



City of Yamhill
A small taste of Oregon

Planning Commission Meeting Packet

May 18, 2026
6:30 p.m.



Oregon

Tina Kotek, Governor

Department of Transportation
Delivery and Operations Division – Region 2

DATE: 5/08/2026

TO: Mayor Shea Corrigan, City of Yamhill
205 South Maple Street
Yamhill, Oregon 97148

FROM: [REDACTED]
Oregon Department of Transportation, Region 2
[REDACTED]

SUBJECT: ODOT Letter of Confirmation to City of Yamhill with Intent to Fund TSP Update

Dear Mayor Corrigan,

I am writing on behalf of the Oregon Department of Transportation (ODOT) Region 2 Planning Department to advise you that we have selected the City of Yamhill TSP Update Project (“the Project”) for funding. We see and appreciate your community’s grant requests and consultation with the Transportation and Growth Management (TGM) program, and though you were not selected for a TSP grant under that program we are pleased to be able to fund your TSP under our Region 2 Planning budget. The total amount we have allocated for your Project is \$225,000, which will pay for consultant services to deliver your TSP update. There is no local match required from the City of Yamhill, though your community and staff’s participation will be critical to the Project’s success.

Your primary contact and contract administrator for the Project will be [REDACTED], Senior Region Planner: [REDACTED] has been working in coordination with your community’s contract planner, Walt Wendolowski, on the scope-of-work that will be the basis for the Project contract. ODOT’s Procurement Office is currently processing the contract request, though we anticipate advertising to qualified firms within the next one to two months. [REDACTED] will continue to provide Walt with regular updates on the status of the contract request as that progresses.

Regarding shared understanding between ODOT and City of Yamhill about roles and responsibilities for the Project, a Memorandum of Understanding is being drafted between [REDACTED] and Walt that will outline those parts. Please note, it is possible our Procurement Office staff may ask for an Intergovernmental Agreement (IGA) between us to the same effect. [REDACTED] will keep you updated on which option our procurement staff advise is necessary, while continuing to refine our MOU outline with Walt.

We are very excited to start work on the City of Yamhill TSP Update Project!



Oregon

Tina Kotek, Governor

Department of Transportation
Delivery and Operations Division – Region 2



Thank you.

Respectfully,



Title 10. Zoning

Chapter 10.46. CBD CENTRAL BUSINESS DISTRICT OVERLAY ZONE

§ 10.46.070. Building Standards.

New buildings, and the redevelopment of existing buildings that include exterior modifications, shall comply with the following standards:

- (A) Setbacks. The maximum building setback from a street-side property line shall be 20 feet. No parking is allowed between the building and the street. Other than areas used for driveways, the street-side setback area shall be landscaped. Otherwise, there shall be no minimum nor maximum building setbacks to rear and side yards.
- (B) Building Height. No building or structure shall exceed 45 feet in height as measured using the Oregon Structural Specialty Code.
- (C) Orientation. The main entrance to a building shall face a public street or perpendicular to a public street facing an internal parking lot with the main entrance door no more than 50 feet from the public sidewalk.
- (D) Building Façade. Building façades visible from a public street shall provide a brick, masonry or wood appearance and a minimum 30% of the ground floor between three feet to nine feet above finished grade with window glazing.
- (E) Special Design Requirements. For property located on either side of Maple Street, the following additional design standards shall apply:
 - (1) Setbacks. The maximum building setback from a street-side property line shall be zero feet.
 - (2) Building Height. No building or structure shall exceed 45 feet in height as measured using the Oregon Structural Specialty Code.
 - (3) Building Design. Buildings shall be similar in character and design with existing structures.
(Ord. 475 §1, 2005; Ord. 501 §2, 2013; Ord. 506 §1, 2015; Ord. 545, 7/9/2025)

Downtown Design Code Template for Yamhill, Oregon, incorporating design recommendations and best practices from other small towns in the Oregon Main Street Network that emphasize civic pride, walkability, and historic character, such as Dallas, Independence, Dayton, Estacada, Cottage Grove, and Baker City. It also includes recommendations from towns that celebrate their agricultural heritage, such as Silverton and Hood River, to reinforce Yamhill's rural identity.

City of Yamhill – Downtown Design Code

Purpose: To preserve Yamhill's historic character and rural identity, promote pedestrian-friendly development, and guide cohesive architectural growth in the downtown core.

1. Design Intent & Applicability

- Applies to all **commercial, mixed-use, civic, and multi-family buildings** within the Central Business District Overlay Zone.
 - Encourages **adaptive reuse, context-sensitive infill, and public realm improvements.**
 - Supports **ADA compliance, historic preservation, and community identity.**
-

2. Historic Preservation Standards

- **Rehabilitation Guidelines:**
 - Follow the *Secretary of the Interior's Standards for Rehabilitation*.
 - Preserve original façades, windows, and architectural details.
 - Use modern materials only when they replicate historic appearance and texture.
- **Adaptive Reuse:**
 - Encourage adaptive reuse of historic buildings for shops, restaurants, and community spaces.
 - Revitalize buildings with ADA upgrades and façade restoration.
- **Incentives:**
 - Façade improvement grants
 - Technical assistance for design and permitting

3. New Construction Guidelines

- **Architectural Compatibility:**
 - Match scale, rhythm, and proportions of adjacent historic structures.
 - Use materials such as brick, wood, fiber cement siding, corrugated metal, and stone.
 - Paint: colors used in alterations or additions within the Central Business District should be subdued and visually compatible with the traditional architectural character of the historic buildings within the area.
 - Roofs: gabled, hipped, or flat with parapets; avoid mansard or faux styles.
- **Façade Articulation:**
 - Modulate façades every 20–30 feet with pilasters, window groupings, or material changes.
 - Ground floors must include transparent windows covering at least 60% of street-facing façades.
- **Corner Treatments:**
 - Require prominent entries, public art, or outdoor seating at street corners.

4. Pedestrian-Oriented Design

- **Street Interface:**
 - Recessed entries, awnings, and weather protection required.
 - Pedestrian-scale lighting and street furniture encouraged.
- **Accessibility:**
 - All sidewalks, entries, and public spaces must meet ADA standards.
 - Include curb ramps, tactile paving, and accessible parking near entrances.

5. Signage & Wayfinding

- **Signage Standards:**
 - Limit sign size and height to maintain visual harmony.
 - Encourage blade signs, painted wall signs, and window decals.
 - Internally lit box signs discouraged; external lighting preferred.
 - **Wayfinding Elements:**
 - Install consistent directional signage for parking, landmarks, and trails.
 - Include interpretive panels highlighting Yamhill’s history and architecture.
-

6. Site Design & Landscaping

- **Landscaping Requirements:**
 - Use drought-tolerant native species.
 - Include tree wells, planters, and bioswales for stormwater management.
 - **Outdoor Spaces:**
 - Require seating areas, plazas, or patios for buildings over 5,000 sq ft.
 - Encourage public art and community bulletin boards.
 - Encourage pocket parks and sidewalk planters to enhance the pedestrian experience.
 - Encourage landscaping that reflects Yamhill’s agricultural heritage.
-

7. Review & Approval Process

- **Track 1 – Administrative Review:**
 - For projects meeting all objective standards.
- **Track 2 – Planning Commission:**
 - For discretionary elements, historic modifications, or variances.
- **Public Input:**
 - Required for major projects, demolitions, or changes to historic structures.

8. Architectural Traditions Reference

Encourage use of Northwest styles such as:

- **Historic Main Street Style:** brick facades, recessed entries, decorative cornices, and civic murals
- **Craftsman:** exposed beams, gabled roofs, natural wood
- **Rustic Lodge:** stone bases, timber framing, metal roofs
- **Agricultural Vernacular:** barn-style forms, corrugated metal, mural storytelling
- **Tudor Revival:** steep roofs, grouped windows, arched entries
- **Northwest Regional:** deep eaves, large windows, integration with landscape

Title 10. Zoning

Chapter 10.84. TEMPORARY STRUCTURES

§ 10.84.010. Purpose.

The purpose of Chapter **10.84** is to provide requirements for temporary structures.
(Ord. 454 §2, 2000)

§ 10.84.020. Use of Mobile, Manufactured or Prefabricated Dwelling Units as Temporary Structures.

A mobile, manufactured or prefabricated dwelling unit in the City of Yamhill placed on an individual lot and used as a temporary dwelling shall comply with the following provisions:

- (A) The unit shall have a water closet and lavatory.
- (B) The unit shall be connected to City water and sewer.
- (C) The unit shall be placed to comply with any yard requirements of the zoning district in which it is located.
- (D) No accessory structures shall be allowed.
- (E) No unit shall be established on any lot in the City of Yamhill unless the same shall have been manufactured not more than five years prior to the date sought for installation.
- (F) Other conditions as required by the Planning Official.
- (G) The fee for a Unit Placement Permit shall be as set forth in Chapter **10.128**. A Unit Placement Permit shall be issued for a period of six months maximum. A new application, fee, permit and approval shall be required each succeeding six-month period. A Unit Placement Permit may be revoked in accordance with the provisions of Chapter **10.128**. The permit authorizes the City to perform the work set forth in the permit and place a lien against the property for the cost of the work in the event the owner fails to accomplish the work within 15 days of the issuance of the permit. The City shall have the right to foreclose against any lien made by it in accordance with the provisions of State law.

(Ord. 454 §2, 2000; Ord. 545, 7/9/2025)

§ 10.84.030. Use of a Recreational Vehicle as Guest Quarters or Temporary Residence.

A recreational vehicle in the City of Yamhill placed on an individual lot and used as a temporary residence shall comply with the following provisions:

- (A) Usage of a recreational vehicle will be permitted as guest quarters not in the main building, provided such quarters are, and remain dependent upon the main building for bathroom facilities, and the guest facilities are not used for residential purposes. There shall be a time limit of 30 days for such usage after which an RV Permit must be obtained for each succeeding 30-day period, with notification to the City Council before issuance of a second permit. (See Chapter **10.72** regarding location.)
- (B) Usage of a recreational vehicle will be permitted as a temporary residence on an individual lot during construction of a home with the following conditions:
- (1) The recreational vehicle shall only be occupied by the owner of the lot on which the recreational vehicle is located.
 - (2) The recreational vehicle shall be placed upon the lot on which a building permit for a housing unit has been obtained.
 - (3) Satisfactory progress in the opinion of the Building Official must be made toward the completion of the housing unit.
 - (4) The recreational vehicle shall be connected to City water and sewer service.
 - (5) The recreational vehicle shall be placed to comply with any yard requirements of the zoning district in which it is located.
 - (6) Other conditions as required by the Planning Official.
- (C) The fee for an RV Permit shall be as set forth in Chapter **10.128**. An RV Permit shall be issued for a period of one month maximum. A new application, fee, permit and approval shall be required each succeeding one-month period. An RV Permit may be revoked in accordance with the provisions of Chapter **10.128**. The permit authorizes the City to perform the work set forth in the permit and place a lien against the property for the cost of the work in the event the owner fails to accomplish the work within 15 days of the issuance of the permit. The City shall have the right to foreclose against any lien made by it in accordance with the provisions of State law.
- (Ord. 454 §2, 2000; Ord. 523 §1, 2018; Ord. 545, 7/9/2025)

Title 10. Zoning

Chapter 10.72. ACCESSORY STRUCTURES

§ 10.72.070. Storage of Trailer Coaches, Camper Units, and Trailers.

Trailer coaches, camper units, and trailers shall not be stored in a required front or street side yard. For the purpose of this subsection the word "stored" relates to any unit which shall remain in a similar position for a period of 48 hours or more. (See Chapter **10.84** regarding the use of recreational vehicles as guest quarters.)

(Ord. 454 §2, 2000)