
MEMORANDUM

To: Aimee Amerson, Planning Manager

From: Steve Faust, AICP
Natalie Knowles

Date: December 6, 2022

Project Name: Carlton Comprehensive Plan
RE: Updated Draft Policies and Objectives

This memorandum provides edits to the objectives and policies developed previously.

Goal 1 Citizen Involvement

To maintain a Citizen Involvement Plan that ensures the opportunity for citizens to be involved in all phases of the planning process. *

Policies

1. Employ a variety of methods to educate and inform citizens on matters relating to the planning process. *
 - a. During community engagement events, offer materials and planning expertise by the way of both physical take-home, and digital options.
 - b. Provide opportunities to participate that are appropriate to community members of all abilities.
2. Engage citizens by obtaining their opinions in all phases of the planning process, promoting strategies to reach underrepresented populations.
 - a. Solicit and support participation from underrepresented populations on citizen advisory committees and commissions.
3. Maintain and promote several different forms of communication to ensure community awareness and involvement.
 - a. Explore and implement meaningful engagement techniques and tools through in-person, online, and hybrid event options.

Goal 2 Land Use Planning

To maintain a land use planning process and policy framework as a basis for all decisions and actions related to the use of the land and to assure an adequate factual base for such decisions and actions. *

Policies

1. Review and update or amend the Comprehensive Plan every ten (10) years.
2. Ensure future land needs are analyzed and addressed in the City's Zoning, Subdivision, and Design Review Ordinances.



3. Use intergovernmental agreements with Yamhill County and other public agencies as needed to establish areas of mutual interest and coordination procedures relative to urban growth management.

Goal 5 Natural Resources, Scenic and Historic Areas, and Open Spaces

To conserve open space, protect natural and scenic resources, and preserve historic and cultural resources.

Policies

1. Protect and enhance natural resources through proper use, maintenance, and development.
 - a. Ensure a healthy and diverse tree canopy.
 - b. Encourage low-impact development techniques and other strategies to preserve and enhance waterways, creeks, rivers and riparian areas, and wetlands.
 - c. Establish and maintain hedgerows as vital wildlife habitat.
2. Continually explore ways to create and maintain an open-space network, especially greenways and open space along creeks.
 - a. Ensure adequate park and trail development in high density development and neighborhoods lacking access to these amenities.
 - b. Manage open space areas for their value in linking citizens and visitors with the natural environment.
3. Identify sites and structures relating to the history of the State and the City that should be identified, protected, and enhanced.
 - a. Promote and encourage property owners, by voluntary means whenever possible, to preserve, and restore historic structures, sites, and elements especially within the downtown core and urban renewal district.
 - b. Register as many qualified buildings and structures as possible on the National and/or State Registry of Historical Sites.
 - c. Attempt to reuse or relocate historical structures as an alternative to redevelopment or demolition.

Goal 6 Air, Water and Land Resources Quality

To maintain and improve the quality of the air, water, and land resources of the City.

Policies

1. Protect air, water, and land quality from the impacts of development through applicable state or federal environmental quality standards.
 - a. Establish a standard for all new development that promotes the use of pervious surfaces and prevent negative ecological effects of urban stormwater runoff.
 - b. Require that stormwater be managed and treated on site, except where the City determines it to be inefficient or infeasible.
 - c. Promote land-use patterns that offer opportunities for amenities closer to residential areas to reduce vehicle miles travelled and the associated emissions.
2. Encourage lighting design and practices that reduce the negative impacts of light pollution.



3. Participate in appropriate environmental quality planning efforts on a regional level.
 - a. Collaborate on significant environmental quality protective measures with neighboring communities.

Goal 7 Areas Subject to Natural Hazards

To protect people and property from the effects of natural hazards.

Policies

1. Concentrate urban uses on suitable lands, and limit development on land in flood plains, areas susceptible to wildfire, lands with steep slopes and/or unstable soils.
 - a. Maintain a system of limiting flood plain development through the land use application process, based on research of available information showing the absence of known hazards including but not limited to flooding, unfavorable soil conditions, and seasonally high-water table.
 - b. Non-residential development may be permitted in the flood fringe (the outer portions of the floodplain) if it satisfies certain requirements regarding the height of the structure's main floor above floodwaters, 'flood proofing' construction, displacement of floodwaters, and similar matters.
2. Promote earthquake hazard awareness and hazard mitigation activities in the community by periodically providing information to residents such as on retrofitting measures that can reduce the vulnerability of dwellings.
3. Maintain procedures to advise applicants for development permits of the areas known to have a potential for natural hazard effects.
4. Develop a disaster preparedness plan that outlines how the city will prevent, protect against, mitigate, respond to, and recover from natural disasters.
 - a. Ensure key public services, such as water and sewer have the capability for back-up electricity during emergencies.
 - b. Coordinate with other utility providers, to provide critical services during emergencies.
5. Coordinate natural hazard mitigation activities with emergency operations plans and procedures and with various other agencies, as appropriate.

Goal 8 Recreational Needs

To satisfy the recreational needs of Carlton's community and visitors alike.

Policies

1. Develop a high-quality, diverse system of parks and park programs that provide adequate and equitable park access to all multimodal users: motor vehicles, bicyclists, and pedestrians.
 - a. Identify and protect land for parks and recreation within the Urban Growth Boundary.
 - b. Encourage developers to dedicate park sites as a part of the subdivision review process.
 - c. Ensure adequate park and trail development in high density development and neighborhoods currently disconnected from these amenities.
2. Create a network of shared-use pedestrian and bicycle trails to enable connectivity between parks, neighborhoods, schools, and public amenities.



3. Coordinate with adjacent jurisdictions to plan for and create parkland and recreational facilities.
 - a. Ensure the adequacy of pedestrian and bicycle connections to local, county, and regional trails.
4. Establish and maintain a healthy urban forest by encouraging a diverse selection of trees for streetscapes and parklands.

Goal 9 Economic Development

To diversify and improve the economy of Carlton.

Policies

1. Plan for an adequate supply of commercial and industrial land to accommodate the types and amount of economic development and growth anticipated in the future.
 - a. Identify current and potential commercial and industrial land within the Urban Growth Boundary and analyze it based on market factors and its suitability for economic growth.
2. Create conditions that encourage growth of existing businesses, entrepreneurs, and attraction of new businesses and diverse industries to create jobs with a range of wages.
 - a. Support heritage industries such as agriculture and forestry.
 - b. Limit the amount of commercial use allowed on land with an industrial zone designation.
 - c. Promote commercial development in the downtown core that will diversify the local economy where those businesses are compatible with the city's small-town character, provide necessary services and limit large commercial options.
3. Implement policies and programs to support and encourage local commercial development in downtown.
 - a. Seek input from existing local businesses downtown during decision-making processes.
 - b. Ensure land uses and transportation connections support tourism within the downtown core.

Goal 10 Housing

To provide housing options to meet the needs of current and future residents.

Policies

1. Permit new developments only when all urban services become available. These services shall include: public water, sanitary sewers, storm drainage, solid waste collection, streets, parks and recreation facilities, and adequate police, and fire protection. *
2. Monitor residential land development to ensure that there is enough residential land to accommodate the long-term forecast for population growth.
3. Encourage a mix of housing types dispersed throughout the community and within neighborhoods, including: attached and detached single-family housing and multifamily options.
4. Encourage the development and preservation of housing affordable to low-to moderate-income households.
 - a. Protect existing manufactured home parks to support retention of existing homes.
 - b. Review development code to remove barriers to middle housing types, including plexes, townhomes, and cottage clusters.



5. Encourage the development of housing options that are accessible to people of all abilities. Specifically smaller, single-level housing options.

Goal 11 Public Facilities and Services

To plan and develop a timely, orderly, and efficient arrangement of public facilities and services to serve as a framework for urban development consistent with the City’s vision.

Policies

1. Modernize and maintain municipal facilities in the most efficient and cost-effective manner to adequately serve existing population and anticipated growth.
 - a. Plan, operate and maintain the water distribution, stormwater, and sewer management systems for all current and anticipated city residents within its existing Urban Growth Boundary and plan strategically for future expansion areas.
2. Update utility infrastructure over time to minimize the use of and need for pump stations. Identify and promote equitable sewer, water, and stormwater assessment methodologies. *
 - a. Identify and remediate areas currently underserved by infrastructure.
 - b. Make investments to support the equitable provision of infrastructure.
 - c. Coordinate with franchise utilities to encourage equitable access to services.
3. Examine, identify, and promote energy efficient and cost-effective methods to provide and maintain public facilities and services. *
4. Ensure adequate and responsive emergency services for the Carlton community.
5. Establish and maintain a healthy urban forest by encouraging a diverse selection of trees adaptable to the changing climate for the city’s streetscapes and parklands.
6. Preserve and protect existing mature trees along streets, especially in rights-of-way and planting strips, through development and maintenance of those rights-of-way.

Goal 12 Transportation

To provide and encourage a safe, convenient, and economic transportation system.

Policies

1. Plan for a multi-modal transportation system accessible for all users.
 - a. Make investments to accommodate multi-modal traffic on major and minor arterial roads.
 - b. Inventory bicycle and pedestrian networks and plan for needed infrastructure improvements.
2. Establish and design facilities that improve safety of all users of the transportation system.
 - a. Identify and implement ways to minimize conflicts between different modes of travel.
3. Support improvements that make downtown inviting and access to businesses safe and convenient for pedestrians and bicycles.
4. Enhance coordination with regional partners such as Yamhill County and Oregon Department of Transportation (ODOT), and Yamhill-Carlton School District.
5. Explore opportunities to provide or participate in local or regional public transit programs.



Goal 13 Energy Conservation

To conserve existing energy resources and develop alternative sources.

Policies

1. Encourage energy conservation and climate resiliency in new development through site planning, drought resistant landscaping, stormwater mitigation and construction practices that take advantage of climatic conditions of light, heat, cooling, and ventilation.
2. Encourage land use patterns that locate various land use activities (residential, employment, recreation, education, etc.) within close proximity.
 - a. Promote mixed-use development and increased densities near activity centers and along major transportation routes.
3. Plan and solicit support for renewable energy sources. *
 - a. Promote the design and development of public facilities and housing developments to take advantage of solar energy and co-generation.

Goal 14 Urbanization

To provide for an orderly and efficient transition from rural to urban land use. *

Policies

1. Update and expand the urban growth boundary when conditions exist that satisfy adopted local and state standards for amendments to urban growth boundaries.
2. Encourage the location of housing to minimize the consumption of prime agricultural land and other areas of natural resources that contribute to the community's rural character. *
3. Incentivize development to utilize land efficiently and create a more compact community through intensifying uses downtown.
4. Encourage infill development to utilize vacant parcels, to achieve a more compact community.

