



**GLADSTONE PLANNING COMMISSION AGENDA
GLADSTONE CITY HALL, 525 PORTLAND AVENUE**

Tuesday, April 19, 2016

5:30 P.M. CALL TO ORDER

ROLL CALL

FLAG SALUTE

CONSENT AGENDA

All items listed below are considered to be routine and will be enacted by one motion. There will be no separate discussion of these items unless a commission member or person in the audience requests specific items to be removed from the Consent Agenda for discussion prior to the time the commission votes on the motion to adopt the Consent Agenda.

1. Approval of February 16, 2016 Minutes.

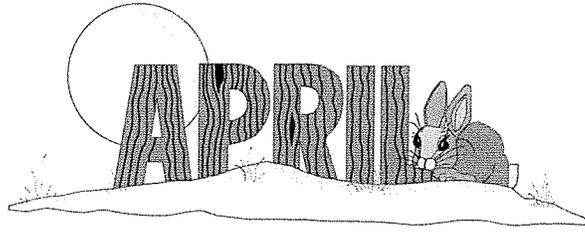
REGULAR AGENDA

2. Public Hearing:
 - Z0035-16-D, Design Review; Bart Kearns – Manufactured Home/Watchman's Quarters in Conjunction with Property Located at 6005 Duniway Avenue. Site is South Side of Duniway at the End of Watts Street. Zone Designation - LI, Light Industrial.
3. Discussion of Term Commitments of Commission Members (no attachments).

DISCUSSION:

BUSINESS FROM THE PLANNING COMMISSION

ADJOURN



CONSENT AGENDA



GLADSTONE PLANNING COMMISSION MEETING MINUTES of February 16, 2016

Meeting was called to order at 6:30 PM.

ROLL CALL:

The following City officials answered roll call: Commissioner Malachi de AElfweald, Commissioner Kevin Johnson, Commissioner Linda Neace, Commissioner Les Poole, and Chairperson Tammy Stempel.

ABSENT:

Commissioner Kirk Stempel.

STAFF:

Jolene Morishita, Assistant City Administrator; David Doughman, City Attorney; Clay Glasgow, City Planner.

Assistant City Administrator Jolene Morishita performed the swearing-in of Commissioner Natalie Smith.

Chairperson Tammy Stempel welcomed Commissioner Smith and made a few comments regarding the duties of the Planning Commission.

Councilor Sieckmann wanted to thank all the Commissioners for their time, and welcomed Commissioner Smith. He said at the last meeting the Commission had asked for more information from staff. The topic was discussed at the last Council meeting and the City Administrator said he would bring it up with the Department Heads at the next staff meeting. However, there was still no response from the departments in this current packet. There was discussion regarding wireless communications, codes/ordinances, grants, etc.

CONSENT AGENDA:

1. Approval of January 19, 2016 Minutes:

Commissioner de AElfweald wanted to note that the temporary structure bid was one thing they wanted to address. *Commissioner Neace made a motion to approve the consent agenda. Motion was seconded by Commissioner de AElfweald. Motion passed unanimously.*

REGULAR AGENDA:

2. Public Hearing: (modification) Z0475-15-D, et al; Parker Properties new building (24 Hour Fitness Center) on property located to the east of and adjacent to Walgreen's site, on the south side of W. Arlington. Request for discussion of proposed screening for roof-mounted mechanical equipment.

Mr. Glasgow went over the staff report.

Chairperson Tammy Stempel opened the public hearing at 6:40 PM and went over the procedure. None of the Commissioners wanted to disqualify themselves and all of them have visited the site. None of the audience members had any objections. Commissioner de AElfweald commented that on page 2-3 there is commentary regarding this being privileged information. Mr. Doughman said that we could not process it if it were confidential.

Mike Rueter from Mackenzie, shared diagrams of the project and went over the process they used to come up with the screening. He said the units won't be seen from any point on the property. There was discussion regarding screening options.

Public Testimony: None.

Commissioner Johnson made a motion to close the public testimony. Motion was seconded by Commissioner Neace. Motion passed unanimously.

Mr. Glasgow recommended centrally located equipment.

Commissioner Johnson made a motion that regarding Z0475-15-D that we do not require screening around the roof top units, that they be painted to match the building, and be located as close to the middle of the building as possible. Motion was seconded by Commissioner Neace. Motion passed unanimously.

3. Public Hearing: (modification) Z0222-15-D, Marsh Locker's/Iselin; approved office/residential mixed use building at 220 Portland Avenue (NW corner of the intersection of Arlington Street and Portland Avenue). Developer proposes to change roofing material from tile to composition. Chairperson Tammy Stempel opened the public hearing and went over the procedure.

Commissioner Johnson recused himself. None of the other Commissioners wanted to disqualify themselves and all of them have visited the site. None of the audience members had any objections.

Mr. Glasgow went over the staff report.

Todd Iselin from Iselin Architects and the property owner, Kevin Marsh, explained that they decided to go with a heavy composition roof as opposed to tile.

Public Testimony: None.

Commissioner Neace made a motion to close the public testimony. Motion was seconded by Commissioner de AElfweald. Motion passed unanimously.

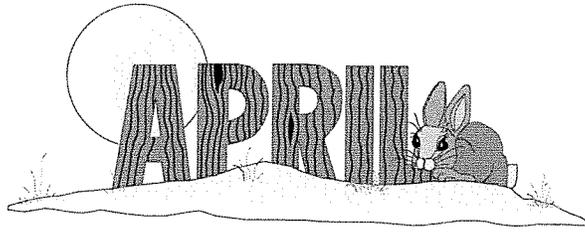
Commissioner Poole made a motion to approve the roofing change for Z0222-15-D for the Locker's building. Motion was seconded by Commissioner Smith. Motion passed unanimously.

ADJOURN:

Commissioner Smith made a motion to adjourn. Motion was seconded by Commissioner Neace. Motion passed unanimously. Meeting adjourned at 7:12 PM.

Minutes approved by the Planning Commission this _____ day of _____, 2016.

Tamara Stempel, Chair



REGULAR AGENDA

STAFF REPORT/RECOMMENDATION TO THE
GLADSTONE PLANNING COMMISSION

File: Z0035-16-D
Applicant: Bart Kearns
Hearing Date: April 19, 2016
Planning Staff: Clay Glasgow
Report Date: April 8, 2016

City Hall
525 Portland Avenue
Gladstone, OR 97027
(503) 656-5223
FAX: (503) 650-8938
E-Mail: (last name)@
ci.gladstone.or.us
Website:
www.ci.gladstone.or.us

Municipal Court
525 Portland Avenue
Gladstone, OR 97027
(503) 656-5224 ext. 1
E-Mail: municourt@
ci.gladstone.or.us

Police Department
535 Portland Avenue
Gladstone, OR 97027
(503) 655-8211
Website:
www.ci.gladstone.or.us

Fire Department
555 Portland Avenue
Gladstone, OR 97027
(503) 557-2776
Website:
www.ci.gladstone.or.us

Public Library
135 E. Dartmouth
Gladstone, OR 97027
(503) 656-2411
FAX: (503) 655-2438
E-Mail: qiref@lincc.lib.o

Senior Center
1050 Portland Avenue
Gladstone, OR 97027
(503) 655-7701
FAX: (503) 650-4840

City Shop
18595 Portland Avenue
Gladstone, OR 97027
(503) 656-7957
FAX: (503) 722-9078

I. GENERAL INFORMATION

- A. Proposal: place manufactured home on property to be used for watchman’s quarters.
- B. Legal Description: T2S, R2E, Section 19AA, Tax Lot 1900
- C. Location: no site address; south side of Duniway Avenue at the end of Watts Street, northwest of the City Shops.
- D. Zone: LI; Light Industrial
- E. Comprehensive Plan Designation: Industrial
- F. Site Information: The subject property is approximately 0.42 acres in size, and is used in conjunction with property across the street to the northeast, at 6005 Duniway. Applicant describes the use at 6005 as “food processor” with business name being Roadrunner Pizza. This proposal is to use a mobile home for watchman’s quarters for both sites. Sanitary sewer, storm sewer and water are available and serve the property. A portion of the site is shown on Metro maps as

containing Title 3 Wetlands, part of a larger area of wetlands to the north. The property owner was alerted to this fact after submitting the application under review here. The Planning Commission hearing on the item was subsequently delayed. Since that time, the applicant has submitted a detailed site delineation accomplished in 2004 indicating the wetlands do not extend on to the subject property. The Division of State Lands accepted the document. Based on this delineation staff believes there are no jurisdictional wetlands on the subject and should not be a consideration for this request.

- G. Vicinity Description: The subject property is part of small group of properties zoned for and in industrial use along the west side of Portland Avenue. There is the City shops site to the southeast, then RV storage on property adjacent to the east. Northeast is the other part of the subject business, where the buildings are located. North is a wetland in County ownership with residential uses to the west and south.

II. FINDINGS

This request is subject to Chapter 17.24, LI, Light Industrial District; Chapter 17.80, Design Review, and the Development Standards of Title 17 of the Gladstone Municipal Code (GMC).

III. CONCLUSIONS

Planning staff has reviewed this request in reference to the applicable provisions of the GMC. Based upon this review, staff makes the following conclusions:

1. *Chapter 17.80* of the GMC establishes the requirements for design review. Pursuant to *Subsection 17.80.021(1)*, site development in the LI zoning district is subject to design review.

Section 17.80.061 lists submittal requirements for Design Review. The application as submitted satisfies these requirements.

Section 17.80.100(1) provides for approved design plans to remain valid for one year. If construction has not begun by that time, design plan approval may be renewed once by the Planning Commission for not more than one year.

2. *Chapter 17.24* of the GMC establishes allowed uses and basic requirements for the Light Industrial District. *Section 17.24.020* identifies uses permitted outright in the Light Industrial District, and includes uses such as exist on site and proposed through this

application (dwelling for caretaker or night watchman on the property, 17.24.020(4)). This criterion is met.

Section 17.24.060 establishes dimensional standards for the LI district. The proposed manufactured home complies with the 35-foot maximum building height standard, and other dimensional issues discussed here.

Section 17.24.045 discusses screening. The site is screened with vegetation to the south, west and north, and is open to the industrial uses adjacent to the east. The Planning Commission should discuss this proposal relative to 17.24.045.

3. *Chapter 17.44 of the GMC* identifies standards for building siting and design.

These standards apply to all development that is subject to Design Review. *Section 17.44.020(1)* deals with siting specifically, and requires that, where there are no conflicts with other design standards or requirements in Title 17, to site buildings to maximize solar access where practical, using such techniques as maximizing east-west street length; orienting buildings within twenty degrees of true south as well as maximizing their south-facing dimension; placing higher buildings on the north portion of the site while protecting solar access for adjacent sites, and placing major yard spaces on south side of buildings.

The subject property is roughly rectangular in shape. Vehicle access is from the north, off Duniway. There are no buildings on the subject – it is used for parking and storage in conjunction with the buildings at 6005 Duniway. This project deals with siting a manufactured dwelling on the easterly half of the site, as shown on the submitted site plans.

Section 17.44.020(2) requires buildings to have energy efficient designs. The building will be required to meet the energy codes of the Oregon Structural Specialty Code, which will be evaluated through the building permit process. This is consistent with this subsection of the GMC.

Section 17.44.020(3) of the GMC addresses compatibility in building design. This subsection encourages the arrangement of structures and use areas to be compatible with adjacent developments and surrounding land uses. Locating the building as shown will ensure compatibility with existing development.

Section 17.44.020(4) of the GMC deals with building materials. This Section intends for buildings to be constructed using high-image exterior materials and finishes such as masonry, architecturally treated tilt-up concrete, glass, wood or stucco with limited use of metal siding. The subject property is one of the few in Gladstone zoned for and in

industrial use. The proposed manufactured home will be sited in such a manner as to be visually buffered by existing vegetation on site. Staff does not see any conflict with this code section considering the use of a metal-sided manufactured dwelling in this zone and sited as proposed.

Section 17.44.020(5) of the GMC establishes lighting standards. No changes are proposed to existing onsite lighting.

Section 17.44.020(6) of the GMC establishes illumination level standards. It requires that all on-site lighting shall be designed, located, shielded or deflected so as not to shine into off-site structures or impair the vision of the driver of any vehicle. Again, no changes to onsite lighting are proposed through this application.

Section 17.44.020(7) regarding equipment and facilities establishes that all utility lines shall be placed underground. All roof-mounted fixtures and utility cabinets or similar equipment, which must be installed above ground, shall be visually screened from public view. A condition of approval shall require compliance with this subsection for new utility lines, roof-mounted fixtures, utility cabinets or similar equipment installed aboveground.

Section 17.44.020(8) regarding trash disposal and recycling collection requires new construction to incorporate functional and adequate space for on-site storage and efficient collection of mixed solid waste and source separated recyclables prior to pick-up and removal by haulers. The proposed plan shows no changes to the existing trash/recycling facilities.

3. *Chapter 17.46 of the GMC* identifies landscaping standards and states that these standards are applicable to all developments subject to design review.

Subsection 17.46.020(1) requires a minimum of fifteen percent of the lot area be landscaped. The development appears to meet this requirement/no changes proposed through this application.

4. *Chapter 17.48 of the GMC* regulates off-street parking and loading. The site does not have 20-minute peak hour transit service and is therefore considered Zone B. The site itself is used for parking. No additional parking is proposed or required at this time.

Section 17.48.040(1)(a) requires parking and loading areas to be paved with asphalt and/or concrete meeting city standards, maintained adequately for all-weather use and so drained as to avoid flow of water across public sidewalks.

Section 17.48.040(1)(c) requires areas for standing and maneuvering vehicles, other than for the off-street parking and storage of truck tractors and /or semi trailers, to be paved.

Section 17.48.040(2)(a) states that required parking spaces must be located within two hundred feet of the building or use they are required to serve. The required parking spaces meets this provision.

Section 17.48.040(2)(b) states that required parking shall be provided in the same zoning district or a different zoning district of a more intensive use. Existing/required parking is located in the LI zoning district.

Section 17.48.040(2)(c) prohibits parking for a commercial or industrial use from being located in a residential district except in the case of a conditional use. As noted above, all parking is located in the LI district.

Section 17.48.040(2)(d) requires groups of more than four parking spaces to be permanently marked and so located and served by driveways that their use will require no backing movements or other maneuvering within a street right-of-way other than an alley.

Section 17.48.040(2)(f),(g) and (i) establish the minimum width of access aisles and the minimum dimensions of parking spaces. No change to parking is anticipated or required through this application.

Section 17.48.040(2)(h) requires parking areas to be designed to the maximum extent practicable, to avoid large, uninterrupted rows of parking spaces. Again, no changes proposed.

Section 17.48.040(3)(b),(c) and (d) establish requirements for loading areas. Met as shown.

Section 17.48.050 establishes requirements for bicycle parking. No change proposed or required through this application.

5. *Chapter 17.50 of the GMC* establishes the requirements for vehicular and pedestrian circulation. Subsection 17.50.020(1) requires that provisions be made for the least amount of impervious surface necessary to adequately service the type and intensity of proposed land uses within developments as well as providing adequate access for service vehicles. No additional impervious surface will result from this proposal. This standard is met.

Subsection 17.50.020(2) requires provisions to be made, when feasible, for a separation of motor vehicular, bicycle and pedestrian traffic.

Separation will remain as is. This standard is met.

Subsection 17.50.020(3) requires curbs, associated drainage and sidewalks within the right-of-way or easement for public roads and streets. The Planning Commission may want to discuss this issue, particularly relative to need/no need for sidewalk along the Portland Avenue frontage.

Subsection 17.50.020(4) requires provisions to be made to accommodate any increased volume of traffic resulting from the development. Applicant does not expect substantial additional traffic as a result of this project. Staff concurs.

Subsection 17.50.020(5) requires provisions to be made for the special needs of the handicapped. This Subsection can be met.

Subsection 17.50.020(6) pertains to pedestrian access. No changes proposed at this time.

6. *Chapter 17.52 of the GMC* establishes sign requirements. No new signs are proposed through this application.
7. *Chapter 17.54 of the GMC* establishes clear vision requirements. These standards will be continue to be met and maintained.
8. *Chapter 17.56 of the GMC* establishes drainage requirements. No changes proposed.
9. *Chapter 17.60 of the GMC* establishes requirements for utilities. All utilities shall be installed consistent with the standards of this Chapter.

REQUEST FOR COMMENTS:

City of Gladstone Public Works, Gladstone Fire, Tri-Cities, Building Department, prop owners within 250 feet

RESPONSES RECEIVED:

Gladstone Fire, Mike Funk comments submitted 2-03-16; attached as an exhibit to this staff report.

IV. RECOMMENDATION

The Planning Commission is authorized to approve design review applications pursuant to *Subsection 17.94.060(2)(c) of the GMC*. Staff recommends the Planning Commission discuss this proposal relative to the intent of the code as far as allowing caretaker/watchman's quarters. If approved, staff suggests the following conditions of approval:

1. This approval shall remain valid for one year following the date of approval. If construction/development has not begun by that date, this approval shall expire unless the Planning Commission pursuant to Section 17.80.100 of the GMC grants an extension.
2. Necessary building permits to be obtained prior to locating mobile home on site.
3. Final Certificate of Occupancy shall not be granted until all conditions of the design review approval have been met.
4. Any changes in the approved design review plans shall be submitted and approved prior to execution. Any departure from the approved design review may cause revocation of building permits or denial of the final certificate of occupancy.



LAND USE APPLICATION

Gladstone planning services are provided by Clackamas County.
Submit all land use applications and correspondence to:
Clackamas County Planning Division, 150 Beaver Creek Road, Oregon City, OR 97045
Phone: 503-742-4520 Fax: 503-742-4550 Email: clayq@co.clackamas.or.us

• FOR STAFF USE ONLY •

- COMPREHENSIVE PLAN AMENDMENT
- ZONE CHANGE (Z)
- CONDITIONAL USE
- SUBDIVISION SHORT (1-10) (SS)
- SUBDIVISION LONG (11+) (SL)
- PARTITION (M)
- VARIANCE (V)
- LOT LINE ADJUSTMENT
- INTERPRETATION
- ALTERATION/EXPANSION OF NCU
- DESIGN REVIEW
- ADJUSTMENT

File No: 20035-16-D
 Pre-app: Staff _____ Date _____
 Date Received: 1/15/16 Fee 625.00
 Hearing Date: 2/19/16
 Staff Member: _____
 Zone: LI
 Comp. Plan: Id

• APPLICANT INFORMATION •

PLEASE TYPE OR PRINT IN BLACK INK ONLY

WHAT IS PROPOSED WATCHMAN'S QUARTERS

NAME OF APPLICANT KEARNS BART
LAST FIRST

MAILING ADDRESS 18200 OATFIELD ROAD CITY GLADSTONE ST OR ZIP 97027

APPLICANT IS: LEGAL OWNER CONTRACT BUYER OPTION BUYER AGENT

NAME OF CONTACT PERON (if other than applicant) KATHI PREBLE KEARNS

MAILING ADDRESS OF CONTACT SAME AS ABOVE

PHONE NUMBERS OF: APPLICANT: WK ⁵⁰³ 655-1854 HM ⁵⁰³ 320-2824 CONTACT PERSON: WK: 0 HM ⁵⁰³ 320-6715

SITE ADDRESS: 6005 DUNIWAY, GLADSTONE, OR 97027 TOTAL LAND AREA: 1 ACRE

LEGAL DESCRIPTION: T _____ R _____ SECTION _____ TAX LOT(S) _____

ADJACENT PROPERTIES UNDER SAME OWNERSHIP: T 2R2 SECTION 19AA TAX LOT(S) 1900

PRESENT USE OF PROPERTY: FOOD PROCESSOR

METHOD OF SEWAGE DISPOSAL: CITY SEWER

WATER SUPPLY: CITY WATER

OTHER PERSONS (IF ANY) TO BE MAILED NOTICES REGARDING THIS APPLICATION:

NAME	ADDRESS	ZIP	RELATIONSHIP

NAME	ADDRESS	ZIP	RELATIONSHIP

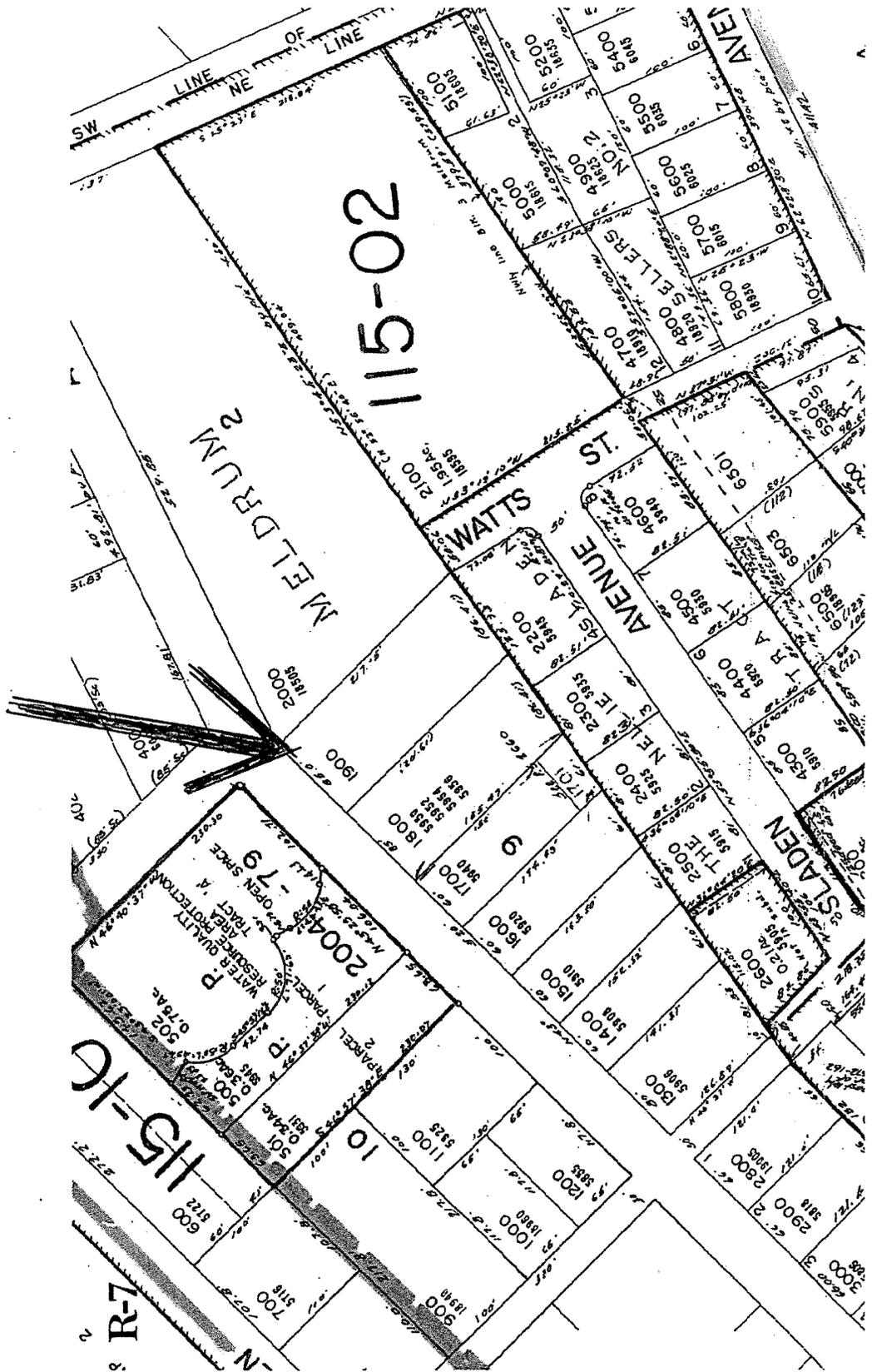
I hereby certify the statements contained herein, along with the evidence submitted, are in all respects true and correct to the best of my knowledge.

OWNER'S SIGNATURE

APPLICANT'S SIGNATURE

BARTON D. KEARNS
OWNER'S NAME (Print)

APPLICANT'S NAME (Print)



115-10

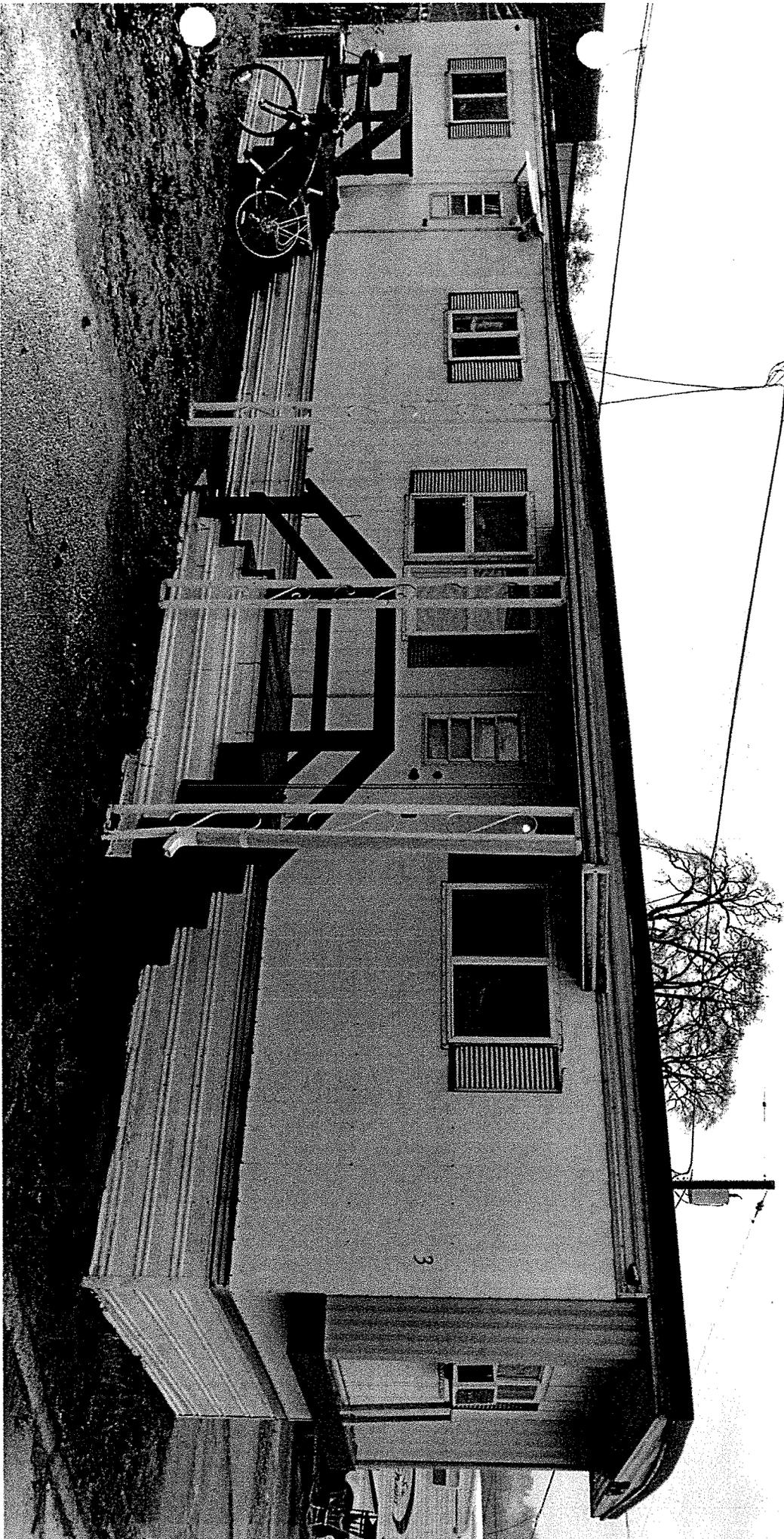
R-7

PROPOSED
SITE



←
WATTS AVENUE
(SHOULD IT EVER GO THROUGH) →

↑
DUNIWAY
STREET ENDS HERE



Glasgow, Clay

From: Mike Funk [funk@ci.gladstone.or.us]
Sent: Wednesday, February 03, 2016 12:29 PM
To: Planning Commission
Cc: Glasgow, Clay
Subject: Comments Z0035-16-D

I have received a request for comments for a watchman's quarters near Duniway and Watts.

This issue is complex. As I understand it, a watchman office may be allowed in situations such as proposed. Recently, Mr. Wheeler placed his home on an industrial lot at the corner of Portland Ave and Glen Echo. As I understand it was deemed as legal by our planning code because he calls it a Watchman office.. I believe the door was opened for more of this misuse of industrial and commercial property – by allowing residences to be occupied in these areas.

I do not agree with code that allows homes to be placed in any area that is not typically residential living. There is an expectation for emergency services to respond in the event of any emergency – but when a residence is placed in a non-residential setting it enhances the likelihood the address will be confused or at least more difficult to locate.

I do not see any reason stating why this home would be placed at the end of this parking lot. Is it placed there to oversee the (questionable) storing and parting of vehicles in that dead end area of the road.

I would suggest that the City look closely at this area to decipher what areas belong to whom, what businesses are being run there, and what is being stored on the street or right-of-way verses on private property. This area is a mess and should be reviewed carefully before allowing a manufactured home there.

I plan to attend this meeting to discuss my concerns and address any questions the commission may have.

Respectfully submitted,

Michael R. Funk
Fire Marshal
City of Gladstone
503-557-2775

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