

Echo Ordinances and Resolutions Review and Audit with a Focus on the Zoning Administration and Subdivision Regulations

Initiated and completed the first review consisting of the Zoning and Subdivision regulations on September 10, 2024. Follow up and final review that included additional chapters was completed on April 10, 2025.

Recommendation is to repeal and replace in their entirety both the Subdivision Administrative Regulations and the Zoning Administrative Regulations. Also recommended to be repealed is Title 6 Building Regulations. All three are significantly outdated and include provisions that are not considered to be current planning practice. Many references that are based in either Oregon Revised Statute or Administrative Rule are out of compliance and could be challenged if applied.

Subdivision Administrative Regulations

Chapter or Section	Intent	Changes
Title Page	Jacob Foutz Comments	Lots of duplication. Unnecessary standards. Not clear and objective. Doesn't align with current desires. More restrictive than current needs or wants. Outdated. Eliminate Sketch Plan. Confusing. Needs to be consistent with ORS 92. Keep subdivision as a Type III. Partitions as a Type II. Eliminate residential v commercial/industrial standards.
Table of Contents		Incorporate into a single Development Code to include the Subdivision Administrative Regulations, the Zoning Administration, and possibly parts of other chapters.
Document	Review against the appropriate portions of the Model Code. Review for grammar, punctuation, font, and formatting.	
Subdivision Provisions		
8-1-1	Subdivision Title Provisions	Legal establishing language. Simplify when combined.
8-1-2	Amendments	Simplify when combined.
8-1-3	Variances	Duplicative to provisions in the Zoning Administration.
8-1-4	Appeal	Simplify when combined

8-1-5	Schedule of Fees	Fees should be set in a master fee schedule outside of the Subdivision, Zoning, or Development Code.
8-1-6	Violations and Penalties	Modernize. Comply with current statute.
Subdivision Definitions		
8-2-1	Definitions	Combine with Zoning Regulations. Update and modernize. Conform with current statute and practice.
Subdivision Procedure		
8-3-1	Application Required	When combined a singular process for application will be established.
8-3-2	Requirements	This is a requirement for a pre-application meeting that can be outlined in the combined application process.
8-3-3	Sketch Plan	More application and review process. Does not conform with current notice or statutory timelines.
8-3-4	Tentative Plan	Requiring both a Sketch and Tentative Plan is confusing and duplicative.
8-3-5	Final Subdivision Plat	If tentative plan is approved the Final Plat can be a staff action.
Major and Minor Partition Procedures		
8-4-1	Major Partitions	Includes the creation of a street. Most jurisdictions no longer distinguish between a major and minor partition.
8-4-2	Minor Partitions	Chapter 3 and 4 can be collapsed into a single chapter. The delineation should be between partitions (up to three lots) and subdivisions (four lots or more). There could be another distinction as well for subdivisions up to 8 lots.
Subdivision or Partition Plan, Plat and Map Requirements		
8-5-1	Sketch Plan	This is duplicating Chapter 3 with significantly more detail. Based on Jacob's comments there is conflict between chapter 3 provisions and chapter 5 provisions. Need to simplify into a single set of requirements in conformance with Oregon Revised Statute Chapter 92.
8-5-2	Tentative Plan	This is duplicating Chapter 3 with significantly more detail. Based on Jacob's comments there is conflict between chapter 3 provisions and chapter 5 provisions. Need to simplify into a single set of requirements in conformance with Oregon Revised Statute Chapter 92.
8-5-3	Final Plat or Map	This is duplicating Chapter 3 with significantly more detail. Based on Jacob's comments there is conflict between chapter 3 provisions and chapter 5 provisions. Need to simplify into a single set of requirements in conformance with Oregon Revised Statute Chapter 92.
Residential Subdivision Improvements		
8-6-1	General Regulations	Much of this could be incorporated into the application requirements, requirements for the final plat, or should be covered by provisions found in the Zoning Administration chapter.

8-6-2	Street, Roadway and Bicycle...	While these standards can be applied as part of the land division process, they can also be applicable as part of other development processes. Their inclusion in the combined Development Code is needed but we need to be sure to eliminate duplication and differences. It is also important to move actual standards into the proposed Public Works Standards.
8-6-3	Curbs and Sidewalks	See above comment for 8-6-2.
8-6-4	Flood Hazard Areas, Drainage, and Storm Sewers	Flood Hazard issues need to be treated separately from Drainage and Storm Sewers. Flood hazard regulations need to conform to regulations that are currently under review based on legal action taken against FEMA concerned with ESA issues. Drainage and Storm Sewers are another area that needs to be predominately relocated to a Public Works Standard.
8-6-5	Water Facilities	See above comment for 8-6-2.
8-6-6	Sewerage Facilities	See above comment for 8-6-2.
8-6-7	Utilities	See above comment for 8-6-2.
8-6-8	Parks, Playgrounds and Recreation Areas	Need to align this section with Goal 8 in the Comprehensive Plan. Need to evaluate how these provisions have been used and their success.
8-6-9	Preservation of Natural Features	These standards could be applicable to other developments, not just partitions or subdivisions. Trees are also addressed in the Title Public Ways and Property. Need to combine to eliminate duplication and discrepancies.
8-6-10	Design Standards...	These standards should be relocated to the Public Works Standards.
Nonresidential Subdivision Improvements		
8-7-1	General Requirements	Unclear whether separate standards for industrial or commercial lands are necessary.
8-7-2	Standards	Chapter 6 and 7 can be combined and organized to retain appropriate differences between development types.
Improvement Approval and Guarantees		
8-8-1	Completion of Improvements	This chapter should be incorporated with the earlier provisions on the Final Plat. The intent of this chapter is to clearly outline what is expected of the developer prior to signature of the Final Plat or prior to development of the subject property(ies).
8-8-2	Guarantees of Financial Security	See above comment for 8-8-1.
8-8-3	Cost of Improvements	See above comment for 8-8-1.
8-8-4	Failure to complete improvements	See above comment for 8-8-1.
8-8-5	Acceptance of dedication offers	See above comment for 8-8-1.
8-8-6	Inspection of Improvements, fees	See above comment for 8-8-1.
8-8-7	Certificate of Satisfactory Completion	See above comment for 8-8-1.
8-8-8	Maintenance of Improvements	See above comment for 8-8-1.
8-8-9	Deferral or Waiver	See above comment for 8-8-1.

Zoning Administrative Regulations

Chapter or Section	Intent	Changes
Title Page	Jacob Foutz Comments	Lots of duplication. Unnecessary standards. Not clear and objective. Doesn't align with current desires. More restrictive than current needs or wants. Outdated. Eliminate Sketch Plan. Confusing. Needs to be consistent with ORS 92. Keep subdivision as a Type III. Partitions as a Type II. Eliminate residential v commercial/industrial standards.
Table of Contents		Incorporate into a single Development Code to include the Subdivision Administrative Regulations, the Zoning Administration, and possibly parts of other chapters.
Document	Review against the appropriate portions of the Model Code. Review for grammar, punctuation, font, and formatting.	
Zoning Administration		
9-1-1	Zoning Title Provisions	Legal establishing language. Simplify when combined.
9-1-2	Petitions and Applications Form	Requires and application. Combine with Subdivision requirements. Update to conform with Statute were appropriate.
9-1-3	Public Hearing Notice	Update to conform with Statute.
9-1-4	Development and Building Permits	Outlines what permit types are required. Evaluate and incorporate decision types into the Development Code.
9-1-5	Final Action	Simplify and conform with current Statute. Align with similar provisions for simplicity.
9-1-6	Amendments	Decision Type IV provisions.
9-1-7	Conditions for Granting Amendments	Decision Type IV standards. Need to update to conform with current Statute and Rule requirements.
9-1-8	Penalties	Incorporate into the Master Fee Schedule.
Definitions		
9-2-1	Interpretation	Standard conformance language.
9-2-2	Definitions	Combine with Subdivision Regulations. Update and modernize. Conform with current statute and practice.
Zones, General Requirements		
9-3-1	Establishment of Zones	Determines what zones are available, what the boundaries are, where they are located, and annexation provisions.
9-3-2	General Zoning Requirements	Some of these standards may be better placed in other chapters or incorporated into Public Works Standards.
9-3-3	Exceptions to Restrictions	
9-3-4	Accessory Uses and Facilities	
9-3-5	Flood Hazard Overlay Zone	This should be a standalone overlay zone with clear standards. These provisions are currently

		under review at the state and federal level due to legal action against the State of Oregon.
9-3-6	Grading and Drainage	Not sure this is the best location for these provisions. Drainage is also discussed in the Subdivision provisions and any standards can be incorporated into the Public Works Standards.
9-3-7	Access Management and Street Connectivity	Access Management and Street Standards are often found in a stand-alone chapter. Any standards can be incorporated into the Public Works Standards.
R-1 General Residential Zone		
9-4-A-1	Permitted Uses	Confirm this list of uses. Conform with Housing policies to be updated within the Comprehensive Plan. Discuss collapsing the three Residential use zones into a single with more options or variability.
9-4-A-2	Conditional Uses	Confirm this list of uses. Conform with Housing policies to be updated within the Comprehensive Plan. Simplify housing opportunities related to duplexes, triplexes, fourplexes, and larger multifamily developments.
9-4-A-3	Dimensional Standards	Simplify. Table?
9-4-A-4	Yard/Setback Standards	Simplify. Table?
R-2 Limited Residential Zone		
9-4-B-1	Permitted Uses	Confirm this list of uses. Conform with Housing policies to be updated within the Comprehensive Plan. Discuss collapsing the three Residential use zones into a single with more options or variability.
9-4-B-2	Conditional Uses	Confirm this list of uses. Conform with Housing policies to be updated within the Comprehensive Plan. Simplify housing opportunities related to duplexes, triplexes, fourplexes, and larger multifamily developments.
9-4-B-3	Dimensional Standards	Simplify. Table?
9-4-B-4	Yard/Setback Standards	Simplify. Table?
R-3 Multiple Family Residential Zone		
9-4-C-1	Permitted Uses	Confirm this list of uses. Conform with Housing policies to be updated within the Comprehensive Plan. Discuss collapsing the three Residential use zones into a single with more options or variability.
9-4-C-2	Conditional Uses	Confirm this list of uses. Conform with Housing policies to be updated within the Comprehensive Plan. Simplify housing opportunities related to duplexes, triplexes, fourplexes, and larger multifamily developments.
9-4-C-3	Dimensional Standard/Setback	Simplify. Table?

R-4 Farm Residential Zone		
9-4-D-1	Permitted Uses	Confirm this list of uses (if retained). Conform with Housing policies to be updated within the Comprehensive Plan. Discuss removing this use zone to conform with the Goal 3 Agricultural Lands policy in the Comprehensive Plan.
9-4-D-2	Conditional Uses	Confirm this list of uses (if retained). Conform with Housing policies to be updated within the Comprehensive Plan. Discuss removing this use zone to conform with the Goal 3 Agricultural Lands policy in the Comprehensive Plan.
9-4-D-3	Dimensional Standards	Simplify. Table?
9-4-D-4	Yard/Setback Standards	Simplify. Table?
Residential – Commercial Zone		
9-5-1	Purpose	Need to determine the intent of this use zone. Is it residential first? Or commercial first? Where is it currently used and is it working? Mixed uses in most applications are Commercial first with Residential as the accessory use either above or behind.
9-5-2	Permitted Uses	Again – commercial or residential or mixed use? Align accordingly.
9-5-3	Conditional Uses	Again – commercial or residential or mixed use? Align accordingly.
9-5-4	Dimensional and Yard Setback Standards	Again – commercial or residential or mixed use? Align accordingly.
9-5-5	Development Review	This is better housed in a procedures chapter aligned with the decision types.
Central Commercial (C-1) Zone		
9-6-A-1	Purpose of the Central Commercial Zone	Need to conform this with the Goal 9 Economic policies of the Comprehensive Plan. How do commercial zones align with current development?
9-6-A-2	Allowed Land Uses	Permitted? Confirm this list of uses.
9-6-A-3	Conditionally Allowed Land Uses	Permitted? Confirm this list of uses. Realign the Medical Marijuana Facility provisions within the Development Code (definitions should be with definitions, etc.)
9-6-A-4	Development Standards	Dimensional Standards and Setbacks. Table?
9-6-A-5	Building Orientation	These standards may be better served in a combined Commercial chapter.
9-6-A-6	Architectural Design Standards	These standards may be better served in a combined Commercial chapter.
Tourist Commercial (C-2) Zone		
9-6-B-1	Permitted Uses	Need to conform this with the Goal 9 Economic policies of the Comprehensive Plan. How do commercial zones align with current development? Confirm this list of uses.
9-6-B-2	Conditional Uses	Confirm this list of uses.
9-6-B-3	Dimensional Standards	Really short list. Anything missing?
Light Industrial (M-1) Zone		
9-7-1	Permitted Uses	Need to conform this with the Goal 9 Economic policies of the Comprehensive Plan. How do

		industrial zones align with current development? Is one industrial use zone adequate? Confirm list of uses.
9-7-2	Conditional Uses	Confirm list of uses.
9-7-3	Dimensional Standards	Really short list. Anything missing?
9-7-4	Limitations on Use	Intent of this? Is it adequate?
Permanent Open Space (POS) Zone		
9-8-1	Permitted Uses	What and where is this applied? Does it work?
9-8-2	Conditional Uses	What and where is this applied? Does it work?
Non-Conforming Uses		
9-9-1	Definition	Rename to Purpose.
9-9-2	Circumstances for Allowing Nonconforming Uses	Align with the Model Code.
9-9-3	Authorization of Similar Uses	Align with the Model Code.
Conditional Uses		
9-10-1	Authorization to Grant or Deny	Review against the Model Code.
9-10-2	Permit Conditions	Review and update against the Model Code.
9-10-3	Application for a Conditional Use	Combine with other application requirements in a procedures chapter.
9-10-4	Procedure for Action to be Taken	Combine with other procedural requirements in a procedures chapter related to applications, public hearings, notice, etc.
9-10-5	Time Limitation on Transportation Related Conditional Use Permits	Considering extending this to all CUPs. Establish time limit standards for all permits.
9-10-6	Recommended Regulations to Provide Notice to Public Agencies	Combine with notice provisions in a procedures chapter.
Variances		
9-11-1	Authority to Grant or Deny	Review against the Model Code.
9-11-2	Circumstances for Granting a Variance	Review against the Model Code. Implement a minor and major variance framework.
9-11-3	Application for a Variance	Incorporate into the application requirements in a procedures chapter.
9-11-4	Procedure for Action to be Taken	Incorporate into the procedures chapter relation to application review, public hearings, and notice provisions.
9-11-5	Variance Standards for City/County Facilities	This appears to be a street development variance standard. While acceptable it needs to be cross referenced or aligned with street standards. All variances should no be authorized unless they meet certain identified standards
9-11-6	Time Limit on Permit	Time limits should be consistent between permit types to eliminate confusion.
Mobile & Manufactured Home Regulations		
9-12-1	Siting Requirements	Need to conform this with Goal 10 Housing and the residential standards discussed earlier. Also need to acknowledge that Mobile Homes are now only allowed in Parks and Manufactured Homes are allowed in Parks and residential neighborhoods to conform with the Fair Housing Act.
9-12-2	Installation Requirements	Installation could be left to the Building Codes Division unless specific standards are desired.
9-12-3	Waiver of Installation	Recommend removing.
Off-Street Parking and Loading		

9-13-1	General Provisions	Purpose statement.
9-13-2	Specifications	Recommend moving much of this to the Public Works Standards. Balance should be updated and modernized. Review against the Model Code.
Signs		
9-14-1	General Requirements	Purpose Statement.
9-14-2	Residential Zone Requirements	Update to allow some signage for home based businesses that is reasonable for that type of use.
9-14-3	Commercial Zone Requirements	Historic designation is identified within these provisions. Confirm it is consistent with current Statute related to Historic Preservation. Review Model Code. Evaluate for use in Tourist Commercial Zone. Create standards for freeway visibility to conform with Statute.
9-14-4	Industrial Zone Requirements	Review Model Code. Create standards for freeway visibility to conform with Statute.
9-14-5	Temporary Signs	Review for impacts.
9-14-6	Public or Semi-Public Signs	Does this work? Why special standards? Why not apply the standards for the use zone?
Site Plan Review		
9-15-1	Purpose	This needs to be incorporated into a procedures chapter along with the Decision Types.
9-15-2	Applicability	Confirm this identification of when to use Site Review is working. Adjust accordingly.
9-15-3	Site Plan Review Application Submission Requirements	Incorporate into a procedures chapter concerning application requirements.
9-15-4	Site Plan Review Approval Criteria	Review to add other applicable standards found in other chapters such as parking, landscaping, etc.
9-15-5	Bonding and Assurances for Public Improvements	This probably needs to be relocated to be more broadly applicable to development overall.
9-15-6	Commencement of Development; Modifications; Approval Period, Expiration; and Phasing	This probably needs to be relocated to be more broadly applicable to development overall.
Annexation		
9-16-1	Purpose	Remove Statute reference. Amend purpose to be related to need for buildable lands.
9-16-2	Initiation	Remove Statute reference. Amend to better outline how an Annexation can be initiated.
9-16-3	Application for Annexation	Incorporate into a procedures Chapter concerning application requirements. There may be aspects that need to be left in the Annexation chapter.
9-16-4	Application Procedure	Incorporate into a procedures Chapter concerning application requirements. There may be aspects that need to be left in the Annexation chapter.
9-16-5	Annexation Criteria	Confirm alignment with Goal 14 of the Comprehensive Plan.
9-16-6	Application of Zoning Districts	Retain. Provide more detail.
9-16-7	Effective Date, filing of Approved Annexation, and Notice	Incorporate into a procedures Chapter concerning Notice requirements. There may be

		aspects that need to be left in the Annexation chapter.
9-16-8	Annexation of Territory served by a Non-Franchised Utility	Retain.

Title 4 – Public Ways and Property

Chapter or Section	Intent	Changes
Chapter 1 Sidewalks	Maintenance of Sidewalks	Retain as a part of the Municipal Code. Relocate Standards to the Public Works Standards.
Chapter 2 Trees	Supports the planting and care of trees. Connects to the Arbor Day Foundation Tree City USA Program of which Echo is a part.	Should be retained. Could be updated.
Chapter 3 Waterworks	Regulates the water delivery system maintained by the city.	None at this time.
Chapter 4 Sewer System Regulations	Regulates the sewer system maintained by the City.	None at this time.
Chapter 5 Municipal Golf Course	Establishes Fees and Fund for the Golf Course.	None at this time. Could be moved to a Finance Chapter if one is created.
Chapter 6 Public Rights-of-Way	Establishes city authority related to right-of-way. Dedicates certain streets to recreational or park use.	None at this time. Cross reference Comprehensive Plan reference.

Title 5 – Health and Sanitation

Chapter or Section	Intent	Changes
Chapter 1 Nuisances	Discusses nuisances generally.	Temporary Permits have been added to this section which is incongruent. However if better aligned Temporary Permits could be housed more generally in the Municipal Code provisions and not within the Development Code.
Chapter 2 Garbage, Solid Waste Management	Regulates solid waste and franchises for the hauling of waste.	None at this time.
Chapter 3 Offensive Littering	Defines offensive littering and establishes fines.	None at this time.
Chapter 4 Chronic Nuisance Property	Defines a chronic nuisance property and establishes actions to address concerns of law enforcement.	Newer provisions. Lacking a title on the first page of the Chapter.

Title 6 – Building Regulations

Chapter or Section	Intent	Changes
Chapter 1 Mobile Home Park Building Regulations	Regulates mobile home parks.	Out of date. Repeal and replace with regulations in the proposed Echo Development Code provisions.
Chapter 2 Building Codes	Establishes that Building Codes are enforced within Echo.	Out of date. Repeal and replace with regulations in the proposed Echo Development Code provisions.