



**GLADSTONE PLANNING COMMISSION REGULAR AGENDA
GLADSTONE CIVIC CENTER, 18505 PORTLAND AVENUE
Tuesday, March 21, 2023 – 6:30 p.m.**

The City of Gladstone is abiding by guidelines set forth in House Bill 2560, which requires the governing body of the public body, to extent reasonably possible, to make all meetings accessible remotely through technological means and provide opportunity for members of general public to remotely submit oral and written testimony during meetings to extent in-person oral and written testimony is allowed. Therefore, this meeting will be open to the public both in person and virtually using the Zoom platform.

Please click the link below to join the webinar:

<https://us06web.zoom.us/j/81207140185?pwd=bXkwV2Q5U1RuUjQ5VzZoL05uQUVsdz09>

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If members of the public would like to comment on an agenda item (either virtually or in person) please email your comments to bannick@ci.gladstone.or.us prior to 12:00 p.m. (noon) on March 21, 2023.

The Planning Commission will also have *Business from the Audience* at the end of the meeting. To speak during this time, (either virtually or in person) please email bannick@ci.gladstone.or.us prior to 12:00 p.m. (noon) on March 21, 2023 with your name, topic of discussion, and city of residence.

(Zoom participant speaking instructions will be emailed to persons who request to speak and posted on the city's website)

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 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 21, 2023 Meeting Minutes

REGULAR AGENDA

2. A. Monthly Planning Report – February 2023
B. Update on Planning Commission Work Plan (information presented at the meeting)
3. Appeal of Home Occupation Permit – Adam Baker Tool Company – 7470 Cason Circle.
Appellant – George & Carrie Orme.
4. **PUBLIC HEARING:** File DR-23-02, Update and Building Addition to Mazda Dealership Showroom, 19405 McLoughlin Blvd, Matthews Real Estate/AXIS Design Group

BUSINESS FROM THE PUBLIC - Visitors: This is an opportunity for members of the audience to bring to the Commission's attention any item not otherwise listed on the Agenda. Comments will be limited to three (3) minutes per person. Speakers may not yield their time to others and must fill out a speaker card available in the back of the room prior to making a comment.

BUSINESS FROM THE PLANNING COMMISSION

ADJOURN

Upcoming Meeting Dates:

- April 18, 2023 – Planning Commission Meeting – 6:30 p.m.

MEETING ACCESSIBILITY SERVICES AND AMERICANS WITH DISABILITIES ACT (ADA) NOTICE

The Civic Center is ADA accessible. Hearing devices may be requested from the City Recorder at least 48 hours prior to the meeting. Individuals requiring other assistance must make their request know 48 hours preceding the meeting by contacting the City Recorder at bannick@ci.gladstone.or.us. Staff will do their best to respond in a timely manner and to accommodate requests.



CONSENT AGENDA

GLADSTONE PLANNING COMMISSION MEETING MINUTES OF FEBRUARY 21, 2023

Meeting was called to order at 6:30 P.M. (In Person and via Zoom)

ROLL CALL:

Chair Natalie Smith, Commissioner Pat Smith, Commissioner Andrew Labonte, Commissioner Thomas Mersereau, Commissioner Jennifer Volbeda, Commissioner Jacob Wease, Commissioner Andriel Langston

ABSENT:

None

STAFF:

Heather Austin, Senior Planner; Josh Soper, City Attorney; Tami Bannick, City Recorder

CONSENT AGENDA:

1. APPROVAL OF JANUARY 17, 2023 MEETING MINUTES:

Commissioner Volbeda made a motion to approve the Consent Agenda. Motion was seconded by Commissioner Labonte. Ms. Bannick took a roll call vote: Commissioner Volbeda – yes. Commissioner Wease – yes. Commissioner Langston - yes. Commissioner Labonte – yes. Commissioner Pat Smith – yes. Commissioner Mersereau – yes. Chair Smith – yes. Motion passed with a unanimous vote.

REGULAR AGENDA:

2. MONTHLY PLANNING REPORT – JANUARY, 2023:

Ms. Austin said they had one pre-application meeting and several building permits. At the last meeting it was requested that she provide information regarding a tree house building permit – she shared a slide of the project at the corner of Arlington/Harvard. It has not been approved yet.

3. CONTINUED PUBLIC HEARING: FILE Z0489-22-M, PROPOSAL TO DIVIDE PROPERTY LOCATED AT 18340 CORNELL PLACE INTO TWO LOTS; ONE WITH ROAD FRONTAGE ON CALDWELL ROAD AND ONE WITH ACCESS FROM CORNELL PLACE:

Chair Smith opened the public hearing at approximately 6:34 P.M.

Ms. Austin said this is a continuance of the public hearing that was held on January 17, 2023. At the last meeting the Planning Commission asked staff to provide evidence that past partition decisions required public improvements such as those proposed for recommended conditions of approval with this application, so two application decisions were submitted to the Planning Commission. The second request was to provide a rough estimate of the cost for the applicant to obtain the construction plan approval – it came in between \$3,000 - \$7,500. The third request was to verify that the City is acting legally in applying special condition #8 to the partition approval – she provided findings in the staff report and the City Attorney has also reviewed this. She shared some slides. Staff continues to recommend approval of this partition with the previously stated conditions of approval.

APPLICANT TESTIMONY:

Kevin Johnson said he read the examples of partitions that are supposedly similar to this, however, he doesn't feel they are treated at all the same. He went over the reasons why he feels this way. He said it is not the job of the City to require them to do engineering and bond this partition just to sell a vacant lot. He feels the Planning Commission can find the staff recommendations unreasonable. He obtained an estimate for the cost involved – it was approximately \$45,000 if the manhole is required, including the engineering.

Ms. Austin said, regarding the statement about the previous partitions having the condition that the installation of improvements be complete at time of occupancy of the home, because that is what they are recommending here. She said their cost estimates are in the same place and what they're looking for prior to final plat is just the engineering and the assurances in whatever form the applicant would want to do. She maintains that it is consistent with past recommendations and with the laws regarding land use applications. They don't distinguish who submits an application – it can be a developer, property owner, consultant, etc.

Chair Smith said she doesn't believe they've ever required a bond. Ms. Austin said the City does require assurance, whether it's a deposit or a bond, to guarantee that the work will be done once the engineering plans are approved. It's not always explicitly written into the conditions of approval – it may read something like "obtain engineering and public works approval of public improvements". Any actual construction on the site would occur after the final plat is approved and the applicant or new owner is starting to build a home and put in the curb/storm improvements. Commissioner Labonte said the City is asking that if another residence is being added that they prove that it's not going to have an adverse effect on the current system that's in place.

Mr. Johnson said the City has the ability, in the permitting process, to make sure everything is done to their standards – there is no reason that it has to be done beforehand in order to sell a vacant piece of land. There was further discussion. Ms. Austin said again that they are just looking for the engineering plans and the assurances, so no actual construction is required prior to platting. There was further discussion. Commissioner Volbeda feels they are putting the burden of due diligence on the seller and not the buyer.

Mr. Soper said regarding precedent that you are not bound by your prior decisions – your obligation is to interpret the City Code and apply it correctly, even if a previous Planning Commission made a mistake. Their task tonight is to interpret that section of the Code that was referenced in the staff report about when these improvements are to be required – before the final plat or before the final certificate of occupancy. Ms. Austin added that they are only looking at the public improvements (curb, road overlay, and storm catch basin) – nothing on the property itself is being required before the time of development of the home. Chair Smith said she couldn't find anything specific to a vacant lot/wanting to divide in the code that is clear, and it is too vague. Moving forward, she wants to do things right. Ms. Austin agreed that moving forward, that could be something the Planning Commission takes on.

Mr. Johnson asked if the vacant lot has to have a final plat recorded before it's a sellable lot – Ms. Austin said that is correct.

There was further discussion.

Commissioner Wease feels the recommendation is in line with what's in the code right now. Commissioner Labonte agreed. Commissioner Pat Smith said his main concern is that they are executing what they're doing here based on their mission statement, which is to keep things within

the rules of the road and to do the best for the City. He fails to see why this is a roadblock for the applicant.

Mr. Johnson asked where this is in the code – Ms. Austin said it comes under GMC 17.96.010. She read that section of the code. She went over the next steps for the applicant.

Chair Smith said if there were any special conditions that she would like to see done would be exactly what was done on the Glen Echo project and nothing more. Ms. Austin said that would be taking it a step further than what is being recommended already.

There was further discussion.

PUBLIC TESTIMONY:

Kim Sieckman asked if six or eight housing units could be put on the property without any of this – Ms. Austin said the maximum would be a quad-plex under the middle housing provisions, and in that case you would apply the sufficient infrastructure standards.

Mr. Sieckman doesn't know that all of these codes that were listed apply. He doesn't believe Mr. Johnson meets the definition of a "contractor" or "developer". He went over further points. He questions if staff's recommendations are right on this time.

Commissioner Pat Smith made a motion to close the public hearing. Motion was seconded by Commissioner Langston. Ms. Bannick took a roll call vote: Commissioner Mersereau – yes. Commissioner Pat Smith – yes. Commissioner Labonte – yes. Commissioner Langston – yes. Commissioner Wease – yes. Commissioner Volbeda – yes. Chair Smith – yes. Motion passed with a unanimous vote.

The public hearing was closed at 7:37 P.M.

Further discussion:

Commissioner Mersereau said he supports the opinions of Mr. Sieckman and Mr. Johnson. Ms. Austin said the code changed with the middle housing requirements by State law that they remove design review from duplexes – it's never been required of single-family detached, so regardless of what's being proposed to be built on this lot, they will not see it for design review. Commissioner Volbeda feels that the financial burden lays on the future developer of the site.

Commissioner Volbeda made a motion to approve application Z0489-22-M with the revision to special condition #5 to "...upon recording of the final certificate of occupancy"; not the final plat, including the submission of the as-builts plans to the City of Oak Lodge. Motion was seconded by Commissioner Langston.

Commissioner Volbeda made a motion to reopen the public hearing for Z0489-22-M. Motion was seconded by Commissioner Pat Smith.

Mr. Johnson asked about the special conditions of approval. Chair Smith said there would be no bond. Commissioner Volbeda said that all special conditions would be tied to the City of Oak Lodge, not to the final plat. Ms. Austin said at that point the improvements would be required rather than any kind of assurity. She said it is standard procedure to require a bond. She wants it to be clear that no promises were made that no assurances will ever be required.

Commissioner Langston made a motion to close the public hearing. Motion was seconded by Commissioner Labonte. Ms. Bannick took a roll call vote: Commissioner Volbeda – yes. Commissioner Wease – yes. Commissioner Langston – yes. Commissioner Labonte – yes. Commissioner Pat Smith – yes. Commissioner Mersereau – yes. Chair Smith – yes. Motion passed with a unanimous vote.

Commissioner Volbeda made a motion to approve application Z0489-22-M with the revision to special condition #5 to “...upon recording of the final certificate of occupancy”; not the final plat, including the submission of the as-builts plans to Oak Lodge Water Services. Motion was seconded by Commissioner Langston. Ms. Bannick took a roll call vote: Commissioner Mersereau – yes. Commissioner Pat Smith – yes. Commissioner Labonte – yes. Commissioner Langston – yes. Commissioner Wease – no. Commissioner Volbeda – yes. Chair Smith – yes. Motion passed (6-1).

4. PUBLIC HEARING: FILE DR-23-01, PROPOSAL FOR DESIGN REVIEW APPROVAL FOR AN EXPANSION TO THE EXISTING GLADSTONE NISSAN SITE, 19505 MCLOUGHLIN BLVD.:

Chair Smith opened the public hearing at 7:50 P.M. She asked if there were any abstentions – there were none. She asked if there were any conflicts of interest – there were none. She asked if there were any ex parte contacts and if the Commissioners had visited the site – there were no ex parte contacts. All the Commissioners have driven by the site.

Chair Smith said this is an item in which they will be receiving public testimony. If you testify you must raise all issues you wish to address at this hearing. If your issue is not raised at this hearing it cannot be raised later in any appeal. Your comments should state why the application should or should not be approved and include your proposed modifications you believe are necessary for approval according to the standards. Because this is the initial evidentiary hearing state law grants any party the right to request a continuance of this hearing or ask that the record remain open after the hearing is closed. If you do not raise specific issues at the final evidentiary hearing or by the close of the record or fail to provide statements or evidence to allow the local government or its designee to respond to the issue you will not be able to appeal the decision to the Land Use Board of Appeals based on that particular issue. Failure of the applicant to raise constitutional or other issues relating to proposed conditions of approval with sufficient specificity to allow the local government or its designee to respond to the issue precludes an action for damages in circuit court.

Ms. Austin went over the staff report. The proposed project is to add approximately 2,200 square feet in a one-story addition on the rear of the existing dealership building. Also proposed is a 227 square foot enclosed storage shed on the south side. There are also improvements to the frontages of the building. This project is in the C-3 zoning district. The site is not subject to any environmental overlays. Public notice was sent out to the applicant/owner, owners of property within 250 feet of the subject site, as well as the public agencies listed. No response was received from members of the public. The Public Works/Engineering Department’s email stated that all public improvements are completed around this site and utilities can be addressed during the building permit phase. In this zone they do allow outright automobile service station, which this does include a service component on the rear, car wash or repair garage, body/fender paint shop, and sales of new and used vehicles.

She went over the new concept/renderings of improvements/changes. Staff’s recommendation is to approve this design review application with three special conditions of approval in addition to

the standard conditions of approval. A photometric plan needs to be submitted so they insure it's meeting the code requirements for foot candle lighting on the site, as well as not shining off because there is residential housing across River Road in the rear of the property. There was a slight deficiency in the site landscaping, so they are recommending that the minimum of what is there now be met. There is a code section requiring improvement be made according to Tri-Met's long-range plan because the site is adjacent to a transit stop.

Commissioner Pat Smith asked if there are any street closures planned during construction. Ms. Austin was not sure. He asked about page 4-19 – if the sign was an artist rendering because it appears to be taller than the building. Ms. Austin said it is an artist rendering, but there are no signs being approved with this application.

APPLICANT TESTIMONY:

Kevin Godwin, SG Architecture, said they don't anticipate any street closures during construction. They don't anticipate the sign being changed. He said they agreed with the staff recommendations.

Commissioner Labonte made a motion to close the public hearing. Motion was seconded by Commissioner Pat Smith. Ms. Bannick took a roll call vote: Commissioner Volbeda – yes. Commissioner Wease – yes. Commissioner Langston – yes. Commissioner Labonte – yes. Commissioner Pat Smith – yes. Commissioner Mersereau – yes. Chair Smith – yes. Motion passed with a unanimous vote.

Public hearing was closed at 8:02 P.M.

Commissioner Langston made a motion to approve design review application DR-23-01 with the recommended findings, standard conditions, as well as the special conditions 1, 2, and 3. Motion was seconded by Commissioner Volbeda. Ms. Bannick took a roll call vote: Commission Mersereau – yes. Commissioner Pat Smith – yes. Commissioner Labonte – yes. Commissioner Langston – yes. Commissioner Wease – yes. Commissioner Volbeda – yes. Chair Smith – yes. Motion passed with a unanimous vote.

5. PUBLIC HEARING: FILE TXT-2022-02, GLADSTONE DOWNTOWN REVITALIZATION PLAN PROPOSED AMENDMENTS TO TITLE 17 OF THE GLADSTONE MUNICIPAL CODE (GMC) AND NEW DOWNTOWN OVERLAY ZONE:

Chair Smith opened the public hearing at approximately 8:04 P.M. She asked if there were any abstentions – there were none. She asked if there were any conflicts of interest – there were none.

She asked if there were any ex parte contacts – there were none.

Chair Smith said this is an item in which they will be receiving public testimony. If you testify you must raise all issues you wish to address at this hearing. If your issue is not raised at this hearing it cannot be raised later in any appeal. Your comments should state why the application should or should not be approved and include your proposed modifications you believe are necessary for approval according to the standards. Because this is the initial evidentiary hearing state law grants any party the right to request a continuance of this hearing or ask that the record remain open after the hearing is closed. If you do not raise specific issues at the final evidentiary hearing or by the close of the record or fail to provide statements or evidence to allow the local government or its designee to respond to the issue you will not be able to appeal the decision to the Land Use Board of Appeals based on that particular issue. Failure of the applicant to raise constitutional or other

issues relating to proposed conditions of approval with sufficient specificity to allow the local government or its designee to respond to the issue precludes an action for damages in circuit court.

Ms. Austin said they have Jon Pheanis from MIG and John Southgate, the City's consultant present tonight. Mr. Pheanis gave a presentation. He went over some of the changes that City staff have recommended to the proposed amendments that they last saw in November of 2022. In 2017 the City adopted the Downtown Revitalization Plan – it set a lot of direction for improvements, land use, circulation, transportation, etc. One of the key recommendations was to eventually make some revisions to the zoning code, specifically the C-2 zoning district and adding a new overlay district for the Downtown core. In Spring of 2022 the City hired MIG to look at the amendments. They held a community open house in June of 2022 to hear from the community regarding what they would like to see. They reported back to the Planning Commission in July of 2022 and had a work session to discuss the proposed draft. They held a public hearing in November of 2022 and the Planning Commission recommended approval of the proposed amendments, with one minor change related to the street names. City staff provided additional review and noticed minor changes that needed to be made. Because of those changes it is coming back before the Planning Commission tonight before it goes to City Council. He went over the changes. He said that a lot of the changes have to do with the clear and objective standards for needed housing. He went over the clarifications/changes. There were no changes to the C-2 chapter. They are asking the Planning Commission to make a recommendation to City Council – they will hold their public hearing on March 14th.

Mr. Southgate said that after the hearing in November they heard about an intriguing project in the downtown area to have a food cart pod and a new building housing an eatery/food service/ brew pub. That gave them an opportunity to look at allowing an exception to the building orientation requirements. He went over the proposed revisions.

Commissioner Pat Smith said a citizen (Mr. Marsh) had written and asked that they consider modifying or eliminating window and transparency requirements – he asked what the arguments are. Mr. Southgate believes the concern related to “upper floor window orientation has to align in its width with lower floor windows”. Mr. Marsh said this could reduce the number of units that could be placed. Commissioner Pat Smith asked about the request to consider the elimination of a 15-foot ceiling minimum on first-floor requirements. Mr. Southgate said that Mr. Marsh's position is that there may be suitable retail uses that support a healthy sidewalk experience but don't necessarily need 15 feet. He agrees that it's simpler and cleaner to say four stories and fifty feet regardless of the ground floor height. He said traditionally retail spaces are taller than the typical residential floor. Mr. Pheanis agreed. He said the real purpose for this one ties back to the Downtown Revitalization Plan. He said they realized that the kind of store front retail aren't necessarily the most viable use in a lot of cases, so pulling that back a little bit and perhaps require more flexibility in what could take place in a ground floor, but still encourage more of a store front feel. The goal of this requirement is to allow some flexibility in uses. He said 15 feet is an industry standard.

Commissioner Labonte asked how a buffer zone works. Mr. Southgate believes that provision is incorporated in the code – along the edges of the Downtown Overlay Zone taller buildings have to be set back some distance. Mr. Pheanis said they have the step-down building transition, so that was one of the clarifications/modifications in the packet. There is a provision to require that transition in design for taller buildings (page 5-36).

Commissioner Labonte asked for clarification regarding parking minimums because of the proximity to 99E/transit route – Mr. Southgate confirmed that they cannot require the minimums. He said there may be a need for a parking management plan to control parking.

PUBLIC TESTIMONY:

Craig Lewelling (160 W. Clackamas Boulevard/165 Arlington) said he would like to be included in the overlay zone. He asked if they could push it out to Clackamas Boulevard. Mr. Southgate said it would require some text and map changes. He said it could have a potential effect on traffic. Mr. Pheanis gave some history regarding the area included in the overlay zone. Mr. Lewelling said the parking issue is a problem for them. Mr. Southgate suggested that if the Planning Commission supports this request they could do a quick determination of the effect of the rules regarding parking. They went over some scenarios for the building/business. Ms. Austin went over the parking rules.

Michael Maxwell believes the overlay should be expanded to include all of C-2. He said for development purposes you need larger pieces of property in the overlay. Mr. Southgate said he agrees, but the challenge they faced is that it was potentially a large enough area that additional traffic that could be generated by major redevelopment of a much larger geography started to trigger concerns about traffic impacts. Mr. Pheanis said they discussed this at the time and agreed to extend east and west to encompass at least the extent of the C-2 zone, so that's what's in the current proposal. The goal was to follow along with a lot of the planning and analysis that was done at the time to consider how we keep this compact. If they are going to add more housing/employment there's a possibility that the transportation network that the City has planned out might not be able to accommodate that growth.

Ms. Austin said the recommendation remains to recommend approval to the City Council with the changes proposed tonight. She said there will be conversations between now and the Council meeting regarding the boundaries and staff won't be able to alter the Planning Commission's recommendation, but they can add additional staff recommendations into that packet based on conversations and what they heard tonight from the Planning Commission regarding the parking mandates. They would want to make sure they did a transportation impact analysis. She recommends moving forward with the boundary as shown, and if they decide to expand it, they would do the analysis and they can always expand the boundary moving forward.

Mr. Southgate said this is a really important set of revisions. He feels they will have ample opportunity to expand the overlay zone. He hopes the Planning Commission will support this so they can get this on the books and then see what happens with private development.

Commissioner Pat Smith made a motion to close the public hearing. Motion was seconded by Commission Langston. Ms. Bannick took a roll call vote: Commissioner Volbeda – yes. Commissioner Wease – yes. Commissioner Langston – yes. Commissioner Labonte – yes. Commissioner Pat Smith – yes. Commissioner Mersereau – yes. Chair Smith – yes. Motion passed with a unanimous vote.

Public hearing was closed at 8:51 P.M.

Commissioner Wease asked if there will be any notification to anyone in the adjacent areas before the City Council meeting – Ms. Austin said there will be no more public notice sent. The notice they sent for this meeting also applies to the City Council meeting because they noted the date certain of March 14th at this hearing.

Commissioner Labonte said he is still not swayed – he doesn't believe that the taller buildings are going to be good for our city. He is very concerned about this decision and how it impacts the future of Gladstone. He doesn't feel like this is the original plan and he has a very hard time supporting it.

Commissioner Pat Smith made a motion to approve File TXT-2022-02 with the recommended code amendments to include the C-2 zone, Chapter 17.18, and a new Chapter titled DC Downtown Core Overlay Zone. Motion was seconded by Commissioner Langston. Ms. Bannick took a roll call vote: Commissioner Mersereau – yes. Commissioner Pat Smith – yes. Commissioner Labonte – no. Commissioner Langston – yes. Commissioner Wease – no. Commissioner Volbeda - yes. Chair Smith – yes. Motion passed (5-2).

BUSINESS FROM THE PUBLIC:

None.

BUSINESS FROM THE PLANNING COMMISSION:

Commissioner Volbeda:

She said at some point she would like to discuss some strategic planning for the upcoming months.

Commissioner Pat Smith:

He said the Commission worked their way through tonight's agenda as pros and it's a pleasure to work with people such as these.

Chair Smith:

She agreed with Commissioner Pat Smith. She said it was challenging, but they found their way through it in a very professional manner and she's proud of everyone.

ADJOURN:

Commissioner Langston made a motion to adjourn the meeting. Motion was seconded by Commissioner Volbeda. Ms. Bannick took a roll call vote: Commissioner Volbeda – yes. Commissioner Wease – yes. Commissioner Langston – yes. Commissioner Labonte – yes. Commissioner Pat Smith – yes. Commissioner Mersereau – yes. Chair Smith – yes. Motion passed with a unanimous vote.

Meeting was adjourned at approximately 8:58 P.M.

Minutes approved by the Planning Commission this _____ day of _____, 2023.

Natalie Smith, Chair



REGULAR AGENDA



City of Gladstone Monthly Planning Report February 2023

PUBLIC CONTACTS/PLANNING ACTIONS

CUSTOMER CONTACT/ Planning Actions	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	YEAR TOTALS
Customer Service Counter Contacts	1	1											
Customer phone/email Contacts	48	37											
Building Permits with Land Use Review	4	6											
Code Compliance Review	1	1											
Pre-application Conferences	1	0											
Administrative Decisions	2	2											

PLANNING COMMISSION ACTIONS/DECISIONS

- Z0489-22-M – Minor Land Partition and Setback Adjustment- Approved
- DR-23-01 Nissan Addition- Approved
- TXT-2022-02 Downtown Overlay Text Amendments- Recommended for Approval to City Council

CITY COUNCIL LAND USE ACTIONS/DECISIONS

- No land use actions at City Council in February 2023.

PRE-APPLICATION CONFERENCES

- No pre-applications in February

ADMINISTRATIVE PERMITS

- PLA 23-02 Brian Johnson (Caldwell Road)- Approved
- Z0028-22-D Gladstone Library Condition Modification- fence height and material

BUILDING PERMITS WITH LAND USE REVIEW

DECEMBER			
Date	Address	Building Permit #	Description
02/09/23	320 E. Harvard Ave.	B0023523	Remove garage/add dwelling unit to change lot from single-household to duplex (setback issue identified)
02/09/23	19900 SE McLoughlin Blvd.	B0297922	Genuine Motors Building Permit
02/16/23	6600 Buckingham Drive	B0024523	Interior Bathroom Remodel
02/27/23	17275 Crownview Drive	B0034823	New pole barn on residential property
02/27/23	300 W Fairfield Street	B0666822	Garage removal, addition of ADU (setback issues)
02/27/23	380 E Jersey Street	B0078023	Interior Bathroom Remodel (no planning requirements)

FUTURE ITEMS/PROPERTY UPDATES

Date	Topic
March	Home Occupation Approval Appeal DR-23-02 Mazda of Gladstone Expansion- Design Review



REGULAR AGENDA

City of Gladstone Staff Report

Report Date: March 7, 2023
Meeting Date: March 21, 2023
To: Gladstone Planning Commission
From: John Schmerber, Chief of Police

AGENDA ITEM

Final Order regarding an appeal hearing for Home Occupation Business License for Adam Baker Tool Company, LLC, at 7470 Cason Circle.

History/Background

On October 18, 2022, The Planning Commission was presented with an appeal of staff decision that granted a home occupation permit to Adam Baker Tool Company, LLC, 7470 Cason Circle, A double-axle Snap-On Tool vehicle that operated out of the residence. During that time, it also included an employee that reported to and worked out of the home, which was confirmed during the initial Code Enforcement contact on February 3, 2022.

After review of the GMC, Chapter 17.78, Home Occupations, of Title 17 of the Gladstone Municipal Code along with testimony, The Planning Commission decided to ratify the appeal decision to deny the occupation business license for Adam Baker Tool Company, LLC, at 7470 Cason Circle by a vote of 6 to 0.

On December 28, 2022, the Gladstone Police Department conducted a follow up inspection of 7470 Cason Circle and found that Adam Baker was conducting a business without a business license or home occupation license as required by the Gladstone Municipal Code. Adam Baker was issued a citation for violations of the Municipal Code, specifically, GMC 5.04.030, License Required, GMC 17.12.030(7) Accessory Uses Allowed-Home Occupations, GMC 17.78.030 Home Occupation.

Since that time, Adam Baker has been working with the Gladstone Police Department to come into compliance with Chapter 17 of the GMC and has submitted another application requesting a business license along with a home occupation license. **See Appendix A for details of property review.**

The Police Department has interpreted the status of Adam Backer Tool Company, LLC at 7470 Cason Circle to be in compliance of GMC Chapter 17, currently under appeal by Mr. and Mrs. Orme.

The City of Gladstone issued a Home Occupation Permit and Business License for the business at this property on January 19, 2023.

George and Carrie Orme filed an appeal to the issuance of the Home Occupation Permit, which was received by the City on February 1, 2023, within the 15-day appeal period for the decision.

Gladstone Municipal Code (GMC) Chapter 17.92- Appeals identifies the Planning Commission as the appeal authority on appeals from a ruling or interpretation of the City Administrator or designee regarding a requirement of this title. GMC Chapter 17.92 further states that “any party given notice under GMC Subsection 17.94.050(3) may appeal a decision of the City Administrator to the Planning Commission”. Therefore, George and Carrie Orme have standing to file this appeal and the Planning Commission is the designated appeal authority on this matter.

Options

- The Planning Commission can issue the final order to find that Mr. Baker has met requirements of GMC Chapter 17.78, upholding the City Administrator’s decision regarding Mr. Baker’s home occupation license.
- The Planning Commission can issue the final order to find that Mr. Baker has not met requirements of GMC Chapter 17.78, revoking Mr. Baker’s home occupation license.

Cost Impact

No cost impact other than staff time.

Recommended Staff Action

City staff recommends the Planning Commission issue the final order to either uphold or overturn the City Administrator’s approval of the home occupation license.

Upholding the City Administrator’s approval would include the finding that Adam Baker Tool Company, LLC, 7470 Cason Circle has met the requirements based on interpretation by the Planning Commission of Gladstone Municipal Code Chapter 17.78.

Overturning the City Administrator’s approval and revoking the home occupation license would include the finding that Adam Baker Tool Company, LLC, 7470 Cason Circle has not met the requirements based on interpretation by the Planning Commission of Gladstone Municipal Code Chapter 17.78.



3-15-23

Department Head
Signature

Date

City Administrator
Signature

Date

APPENDIX "A"



Gladstone Police Department
18505 PORTLAND AVE | GLADSTONE, OR 97027 | P: 503.655.8211

Case # 22-001051 - Supplement - 2 Report

REPORT DATE / TIME Feb 9, 2023 08:23	EVENT START DATE / TIME - EVENT END DATE / TIME Jan 13, 2022 00:00	PRIMARY REPORTER MATTHEW OKERMAN #47464
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REPORT DESCRIPTION
Follow Up

SUPPLEMENT TYPE
Patrol supplemental

NARRATIVE

On Monday 2/6/23 I received a copy of an appeal submitted by George John Orme. It is attached to this report. George bullet points six reasons for the appeal that he believes the applicant, ADAM CHRISTOPHER BAKER, does not meet in the requirements of code:

1) GMC 17.06.220 - Orme makes reference to Baker constructing a new purpose-built driveway to park the business step-van and trailer. This specific section defines 'Home Occupation' as it related to Title 17.

Baker had removed some hedges and put down gravel to park vehicles which Orme is claiming this is a violation. This is not a structural change to a dwelling or the premise as related to the Home Occupation. Baker removed the hedges after a property line dispute where he learned he owned the hedges. The gravel pad is regularly used to park personally owned vehicles and is sometimes used to store the Snap On Trailer.

2) 17.78.020(1) & (2) - These sections prohibit employees from assembling or engaging in activities at the residence regarding the Home Occupation. I had received information an employee was still reporting to the residence nearly daily.

On Wednesday 2/8/23 at about 1330 hours I drove by 7470 CASON CIR, GLADSTONE, OR 97027 and noticed the red Ford Ranger parked in front of Baker's house. The truck has Montana plates. Baker's Snap On truck was not at the residence. I took a photo and attached it to this report.

I called Baker and left him a message. A few minutes later he called back. I explained I was following up on the appeal to his new Home Occupation Permit. We discussed the issue of his employee reporting to his residence and I explained to him if the employee is prohibited from reporting to the location. He thanked me for fully explaining the code and agreed to meet with the employee away from the residence so there would no longer be issue with this section.

3) 17.78.020(3) - Orme claims the business is Baker's principal source of family income, not supplementary.

On 2/9/23 I spoke to the City Planner, Heather Austin, and she believed this section of code should be reviewed for possible removal as there are several concerns with it given the changing workforce landscape and could be unenforceable.

4) 17.78.020(4) - Required all aspects of the conduct of the home occupation be confined to the dwelling or completely enclosed accessory building. Orme states that at least one company van and trailer with logos are parked in the driveway.

This is not a violation of this section. Company vehicles are allowed to be parked in driveways with business names and logos.

5) 17.78.020(9) - The section refers to the size and placement of signs. Orme claims signs exceed the one square foot size with the name /logo/phone on the truck and trailer.

This is not a violation as the section refers to signage allowed on the building. Vehicle graphics are not covered by this section and there is no limitation to them.

REPORTING OFFICER SIGNATURE / DATE MATTHEW OKERMAN #47464 Feb 10, 2023 14:39 (e-signature) PRINT NAME MATTHEW OKERMAN #47464	SUPERVISOR SIGNATURE / DATE ANDREW HUTCHINSON #45115 Feb 10, 2023 18:17 (e-signature) PRINT NAME ANDREW HUTCHINSON #45115
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6) 17.78.020(10) - This section states materials used or produced must not be visible from the exterior of the building. Orme claims there is sometimes visible storage of materials associated with the business outdoors in full view.

I know previously Baker had been using the driveway to sort and put together items. This was mentioned on CSO Boyle's report and stopped happening. I have been at the location when Baker is loading his truck from his garage but have never seen materials stored outside. I know Baker uses the garage to store overstock items and receives deliveries that get put into an accessory building.

In addition to the above, Orme states Baker parks the business truck in a manner that it 'protrudes across the sidewalk' and obstructs the view of drivers from turning right from Cason Rd to Cason Cir.

There is NO sidewalk on Cason Cir. There is a sidewalk on Cason Rd which is the South side of Baker's property but the truck DOES NOT block that sidewalk. I have driven these roads and there is NO obstructed view.

After reviewing the appeal with Planner Austin she requested I contact Orme and advise him of the opinion of staff. On 2/10/23 I spoke with Orme on the phone and he thanked me for the update. He explained he was not confident Baker would continue to follow the rules and wanted to see the process through. He requested the appeal go forward.

ACTION RECOMMENDED:

Case closed.

INVOLVED PERSONS

INVOLVED PERSON-1 NAME (LAST, FIRST MIDDLE)	DOB / ESTIMATED AGE RANGE
P-1 BAKER, ADAM CHRISTOPHER	1978-03-16

SEX	RACE / ETHNICITY	PHONE NUMBER
Male	White / Unknown	(503) 730-0975 (Mobile Phone)

HOME ADDRESS

7470 CASON CIR, GLADSTONE, OR 97027

INVOLVEMENT TYPE

SUBJECT

INVOLVED PERSON-2 NAME (LAST, FIRST MIDDLE)	DOB / ESTIMATED AGE RANGE
P-2 Orme, George John	1951-05-23

SEX	RACE / ETHNICITY	PHONE NUMBER
Male	Unknown	(503) 657-7659 (Home)

HOME ADDRESS

7480 CASON CIR, GLADSTONE, OR 97027

INVOLVEMENT TYPE

MENTIONED

INVOLVED LOCATIONS

LOCATION

7470 CASON CIR, GLADSTONE, OR 97027

ATTACHMENTS ADDENDUM

FILE NAME	UPLOAD DATE/TIME	UPLOADED BY
22-001051 Permit Appeal.pdf	Feb 9, 2023 09:39	M. OKERMAN #47464
IMG_4249.JPG	Feb 9, 2023 09:30	M. OKERMAN #47464

REPORTING OFFICER SIGNATURE / DATE	SUPERVISOR SIGNATURE / DATE
MATTHEW OKERMAN #47464 Feb 10, 2023 14:39 (e-signature)	ANDREW HUTCHINSON #45115 Feb 10, 2023 18:17 (e-signature)
PRINT NAME	PRINT NAME
MATTHEW OKERMAN #47464	ANDREW HUTCHINSON #45115

Gladstone Police Department

18505 PORTLAND AVE | GLADSTONE, OR 97027 | P: 503.655.8211
Mark43 RMS Form v2.0 generated by C. KERRIGAN #45612 on Feb 16, 2023 08:51.













George J & Carrie R Orme

7480 Cason Circle • Gladstone, OR 97027 • Phone: 503-888-4743
E-Mail: gorgolit@gmail.com



Date: January 27, 2023

City Administrator
City Of Gladstone
18505 Portland Avenue
Gladstone, OR 97027

RECEIVED
FEB 01 2023
CITY OF GLADSTONE

Dear Administrator:

This letter is to appeal the Notice of Home Occupation for 7470 Cason Circle received at our address on January 21, 2023.

The reasons for this appeal are that the applicant does not meet the requirements of GMC, Sections 17.06.220 and 17.78, as follows:

- The Type I Permit Application refers to GMC Section 17.06.220, “...provided, however, there shall be no structural alteration or changes in the dwelling, or on the premises...”. The applicant has constructed a new purpose-built driveway at the west side of the front yard, and parks a business-related step van or trailer there.
- Section 17.78.020 (1) & (2)- The applicant has an employee who reports each morning before dispatch for work at other locations. There have been days when the employee remains on site and works with the applicant during the day. The employee’s vehicle remains parked on the street during the work day, shown in the photos below.



- Section 17.78.020 (3)- The applicant’s business is the principal source of family income, not supplementary.
- Section 17.78.020 (4)- All aspects of the conduct of the home occupation are not confined to the dwelling or completely enclosed accessory building. At least one step van and a trailer with the company name on their sides are parked in the driveway.
- Section 17.78.020 (9)- Signs advertising the business exceeding one square foot area, with the applicant’s name and phone number, are on the exterior of the step van and the trailer. These signs are visible at all times.



Figure 1 - Step van parked with trailer



Figure 2 - Trailer parked in purpose-built driveway


- Section 17.78.020 (10) - There is sometimes visible storage of materials associated with the business outdoors in full view.

While not directly attributable to GMC sections, note in Figure 1 the front of the step van protrudes across the sidewalk. When approaching Cason Circle from Strawberry Lane, this vehicle obstructs a driver's vision when making a right turn into the street. This is an unsafe situation.

Enclosed please find a check in the amount of \$250.00 for the filing fee.

Sincerely,


George L. Orme


Carrie R. Orme

CC: John Schmerber, Chief of Police, Gladstone, OR
Joy Fields, Planning Commission, Gladstone, OR
Michael Milch, Mayor, Gladstone, OR
Jon. S. Henricksen, P.C., Gladstone, OR
H. Mark Tindal Jr., 7475 Cason Circle, Gladstone, OR
Daniel Frister, 7485 Cason Circle, Gladstone, OR

R-00211348
2-17-23

**Chapter 17.78
HOME OCCUPATIONS**

Sections:

17.78.010 Uses allowed as home occupations.

17.78.016 Type I and Type II home occupations.

17.78.020 Limitations on home occupations.

17.78.030 Procedure to establish and maintain a home occupation.

17.78.010 Uses allowed as home occupations.

In all zones, home occupations in the same lot accessory to the principal residential uses shall be permitted only in the following categories:

- (1) Office for professional, personal or business services.
- (2) Studio for arts, handicrafts or tutoring.
- (3) Shop for limited or customer production or minor repair service.
- (4) Headquarters for a craftsman or salesman.

Statutory Reference: ORS Ch. 197 and 227

History: Ord. 1131 §2, 1990.

17.78.016 Type I and type II home occupations.

(1) Except for a sign pursuant to 17.78.020 (9), a Type I home occupation may generate only incidental traffic, subject to the requirements of this chapter, and otherwise shall exhibit no evidence that a business is being conducted from the premises.

(2) Type II home occupations may generate limited traffic from customers, clients and students, subject to the requirements of this chapter.

Statutory Reference: ORS Ch. 197 and 227

History: Ord. 1356 §1, 2004

17.78.020 Limitations on home occupations.

Any such home occupation shall comply with the following limitations:

- (1) No servant, employee or any person other than a member or members of the family residing within the dwelling shall engage in a home occupation therein or within an accessory building.
- (2) No dwelling shall be used as a headquarters for the assembly of employees for instructions or other purposes or to be dispatched for work at other locations.

(3) The scale of operations shall be distinctly limited in nature and conducted primarily as a supplementary, and not principal, source of family income; or as an accommodation for handicapped or retired person; or as a starter operation for a limited period only until its size or other characteristics compel relocation to the appropriate nonresidential district.

(4) All aspects of the conduct of a home occupation shall be confined, contained and conducted within the dwelling or within a completely enclosed accessory building.

(5) Any home occupation which causes abnormal automobile or pedestrian traffic or which is objectionable due to unsightliness or emission of odor, dust, smoke, noise, glare, heat, vibration or similar causes discernible on the outside of any building containing such home occupation shall be prohibited. Type I home occupations may generate no more than six (6) one-way trips per day, which shall be incidental to operation of the home occupation. Type II home occupations may generate no more than ten (10) one-way client and commercial trips per day, except home occupations relating to instructional services, where no more than twenty (20) one-way student trips may be permitted. As used in this chapter, "instructional services" are characterized by one or more persons leading another person or group of persons in a given course or subject of study. No more than four (4) student vehicles may be parked on the property and/or in the street right of way at any one time. No commercial motor vehicle that is subject to the state vehicle mile tax, such as long-haul trailers, as defined in ORS 801.208, may be allowed as part of a home occupation. In conformance with GMC 10.04.230 (1)(f), this standard does not preclude the parking of a truck (tractor) portion of such a commercial vehicle on private property.

(6) No significant enlargements or alterations to a dwelling or accessory building for the sole purpose of conducting a home occupation shall be permitted.

(7) The premises shall at all times be maintained as residential in appearance, cleanliness and quietness.

(8) Dimensions, power rating or weight of such equipment and tools used in the conduct of a home occupation shall not exceed that of normal household equipment and tools.

(9) Signs advertising home occupations or any aspect thereof shall not exceed a total of one square foot in area and shall be affixed directly to the dwelling.

(10) Any materials used or any item produced or repaired on the premises shall not be displayed or stored so as to be visible from the exterior of the building.

(11) Tutoring, instructional, counseling or personal services which cannot be conducted except by personal contact may be permitted as a Type II home occupation and shall be by appointment only between the hours of 7:00 a.m. and 10:00 p.m. and shall not be oriented toward or attract passers by.

(12) An office for a physician or dentist may be permitted as a Type II home occupation primarily for emergency cases and as an accommodation for retired or part-time practitioners and not as a principal office for the practice of the profession.

(13) Retail activity shall be limited to the mail order type of business.

(14) Except as set forth in subsection (11) and (12) of this section, customer and client contact shall be primarily by telephone or mail and not on the premises.

(15) No more than twenty-five percent of the floor area as defined in GMC Section 17.06.195 (floor area) may be used for the operation of a home occupation including storage of equipment, materials, and completed products.

Statutory Reference: ORS Ch. 197 and 227

History: Ord. 1131 §2, 1990; Ord. 1356, 2004

17.78.030 Procedure to establish and maintain a home occupation.

(1) The establishment and maintenance of a Type I or Type II home occupation is subject GMC Division VII (administrative procedures) and the requirements below.

(2) Applicants for a Type II home occupation are subject to the following requirement. Notwithstanding subsection (a) of this section, no permit for a Type II home occupation shall be issued by the City Administrator or his designee until or unless the applicant has received favorable approval, as indicated by signatures on the authorized application form of owners or contract purchasers of not less than seventy-five (75%) of all property in the area bound by lines one hundred fifty feet (150') from and parallel to the boundary of lines of the lot proposed to contain each home occupation. The area of any property owned or occupied by the applicant shall be excluded in computing required percentage of approval.

(a) An applicant for a Type II home occupation who resides in an apartment complex, mobile home park or other similar multi-family housing complex, may obtain the signed approval of a resident manager in lieu of seventy-five percent (75%) of the property owners within one hundred fifty feet (150') of the proposed home occupation.

(3) Permits for home occupancy may be revoked at any time if the requirements of this code are not being met.

(4) If, in the opinion of the applicant, the City Administrator or his designee has acted arbitrarily and capriciously in withholding or revoking a permit for home occupation, he may request an interpretation of the code by the Planning Commission. In such cases, the dwelling or accessory building to be devoted to a home occupation shall be open for inspection to the staff of the Planning Commission on any day between eight a.m. to ten p.m.

(5) A home occupation permit shall remain valid indefinitely, subject to payment of annual business license fee, unless a substantial increase in intensity of the permitted use occurs, which shall require application for a new permit.

(6) The city shall not issue a business license until a home occupation permit is issued by the City Administrator or designee.

(7) A violation of any standard of this chapter or any condition of approval for a home occupation is a Class "A" infraction. A separate violation occurs for each day that the violation continues.

March 14, 2023

Via Email Only

Gladstone Planning Commission
Gladstone City Hall
18505 Portland Ave.
Gladstone, OR 97027
heather.austin@3j-consulting.com

**Re: Response to Appeal of Home Occupation Permit Approval
7470 Cason Circle
Tax Lot 22E17DD01550**

To whom it may concern:

I am submitting the below written testimony to the Gladstone Planning Commission (the “Planning Commission”) for consideration at the public hearing on March 21, 2023. This testimony is in response to the appeal submitted by my neighbors George J. Orme and Carrie R. Orme on January 27, 2023 (the “Appeal”) in response to the Gladstone City Administrator’s approval of my Home Occupation Permit (the “Permit”) for my home located at 7470 Cason Circle (the “Property”).

For the reasons discussed below, the Planning Commission should deny Mr. and Mrs. Orme’s appeal and uphold the correct decision of the City Administrator granting my Home Occupation Permit.

A. Background of My Business and Prior Applications

I own and operate a Snap-On mobile tool sales franchise. The majority of my business is mobile. I maintain a truck stocked with tools and I spend my day driving that truck to different businesses and selling tools to those businesses. I do not conduct any sales from my Property, no customers come to my Property, and my primary business activities occur away from my Property.

However, because of the nature of my business, it is necessary for me to conduct some incidental business activities at my Property, including parking my Snap-On truck at my Property when I am not working and having some inventory delivered to and stored at my Property.

In 2022 I first learned that some neighbors on my street raised complaints and as a result I learned of the requirements that I obtain a business license and home occupation permit for my business. At the time it was my understanding that because my business is solely a mobile sales business these requirements did not apply, but after learning more from discussions and emails with Sean Boyle and Sgt. Matthew

Okerman I came to understand that these requirements apply to my business due to the incidental activities occurring at my home.

Around May 2022 I submitted applications to the City of Gladstone for a business license and home occupation permit. Initially my home occupation permit was approved by the City Administrator, but Mr. and Mrs. Orme appealed that approval to the Planning Commission. By order dated September 20, 2022, the Planning Commission ratified Mr. and Mrs. Orme's appeal and denied my home occupation permit.

While I now realize that was the result of the appeal, at the time I misunderstood the outcome and mistakenly believed that the Planning Commission found that a home occupation permit was not required because I operate only a mobile business. As a result of that misunderstanding, I continued to operate without a home occupation permit, resulting in Sgt. Okerman visiting my home on December 23, 2023 and issuing me a citation for failing to comply with Gladstone City Code (the "Citation").

In response receiving the Citation I immediately sought legal advice to fully understand my obligations under Gladstone City Code. In the time since receiving the citation I have taken the following actions to address my past violations and to bring my business into compliance:

1. I rented space in Damascus, Or to use as my primary business office at least until I am able to obtain a business license associated with my Property, and I updated my principal place of business address with the Oregon Secretary of State for my business entity Adam Baker Tool Company, LLC. A printout from the Secretary of State website showing this information is included with this letter.
2. I submitted a new home occupation permit application with the City of Gladstone. That application was approved by the City Administrator and is the subject of the Appeal.
3. I resolved the Citation and paid my fine through collaboration with the Gladstone City Prosecutor, Kyndre Lundquist.
4. I have engaged in additional discussions with Sgt. Okerman during which he graciously educated me on compliance with the Gladstone City Code relating to home occupation permits and I altered my activities to ensure compliance, as discussed more below.

B. Responses to Mr. and Mrs. Orme's Appeal.

In their appeal, Mr. and Mrs. Orme allege that my home occupation does not meet the requirements and limitations set forth in the Gladstone Municipal Code ("GMC"). However, as discussed below and in Sgt. Okerman's supplemental report dated February 9, 2023 ("Supplemental Report"), a copy of which is included with this

letter, I am confident that my home occupation currently meets all requirements and limitations of the applicable GMC sections and I am committed to ensuring that my home occupation continues to meet all such requirements and limitations.

1. ***GMC §17.06.220 – Definition of Home Occupation.*** Mr. and Mrs. Orme allege that my construction of a driveway on the side of my Property closest to their property violates a portion of the definition of Home Occupation prohibiting structural alterations or changes to the dwelling or premises.

I do not dispute that I built a driveway on my Property, but I disagree with characterization of such driveway as being “purpose-built” for my home occupation and disagree that this driveway violates applicable GMC provisions. First, as stated in Sgt. Okerman’s Supplemental Report, the driveway is not a *structural* alteration or change.

Second, this language in the definition should be read with the context of the limitations on home occupations in GMC Chapter 17.78, most notably GMC §17.78.020(6) which states “No significant enlargements or alterations to a dwelling or accessory building for the sole purpose of conducting a home occupation shall be permitted.” Mr. and Mrs. Orme do not allege, and there is no basis for concluding, that creation of a gravel driveway constitutes a significant enlargement or alteration to any dwelling or accessory building on my Property.

Further, this driveway was not created for the sole purpose of conducting a home occupation. Instead, the primary purpose of this driveway is the need for additional parking for personal vehicles, especially because my teenage daughter recently started driving. While I have occasionally used this driveway for vehicles used in my Snap-On tools business, that is not the sole purpose or even the primary purpose.

Additionally, I think some additional context regarding this driveway may be helpful in the Planning Commission’s review of the Appeal. The area of the driveway was previously covered with hedges which were the subject of a property line dispute initiated by Mr. Orme. After initially believing the hedges were at least partially on his own property, Mr. Orme had a survey done which determined that the hedges were entirely on my Property. Only after learning that the hedges were on my Property I had them removed and installed the new driveway. I believe that Mr. Orme was unsatisfied with this result and that such series of events may be a motivating factor in Mr. Orme’s decision to file complaints relating to my business and to file the Appeal.

2. ***GMC § 17.78.020(1)&(2) – Assembly of Employees.*** Mr. and Mrs. Orme allege that my use violates these GMC sections because I occasionally had an employee meet at my Property, parking his personal vehicle in front of my house while participating in mobile sales with me. GMC § 17.78.020(1)&(2) read as follows:

(1) No servant, employee or any person other than a member or members of the family residing within the dwelling shall engage in a home occupation therein or within an accessory building.

(2) No dwelling shall be used as a headquarters for the assembly of employees for instructions or other purposes or to be dispatched for work at other locations.

I do not dispute that I previously had an employee meet at my Property so together we could leave the Property to engage in mobile sales. However, I think it is important to make clear that, contrary to Mr. Orme's unsupported allegations, this employee was not engaging in a home occupation at my Property, he was merely parking his car in front of my Property and then leaving the Property with me. This would not violate GMC § 17.78.020(1).

I previously believed that my employee meeting at my Property did not violate GMC § 17.78.020(2) because I viewed it more as a carpooling situation where he would meet at my Property and we would together leave the Property to start work. However, after discussing this further with Sgt. Okerman, I came to understand that this was not permitted and I immediately altered our routine so that my employee would no longer meet at my Property.

That particular employee no longer works for me and I do not currently have any employees, but I now fully understand these requirements and will ensure going forward that no employees meet at my Property. This is reflected in Sgt. Okerman's Supplemental Report.

3. ***GMC § 17.78.020(3) – Primary Source of Income.*** Mr. and Mrs. Orme allege that my business to which the home occupation permit relates is the “principal source of family income, not supplementary.” The Appeal offers nothing beyond this naked assertion and no basis for this conclusion. And I contend that this sole factor, even if proved to be true, should not be the basis for the Planning Commission to ratify Mr. and Mrs. Orme's Appeal.

With the changing nature of work and where it is done, especially in recent years, there is no rational basis for prohibiting a home occupation merely because it is the primary source of family income. The U.S. Census Bureau estimates that between 2019 and 2021, “the number of people primarily working from home tripled from 5.7%...to 17.9%...” ([The Number of People Primarily Working From Home Tripled Between 2019 and 2021 \(census.gov\)](#)). With such a high percentage of people working from home, prohibiting home occupations that otherwise comply with the GMC requirements would have consequences that could not have been intended when this GMC section was initially adopted.

This contention is supported by City Planner Heather Austin. In response to the Appeal, Sgt. Okerman discussed this GMC section with Ms. Austin. Based on Sgt. Okerman's Supplemental Report, Ms. Austin stated that “she believed this section of the code should be reviewed for possible removal as there are several concerns with it given the changing workforce landscape and could be unenforceable.”

Accordingly, the Planning Commission should focus on other applicable provisions of the GMC and should not ratify the Appeal based solely on this provision.

4. **GMC § 17.78.020(4) – Conducted Within the Dwelling.** Mr. and Mrs. Orme allege that my business violates this GMC section because “at least one step van and a trailer with the company name on their sides are parked in the driveway.” The fact that I park vehicles used in my business at my Property when I am not working is not a violation of this GMC section. As stated in Sgt. Okerman’s Supplemental Report, “Company vehicles are allowed to be parked in driveways with business names and logos.”

The presence of my work vehicles at my Property does not indicate business is being done at the Property or that a home occupation exists at the Property. This would be no different from any employee of a business with a company vehicle, or an employee of a state or local government with a government issued vehicle, parking their work vehicle at their home when not working. When all other aspects of my business are confined and no visible from the exterior of my Property, the presence of parked vehicles alone does not serve as the basis for ratifying the Appeal.

5. **GMC § 17.78.020(9) – Size and Location of Signs.** Mr. and Mrs. Orme alleges that the presence of logos and phone numbers on the exterior of my work vehicles is a violation of this section. However, this GMC section refers to signs advertising the home occupation and affixed to the dwelling. As Sgt. Okerman stated in his Supplemental Report, “vehicle graphics are not covered by this section and there is no limitation to them.”

6. **GMC § 17.78.020(10) – Items Visible from the Exterior.** Mr. and Mrs. Orme allege that I am in violation of this GMC section because “[t]here is sometimes visible storage of materials associated with the business outdoors in full view.” I do not dispute that I sometimes receive deliveries at my Property and store overstock inventory in my garage. In the past I have used by driveway to sort and organize items, but after discussions with CSO Boyle and Sgt. Okerman, I have taken steps to ensure that all materials are stored inside at all times and that all activities relating to my business take place inside.

Further, while the Appeal includes pictures to support certain allegations, there are no pictures supporting these allegations and reports by both CSO Boyle and Sgt. Okerman have noted no presence of materials being stored outside.

7. **Blocking Sidewalk.** Finally, Mr. and Mrs. Orme make a general allegation, not tied to any GMC section, that my vehicle “protrudes across the sidewalk [on Cason Circle.” This allegation is incorrect. All vehicles parked at my Property, whether associated with my business or not, are fully contained in my driveway. As stated in Sgt. Okerman’s Supplemental Report, there is no sidewalk on Cason Circle, my vehicle does not block any sidewalk, and my vehicle does not cause any view obstructions.


C. Conclusion.

In the time since my first home occupation permit was denied, I have learned more about the GMC requirements and what I must do to be in compliance. I recognize that my home occupation has not always been in compliance with the applicable GMC sections. As a result, I received a citation to which I ultimately pled no contest and paid a fine.

Through this process I have sincerely appreciated Sgt. Okerman and CSO Boyle patiently explaining the home occupation requirements to me. I am confident that I now fully understand what is required of me and I will take all actions necessary to remain in compliance going forward. Moreover, I have and will continue to ensure that my home's appearance is strictly residential in nature, that the premises is kept clean, and that my activities will have a minimal impact on my neighbors.

Based on the forgoing information, I respectfully request that the Planning Commission deny the Appeal submitted by Mr. and Mrs. Orme and sustain the City Administrator's approval of my home occupation permit.

Sincerely,

DocuSigned by:

4B1CEE5F4EEE4B7...

ADAM BAKER

Cc: bannick@ci.gladstone.or.us

OREGON SECRETARY OF STATE

Corporation Division

HOME Business Xpress **business name search** oregon business guide

license directory business registry/renewal forms/fees notary public

uniform commercial code uniform commercial code search documents & data services

Business Name Search

New Search Printer Friendly Business Entity Data						03-14-2023 16:35
Registry Nbr	Entity Type	Entity Status	Jurisdiction	Registry Date	Next Renewal Date	Renewal Due?
1624863-94	DLLC	ACT	OREGON	12-17-2019	12-17-2023	
Entity Name ADAM BAKER TOOL COMPANY LLC						
Foreign Name						

New Search Printer Friendly Associated Names					
Type	PPB	PRINCIPAL PLACE OF BUSINESS			
Addr 1	13720 SE 242ND AVE				
Addr 2					
CSZ	DAMASCUS	OR	97089	Country	UNITED STATES OF AMERICA

Please click [here](#) for general information about registered agents and service of process.

Type	AGT	REGISTERED AGENT	Start Date	01-06-2023	Resign Date
Of Record	642277-97	THE BARNETT FIRM, LLC			
Addr 1	11501 SW PACIFIC HWY STE 201				
Addr 2					
CSZ	PORTLAND	OR	97223	Country	UNITED STATES OF AMERICA





Type	MAL	MAILING ADDRESS			
Addr 1	11501 SW PACIFIC HWY STE 201				
Addr 2					
CSZ	PORTLAND	OR	97223	Country	UNITED STATES OF AMERICA

Type	MEM	MEMBER		Resign Date	
Name	ADAM	C	BAKER		
Addr 1	7470 CASON CIRCLE				
Addr 2					
CSZ	GLADSTONE	OR	97027	Country	UNITED STATES OF AMERICA

New Search Printer Friendly Name History

Business Entity Name	Name Type	Name Status	Start Date	End Date
ADAM BAKER TOOL COMPANY LLC	EN	CUR	12-17-2019	

Please [read](#) before ordering [Copies](#).

New Search		Printer Friendly		Summary History		
Image Available	Action	Transaction Date	Effective Date	Status	Name/Agent Change	Dissolved By
	AMENDED ANNUAL REPORT	01-06-2023		FI	Agent	
	REINSTATEMENT AMENDED	04-19-2022		FI		
	ADMINISTRATIVE DISSOLUTION	02-17-2022		SYS		
	AMENDED ANNUAL REPORT	11-10-2020		FI		
	ARTICLES OF ORGANIZATION	12-17-2019		FI	Agent	

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please contact : corporation.division@sos.oregon.gov



REGULAR AGENDA



Agenda Item No. 4

PC Meeting Date: 03/21/2023

STAFF REPORT: DESIGN REVIEW

Application No.:	DR-23-02
Applicant:	Axis Design Group Architecture & Engineering, Inc.
Owner:	Matthews Real Estate Holdings ORE II LLC/Mazda of Gladstone
Project Location:	19405 McLoughlin Blvd; Tax Map 22E19DA Lot 3900
Project Description:	The applicant is seeking design review approval for a proposed 746 square foot 2-story addition to the existing Mazda of Gladstone dealership building. Updates to the building façade, parking and landscaping are also proposed.

SUMMARY OF STAFF RECOMMENDATION

The planning staff recommend approval of the Design Review application DR-23-02 and recommend the following findings and standard conditions, as well as the special conditions in support of approval: (1) Photometric Plan; (2) ODOT Right-of-Way; and (3) Sanitary Sewer.

The Mazda of Gladstone site includes Tax Map 22E19DA Lot 3900 as well as Tax Map 22E19DB Lots 1800 and 1900. All of the proposed site work is on Lot 3900, which is 2.33 acres in size (in total, the dealership site is approximately 3 acres in size). The site is in the C-3, General Commercial Zoning District. The building façade update and addition is on the front (east-facing) portion of the site, adjacent to McLoughlin Blvd. The parking and landscaping updates are north of the building.

As proposed and conditioned, Planning Staff found the application consistent with all applicable standards from Title 17 of the Gladstone Municipal Code (GMC). Therefore, staff recommend that the Planning Commission approve this Design Review application with 3 special conditions of approval. The standard of review for the proposed project is the City of Gladstone's Municipal Code Zoning and Development Title 17.

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REQUEST FOR COMMENTS

Sent to: Property owners within two hundred fifty (250) feet of the subject property, City of Gladstone Public Works, Police and Engineering as well as ODOT, Clackamas Fire, Water Environment Services (WES), Oak Lodge, and Gladstone Disposal.

Responses Received: The proposal was reviewed by Gladstone Public Works and Engineering who provided comments regarding sanitary sewer, streets and erosion control, which have been incorporated into this report. ODOT provided comments regarding the McLoughlin Blvd right-of-way that are incorporated into this report. No comments were received from Clackamas Fire District on behalf of Gladstone fire, or from WES. No comments were received from the public.

STANDARD CONDITIONS

- 1. Expiration. This approval shall remain valid for two years following the date of approval per**

17.80.100. If the approved use has not commenced by that date, this approval shall expire unless a time extension is granted pursuant to chapter 17.66.015(4) of the Gladstone Municipal Code.

- 2. Interpretation.** Any questions of intent or interpretation of any condition will be resolved by the Planning Director for the City of Gladstone.
- 3. Assignment.** The permit may be assigned to any qualified person, provided assignee files with the City Planning Department an affidavit accepting all terms and conditions of the permit.
- 4. Terms and Conditions Run with the Land.** These terms and conditions shall be perpetual, and it is the intention of the Commission and the permittee to bind all future owners and possessors of the subject property to the terms and conditions.
- 5. Building Permits.** The applicant shall obtain required building permits from Clackamas County. The applicant shall comply with requirements of the permits.
- 6. Signage.** All signs shall meet the provisions of Subsection 17.52 of the GMC. Sign designs were not included with the submittal package. If existing signage is to be replaced with signage in the future, a sign permit shall be filed separately at the time it is needed.
- 7. ADA Access.** This approval is subject to the development complying with the provisions of the Americans with Disabilities Act (ADA) per GMC 17.50.020 (6)(f), including provisions for curb ramps, circulation within the site, and appropriate grades to the public entrances of the buildings.

SPECIAL CONDITIONS OF APPROVAL

- 1. Photometric Plan.** Prior to issuance of a building permit, provide a photometric plan of the portion of the parking area that will be reconstructed, immediately north of the building.
- 2. ODOT Right-of-Way.** Prior to issuance of a final certificate of occupancy, submit documentation of donation to ODOT of 1 foot of right-of-way behind the sidewalk on McLoughlin Blvd. Obtain an ODOT Miscellaneous Permit for all landscaping work in the highway right-of-way.
- 3. Sanitary Sewer.** Prior to issuance of building permits, the sanitary lateral within the public right-of-way shall be video inspected. Said lateral shall be replaced if determined necessary by the Gladstone Public Works Department based on the video inspection. Prior to issuance of a final certificate of occupancy, install a cleanout on the sanitary sewer lateral behind the sidewalk on River Road to divide City maintenance responsibility from private maintenance responsibility.

NOTES

- 1. System Development Charges (SDCs).** SDCs may be required due to the increased use of the property. The project shall provide all relevant information needed to calculate the SDCs to the Public Works Director.

2. **Building Permits.** Clackamas County Building Department will provide structural, mechanical, grading, and review of Fire & Life Safety, Plumbing, and Electrical Permits for this project.
3. **Right of Way Permits.** Prior to initiating work within the right of way, a permit from the Gladstone Public Works Department and ODOT are required as applicable.
4. **Erosion Control permits** are issued through Clackamas County Water Environment Services and are required for 800 sq. ft. or more of ground disturbance.

FINDINGS

Zoning Code Review & Findings

Below are applicable citations/review criteria from GMC Chapter 17 and findings in response to the criteria. Unless discussed below, the applicant has met the requirements of the applicable review criteria fully, and/or the Code's criteria are not applicable to this proposal and therefore do not warrant discussion. Where conditions are necessary for the proposal to meet the provisions of GMC Chapter 17, the provisions are included beneath the findings for the applicable section. Subsections of specific criteria not applicable to the proposal are omitted from this report and indicated with a triple asterisk (***)

Chapter 17.20 C3 – GENERAL COMMERCIAL DISTRICT

17.20.020 Uses allowed outright.

In a C-3 zoning district, the following uses and their accessory uses are allowed outright. Outside or open storage shall be an allowed accessory use.

(1) Automobile service station, car wash or repair garage, body and fender paint shop, sales of new and used vehicles.

Finding: The existing vehicle sales is a use allowed outright. Expansion of the use complies with the C-3 zoning district. This criterion is met.

17.20.045 Screening.

The following screening standards shall apply:

(1) Off-street parking and loading areas and business activities, such as service, repair, processing, storage and merchandise display, that are conducted outside of a wholly enclosed building, shall be screened from abutting properties where such properties are in a residential zoning district and from abutting unimproved public street rights-of-way where property on the opposite side of the unimproved right-of-way is in a residential zoning district.

(2) Business activities, such as service, repair, processing, storage and merchandise display, that are conducted outside of a wholly enclosed building, shall be screened from abutting properties where such properties are in a C-1 or C-2 zoning district and from abutting unimproved public street rights-of-way where property on the opposite side of the unimproved right-of-way is in a C-1 or C-2 zoning district.

(3) Storage, with the exception of merchandise display, outside of a wholly enclosed building shall be screened from abutting improved public street rights-of-way. Off-street parking and loading areas for customer vehicles, employee vehicles and vehicles for sale are not required to be screened from improved public street rights-of-way. However, off-street parking and loading areas for other types of

vehicle storage (e.g. towed vehicles, recreational vehicles being stored as a service) shall be screened from abutting improved public street rights-of-way.

Finding: The building expansion and associated site updates for an automobile sales location in the C-3 Zone does not include outside display of goods or merchandise other than vehicles for sale. There are no abutting residential properties. The nearest residential properties are in the M3 zoning across River Road, a fully improved right-of-way, and therefore additional screening is not required. This criterion is met.

17.20.050 Dimensional standards.

Except as provided in GMC Chapters 17.38 (planned unit development), Chapter 17.72 (variances) and Chapter 17.76 (exceptions), the following dimensional standards shall apply in a C-3 zoning district:

(1) Front Setbacks. There shall be no minimum front setback requirement except when a front lot line abuts a residential zoning district or abuts a street where property on the opposite side of the street is in a residential zoning district, in which cases the minimum front setback shall be twenty feet (20').

(2) Street Side Setbacks. There shall be no minimum street side setback requirement except when a street side lot line abuts a residential zoning district or abuts a street where property on the opposite side of the street is in a residential zoning district, in which cases the minimum street side setback shall be twenty feet (20').

(3) Side and Rear Setbacks. There shall be no minimum side or rear setback requirements.

(4) Off-Street Parking. The boundary of any area developed or intended for off-street parking shall be located a minimum of five feet (5') from all property lines.

(5) Architectural Features. Architectural features such as cornices, eaves, gutters, chimneys and flues may project a maximum of two feet (2') into a required setback area.

(6) Building Height. The maximum building height shall be thirty-five feet (35')

(7) Equipment Setbacks. There shall be no minimum setback requirements for central air conditioners, heat pumps and similar equipment except when a lot line abuts a residential zoning district, in which case the minimum setback requirement from the lot line abutting the residential zoning district shall be ten feet (10').

(8) Hotels and Motels: N/A

(9) Portable Storage Container Setbacks. When a lot line abuts a residential district, a setback does not apply to Portable Storage Containers as defined in Chapter 5.22.

Finding: The front of the property is not abutting or across right-of-way from residential zoning. There are no minimum side or rear setbacks. The off-street parking is located a minimum of five feet (5') from the McLoughlin Blvd (Hwy 99E) frontage, which is where all of the improvements to the site are proposed. The addition will be 26 feet in height, under the 35-foot limit. As proposed, the site improvements meet the dimensional standards of the C-3 zoning district.

Chapter 17.80 DESIGN REVIEW

17.80.021 Applicability.

(1) This chapter shall apply to new structures; additions to existing structures; site development, such as grading, parking lot construction or commercial/industrial use of an undeveloped property; change of use; and major remodeling, with the following exceptions:***

Finding: The proposal is to construct a proposed 746 sf, two-story addition to the front of the existing Mazda of Gladstone dealership building. The application also includes building façade, parking and landscaping improvements. This proposal qualifies for design review. This criterion is met.

17.80.061 Submittal requirements.

(1) An application for design review shall include a minimum of twelve (12) copies of the following plans drawn to scale. A project summary shall accompany the application when necessary to describe special circumstances such as a request for a minor exception pursuant to GMC Section 17.80.090 (minor exceptions).

Finding: The applicant provided the application materials, including the narrative, site plan, landscaping plan, lighting plan, and elevations. Copies needed to thoroughly assess the criteria used for evaluation were also provided. This criterion is met.

17.80.090 Minor Exceptions.

(1) Authority. In conjunction with the design review plan approval, the Planning Commission may grant minor exceptions from the following requirements:

(a) Dimensional standards for yards required in the primary district;

(b) Dimensional standards for off-street parking as required in GMC Chapter 17.48 (Off-Street Parking and Loading);

(c) Minimum and maximum number of off-street parking spaces required in GMC Chapter 17.48 (Off-Street Parking and Loading).

(2) Limitations. No minor exceptions shall be greater than twenty-five percent (25%) of the requirement from which the exception is requested. Requests greater than twenty-five percent (25%) shall be subject to variance procedures. ***

Finding: The applicant is not requesting an exception. This is informational only. This criterion is not applicable as proposed.

17.80.100 Compliance.

(1) Approval of design review shall expire if construction has not begun within two years of the date of the final decision. Upon request and in accordance with GMC Section 17.66.015(4)(a), the two-year period may be renewed once by the City Administrator or designee for not more than one year.

(2) Prior to issuance of a final certificate of occupancy, the development site shall be checked by the City Administrator or designee to insure compliance with the approved design review plans. Approval of a final certificate of occupancy shall not be granted until all conditions of design review approval are met.

(3) Any departure from the approved design review plans may be cause for revocation of the building permit or denial of a final certificate of occupancy. Any changes in the approved design review plans shall be submitted to the City Administrator or designee for review and approval prior to execution. Changes to the substance of an approval or the substance of conditions of approval shall require the submittal of a new design review application.

Finding: This is informational only. The applicant has two years to meet this criterion.

DIVISION IV. DEVELOPMENT STANDARDS

Chapter 17.42 GENERAL PROVISIONS

17.42.020 Use of public right-of-way. *Use of public right-of-way for the sale, display or storage of goods and off-street parking is prohibited on interior side of curbs, however, this requirement may be waived upon City Council approval.*

17.42.030 Improvements. *Improvements installed by a developer, either as a requirement or at his or her option, shall conform to the standards of this title, GMC Chapter 12.02 (street excavation requirements) and to any supplemental design and construction specifications adopted by the city for such improvements. Improvements shall be installed in accordance with the following procedure:*

(1) Improvement work shall not begin until plans have been checked for adequacy and approved by the city.

(a) To the extent necessary for evaluation of the proposal, the plans may be required before land use approval is issued.

(b) Plans shall be prepared in accordance with the requirements of the city.

(2) Improvement work shall not begin until the city has been notified, and if work has been discontinued for any reason, it shall not be resumed until the city has been notified.

(3) Improvements shall be constructed under the inspection and to the satisfaction of the city.

(a) The city may require changes in typical sections and details in the public interest if unusual conditions arise during construction to warrant the change.

Finding: The existing frontage improvements have been inspected and there is no need for repair or replacement of any existing public frontage improvements. The City Engineer and Public Works Director did note that any upgrades to the sanitary sewer system may require roadway upgrades to River Road, in which case a right-of-way permit would be required. The proposed improvements will not impact the existing public street frontage. ODOT provided comments that a 1-foot right-of-way dedication to ODOT is required behind the sidewalk along McLoughlin Blvd. In addition, an ODOT miscellaneous right-of-way permit is required prior to installing landscaping within the ODOT right-of-way. This criterion is met as conditioned.

Chapter 17.44 BUILDING SITING AND DESIGN

17.44.020 General standards. *Building siting and design standards are as follows:*

(1) Siting. *Where there are no conflicts with other design standards or requirements in this Title, site buildings to maximize solar access where practical, using such techniques as:*

(a) Maximizing east-west street length so that principal building façades will face south;

(b) Orienting buildings within twenty degrees of true south as well as maximizing their south-facing dimension;

(c) Placing higher buildings on the north portion of the site, while protecting solar access for adjacent sites;

(d) Placing major yard spaces on south side of buildings.

(2) Energy Efficient Design. *Where there are no conflicts with other design standards or requirements in this Title, design buildings that are conducive to energy efficiency and conservation, using techniques including, but not limited to, those listed below which are most appropriate to the*

development:

(a) Concentrate window areas on the south side (within twenty degrees of true south) of buildings where there is good southern exposure, and provide overhangs, balconies, or other shading devices to prevent excessive summer heat gains;

(b) Use architectural features, shapes or buildings, fences, natural landforms, berms and vegetation to catch and direct summer breezes for natural cooling and minimize effects of winter winds;

(c) Provide skylights or clerestory windows to provide natural lighting and/or solar heating of interior spaces.

(3) Compatibility. Arrange structures and use areas to be compatible with adjacent developments and surrounding land uses, considering the following design and siting techniques:

(a) Locate and design structures to protect scenic views or vistas from adjacent properties and public thoroughfares. Setbacks, building height and bulk should be considered;

(b) Design structures to provide visual order and avoid monotony in layout and design;

(c) Orient major service activity areas (e.g., loading and delivery areas) of the proposed project away from existing residences;

(d) Provide opaque enclosures and gates for all refuse storage areas;

(e) Screen mechanical equipment, except solar collection apparatus, from view or place such equipment in locations where it will not be viewed by the public. Screening shall be accomplished by the use of a sight-obscuring fence or hedge, a landscaped earth berm, building placement or other design techniques;

(f) Buffering and/or screening shall be used to mitigate adverse visual impacts, dust, noise and pollution, and to provide for compatibility between dissimilar adjoining uses. Special consideration will be given to the buffering, screening and siting of commercial and industrial uses to ensure that noise and odors are not detectable to normal sensory perception on adjacent residential properties. All development shall comply with GMC Chapter 8.12 (noise control).

Finding: The proposed addition to the existing commercial building faces generally east and is an addition to the existing building. This building extension maximizes the length of the street-facing façade and does not impede solar access for adjacent sites. The submitted narrative indicates the use of Solarban 70 clear low-E energy-efficient curtain wall glazing to prevent excessive summer heat gains and two-story glazing on the north and east sides to maximize natural daylighting. The proposed addition and façade improvements are designed to complement existing building design and color/finish palette. Rooftop mechanical equipment will be screened by the addition of the new showroom. The high visibility into the new addition creates visual interest and a connection to the public along the SE McLoughlin Blvd right-of-way. These criteria related to Siting, Energy Efficient Design, and Compatibility are met.

(4) Building Materials. Buildings shall be constructed using high-image exterior materials and finishes such as masonry, architecturally treated tilt-up concrete, glass, wood or stucco. Buildings shall not be constructed with metal siding material, except as approved by the design review committee for specific high-image materials, except for:

(a) Canopies, awnings, screening for roof-mounted fixtures, or other architectural features:

(b) Utility equipment cabinets:

(c) Structures no greater than two hundred (200) square feet in floor area and ten (10) feet in height: and,

(d) Buildings, the portions of buildings, that are not visible from a road or adjacent property.

(5) Lighting. Adequate exterior lighting shall be provided to protect public safety and shall be deflected so as not to shine on a lot in a residential district.

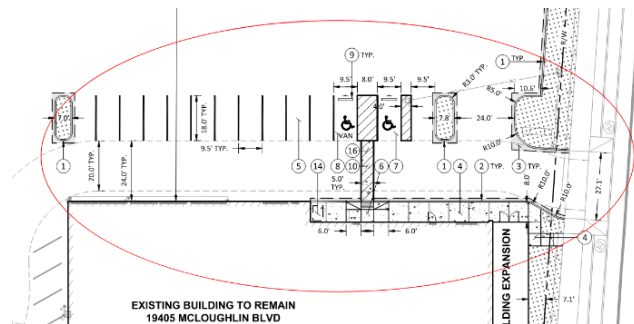
(6) On-site Lighting. All on-site lighting shall be designed, located, shielded, or deflected so as not to shine into off-site structures or impair the vision of the driver of any vehicle. When required, engineered site lighting plans shall be developed consistent with Illuminating Engineering Standards (IES) including, but not limited to, average maintained illumination and maximum to minimum ratios. A master plan for on-site lighting shall include the design, height, and location of all proposed exterior lights, including:

- (a) Parking and loading area lighting;**
- (b) Pedestrian walkway lighting;**
- (c) Internal access road lighting;**
- (d) Lighting of public entrances into buildings;**
- (e) Flood lights illuminating buildings or significant natural features.**

(7) Equipment and Facilities. 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.

Finding: The proposed building materials are consistent with the existing building materials and include storefront and curtainwall glazing, stucco and high-quality aluminum composite material (ACM) panels. No single-panel metal siding is proposed. No new overhead utility lines are proposed. All equipment and facilities will be screened. The applicant’s narrative states exterior site and building lighting are existing and to remain. However, staff cannot verify compliance with the provisions of subsection (6) without a photometric plan.

These standards can be met with the addition of a condition to provide a photometric plan of the parking and pedestrian circulation area proposed for improvements, immediately north of the building, shown in the image to the right.



(8) Trash Disposal and Recycling Collection. In addition to the preceding standards, new construction requiring full site plan review shall 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.

(a) Minimum storage area for trash and recyclables shall be established by one of the following methods: minimum standards method or franchise hauler review method.

- (A) Franchise Hauler Review Method.** The applicant shall submit plans for storage and collection of solid waste and recyclables that are acceptable to the city’s franchise solid waste hauler; acceptance may be indicated on the site plan and/or by separate attachment; or
- (B) (B) Minimum Standards Method.** The applicant shall submit plans for storage of solid waste

and recyclables in accordance with the following:

(i) Multi-family complexes containing ten (10) or fewer dwelling units shall provide a minimum fifty (50) square feet; developments containing more than ten (10) residential units shall provide an additional five (5) square feet per dwelling unit above ten (10).

(ii) Nonresidential developments shall provide a minimum storage area of ten (10) square feet plus:

(aa) office – 4 square feet /1,000 square feet gross floor area (GFA)

(bb) retail – 10 square feet /1,000 square feet GFA

(cc) wholesale/warehouse/manufacturing – 6 square feet /1,000 square feet GFA

(dd) educational & institutional – 4 square feet / 1,000 square feet GFA

(ee) Other – 4 square feet /1,000 square feet GFA

Finding: There are no changes to trash disposal and recycling collection associated with this expansion. The addition to the site is unlikely to generate the need for revision to trash disposal and recycling collection for this property. This standard is met.

Chapter 17.46 LANDSCAPING

Chapter 17.46 of the GMC regulates landscaping standards applicable to all development that is subject to design review.

17.46.020 Standards. Landscaping requirements shall be as follows:

(1) Minimum Requirement. A minimum of 15 percent of the lot area shall be landscaped, except when a greater percentage is required elsewhere in this title.

Finding: This site is non-conforming with regards to minimum landscape standards. The submitted narrative includes compliance with GMC 17.46.020(10) “Nonconforming Uses and Nonconforming Development”. This standard is discussed further in this report.

(2) Parking and Loading Areas. The following landscape requirements shall apply to off-street parking and loading areas:

(a) An off-street parking and loading area providing 10 or more parking spaces shall be improved with defined landscaped areas totaling no less than ten square feet per parking space;

(b) A parking or loading area shall be separated from any lot line adjacent to a street by a landscaped strip at least 10 feet in width, and any other lot line by a landscaped strip at least five feet in width;

(c) A landscaped strip separating a parking or loading area from a street shall contain:

(A) Street trees spaced as appropriate to the species, not to exceed 25 feet apart, on the average,

(B) Low shrubs not to reach a height greater than three feet spaced no more than five feet apart, on the average, and

(C) Vegetative ground cover;

(d) If a fence or wall is required or proposed, it shall be located behind required landscaped strips where such strips are adjacent to a street;

(e) In parking areas three acres and larger intended for use by the general public, pedestrian walkways shall be raised or separated from parking, parking aisles, and travel lanes by a raised curb, concrete bumpers, bollards, landscaping, or other physical barrier. If a raised pathway is used, curb ramps shall be provided in accordance with the Americans with Disabilities Act Accessibility

Guidelines.

(3) Irrigation. Provision shall be made for watering planting areas where such care is required.

(4) Maintenance Required. Landscaping shall be continuously maintained.

(5) Plant Species. The general characteristics of tree species shall be considered when planting under overhead utility lines or near sidewalks or curbs to assure that damage will not result when maturity is reached.

(6) Grading. The natural form of the site shall be preserved insofar as practicable unless berming or contouring of land is required.

(7) Public Rights-of-Way. Land within the public road right-of-way, not developed as sidewalks or driveways, shall be landscaped and maintained by the abutting property owners. Landscaping will be of the variety that would not create a road hazard or impair sight distance.

(8) Street Trees. Street tree planting may be required of any development and, if planted, shall be according to city requirements and of a species compatible with the width of the planting strip, and nearby street tree species.

(9) Exceptions. The following exceptions apply to properties with frontage on McLoughlin Blvd.:

(a) The use of sod along McLoughlin Blvd. shall be encouraged in landscape plans for development of McLoughlin Blvd.;

(b) The use of sod along McLoughlin Blvd. may be allowed in lieu of required street trees;

(c) The 10-foot-wide landscape strip along McLoughlin Blvd. may be allowed in the right-of-way if applicant agrees to relocate the 10-foot strip whenever the right-of-way is improved. This strip may be included in total landscape area calculations.

Finding: This proposal includes the re-stripping of 14 parking stalls. Two new landscaped areas totaling approximately 206 square feet are included in the parking area update, meeting the requirement to provide 10 square feet per parking space. The parking area is separated from McLoughlin Blvd. by 12.5' of landscaping/sod maintained by Mazda of Gladstone. The grading will be minimal and keep the natural form of the site. No street trees are proposed. These provisions are met.

(10) Nonconforming Uses and Nonconforming Development. Additions or alterations to nonconforming uses and nonconforming development on a commercial or industrial site which does not comply with the landscaping requirements of this title must provide landscaping in a scale with the modification, as follows:

(a) Major remodeling, or structural additions of less than 1,000 square feet, require at least an additional three percent landscaping, up to the minimum landscaping requirements for new development in the district.

(b) Structural additions of 1,000 to 1,999 square feet are required to landscape at least an additional five percent of the developed site area, up to the minimum landscaping requirements for new development in the district.

(c) Structural additions of 2,000 to 4,999 square feet are required to landscape at least an additional 10 percent of the developed site area, up to the minimum landscaping requirements for new

development in the district.

(d) Structural additions of 5,000 square feet or more are required to meet the current minimum landscape requirements for new development.

(e) Where successive structural additions occur the landscape requirement shall accumulate until total conformance is reached.

Finding: The overall site size is 97,177 square feet. Existing landscaping totals 2,273 square feet, or 2.3% landscaping. This addition up to 1,000 square feet requires an additional 3% landscaping, or 2,916 additional square feet of landscaping. The existing landscaping plus required additional landscaping total 5,189 square feet of landscaping. As proposed, this addition includes 5,243 square feet of landscaping, meeting this standard (see sheet C2.0 for landscape area summary calculations). This standard is met.

Chapter 17.48 OFF-STREET PARKING AND LOADING

Chapter 17.48 of the GMC regulates off-street parking and loading for all development permits.

17.48.030 Standards for developments subject to design review.

*At the time of construction, enlargement, or change of use of any structure or development subject to GMC Chapter 17.80 (Design Review), except as provided in the C-2 district, off-street parking spaces shall be provided as follows unless greater requirements are otherwise established under this title****

Finding: The existing building requires 33 parking spaces and the proposed addition will require an additional 1 parking space (1 space per 600 square feet of building, fractions of spaces round down). The site will contain 38 total parking spaces with completion of the building addition and site improvements and, therefore, this criterion is met.

17.48.040 Design requirements for permanent off-street parking and loading.

1) Parking and Loading:

(a) Parking and loading areas shall 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;

(b) Off-street parking and loading areas shall be screened from abutting properties located in a residential zoning district unless such abutting properties are developed with nonresidential uses. Required screening shall be accomplished by building placement, a landscaped earth berm or a sight-obscuring fence or hedge. Required screening shall be a minimum of six feet high and shall not conflict with GMC Chapter 17.54 (clear vision).

(c) Areas for standing and maneuvering vehicles, other than for the off-street parking and storage of truck tractors and/or semitrailers, shall be paved with an asphalt and/or concrete surface meeting city standards. The parking of truck tractors and/or semitrailers in off-street parking areas used exclusively for the parking and/or storage of said vehicles may be allowed utilizing a durable and dustless surface other than an asphalt and/or concrete surface. Such surface must be graded, compacted and surfaced in such a manner that it will adequately support these vehicles, including trailer standing gear, will not produce dust, will not produce tracking of mud or other materials onto adjoining streets or properties, and otherwise complies with other applicable provisions of this code.

(2) Parking:

- (a) Required parking spaces shall be located not further than 200 feet from the building or use they are required to serve, measured in a straight line from the building;**
- (b) Required parking shall be provided in the same zoning district or a different zoning district of a more intensive use;**
- (c) In no case shall required parking for a commercial or industrial use be provided in a residential district, except for approved conditional uses;**
- (d) Groups of more than four parking spaces shall 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;**
- (e) Parking spaces along the outer boundaries of a parking lot shall be contained by a curb at least four inches high and setback a minimum of five feet from the property line. A bumper rail may be substituted for a curb;**
- (f) Off-street parking and loading areas, including parking spaces and access aisles, shall meet or exceed the minimum dimensional standards identified in Tables 2 and 3 and Figure 1 (of this chapter). Access aisles shall be of sufficient width for all vehicular turning and maneuvering;**
- (g) Up to 50 percent of required parking spaces may be provided for compact cars;**
- (h) Parking areas shall be designed, to the maximum extent practicable, to avoid large, uninterrupted rows of parking spaces.**

Finding: The subject property is currently developed with automobile sales and service buildings and parking. All parking and loading areas are paved, marked, curb-contained along the edges and adequately drained. There are no abutting residential properties. This criterion is met.

(3) Loading:

- (a) A driveway designed for continuous forward flow of passenger vehicles for the purpose of loading and unloading passengers shall be located on the site of any school having a capacity greater than 25 students;**
- (b) Buildings or structures to be built or substantially altered which receive and distribute material or merchandise by truck shall provide and maintain off-street loading berths in sufficient numbers and size to adequately handle the needs of the particular use. If loading space has been provided in connection with an existing use or is added to an existing use, the loading space shall not be eliminated if elimination would result in less space than is required to adequately handle the needs of the particular use;**
- (c) Off-street parking areas used to fulfill the requirements of this section shall not be used for loading and unloading operations except during periods of the day when not required to take care of parking needs;**
- (d) Loading facilities shall be located at least 20 feet from residential property. Loading spaces shall be located on the site and directly accessible to the main structure.**
- (e) Exceptions and Adjustments. Loading areas within a street right-of-way in areas zoned mixed-use commercial in the C-2 zoning district may be approved when all of the following conditions are met:**

N/A –C-3 Zoning District

Finding: The subject site is located in the C-3 Zoning District and the proposed use is not a school. The existing loading area meets standards and is not proposed to be changed. These standards are met.

17.48.050 Bicycle parking standards.

(1) General Provisions.

(a) Applicability. Standards for bicycle parking apply to full-site design review of new construction for multi-family residential (four units and larger) and new commercial/industrial developments. The Planning Commission may grant exemptions to bicycle parking requirements in connection with temporary uses or uses that are not likely to generate the need for bicycle parking.

Finding: The proposed design review is for a site expansion, not a new commercial/industrial development. In addition, the automobile dealership is not likely to generate the need for bicycle parking. However, the applicant proposes to add two short-term bicycle parking spaces to the site, the minimum requirement based on the 34 required parking spaces. These bicycle parking spaces will be located in close proximity to the primary entrance along the pedestrian walkway. This standard is met.

Chapter 17.50 VEHICULAR AND PEDESTRIAN CIRCULATION

17.50.010 Applicability. Vehicular and pedestrian circulation standards shall apply to all land divisions and to all development that is subject to design review.

17.50.020 Vehicular and pedestrian circulation generally.

Vehicular and pedestrian circulation facilities, including walkways, provisions for the handicapped, interior drives and parking as provided under GMC Chapter 17.48 (off-street parking and loading), shall be designated as follows:

(1) Impervious Surface. Provide for 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.

(2) Traffic Separation. Provide when feasible, a separation of motor vehicular, bicycle and pedestrian traffic.

(3) Curbs and Sidewalks. Provide curbs, associated drainage, and sidewalks within the right-of-way or easement for public roads and streets.

(4) Traffic Volume Expansion. Provision shall be made to accommodate any increased volume of traffic resulting from the development consistent with GMC Section 17.50.050. 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.

(5) Handicapped Needs. Provide for the special needs of the handicapped such as wheelchair ramps and Braille signs.

(6) Pedestrian Circulation Standards. An on-site pedestrian circulation system shall be provided for new nonresidential and multi-family developments and for new buildings added to existing nonresidential and multi-family developments.***

Finding: The proposed addition is to an existing building and does not include any new buildings. The site improvements include a pedestrian walkway connecting the new portion of the building to the ADA parking space and the public sidewalk on McLoughlin Blvd. All other pedestrian circulation on the site is existing and is not proposed to change. The proposal includes the least amount of impervious surface necessary to improve the site. No traffic volume expansion is expected as a result of this building addition. These standards are met.

(7) Proposed new industrial, institutional, multi-family retail and office developments requiring full site design review that are adjacent to or incorporate transit streets shall provide transit improvements at any existing or planned transit stop located along the site’s frontage consistent with the transit operator’s adopted long-range plan.

Finding: There is no existing (and no known planned) transit stop along the site’s frontage. Therefore, this standard is not applicable.

Chapter 17.52 SIGNS
Establishes sign requirements.

Finding: Sign designs for the replacement of the current sign, or any additional signage was not included in the application. The applicant’s narrative states that signs on the building’s frontage will be applied for under a separate permit. This standard is not applicable to the proposal.

Chapter 17.54 CLEAR VISION
17.54.020 Clear vision area.

(1) Obstruction Prohibited. On property at any corner formed by the intersection of two streets, or a street and a railroad, it is unlawful to install, set out or maintain, or to allow the installation, setting out or maintenance of any sign, fence, hedge, shrubbery, natural growth or other obstructions to the view higher than three feet above the level of the center of the adjacent intersection with that triangular area between the property line and a diagonal line joining points on the property lines at the distance from the intersection specified in this regulation. In the case of rounded corners, the triangular areas shall be between the lot lines extended in a straight line to a point of intersection and so measured, and a third side which is a line across the center of the lot joining the nonintersecting ends of the other two sides. The following measurements shall establish clear-vision areas:

Right-of-Way (in feet)	Measurement Each Lot Line (in feet)
80’	20’
60’	30’
50’ or less	40’

(2) Exceptions. Provisions set out in Subsection (1) of this section shall not apply to:
(a) Public utility poles; trees trimmed (to the trunk) to a line at least eight feet (8’) above the level of

the intersection; provided, that the remaining limbs and foliage of the trees must be trimmed as to leave, at all seasons, a clear and unobstructed cross-view of the intersection; saplings, or plant species of open growth habits and not planted in the form of a hedge, which are so planted and trimmed as to leave at all seasons a clear and unobstructed cross-view of the intersection, supporting members of appurtenances to permanent buildings existing on the date when this ordinance in this Chapter becomes effective; official warning signs or signals; places where the contour of the ground is such that there can be no cross-visibility at the intersection; or to signs mounted ten or more feet above the ground and whose supports do not constitute an obstruction as described in Subsection (1) of the section.

(b) At a driveway serving a parking lot with capacity of more than eight automobiles and at corners of an intersection of a street controlled by stop signs or a traffic signal if the street intersection or driveway has an unobstructed sight distance specified in a 2001 publication titled "A Policy on Geometric Design of Highways and Streets" prepared by the American Association of State Highway and Transportation Officials (AASHTO), summarized in the table below; however, the Planning Commission may approve a driveway location with less than minimum intersection sight distance if no other suitable location is available:

Posted Speed Limit	Minimum Intersection Sight Distance
20	225 ft.
25	280 ft.
30	335 ft.
35	390 ft.
40	445 ft.
45	500 ft.

Finding: The applicant does not propose structures or sight-interfering vegetation within the clear vision area. A sight-distance exhibit was provided with the submittal showing compliance with these provisions (565 foot minimum intersection sight distance indicated). The proposed building extension does not impact this minimum sight distance. This standard is met.

Chapter 17.56 DRAINAGE

17.56.020 Standards.

Adequate provisions shall be made to ensure proper drainage of surface waters, to preserve natural flow of watercourses and springs and to prevent soil erosion and flooding of neighboring properties or streets. Such provisions shall include but not be limited to the following:

- (1) Generally. All development shall be planned, designed, constructed and maintained to:**
 - (a) Protect and preserve existing drainage channels to the maximum practicable extent;**
 - (b) Protect development from flood hazards;**
 - (c) Provide a system by which water within the development will be controlled and managed without causing damage or harm to the natural environment, or to property or persons within the drainage basin;**
 - (d) Assure that waters drained from new or redevelopment sites are substantially free of pollutants,**

including sedimentary materials, through the use of stormwater treatment facilities as referenced herein and appropriate erosion and sediment control practices;

(e) Assure that runoff drained from new and redevelopment sites is managed in accordance with criteria outlined in the City of Gladstone Stormwater Treatment and Detention Standards as to not cause erosion to any greater extent than would occur in the absence of development;

(f) Avoid placement of surface detention or retention facilities in road rights of way.

(2) Watercourses. Where culverts cannot provide sufficient capacity without significant environmental degradation, the city may require the watercourse to be bridged or spanned.

(3) Easements. In the event that a development or any part thereof is traversed by any watercourse, channel, stream or creek, gulch or other natural drainage channel, adequate easements for storm drainage purposes shall be provided to the city. This does not imply maintenance by the city.

(4) Obstructions. Channel obstructions are not allowed, except as approved for the creation of a detention or retention facility. Fences with swing gates may be utilized.

(5) Surface Drainage and the Storm Sewer System.

(a) Stormwater treatment and detention facilities shall be designed and installed in accordance with criteria outlined in the Gladstone Public Works Design Standards and the Gladstone Public Works Standard Construction Specifications.

(b) The street cross-sections found in the Gladstone transportation system plan may be modified to accommodate alternative stormwater management methods subject to the approval of the Public Works Supervisor. The Public Works Supervisor may require modification of the typical cross section to accommodate alternative stormwater management methods when associated with development proposals. Such modifications may be applied as conditions of development approval.

Finding: The subject property does not contain any known drainage ways, floodplains, or watercourses. Surface water drainage and treatment exists and is developed to City standards. These standards are met.

Chapter 17.58 GRADING AND FILL

17.58.020 General provisions.

(1) Grading of Building Sites. Grading and fill of building sites shall conform to Chapter 70 of the Uniform Building Code. The character of soil for fill and the characteristics of lots and parcels made usable by fill shall be suitable for the purpose intended. When deemed necessary, the building official may require geological studies to determine the suitability of the site.

(2) U.B.C. Requirements. The building official shall enforce Chapter 70 of the U.B.C. and shall require soils reports and/or engineering studies before issuing a building permit for fill, excavation, construction or related activities involving soils with restrictive features such as instability, wetness, flooding or other limitations.

Finding: Any applicable Building permits and grading permits are required to ensure the requirements in the Uniform Building Code, or current predecessor, will be met through the building permit review process. This criterion is met with the standard building permit condition identified previously.

Chapter 17.60 UTILITIES

17.60.020 Standards.

Utility services and facilities shall be appropriate to the scale and type of development and consideration shall include, but not be limited to the following standards:

(1) Site Disturbance. The location, design, installation and maintenance of all utility lines and facilities shall be carried out with minimum feasible disturbances of soil and site.

(2) Electricity. Gas. Communications. All development which has a need for electricity, gas and communications services shall install them pursuant to the requirements of the district or company servicing the development. Except where otherwise prohibited by the utility district or company, all such facilities shall be underground.

(3) Underground Facilities. The developer shall make necessary arrangements with utility companies or other persons or corporations affected for the installation of underground lines and facilities. Electrical lines and other wires, including but not limited to communication, street lighting and cable television, shall be placed underground.

(4) Sanitary Sewers. All development which has a need for sanitary sewers shall install the facilities.

(5) Water Services. All development which has a need for water service shall install water facilities and grant necessary easements pursuant to the requirements of the utility district serving the development. In addition, requirements for development shall include the following:

(a) Water lines to serve residential developments shall be a minimum six inch (6") nominal diameter and water lines to service commercial and industrial developments shall be a minimum eight inch nominal diameter with valves and fire hydrants serving each building site in the development and connecting the development to city mains shall be installed. Prior to starting building construction, the design shall take into account provisions for extension beyond the development and to adequately grid the city system. Hydrant spacing to be based on accessible area served according to A.I.A. recommendations and as approved by the Fire Chief;

(b) If the city determines that a water line size greater than the required minimum in diameter is required to provide for future extension of the water system, the city will reimburse the developer the difference in cost of pipe and valves between that of the minimum diameter and the size stipulated by the city.

(6) Coordination with Street Surfacing. All underground utilities, sanitary sewers and storm drains installed in streets by the developer or by any utility company shall be constructed prior to the surfacing of the streets. Stubs for service connections for underground utilities and sanitary sewers shall be placed to a length minimizing the necessity for disturbing the street improvements when service connections are made.

(7) As-Built Submittals. A map showing all public improvements, as built, shall be filed with the city engineer upon completion of the improvements.

(8) Conditions for Refund to Developer.

(a) If required water mains or sewer facilities will without further construction other than individual laterals, directly serve properties outside the development, the city may enter into an agreement with the developer to require owners of the other benefiting properties to refund to the developer, a pro rata portion of the cost of the extension prior to allowing the benefiting property to connect thereto;

(b) Any such agreement shall contain a provision that the developer agrees to completely indemnify and hold harmless the city for any claim or injury or action arising from the city's administration of such agreement;

(c) The right to require such a refund shall not continue for more than 10 years after the date of installation of the extension;

(d) The amount to be refunded and the individual proration of the same shall be determined by the city and such determination shall be final.

Finding: The City Public Works Department reviewed the application. They found:

1. City records indicate that the sanitary sewer service leaves the site to the west. A cleanout will be required on the sanitary sewer lateral behind the sidewalk on River Road to divide City maintenance responsibility from private maintenance responsibility.
2. The sanitary lateral within the public right-of-way shall be video inspected prior to issuance of construction permits & a copy of the video shall be submitted to Gladstone Public Works office for City review. If the lateral is in poor repair, it shall be replaced between the property line and the main line in River Road, requiring a utility cut in the street and replacement of at least one sidewalk or driveway panel. If the lateral is in good repair, the existing lateral can remain. In either case, a cleanout shall be installed per bullet #1.
3. The video inspection can be performed any time prior to building permits being issued for the project.

No improvements are required to SE River Road, except as may be necessary if the sanitary sewer lateral requires reconstruction or repair.

An Erosion Control Permit issued through Clackamas County Water Environment Services will be required if there is 800 sq. ft. or more ground disturbance.

This standard will be met with the special condition regarding sanitary sewer and the notes regarding right-of-way permits and erosion control permits.

As such, the Planning Staff are recommending the Planning Commission APPROVE the Design Review Application DR-23-02.

Pursuant to Section 17.92.020 of the Gladstone Municipal Code, the decision of the Planning Commission may be appealed to the City Council within 15 days of the mailing of the Planning Commission's written decision. In order to appeal a decision of the Planning Commission, a party must have appeared orally or in writing before the Planning Commission. The filing fee for the appeal is \$250.00. If no appeal is filed within 15 days, the decision of the Planning Commission shall be final.

EXHIBITS



EXHIBIT 1
Location Map
DR-23-01

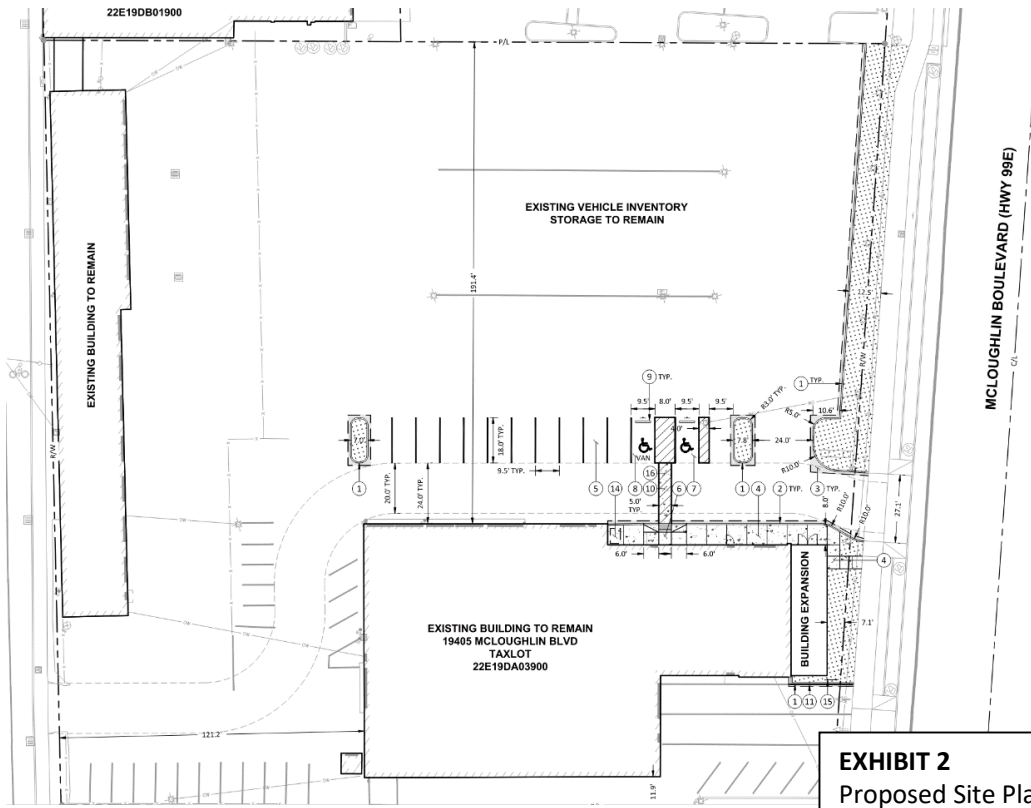


EXHIBIT 2
Proposed Site Plan



Permit Type: Development Review

File No. DR-23-02

Proposal: Street facing façade update & building addition

Assessor's Map and Tax Lot Number: 22E19DA03900

Site Address: 19405 SE McLoughlin Blvd, Gladstone, OR 97027

Public Works Department Comments – March 7, 2023

Water:

1. *No public water improvements will be required.*

Sanitary Sewer:

1. *City records indicate that the sanitary sewer service leaves the site to the west. A cleanout will be required on the sanitary sewer lateral behind the sidewalk on River Road to divide City maintenance responsibility from private maintenance responsibility.*
2. *The sanitary lateral within the public right-of-way shall be video inspected prior to issuance of construction permits & a copy of the video shall be submitted to Gladstone Public Works office for City review. If the lateral is in poor repair, it shall be replaced between the property line and the main line in River Road, requiring a utility cut in the street and replacement of at least one sidewalk or driveway panel. If the lateral is in good repair, the existing lateral can remain. In either case, a cleanout shall be installed per bullet #1.*
3. *The video inspection can be performed any time prior to building permits being issued for the project.*

Storm Drainage:

1. *No storm drainage water quality or detention improvements will be triggered.*

Streets:

1. *SE McLoughlin Blvd. is an ODOT roadway. The clear vision requirements of Chapter 17.54 are not applicable to the SE McLoughlin Ave. frontage. The application will need to satisfy the ODOT Access Management requirements related to clear vision.*
2. *SE River Road is a City of Gladstone roadway. No improvements will be required to SE River Road, except as may be necessary if the sanitary sewer lateral requires reconstruction or repair.*

Erosion Control:

1. *If there is 800 sq. ft. or more ground disturbance then an erosion control permit will be required.*
2. *Erosion Control permits in Gladstone are issued through Clackamas County Water Environment Services.*



3/14/23

ODOT #12742

ODOT Response

Project Name: Mazda of Gladstone Renovation/Addition	Applicant: Kendra Kozak
Jurisdiction: City of Gladstone	Jurisdiction Case #: ZPAC -119-22
Site Address: 19405 SE McLoughlin Boulevard, Clackamas,	State Highway: OR 99E)

The site of this proposed land use action is adjacent to McLoughlin Blvd (OR 99E). ODOT has permitting authority for this facility and an interest in ensuring that this proposed land use is compatible with its safe and efficient operation. **Please direct the applicant to the District Contact indicated below to determine permit requirements and obtain application information.**

COMMENTS/FINDINGS

The proposed project features an approximately 746 sf building addition located along the showroom frontage. Due to site constraints with the existing building situated between two driveway access aisles, the building addition is proposed along the SE McLoughlin frontage where there is a 0' setback requirement. An analysis demonstrating site distance complying with ODOT requirements at both existing access drives is included with the application.

ODOT technical staff has reviewed the submitted plan sheets as well as the sight distance analysis. ODOT concurs that the applicant has demonstrated compliance with ODOT sight distance requirements for both accesses. We did however notice that the applicant is proposing some landscaping within ODOT right of way which requires a Miscellaneous Permit from our District 2B Maintenance Office. Additionally, it appears that the ODOT right of way ends at the back of the sidewalk which makes it difficult for ODOT to maintain the sidewalk without encroaching onto private property. Therefore, ODOT is requesting that 1ft of right of way be donated to ODOT for maintenance purposes. This is particularly important with the proposed 0 setback of the building from the property line.

All ODOT permits and approvals must reach 100% plans before the District Contact will sign-off on a local jurisdiction building permit, or other necessary requirement prior to construction.

ODOT RECOMMENDED LOCAL CONDITIONS OF APPROVAL

Right of Way

- 1ft of Right of way behind the sidewalk donated to ODOT shall be provided. The deed must be to the State of Oregon, Oregon Department of Transportation. The ODOT District contact will assist in coordinating the transfer. ODOT should provide verification to the local jurisdiction that this requirement has been fulfilled. The property owner must be the signatory for the deed and will be responsible for a certified environmental assessment of the site prior to transfer of property to the Department.

Note: It may take up to **3 months** to transfer ownership of property to ODOT.

Permits and Agreements to Work in State Right of Way

- An ODOT Miscellaneous Permit must be obtained for all landscaping and work in the highway right of way.

Please send a copy of the Notice of Decision including conditions of approval to:

ODOT Region 1 Planning
Development Review
123 NW Flanders St
Portland, OR 97209

ODOT_R1_DevRev@odot.oregon.gov

Development Review Planner: Marah Danielson, Diana Powers	503.731.8258 , 503.731.8288 marah.b.danielson@odot.oregon.gov, Diana.POWERS@odot.oregon.gov
District Contact:Aref Bozorgnia, District 2B	D2bup@odot.oregon.gov



NOTICE OF PUBLIC HEARING- MARCH 21, 2023
GLADSTONE PLANNING COMMISSION
DR 23-02 Mazda of Gladstone Addition

- DATE & TIME:** **03/21/23**. This item will not begin earlier than **6:30 p.m.** However, it may begin later depending on the length of preceding items.
- PLACE:** The public hearing will be conducted in person at the Gladstone City Hall located at 18505 Portland Avenue | Gladstone, OR 97027, as well as virtually using the Zoom platform. The Zoom link to the public hearing and details on how to observe and testify online or by telephone will be available after March 14, 2023 on our website: <https://www.ci.gladstone.or.us/bc-pc/page/planning-commission-meeting-76>
- LOCATION** 19405 McLoughlin Blvd. GLADSTONE, OR 97027
Tax Lot 22E19DA03900
- DEVELOPMENT PROPOSAL:** AXIS Design Group on behalf of Matthews Real Estate Holdings ORE II LLC (Mazda of Gladstone) is requesting design review approval to construct a 746 sf two-story addition to the front of the dealership building and upgrade the façade of the building, the existing parking and the existing landscaping.
- APPLICABLE REVIEW STANDARDS:** Gladstone Municipal Code (GMC) Chapters: 17.20 (C-3 Zoning); 17.42 (General Provisions); 17.44 (Building Siting and Design); 17.46 (Landscaping); 17.48 (Off-Street Parking and Loading); 17.50 (Vehicular and Pedestrian Circulation); 17.54 (Clear Vision); 17.60 (Utilities); 17.80 (Design Review); 17.94 (Hearings); and 17.94 (Improvement Guarantees).

All interested parties are invited to “attend” the hearing online or by in person and may testify orally, if they so choose. Written testimony may be submitted by email, or regular mail. Please include the permit file number on all correspondence and address written testimony to the staff contact who is handling this matter. Any correspondence received in advance of the meeting will be forwarded to the Planning Commission.

A copy of the application, all documents and evidence submitted by or on behalf of the applicant, and applicable criteria are available for inspection at no cost. In addition, a staff report on the application will be available for inspection at no cost at least seven days prior to the hearing. Hard copies of documents will be provided at a cost of 25 cents per page or you may view or obtain these materials:

1. By contacting Heather Austin, at 503.946.9365 x206 or heather.austin@3j-consulting.com; or
2. By requesting a copy of the application at City Hall located at 18505 Portland Avenue Gladstone.

Please note that failure to raise an issue in a hearing, in person, or by letter, or failure to provide statements or evidence sufficient to afford the decision maker an opportunity to respond to the issue precludes appeal to the Land Use Board of Appeals based on that issue.



Gladstone planning services are provided by 3J Consulting. Submit all land use applications and correspondence to: City of Gladstone Attn: Heather Austin 18505 Portland Ave. Gladstone, OR 97027
Email: heather.austin@3j-consulting.com or permit.review@3j-consulting.com • Phone: 503-946-9365 x206

ACCEPTANCE OF COMPLETE LAND USE APPLICATION

ORIGINAL DATE RECEIVED: January 27, 2023

FILE NUMBER: DR-23-02 Mazda of Gladstone Addition

APPLICATION TYPE: Design Review

This application has been reviewed by staff and determined to be complete on:

February 27, 2023 (120-day deadline: June 27, 2023)

Please submit 10 hard copies of the submittal materials to the City of Gladstone, Attn: Heather Austin by March 7, 2023.

This application is scheduled before the Gladstone Planning Commission on **Tuesday, March 21st at 6:30pm**. Please let me know if this date does not work for your team. The Planning Commission meets the third Tuesday of every month.

Heather Austin heather.austin@3j-consulting.com
City Reviewer

Contract Planner for Gladstone
Title

Method of Sewage Disposal: No anticipated change to existing system.

Water Supply: No anticipated change to existing system.

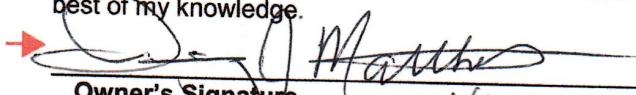
Commercial/Industrial/Institutional Development:
 Number of employees/students/occupants: No change to existing. Days of operation: 7 days/week
 Estimated hours of daily operation: 8:30 am - 9:00 pm

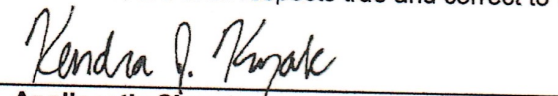
Is the property under enforcement action for a violation of the Gladstone Municipal Code? No Yes

Other Persons (If Any) To Be Mailed Notices Regarding This Application:

Name	Address	Zip	Relationship
DAVID ELDER	19375 SE McLOUGHLIN BLVD., GLADSTONE, OR	97027	MANAGER
DARREN MATTHEWS	19375 SE McLOUGHLIN BLVD., GLADSTONE, OR	97027	MANAGER

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
 IRVING J. MATTHEWS
 Owner's Name (Print)


 Applicant's Signature
 Kendra Kozak, AXIS Design Group
 Applicant's Name (Print)

• SUPPLEMENTAL QUESTIONS •

Describe your proposed development. Identify the number of people associated with the use (employees, students, congregation members, clients, etc.); days and hours of operation; building materials, including type and color; and additional information about the buildings, vehicles, equipment, and square footage associated with the use: _____

See enclosed narrative for response.

Identify how your proposal meets the building siting and design standards pursuant to GMC Chapter 17.44.

See enclosed narrative for response.

Identify how your proposal meets the landscaping requirements pursuant to GMC Chapter 17.46.

See enclosed narrative for response.

Identify how your proposal meets the off-street parking and loading standards pursuant to GMC Chapter 17.48

See enclosed narrative for response.

Identify how your proposal meets the vehicular and pedestrian circulation standards pursuant to GMC Chapter 17.50.

See enclosed narrative for response.

If your proposal includes the installation or modification of a sign, identify the dimensions and explain how it meets the standards pursuant to GMC Chapter 17.52.

See enclosed narrative for response.

Explain why the use is suitable for the proposed site, considering size, shape, location, topography, existence of improvements and natural features:

See enclosed narrative for response.

Explain why the use will not alter the character of the surrounding area in a manner that substantially limits, impairs or precludes the use of surrounding properties for the primary uses listed in the underlying zoning district:

See enclosed narrative for response.

Provide additional information regarding clear vision, drainage, grading, utilities, or other items relevant to new construction or site development:

See enclosed narrative for response.

(Use additional sheets to answer questions if necessary)



DESIGN REVIEW NARRATIVE

Date:	January 27, 2023
Jurisdiction:	City of Gladstone
Attn:	Heather Austin, 3J Consulting 18505 Portland Ave Gladstone, OR 97027
Phone:	(503) 946-9365 x206
Email:	heather.austin@3j-consulting.com
Applicant:	Kendra Kozak
	Axis Design Group Architecture & Engineering, Inc. 11104 S.E. Stark Street Portland, OR 97216
Phone:	(503) 284-0988
Email:	kendrak@axisdesigngroup.com
Project Name:	Mazda of Gladstone Showroom Addition
	19405 SE McLoughlin Blvd. Gladstone, OR 97027
Property ID:	22E19DA03900
County:	Clackamas
Site Size:	1.78 acres
Use:	Automotive Sales & Service
Zoning:	General Commercial (C-3)
Pre-Application:	ZPAC0119-22 (09/29/2022)

i. Summary of Application

The application proposes an approximately 746 sf building addition to the Mazda automotive showroom along SE McLoughlin Blvd. The design of the building addition will modernize the facility to meet the automotive manufacturer's current brand standard.

ii. Existing Conditions

The existing site features a Mazda automotive dealership building with attached service shop, located at 19405 SW McLoughlin Blvd. The automotive sales and service use is allowed in the C-3 (General Commercial) zone. The adjacent tax lots to the north are zoned LI (Light Industrial). Properties to the west across SE River Road are zoned MR (Multi-Family Residential). Properties across SE McLoughlin Blvd to the east and adjacent to the south are also zoned C-3 (General Commercial).

The subject site is largely paved and features parking, vehicle inventory storage areas, landscape areas around the showroom building. Off-site improvements along the SE McLoughlin Blvd frontage were recently constructed. Two driveways along the site's SE McLoughlin frontage and one driveway along the site's SE River Road frontage are existing to remain.

iii. Proposed Development

The proposed project features an approximately 746 sf building addition located along the showroom frontage. The building addition will feature a highly glazed two-story "Jewel Box" vehicle display feature, as required by the automotive manufacturer. The proposed exterior materials for the building addition and remodeled facades include storefront and curtainwall glazing, stucco, and high-quality aluminum composite material (ACM) panels.

Due to site constraints with the existing building situated between two driveway access aisles, the building addition is proposed along the SE McLoughlin frontage where there is a 0' setback requirement. An analysis demonstrating site distance complying with ODOT requirements at both existing access drives is included with the application.

Reconfiguration of parking and circulation on the west side of the building are proposed along with new parking lot landscaping.

iv. Code Summary

Design Review Application - Supplemental Questions

Describe your proposed development. Identify the number of people associated with the use (employees, students, congregation members, clients, etc.); days and hours of operation; building materials, including type and color; and additional information about the buildings, vehicles, equipment, and square footage associated with the use:

Response:

Proposed development seeks to add 746 sf building addition to the east elevation of the Mazda showroom facing McLoughlin Blvd to comply with auto manufacturer facility requirements. Number of employees and current hours of operation would not change as a result of the development. Building materials to include high-quality aluminum composite panel (ACM) system in white and black and curtain wall glazing with black aluminum framing, low-e clear insulated glass as indicated in proposed exterior elevations. Addition will have a 2-story volume containing a feature vehicle lift to raise display vehicles in the showroom and an open sales seating area to serve as an extension of the existing sales showroom. Addition to comply with all applicable state and local codes.

Identify how your proposal meets the building siting and design standards pursuant to GMC Chapter 17.44.

Response:

Chapter 17.44 – Building Siting and Design

17.44.020(1) Siting.

The proposed development seeks to locate the building addition between the existing showroom and the SE McLoughlin Blvd right-of-way. The position maximizes the length of the street-facing façade facing SE. Building placement does not impede solar access for adjacent sites.

17.44.020(2) Energy Efficient Design.

The proposed development seeks to utilize Solarban 70 clear low-E energy-efficient curtain wall glazing to prevent excessive summer heat gains. Two-story glazing height proposed at the plan north and plan east elevations maximizes natural daylighting. Glazing on the new plan south elevation occurs on the first level.

17.44.020(3) Compatibility.

The proposed development locates the new showroom addition directly in front of the existing showroom at an elevation of 26'-0"; 6'-0" taller than the existing adjacent building. This will create an impactful street presence with a color/finish palette which complements the existing building design. The height of the new showroom addition will create a natural screen for existing roof-top mechanical equipment on the adjacent showroom building. High visibility into the new addition creates visual interest and a connection to the public along the SE McLoughlin Blvd right-of-way.

17.44.020(4) Building Materials.

The proposed exterior materials for the building addition and remodeled facades include storefront and curtainwall glazing, stucco, and high-quality aluminum composite material (ACM) panels. Single panel metal siding materials are not proposed with this development.

17.44.020(5) Lighting & 17.44.020(6) On-Site Lighting.

Exterior site and building lighting are existing to remain. No modifications to exterior lighting are proposed under the scope of this development.

17.44.020(7) Equipment and Facilities.

Utility lines are existing to remain and occur overhead. The project does not seek to underground existing overhead utility lines under the scope of the proposed development. Please refer to Appendix D Construction Cost Estimate for more information.

17.44.020(8) Trash Disposal and Recycling Collection.

Trash disposal and recycling collection area is existing to remain. The project does not seek to construct a new trash & recycling enclosure under the scope of the proposed development. Please refer to Appendix D Construction Cost Estimate for more information.

17.44.024(1) Ground Floor Windows.

Proposed development provides ground floor windows covering a minimum of 50% of the length and 25% of the ground level wall area at the new addition.

17.44.024(2) Distinct Ground Floor.

The ground floor of the proposed showroom addition creates a distinct separation from the upper level through a change in materials, texture, and glazing.

Identify how your proposal meets the landscaping requirements pursuant to GMC Chapter 17.46.

Response:

Chapter 17.46 Landscaping

17.46.020(1) Minimum Requirement.

Development site is zoned C-3 and requires a minimum of 15% landscape area. The existing site is non-conforming regarding landscape standards. See response to 17.46.020(10) for landscape requirements which apply to this development.

17.46.020(2) Parking and Loading Areas.

Proposed development seeks to re-stripe (14) parking stalls. Off-street parking areas providing 10 or more parking spaces shall improve with defined landscaped areas totaling no less than 10 square feet per parking space. Proposed development seeks to comply with requirements of this section. See response to 17.46.020(9) for landscaping approach and exceptions which apply to this development. Refer to Landscape plans for proposed landscaping at parking areas.

17.46.020(3) Irrigation.

Proposed landscaping will be irrigated. See Landscape plans for proposed irrigation design.

17.46.020(4) Maintenance Required.

Contractor shall provide 1-year warranty for survival of plantings after installation. Owner understands landscaping shall be maintained during and after the initial warranty period.

17.46.020(5) Plant Species.

Please refer to the Landscape plans for proposed plant species.

17.46.020(6) Grading.

Proposed development will follow existing site grading and contouring as it relates to landscape installation.

17.46.020(7) Public Rights-of-Way.

Proposed development seeks to improve the public right-of-way along McLoughlin Blvd in the area of proposed development with new landscaping. See Landscape plans for locations and planting design.

17.46.020(8) Street Trees.

The proposed development seeks to utilize the exception to allow the use of sod along McLoughlin Blvd in-lieu-of street trees. See response to 17.46.020(9).

17.46.020(9) Exceptions.

The following exceptions apply to properties with frontages on McLoughlin Blvd:

- a) The use of sod along McLoughlin Blvd. shall be encouraged in landscape plans for development of McLoughlin Blvd.;*
- b) The use of sod along McLoughlin Blvd. may be allowed in lieu of required street trees;*
- c) The 10-foot-wide landscape strip along McLoughlin Blvd. may be allowed in the right-of-way if applicant agrees to relocate the 10-foot strip whenever the right-of-way is improved. This strip may be included in total landscape area calculations.*

Proposed development seeks to utilize the exceptions of 17.46.020(9) to allow sod in-lieu-of street trees along McLoughlin Blvd, to allow the 10-foot-wide landscape strip to occur in the right-of-way, and to include the strip in total landscape area calculations. Owner agrees to relocate the 10-foot strip at a future time whenever the right-of-way is improved.

17.46.020(10) Nonconforming Uses and Nonconforming Development.

Additions or alterations to nonconforming uses and nonconforming development on a commercial or industrial site which does not comply with the landscaping requirements of this title must provide landscaping in a scale with the modification, as follows:

- a) Major remodeling, or structural additions of less than 1,000 square feet, require at least an additional three percent landscaping, up to the minimum landscaping requirements for new development in the district.*

Existing site is non-conforming regarding landscape standards. Per 17.46.020(10)(a), structural additions of less than 1,000 sf require additional minimum 3% landscaping (up to minimum 15% required by code) to be provided with development. Existing landscaping (including landscaping in right-of-way) is 2.3%. Proposed plan incorporates additional 3% landscaping to be installed with development. See proposed site plan for proposed landscape locations and calculations.

Identify how your proposal meets the off-street parking and loading standards pursuant to GMC Chapter 17.48.

Response:

Chapter 17.48 Off-Street Parking and Loading

17.48.030(1) Calculation of Parking Requirements.

The proposed development seeks to utilize square footage as basis for requirement. Per (1)(d), when a calculation for determining minimum/maximum space requirements results in fractional number, such fraction shall be rounded down to the nearest whole number. Owner understands parking spaces fulfilling the minimum off-street parking space requirement shall not be used for display or storage of sales or service vehicles by the dealership.

17.48.030(2) Minimum and Maximum Permitted Parking.

Minimum/maximum parking requirements shall be established by Table 1.

(6) Commercial Use

(b) Service or Repair Shop, Retail Store Handling Exclusively Bulky Merchandise Such as Automobiles or Furniture

- Minimum off-street parking spaces required: 1 space per 600 square feet

(2)(d) Upon expansion of a nonconforming development or nonconforming use that does not comply with minimum or maximum parking ratios, additional parking spaces shall be provided as follows:

- A. If the existing number of parking spaces is less than the minimum parking ratio in Table 1, the number of additional parking spaces required shall be based only on the floor area or capacity added and not on the area or capacity existing prior to the expansion.*
- B. If the existing number of parking spaces exceeds the maximum parking ratio in Table 1, additional parking spaces may only be provided if compliance with the maximum parking ratio will be met for the entire development or use following the expansion.*

Prior to proposed development, the existing site has 36 striped parking spaces. Existing building area requires minimum of 33 parking spaces. Although many existing spaces are non-conforming, the site meets minimum parking requirements. Proposed development seeks to add 746 SF building area. (1) parking space is required per 600 SF building area; therefore (1) additional parking space is required. Proposed development has 38 total parking spaces, (14) of which are newly reconfigured, striped, and landscaped to meet the requirements of this code. (2) new ADA parking spaces are provided; one of which is van-accessible. Please refer to proposed plans for parking layout and calculations.

17.48.040(1) Parking and Loading.

All proposed parking areas will be paved with asphalt. Proposed parking areas are screened by existing building along River Road for the residential property to the west.

17.48.040(2) Parking.

All proposed parking areas will occur within 200 feet from the building they serve and located on the same property. Newly designated parking will be permanently marked and will require no backing movements within a street right-of-way. All proposed parking stalls are 90-degrees at 9'-6" x 18'-0" to comply with dimensional standards for standard stalls indicated in this section. No compact stalls are proposed, but up to 50% of the required parking spaces may be provided for compact cars at 8'-6" x 16'-0" (90-degree).

17.48.040(3) Loading.

Proposed development does not seek to modify the existing loading area for the dealership. Existing loading area complies with the requirements of this section. See existing site plan for loading area.

17.48.050(1) Bicycle Parking Standards – General Provisions.

Development is required to provide a minimum of 5% bicycle parking spaces based on the required minimum number of automobile parking spaces. Existing development is non-conforming relating to bicycle parking standards as no bicycle parking spaces currently exist. Existing development requires 33 auto-parking spaces prior to development. Addition adds (1) auto-parking space for a total of 34 minimum required auto-parking spaces. $34 \times 0.05 = 1.7$ bicycle spaces required. Proposed development seeks to add (2) short-term bicycle parking spaces (each 2'x6' with 5' access aisle) as indicated on the site plan, within close proximity to the primary entrance located on the new pedestrian sidewalk. Since less than (7) bicycle parking spaces are required, no long-term bicycle parking spaces are required to be provided.

17.48.060 Car Pool and Van Pool Parking.

Since the dealership has less than 50 employee parking spaces, requirements of this section do not apply.

Identify how your proposal meets the vehicular and pedestrian circulation standards pursuant to GMC Chapter 17.50.

Response:

Chapter 17.50 Vehicular and Pedestrian Circulation

17.50.020(1) Impervious Surface.

Proposed development seeks to add least amount of impervious surface necessary to serve the development and provide adequate amenities to pedestrians and vehicular traffic. Proposed development ensures adequate emergency vehicle access and circulation through the site. Please refer to A-102 Site Plan for location, dimensions, and radii of proposed emergency access route.

17.50.020(2) Traffic Separation.

Proposed development seeks to create a pedestrian sidewalk connection from the right-of-way along McLoughlin Blvd to the primary entrance at the dealership showroom. The sidewalk will be raised where it occurs adjacent to vehicular routes and will connect via ADA ramp and flush concrete access path to the (2) proposed ADA parking spaces. The sidewalk will be 8'-0" wide where it occurs adjacent to the building and shall connect to the bicycle parking area. See proposed Civil and Architectural site plans and details for proposed pedestrian and ADA facilities.

17.50.040 Street and Road Standards.

Proposed development does not seek to modify existing streets, rights-of-way, or access drives. Please refer to Appendix A Site Distance Analysis for information as it pertains to maintaining ODOT-required vision clearances at (2) existing access drives along SE McLoughlin Blvd with the proposed showroom addition.

If your proposal includes the installation or modification of a sign, identify the dimensions, and explain how it meets the standards pursuant to GMC Chapter 17.52.

Response:

Chapter 17.52 Signs

17.52.070 Signs in Commercial and Industrial Districts.

Proposed development seeks to maintain its existing freestanding pylon sign, relocate (2) existing directional signs, and install (2) new internally-illuminated building signs. Auto manufacturer will employ their approved sign company to develop engineered drawings to submit for permit to the jurisdiction separately.

17.52.070(2) On-Building Signs.

Since a freestanding sign exists for the development, the maximum on-building sign face area allowed is (1) square-foot per lineal-foot of the primary building wall. The maximum on-building sign face area may be distributed among any number of signs but may not exceed 200 square feet in total sign face area. The proposed development seeks to comply with the requirements of this section. Please refer to A-221 Exterior Elevations for information pertaining to the proposed on-building signs.

Explain why the use is suitable for the proposed site, considering size, shape, location, topography, existence of improvements and natural features:

Response:

Auto-dealership use is suitable for the proposed site as it aligns with how the site is currently being used. No change to existing use is proposed with development.

Explain why the use will not alter the character of the surrounding area in a manner that substantially limits, impairs, or precludes the use of surrounding properties for the primary uses listed in the underlying zoning district:

Response:

Since the proposed development is an addition to an existing automotive showroom, the applicant feels the development will not alter the character of the surrounding area in any negative way. Conversely, the proposed development will enhance the existing use with its quality architectural design and high visual impact to the public right-of-way along McLoughlin Blvd. The proposed

development will not preclude the use of surrounding properties to develop their sites for the primary uses identified in their zoning districts.

Provide additional information regarding clear vision, drainage, grading, utilities, or other items relevant to new construction or site development:

Response:

Additional information provided below as it pertains to compliance with GMC Title 17 Zoning and Development.

Chapter 17.20 – General Commercial District

Chapter 17.54 – Clear Vision

Although the requirements of Chapter 17.54 Clear Vision do not apply to the proposed development, the requirements of ODOT do apply. In response to ODOT comments from the Pre-Application Conference, please refer to Appendix A Site Distance Analysis for information as it pertains to ODOT clear vision requirements at the two existing access drives along McLoughlin Blvd.

Chapter 17.56 – Drainage

17.56.010 Applicability.

The development standards for surface water drainage shall apply to all new or redevelopment activities in the City of Gladstone that result in the creation or disturbance of 5,000 square feet or more impervious surface except for substantial improvement or lesser remodel or reconstruction of existing single-family or two-family dwellings.

Since the proposed development does not seek to create or disturb 5,000 square feet or more impervious surface, the requirements of this section do not apply. Please refer to Civil drawings for anticipated areas of disturbance.

Chapter 17.58 – Grading and Fill

17.58.10 Applicability.

The development standards for grading and fill shall apply to all development permits issued by the city except for substantial improvement or lesser remodel or reconstruction of existing single-family or two-family dwellings.

Proposed development seeks to comply with the requirements of this section as it relates to grading and fill.

17.58.020 General Provisions.

- 1) *Grading of Building Sites. Grading and fill of building sites shall conform to Chapter 70 of the Uniform Building Code. The character of soil for fill and the characteristics of lots and parcels made usable by fill shall be suitable for the purpose intended. When deemed necessary, the building official may require geological studies to determine the suitability of the site.*
- 2) *U.B.C. Requirements. The building official shall enforce Chapter 70 of the U.B.C. and shall require soils reports and/or engineering studies before issuing a building permit for fill, excavation, construction, or related activities involving soils with restrictive features such as instability, wetness, flooding, or other limitations.*

Prior to foundation design and permitting for the proposed building addition, the Owner will employ the services of a certified Geotechnical Engineer to perform soil borings and testing at locations designated by the engineer. Test results will be generated and delivered in a final Geotechnical Engineering Report, which will serve as the basis for building foundation design. The Geotechnical Engineering Report will be utilized by the Structural Engineer of record for the project and will be submitted along with engineering drawings to the jurisdiction with the building permit application.

Chapter 17.60 – Utilities

17.60.020 Standards.

Any new or relocated utility lines and facilities shall be carried out with minimum disturbance of soil and site area. The contractor shall coordinate with utility companies for the installation or relocation of utility lines and facilities. Existing overhead electrical

lines along McLoughlin Blvd are existing and proposed to remain. See Appendix D Construction Cost Estimate for information pertaining to project scope cost and non-conforming site upgrades. Per comments from Public Works from the Pre-Application Conference, a video scope has been provided of the existing sewer line off River Road. See Appendix E for link to download video. Public works has confirmed no public water improvements will be required. Proposed development will include a cleanout on the sanitary sewer lateral behind the sidewalk on River Road to divide the city maintenance responsibility from private. Public Works has confirmed no improvements will be required to SE River Road except as necessary if the sanitary sewer lateral requires reconstruction or repair. Since there will be more than 800 square feet of ground disturbance, an Erosion Control permit will be required. Applicant understands permit is issued through Clackamas County Water Environment Services.

v. Appendix

Please find enclosed appendix items at the end of the narrative document:

Appendix A – Site Distance Analysis

Appendix B – Exterior Finishes

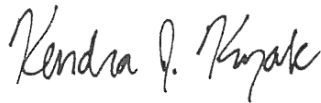
Appendix C – Exterior Rendering

Appendix D – Construction Cost Estimate

Appendix E – Video Scope

Thank you for your time and consideration reviewing this design review application. Please contact me with questions or if additional information is required.

Sincerely,



KENDRAKOZAK | ASSOCIATE - PROJECT MANAGER II
DIRECT: 971.277.9019 | EMAIL: kendrak@axisdesigngroup.com



321 SW 4th Ave., Suite 400
Portland, OR 97204
503.248.0313
lancastermobley.com

Memorandum

To: Kendra Kozak
AXIS Design Group

From: Daniel Stumpf, PE

Date: January 18, 2023

Subject: Mazda of Gladstone
Sight Distance Analysis



Introduction

This memorandum reports the findings of a sight distance analysis performed at the Mazda of Gladstone car dealership's two access driveways along SE McLoughlin Boulevard (OR-99E), located at 19405 SE McLoughlin Boulevard in Gladstone, Oregon. The dealership will include the construction of a 746 square foot addition at the northeast side of the existing building. This analysis was performed to examine sight lines along OR-99E and to determine whether adequate sight distances, with the construction of the dealership addition, are available to ensure safe operation of the two access intersections.

Project and Location Description

Project Description

The project site is located southwest of OR-99E, northwest of W Gloucester Street, and northeast of River Road in Gladstone, Oregon. The site consists of a single tax lot (lot 22E19DA-03900) which encompasses an approximate total of 2.24 acres. Other car dealerships surround the project site to the north, south, and east, while residential uses are developed to the west.

The site is currently developed as a Mazda car dealership which takes direct access to OR-99E by way of two driveways, and direct access to River Road via one driveway. However, alternative access through other dealerships to the north and south are also available if needed.

Roadway Description

OR-99E is classified by the Oregon Department of Transportation (ODOT) as a District Highway. The roadway has a five-lane cross-section (two travel lanes in each direction with a center turn lane/two-way left-turn lane) with a posted speed of 40 mph. On-street parking is not permitted on either side of the roadway. Curbs, sidewalks, and bicycle lanes provided along both sides of the roadway.

Figure 1 presents an aerial image of the nearby vicinity with the project site outlined in yellow.



Figure 1: Aerial Photo of Site Vicinity (Image from Google Earth)

Sight Distance

To determine whether adequate intersection sight distances will be available at the two site access intersections along OR-99E, the following were conducted:

- Sight distance exhibits were prepared for each of the site access intersections along OR-99E to confirm the proposed addition will not limit sight distances below 565 feet, in accordance with an ODOT Response memorandum, dated October 13, 2022.
- Field measurements at the access intersections along OR-99E were conducted to verify no other existing obstructions will limit sight distances below ODOT standards.

Methodologies

Sight distances were measured and evaluated in accordance with standards established in *A Policy on Geometric Design of Highways and Streets*¹ and OAR 734-051-4020(2)(c). According to AASHTO, the driver's eye is assumed to be approximately 15 feet from the near edge of the nearest travel lane (or traveled way) of the intersecting street and at a height of 3.5 feet above the minor-street approach pavement. The vehicle driver's eye-height along the major-street approach is assumed to be 3.5 feet above the cross-street pavement.

¹ American Association of State Highway and Transportation Officials (AASHTO), *A Policy on Geometric Design of Highways and Streets*, 7th Edition, 2018.

According to the ODOT Response memorandum, the applicant is required to demonstrate 565 feet of intersection sight distance will be available at the access intersections along OR-99E with the construction of the 746 square foot addition in place. Although not explained in the memorandum, this minimum intersection sight distance was calculated based on the following assumptions:

- A roadway speed of 45 mph was used, assumed to be the posted 40 mph speed plus 5 mph.
- A time gap of 8.5 seconds was used for site egress left-turns (an additional 1.0 seconds to account for site egressing vehicles crossing two additional travel lanes to enter the major-street).
- The minimum recommended right-turn egress intersection sight distance standard was assumed to match the minimum recommended left-turn egress intersection sight distance.

Field Measurements

On-site field measurements were conducted at the two access driveways on Sunday, January 15, 2023. Sight distances to the northwest and southeast of each access were measured to be in excess of 600 feet. No existing horizontal or vertical obstructions were noted in the field which currently preclude the minimum intersection sight distance standards from being met. Accordingly, no mitigation is necessary or recommended.

Images depicting field measurements conducted at the site are included as an attachment to this memorandum.

Sight Distance Exhibits

Two exhibits depicting sight distance triangles over any aerial image/site plan were prepared for each access. Each exhibit was prepared with the following considered:

- The approximate 52-foot by 14.33-foot addition (approximately 746 square foot area) was assumed to be constructed.
- The minimum intersection sight distance standard depicted is 565 feet.
- The driver's eye position on each access approach was placed 15 feet behind the edge of the nearest travel lane (i.e. traveled way).

Based on both exhibits, the proposed dealership addition will not encroach into either accesses' sight distance triangle. No mitigation is necessary or recommended. The sight distance exhibits are included as attachments to this memorandum.

Conclusions

Based on the detailed analysis, adequate intersection sight distances to the northwest and southeast of each site access along OR-99E will be available after construction of the 746 square foot dealership addition. Accordingly, the access intersections will operate safely with regard to sight distance.

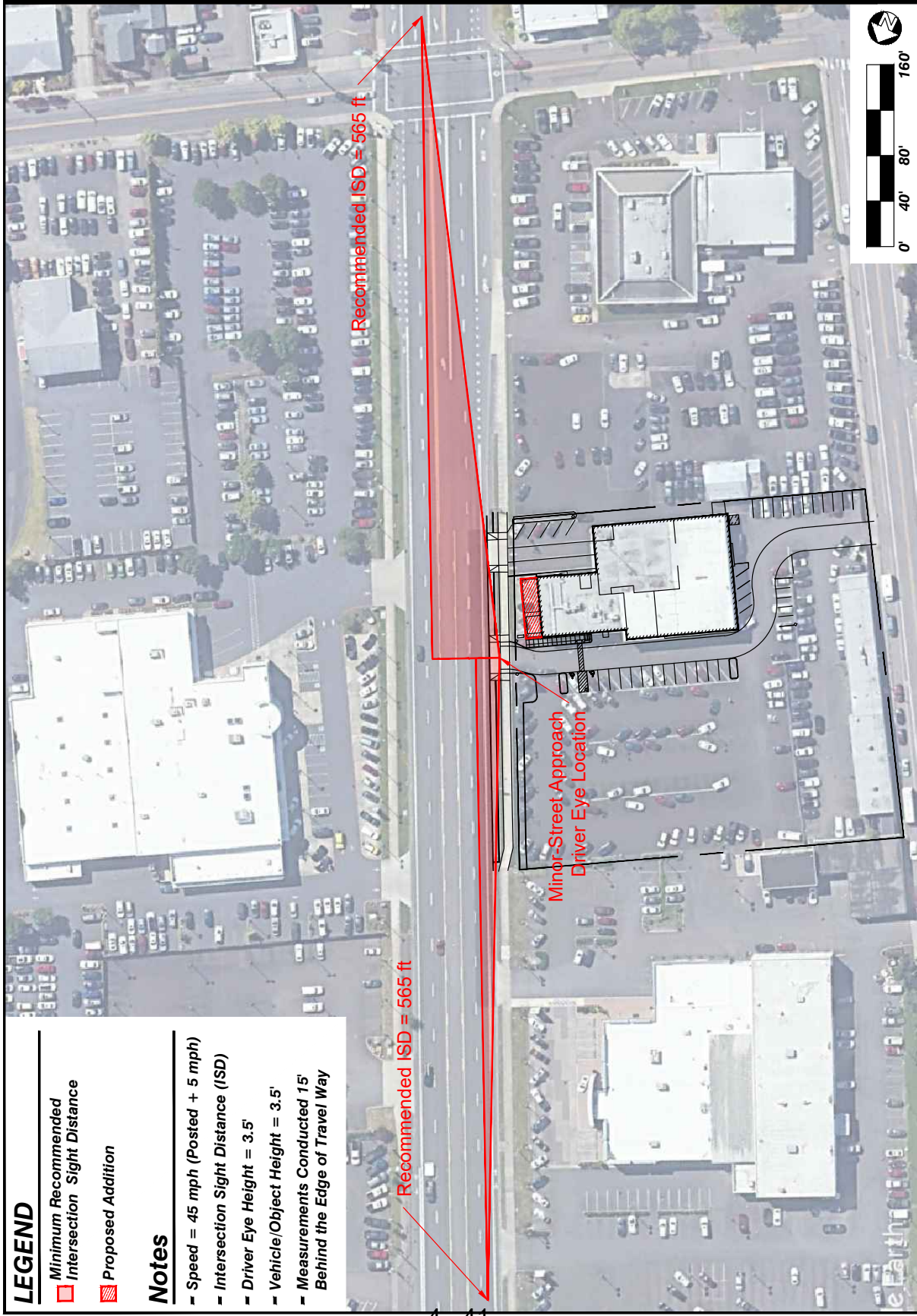
If you have any questions regarding this technical memorandum, please don't hesitate to contact us.

LEGEND

- Minimum Recommended Intersection Sight Distance
- Proposed Addition

Notes

- Speed = 45 mph (Posted + 5 mph)
- Intersection Sight Distance (ISD)
- Driver Eye Height = 3.5'
- Vehicle/Object Height = 3.5'
- Measurements Conducted 15' Behind the Edge of Travel Way



4 - 41

Figure A

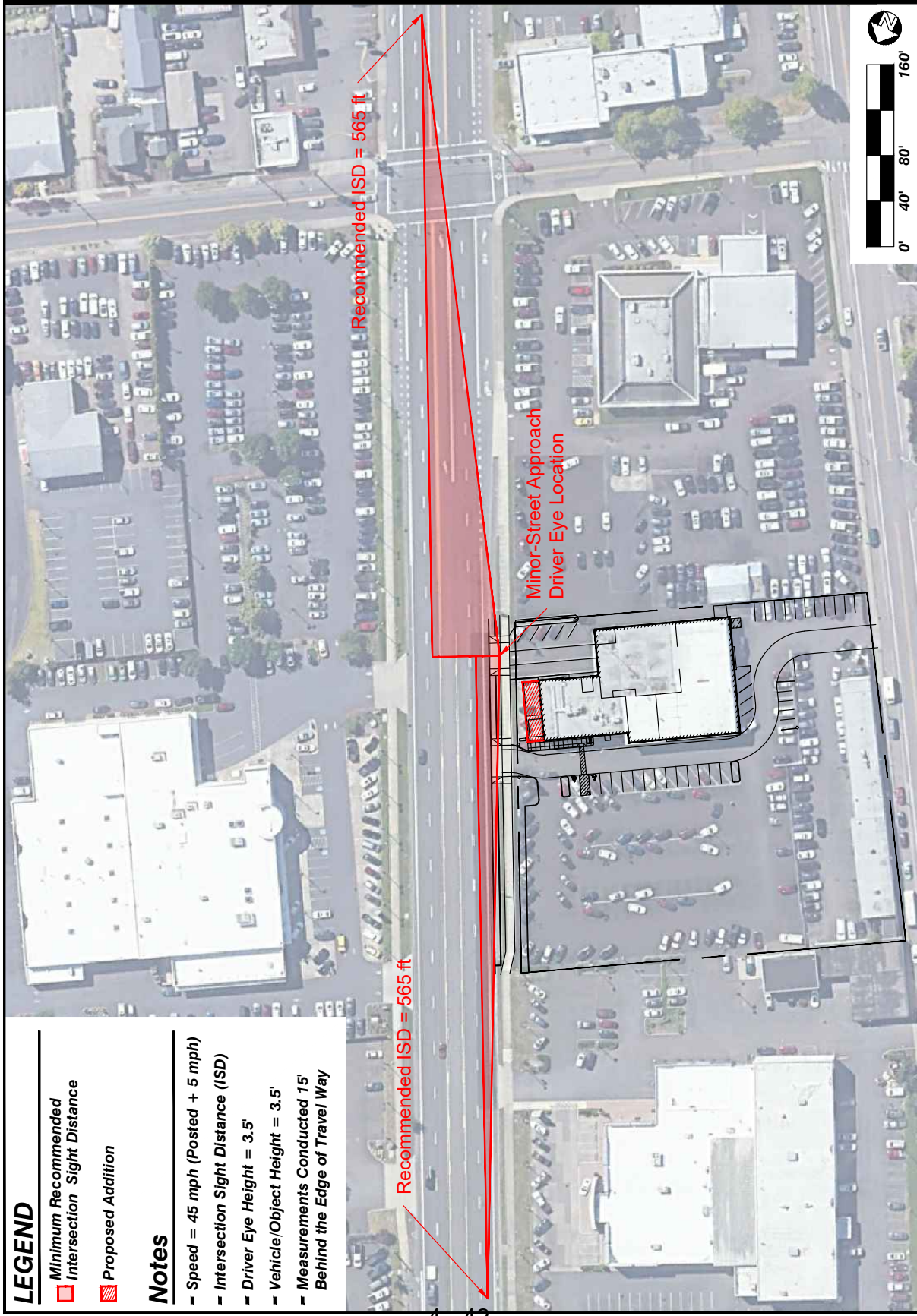
LEGEND

- Minimum Recommended Intersection Sight Distance

Proposed Addition

Notes

- Speed = 45 mph (Posted + 5 mph)
- Intersection Sight Distance (ISD)
- Driver Eye Height = 3.5'
- Vehicle/Object Height = 3.5'
- Measurements Conducted 15' Behind the Edge of Travel Way



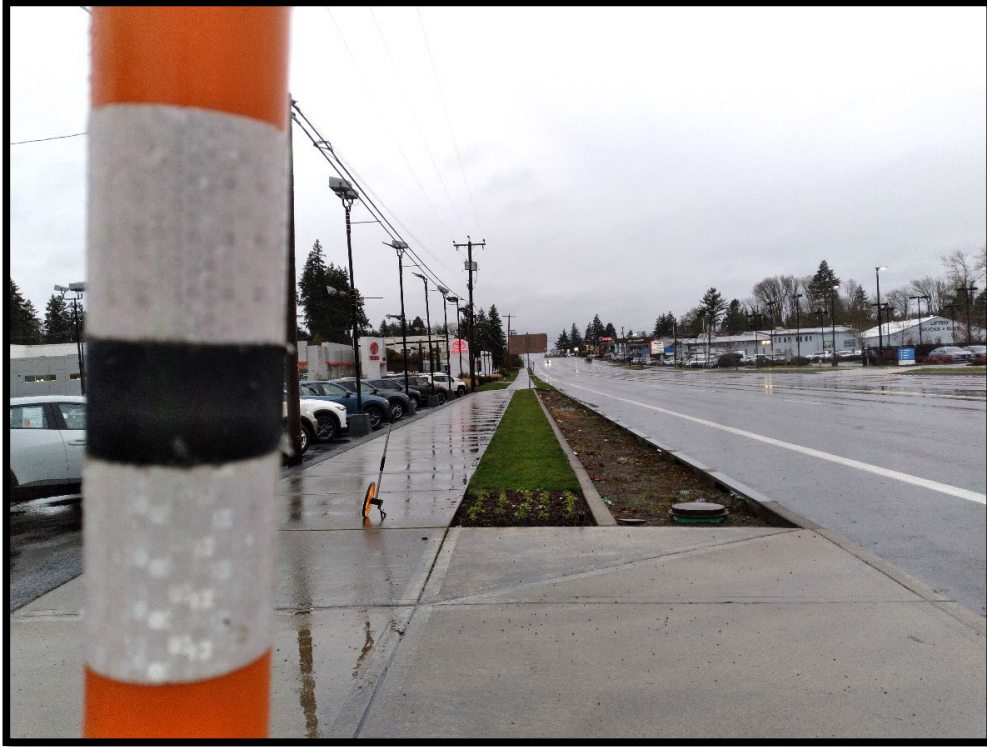


Figure 2: Viewing North from the Northwest Access (Access #1)



Figure 3: Viewing South to the Northwest Access (Access #1)

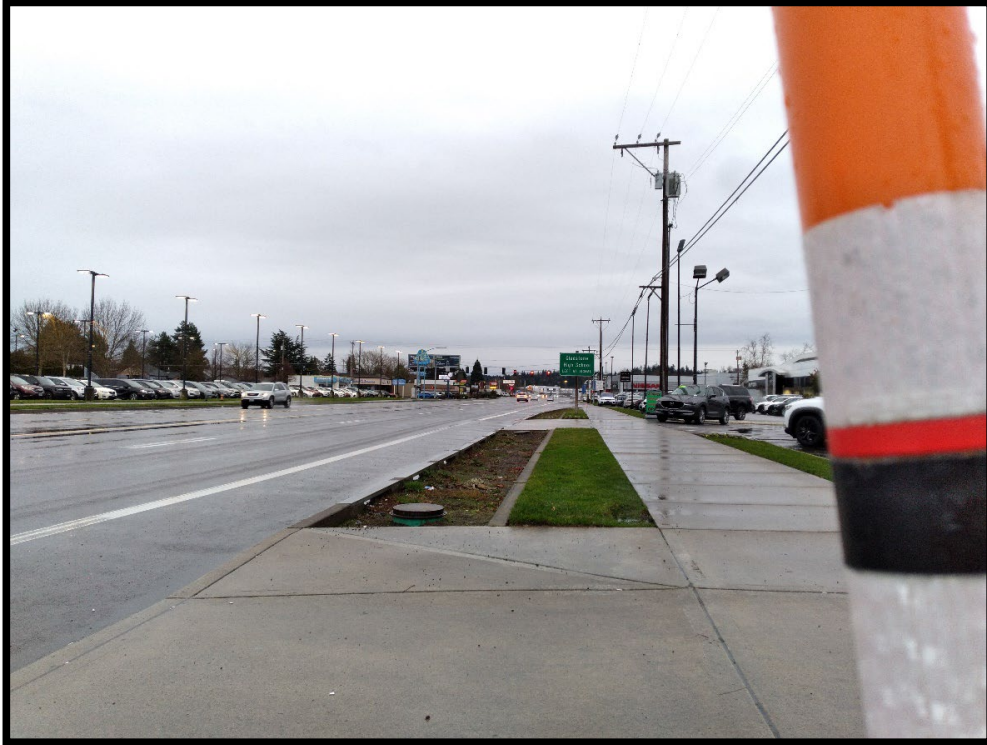


Figure 4: Viewing South from the Northwest Access (Access #1)



Figure 5: Viewing North to the Northwest Access (Access #1)



Figure 6: Viewing North from the Southeast Access (Access #2)



Figure 7: Viewing South to the Southeast Access (Access #2)



Figure 8: Viewing South from the Southeast Access (Access #2)





Figure 9: Viewing North to the Southeast Access (Access #2)

CONTRACTOR/ARCHITECT TO CONFIRM LEAD TIME ON EACH AND EVERY LINE ITEM LISTED IN THE EXTERIOR FINISH SCHEDULE

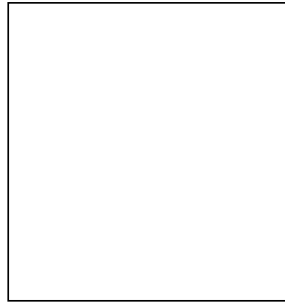
Appendix B

CODE	MATERIAL	MANUFACTURER	PRODUCT	DESCRIPTION		DIMENSION	LOCATION	ADDITIONAL INFORMATION
				COLOR	COLOR TO MATCH ADJACENT SURFACE			
CF-1	CAP FLASH	PROVIDED BY ARCHITECT OF RECORD			COLOR TO MATCH ADJACENT SURFACE		EXTERIOR PERIMETER OF BUILDING	CONTACT: DAVID J. KEARNEY AT APOLIC (757) 382-5724
CMU-1	CONCRETE MASONRY UNIT	ANCHOR CONCRETE PRODUCTS (LOCAL CASTLE ARCHITECTURAL BRAND)	ANCHOR SPLIT FACE BLOCK	L-15	NOTE: USE WITH LENGTH MASONRY CEMENT, COLOR L-15	6" X 15" STANDARD SPLIT FACE BLOCK, NO REBBERING		CONTACT: STEPHEN BAXTER AT ANCHOR CONCRETE PRODUCTS, INC. (800) 415-8445; STEPHEN.BAXTER@ANCHORCONCRETE.COM CONTACT: JIM COOPER AT ANCHOR CONCRETE PRODUCTS, INC. (770) 336-6109; JIM.COOPER@ANCHORCONCRETE.COM NOTE: FOR PRODUCT SUBSTITUTION REFER TO OLDCASTLE ARCHITECTURAL PRODUCTS NOTE: REFER TO MANUFACTURERS SALES REPRESENTATION FOR APPROPRIATE PRODUCTS, INSTALLATION RECOMMENDATIONS, AND PRODUCT SUBSTITUTIONS BASED ON REGION
D-1	MAN DOOR	FITCO ARCHITECTURAL METALS, INC. OR EQUAL	STANDARD NARROW STYLE CENTER HUNG DOOR	#63 BLACK FINISH GLASS & ALUMINUM		PAIR: 3070, MAIN ENTRY PAIR: 4070, PAIR: 2050	SHOWROOM; DELIVERY, VEHICLE DELIVER	CONTACT: FITCO ARCHITECTURAL METALS (800) 992-7488
D-2	ROLLING OVERHEAD DOOR	PROVIDED BY ARCHITECT OF RECORD		#63 BLACK FINISH GLASS & ALUMINUM		10' X 10'	SERVICE RECEPTION	
D-3	ROLLING OVERHEAD PARTS RECEIVING DOOR	PROVIDED BY ARCHITECT OF RECORD		NO GLAZING PAINT: SEE EP-1			PARTS RECEIVING	
D-4	MAN DOOR	FITCO ARCHITECTURAL METALS, INC. OR EQUAL	STANDARD NARROW STYLE CENTER HUNG DOOR	#63 BLACK FINISH GLASS & ALUMINUM		3070	SHOWROOM, SERVICE RECEPTION	CONTACT: FITCO ARCHITECTURAL METALS (800) 992-7488
D-5	ROLLING OVERHEAD DOOR	PROVIDED BY ARCHITECT OF RECORD		PROVIDE SINGLE BAND OF GLASS PAINT TO FINISH			SERVICE BAYS	
D-6	SOLID MAN DOOR	PROVIDED BY ARCHITECT OF RECORD		PAINT: SEE EP-1			SERVICE	
EP-1	EXTERIOR PAINT	PPG INDUSTRIES OR EQUAL	AMMA 2605 VINYL FLUOROPOLYMER SYSTEM	101-2 WHIRLWIND			EXTERIOR METAL DOORS	CONTACT: RANDON DIMAS AT PPG ARCHITECTURAL COATINGS (503) 562-0271; RANDON.DIMAS@PPG.COM NOTE: CONTACT MANUFACTURER TO OBTAIN APPROPRIATE PRIMER & PAINTS SERIES FOR SUBSTRATE
EP-2	EXTERIOR PAINT	PPG PAINTS		104-3-1 SNOWBANK			EXTERIOR FACADE	
EP-3	EXTERIOR PAINT	PPG PAINTS		101-7 OWX			EXTERIOR FACADE	
EP-4	EXTERIOR PAINT	PPG PAINTS		101-4 FLAUSTONE			EXTERIOR REAR FACADE	
EFIS-1	EXTERIOR INSULATING FINISHING SYSTEM	DRYVIT SYSTEMS, INC.	MAZD0110225 SANDPEBBLE FINE	715 L'CORICE			EXTERIOR FACADE	CONTACT: JOHN POWERS AT DRVIT SYSTEMS (765) 938-1300; JOHN.POWERS@DRVIT.COM
EFIS-2	EXTERIOR INSULATING FINISHING SYSTEM	DRYVIT SYSTEMS, INC.	STRATO TONE HP SANDPEBBLE FINE	614 SMOKE SIGNAL			EXTERIOR REAR FACADE	* SEE RECOMMENDED MAINTENANCE GUIDE (EFIS-M)
EFIS-3	EXTERIOR INSULATING FINISHING SYSTEM	DRYVIT SYSTEMS, INC.	LYMESTONE PASTEL BASE MAINTENANCE GUIDE	101 SUPER WHITE			EXTERIOR FACADE	
EFIS-M	EXTERIOR INSULATING FINISHING SYSTEM	DRYVIT SYSTEMS, INC.	DRYVIT SYSTEMS, INC.	RECOMMENDED: REGULAR CARE AND MAINTENANCE			EXTERIOR FACADE	
EFIS-WR	EXTERIOR INSULATING FINISHING SYSTEM	DRYVIT SYSTEMS, INC.	DRYVIT SYSTEMS, INC.	RECOMMENDED: HIP - HYDROPHOBIC COATING AND FINISH THAT REPELS WATER	CLICK ON LINK FOR WEBSITE: https://www.dryvit.com/media/471272/06498.pdf CLICK ON LINK FOR WEBSITE: https://www.dryvit.com/products/ceiling-sprayer/hip-water-repellent-coating/		EXTERIOR FACADE	
GF-1	GLASS FILM	3M	FASARA ILLUMINA SYSTEM-G	DENSITY: 100% AT TOP 100% AT BOTTOM			INSIDE SURFACE OF EXTERIOR FACADE	CONTACT: 1-888-659-3497
MP-1	METAL PANEL	REYNOLDBOND	DRYJOINT SYSTEM	COLOR: CADT GREY (COLOR CODE: 2530) (PDPF) GLASS LEVEL: 2535		62' X 196'	EXTERIOR FACADE	CONTACT (REYNOLDBOND): ALISA BOLLINGER AT ARCONIC ARCHITECTURAL PRODUCTS, BUILDING & CONSTRUCTION SYSTEMS (478) 230-3600; NOTE: FOR NATIONAL ACCOUNT PRICING, PLEASE CONTACT VENDOR ABOVE ALTERNATE APPROVED VENDORS: CONTACT (ALUCOROND): LES TRAGER, 3M COMPOSITES USA, INC. (716) 438-2200; LES.TRAGER@3M.COM MP-1: CADT GREY (PDPF-2 / GLOSS 40-50) MP-2: HWI BO WHITE (PDPF-2 / GLOSS 40-50) (194W2075) MP-3: FOCUS BLACK II (PDPF-2 / GLOSS 25-35) MP-4: ANODIC CLEAR NICA (PDPF-2 / GLOSS 20-30) CONTACT (APOLIC MATERIALS): DAVE KEARNEY, APOLIC MATERIALS (757) 382-5724; DAVE.KEARNEY@M-CHEM.COM & DAVE@APOLIC.COM MP-1: ACT GREY MP-2: SAW WHITE (DIMMSAW 2.5 / 3MM THICK) MP-3: NICA NICK CLR (ANWAWK 3.5 / 4MM THICK) MP-4: NICA NICK CLR (ANWAWK 3.5 / 4MM THICK)
MP-2	METAL PANEL	REYNOLDBOND	DRYJOINT SYSTEM	BLUPOPE WINTER WHITE		62' X 196'	EXTERIOR FACADE	PROVIDED BY ARCHITECT OF RECORD
MP-3	METAL PANEL	REYNOLDBOND	DRYJOINT SYSTEM	BLUPOPE ELEGANT BLACK		62' X 196'	EXTERIOR FACADE	NOTE: WINDOW GLAZING, TINT, OR FILM SHOULD BE IN COMPLIANCE WITH LOCAL ENERGY CODES. IT IS THE RESPONSIBILITY OF THE ARCHITECT OF RECORD TO PERFORM DUE DILIGENCE IN PREPARING THE CONSTRUCTION DOCUMENTS TO ENSURE A CODE COMPLIANT BUILDING.
MP-4	METAL PANEL	REYNOLDBOND	DRYJOINT SYSTEM	COURTWARD 500, BRKOWSA ANODIC CLEAR			EXTERIOR FACADE	
SF-1	CURTAIN WALL	FITCO ARCHITECTURAL METALS, INC.	CURTAIN WALL SYSTEMS T1W 450 & T1W 450 EFG	ANODIZED BLACK FINISH #63			EXTERIOR SHOWROOM FRONT FACADE	
SF-2	STOREFRONT	FITCO ARCHITECTURAL METALS, INC.	T1W CENTER GLAZED THERMAL	ANODIZED BLACK FINISH #63			EXTERIOR GENERAL	

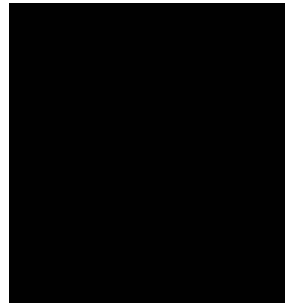
*Refer to A-221 Exterior Elevations for exterior finishes proposed.
Not all finishes indicated will be used.

 <p>MAZDA RETAIL EVOLUTION IMAGE PROGRAM</p>	PROJECT NO. MAZ00000.000	CHECKED CU	DATE APR '20	REVISED SEP '21	SCALE NONE	 <p>2056 Byers Rd., Dayton, OH 45342 Phone: 844.804.7700</p>	DWG NO. A-7A
	DRAWING TITLE EXTERIOR FINISH SCHEDULE						

These drawings are for communication of design intent only. These drawings are to specify uses, angles, color, textures and preparations, and are not to be used as fabrication drawings.



MP-2 Metal Panel,
Exterior Facade



MP-3 Metal Panel,
Exterior Facade



MP-4 Metal Panel,
Exterior Facade Accent Strip



CMU-1 Concrete Masonry Unit,
Exterior Perimeter of Building



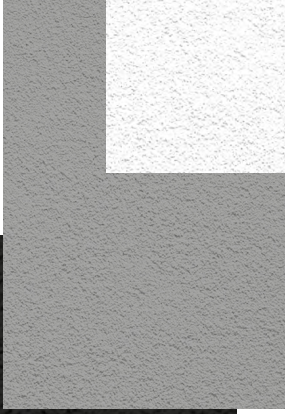
EP-2 Exterior Paint,
Exterior Facade
EP-3 Exterior Paint,
Exterior Facade



EP-1 Exterior Paint,
Exterior Metal Doors
EP-4 Exterior Paint,
Exterior Facade



EIFS-1 Exterior Insulating
Finishing System,
Exterior Facade



EIFS-2 Exterior Insulating
Finishing System,
Exterior Rear Facade



EIFS-3 Exterior Insulating
Finishing System,
Exterior Rear Facade

*Refer to A-221 Exterior Elevations for exterior finishes proposed.
Not all finishes indicated will be used.



MAZDA
RETAIL EVOLUTION
IMAGE PROGRAM

PROJECT NO.
MAZ0000.000

CHECKED
CU

DATE
APR '20

REVISED

SCALE
NONE



2056 Byers Rd. | Dayton, OH 45342
Phone: 844.804.7700

DRAWING TITLE
EXTERIOR MATERIAL PALETTE

DWG. NO.
A-7B

These drawings are for communication of design intent only. These drawings are to specify size, shape, color, texture and proportions, and are not to be used as fabrication drawings.



	MAZDA OF GLADSTONE GLADSTONE, OR	PROJECT NO. MAZ01.49	CHECKED CU	DATE JUN '22	REVISED	SCALE Not to Scale	ChangeUp <small>These drawings are for communication of design intent only. These drawings are to specify size, shape, color, texture and proportions, and are not to be used as fabrication drawings.</small>	DRAWING TITLE EXTERIOR RENDERING	DWG. NO. R-1
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CONSTRUCTION COST ESTIMATE

Date: **January 27, 2023**
 To: City of Gladstone
 Attn: Heather Austin, 3J Consulting
 18505 Portland Ave
 Gladstone, OR 97027

From: Kendra Kozak
 Project: Mazda of Gladstone Showroom Addition

Subject: **Construction Cost Estimate – Mazda of Gladstone
 Design Review Application**

The purpose of the construction cost estimate is to provide a basis for establishing project scope and justification for providing non-conforming site upgrades within a reasonable cost of construction percentage.

Construction cost estimate is based upon the following scope of work:

Construction of a new Mazda showroom addition (approximately 746 SF). Materials for the new showroom building will consist of black ACM panels and black anodized aluminum storefront system with clear low-e glazing. Secondary building materials will include paint and stucco finish. Proposed showroom addition height is 26'-0" with two-story interior volume for display vehicle lift.

General Conditions, Overhead/Profit	\$40,000
Building Construction	\$275,000
Total Construction Cost	\$315,000

Proposed Non-Conforming Site Upgrade:

New accessible ADA parking spaces and new accessible pedestrian access path from R.O.W. to parking area.

General Conditions, Overhead/Profit	\$5,000
Grading, Signage, Striping	\$10,000
Concrete Site Work	\$25,000
Total Non-Conforming Upgrade Cost	\$40,000

Proposed Non-Conforming Site Upgrade:

New irrigated landscape islands at modified parking area (approximately 206 SF) and new irrigated landscaping (approximately 2,764 SF) and concrete curbing along frontage of SE McLoughlin Blvd and east of new showroom addition to comply with minimum 3% additional landscaping requirement for proposed development under 1,000 SF.

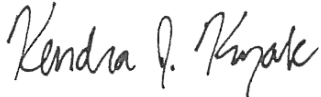
General Conditions, Overhead/Profit	\$17,000
Landscaping, Irrigation	\$115,000
Total Non-Conforming Upgrade Cost	\$132,000

The proposed development seeks to spend an additional 54.6% of the cost of construction on non-conforming site upgrades as it pertains to landscaping, ADA parking, and ADA site access from the right-of-way. As such, the applicant feels justified to request exceptions from upgrading the following existing non-conforming site conditions under the scope of the current proposed development:

- Replacing existing non-conforming trash enclosure area.
- Screening existing non-conforming roof-top mechanical equipment.
- Undergrounding existing non-conforming overhead power lines along SE McLoughlin Blvd.

Thank you for your time and consideration reviewing this cost estimate for construction. Please contact me with any questions.

Sincerely,



KENDRAKOZAK | ASSOCIATE - PROJECT MANAGER II
DIRECT: 971.277.9019 | EMAIL: kendrak@axisdesigngroup.com



VIDEO SCOPE

Date: **January 27, 2023**
To: City of Gladstone
Attn: Heather Austin, 3J Consulting
18505 Portland Ave
Gladstone, OR 97027

From: Kendra Kozak
Project: Mazda of Gladstone Showroom Addition

Subject: **Video Sewer Scope – Mazda of Gladstone
Design Review Application**

As requested by Public Works from the Pre-Application Conference comments, the Owner has provided a video scope of the existing sewer lateral off River Road for review. An email link was sent to Jim Whynot at Public Works on 1/6/2023. For public record, please use the link below to view/download requested video scope:

[Sewer Lateral Video](#)

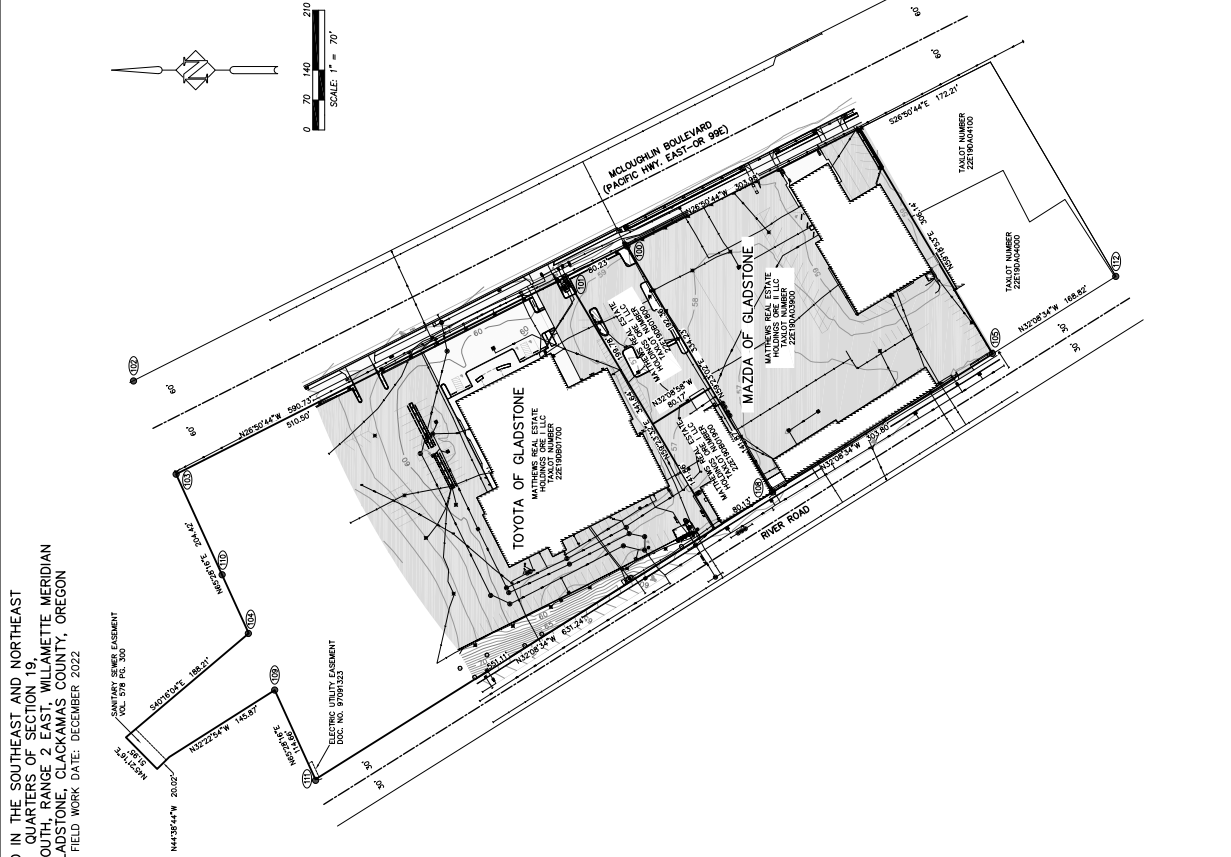
The video is available to anyone with the link; however, the link will expire 2/9/2023. Please contact me with any questions or if you need the link renewed.

Sincerely,

A handwritten signature in black ink that reads "Kendra J. Kozak". The signature is written in a cursive, flowing style.

KENDRA KOZAK | ASSOCIATE - PROJECT MANAGER II
DIRECT: 971.277.9019 | EMAIL: kendrak@axisdesigngroup.com

LOCATED IN THE SOUTHEAST AND NORTHEAST
 QUARTERS OF SECTION 19,
 TOWNSHIP 2 SOUTH, RANGE 2 EAST, WILLAMETTE MERIDIAN
 CITY OF GLADSTONE, CLACKAMAS COUNTY, OREGON
 FIELD WORK DATE: DECEMBER 2022



NOTES:
 THE PROPERTY BOUNDARY LINES SHOWN ARE BASED UPON FOUND RECORD PLATS AND SURVEY DATA. THIS SURVEY DOES NOT CONSTITUTE A BOUNDARY SURVEY AS DEFINED BY OREGON REVISED STATUTES.
 THESE LINES ARE NOT TO BE USED FOR ANY PURPOSES OTHER THAN IDENTIFYING THE GENERAL LOCATION OF THE PROPERTY.
 THE PROPERTY OWNER'S RESPONSIBILITY IS TO VERIFY THE ACCURACY OF THE INFORMATION PROVIDED AND TO OBTAIN NECESSARY PERMITS AND APPROVALS FROM THE APPLICABLE AGENCIES.
 THE SURVEYOR'S RESPONSIBILITY IS TO PROVIDE AN ACCURATE REPRESENTATION OF THE INFORMATION PROVIDED TO HIM OR HER BY THE CLIENT.
 THE SURVEYOR DOES NOT WARRANT THE ACCURACY OF THE INFORMATION PROVIDED BY THE CLIENT.
 THE SURVEYOR'S LIABILITY IS LIMITED TO THE INFORMATION PROVIDED TO HIM OR HER BY THE CLIENT.
 THE SURVEYOR IS NOT RESPONSIBLE FOR ANY DAMAGE TO PERSONS OR PROPERTY CAUSED BY THE USE OF THIS SURVEY.
 THE SURVEYOR'S SERVICES ARE NOT TO BE USED FOR ANY PURPOSES OTHER THAN IDENTIFYING THE GENERAL LOCATION OF THE PROPERTY.
 THE SURVEYOR'S LIABILITY IS LIMITED TO THE INFORMATION PROVIDED TO HIM OR HER BY THE CLIENT.
 THE SURVEYOR IS NOT RESPONSIBLE FOR ANY DAMAGE TO PERSONS OR PROPERTY CAUSED BY THE USE OF THIS SURVEY.

UTILITY STATEMENT:
 THE UNDERGROUND UTILITIES SHOWN HAVE BEEN LOCATED FROM LOCATE PAINT UTILITY MARKERS. THIS SURVEY DOES NOT SHOW ANY UTILITY MARKERS IDENTIFIED BY OTHER SURVEYS OR RECORDS. THE SURVEYOR HAS CONDUCTED VISUAL INSPECTIONS OF THE UTILITY MARKERS AND HAS FOUND THEM TO BE IN GOOD CONDITION. THE SURVEYOR HAS ALSO CONDUCTED GROUND PENETRATING RADAR (GPR) SURVEYS TO IDENTIFY ANY ADDITIONAL UTILITY MARKERS. THE SURVEYOR HAS FOUND NO ADDITIONAL UTILITY MARKERS. THE SURVEYOR HAS ALSO CONDUCTED GROUND PENETRATING RADAR (GPR) SURVEYS TO IDENTIFY ANY ADDITIONAL UTILITY MARKERS. THE SURVEYOR HAS FOUND NO ADDITIONAL UTILITY MARKERS.

UTILITY LOCATIONS:
 UTILITY LOCATIONS WERE REQUESTED BY THE CLIENT. THE UTILITY NOTIFICATION CENTER IMMEDIATELY PROCEEDED TO ANY EXCAVATION FOLLOWING IS A LIST OF UTILITY PROVIDERS NOTED:
 CLACKAMAS CITY D.O.T. (503)778-4301
 COMCAST CABLE (503)778-9140
 CITY OF GLADSTONE (503)248-9275
 METRO (503)248-9275
 OREGON DOT ELECTRICAL (503)322-3444
 OREGON DOT WATER SERVICES DEPT. (503)322-3444
 OREGON DOT GAS SERVICES DEPT. (503)322-3444
 OREGON DOT TELEPHONE DEPT. (503)322-3444
 * - DENOTES ASBUILT MAPS RECEIVED FROM PRIVATE UTILITY BARRIERS.

- ABBREVIATIONS:**
 CMP = CORRUGATED METAL PIPE
 COP = CONCRETE PIPE
 CPP = CORRUGATED PLASTIC PIPE
 FD = FOUND
 E = INVERT ELEVATION
 R = RAIN PIPE
 B = BORN PIPE
 PUE = PUBLIC UTILITY EASEMENT
 PVC = PLASTIC PVC PIPE
 RPP = RED PLASTIC UNMEASURED DISTANCE
 (RPP) = RED PLASTIC UNMEASURED DISTANCE
 SN = SURVEY NUMBER
 SW = SIDEWALK
 WPC = YELLOW PLASTIC CAP
 U = UNABLE TO DETERMINE TYPE OF PIPE (TOD DEPT. ETC.)
- MANHOLE LOCATION INFORMATION:**
 DUE TO THE HAZARDOUS NATURE AND APPLICABLE OSHA REQUIREMENTS REGARDING UTILITY MANHOLES TO BE REVEALED, THE SURVEYOR HAS CONDUCTED VISUAL INSPECTIONS OF THE UTILITY MANHOLES TO BE REVEALED. THE SURVEYOR HAS FOUND NO ADDITIONAL UTILITY MARKERS. THE SURVEYOR HAS ALSO CONDUCTED GROUND PENETRATING RADAR (GPR) SURVEYS TO IDENTIFY ANY ADDITIONAL UTILITY MARKERS. THE SURVEYOR HAS FOUND NO ADDITIONAL UTILITY MARKERS.
- REFERENCE SURVEYS LEGEND:**
 - MEASURED DISTANCE PER REFERENCE NUMBER (BELOW)
 - MEASURED AND RECORD DISTANCE PER REF. NO. (BELOW)
 - RECORD INFORMATION PER RECORD INFO. (BELOW)
 - RECORD INFORMATION PER RECORD INFO. (BELOW)
 - RECORD INFORMATION PER RECORD INFO. (BELOW)
 - RECORD INFORMATION PER RECORD INFO. (BELOW)
- MONUMENT LEGEND:**
 - FOUND MONUMENT AS NOTED, HELD UNLESS OTHERWISE NOTED
 - SEE MONUMENT DESCRIPTION

FOUND MONUMENT TABLE

POINT	NORTHINGS	EASTINGS	DESCRIPTION	ORIGIN
100	832999.237	766124.286	FD 5/8" R IN NO CAP	SN2004-237
101	832971.217	766121.761	FD 5/8" R IN PVC	SN2004-237
102	832976.128	766098.570	FD 1 1/2" IP	SN2004-237
103	832928.530	766098.568	FD 1 1/2" IP	SN2004-237
104	832944.854	766079.326	FD 1 1/2" IP	PARTITION PLAT NO. 2016-046
105	831927.064	766121.761	FD 3/4" IP	SN2004-237
106	831929.007	766098.637	FD 5/8" R IN NO CAP	SN2004-237
107	832011.266	766077.824	FD 5/8" R IN PVC	SN2004-237
108	832072.527	766084.021	FD 3/4" IP BENT	PARTITION PLAT NO. 2016-046
109	832083.328	766082.611	FD HOLE IN LEAD IN SW	PARTITION PLAT NO. 2016-046
110	831927.064	766121.761	FD 5/8" R IN PVC	SN2004-237
111	831927.064	766121.761	FD 5/8" R IN PVC	SN2004-237

LOCATED IN THE SOUTHEAST AND NORTHEAST
 QUARTERS OF SECTION 19,
 TOWNSHIP 2 SOUTH, RANGE 2 EAST, WILLAMETTE MERIDIAN
 CITY OF GLADSTONE, CLACKAMAS COUNTY, OREGON

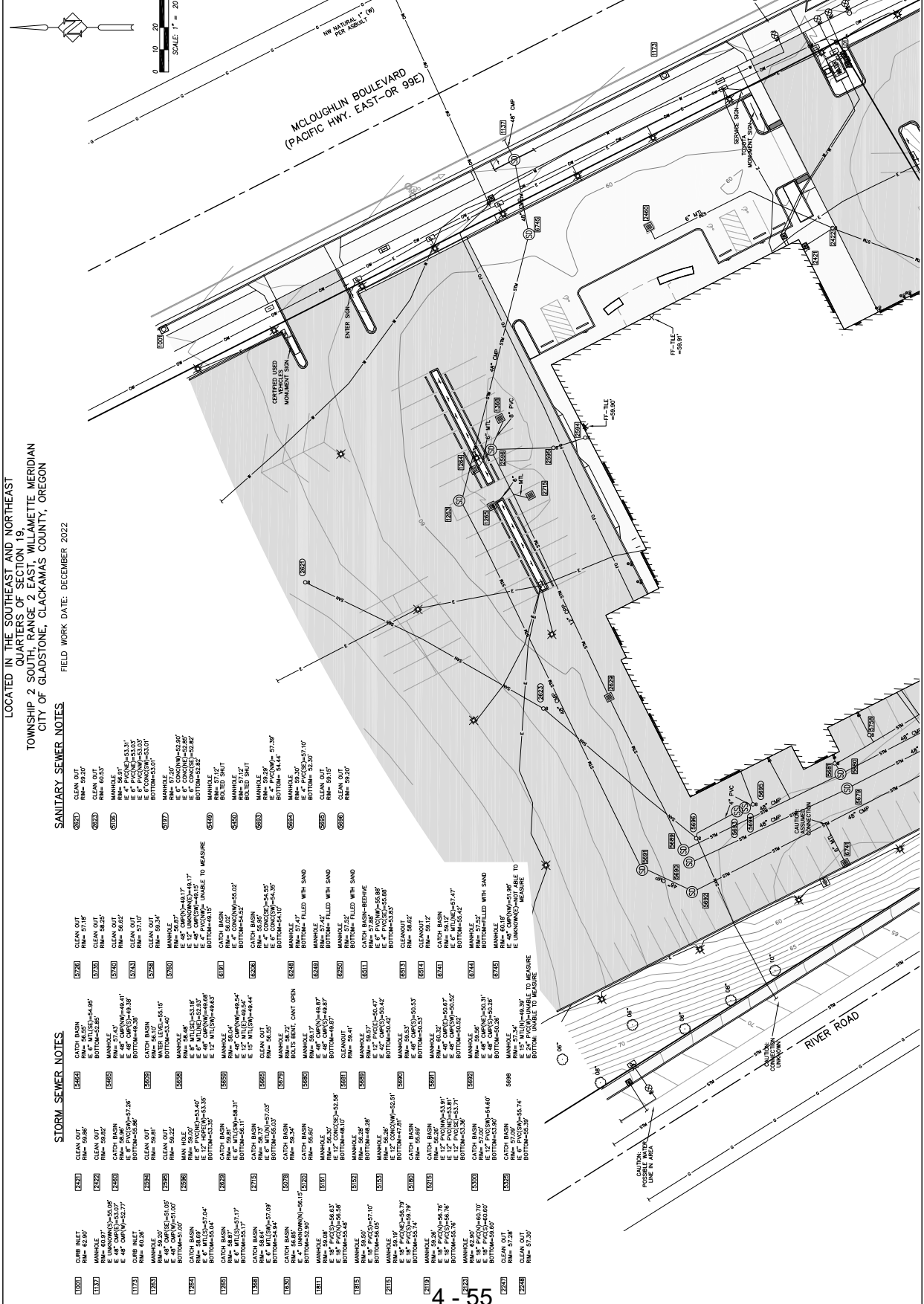
FIELD WORK DATE: DECEMBER 2022

SANITARY SEWER NOTES

- 1242 CLEAN OUT
RM= 59.86
E 4" M.I.C.S=54.95'
BOTTOM=52.85'
- 1243 CATCH BASIN
RM= 59.86
E 4" M.I.C.S=54.95'
BOTTOM=52.85'
- 1244 CLEAN OUT
RM= 59.86
E 4" M.I.C.S=54.95'
BOTTOM=52.85'
- 1245 CATCH BASIN
RM= 59.86
E 4" M.I.C.S=54.95'
BOTTOM=52.85'
- 1246 CLEAN OUT
RM= 59.86
E 4" M.I.C.S=54.95'
BOTTOM=52.85'
- 1247 CATCH BASIN
RM= 59.86
E 4" M.I.C.S=54.95'
BOTTOM=52.85'
- 1248 CLEAN OUT
RM= 59.86
E 4" M.I.C.S=54.95'
BOTTOM=52.85'
- 1249 CATCH BASIN
RM= 59.86
E 4" M.I.C.S=54.95'
BOTTOM=52.85'
- 1250 CLEAN OUT
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BOTTOM=52.85'
- 1251 CATCH BASIN
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BOTTOM=52.85'
- 1252 CLEAN OUT
RM= 59.86
E 4" M.I.C.S=54.95'
BOTTOM=52.85'
- 1253 CATCH BASIN
RM= 59.86
E 4" M.I.C.S=54.95'
BOTTOM=52.85'
- 1254 CLEAN OUT
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- 1255 CATCH BASIN
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E 4" M.I.C.S=54.95'
BOTTOM=52.85'
- 1256 CLEAN OUT
RM= 59.86
E 4" M.I.C.S=54.95'
BOTTOM=52.85'
- 1257 CATCH BASIN
RM= 59.86
E 4" M.I.C.S=54.95'
BOTTOM=52.85'
- 1258 CLEAN OUT
RM= 59.86
E 4" M.I.C.S=54.95'
BOTTOM=52.85'
- 1259 CATCH BASIN
RM= 59.86
E 4" M.I.C.S=54.95'
BOTTOM=52.85'
- 1260 CLEAN OUT
RM= 59.86
E 4" M.I.C.S=54.95'
BOTTOM=52.85'
- 1261 CATCH BASIN
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E 4" M.I.C.S=54.95'
BOTTOM=52.85'
- 1262 CLEAN OUT
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BOTTOM=52.85'
- 1263 CATCH BASIN
RM= 59.86
E 4" M.I.C.S=54.95'
BOTTOM=52.85'
- 1264 CLEAN OUT
RM= 59.86
E 4" M.I.C.S=54.95'
BOTTOM=52.85'
- 1265 CATCH BASIN
RM= 59.86
E 4" M.I.C.S=54.95'
BOTTOM=52.85'
- 1266 CLEAN OUT
RM= 59.86
E 4" M.I.C.S=54.95'
BOTTOM=52.85'
- 1267 CATCH BASIN
RM= 59.86
E 4" M.I.C.S=54.95'
BOTTOM=52.85'
- 1268 CLEAN OUT
RM= 59.86
E 4" M.I.C.S=54.95'
BOTTOM=52.85'
- 1269 CATCH BASIN
RM= 59.86
E 4" M.I.C.S=54.95'
BOTTOM=52.85'
- 1270 CLEAN OUT
RM= 59.86
E 4" M.I.C.S=54.95'
BOTTOM=52.85'
- 1271 CATCH BASIN
RM= 59.86
E 4" M.I.C.S=54.95'
BOTTOM=52.85'
- 1272 CLEAN OUT
RM= 59.86
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BOTTOM=52.85'
- 1273 CATCH BASIN
RM= 59.86
E 4" M.I.C.S=54.95'
BOTTOM=52.85'
- 1274 CLEAN OUT
RM= 59.86
E 4" M.I.C.S=54.95'
BOTTOM=52.85'
- 1275 CATCH BASIN
RM= 59.86
E 4" M.I.C.S=54.95'
BOTTOM=52.85'
- 1276 CLEAN OUT
RM= 59.86
E 4" M.I.C.S=54.95'
BOTTOM=52.85'
- 1277 CATCH BASIN
RM= 59.86
E 4" M.I.C.S=54.95'
BOTTOM=52.85'
- 1278 CLEAN OUT
RM= 59.86
E 4" M.I.C.S=54.95'
BOTTOM=52.85'
- 1279 CATCH BASIN
RM= 59.86
E 4" M.I.C.S=54.95'
BOTTOM=52.85'
- 1280 CLEAN OUT
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E 4" M.I.C.S=54.95'
BOTTOM=52.85'
- 1281 CATCH BASIN
RM= 59.86
E 4" M.I.C.S=54.95'
BOTTOM=52.85'
- 1282 CLEAN OUT
RM= 59.86
E 4" M.I.C.S=54.95'
BOTTOM=52.85'
- 1283 CATCH BASIN
RM= 59.86
E 4" M.I.C.S=54.95'
BOTTOM=52.85'
- 1284 CLEAN OUT
RM= 59.86
E 4" M.I.C.S=54.95'
BOTTOM=52.85'
- 1285 CATCH BASIN
RM= 59.86
E 4" M.I.C.S=54.95'
BOTTOM=52.85'
- 1286 CLEAN OUT
RM= 59.86
E 4" M.I.C.S=54.95'
BOTTOM=52.85'
- 1287 CATCH BASIN
RM= 59.86
E 4" M.I.C.S=54.95'
BOTTOM=52.85'
- 1288 CLEAN OUT
RM= 59.86
E 4" M.I.C.S=54.95'
BOTTOM=52.85'
- 1289 CATCH BASIN
RM= 59.86
E 4" M.I.C.S=54.95'
BOTTOM=52.85'
- 1290 CLEAN OUT
RM= 59.86
E 4" M.I.C.S=54.95'
BOTTOM=52.85'
- 1291 CATCH BASIN
RM= 59.86
E 4" M.I.C.S=54.95'
BOTTOM=52.85'
- 1292 CLEAN OUT
RM= 59.86
E 4" M.I.C.S=54.95'
BOTTOM=52.85'
- 1293 CATCH BASIN
RM= 59.86
E 4" M.I.C.S=54.95'
BOTTOM=52.85'
- 1294 CLEAN OUT
RM= 59.86
E 4" M.I.C.S=54.95'
BOTTOM=52.85'
- 1295 CATCH BASIN
RM= 59.86
E 4" M.I.C.S=54.95'
BOTTOM=52.85'
- 1296 CLEAN OUT
RM= 59.86
E 4" M.I.C.S=54.95'
BOTTOM=52.85'
- 1297 CATCH BASIN
RM= 59.86
E 4" M.I.C.S=54.95'
BOTTOM=52.85'
- 1298 CLEAN OUT
RM= 59.86
E 4" M.I.C.S=54.95'
BOTTOM=52.85'
- 1299 CATCH BASIN
RM= 59.86
E 4" M.I.C.S=54.95'
BOTTOM=52.85'
- 1300 CLEAN OUT
RM= 59.86
E 4" M.I.C.S=54.95'
BOTTOM=52.85'

STORM SEWER NOTES

- 1301 CLEAN INLET
RM= 62.90
E 12" P.C.I.S=53.09'
E 4" P.C.I.S=52.77'
- 1302 CLEAN INLET
RM= 62.90
E 12" P.C.I.S=53.09'
E 4" P.C.I.S=52.77'
- 1303 CLEAN INLET
RM= 62.90
E 12" P.C.I.S=53.09'
E 4" P.C.I.S=52.77'
- 1304 CLEAN INLET
RM= 62.90
E 12" P.C.I.S=53.09'
E 4" P.C.I.S=52.77'
- 1305 CLEAN INLET
RM= 62.90
E 12" P.C.I.S=53.09'
E 4" P.C.I.S=52.77'
- 1306 CLEAN INLET
RM= 62.90
E 12" P.C.I.S=53.09'
E 4" P.C.I.S=52.77'
- 1307 CLEAN INLET
RM= 62.90
E 12" P.C.I.S=53.09'
E 4" P.C.I.S=52.77'
- 1308 CLEAN INLET
RM= 62.90
E 12" P.C.I.S=53.09'
E 4" P.C.I.S=52.77'
- 1309 CLEAN INLET
RM= 62.90
E 12" P.C.I.S=53.09'
E 4" P.C.I.S=52.77'
- 1310 CLEAN INLET
RM= 62.90
E 12" P.C.I.S=53.09'
E 4" P.C.I.S=52.77'
- 1311 CLEAN INLET
RM= 62.90
E 12" P.C.I.S=53.09'
E 4" P.C.I.S=52.77'
- 1312 CLEAN INLET
RM= 62.90
E 12" P.C.I.S=53.09'
E 4" P.C.I.S=52.77'
- 1313 CLEAN INLET
RM= 62.90
E 12" P.C.I.S=53.09'
E 4" P.C.I.S=52.77'
- 1314 CLEAN INLET
RM= 62.90
E 12" P.C.I.S=53.09'
E 4" P.C.I.S=52.77'
- 1315 CLEAN INLET
RM= 62.90
E 12" P.C.I.S=53.09'
E 4" P.C.I.S=52.77'
- 1316 CLEAN INLET
RM= 62.90
E 12" P.C.I.S=53.09'
E 4" P.C.I.S=52.77'
- 1317 CLEAN INLET
RM= 62.90
E 12" P.C.I.S=53.09'
E 4" P.C.I.S=52.77'
- 1318 CLEAN INLET
RM= 62.90
E 12" P.C.I.S=53.09'
E 4" P.C.I.S=52.77'
- 1319 CLEAN INLET
RM= 62.90
E 12" P.C.I.S=53.09'
E 4" P.C.I.S=52.77'
- 1320 CLEAN INLET
RM= 62.90
E 12" P.C.I.S=53.09'
E 4" P.C.I.S=52.77'
- 1321 CLEAN INLET
RM= 62.90
E 12" P.C.I.S=53.09'
E 4" P.C.I.S=52.77'
- 1322 CLEAN INLET
RM= 62.90
E 12" P.C.I.S=53.09'
E 4" P.C.I.S=52.77'
- 1323 CLEAN INLET
RM= 62.90
E 12" P.C.I.S=53.09'
E 4" P.C.I.S=52.77'
- 1324 CLEAN INLET
RM= 62.90
E 12" P.C.I.S=53.09'
E 4" P.C.I.S=52.77'
- 1325 CLEAN INLET
RM= 62.90
E 12" P.C.I.S=53.09'
E 4" P.C.I.S=52.77'
- 1326 CLEAN INLET
RM= 62.90
E 12" P.C.I.S=53.09'
E 4" P.C.I.S=52.77'
- 1327 CLEAN INLET
RM= 62.90
E 12" P.C.I.S=53.09'
E 4" P.C.I.S=52.77'
- 1328 CLEAN INLET
RM= 62.90
E 12" P.C.I.S=53.09'
E 4" P.C.I.S=52.77'
- 1329 CLEAN INLET
RM= 62.90
E 12" P.C.I.S=53.09'
E 4" P.C.I.S=52.77'
- 1330 CLEAN INLET
RM= 62.90
E 12" P.C.I.S=53.09'
E 4" P.C.I.S=52.77'
- 1331 CLEAN INLET
RM= 62.90
E 12" P.C.I.S=53.09'
E 4" P.C.I.S=52.77'
- 1332 CLEAN INLET
RM= 62.90
E 12" P.C.I.S=53.09'
E 4" P.C.I.S=52.77'
- 1333 CLEAN INLET
RM= 62.90
E 12" P.C.I.S=53.09'
E 4" P.C.I.S=52.77'
- 1334 CLEAN INLET
RM= 62.90
E 12" P.C.I.S=53.09'
E 4" P.C.I.S=52.77'
- 1335 CLEAN INLET
RM= 62.90
E 12" P.C.I.S=53.09'
E 4" P.C.I.S=52.77'
- 1336 CLEAN INLET
RM= 62.90
E 12" P.C.I.S=53.09'
E 4" P.C.I.S=52.77'
- 1337 CLEAN INLET
RM= 62.90
E 12" P.C.I.S=53.09'
E 4" P.C.I.S=52.77'
- 1338 CLEAN INLET
RM= 62.90
E 12" P.C.I.S=53.09'
E 4" P.C.I.S=52.77'
- 1339 CLEAN INLET
RM= 62.90
E 12" P.C.I.S=53.09'
E 4" P.C.I.S=52.77'
- 1340 CLEAN INLET
RM= 62.90
E 12" P.C.I.S=53.09'
E 4" P.C.I.S=52.77'
- 1341 CLEAN INLET
RM= 62.90
E 12" P.C.I.S=53.09'
E 4" P.C.I.S=52.77'
- 1342 CLEAN INLET
RM= 62.90
E 12" P.C.I.S=53.09'
E 4" P.C.I.S=52.77'
- 1343 CLEAN INLET
RM= 62.90
E 12" P.C.I.S=53.09'
E 4" P.C.I.S=52.77'
- 1344 CLEAN INLET
RM= 62.90
E 12" P.C.I.S=53.09'
E 4" P.C.I.S=52.77'
- 1345 CLEAN INLET
RM= 62.90
E 12" P.C.I.S=53.09'
E 4" P.C.I.S=52.77'
- 1346 CLEAN INLET
RM= 62.90
E 12" P.C.I.S=53.09'
E 4" P.C.I.S=52.77'
- 1347 CLEAN INLET
RM= 62.90
E 12" P.C.I.S=53.09'
E 4" P.C.I.S=52.77'
- 1348 CLEAN INLET
RM= 62.90
E 12" P.C.I.S=53.09'
E 4" P.C.I.S=52.77'
- 1349 CLEAN INLET
RM= 62.90
E 12" P.C.I.S=53.09'
E 4" P.C.I.S=52.77'
- 1350 CLEAN INLET
RM= 62.90
E 12" P.C.I.S=53.09'
E 4" P.C.I.S=52.77'



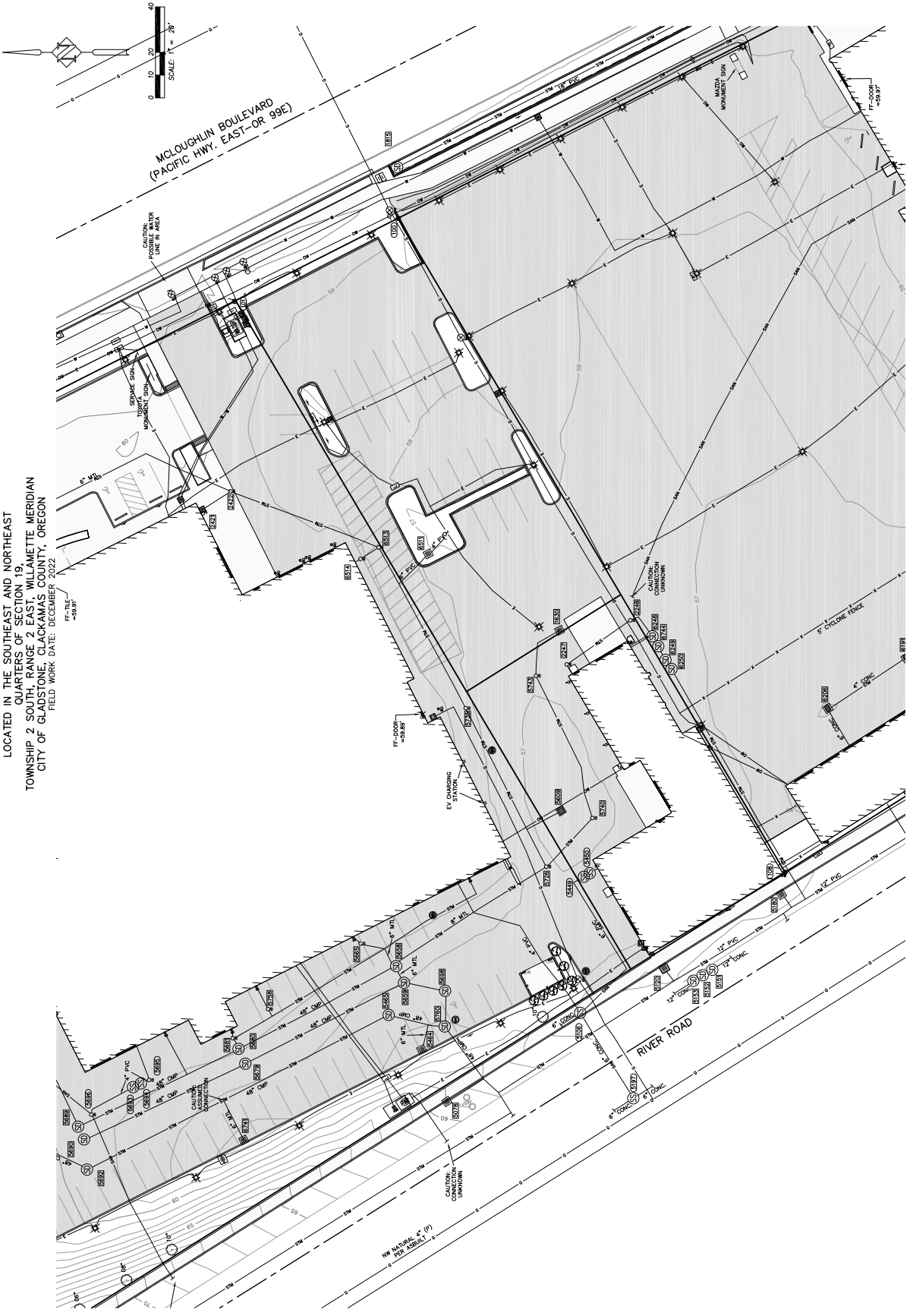
EXISTING CONDITIONS SURVEY
 TOYOTA & MAZDA OF GLADSTONE
 GLADSTONE, OR

Haper
 Houf Peterson
 Rightelis Inc.
 ENGINEERS & PLANNERS
 LANDSCAPE ARCHITECTS & SURVEYORS
 3125 S. Yamhill Street - Suite 200
 Gladstone, OR 97120
 Phone: 503.221.1131 www.hpr.com Fax: 503.221.1173

DESIGNER:	DESIGNER:	DATE:	04/06/2023
DRAWN:	DRAWN:	NO.:	
CHECKED:	CHECKED:	DESCRIPTION:	
APPROVED:	APPROVED:	REVISIONS:	
REGISTERED PROFESSIONAL ENGINEER		REGISTERED PROFESSIONAL ENGINEER	
OREGON		OREGON	
HEED CALSON BAUDRY		HEED CALSON BAUDRY	
51077		51077	
REVISED 12/23/2023		REVISED 12/23/2023	

SHEET NO. 2 OF 4
 JOB NO. ADC-118

LOCATED IN THE SOUTHEAST AND NORTHEAST
 QUARTERS OF SECTION 19,
 TOWNSHIP 2 SOUTH, RANGE 2 EAST, WILLAMETTE MERIDIAN
 CITY OF GLADSTONE, CLATSOP COUNTY, OREGON
 FIELD WORK DATE: DECEMBER 2022



EXISTING CONDITIONS SURVEY
 TOYOTA & MAZDA OF GLADSTONE
 GLADSTONE, OR

HHP Harper
 Houf Peterson
 Rightelis Inc.
 ENGINEERS & PLANNERS
 LANDSCAPE ARCHITECTS & SURVEYORS
 510 SE Shiloh Street - Suite 200 Portland, OR 97212
 Phone: 503.221.1131 www.hhp.com Fax: 503.221.1173

DESIGNER:	
DRAWN:	
CHECKED:	
IN CHARGE:	
DATE:	01/06/2023
DESCRIPTION:	
REVISIONS:	

SHEET NO. **3** OF **4**
 JOB NO. AUC-118

