

# Appendix C

## Public Parking

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### **MEMORANDUM**

**TO:** City of Newberg, Oregon

**FROM:** Owen Ronchelli, RWC

Rick Williams, RWC

**DATE:** September 24, 2015

**RE:** *Downtown Newberg Parking Existing Conditions*

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## **Policy Framework**

The following section identifies and summarizes sections of the Newberg development code that deals specifically with automobile and bicycle parking and the guidelines of how parking is built and managed. The policy citations have been condensed for brevity and are presented for reference purposes only. Full policy language can be found in the city development code.

### **Chapter 15.440 - Off-Street Parking and Bicycle Parking**

#### **15.440.010 Required off-street parking.**

A. Off-street parking shall be provided on the development site for all R-1, C-1, M-1, M-2 and M-3 zones. In all other zones, the required parking shall be on the development site or within 400 feet of the development site which the parking is required to serve. All required parking must be under the same ownership as the development site served except through special covenant agreements as approved by the city attorney, which bind the parking to the development site.

B. Off-street parking is not required in the C-3 district, except for:

1. Dwelling units meeting the requirements noted in NMC 15.305.020.
2. New development which is either immediately adjacent to a residential district or separated by nothing but an alley.

While the Newberg Development Code for C-3 zone (Downtown) generally does not require off-street parking for new commercial development, if off-street parking is built it must meet landscaping requirements, such as a 10 foot deep landscaped front yard, and 5 foot deep landscaped buffers along the property lines.



**15.440.020 Parking area and service drive design.**

- A. All public or private parking areas, parking spaces, or garages shall be designed, laid out and constructed in accordance with the minimum standards as set forth in NMC 15.440.070.
- B. Groups of three or more parking spaces, except those in conjunction with single-family or two-family dwellings on a single lot, shall be served by a service drive so that no backward movement or other maneuvering of a vehicle within a street, other than an alley, will be required.

**15.440.030 Parking spaces required.** Below is a condensed list of parking minimums by land use.

Use	Minimum Parking Spaces Required
<b>Residential Types</b>	
Dwelling, multifamily and multiple single-family dwellings on a single lot	
Studio or one-bedroom unit	1 per dwelling unit
Two-bedroom unit	1.5 per dwelling unit
Three- and four-bedroom unit	2 per dwelling unit
Five- or more bedroom unit	0.75 spaces per bedroom
<ul style="list-style-type: none"> <li>• Unassigned spaces</li> </ul>	With > 10 spaces on a lot, at least an additional 15% of the required parking spaces must be provided as unassigned
<ul style="list-style-type: none"> <li>• Visitor spaces</li> </ul>	If > 10 spaces on a lot, then it must provide at least 0.2 visitor spaces per dwelling unit.
<ul style="list-style-type: none"> <li>• On-street parking credit</li> </ul>	On-street parking spaces may be counted toward the minimum for developments with > 10 spaces on a lot. The on-street spaces must be directly adjoining and on the same side of the street as the subject property.
<ul style="list-style-type: none"> <li>• Available transit service</li> </ul>	At City's discretion, affordable housing projects may reduce the required off-street parking by 10 percent if there is an adequate continuous pedestrian route no more than 1,500 feet in length from the development to transit service with an average of less than one hour headways during commuting periods.

Use	Minimum Parking Spaces Required
Commercial neighborhood district (C-1)	1 for each dwelling
Dwelling, single-family or two-family	2 for each dwelling unit on a single lot
Fraternities, sororities, cooperatives and dormitories	1 for each three occupants for which sleeping facilities are provided
Hotels, motels, motor hotels, etc.	1 for each guest room
Special needs housing	1 space per 3 beds or actual parking needs as demonstrated through a parking analysis.
<b>Institutional Types</b>	
Churches, clubs, lodges	1 for every 4 fixed seats or every 8 feet of bench length or every 28 sq. ft. where no permanent seats or benches are maintained

Use	Minimum Parking Spaces Required
Continuing care retirement community	1 space per living unit
Day care facility	5 spaces per each 1,000 gross sq. ft.
Hospitals (including accessory retail wholly contained within a hospital building)	2 spaces for each 1,000 gross sq. ft.
Libraries, museums, art galleries	1 for each 250 sq. ft. of gross floor area
Medical/dental offices and laboratories	3.5 spaces for each 1,000 gross sq. ft.
Nursing homes, homes for the aged, group care homes, asylums, etc.	1 for each 3 beds
Schools	Colleges – “commuter” type, 1 for every full-time equivalent student (plus 1/2 of the requirements for accessory buildings)
Schools	Colleges – “resident” type, 1 for every 3 full-time equivalent students (plus 1/2 of the requirements for accessory buildings)
Schools	Elementary or junior high, 1-1/2 for each teaching station plus 4 for every classroom, or 1 for every 42 sq. ft. of seating area where there are no fixed seats in an auditorium or assembly area
Schools	High schools, 1-1/2 for each teaching station, plus 8 for every classroom, or 1 for every 28 sq. ft. of seating area where there are no fixed seats in an auditorium or assembly area
Schools	Colleges – commercial or business, 1 for every 3 classroom seats (plus 1/2 of the requirements for accessory buildings)
Welfare or correctional institutions	1 for each 5 beds
<b>Commercial Types</b>	
Barber and beauty shops	1 for each 75 sq. ft. of gross floor area
Bowling alleys	6 for each bowling lane
<b>Establishments or enterprises of a recreational or an entertainment nature:</b>	
Establishments for the sale and consumption on the premises of food and beverages with a drive-up window	1 for each 75 sq. ft. of gross floor area
Establishments for the sale and consumption on the premises of food and beverages without a drive-up window	1 for each 100 sq. ft. of gross floor area
Participating type, e.g., skating rinks, dance halls	1 for each 75 sq. ft. of gross floor area
Spectator type, e.g., auditoriums, assembly halls, theaters, stadiums, places of public assembly	1 parking space for each 4 seats
Office buildings, business and professional offices	1 for every 400 sq. ft. of gross floor area
Pharmacies	1 for each 150 sq. ft. of gross floor area
Retail establishments, except as otherwise specified herein	1 for each 300 sq. ft. of gross floor area
Retail stores handling bulky merchandise, household furniture, or appliance repair	1 for each 600 sq. ft. of gross floor area

**15.440.040 Parking requirements for uses not specified.**

The parking space requirements for buildings and uses not set forth herein shall be determined by the director through a Type I procedure. Such determination shall be based upon the requirements for the most comparable building or use specified herein.

**15.440.050 Common facilities for mixed uses.**

- A. In the case of mixed uses, the total requirements for off-street parking spaces shall be the sum of the requirements for the various uses. Off-street parking facilities for one use shall not be considered as providing parking facilities for any other use except as provided below.
- B. Joint Uses of Parking Facilities. The director may, upon application, authorize the joint use of parking facilities required by said uses and any other parking facility; provided, that:
  - 1. The applicant shows that there is no substantial conflict in the principal operating hours of the building or use for which the joint use of parking facilities is proposed.
  - 2. The parking facility for which joint use is proposed is no further than 400 feet from the building or use required to have provided parking.
  - 3. The parties concerned in the joint use of off-street parking facilities shall evidence agreement for such joint use by a legal instrument approved by the city attorney as to form and content.
- C. Commercial establishments within 200 feet of a commercial public parking lot may reduce the required number of parking spaces by 50 percent.

**15.440.060 Parking area and service drive improvements.**

All public or private parking areas, outdoor vehicle sales areas, and service drives shall be improved according to the following:

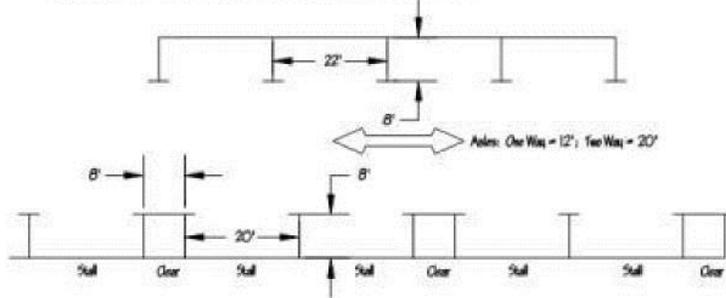
- A. All parking areas and service drives shall have surfacing of asphaltic concrete or portland cement concrete or other hard surfacing such as brick or concrete pavers.
- C. All parking areas, except those required in conjunction with a single-family or two-family dwelling, shall provide a substantial bumper which will prevent cars from encroachment on abutting private and public property.
- D. All parking areas, including service drives, except those required in conjunction with single-family or two-family dwellings, shall be screened in accordance with NMC 15.420.010(B).
- E. Any lights provided to illuminate any public or private parking area or vehicle sales area shall be so arranged as to reflect the light away from any abutting or adjacent residential district.

Table of Dimensions (In Feet)  
Stall Width with Corresponding Aisle Width

Stall Width = X	9	9.5	10	10.5	11	12
Aisle Width = Y	24	24	22	22	20	20

Diagram 2

PARALLEL PARKING - THROUGH AISLES ONLY



90° PARKING - THROUGH or DEAD-END AISLES

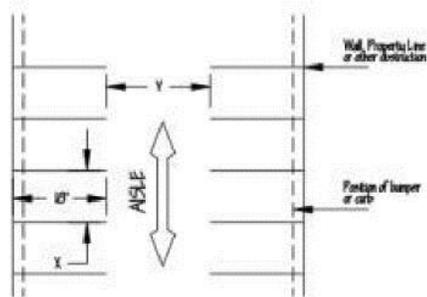
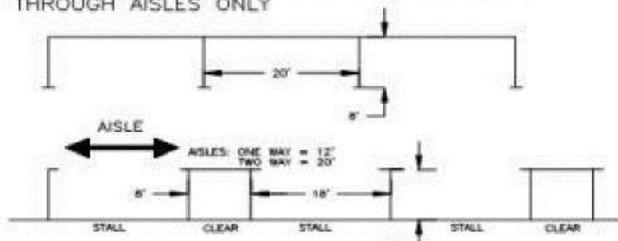
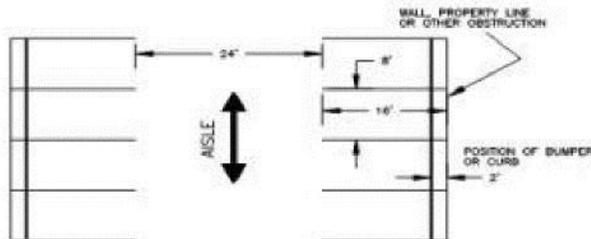


Diagram 3

PARALLEL PARKING COMPACT VEHICLES THROUGH AISLES ONLY



90° PARKING - THROUGH AND DEAD END AISLES



Notes:

1. Bumpers must be installed where paved areas abut street right-of-way (except at driveways).
2. No stalls shall be such that cars must back over the property line to enter or leave stall.
3. Stalls must be clearly marked and the markings must be maintained in good condition.
4. The sketches show typical situations to illustrate the required standards. For further information or advice, contact the planning department.

**Article II. Bicycle Parking**

**15.440.090 Purpose.**

Cycling is a healthy activity for travel and recreation. In addition, by maximizing bicycle travel, the community can reduce negative effects of automobile travel, such as congestion and pollution. To maximize bicycle travel, developments must provide effective support facilities. At a minimum, developments need to provide a secure place for employees, customers, and residents to park their bicycles.

**15.440.100 Facility requirements.**

Bicycle parking facilities shall be provided for the uses shown in the following table. Fractional space requirements shall be rounded up to the next whole number.

Use	Minimum Number of Bicycle Parking Spaces Required
New multiple dwellings, including additions creating additional dwelling units	One bicycle parking space for every four dwelling units
New commercial, industrial, office, and institutional developments, including additions that total 4,000 square feet or more	One bicycle parking space for every 10,000 square feet of gross floor area. In C-4 districts, two bicycle parking spaces, or one per 5,000 square feet of building area, must be provided, whichever is greater
Transit transfer stations and park and ride lots	One bicycle parking space for every 20 vehicle parking spaces
Parks	Two bicycle parking spaces within 50 feet of each developed play-ground, ball field, or shelter

**15.440.110 Design.**

- A. Bicycle parking facilities shall consist of one or more of the following:
  - 1. A firmly secured loop, bar, rack, or similar facility that accommodates locking the bicycle frame and both wheels using a cable or U-shaped lock.
  - 2. An enclosed locker.
  - 3. A designated area within the ground floor of a building, garage, or storage area. Such area shall be clearly designated for bicycle parking.
  - 4. Other facility designs approved by the director.
- B. All bicycle parking spaces shall be at least six feet long and two and one-half feet wide. Spaces shall not obstruct pedestrian travel.
- C. All spaces shall be located within 50 feet of a building entrance of the development.
- D. Required bicycle parking facilities may be located in the public right-of-way adjacent to a development subject to approval of the authority responsible for maintenance of that right-of-way.

**15.445.165**

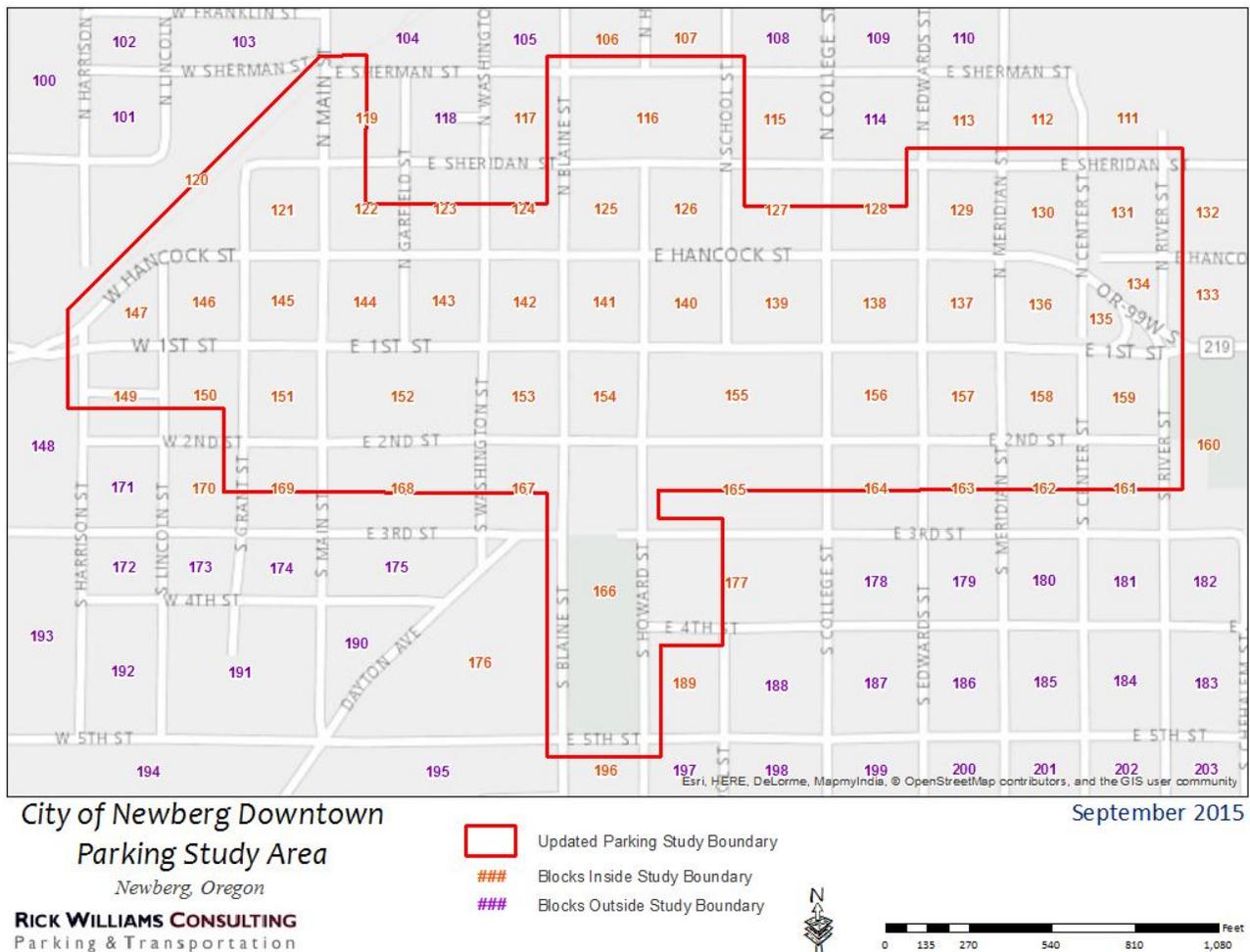
C. Parking and Storage of recreational vehicles – no recreational vehicle can be parked on-street for more than 48 hours.

## Existing Conditions Summary

### Parking Inventory Methodology

The consultant team has assembled a complete inventory of all parking located within the study area. The inventory was initiated using a combination of aerial maps and Google Maps Streetview imagery. This allowed for preliminary identification of parking sites and their special relationship to specific land uses. Two draft Excel databases were developed from this assessment, one for the on-street and one for the off-street system. The on-street database identifies all curbside parking within the study area by block face and by stall type (i.e., 15-Minute, 2-Hour, Handicap, etc.). To accomplish this each block in the study area was assigned a unique block number (see Figure A), each block face was assigned a letter (e.g., A, B, C, D), and finally each stall was assigned an ascending number based on its location on the block face working from left to right in a clockwise fashion around the block. This approach allows the consultant team to precisely categorize stalls geographically, numerically, and characteristically (e.g., time restriction, striping, angled or parallel, etc.).

Figure A: Downtown Newberg Study Area with Assigned Block Numbers



The off-street database was populated with information derived from multiple on-site inspections by consultant team surveyors. Inspections included visits to sites, physical counts of parking stalls, supportive research on property (site) ownership and type of parking identified (e.g., retail, office, residential, etc.). Where specific stall type designations were found (e.g., visitor, employee, reserved, etc.), these were noted and added to the database.<sup>1</sup> Table 1 provides an accounting of Newberg’s on and off-street parking system within the downtown study area.

Table 1: 2015 Newberg On and Off-Street Parking Inventory

<b>Downtown Newberg Parking Inventory On-Street and Off-Street</b>		
<b>Stalls by Type</b>	<b>Total Stalls</b>	<b>% of Total Stalls</b>
<b>10 Minutes</b>	3	<1%
<b>15 Minutes</b>	14	1.5%
<b>30 Minutes</b>	1	<1%
<b>1 Hour</b>	6	<1%
<b>2 Hours</b>	267	28.3%
<b>No Limit</b>	640	67.8%
<b>Handicap</b>	9	1.0%
<b>Theater</b>	3	<1%
<b>Reserved</b>	1	<1%
<b><i>Subtotal</i></b>	<b><i>944</i></b>	<b><i>100%</i></b>
<b>Total On-Street Stalls</b>	944	45.1%
<b>Total Off-Street Stalls</b>	1,146	54.8%
<b>Total Stalls</b>	<b>2,090</b>	<b>100%</b>

The combined downtown parking system for Newberg includes 2,090 stalls, nearly evenly split between on-street, 944 stalls (45% of all spaces) and off-street 1,146 stalls (55% of all spaces) options. The on-street system is comprised of 9 different stall types, the majority (68%) of which are unregulated, No Limit, with no time restriction. An additional 28% of stalls are 2-Hour stalls, primarily located along First Street and the south side of Hancock Street. The remainder of stall types are a mix of 10-Minute (3 stalls), 15-Minute (14 stalls), 30-Minute (1 stall), 1-Hour (6 stalls), Handicap (9 stalls), Theater (3 stalls), and Reserved (1 stall). Table 2 provides an aggregated list of off-street parking lots by their observed use type.

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<sup>1</sup> It should be noted that very few stalls within the study area are designated for specific uses/users.

Table 2: Downtown Newberg Off-Street Parking Inventory by Use Type

Use Type	Number of Lots	Stalls	% of Total
Auto	4	36	3%
Bank	3	48	4%
Church	2	18	2%
Civic	5	121	11%
Institution	1	32	3%
Medical	2	24	2%
Office	13	146	13%
Public	3	124	11%
Residential	3	33	3%
Restaurant	10	128	11%
Retail	20	279	24%
Service	14	98	9%
Unknown	5	59	5%
<b>Total</b>	<b>85</b>	<b>1,146</b>	<b>100%</b>

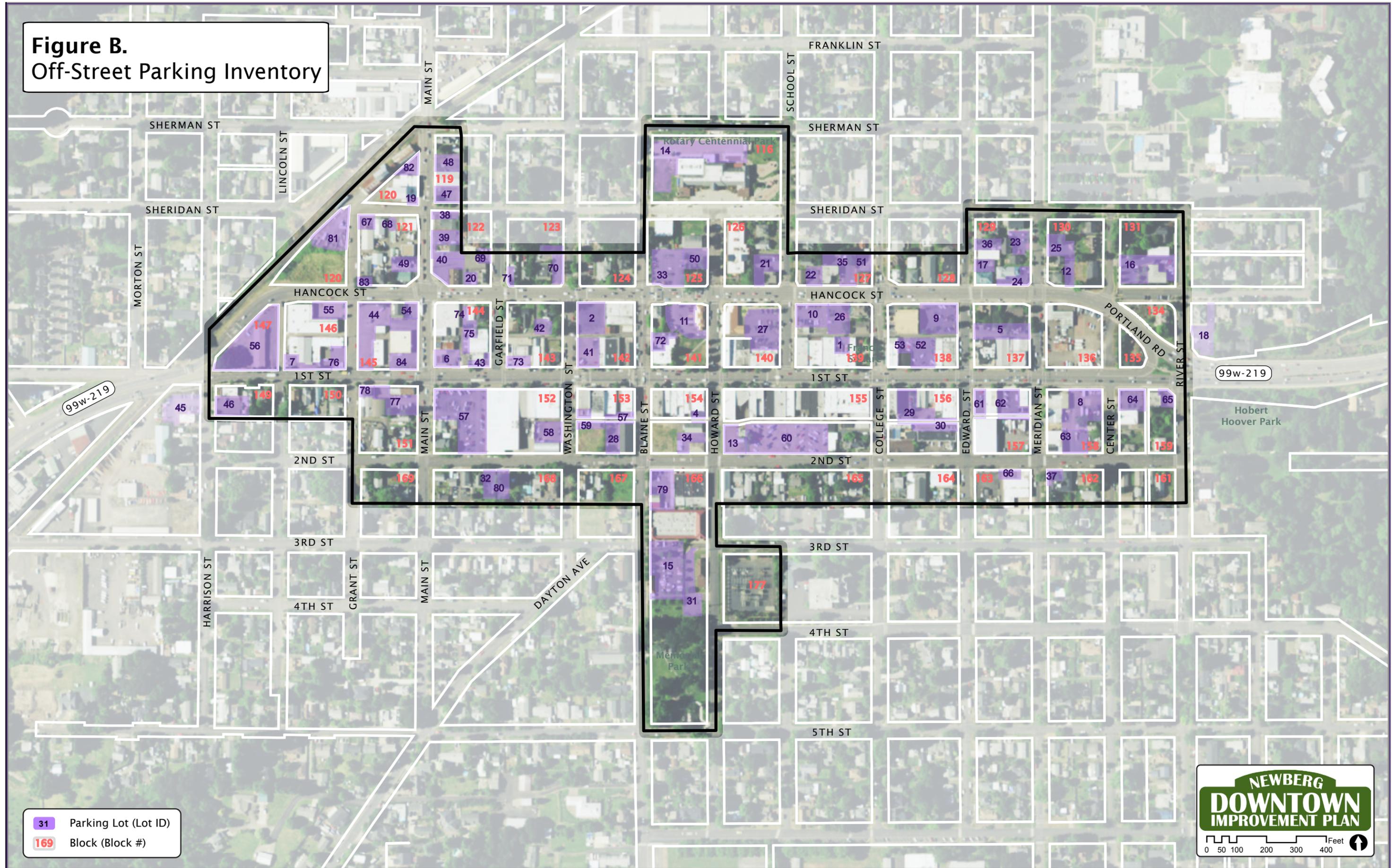
The table above shows a thematic interpretation of how parking is allocated based on observed land use types. The breakout is ‘thematic’ due in part because it was created using the observations made by surveyor inventory crews and the data has not been verified by City staff or downtown stakeholders. While the table is thematic in nature it reveals a broad array of land uses present in the downtown with a dedicated parking supply. Nearly a quarter (24%) of off-street parking is dedicated to retail uses, 13% of parking serves office uses, and 11% of parking is dedicated to civic, restaurant use and public (general) uses.

A complete list of off-street lots and the number of stalls associated with that lot can be found in Table 3, below. Lots were identified<sup>2</sup> by either posted signage or by an adjacent or accessory use. Corresponding Lot numbers and their stall totals can be found on Figure B.

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<sup>2</sup> Lot descriptions may not accurately describe the true owner or operator of the lot, but is used as an ‘in-the-field’ identification system for surveyors when they will be out collecting occupancy counts when the utilization study takes place.

**Figure B.**  
Off-Street Parking Inventory



31 Parking Lot (Lot ID)  
169 Block (Block #)

**NEWBERG**  
**DOWNTOWN**  
**IMPROVEMENT PLAN**

0 50 100 200 300 400 Feet

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Table 3: Downtown Newberg Individual Off-Street Parking Inventory by Lot

Lots	Description	Stalls	Use Type	Lot Type
1	Gonzales Panaderia & Taqueria (Alley)	4	Restaurant	Alley
2	Roped off, not striped	24	Unknown	Alley
3	Alley Parking- Tenant/Customer Parking	7	Retail	Alley
4	Alleyway, behind City Hall	3	Civic	Alley
5	True Form Collision Repair	10	Auto	Private
6	Leif's Auto Collision/ Gas Station	3	Auto	Private
7	Newberg Tire and Auto Repair	8	Auto	Private
8	Newberg Body & Paint	15	Auto	Private
9	First Federal Bank	22	Bank	Private
10	Wells Fargo + Drive Thru	14	Bank	Private
11	First Community Credit Union	12	Bank	Private
12	Church Parking	3	Church	Private
13	Newberg World of Faith Center	15	Church/Retail	Private
14	Chehalem Cultural Center	54	Civic	Public
15	Secured Public Safety Vehicles	41	Civic	Private
16	Campus Residential Parking	32	Institution	Private
17	Dr. Brecke Office - Dental	6	Medical	Private
18	River Street Dental	18	Medical	Private
19	Rita Wolff Oregon Broker	3	Office	Private
20	Valley Realty Professionals LLC	2	Office	Private
21	First American Title	14	Office	Private
22	Newberg Travel & Cruise	7	Office	Private
23	Meridian St. Building	11	Office	Private
24	State Farm	6	Office	Private
25	Meridian St. House/Social Work	16	Office	Private
26	Chehalem Valley Chamber, Personal Farmer, Worxplace	15	Office	Private
27	The Newberg Graphic	33	Office	Private
28	Joshua Suites Professional Building	11	Office	Private
29	Private - Law Office	16	Office	Private
30	Unknown	7	Office	Private
31	Public Safety Bldg/Thrift Shop/Park	17	Civic	Public
32	Income Tax - Thomas L. Deines LLC (FOR LEASE)	5	Office	Private
33	Public Parking	28	Public	Public
34	6 City Vehicles	6	Civic	Public
85	6 General Parking	6	Public	Public
35	Apartments 611	24	Residential	Private
36	Unknown	4	Residential	Private
37	Apartments	5	Residential	Private

Lots	Description	Stalls	Use Type	Lot Type
38	Nara Teriyaki	7	Restaurant	Private
39	Jem 100 Ice Cream	16	Restaurant	Private
40	Papa Murphy's	8	Restaurant	Private
41	Ixtapa Restaurant	18	Restaurant	Private
42	Recipe	7	Restaurant	Private
43	Jac's Deli and Frozen Custard	5	Restaurant	Private
44	Pasquale's Italian Restaurant	25	Restaurant	Private
45	Dairy Queen (CLOSED)	23	Restaurant	Private
46	Subway	15	Restaurant	Private
47	Anam Cara Cellars	8	Retail	Private
48	Back side of Anam Cara Cellars	8	Retail	Private
49	Rays Produce	8	Retail	Private
50	Wine Country Antiques	8	Retail	Private
51	Lucky Finds Thrift Store	9	Retail	Private
52	Mixed retail (Dominos)	23	Retail	Private
53	Ken & Daughter Jewelers	4	Retail	Private
54	Quick Stop Market	6	Retail	Private
55	Terry's Crush Cellar	17	Retail	Private
56	American Classic and Hot Rods	40	Retail	Private
57	Thriftway	64	Retail	Private
58	Chehalem Sign Company	10	Retail	Private
59	Pitter Patter	13	Retail	Private
60	Multi-tenant retail	90	Public	Public
61	Unknown	10	Retail	Private
62	American Family Insurance	17	Retail	Private
63	Delano Supply	5	Retail	Private
64	Chehalem Tasting Room	14	Retail	Private
65	Newberg Food Mart	5	Retail	Private
66	Mr. Rooter	3	Retail	Private
67	Newberg steel	3	Service	Private
68	First Street Yoga	3	Service	Private
69	Specialty Contracting Glass and Door	1	Service	Private
70	Dr. Robert C. Wilde, D.M.D. General Dentistry	12	Service	Private
71	Trinity Hair Design	7	Service	Private
72	Post Office	7	Service	Private
73	Leather Gas Station	3	Service	Private
74	Newberg Family Chiropractic (Alleyway Parking)	7	Service	Private
75	Alleyway Parking (for Leifs repairs)	7	Service	Private
76	1st Street Laundromat	9	Service	Private

Lots	Description	Stalls	Use Type	Lot Type
77	Jay's Custom Fabrication	10	Service	Private
78	Studio 601 Hair Design	6	Service	Private
79	Newberg Fire	19	Service	Private
80	Strong Hands Massage Therapy	4	Service	Private
81	Gravel Lot CONSTRUCTION	7	Unknown	Private
82	Habitat for Humanity Restore (CLOSED) (BLOCKED OFF)	7	Unknown	Private
83	111 N Grant St or N Hancock St	3	Unknown	Private
84	FOR LEASE	18	Unknown	Private
	Total (85 inventoried sites)	1,146		

## Opportunities and Constraints



Downtown Newberg is a quintessential Main Street town with the majority of its retail and restaurant business focused on First Street (and Hancock). First provides for a pleasant pedestrian experience with its scarcity of off-street parking lots and with zero lot line buildings fronting the sidewalks. Hancock and Second Streets are secondary retail streets with more punctuated building frontages interspersed with surface parking lots. The on-street parking on First Street and perpendicular streets are nicely formatted with individual stalls delineated with pavement striping, which is a 'customer-friendly' treatment. In general, on-street parking signage is clear to the user, but the system could benefit from design standards for how the frequency of signage is deployed in the right-of-way.

### Opportunities

- Parking activity in the downtown at first glance appears brisk particularly on-street, a downtown visitor's first choice in parking, while in general the off-street system has much greater stall availability. Consequently, the off-street lots, in cooperation with willing property owners, present an opportunity for additional shared use supply. For example, there are at least two banks in the downtown that are closed on weekends that could provide additional visitor (or employee) parking with proper signage.
- Another opportunity is the availability of select developable parcels in the study zone, which could provide for a branded district parking facility.

### Challenges

- A potential challenge going forward that may hinder the ability of using existing surface parking lots as shared use facilities is the accessory designation and conditions placed on mixed (or shared) uses outlined in 15.440.050(A/B) of the development code. If possible, however, this condition may not apply to existing parking uses in the C-3 zone.
- For developers choosing to build off-street parking in the C-3 zone, the City may want to consider substituting urban design treatments for surface lots in-lieu of the existing landscaping/coverage requirements. 'Urban fence' or similar treatments could be used to create visual separation of parking, establish clean, discernable edges, and help maximize parking capacity while providing an urban aesthetic to district.