



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

**Tuesday, November 17, 2015**

**6:30 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 September 15, 2015 Minutes

**REGULAR AGENDA**

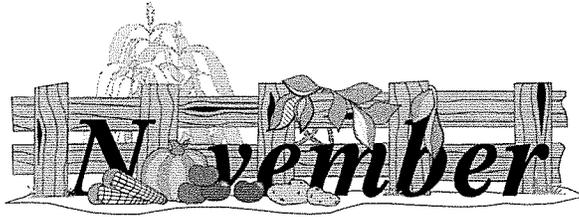
2. Public Hearing:
  - Z0411-15-SS – Subdivision, nine (9) lots for future residential use. Subject property is zoned R7.2 Single Family Residential and is located at 710 E Kenmore Street; north side of Kenmore between Columbia Avenue and Donna Lynn Way.

**DISCUSSION:**

**BUSINESS FROM THE PLANNING COMMISSION**

**ADJOURN**





## **CONSENT AGENDA**



## GLADSTONE PLANNING COMMISSION MEETING MINUTES of September 15, 2015

Meeting was called to order at 6:30 PM.

### ROLL CALL:

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

### ABSENT:

Commissioner Michele Kremers.

### STAFF:

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

---

Chairperson Tammy Stempel made a few comments regarding the duties of the Planning Commission.

### CONSENT AGENDA:

1. There was no discussion. *Commissioner Johnson made a motion to approve the consent agenda. Motion was seconded by Commissioner Poole. Motion passed unanimously.*

### REGULAR AGENDA:

2. Public Hearing: Z0347-15-CP – Comprehensive Plan Amendments, Water System Master Plan and Storm Water System Master Plan.

City Attorney David Doughman asked if any of the Commissioners felt they had a conflict of interest. None did.

City Planner Clay Glasgow went over the staff report. He explained that there will be a minimum of two public hearings held. He explained that the role of the Planning Commission is to consider the proposal, listen to testimony, and make a recommendation to the Council. The City Council is the deciding body in this type of process. Mr. Glasgow went over the master plans.

#### Public Testimony:

There was no public testimony since there were no citizens in the audience.

#### Discussion:

There was discussion regarding how to proceed, project costs, etc. Commissioner de AElfweald went over some of his concerns/questions.

*Commissioner Nease made a motion to approve the Comprehensive Plan Amendments. Motion was seconded by Commissioner Kirk Stempel. There was no further discussion. Motion passed unanimously.*

**BUSINESS FROM THE PLANNING COMMISSION:**

Chairperson Tammy Stempel said that they received the grant for creating the transportation system plan update. The RFP should be going out in the next two weeks. She gave updates on other projects/grants she's been working on.

Mr. Glasgow talked about the Rinearson Pond/Damn project that will be happening soon, and the building permits for the apartments. There was discussion regarding the property next to Walgreens.

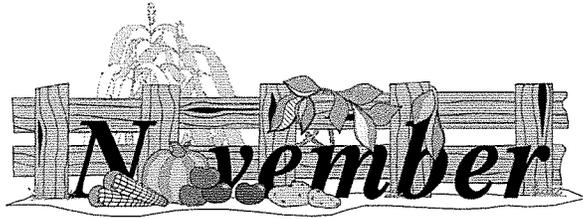
**ADJOURN:**

*Commissioner Poole made a motion to adjourn. Motion was seconded by Commissioner Nease. Motion passed unanimously. Meeting adjourned at 7:17 PM.*

Minutes approved by the Planning Commission this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

---

Tamara Stempel, Chair



## **REGULAR AGENDA**



# City of GLADSTONE

## STAFF REPORT/RECOMMENDATIONS TO THE PLANNING COMMISSION

**City Hall**  
525 Portland Avenue  
Gladstone, OR 97027  
(503) 656-5223  
FAX: (503) 650-8938  
E-Mail: (last name)@  
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) 656-4253  
E-Mail: (last name)@  
ci.gladstone.or.us

**Fire Department**  
555 Portland Avenue  
Gladstone, OR 97027  
(503) 557-2776  
E-Mail: (last name)@  
ci.gladstone.or.us

**Public Library**  
135 E. Dartmouth  
Gladstone, OR 97027  
(503) 656-2411  
FAX: (503) 655-2438

**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

File Number: Z0411-15-SS  
Applicant: Casey Cutting  
Hearing Date: November 17, 2015  
Planning Staff: Clay Glasgow

### **I. GENERAL INFORMATION**

- A. PROPOSAL: This is a request to divide the subject property into nine (9) lots, for future residential use. The existing residence is shown as being removed. Subject property is approximately 1.66 acres (as adjusted). Proposed lot size is approximately 7,200 square feet.
- B. LEGAL DESCRIPTION: T2S, R2E, Section 20AB, Tax Lots 2300
- C. SITE ADDRESS: 710 E. Kenmore Street
- D. LOCATION: north side of E. Kenmore Street between Columbia Avenue and Donna Lynn Way.
- E. ZONING DISTRICT: R7.2, Single Family Residential
- E. COMPREHENSIVE PLAN DESIGNATION: Residential
- F. SITE INFORMATION: The subject property is approximately 1.66 acres in size, as modified through recent property line adjustment with property adjacent to the southwest. A residence and various outbuildings are in place.
- G. VICINITY DESCRIPTION: This portion of Gladstone is generally in residential use.

- H. **BACKGROUND:** The applicant is proposing to divide the property into nine (9) lots. The residence and accessory structure currently in place are to be removed. The site has frontage on Columbia Avenue and Donna Lynn Way, as well as E. Kenmore Street. As proposed, the developer will make improvements to both Columbia Avenue and Donna Lynn way in order to provide adequate access. Kenmore will remain undeveloped.

## II. FINDINGS

This subdivision application is subject to Chapter 17.10 R 7.2, Single Family Residential; Chapter 17.32, Subdivisions; the applicable Development Standards of Title 17 of the Gladstone Municipal Code (GMC), and Chapter 17.94 – Hearings.

## III. CONCLUSIONS

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

- A. *Section 17.10.050 of the GMC identifies the dimensional standards of the R7.2 Zoning District. Those standards applicable to this application consist of lot area along with setbacks, building height and density standards. Minimum lot size requirement is 7,200 square feet – met with this proposal. Setback requirements for future buildings will be applied when those buildings come in for permits – applicant has provided approximate building envelopes to show how these requirements can be met. Building height standards will be applied at time of application or building permits. Minimum density requirement of at least 80% of maximum is met with this proposal. This criterion is satisfied as detailed on the submitted site plan information.*
- B. *Chapter 17.32 of the GMC establishes the submittal requirements applicable to subdivisions. The applicant either has or can comply with these provisions. Subsection 17.32.030(1) requires a condition of approval that the final plat be submitted to the city within one year of the date of tentative plan approval unless the Planning Commission grants an extension pursuant to this subsection. This criterion can be satisfied.*
- C. *Chapter 17.42 of the GMC establishes general provisions for development. Section 17.42.030 requires improvements shall conform to requirements of that Chapter and to any supplemental design and construction specifications adopted by the city for such improvements. This section further requires plan approval by the city prior to construction and notice to the city prior to the beginning of construction. Finally, it provides for inspection and approval of improvements by*

the city. A condition of approval should require compliance with the provisions of Section 17.42.030. *This criterion can be satisfied.*

- D. Chapter 17.50 of the GMC establishes requirements for vehicular and pedestrian circulation, and these standards shall apply to all land divisions and development that is subject to design review. Both Columbia Avenue and Donna Lynn Way will be widened and otherwise improved, with these improvements as required by the Public Works Director.

*17.50.020(1) Impervious Surface. Provide for the least amount of impervious surface necessary to adequately serve the type and intensity of proposed land uses within developments as well as providing adequate access for service vehicles.*

The property is developed with a single-family residence. The current proposal involves platting new lots. Additional impervious surface in the form of enlarged roadways, additional rooftops, etc will result, but will be minimized to the extent possible. At time of new residential use impervious surface will be minimized by dimensional limitations of the zone. *This criterion can be met.*

*17.50.020(2) Traffic Separation. Provide when feasible, a separation of motor vehicular, bicycle and pedestrian traffic. Roadway construction will be as required by Public Works. This criterion can be met.*

*17.50.020(3) Curbs and Sidewalks. Provide curbs, associated drainage, and sidewalks within the right-of-way or easement for public roads and streets. The right-of-way for Columbia Avenue and Donna Lynn Way are currently substandard. This proposal involves widening both streets to the full 40-ft width (45' radius for each cul-de-sac). Sidewalks are in place along the east side of Donna Lynn Way and the west side of Columbia. Given expected pedestrian volumes and in the interest of limiting impervious surface this may be considered adequate. As mentioned, above, the Kenmore right-of-way at this location will remain undeveloped. The pre-application conference included discussion of detention facility on-site. Comments from Public Works were not available at time of this staff report but will be discussed at the public hearing for this proposal. *This criterion can be satisfied.**

*17.50.020(4) Traffic Volume Expansion. Provision shall be made to accommodate any increased volume of traffic resulting from the development. If streets adjacent to or serving the site are inadequate, widening, dedication of property for future widening, or other street improvements may be required. The development shall be designed to minimize traffic volume increases on minor streets and underdeveloped streets.*

The right-of-way for Columbia Avenue narrows to 36 feet, with half a cul-de-sac at 45 feet radius. Sidewalks exist on the west side. Proposal includes widening right-of-way to 40 feet and finishing the cul-de-sac. Right-of-way for Donna Lynn Way is shown as 31 feet, with half a cul-de-sac at 45 feet radius. Sidewalks exist along the east side. Proposal involves widening right-of-way to

40 feet and finishing the cul-de-sac. Staff is of the opinion that, as proposed the street improvements will be adequate to serve the proposed use as well as minimizing traffic volume increases. *This criterion is satisfied.*

17.50.020(5) Handicapped Needs. Provide for the special needs of the handicapped such as wheelchair ramps and Braille signs. A condition of approval shall require the sidewalks to provide for wheelchair access.

*Subsection 17.50.040(1) establishes minimum right-of-way and roadway widths for different classifications of streets. See discussion, above. This criterion can be satisfied.*

17.50.040(6) Existing Streets. *Whenever existing streets adjacent to or within a tract are of inadequate widths, additional right-of-way shall be provided at the time of development. Discussed, above. This criterion is satisfied.*

17.50.040(14) Curbs and Driveways. *Curb cuts and driveway installations shall be installed, according to City standards. A condition of approval should require that curb cuts and driveways installed for the new lots comply with this subsection. This criterion can be met.*

17.50.040(15) Sidewalks. *Sidewalks shall be installed on both sides of a public street and at any special pedestrian way within a development. The Planning Commission may approve a development with sidewalks on one side only of a local street if special site conditions exist or if alternative pedestrian routes are available, or if the proposed sidewalk is not likely to become part of a complete pedestrian route in the foreseeable future. Sidewalks are in place along the east side of Donna Lynn Way and the west side of Columbia Avenue. Both these streets end in cul-de-sacs on the subject property with no plans for extension. Staff suggests existing sidewalks are adequate, both in terms of expected use and in the interest of limiting impervious surface. This criterion can be satisfied.*

17.50.040(16) Bicycle and Pedestrian Routes. *Bicycle/pedestrian routes shall be required when consistent with Map 5 of the Comprehensive Plan and when necessary to provide a system of interconnecting walkways and safe, convenient access to a transit stop for a school, park, church, day care center, library, commercial center, community center or similar facility. None of the involved streets are shown by the Plan as bicycle/pedestrian routes.*

- F. *Chapter 17.56 of the GMC establishes surface water drainage requirements. No comments have been received from the Gladstone Public Works Department as of this report. Conditions of approval should require that all development comply with the surface water standards identified in this criterion, to include detention and retention on-site. This criterion can be satisfied with conditions of approval.*

- G. *Chapter 17.58 of the GMC* establishes standards for grading and fill and requires enforcement of Chapter 70 of the Uniform Building Code (UBC). The city contracts with Clackamas County for administration of grading permits. The county enforces its own Excavation and Grading Ordinance in lieu of Chapter 70 of the UBC. A condition of approval shall be required that the applicant conduct all grading and filling in accordance with the applicable provisions as determined and permitted by Clackamas County.
- H. *Chapter 17.60 of the GMC* establishes requirements for utilities. Sanitary service and water service are available to and in place on the property. No specific comments have been received from the service providers as of this staff report. Conditions of approval should require that all development comply with applicable standards.
- I. *Chapter 17.64 of the GMC* identifies the design standards for land divisions. Lot size, width, shape and orientation shall be appropriate for the location of the subdivision and for the type of development contemplated. Depth, width, frontage etc are met as shown. Staff can find that the size and shape of the lots as proposed meets the intent of Chapter 17.64 of the GMC.

**Request for comments** sent to City of Gladstone, Gladstone Fire, Tri-Cities Service District, Public Works, and property owner within 250 feet.

#### IV. RECOMMENDATION

The Planning Commission is authorized to approve subdivisions pursuant to Subsection 17.94.060(2)(e) of the GMC. Based on the submitted application materials, staff finds that the proposal meets the City standards and recommends that the Planning Commission approve the subdivision application, with the following conditions:

1. Compliance with Oregon Revised Statutes, Clackamas County Surveyor's Office and Clackamas County Clerk's Office requirements for completion of subdivision plat shall be required.
2. The final plat shall be submitted to the city within one year of the date of tentative plan approval. Failure to submit the final plat within this one-year time period will cause this approval to become void unless the Planning Commission, pursuant to Subsection 17.32.030(1) of the GMC, grants an extension.
3. As required by Clackamas County's Excavation and Grading Ordinance, the applicant shall obtain a grading permit from the county for cut and fill on the subject property.

4. Storm drainage improvements shall comply with Subsection 17.50.040(19) and Chapter 17.56 of the GMC and shall be constructed according to City standards.
5. Improvements installed in conjunction with the subdivision shall conform to the requirements of Section 17.42.030 of the GMC.
6. Road improvements shall be constructed to city and ADA standards, and engineered plans shall be submitted to the City for approval prior to construction.
7. Sanitary sewer service improvements shall be constructed to Tri-Cities Service District standards, and SDC payments made to that agency.
8. Street lights shall be installed as required by the City. The developer shall make arrangements with Portland General Electric for installation of street lights and for pre-wiring for acceptance of these street lights.
9. All utilities shall be developed pursuant to Chapter 17.60 of the GMC.
10. All easements shall be shown on the final plat.
11. Prior to approval of the final plat, required improvements shall be installed and existing streets and other public facilities damaged during the development shall be repaired or the developer shall give a financial guarantee of performance in a form acceptable to the city attorney.



Geographic Information Systems  
 168 Warner-Milne Rd  
 Oregon City, OR 97045

## Property Report

**RIVERS WALTER A & SANDRA J**  
**710 E KENMORE ST**  
**GLADSTONE, OR 97027**

Site Address: **710 E KENMORE ST**

Taxlot Number: **22E20AB02300**

Land Value: **291250**

Building Value: **106740**

Total Value: **397990**

Acreage:

Year Built: **1928**

Sale Date:

Sale Amount: **0**

Sale Type:

Land Class:

**101**

Building Class:

**13**

Neighborhood:

**Gladstone old town 100,**

Taxcode Districts: **115040**

Location Map:



Site Characteristics:

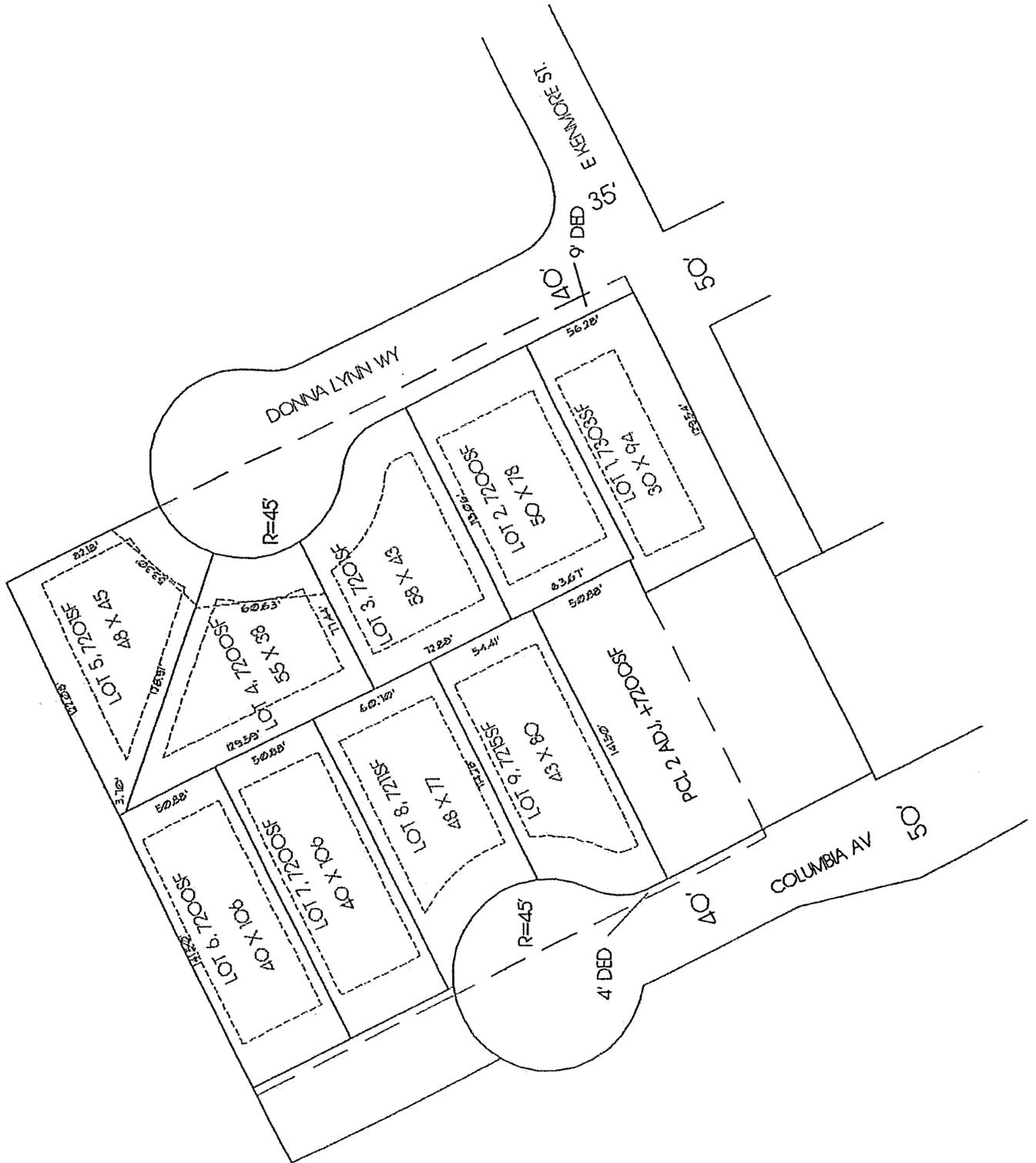
UGB: **METRO**  
 Flood Zone: **Not Available**

Zoning Designation(s):

Zone	Overlays:	Acreage:
R7.2	N/A	1.83

Fire	Gladstone
Park	N/A
School	Gladstone
Sewer	TRI-CITIES
Water	N/A
Cable	City
CPO	City
Garb/Recyc	Gladstone Disposal
City/County	Gladstone

This map and all other information have been compiled for preliminary and/or general purposes only. This information is not intended to be complete for purposes of determining land use restrictions, zoning, title, parcel size, or suitability of any property for a specific use. Users are cautioned to field verify all information before making decisions.



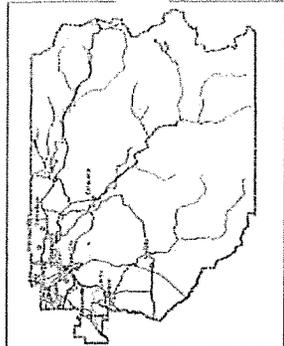
2 2 E 20AB  
GLADSTONE  
N.W. 1/4 N.E. 1/4 SEC. 20 T.2S. R.2E. W.M.  
CLACKAMAS COUNTY  
1" = 100'

D. L. C.  
FENDAL C. CASON NO. 50

**Cancelled Taxlots**

67
70
75
80
101
102
202
242
126

- Parcel Boundary
- Private Road ROW
- Historical Boundary
- Railroad Centerline
- Tax Cocks/Lines
- Map Lines
- Water Lines
- Land Use Zoning
- Plats
- Water
- Corner
- Section Corner
- 1/16th Line
- Street Lot Line
- DLC Line
- Station Line
- PLSS Section Line
- Historic Control 40
- Historic Control 20'



THIS MAP IS FOR ASSESSMENT  
PURPOSES ONLY

2 2 E 20AB  
GLADSTONE



**NOTICE OF PUBLIC HEARING  
GLADSTONE PLANNING COMMISSION**

**DATE & TIME:** November 17, 2015. This item will not begin earlier than 6:30 p.m. However, it may begin later depending on the length of preceding items.

**PLACE:** Council Chambers of Gladstone City Hall, 525 Portland Ave., Gladstone, OR 97027

**FILE NO:** Z0411-15-SS

**PURPOSE/PROPOSAL:** Subdivision, nine (9) lots for future residential use

**SUBJECT PROPERTY:** T2S, R2E, Section 20AB, TL 2300; AKA 710 E Kenmore Street

**CURRENT ZONING:** R7.2, Single-family Residential

**APPLICANT:** Casey Cutting

**PROPERTY OWNER:** Walter and Sandra Rivers

**REVIEW STANDARDS:** 17.10, 17.32, 17.94 and the Development Standards of Title 17 of the Gladstone Municipal Code

You may attend, offer testimony or seek information at the hearing. Any correspondence received in advance of the meeting will be forwarded to the Planning Commission.

The staff report relating to this application will be available for inspection seven (7) days prior to the hearing at the Clackamas County Planning Division, 150 Beavercreek Road, Oregon City, OR 97045. Copies will be available for a reasonable cost. For further information, contact Clay Glasgow at 503-742-4520.

Those eligible to appeal this matter to the City Council are the owner, applicant, a representative of petitioners and persons who submitted oral or written testimony. Appeals must be filed within 15 days of the decision filing date on forms available from the Clackamas County Planning Division. Failure to raise an issue in person or by letter at the hearing with sufficient specificity to afford the decision-maker an opportunity to respond will preclude the ability to appeal. Furthermore, failure at the time of the hearing to specify, in person or by letter, to what land use standard(s) your comments or objections are directed, will preclude the ability to raise those issues on appeal.



