width to 14 feet with 3-foot buffers both sides (see Attachment A for proposed cross section). · Require that all residential lots that abut a public alley developed to City standards be accessed by the alley.

Reference	Description	Recommendations
154.18	<p>“In residential zones, block lengths shall not exceed 600 feet in length between intersecting through streets, except where topography or existing development creates conditions requiring longer blocks.”</p> <p>“Where block lengths exceed 600 feet, the Planning Commission may require a six- to ten-foot-wide paved bicycle/pedestrian access way through the block to enhance bicycle and pedestrian circulation by providing short, direct connections between destinations.”</p>	<p>Issues:</p> <ul style="list-style-type: none"> 600 feet is an excessively high block length, which hinders walkability and mobility. Conditions which would require or warrant a mid-block access way are not clear and objective. <p>Recommendations:</p> <ul style="list-style-type: none"> Implement a base maximum block length of 300 feet with a maximum perimeter of 1,100 feet Require that blocks in excess of 400 feet in length include mid-block paved pedestrian paths.
154.22	<p>“Access spacing policies set forth in the City Transportation System Plan and the Oregon Highway Plan will apply to any proposals for new access or change of existing access.”</p>	<ul style="list-style-type: none"> Review and possibly amend spacing standards on collectors and arterials where they abut residential zones. Review and possibly amend on-street parking limitations on collectors and arterials that abut residential zones
154.65	<p>“All development for which land use applications are required must include sidewalks adjacent to public streets. This requirement also applies to new single-family and</p>	<p>Issues:</p> <ul style="list-style-type: none"> Tying sidewalk improvements to vehicle trips per day ignores pedestrian demand. This is

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Reference	Description	Recommendations
	<p>two-family homes if there is an existing sidewalk within 500 feet on the same side of the street.”</p> <p>“If an interim street standard is being constructed which does not include bike lanes or sidewalks, a paved shoulder at least six feet wide shall be provided as an interim walkway.”</p> <p>“The provisions of sidewalks may be waived where the street serves fewer than 50 trips per day (based on ITE standards) and cannot be continued or extended to other properties.”</p>	<p>especially true given the likelihood of significant future residential development in the City.</p> <ul style="list-style-type: none"> Waiving sidewalk improvement requirements based on a 500 foot trigger distance makes future improvements more difficult. <p>Recommendations:</p> <ul style="list-style-type: none"> Clarify that this section does not apply to residential local streets and provide a cross reference to 154.XX Hermiston Residential Neighborhoods Local Streets.

Zoning Ordinance

Reference	Description	Recommendations
157.002	<p>Provides definitions for key transportation and parking terms used throughout the code.</p> <ul style="list-style-type: none"> ALLEY. A narrow street through a block primarily for vehicular service access to the back or side of properties otherwise abutting on another street. STREET. A vehicular way which is: <ul style="list-style-type: none"> An existing state, county, or municipal roadway; Shown upon a plat approved pursuant to the law; Approved by other official action; or 	<p>Recommendations:</p> <ul style="list-style-type: none"> Coordinate definitions with terms used throughout the TSP, Subdivision, Zoning, and Public Works Standards.

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Reference	Description	Recommendations
	<ul style="list-style-type: none"> · Shown on a plat duly filed and recorded in the office of the County Recording Officer. The street shall include all land between the right-of-way line, whether or not improved or unimproved. · STREET, CUL-DE-SAC. A street with a single common ingress and egress and with a turnaround at the end. · STREET, LOCAL. A street designed to provide vehicular access to abutting property and to discourage through traffic. · VISION CLEARANCE AREA. A triangular area on a lot at the intersection of two streets or a street and an alley, driveway, other point of vehicular access or railroad, two sides of which are lot lines measured from the corner intersection of the lot lines to a distance specified in these regulations. The third side of the triangle is a line across the corner of the lot adjoining the ends of the other two sides. Where the lot lines at intersections have rounded corners, the lot lines will be extended in a straight line to a point of intersection. The vision clearance area contains no plantings, walls, structures, or temporary or permanent obstructions exceeding two and one-half feet in height measured from the grade of the street center line. 	

Reference	Description	Recommendations
157.142	<p>Requires minimum vision clearance distances depending on zone and intersection type:</p> <ul style="list-style-type: none"> · Residential zones: 30 feet at street intersections, 10 feet at alley or driveway intersections · All other zones (except C-1): generally 15 feet, 25 feet for street intersections at less than a 30 degree angle 	<p>Issues:</p> <ul style="list-style-type: none"> · Vision clearance standards are inappropriate for residential neighborhoods served by low volume, slow-speed vehicular traffic. · These distances do not seem to be based on design speed, street classification, or actual sight triangle standards. · A 30 foot vision clearance creates expansive exposure, which can actually encourage unsafe driving speeds. <p>Recommendations:</p> <ul style="list-style-type: none"> · Address vision clearance in residential neighborhoods within new local streets section. · Propose to implement standards based on type of intersection: <ul style="list-style-type: none"> · Local-Alley/Driveway: 10 feet · Local-Local: 20 feet · Local-Collector: 30 feet · Daylighting standards/curb extensions: Prohibit parking within 20 feet and street trees within 5 feet of intersections on local streets.
157.150 (E)	<p>Requires a TIA if the development changes the functional classification of an existing or planned road, changes the standards implementing a functional classification system,</p>	<p>Recommendations:</p> <ul style="list-style-type: none"> · The TIA is currently located in Public Works Standards. To avoid confusing duplication,

<i>Reference</i>	<i>Description</i>	<i>Recommendations</i>
	would result in levels of traffic not intended by the functional classification of the road, or would reduce the LOS below the minimum accepted level identified by the TSP.	delete this language and provide a simple cross reference to Public Works Standards.

Public Works Standards

Reference	Description	Recommendations
5-1.1(B)	"Right-of-way (ROW) and pavement widths for each street classification shall be as shown on the City Standard Drawings."	<p>Issues:</p> <ul style="list-style-type: none"> · There is currently too little flexibility for street design. For example, there is no option for decreasing travel lane width from 12 feet. · Trees not allowed in planter strips. <p>Recommendations:</p> <ul style="list-style-type: none"> · Create new allowed local street types and include these in the new local street standards section. · Reduce travel lanes width. · Introduce a queuing street option. · Introduce constrained right-of-way reduction allowance procedure. · Allow street trees in planter strips. <p>See Attachment A for proposed cross sections.</p>
5-1.1(D)	A TIA may be required if a development will generate 1,000 weekday trips or if conditions warrant one. Specifies the required contents, analysis methods, and professional qualifications for Traffic Impact Analyses. Emphasizes mitigation, access management, and multimodal considerations.	<p>Issues:</p> <ul style="list-style-type: none"> · Review the current threshold of 1,000 weekday trips against current "best practices" and thresholds used by other similar cities. · "May be required" is not clear and objective. · Verify that the compliant with HB 2138 (TIAs shall not be required for residential developments of 12 units). <p>See Attachment B for discussion of issues.</p>

u r b s w o r k s

Reference	Description	Recommendations
5-1.1(O)	Requires sidewalks for most development and establishes a minimum width of 5 feet, ADA compliance, and retrofit requirements.	Recommendations: <ul style="list-style-type: none"> · No change to this section. · Cross reference from within new local street section.
5-1.1(Q)	Limits driveway placement to protect street capacity and safety. Encourages shared access and access management techniques. Requires a minimum distance of 50 feet from approach to radius curb on local streets. Prohibits approach grades in excess of 12% from curb line to property line.	Recommendations: <ul style="list-style-type: none"> · No change to this section. · Cross reference from within new local street section.
5-1.1(U)	Limits dead-end streets and requires turnarounds and emergency access provisions. Requires cul-de-sacs at the end of permanent dead-end streets longer than 150 feet and prohibits dead-end streets longer than 400 feet.	Recommendations: <ul style="list-style-type: none"> · Address in new local street section. · Coordinate with cul-de-sac recommendations for SO 154.15 (G). · Cross reference from within new local street section.
5-1.1(V)	Establishes when alleys and private access ways are allowed and sets design, maintenance, and length standards. Alleyway ROW required to be 20 feet with a 20-foot surfacing width.	Recommendations: <ul style="list-style-type: none"> · Address in new local street section. · Cross reference from within new local street section.

Clinton Spencer

From: Clinton Spencer
Sent: Thursday, May 28, 2026 4:27 PM
To: Nick Foster; Marcy McInelly; Andy Lindsey; Cheryl Jarvis-Smith; Heather LaBeau; Joshua Lott; Mark Morgan
Cc: Shelley Denison; Justin Delgado; Matt Hughart
Subject: RE: Hermiston TSP Update - Urbsworks code amendments

All,

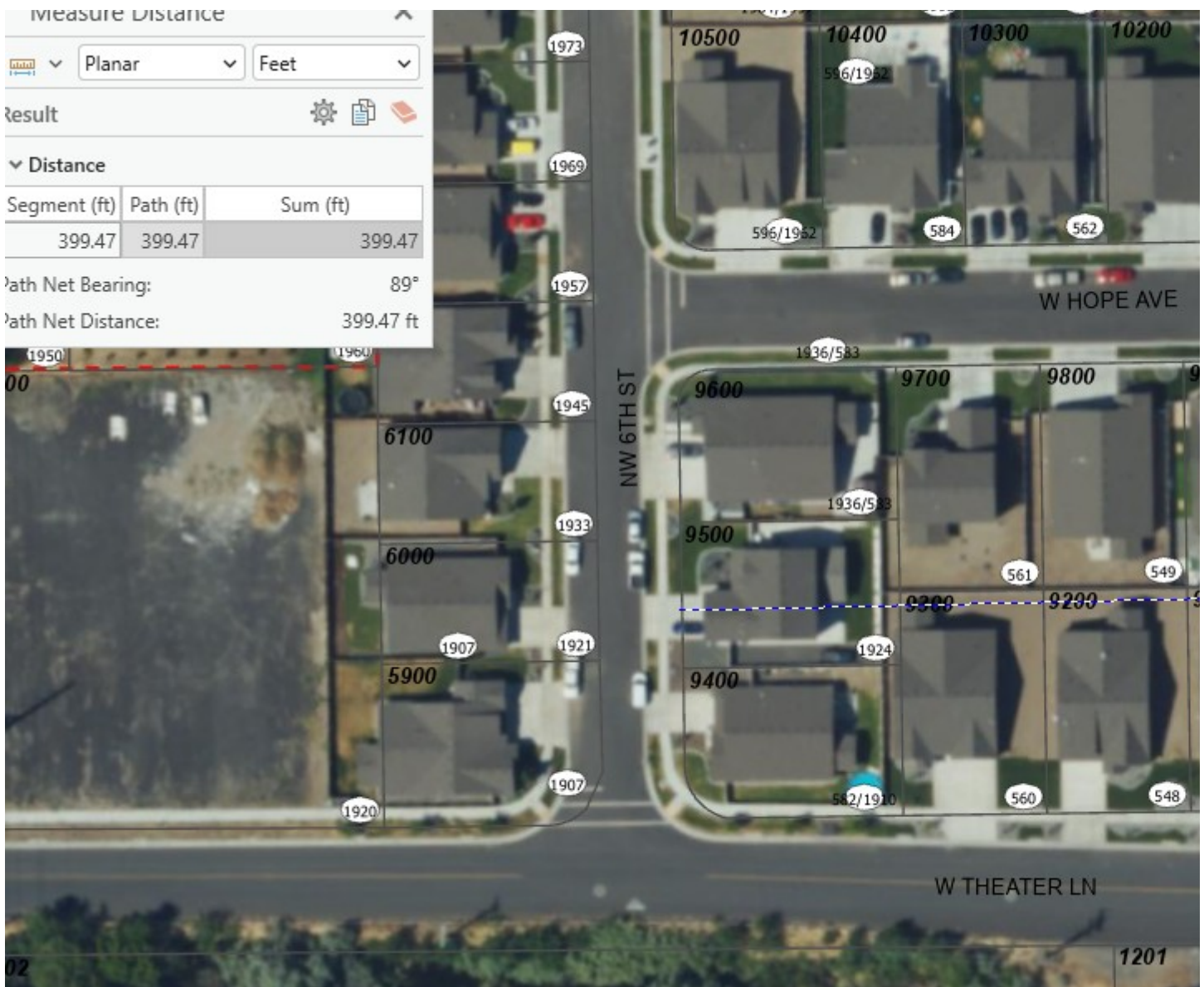
I have had a chance to review the draft code package. It will need some more refinement but we're getting there.

Here's my overall comments on the document.

I understand that early in the scoping I wanted to explore narrow streets and we have done a great job exploring that option. However, in conversations with the fire chief and in our round table with the planning commission and city council, narrow streets were extremely unpopular. As far as I am concerned, these are a dead issue in this TSP and should be removed. Looking at the May 7th memo, I'm seeing the recommendation to amend the code to allow skinny streets serving less than 10 lots. Let's excise that. Following on removing the recommendation, please remove the skinny street figures 02 and 03. The mid-block diagrams are referenced as 2 and 4 but I just can't find a diagram.

In the narrow street figures 02 and 03 it references the mid-block accessway cross section, but I am not finding that sketch. I still am willing to recommend moving forward with a mid-block access way with one side having parking and one side having a sidewalk. I think this is a good design to incorporate a connection between blocks and allowing pedestrians to avoid long block lengths.

The residential lot abutting a major street section I'm generally in agreement with. However, after looking at some other neighborhoods in Hermiston and around the PNW, I'm recommending we increase the maximum distance between street intersections onto a collector or arterial to 400 feet from the existing 300 feet. I feel the example clipped below is working very well and has a 400 foot distance between intersections. What makes 400 feet work better than 300 feet in my mind is the ability to have side yards on the major street. The 300 foot distance will be more awkward because all of the houses are required to face the major street rather than creating corner lots with driveways and front doors on the local street. These lots will sell better in the end if they are oriented locally.



In Section C, #5 regarding side street access should be amended to include a statement that the driveway should be located the maximum practical distance from the intersection with a major street and in no circumstances should be located closer than 50 feet from the intersection. I would be willing to consider a shorter distance as well to create a clear and objective standard. Joshua and Andy please weigh in on this item. In the clipped photo above 1903's driveway (tax lot 8800) is likely to be impossible to back out from in the event there's a car at the stop sign.

In attachment A please remove the narrow streets, yield streets, and queuing streets from the local residential section. Additionally, on page 2 of attachment A, please amend the statement regarding sidewalks on one side to clarify that this applies only to mid-block accessways to avoid confusion with developers wanting to sidewalk one side of the street only throughout the development. I've floated this idea with our development staff and planning commission and one side sidewalks are a non-starter with both groups.

I agree with the TIA analysis in Attachment B.

I would like some clarification on what Attachment C represents. It establishes recommendations for code amendments but is not a redline code amendment document. Is a redline document coming later? We have recommendations to create an entire new section in the subdivision code for local streets, but I'm not seeing that section except at a high level, rather than at a code level to discuss with our planning commission.

In the recommendation for 154.18 regarding block lengths, I've been thinking about the need to shorten the block length from 600 feet to 300 feet. I'm wanting to balance the cost and benefit of shorter block lengths here. Going from 600 to 300 feet between cross streets will essentially double the number of streets required in a development and thereby increase the development cost and lot costs to the residents. I'm recommending increasing the distance from 300 to 360 feet. Hermiston has a minimum lot width of 60 feet and therefore we increase the number of lots per block from five to six. This may result in a substantial cost savings in a larger development. Similarly increasing the distance for mid-block crossings to 480 feet puts the distance call in line with our 60 foot lot width at 8 lots.

I'm unclear where a clear an objective process for deviation from the block length standards will be implemented. I would like to further refine this. Our current process allows the planning commission to vary block length and cul-de-sac length but it is simply "at the discretion." I'm recommending that a deviation process be based either on number of lots served (less than 12 cumulatively on both sides of the street to allow for larger lots) or daily trip generation.

In the TIA standards section, I agree with the redline amendments. However, the TIA threshold remains at 1,000 which is too high.

Happy to have a conference call after everyone reviews these comments.

Clinton Spencer
 Planning Director
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cspencer@hermiston.gov



From: Nick Foster <nfoster@kittelton.com>

Sent: Wednesday, May 27, 2026 10:34 AM

To: Clinton Spencer <cspencer@hermiston.gov>; Marcy McInelly <Marcy.McInelly@urbsworks.com>; Cheryl Jarvis-Smith <Cheryl.JARVIS-SMITH@odot.oregon.gov>

Cc: Shelley Denison <shelley@urbsworks.com>; Justin Delgado <jdelgado@kittelton.com>; Matt Hughart <MHUGHART@kittelton.com>

Subject: Re: Hermiston TSP Update - Urbsworks code amendments

[EXTERNAL EMAIL] - STOP and VERIFY - This message came from outside of the City of Hermiston

Ok, thanks for the update, Clint. And no worries, we'll continue to sit tight until you have some more time.

Nick Foster, AICP, RSP₁
Principal Planner
(he/him)

Kittelson & Associates, Inc.
Transportation Engineering & Planning
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From: Clinton Spencer <cspencer@hermiston.gov>
Sent: Wednesday, May 27, 2026 11:22 AM
To: Nick Foster <nfoster@kittelson.com>; Marcy McInelly <Marcy.McInelly@urbsworks.com>; Cheryl Jarvis-Smith <Cheryl.JARVIS-SMITH@odot.oregon.gov>
Cc: Shelley Denison <shelley@urbsworks.com>; Justin Delgado <jdelgado@kittelson.com>; Matt Hughart <MHUGHART@kittelson.com>
Subject: RE: Hermiston TSP Update - Urbsworks code amendments

[External Sender]

Good morning Nick.

Sorry but I have not yet been able to review these proposals. I need to set aside a serious amount of time for digesting the recommendations and we've been stuck in daily tasks and an appeal since this came in. I hope to get to them before the end of the month.

Clinton Spencer
Planning Director
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From: Nick Foster <nfoster@kittelson.com>
Sent: Wednesday, May 27, 2026 10:10 AM
To: Marcy McInelly <Marcy.McInelly@urbsworks.com>; Clinton Spencer <cspencer@hermiston.gov>; Cheryl Jarvis-Smith <Cheryl.JARVIS-SMITH@odot.oregon.gov>
Cc: Shelley Denison <shelley@urbsworks.com>; Justin Delgado <jdelgado@kittelson.com>; Matt Hughart <MHUGHART@kittelson.com>
Subject: Re: Hermiston TSP Update - Urbsworks code amendments

[EXTERNAL EMAIL] - STOP and VERIFY - This message came from outside of the City of Hermiston

Good morning Clint,

I hope you enjoyed the long weekend. I am writing to follow up on Marcy's email below with a couple of questions. First, do you have any questions about the documents? And second, have you firmed up the adoption schedule? I know you were targeting late summer/early fall before, so wanted to check to see if there are firmer dates we should be planning for, yet.

Thanks,
 Nick

Nick Foster, AICP, RSP₁
 Principal Planner
 (he/him)

Kittelson & Associates, Inc.

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From: Marcy McInelly <Marcy.McInelly@urbsworks.com>
Sent: Monday, May 11, 2026 9:04 AM
To: Nick Foster <nfoster@kittelson.com>; Clinton Spencer <cspencer@hermiston.gov>; Cheryl Jarvis-Smith <Cheryl.JARVIS-SMITH@odot.oregon.gov>
Cc: Shelley Denison <shelley@urbsworks.com>; Justin Delgado <jdelgado@kittelson.com>
Subject: Hermiston TSP Update - Urbsworks code amendments

[External Sender]

Cheryl, Clint, Nick,

Attached are Urbsworks' code amendments documents related to the Hermiston TSP Update. Please let us know if you have any questions or issues with the files.

Marcy
Marcy McInelly, AIA, Principal
pronouns: she, her, hers

u r b s w o r k s

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