



**GLADSTONE PLANNING COMMISSION REGULAR AGENDA
GLADSTONE CIVIC CENTER, 18505 PORTLAND AVENUE
Tuesday, June 20, 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/83069599904?pwd=M2FtT0FwZXlITlJ1SytlTGVRs1ZkQT09>

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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 June 20, 2023. Individuals attending in person may submit a speaker card to the City Recorder prior to the beginning of the meeting. Comments are limited to three (3) minutes.

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 June 20, 2023 with your name, topic of discussion, and city of residence. Individuals attending in person may submit a speaker card to the City Recorder prior to the beginning of the meeting. Comments are limited to three (3) minutes.

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 April 18, 2023 Meeting Minutes (no meeting in May)

REGULAR AGENDA

2. Monthly Planning Report – April & May 2023
3. **PUBLIC HEARING:** File DR-23-04. Design Review for Approval of a 20,000 s.f. unenclosed canopy with attached lean-to over an existing paved area used for annual gatherings of the Oregon Conference of Seventh-day Adventists, 19800 Oatfield Road, Gladstone Park Conference Center – Dan Linrud
4. **PUBLIC HEARING:** File DR-23-05. Design Review for Construction of a new 6,528 s.f. 2-story Wong's Building Supply Commercial Building for cabinet & stone countertop showroom and display area. The existing Pizza Hut building will be demolished. A Variance is also requested for the location of the loading area. 19640 McLoughlin Blvd., Architecture Northwest PC/Sheldon Development Inc.
5. **PUBLIC HEARING:** File TXT-23-01. Gladstone Municipal Code Amendments to Chapter 17.14 – MR- Multi-Household Residential District.

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:

- July 18, 2023 – Planning Commission Meeting CANCELLED

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 APRIL 18, 2023

Meeting was called to order at 6:35 P.M. (In Person and via Zoom)

ROLL CALL:

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

ABSENT:

Commissioner Andriel Langston

STAFF:

Heather Austin, Senior Planner; David Doughman, City Attorney; John Schmerber, Police Chief; Matthew Okerman, Police Sergeant; Tami Bannick, City Recorder

CONSENT AGENDA:

1. APPROVAL OF MARCH 21, 2023 MEETING MINUTES:

Commissioner Volbeda made a motion to approve the Consent Agenda. Motion was seconded by Commissioner Wease. Ms. Bannick took a roll call vote: Commissioner Volbeda – yes. Commissioner Wease – 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 – MARCH 2023:

Ms. Austin said the report is included in the packet. There was a slight reduction in customer phone/email contacts due to a week off for spring break.

3. CONTINUED FROM MARCH 21, 2023: APPEAL OF HOME OCCUPATION PERMIT – ADAM BAKER TOOL COMPANY - 7470 CASON CIRCLE:

Ms. Austin gave some background. The Ormes had appealed the home occupation permit that was issued by the City. At the March 21, 2023 meeting there was testimony from Adam Baker (as well as written testimony from his attorney), Mr. Orme, and some of his neighbors. The Planning Commission closed the public testimony portion of the hearing and took a vote, coming up with a 3-3 tie whether to overturn the City's decision regarding the home occupation. Tonight they will continue to discuss the topic and whether the City's administrative decision to grant the home occupation business license should be overturned or upheld.

The home occupation business license criteria were met, as determined by the City Administrator when the permit was issued at the beginning of 2023. The City staff report that was provided for the March meeting continues to find that the home occupation criteria are met in this case. At the March meeting there was a question brought up about the clear vision triangle at the corner of Cason Circle – that was forwarded to Code Compliance, but it is not a requirement of the home occupation criteria. Staff continues to find that the home occupation criteria are met.

PUBLIC TESTIMONY:

George Orme said that Mr. Baker's business has changed the look of the neighborhood. He requests that Mr. Baker move all his business vehicles to the address in Damascus and not have them in this neighborhood. He said there are still trucks making deliveries to the home.

Discussion:

Commissioner Pat Smith asked Mr. Doughman for comments regarding the letter received from the law firm representing Mr. Baker. Mr. Doughman said he agreed with the conclusions of the Barnet Firm. He said the charge of the Planning Commission is to consider the facts and the evidence presented and to limit their decision based on what the criteria are. The staff report recommends that the Planning Commission reject the appeal and approve the permit. If there is a denial, the Planning Commission would need to confine its decision to what the relevant criteria are for home occupation.

Commissioner Pat Smith said the first paragraph of the Snap-On Tool website franchise agreement states "Snap-On Tools, LLC, offers a license to operate a franchise retail mobile store selling high quality repair and diagnostic tools and equipment". He said it's a mobile business - not a business taken care of out of his own home. He said the GMC 17.78, Home Occupation, page 3-14, #4 says "All aspects of the conduct of a home occupation shall be confined, contained, and conducted within the dwelling or with a completely enclosed accessory building". He said Mr. Baker does all his selling off-premises, so he doesn't feel it meets the criteria of a home operated business. #7 on page 3-14 says: "The premises shall at all times be maintained as residential in appearance, cleanliness, and quietness" – he said that's the neighbors' main objection to allowing it to continue as a home business.

Ms. Austin agreed that #4 does make it seem that it all needs to be within the house/garage. She said #5 does allow you to have a vehicle. She said #7 is a very subjective standard, so that is for the Planning Commission to decide.

Sgt. Okerman explained that Mr. Baker operates the franchise as a mobile sales business, so his sales headquarters is done out of the residence (invoicing, payments, etc.). He does store some goods as they are received, sorts them in his garage and shed, and loads his truck from that stock. He parks the truck at the residence, drives his truck away and does his rounds to sell the tools, then returns home and parks the truck again. He doesn't make any sales from home.

Commissioner Labonte said it seems like things are becoming contentious in the neighborhood. He understands the neighbors' complaints. He said as a business grows you need the appropriate area. He asked if the RV is registered to the business – Sgt. Okerman said all the vehicles are registered to Mr. Baker or his wife, except for the business trucks/trailer. He asked if Mr. Baker was doing any kind of mechanic work there – Sgt. Okerman said Mr. Baker doesn't do any work for other people, but he works on his own vehicles. Sgt. Okerman said he is allowed to have the truck parked in his driveway and receive deliveries of goods. If he has the home occupation business then he would be prohibited from having an employee show up there. If it's not granted and he retains the place in Damascus, he would be allowed to have an employee come to the house and carpool. Sgt. Okerman said that Mr. Baker has recognized that the neighbors were concerned with his operation and that's why he built the second driveway and was able to park the trailer behind the front set-back of the house to try and hide it.

Commissioner Wease feels that if they approve the home occupation that Mr. Baker actually has more guidance around what he can do.

Commissioner Mersereau said he still stands firmly on the appeal.

Commissioner Labonte doesn't love the options. He isn't confident that Mr. Baker will be moving his vehicles to the other location because he wouldn't have to.

There was further discussion regarding parking/options.

Commissioner Wease asked if they could refund the fee for the petition to the Ormes if this doesn't go the way that they had hoped. Ms. Bannick and Mr. Doughman said typically that is not done.

Commissioner Volbeda made a motion to close the public hearing. Motion was seconded by Commissioner Mersereau. Ms. Bannick took a roll call vote: Commissioner Volbeda – yes. Commissioner Wease – yes. Commissioner Labonte – no. Commissioner Pat Smith – yes. Commissioner Mersereau – yes. Chair Smith – yes. Motion passed (5-1).

Chair Smith closed the public hearing.

Discussion:

Chair Smith re-read the criteria from 17.78. Commissioner Pat Smith went over #4 again. Chair Smith said there is zoning for a reason, and this is all R-7. Commissioner Wease said that 17.78 applies to R-7 zoning as well. Chair Smith doesn't feel that this business fits the criteria. Commissioner Labonte said that if it's a home occupation business then the City has some input. He feels for the neighbors. Commissioner Pat Smith said Mr. Baker is operating a warehouse/distribution center at the residence as well as a sales office. Chief Schmerber said nothing restricts deliveries. There was further discussion regarding the other location, options, reasons for the license, etc.

Ms. Austin asked about the possibility of changing the code to require a review each year prior to reissuing a business license to insure compliance with criteria and if Mr. Baker would be grandfathered in. Mr. Doughman didn't think it would be non-conforming and therefore, if you had new criteria he would be subject to that.

Commissioner Volbeda asked if they could approve it on a temporary basis to see if Mr. Baker is following the code, then review it after six months. Ms. Austin said the code says a home occupation shall remain valid indefinitely. Mr. Doughman agreed and said they could have conditions that are meant to ensure that the criteria are met, such as appearance.

Commissioner Volbeda made a motion to adhere to the City staff with approving the home occupation permit with the condition of approval to uphold the residence as residential in appearance. Motion was seconded by Commissioner Wease. (Mr. Doughman clarified that a yes vote would be to deny the appeal and to uphold the approval from staff. A no vote means they would grant the appeal and the City should not have approved the home occupation in the first place and void the original approval.) Ms. Austin clarified that the condition would be linked to sub-criteria #7, that the premise shall, at all times, be maintained as residential in appearance, cleanliness, and quietness.)

There was discussion regarding quietness, residential, etc.

Ms. Bannick took a roll call vote: Commissioner Mersereau – no. Commissioner Pat Smith – no. Commissioner Labonte – yes. Commissioner Wease – yes. Commissioner Volbeda – yes. Chair Smith – no. (The motion did not carry (3-3)).

Mr. Doughman went over their options. They can wait until they have a quorum and vote again. They could say the initial approval was denied, so it would basically cancel out staff's approval initially, uphold the appeal, and the applicant could appeal the decision to the City Council. Ms. Austin said the appeal was received on February 1st, so the deadline would be June 1st. Chair Smith said she would like to say it is denied and have the applicant go before the City Council. Mr. Doughman said the appeal would have to be filed by the applicant. He said they could vote again to see if someone changed their vote.

Commissioner Pat Smith made a motion to vote again. Motion was seconded by Commissioner Wease. Ms. Bannick took a roll call vote: Commissioner Volbeda – yes. Commissioner Wease – 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 uphold the City in approving the home occupation, therefore rejecting the appeal for the home occupation of Adam Baker Tool Company with the condition of approval of maintaining an appearance as a residential zone. Motion was seconded by Commissioner Pat Smith. Ms. Bannick took a roll call vote: Commissioner Mersereau – no. Commissioner Pat Smith – yes. Commissioner Labonte – yes. Commissioner Wease – yes. Commissioner Volbeda – yes. Chair Smith – no. Motion passed (4-2).

Mr. Doughman said they will get a written decision together. Both sides will have the opportunity to appeal the decision to the City Council if they desire.

There was a five-minute recess – reconvened at 7:45 P.M.

4. PUBLIC HEARING: FILE DR-23-03, DESIGN REVIEW TO RENOVATE AND ADD A VESTIBULE TO THE EXISTING PUBLIC WORKS BUILDING. PORTLAND AVENUE STREET IMPROVEMENTS FOR VEHICULAR AND PEDESTRIAN CIRCULATION AND PARKING, 18595 PORTLAND AVENUE, CITY OF GLADSTONE:

Chair Smith opened the public hearing at 7:46 P.M.. She asked if there were any abstentions or any conflicts of interest. Commissioner Volbeda declared that she knows one of the project executives for P&C, but she does not believe that will cloud or hinder her judgment in any way. There were no others. She asked if there were any ex parte contacts – there were none. She asked if the Commissioners had visited the site. All the Commissioners had been by it.

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 or include your proposed modifications you believe are necessary for approval according to the standards. Because this is the initial evidentiary hearing, State laws grant 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 any specific issues at the final evidentiary hearing or by 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 (LUBA) 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/Power Point presentation. This is a design review application for the Gladstone Public Works building renovation. The proposal is to use the existing building, do an interior remodel, an exterior upgrade, and add a vestibule next to the parking area on the west side. The parking is going to be switched from angled to parallel in the front, with street improvements along Portland Avenue. The vestibule is 134 square feet in size. This is zoned light industrial. The site is just under two acres in size. There are no flood plain or environmental overlays that they needed to consider. They sent public notice to property owners within 250 feet of the site, as well as the applicable review agencies. They received comments from Public Works and Oak Lodge, which are included in the staff report.

Uses permitted outright in the zone include uses permitted outright in the C-3 zone.

The fence that runs from the building to the property line on the west side will be moved back to accommodate new parking on that side of the building. She shared renderings of how it will look when completed. She went over the landscaping improvements – street trees/planting strip along Portland Avenue, buffer area, and more street trees on the back.

The recommendation of the planning staff is to approve this design review application with four special conditions of approval: add street improvements to the adjacent frontages, 8-foot wide public utility easements are needed along both street frontages, sanitary sewer line needs scoping, and submit a short narrative to assess whether waste water connection fees will be needed. Chair Smith asked if the flooding problem on Portland Avenue has been addressed or repaired. Ms. Austin said that would be addressed in the street improvements.

Commissioner Pat Smith asked if any foot traffic will be impeded during construction, and if so, for how long. Ms. Austin was not sure, but the applicant might have the answer.

APPLICANT TESTIMONY:

Brandon Dole, from Scott Edwards Architects, said they are looking at starting construction in early September and planning for a ten-month construction period, so the sidewalks/street frontages would be impacted during that period. The contractor will work on providing access/a way around.

Commissioner Volbeda asked what exterior lighting will be like. Brandon said they are proposing two types of lighting – both geared toward egress pedestrian scale lighting. The new concrete walkway from the parking areas to the vestibule will be lit per code minimum. They are adding street lighting as well. They will be meeting code minimum requirements in terms of egress lighting. They are not putting any lighting on the building. Commissioner Volbeda asked if the vestibule will be open all the time. It will be open during normal business hours and they are limiting public access. They are going to provide a lobby from the vestibule that is controlled security-wise. They will also have a conference room off the lobby space intended for public meetings (pre-construction meetings).

PUBLIC TESTIMONY:

None.

Commissioner Volbeda made a motion to close the public hearing. Commissioner Pat Smith seconded the motion. Ms. Bannick took a roll call vote: Commissioner Volbeda – yes. Commissioner Wease – 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 8:00 P.M.

Commissioner Pat Smith made a motion to accept as presented application #DR-23-03 with the special conditions (Watts Street improvements, easements, sanitary sewer scoping, and Oak Lodge condition). Motion was seconded by Commissioner Volbeda. Ms. Bannick took a roll call vote: Commissioner Mersereau – yes. Commissioner Pat Smith – yes. Commissioner Labonte – yes. Commissioner Wease – yes. Commissioner Volbeda – yes. Chair Smith – yes. Motion passed with a unanimous vote.

5. MUNICIPAL CODE UPDATE PROJECT:

Ms. Austin said she wanted to bring forward some of the code language they are talking about working on. They are looking into home occupation language. They are planning on bringing it before the Planning Commission in the coming months. The City Council held a meeting and had a presentation from the Department of Land Conservation and Development staff to talk about the Climate Friendly and Equitable Communities project that applies to all of the metro areas in the State. Gladstone is subject to those standards so they will need to look at parking regulations as the first piece. They are required to update the code by June 30th of 2024. There might be some funding available to help with code writing. The DLCD is putting together some model code and they are hiring some interns over the summer from the U of O and PSU Planning Programs, so there might be some more resources available if we wait a bit on that. The City Council asked to have more information brought before to them in early fall and they will choose a policy direction. All three options relate to parking. The first step of the State legislation was to remove all parking mandates within ½ mile of high frequency transit, which is McLoughlin Boulevard for the City of Gladstone. The other piece that is in place is multi-family housing – you can only require one parking space per unit (the code says 1.5). She went over the three options they have to choose from.

Clear and objective residential review standards – she worked with City Attorney Josh Soper on this. He gave her three viable options: 1) Update the conditional use chapter and have a specific subsection regarding residential uses. 2) prohibit these types of residential development in GMC Chapter 17.14 – MR (Multi-Residential Household Residential Zoning District. 3) Allow these types of residential development in the MR zone to be “allowed outright” and reviewed under the existing clear and objective standards applicable to duplexes and multi-family. She recommends a hybrid of 2 & 3 – everyone agreed.

She said they needed clarification between the final plat and the final certificate of occupancy. The language clarifies that in the language of the improvement agreement. She has examples of the language that other cities are using. There was further discussion. There was discussion regarding improvements (17.42.030) and language that could be added to require public improvements to our standards. There was discussion regarding “fee in lieu” as an option. Ms. Austin will come back with more information at the next meeting.

Commissioner Pat Smith said it seems reasonable that whatever our municipal codes are they ought to be somewhat in parallel to our neighboring communities and if other communities are doing things that work and we’re not, maybe we should adopt those or consider them. Ms. Austin agreed and said that planners look at other jurisdictions to write code. They talk with city staff and ask how things are working.

BUSINESS FROM THE PUBLIC:

None.

BUSINESS FROM THE PLANNING COMMISSION:

Commissioner Labonte:

He said, regarding their vote on the Adam Baker Tool Company, that he hopes the neighbors can have a peaceful time and he hopes Mr. Baker will be mindful of the large vehicles and their impact on the neighborhood.

Commissioner Wease:

He said he appreciated that the discussion today was all about trying to take care of the residents in Gladstone. He appreciates the other Commissioners for the thoughtful discussion.

Chair Smith:

She hoped that everyone got their filings done – everyone had. She agreed with Commissioner Wease and said it is a privilege and an honor to volunteer/serve on this Commission. They work well together. She thanked everyone for their time.

ADJOURN:

Commissioner Volbeda made a motion to adjourn the meeting. Motion was seconded by Commissioner Wease. Ms. Bannick took a roll call vote: Commissioner Volbeda – yes. Commissioner Wease – 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 8:25 P.M.

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

Natalie Smith, Chair



REGULAR AGENDA



City of Gladstone Monthly Planning Report

April 2023

PUBLIC CONTACTS/PLANNING ACTIONS

CUSTOMER CONTACT/ Planning Actions	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	YEAR-TO-DATE TOTALS
Customer Service Counter Contacts	1	1	1	1									4
Customer phone/email Contacts	48	37	31	43									159
Building Permits with Land Use Review	4	6	2	4									16
Code Compliance Review	1	1	1	0									3
Pre-application Conferences	1	0	1	0									2
Administrative Decisions	2	2	0	0									4

PLANNING COMMISSION ACTIONS/DECISIONS

- Home Occupation Approval Appeal- Appeal Denied; City Decision Upheld with Condition
- DR 23-03 Public Works Building Renovation-Approved with Special Conditions
- Code Update Discussion-ongoing

CITY COUNCIL LAND USE ACTIONS/DECISIONS

- Work Session to discuss Climate Friendly and Equitable Communities (CFEC)

PRE-APPLICATION CONFERENCES

- None held in April

ADMINISTRATIVE PERMITS

- None in April 2023

BUILDING PERMITS WITH LAND USE REVIEW

DECEMBER			
Date	Address	Building Permit #	Description
04/04/23	19575 River Road	B0445422	Convert window into door- approved
04/13/23	525 Portland Ave	B0116823	Gladstone Library- site plan approved
04/19/23	7095 Ridgegate Drive	B0099023	Repair to Home from Tree Fall Damage
04/19/23	555 Portland Ave	B0145123	Gladstone Fire Station Sign

FUTURE ITEMS/PROPERTY UPDATES

Date	Topic
May	No Planning Commission meeting in May 2023
June	MR (Multi-Household Residential Zoning District) Updates



City of Gladstone Monthly Planning Report

May 2023

PUBLIC CONTACTS/PLANNING ACTIONS

CUSTOMER CONTACT/ Planning Actions	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	YEAR-TO-DATE TOTALS
Customer Service Counter Contacts	1	1	1	1	0								4
Customer phone/email Contacts	48	37	31	43	34								193
Building Permits with Land Use Review	4	6	2	4	8								24
Code Compliance Review	1	1	1	0	0								3
Pre-application Conferences	1	0	1	0	0								2
Administrative Decisions	2	2	0	0	0								4

PLANNING COMMISSION ACTIONS/DECISIONS

- No Planning Commission in May

CITY COUNCIL LAND USE ACTIONS/DECISIONS

- No Land Use Actions at Council in May

PRE-APPLICATION CONFERENCES

- None held in May

ADMINISTRATIVE PERMITS

- None in May 2023

BUILDING PERMITS WITH LAND USE REVIEW

Date	Address	Building Permit #	Description
05/05/23	18595 Portland Ave	G0000623	Public Works Building- Grading Permit
05/05/23	18595 Portland Ave	B0203923	Public Works Building- Bldg Permit
05/08/23	525 Landon Street	B0182423	Replace Retaining Wall
05/08/23	19405 McLoughlin Blvd	B0194023	Mazda of Gladstone- Bldg Permit (not approved- conditions of approval not met)
05/08/23	17445 Via Del Verde Dr	B0229523	Remodel of existing single-residential home
05/10/23	430 E Fairfield St	B0655022	Back Patio Canopy Replacement
05/23/23	16711 SE Valley View Rd	B0234323	Valley View Reservoirs Fall Protection Improvements (Railing)
05/23/23	275 W Ipswich St	B0210923	Addition of 3 dwelling units resulting in quadplex at full build-out

FUTURE ITEMS/PROPERTY UPDATES

Date	Topic
June	MR (Multi-Household Residential Zoning District) Updates Oregon Convention- Canopy Cover Wong's Building Supply



REGULAR AGENDA



Agenda Item No. 3

PC Meeting Date: 06/20/2023

STAFF REPORT: DESIGN REVIEW

Application No.:	DR-23-04
Applicant/Owner:	Gladstone Park Conference Center
Project Location:	19800 Oatfield Road; Tax Map 22E16C Lot 3400
Project Description:	Proposed 20,000 SF unenclosed canopy with attached lean-to over an existing paved area used for annual gatherings of the Oregon Conference of Seventh-Day Adventist.

SUMMARY OF STAFF RECOMMENDATION

The planning staff recommend approval of the Design Review application DR-23-04 and recommend the following findings and standard conditions in support of approval, as well as 2 special conditions: (1) Private Stormwater System; and (2) Transit Stop Improvement.

Gladstone Park Conference Center is seeking Design Review approval for a proposed 20,000 sf unenclosed canopy over an existing developed area with an attached 971 sf lean-to at 19800 Oatfield Road within the OP-Office Park Zoning District. The proposed permanent canopy and lean-to are for an existing gathering use in relation to Oregon Conference of the Seventh-day Adventist Church, which holds yearly events at the project site.

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 the standard conditions and 2 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 dated May 25, 2023 regarding public utilities, streets and erosion control, which have been incorporated into this report. Clackamas County Water and Environment Services (WES) also provided comments and recommended conditions which are incorporated herein. No comments were received from Clackamas Fire District on behalf of Gladstone fire, ODOT or Oak Lodge. 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 GMC 17.66.015(4).
- 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. Erosion Control.** Per an IGA between the City of Gladstone and Clackamas Water Environment Services (WES), WES is the delegated erosion control authority within the City's boundaries for all development and redevelopment applications. The proposed development shall be subject to WES Rules and Regulations, and Standards ("WES RR&S"), in accordance with the following adopted ordinances:
 - a. Water Environment Services Rules and Regulations, July 2018, Ordinance No. 03-2018**
 - b. Stormwater Standards, Clackamas County Service District No. 1, July 1, 2013.**

Per WES Stormwater Standards, Section 6.1, the owner or their agent, contractor, or employee shall properly install, operate and maintain both temporary and permanent Erosion Protection and Sediment Control (EPSC) practices to protect the environment during the useful life of the project. No visible or measurable erosion shall leave the property during development, construction, grading, filling, excavating, clearing, or other activity that accelerates erosion, as required by water quality standards set forth in OAR 340-41-445 thru 470.

An EPSC Permit shall be required for development activities that result in land disturbance of 800 sq ft or greater. Before the start of any grading or construction activities, the applicant shall submit a Permit application and erosion control site plans to WES for review and approval, and pay applicable permit fees (\$460 + \$80/acre over 1 acre).

Prior to building permit sign off, EPSC measures shall be inspected by a WES erosion control inspector. Monitoring inspections will occur periodically throughout the construction. The permittee shall request a Final Erosion Control inspection once the site has been permanently stabilized.

- 6. Private Site Utilities.** Private site utilities and plumbing shall be approved and permitted through Clackamas County Building Department.
- 7. Pre-Construction Conference.** Once grading/construction plans are ready to be approved by the City of Gladstone, a Pre-Construction Conference with final sign-off on the Construction Plans is required per GMC 17.40.030.

8. **Building Permits.** The applicant shall obtain required building permits from Clackamas County. The applicant shall comply with requirements of the permits. This includes a grading permit, as applicable.
9. **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.
10. **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.
11. **As-Built Submittals.** Prior to the approval of the Certificate of Occupancy, the applicant shall provide the City Public Works Department with copies of the as-built submittals in paper, PDF and CAD format, per GMC 17.60.020(7), as applicable.
12. **Certificate of Occupancy.** All conditions of approval shall be satisfied prior to Final Certificate of Occupancy.

SPECIAL CONDITIONS OF APPROVAL

1. **Private Stormwater System.** Prior to building permit approval, submit to the Gladstone Public Works Department for review and approval a revised stormwater report and construction plans detailing the private stormwater improvements and site grading per GMC 17.42.030.
2. **Transit Stop Improvement.** Prior to issuance of a final certificate of occupancy, improve Tri-Met Stops 13252 and 10700 or provide or provide documentation to the city planning department that improvements to these stops are not part of Tri-Met's long-range plan.

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 (***)

DIVISION II. ZONING DISTRICTS

Chapter 17.22 OP- Office Park District

17.22.020 Primary uses.

(1) Uses. *The following uses may be established when they satisfy the purposes of this district, and performance standards under subsections (2) to (8) of this section:*

(d) *Retail and service uses listed as uses permitted outright in the C-2, community commercial, zoning district;*

Finding: The C-2 zone permits outright "Community service facility such as a fire station, library, community center, park, utility facility or meeting hall". This structure is intended to provide cover for an outdoor meeting hall use, a permitted service use in the C-2 zone and, by reference, the OP zone. This standard is met.

(2) Site Plan and Design. Structures, circulation, parking, loading, and landscaping shall be designed to:

(a) Avoid undue disturbance of significant vegetation, slopes and lakes;

(b) Incorporate and use significant natural features to enhance the quality of the development and preserve the visual character of the site;

(c) Project a positive image as viewed from both inside and outside the site; and

(d) Minimize the impact of truck loading and maneuvering areas.

Finding: The construction of a cover and lean-to wall upon an existing paved gathering area will not affect circulation, parking, loading or landscaping. The structure itself is designed to match the other structures on the site, all of which are designed for the gathering of people. The proposed structure avoids undue disturbance of significant vegetation, slopes and lakes, projects an image of comfortable gathering and does not affect truck loading or maneuvering. This standard is met.

(3) Building Types and Designs. The use shall occupy only the types of buildings described below:

(a) Buildings. Architect-designed buildings which have the following characteristics:

(A) Are designed for the specific site to accomplish the objectives under subsection (2) of this section;

(B) Provide for natural light penetration into work areas using windows, skylights, atriums, courtyards, etc.;

(C) Have distinctive public entrances into the building;

(D) Use high-image exterior materials and finishes such as masonry, architecturally treated tilt-up concrete, glass, wood, or stucco;

(E) Do not use metal siding material, except as approved by the design review committee for specific high-image materials, or for canopies, awnings, screening for roof-mounted fixtures, or other architectural features;

(F) Generally provide limited area (not exceeding twenty percent (20%) of the floor area) devoted exclusively to storage, except those uses requiring additional storage area for materials and finished products assembled within the same building, or uses providing storage and retrieval of records or information, and similar uses;

(G) Are designed to accommodate either a number of tenants in one structure, or a single tenant having various space needs, such as office, research, assembly and storage.

Finding: The proposal includes an open-sided structure rather than a building. The proposed structure is designed to match the existing structures on-site and support the intent of the overall development as a gathering place. However, GMC Section 17.06.050 defines “Building” to include “a structure built for the support, shelter or enclosure of any persons...” Therefore, these standards are applicable. This standard is met as this structure is:

- architect-designed;
- allows for natural light penetration through the open sides;
- contains distinct entrances as there is only one side “wall”;
- is made of metal but is a canopy structure and is therefore permitted to be made of metal;
- includes no exclusive storage area; and
- is designed to meet the needs of one tenant, including but not limited to assembly.

(4) Outdoor Storage / Process Areas. No outdoor storage of materials or products is allowed. No outdoor processes shall be employed in the operation of the business. Waste and recycle receptacles shall be maintained within enclosed structures.

(5) Display Areas. All display areas shall be located within an office, multi-use of flex-space building. No outdoor display areas are allowed in this district.

Finding: No outdoor storage, processing or display is proposed. These standards are met.

(6) Transportation Requirements. The use provides appropriate access to a road of at least a collector classification. In addition, the following provisions apply:

(a) Parking. The use satisfies the parking requirements under GMC Chapter **17.48** (off-street parking and loading), and parking area landscaping requirements under GMC Chapter **17.46** (landscaping). All parking requirements shall be satisfied on-site, except as provided for shared parking. On-street parking shall not be allowed in this district;

(b) Loading Areas. Loading areas shall be located to the side or rear of the buildings unless topography, natural features, or other requirements of this section dictate front yard loading bays. Loading dock areas shall be recessed, screened, or otherwise designed to buffer this use from adjacent properties and roads.

Finding: The proposed canopy structure is an addition to an existing site that has adequate access, parking and loading. The canopy will cover an existing paved space used for assembly. There are no additional trips anticipated with the addition of this structure. This standard continues to be met by the existing site.

(7) Landscaping. A minimum of twenty percent (20%) of the developed “site area,” as defined under GMC Section 17.22.060, shall be used for landscaping, satisfying the requirements under GMC Chapter 17.46 (landscaping). Typical landscaping in this district shall:

- (a) Include a variety of plant materials;
- (b) Highlight public access points to buildings;
- (c) Buffer loading and utility areas;
- (d) Break up large parking areas;
- (e) Complement building design and materials;
- (f) Incorporate significant trees and other natural features into the site as much as possible;
- (g) Include street trees along periphery and internal circulation roads except where significant trees already exist;
- (h) Provide for maintenance of all areas within the site area, including areas for future development.

Finding: Staff asked the applicant to designate an area of the overall property as the “developed site area” to calculate landscaping percentage requirements. The overall property is approximately 71 acres in size. The applicant identified a “developed site area” area of approximately 11.75 acres. Sheet L1.1a of the applicant’s submitted plans identifies greater than 20% landscaping on the overall site (approximately 51.8% of the development site is landscaped as roughly measured). This standard is met.

(8) Operational Impacts:

- (a) The operation of the use shall not produce noise, odors, fumes, gases, or vibration which exceed the standards of the Department of Environmental Quality (DEQ);
- (b) No hazardous materials in quantities classified under Group H, Division 1 or Division 2 Occupancies under the Uniform Building Code shall be stored or used on the premises, except as specifically approved as a conditional use under GMC Section 17.22.040 (conditional uses);
- (c) Any use which generates, releases, stores, or deposits hazardous substances, as defined by CERCLA, 42 USC Chapter 9601 (14), pollutants or contaminants as defined in CERCLA, 12 USC Chapter 9604 (a) (2), or hazardous wastes as defined by RCRA, 42 USC Chapter 6903 (5) (“Hazardous Substance”) shall be allowed only under a conditional use under GMC Section 17.22.040 (conditional uses).

Finding: The addition of a canopy cover will not produce operational impacts as described above. This standard is met.

17.22.060 Dimensional standards.

(1) Purpose. The purpose of these requirements and limitations are to:

- (a) Assure that developments have a positive image and attractive appearance from within the site, and from public roads and adjacent properties;
- (b) Encourage the retention of large sites and their development in a coordinated aesthetic, and efficient manner;
- (c) Ensure that the minimum operational requirements of the development are provided on-site;
- (d) Establish the maximum limits of development;
- (e) Provide for the safety and welfare of property within and adjacent to the site.

Finding: This purpose statement is considered in the following findings.

(2) Site Area Requirements. A “site area” for purposes of this section shall be the total land area to be developed as a unit prior to the creation of any new parcels or lots within the land area. A site area may be either of the following:

- (a) A single tax lot, or two or more contiguous tax lots under the same ownership;
- (b) Two or more contiguous tax lots under separate ownership, provided that:
 - (A) All individual property owners are members of a group formed for the purposes of developing the properties as a single planned development, and
 - (B) All individual tax lot ownerships are converted into development shares, or other satisfactory arrangement, allowing all lots to be combined into one lot prior to issuance of any building permit for the project.

(3) Site Area Standards. The following standards shall apply to office park districts.

- (a) Site area. Developments shall require a minimum site area of five acres.
- (b) Site area partitions and subdivisions. Design review approval of the overall development plan for the site area, including circulation, parking, landscaping, and proposed building elevations, shall be required prior to the approval of any partition or subdivisions of a site area existing at the time of application of this district to the property.

Finding: The overall site is approximately 71 acres and is a single tax lot under the same ownership. No land division is proposed. These standards are met.

(4) Setback Requirements. For purposes of this section, a “perimeter access road,” shall be any state, county, or public road which provides access to the site area, and an “internal circulation road” shall be any public or private roadway which provides direct access to more than one use, building, or parcel within a site area but not including connecting driveways within or between parking areas.

- (a) Perimeter Access Road Setbacks. A minimum thirty-foot (30’) setback shall be maintained between structures in a development and any perimeter access road, except:
 - (A) An additional five feet (5’) of setback shall be added for each five feet (5’), or portion thereof, of building height over thirty-five feet (35’);
 - (B) No structure shall be erected closer than fifty-five feet (55’) from the center line of a perimeter access road.
- (b) Perimeter Side and Rear Yard Setbacks. A twenty-foot (20’) setback shall be provided between any structure and a side or rear perimeter line;
- (c) Internal Site Setbacks. A twenty-foot (20’) setback shall be provided between buildings within a site area, and between any building and an internal circulation road.
- (d) Corner Lots. A structure located on the corner of two roads shall observe the minimum setback requirement for both roads, as prescribed in this section;
- (e) Perimeter Landscaping. Within the perimeter setback, a landscaped strip at least twenty feet (20’) wide shall be provided.
- (f) A setback does not apply to Portable Storage Containers as defined in Chapter 5.22.

Finding: The proposed structure is a minimum of 238 feet from the nearest road, Oatfield Road. Intervening vegetation is existing between Oatfield and the proposed structure. This standard is met.

(5) Minimum Street Frontage. A site area shall have a minimum of one hundred feet (100') of frontage on a state, county, or public perimeter access road.

Finding: This site has well over 100' of frontage on Oatfield Road. This standard is met.

(6) Building Height. The maximum building height shall be thirty-five feet (35'). This restriction may be varied as follows:

- (a) Maximum building height may be increased by one (1) story if the building is provided with an approved automatic sprinkler system throughout as provided in Section 506 of the Oregon Structural Specialty Code or its successor;**
- (b) Vertical projections such as chimneys, spires, domes, elevator shaft housings, towers, aerials, flagpoles and similar objects not used for human occupancy are exempt from the maximum building height standard;**
- (c) Maximum building height may be increased if the city fire department reports that it possesses sufficient fire-fighting capability to provide emergency response to a structure of the height proposed.**

Finding: The proposed structure is approximately 32.2' tall, under the 35' limit. This standard is met.

(7) Exceptions to General Requirements. The requirements of this section may be modified when such modification is consistent with GMC Subsection 17.22.060(1) and GMC Chapter 17.72 (variances).

Finding: No exceptions are requested. This standard is not applicable.

17.22.070 Development standards.

All development within an OP zoning district shall be subject to the development standards of GMC Section 17.22.020. In addition, the following standards shall apply:

(1) Master Plan. All developments within the office park district shall be reviewed and developed under a master plan which addresses the performance standards of this section and GMC Chapter 17.80 (design review).

Finding: Findings regarding the provisions of Section 17.22.020 are discussed previously in this report. The Oregon Convention site master plan designates this space for gathering and assembly. The provisions of Chapter 17.80 are discussed further in this report. This standard is met.

(2) Specific Area Plans or Standards. Development shall comply with the requirements or provisions of any special design, circulation, community plan, or standards adopted by the City Council for the area.

Finding: There are no specific area plans or standards for this area. This standard is not applicable.

(3) Fences. Street perimeter fences or walls and guard posts shall meet a minimum setback of thirty feet (30') and shall be of a material, color, and design complementary to the development and to adjoining properties and public access roads.

Finding: No new fencing is proposed with this development. The existing fencing along Oatfield Road will remain and is of a material, color and design complementary to the development and adjoining properties and public access roads. The existing street perimeter fence is not setback a minimum of 30',

which is considered a pre-existing non-conformity that may continue but not be expanded. No expansion is proposed with this development. This standard is met.

(4) Signs. ***

Finding: No additional signage is proposed with this design review application and therefore the sign standards are not applicable.

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: Oatfield Road is improved with full width street, curb, sidewalk and street lighting. No storage is proposed in the public right-of-way. No new traffic will be generated by the proposed canopy cover. This standard is met.

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 structure will be placed over an existing paved area. The sides are open to allow natural light. The design and materials are compatible with others on the site. The structure is tucked behind existing trees, buffering it from Oatfield Road. 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 structure is metal but as it is a canopy, this is permitted. There are no roof-mounted fixtures. Sheets E1.1a and E1.1b demonstrate adequate lighting for the additional structure and surrounding area. This standard is met.

(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 canopy

cover installation. Gladstone Disposal Co. provided a letter, included with the applicant's submittal, that the current pick-up location is acceptable, meeting subsection (A) of (8)(a) above. This standard is met.

17.44.024 Nonresidential design standards.

New nonresidential buildings, with the exception of buildings housing institutional, warehouse or manufacturing uses, shall be subject to the following design standards:

(1) Ground Floor Windows. Ground floor windows shall be required on walls fronting a public street and shall comply with the following standards:

(a) The windows shall cover at least fifty percent (50%) of the length and twenty-five percent of the ground level wall area. Ground level wall areas include all exterior wall areas up to nine feet (9') above the finished grade. The bottom of required windows shall be no more than four feet (4') above the adjacent exterior finished grade.

(b) Required windows shall be windows that allow views into work areas or lobbies, pedestrian entrances or display windows set into the wall. Display cases attached to the outside wall shall not qualify.

(2) Distinct Ground Floor. The ground level of primary buildings shall be visually distinct from upper floors. This separation shall be provided by one of the following mechanisms:

(a) A cornice above ground level;

(b) An arcade;

(c) Change in material or texture or architectural design; or

(d) A row of clerestory windows on the building's street-facing elevation.

Finding: There are no proposed street-facing walls and therefore this window standard is not applicable.

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: As discussed previously in this report, the site development area includes approximately 51.8% landscaping. This standard is met.

(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.

(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 site is adequately landscaped. The proposed canopy is over existing pavement. No changes are proposed to the conforming landscaping. 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.

Finding: The proposed canopy cover will not generate additional vehicle trips to the site. The existing parking is adequate for the existing use. The off-street parking and loading standards of this chapter will continue to be met with the existing development.

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: As this is not a new multi-family residential, commercial or industrial development, the bicycle parking standards are not applicable.

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: No changes are proposed to on-site vehicle or pedestrian circulation. There are multiple paved pathways connecting to the area where the canopy will be located. These standards are met with existing improvements.

(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 are two Tri-Met bus routes, 31 and 32 with stops located along the site's Oatfield Road frontage (at Hereford and at Exeter). The applicant shall be required to provide transit improvements at these bus stops consistent with Tri-Met's adopted long range plan. This standard is met with the condition that the applicant improve Tri-Met Stops 13252 and 10700 or provide documentation to the city that improvements to these stops are not part of Tri-Met's long-range plan.

Chapter 17.52 SIGNS

Establishes sign requirements.

Finding: Sign designs for the replacement of the current signs, or any additional signage, was not included in the application. 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 proposed canopy cover is well outside of the clear vision area and no changes are proposed to driveway locations. These standards continue to be met with the existing site.

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 applicant submitted plans and a stormwater report with the Design Review application demonstrating that adequate surface water management, treatment, and conveyance can be made available through improvements completed by the developer to meet the City of Gladstone Stormwater Standards. The standards of this section will be met with the conditions identified below.

1. A revised stormwater report and construction plans detailing the private stormwater improvements and site grading shall be submitted to the Public Works Department for review and approval per GMC Section 17.42.030. The City required 3 paper copies and an electronic copy of the plans and the drainage report to be submitted.
 - a. Construction plans shall be designed and stamped by a professional engineer registered in the State of Oregon.
 - b. Once construction plans are ready to be approved by the Public Works Department, a Pre-

Construction Conference will typically be required at the Public Works Department. The requirement for a Pre-Construction conference may be waived by the Public Works Director depending upon the scope of the project.

c. Prior to issuing the approved plans and a right-of-way permit, easements, maintenance agreements, and bonds may be required and SDC's may have to be paid.

2. As-built plans showing the constructed public improvements shall be submitted to the Public Works Department at the completion of construction. As-builts shall include a paper and pdf copy and CAD.

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 no impact to the public water, public sewer or public roadway system. Impacts to the storm drainage system were discussed and conditioned previously in this report. The following general conditions were recommended and are included with this report:

- Private site utilities and plumbing shall be approved and permitted through Clackamas County Building Department.
- A grading permit for onsite grading activities may be required. If required, the grading permit will be issued through Clackamas County Building Department.
- An erosion control permit may be required. If required, the erosion control permit will be issued through Clackamas County Water Environment Services.
- Prior to Final Occupancy, all requirements of the Public Works Department shall be met.

This standard is met.

DIVISION V. USE PERMITS AND AMENDMENTS

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 add a canopy cover with a one-side lean-to to the existing site, a new structure and therefore 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.

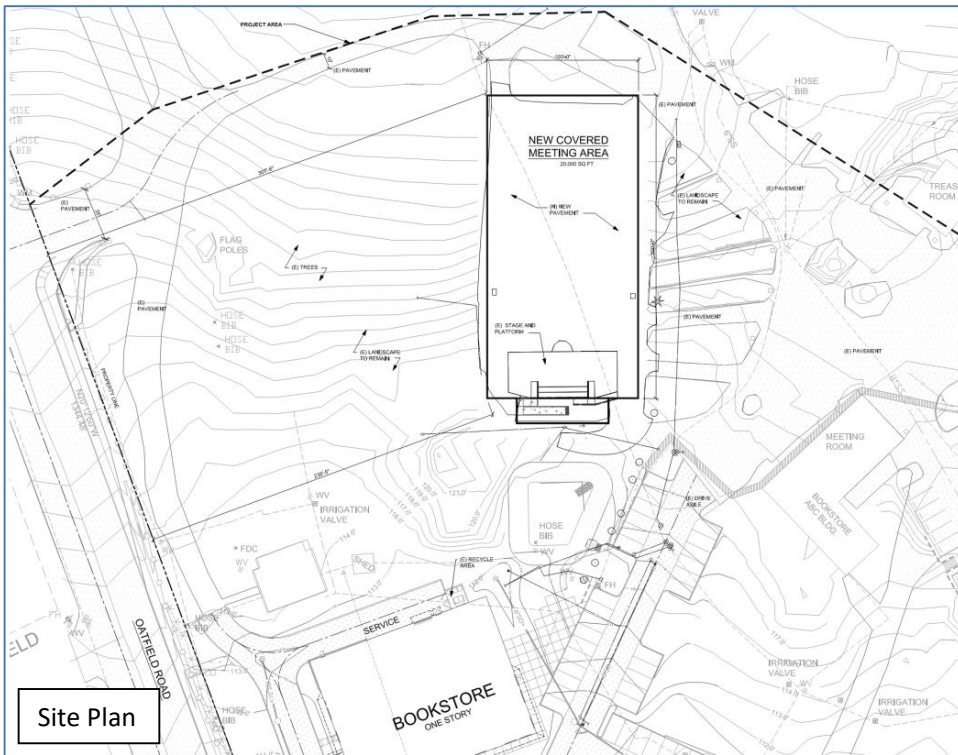
Finding: This is informational only. The applicant has two years to meet this criterion.

As such, the Planning Staff are recommending the Planning Commission APPROVE the Design Review Application DR-23-04 with two special conditions.

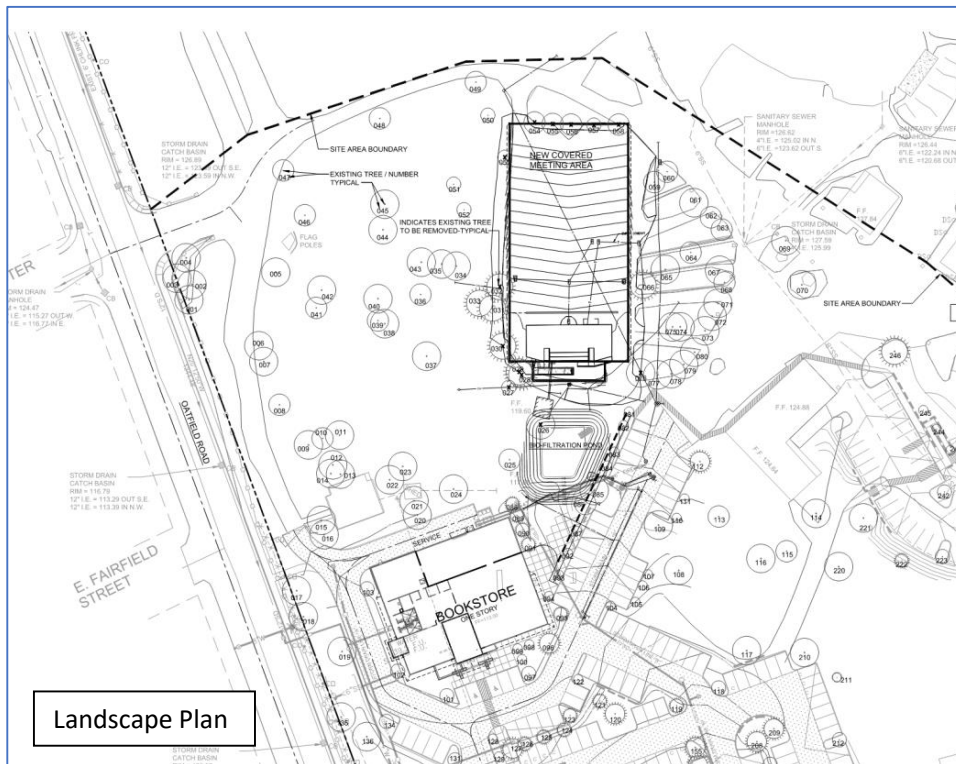
Pursuant to Section 17.92.020 of the Gladstone Municipal Code, the decision of the Planning Commission may be appealed to the City Council within 15 days of the mailing of the Planning Commission's written decision. In order to appeal a decision of the Planning Commission, a party must have appeared 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

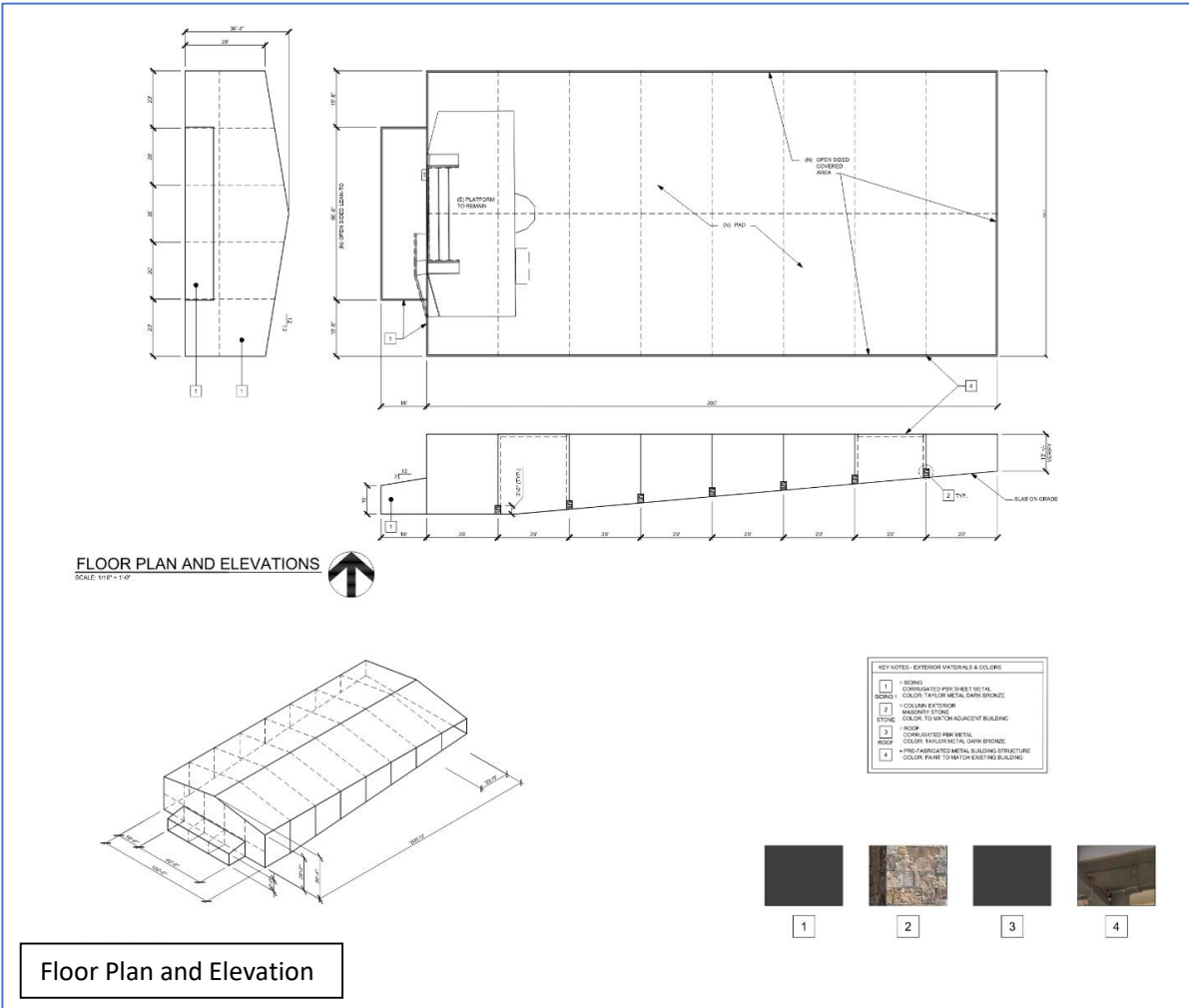




Site Plan



Landscape Plan





May 25, 2023

Heather Austin, AICP
C/O City of Gladstone
18505 Portland Avenue
Gladstone, OR 97027

Project: Seventh Day Adventist Church Canopy Area, 19800 Oatfield Rd.

Request Design Review approval to cover an existing paved area onsite with a roof of approximately 20,000 sf with an attached 971 sf lean-to. The Public Works Department has the following comments related to the proposed project.

Water:

There is no impact to the public water system, no public water improvements will be required.

Sanitary Sewer:

There is no impact to the public sewer system, no public sanitary sewer improvements will be required.

Street improvements:

Oatfield Road is improved with full width street, curb, sidewalk, and street lighting. The project will not generate any new traffic; therefore, no public street improvements will be required.

Storm Drainage:

The applicant submitted plans and a stormwater report with the Design Review application demonstrating that adequate surface water management, treatment, and conveyance can be made available through improvements completed by the developer to meet the City of Gladstone Stormwater Standards.

1. A revised stormwater report and construction plans detailing the private stormwater improvements and site grading shall be submitted to the Public Works Department for review and approval per GMC Section 17.42.030. The City required 3 paper copies and an electronic copy of the plans and the drainage report to be submitted.
 - a. Construction plans shall be designed and stamped by a professional engineer registered in the State of Oregon.
 - b. Once construction plans are ready to be approved by the Public Works Department, a Pre-Construction Conference will typically be required at the Public Works Department. The requirement for a Pre-Construction conference may be waived by the Public Works Director depending upon the scope of the project.
 - c. Prior to issuing the approved plans and a right-of-way permit, easements, maintenance agreements, and bonds may be required and SDC's may have to be paid.
2. As-built plans showing the constructed public improvements shall be submitted to the Public Works Department at the completion of construction. As-builts shall include a paper and pdf copy and CAD.

General:

3. Private site utilities and plumbing shall be approved and permitted through Clackamas County Building Department.
4. A grading permit for onsite grading activities may be required. If required, the grading permit will be issued through Clackamas County Building Department.
5. An erosion control permit may be required. If required, the erosion control permit will be issued through Clackamas County Water Environment Services.
6. Prior to Final Occupancy, all requirements of the Public Works Department shall be met.



CLACKAMAS

WATER
ENVIRONMENT
SERVICES

TO: **Heather Austin – 3J Consulting/City of Gladstone**
FROM: **Erik Bertram** / Water Environment Services (ebertram@clackamas.us, 503-936-3666)
DATE: May 25, 2023
SUBJECT: WES Conditions of Approval, DR23-04

LOCATION: 19800 Oatfield Road
TAX LOT: 22E16C 03400
WES LOG#: 149-23

Conditions of Approval:

1. Per an IGA between the City of Gladstone and Clackamas Water Environment Services (WES), WES is the delegated erosion control authority within the City's boundaries for all development and redevelopment applications. The proposed development shall be subject to WES Rules and Regulations, and Standards ("WES RR&S"), in accordance with the following adopted ordinances:
 - a. Water Environment Services Rules and Regulations, July 2018, Ordinance No. 03-2018
 - b. Stormwater Standards, Clackamas County Service District No. 1, July 1, 2013.
2. Per Stormwater Standards, Section 6.1, the owner or their agent, contractor, or employee shall properly install, operate and maintain both temporary and permanent Erosion Protection and Sediment Control (EPSC) practices to protect the environment during the useful life of the project. No visible or measurable erosion shall leave the property during development, construction, grading, filling, excavating, clearing, or other activity that accelerates erosion, as required by water quality standards set forth in OAR 340-41-445 thru 470.
3. An EPSC Permit shall be required for development activities that result in land disturbance of 800 sq ft or greater. Before the start of any grading or construction activities, the applicant shall submit a Permit application and erosion control site plans to WES for review and approval, and pay applicable permit fees (\$460 + \$80/acre over 1 acre).
4. Prior to building permit sign off, EPSC measures shall be inspected by a WES erosion control inspector. Monitoring inspections will occur periodically throughout the construction. The permittee shall request a Final Erosion Control inspection once the site has been permanently stabilized.



NOTICE OF PUBLIC HEARING- JUNE 20, 2023
GLADSTONE PLANNING COMMISSION
DR 23-04 Canopy Cover Design Review

- DATE & TIME:** **06/20/23**. 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 June 13, 2023 on our website: <https://www.ci.gladstone.or.us/bc-pc/page/planning-commission-meeting-79>
- LOCATION** 19800 Oatfield Road GLADSTONE, OR 97027
Tax Lot 22E16C 03400
- DEVELOPMENT PROPOSAL:** Gladstone Park Conference Center is seeking design review approval for a 20,000 SF unenclosed canopy with attached lean-to over an existing paved area used for annual gatherings of the Oregon Conference of Seventh-day Adventists.
- APPLICABLE REVIEW STANDARDS:** Gladstone Municipal Code (GMC) Chapters: 17.22 (OP-Office Park 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); 17.56 (Drainage); 17.60 (Utilities); 17.80 (Design Review); 17.94 (Hearings); & 17.96 (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

DESIGN REVIEW INFORMATION SHEET

WHAT IS DESIGN REVIEW?

Design review is required for all institutional, commercial, industrial and multifamily developments except as specifically exempted by Section 17.80.021 of the Gladstone Municipal Code (GMC). Design review provides a process for evaluating such elements as building design, landscaping, parking, street improvements and utilities.

WHAT IS NEEDED FOR APPROVAL?

All design review applications are discretionary and may be approved after evaluation according to criteria in the GMC. The city must make written findings to support the decision. The applicant is responsible for providing evidence to support a design review request, according to the following chapters of the GMC: Chapter 17.80, the chapter regulating the underlying zoning district of the subject property and the chapters of Division IV of Title 17.

WHAT ARE CHANCES FOR APPROVAL?

Staff cannot predetermine the decision on any application. A decision will only be made after the complete application is processed. This includes review of citizen and agency comments. The decision is based on criteria appropriate to the application as listed in the GMC. To address the necessary criteria, the information requested in the application form and required to be included on submitted plans should be as thorough as possible.

APPLICATION PROCESS

Design review applications are subject to the quasi judicial process and public notice. Public comments received from property owners, agencies, and other interested parties may affect the decision on the application. Special conditions may be attached to an approval. All design review applications are reviewed at a public hearing before the Gladstone Planning Commission. The Planning Commission's decision may be appealed to the City Council, where an additional public hearing will be held. The City Council's decision may be appealed to the Oregon Land Use Board of Appeals.

HOW DO I MAKE A DESIGN REVIEW APPLICATION?

- Complete a City of Gladstone Land Use Application- attached.
- Provide plans according to the requirements of Chapter 17.80.061 of the GMC.
- Submit the application form, plans, narrative, required supporting documentation and application fee of 0.384% of the construction cost (minimum fee is \$1,340 & no more than \$36,835) to the City of Gladstone. Provide a statement giving the estimated cost of construction (labor and materials). Once your application is deemed complete, **submit a minimum of twelve copies of large plans or other items that cannot easily be reproduced by the Planning Division.**
- Although not required, it is strongly suggested that you attend the Planning Commission and, if applicable, the City Council hearings to speak on behalf of your proposal.



DESIGN REVIEW LAND USE APPLICATION

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

• FOR STAFF USE ONLY •

File No: _____ Other Related Permit Applications: _____
 Pre-app: Staff _____ Date _____ Staff Member: _____
 Date Received _____ Fee _____ Zone: _____
 Hearing Date _____ Comp. Plan: _____

• APPLICANT INFORMATION •

PLEASE TYPE OR PRINT IN BLACK INK ONLY

Contact Information:	<input type="checkbox"/> Owner	<input type="checkbox"/> Applicant	<input checked="" type="checkbox"/> Consultant	<input type="checkbox"/> Other
Contact/Applicant's Name: <u>Lenity Architecture- Jacob Brown</u>				
Mailing Address: <u>3150 Kettle Court</u> City/State/Zip: <u>Salem, OR 97301</u>				
E-Mail: <u>JacobB@lenityarchitecture.com</u> Phone: <u>503-399-1090</u>				
Contact Information:	<input type="checkbox"/> Owner	<input checked="" type="checkbox"/> Applicant	<input type="checkbox"/> Consultant	<input type="checkbox"/> Other
Contact/Applicant's Name: <u>Gladstone Park Conference Center- Dan Linrud</u>				
Mailing Address: <u>19800 Oatfield RD</u> City/State/Zip: <u>Gladstone, OR 97027</u>				
E-Mail: <u>Dan.Linrud@oc.npuc.org</u> Phone: <u>503-850-3552</u>				
Property Information				
Site Address: <u>19800 Oatfield RD Gladstone, OR 97027</u>				
Total Land Area: <u>3,091,024-SF</u>				
Legal Description: T <u>2</u> S, R <u>2</u> E/W/Q, Section <u>16</u> Tax Lot(s) 03400 <i>(For property legal description, contact Planning at 503-742-4500)</i>				
Adjacent Properties under Same Ownership: T _____ S, R _____ E/W/Q, Section _____ Tax Lot(s) _____				
Project Description: The Applicant, Gladstone Park Conference Center, is seeking Design Review approval for a proposed 20,00 square foot (SF) unenclosed canopy over an existing developed area with an attached lean-to. The proposed permanent canopy and lean-to is for an existing gathering use in relation to Oregon Conference of Seventh-Day Adventist at 19800 Oatfield within the OP- Office Park Zoning District, which holds a yearly event at the project site.				
Current Zoning: <u>OP</u>				
Existing Use of Site: <u>Institutional/Gathering</u>				
Construction Cost: <u>1,400,000</u>				
Proposed Square Footage: <u>20,971</u>				

Method of Sewage Disposal: Public

Water Supply: Public

Commercial/Industrial/Institutional Development:

Number of employees/students/occupants: 1,333 Days of operation: NA

Estimated hours of daily operation: NA am - NA pm

Is the property under enforcement action for a violation of the Gladstone Municipal Code?

No Yes


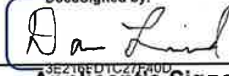
Other Persons (If Any) To Be Mailed Notices Regarding This Application:

Rod Shearer/ 193000 NE 112th Ave STE 100 Battle Ground, WA 98604/ Contractor

Name	Address	Zip	Relationship
Randy Hill	19800 Oatfield RD Gladstone, OR 97027		Owner Representative

Name	Address	Zip	Relationship
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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.

 <small>3E216ED1C27E740D</small> Owner's Signature Dan Linrud (President -Gladstone Park Conference Center) Owner's Name (Print)	<small>DocuSigned by:</small>  <small>3E216ED1C27E740D</small> Applicant's Signature Dan Linrud (President of Gladstone Park Co Applicant's Name (Print)
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● 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:

Please see attached Project Narrative

Identify how your proposal meets the building siting and design standards pursuant to GMC Chapter 17.44. Please see Project Design Review Supplemental (Page 2-5)

Identify how your proposal meets the landscaping requirements pursuant to GMC Chapter 17.46.
Please see Project Design Review Supplemental (Page 5-6)

Identify how your proposal meets the off-street parking and loading standards pursuant to GMC Chapter 17.48
Please see Project Design Review Supplemental (Page 6)

Identify how your proposal meets the vehicular and pedestrian circulation standards pursuant to GMC Chapter 17.50.
Please see Project Design Review Supplemental (Page 6)

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.
Please see Project Design Review Supplemental (Page 6)

Explain why the use is suitable for the proposed site, considering size, shape, location, topography, existence of improvements and natural features:
Please see Project Design Review Supplemental (Page 7)

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:
Please see Project Design Review Supplemental (Page 7)

Provide additional information regarding clear vision, drainage, grading, utilities, or other items relevant to new construction or site development:
Please see Project Design Review Supplemental (Page 7)

(Use additional sheets to answer questions if necessary)



SHAREHOLDERS

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Architect
Lee Gwyn
Architect
Holly Benton

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Landscape Architect

**Seventh-Day Adventist Church Covered Canopy
City of Gladstone- Design Review**

Project Description

Situs Address: 19800 Oatfield Gladstone, Oregon
Property ID/Taxlot: 2-2E-16C -0340

The Applicant, Gladstone Park Conference Center, is seeking Design Review approval for a proposed 20,00 square foot (SF) unenclosed canopy over an existing developed area with an attached lean-to. The proposed permanent canopy and lean-to is for an existing gathering use in relation to Oregon Conference of Seventh-day Adventist Church at 19800 Oatfield within the OP- Office Park Zoning District, which holds a yearly event at the project site.

On 12/08/22, a pre-application meeting was held with the City of Gladstone to determine the regulatory requirements and fulfill the 1st step in the land use review process for the addition of a pre-manufactured steel/metal roof structure on the site. The property owner currently rents a tent structure for annual gatherings and would like to construct a permanent structure for this use. At that time, the planner, Joy Fields, indicated that the project required Design Review approval prior to proceeding to building permit.

The existing gathering use is located within the southern portion of the property and north of the site’s administrative, bookstore and other primary buildings. Although attendants of the events held at the gathering site tend to camp within the northern portion of the property, the project’s long-term parking location is at the southern portion of the property situated near the existing campus areas. As shown in the grading plan, improved ADA compliant pedestrian paths and seating areas are proposed.

The sitework of the project consists of only the installation of the permanent canopy with no proposed changes to any parking area or other structures. The project will maintain the existing paths and replace the existing pad of the paved gathering area to meet ADA requirements. Specifically, within the canopy area, the pad shall be repaved and selectively graded to reduce the slope to less than 5% at the front and rear of the gathering area. The existing platform area located at the southern portion of the pad shall remain. There are nine (9) trees proposed to be removed to allow the construction of the canopy. The existing landscaping on-site has been determined to be sufficient and meets the standards of the landscaping code.

The canopy will be an unenclosed 20,000-SF (100’x200’) composed of metal siding with an attached 971-SF (16’x60’8”) unenclosed lean-to. There will be one wall along the southern end of both structures with the remaining sides being completely open. The metal supports shall be encased by stone masonry with coloring for the stonework and metal siding and roof being Taylor metal dark bronze coloring.

Pursuant to building code standards, the occupant count under the canopy and lean-to shall be limited to 1,333 persons. Outside of the limited yearly events, the proposed project is not anticipated to increase the number of employees present at the site.

Design Review Supplemental Narrative-

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

(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.

Applicant Response: The proposed canopy and attached lean-to is sited on an existing developed area setback from any structures onsite or the residential properties to the south. As such, the proposed building placement will not impede any solar access.

(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.

Applicant Response: As the proposed structure is unenclosed and intended for a continuing gathering use, the above standards are not applicable.

(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).

Applicant Response: The proposed permanent canopy is sited upon an existing developed area where the gathering use has been operating for over fifty years. The proposed project will not be altering that continuing use, which is appropriately setback from any residential properties. There is no additional exterior mechanical equipment to be installed.

(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.

Applicant Response: The proposed canopy and attached lean-to shall be constructed of standard metal supports with stone column exteriors to match the surrounding campus buildings. The metal siding along the

southern walls of the lean-to and canopy. The roof shall be composed of Purlin Bearing Rib (PBR) paneling. The proposed coloring of the exterior shall be a Taylor metal dark bronze with stone column matching.

(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.

Applicant Response: The existing exterior lighting provides safe ingress and egress from the canopy to parking areas and is deflected downwards and away from any residential property.

(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.

Applicant Response: The existing site is served by overhead power and undergrounding the existing utility is not feasible. The project does not include any roof-mounted equipment.

(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.

Applicant Response: As indicated in the attached correspondence with Gladstone Disposal Company (Franchise Waste Hauler), the existing dumpster on site is sufficient for their needs.

(9) Temporary Structures. All temporary structures:

Applicant Response: The project does not propose any temporary structures.

17.44.024 Nonresidential design standards.

New nonresidential buildings, with the exception of buildings housing institutional, warehouse or manufacturing uses, shall be subject to the following design standards:

(1) Ground Floor Windows. Ground floor windows shall be required on walls fronting a public street and shall comply with the following standards:

(a) The windows shall cover at least fifty percent (50%) of the length and twenty-five percent of the ground level wall area. Ground level wall areas include all exterior wall areas up to nine feet (9') above the finished grade. The bottom of required windows shall be no more than four feet (4') above the adjacent exterior finished grade.

(b) Required windows shall be windows that allow views into work areas or lobbies, pedestrian entrances or display windows set into the wall. Display cases attached to the outside wall shall not qualify.

Applicant Response: As stated above, the permanent canopy and attached lean-to is open on all sides excluding the southern wall. There are no proposed windows.

(2) Distinct Ground Floor. The ground level of primary buildings shall be visually distinct from upper floors. This separation shall be provided by one of the following mechanisms:

- (a) A cornice above ground level;
- (b) An arcade;
- (c) Change in material or texture or architectural design; or
- (d) A row of clerestory windows on the building's street-facing elevation

Applicant Response: Since the structure is only one-story, this standard is not applicable.

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

17.46.20 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.

Applicant Response: The project area includes the canopy site and existing parking area to south and east. The total project area is 512,056 SF with the landscaped area count being 265,300 SF. The existing landscaped area percentage is 51.8% which exceeds the 20% requirement.

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

Applicant Response: The existing parking area meets this standard and is not proposed to be altered.

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

Applicant Response: Per the pre-application notes provided by the city, “the proposed permanent cover over an existing impervious surface that is currently used for gathering in association with the institutional site does not generate a need for additional off-street parking or loading and, therefore, the off-street parking and loading standards are not applicable at this time unless plans change.”

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

Applicant Response: The proposed canopy is adequately connected to the adjacent campus buildings, parking area, and ROW through the internal roads Redwood, Oak, and Birch Street. In addition, leading from the southern driveway along Oatfield Road into the main campus parking area is a 5' wide pedestrian path that connects the various campus buildings and parking to the canopy area. Further, ADA compliant pedestrian paths are proposed to directly connect canopy to the parking area.

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.

Applicant Response: There are no signs proposed as a part of this project.

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

Applicant Response: The Seventh Day Adventist Church has been continuously holding this yearly gathering for over fifty years. During this time, a temporary tent of a similar size as the proposed canopy has been used to house the gathering use. Transitioning from a temporary canopy to the proposed permanent is a logical transition. In addition, the placement is centrally located with the campus buildings, parking, and open areas directly surrounding the existing site. In addition, the existing slope of the paved area allows for an amphitheater-like effect which allows attendants from the front to the back to see the platform area without obstruction.

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:

Applicant Response: The proposed canopy is associated with a continuing gathering use that will be within the existing developed footprint. The setbacks of the structure exceed the minimum required and views of the proposed canopy being partially obscured by existing trees between the structure and the ROW.

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

Applicant Response: As the proposed project is not modifying any of the parking areas or internal streets, the proposed project does not impact any existing clear vision triangles. Regarding drainage, the proposed project is installing a stormwater treatment area south of the canopy area to capture, detain, and release runoff. To improve ADA access and stormwater drainage, the existing pad shall be replaced with a new asphalt. Please refer to the attached Preliminary Stormwater Management Plan and Civil Set for details.

Attachments:

- 1- Design Review Application**
- 2- Site Plan and Architectural Set**
- 3- Civil Plan Set**
- 4- Preliminary Stormwater Management Plan**
- 5- Franchise Hauler Contact**

If you have any questions, please contact me by phone at (503) 399-1090 or JacobB@lenityarchitecture.com

Sincerely,

Jacob Brown

Jacob Brown

From: Jacob Brown
Sent: Monday, April 24, 2023 3:18 PM
To: scotts@bbleasingco.com
Subject: RE: 19800 Oatfield Gladstone Waste Hauler Letter

Good Afternoon Scott,

Thank you for the confirmation.

Have a great rest of your week.

Jacob Brown
Land Use/Planning Specialist

lenity
architecture, inc.

[3150 Kettle Ct SE, Salem, OR 97301](#)

o 503 399 1090 f 503 399 0565

w lenityarchitecture.com

e Jacobbb@lenityarchitecture.com

From: scotts@bbleasingco.com <scotts@bbleasingco.com>
Sent: Monday, April 24, 2023 9:04 AM
To: Jacob Brown <jacobbb@lenityarchitecture.com>
Subject: RE: 19800 Oatfield Gladstone Waste Hauler Letter

Hi Jacob,

After reviewing the proposed construction project at 19800 Oatfield rd. in Gladstone. The new construction will not interfere with our collection needs. Thank you for reaching out and let me know if you need anything else.

Regards,

Scott Shorter
Gladstone Disposal Co.
B&B Leasing Co. Inc.
503-572-1918
scotts@bbleasingco.com

From: Jacob Brown <jacobbb@lenityarchitecture.com>
Sent: Tuesday, April 18, 2023 9:22 AM
To: scotts@bbleasingco.com
Subject: RE: 19800 Oatfield Gladstone Waste Hauler Letter

Hello Scott,

I hope you had a great weekend.

I just wanted to follow up on this inquiry and see if there are any updates at this time.

Jacob Brown
Land Use/Planning Specialist



3150 Kettle Ct SE, Salem, OR 97301
o 503 399 1090 f 503 399 0565
w lenityarchitecture.com
e Jacobbb@lenityarchitecture.com

From: Jacob Brown
Sent: Friday, April 14, 2023 11:45 AM
To: scotts@bbleasingco.com
Subject: RE: 19800 Oatfield Gladstone Waste Hauler Letter

Good Morning Scott,

Thank you for quick discussion earlier this week. As requested by the Planning Department, we will require a formal Will Serve letter from the Gladstone Disposal Company stating that the current garbage collection is acceptable.

The proposed project includes the installation of a permanent canopy for an existing gathering use that occurs a few times a year. The site where the existing pad exists has been used for the gathering use for fifty years by the Seventh Day Adventist Church. No additional trash enclosures are proposed, and the nearest existing trash collection area is located behind the cafeteria (outlined in blue below). During the limited special events, various trash cans and dumpsters are dispersed throughout the site to prevent littering and contracted for collection.



The approach to the cafeteria trash collection area is greater than 75 linear feet.

Please let me know if you have any questions.

Jacob Brown
Land Use/Planning Specialist



[3150 Kettle Ct SE, Salem, OR 97301](https://www.lenityarchitecture.com)

o 503 399 1090 f 503 399 0565

w [lenityarchitecture.com](https://www.lenityarchitecture.com)

e Jacobbb@lenityarchitecture.com

From: scottsb@bbleasingco.com <scottsb@bbleasingco.com>

Sent: Wednesday, April 12, 2023 10:26 AM

To: Jacob Brown <jacobbb@lenityarchitecture.com>

Cc: contact@bbleasingco.com

Subject: RE: 19800 Oatfield Gladstone Waste Hauler Letter

Good morning,
Sorry for the delay. There was some confusion on who was supposed to deal with this. Please send me the design proposal so I can review and make sure we can service the area in question.
Thank you,
Scott Shorter
B&B Leasing Co. Inc.
503-572-1918
scotts@bbleasingco.com

From: Jacob Brown <jacobb@lenityarchitecture.com>
Sent: Wednesday, April 12, 2023 9:39 AM
To: scotts@bbleasingco.com
Cc: contact@bbleasingco.com
Subject: RE: 19800 Oatfield Gladstone Waste Hauler Letter

Good Morning Scott,

I received your information from the Planner Heater Austin with the City of Gladstone Planning Department. As stated below, the Seventh Day Adventist Church at 19800 Oatfield, Gladstone is proposing to install a permanent canopy over the existing gathering area used for special events. The project is required to undergo Design Review and a listed requirement is to obtain a Waste Hauler Letter.

Please let me know what you would require to begin this process.

Thank you for your time and effort.

Jacob Brown
Land Use/Planning Specialist

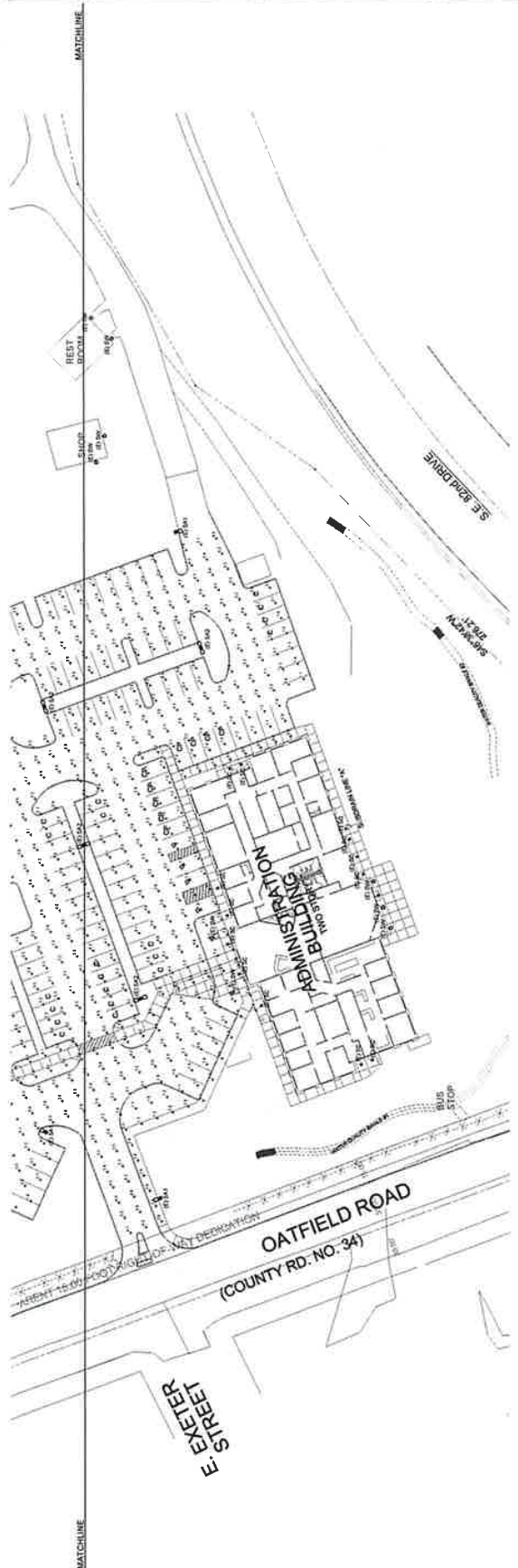


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o 503 399 1090 f 503 399 0565
w [lenityarchitecture.com](https://www.lenityarchitecture.com)
e jacobb@lenityarchitecture.com

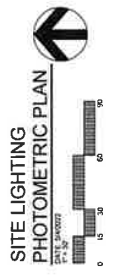
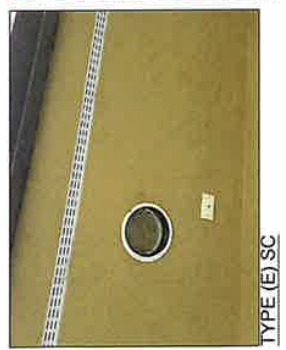
From: Jacob Brown
Sent: Friday, March 31, 2023 1:48 PM
To: contact@bbleasingco.com
Subject: RE: 19800 Oatfield Gladstone Waste Hauler Letter

Good Afternoon,

I wanted to confirm that you have received the below inquiry.



Symbol	Item	Qty	Manufacturer	Comments	Notes	LED	Foot Candles
(E) POST	1	1	18' H.P. 150	18' H.P. 150	18' H.P. 150	150	150
(E) SAP1	1	1	18' H.P. 150	18' H.P. 150	18' H.P. 150	150	150
(E) SAP2	1	1	18' H.P. 150	18' H.P. 150	18' H.P. 150	150	150
(E) SAP1	1	1	18' H.P. 150	18' H.P. 150	18' H.P. 150	150	150
(E) SAP2	1	1	18' H.P. 150	18' H.P. 150	18' H.P. 150	150	150
(E) SC1	1	1	18' H.P. 150	18' H.P. 150	18' H.P. 150	150	150
(E) SC2	1	1	18' H.P. 150	18' H.P. 150	18' H.P. 150	150	150





GLADSTONE
COVERED MEETING AREA
1800 OATFIELD ROAD
GLADSTONE, OR

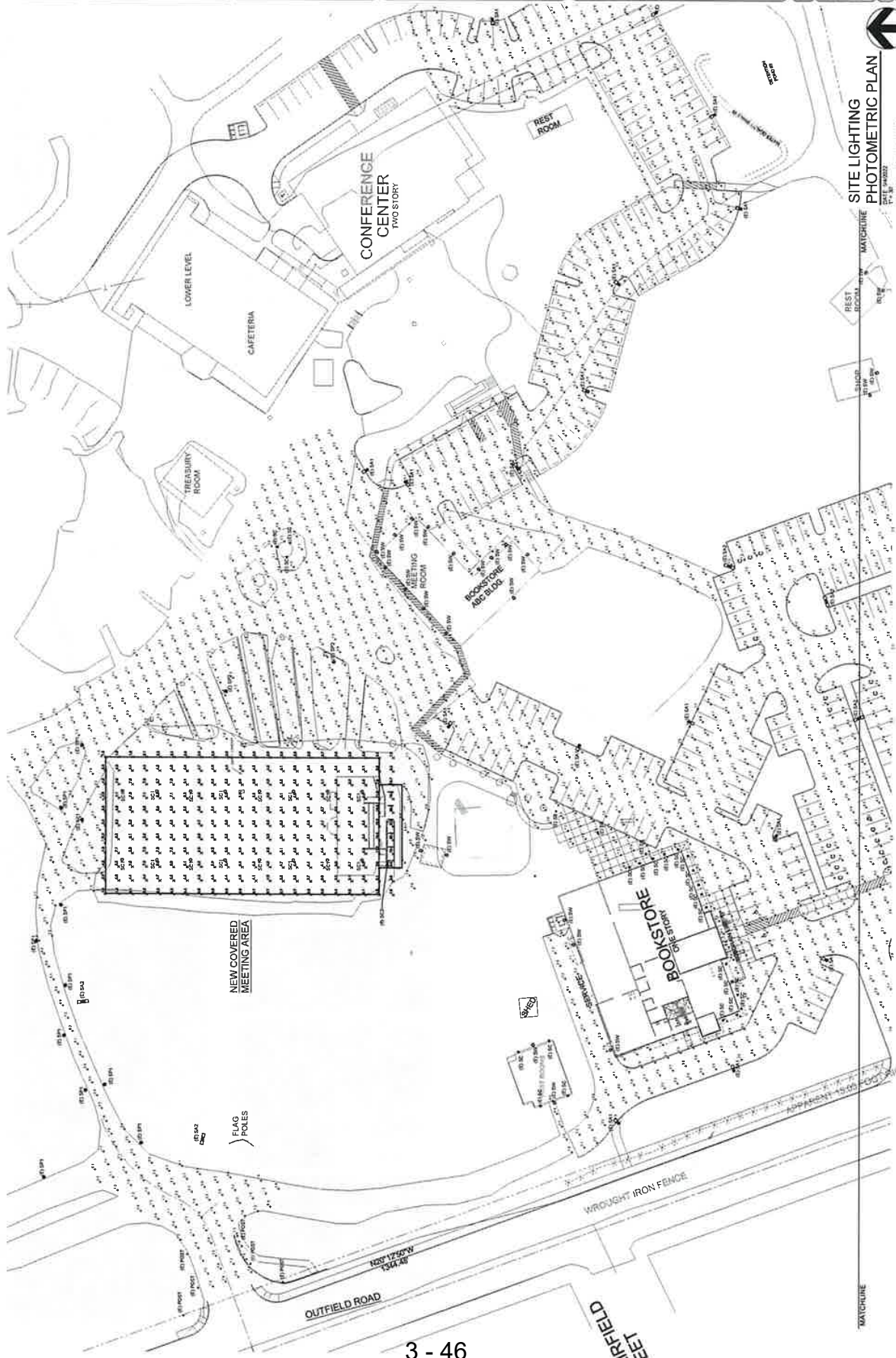
SITE LIGHTING
PHOTOMETRIC
PLAN

DATE
05/05/2023

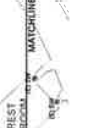
REVISED DATE

SHEET

E1.1b



SITE LIGHTING
PHOTOMETRIC PLAN



GLADSTONE COVERED MEETING AREA

Stormwater Management Report

April 2023

PREPARED FOR:

Randy Hill
19800 Oatfield Rd
Gladstone, OR 97027

PREPARED BY:

Harper Houf Peterson Righellis Inc.
205 SE Spokane Street, Suite 200
Portland, OR 97202
P: 503-221-1131 F: 503221-1171

Drew Rommel, PE



**Harper
Houf Peterson
Righellis Inc.**

ENGINEERS ♦ PLANNERS
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EXPIRES: 12/31/2024

PRELIMINARY

STORMWATER MANAGEMENT REPORT
19800 OATFIELD RD – GLADSTONE COVERED MEETING AREA

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STORMWATER MANAGEMENT REPORT
19800 OATFIELD RD – GLADSTONE COVERED MEETING AREA

PROJECT OVERVIEW

The proposed project is located at 19800 Oatfield Rd, in Gladstone, OR 97027 (see **Figure 1** for Vicinity Map). The existing property is located on the west side of Tax Lot 3400 and is part of the Oregon Conference Headquarters of Seventh-day Adventists. The proposed project improvements include the addition of a roof covering over an existing paved meeting area which will be replaced by new asphalt pavement.

The purpose of this stormwater management report is to present stormwater best management practices (BMP) for water quality, detention, conveyance, and infiltration to be installed as part of the project. This report demonstrates that the proposed design meets or exceeds the minimum requirements specified by the City of Gladstone Public Works Design Standards.

Table 1 below summarizes the requirements outlined by the City of Gladstone.

Table 1. City of Gladstone Stormwater Management Requirements

Design Requirement	WES Criteria
Water Quality	First 1-inch of stormwater runoff from 24-hour storm event
Detention	2-year post-developed runoff to 1/2 of 2-year pre-developed runoff 10-Year Rational Method Storm (<10 acres)
Conveyance	25-Year 24-hour storm (>10 acres) 100-Year 24-hour storm (Creek Crossings >640 acres)
Infiltration	1/2-inch in 24-hr rainfall to infiltrate in 96 hours

Table 2. City of Gladstone Precipitation Frequency Estimates

Frequency	Precipitation
2-year 24-hour	2.6 inches
10-year 24-hour	3.5 inches
25-year 24-hour	4.0 inches
100-year 24-hour	4.8 inches

BASIN CHARACTERISTICS

Existing Conditions

The existing conditions of the project site consist of a paved meeting area surrounded mostly by trees and grassy areas. Existing stormwater runoff sheet flows north to south and can be defined as a single basin (Basin A), which is shown in **Figure 2**.



STORMWATER MANAGEMENT REPORT
19800 OATFIELD RD – GLADSTONE COVERED MEETING AREA

Basin A encompasses the proposed roof covering over the replaced existing paved area, proposed stormwater treatment facility, and new landscape areas. Existing runoff from Basin A sheet flows south and is collected by an existing area drain and routed into the existing system constructed with the Gladstone Park Campus improvements.

Soil Characteristics

The Natural Resource Conservation Service (NRCS) Soil Survey identifies the existing soils onsite as Xerochrepts-Rock outcrop complex and are classified as Hydrologic Soil Group C. Hydrologic soil groups are based on estimates of runoff potential. Soils are assigned to one of four groups according to the rate of water infiltration when the soils are not protected by vegetation, are thoroughly wet, and receive precipitation from long-duration storms. For the proposed site, soil type B was used to analyze the runoff potential. See Appendix B for Soil Survey information.

The assumed curve numbers for this report are shown in **Table 3** below.

Table 3. Assumed Curve Numbers

Condition	Curve Number
Proposed Impervious Areas/Roof Areas	98
Proposed Landscape Areas (Good Condition)	74
Existing Impervious Areas	98
Existing Landscape Areas (Fair Condition)	79

Proposed Conditions

The proposed improvements include a new roof covering, new pavement replacing the existing paved area, new landscaping areas, and new stormwater treatment areas. See **Figure 3** for the proposed basin map.

Basin A will be treated with the use of a vegetated basin, known as Storm Facility A. Storm Facility A will be located south of the covered meeting area, in an existing open space. The proposed impervious area from the new roof covering will be routed into the pond, as well as the replaced pavement area and pervious areas within Basin A. Refer to table 4 for pre-developed and post-developed basin areas.

Table 4. Impervious & Pervious Basin Areas

Basin	Pre-Development		Post-Development	
	Impervious (sf)	Pervious (sf)	Impervious (sf)	Pervious (sf)
A	45,320	87,004	65,320	87,004

STORMWATER MANAGEMENT

Per section 2.0013 of the City of Gladstone Public Works Design Standards, all new developments or re-developments resulting in greater than 5,000 sf of new impervious area and/or modification of existing impervious area are subject to stormwater management standards, including water quantity, water quality, infiltration, and erosion control requirements.



STORMWATER MANAGEMENT REPORT
19800 OATFIELD RD – GLADSTONE COVERED MEETING AREA

The proposed project will result in more than 5,000 sf of new and/or modified impervious area, and therefore will be subject to the following stormwater standards. The proposed vegetated basin was sized and modeled with the use of Hydraflow.

Water Quality

Per section 2.0014 of the City of Gladstone Public Works Design Standards, all new developments and re-developments resulting in greater than 5,000 sf of new impervious area and/or modification of existing impervious area shall provide on-site water quality treatment facilities. Water quality facilities shall be designed to capture and treat the first inch of stormwater runoff during the 24-hour storm event. The proposed project will provide water quality treatment with the use of a vegetated basin. The vegetated basin's proposed rock section includes 12" of growing media over 3" of choker course, and 12" of drain rock. The water quality storm event will generate a maximum water quality elevation (117.88) that is below the overflow elevation (120.50) of the vegetated basin, and therefore will be allowed to infiltrate into the underdrain system at the bottom of the pond.

Basin A will receive water quality treatment with the use of the proposed 1,455 sf (bottom area) vegetated basin. Refer to Appendix C for all stormwater calculations and Hydrograph reports. Storm Facility A will provide treatment for the proposed 20,000 sf of impervious roof area, as well as the replaced asphalt pavement and existing pervious area. Storm Facility A is modeled as a lined facility within the BMP Sizing Tool, assuming that there will be no infiltration and therefore providing the most conservative approach to design.

Infiltration

Per section 2.0015 of the City of Gladstone Public Works Design Standards, all new or re-development that results in greater than 5,000 sf of impervious area and/or modification of existing impervious area shall infiltrate all runoff from storm events up to one half-inch of rainfall in 24 hours.

A geotechnical report for the project has not been completed, and therefore no information regarding the infiltration capabilities of the soil on-site exists. Using the USDA NRCS Web Soil Survey, it is estimated that the soil on-site is hydrological soil group C, and therefore has a slow infiltration rate when wet. Due to the slow infiltration rate, meeting the City's infiltration requirements is expected to be infeasible. The project proposes to use the WES BMP Sizing Tool as an alternative method for sizing the facility.

Detention

Per section 2.0016.C of the City of Gladstone Public Works Design Standards, all new or re-development that results in greater than 5,000 sf of impervious area and/or modification of existing impervious surfaces shall provide onsite storm quantity control facilities to capture, detain, and release runoff. Facilities shall be designed such that the 2-year, 24-hour post-developed runoff rate is equivalent to ½ of the 2-year, 24-hour pre-developed runoff rate. In addition, the allowable post-developed runoff rates for the 10 and 25-year, 24-hour storm events shall be equal to or less than that of the pre-developed discharge rate.

Per section 2.0016.C.3 of the City of Gladstone Public Works Design Standards, in areas with identified downstream capacity deficiencies, detention shall be designed to reduce the 25-year, 24-hour post-developed runoff rate to the 2-year, 24-hour pre-developed discharge rate. The proposed project is upstream of an identified downstream deficiency along 82nd Drive, as identified in Figures 3-1A & 3-1B of the City of Gladstone



STORMWATER MANAGEMENT REPORT
19800 OATFIELD RD – GLADSTONE COVERED MEETING AREA

Stormwater Master Plan, and therefore the proposed project must reduce the 25-year, 24-hour post-developed runoff rate to less than or equal to the 2-year, 24-hour pre-developed discharge rate and reduce the 2-year, 24-hour post-developed runoff rate to less than or equal to ½ of the 2-year, 24-hour pre-developed discharge rate.

Basin A runoff will be managed by the proposed 1,455 sf bottom area (3,720 sf surface area) vegetated basin. Refer to Appendix C for all stormwater calculations and hydrograph information. To provide detention requirements sufficient to meet city requirements, the vegetated basin will include an 18” riser at elevation 120.50 and a 3.70” orifice at elevation 117.50. The vegetated basin is designed to maintain 12” of freeboard between the top of pond and the 25-year storm elevation (120.50). The facility will include an overflow spillway at elevation 121.00, which will provide an emergency overflow route for the facility in the event of an outlet control structure failure during a large storm event. The 100-year, 24-hour design storm generates a water elevation of 120.66, providing a freeboard of 4” between the 100-year storm elevation and the emergency spillway elevation.

Table 5 below summarizes the pre- and post-developed runoff rates.

Table 5. Basin A Pre-Development & Post-Development Runoff Rates

Pre-Development 2-yr Flow (cfs)	Required 2-yr Release Rate (cfs)	Post-Development 2-yr Flow (cfs)	Detained 2-yr Release Rate (cfs)
0.968	0.484	1.175	0.063
Pre-Development 25-yr Flow (cfs)	Required 25-yr Release Rate (cfs)	Post-Development 25-yr Flow (cfs)	Detained 25-yr Release Rate (cfs)
1.877	0.9385	2.207	0.338

Conveyance

Per section 2.0016.A.2 of the City of Gladstone Public Works Design Standards, storm conveyance systems draining more than 10 acres of land shall be sized using the 25-year, 24-hour design storm. The proposed pipe conveyance system was sized using the 25-year, 24-hour SBUH method. The proposed project will outfall from the storm facility into an 8” PVC pipe and connect into an existing area drain that is part of the existing storm system for the Adventist Book Center. Flow capacity calculations for the existing pipe are included in Appendix D. From the existing area drain, the existing system flows southeast into the parking lot of the Adventist Book Center and then south where it is treated and detained within the existing storm facility. The existing facility does not have any known deficiencies or capacity limitations, and the proposed storm facility for the project will reduce the 25-year, 24-hour post-developed runoff rate to less than or equal to the 2-year, 24-hour pre-developed discharge rate and reduce the 2-year, 24-hour post-developed runoff rate to less than or equal to ½ of the 2-year, 24-hour pre-developed discharge rate, ensuring that conveyance capacity within the existing storm system will not be exceeded because overall flow to the system has been greatly reduced.

Downstream Analysis

Per section 2.0016.C.4 of the City of Gladstone Public Works Design Standards, downstream analysis shall demonstrate adequate conveyance capacity to the distance where the project site contributes less than 15% of the upstream drainage area or 1,500 feet downstream of the project, whichever is greater. The project area



STORMWATER MANAGEMENT REPORT
19800 OATFIELD RD – GLADSTONE COVERED MEETING AREA

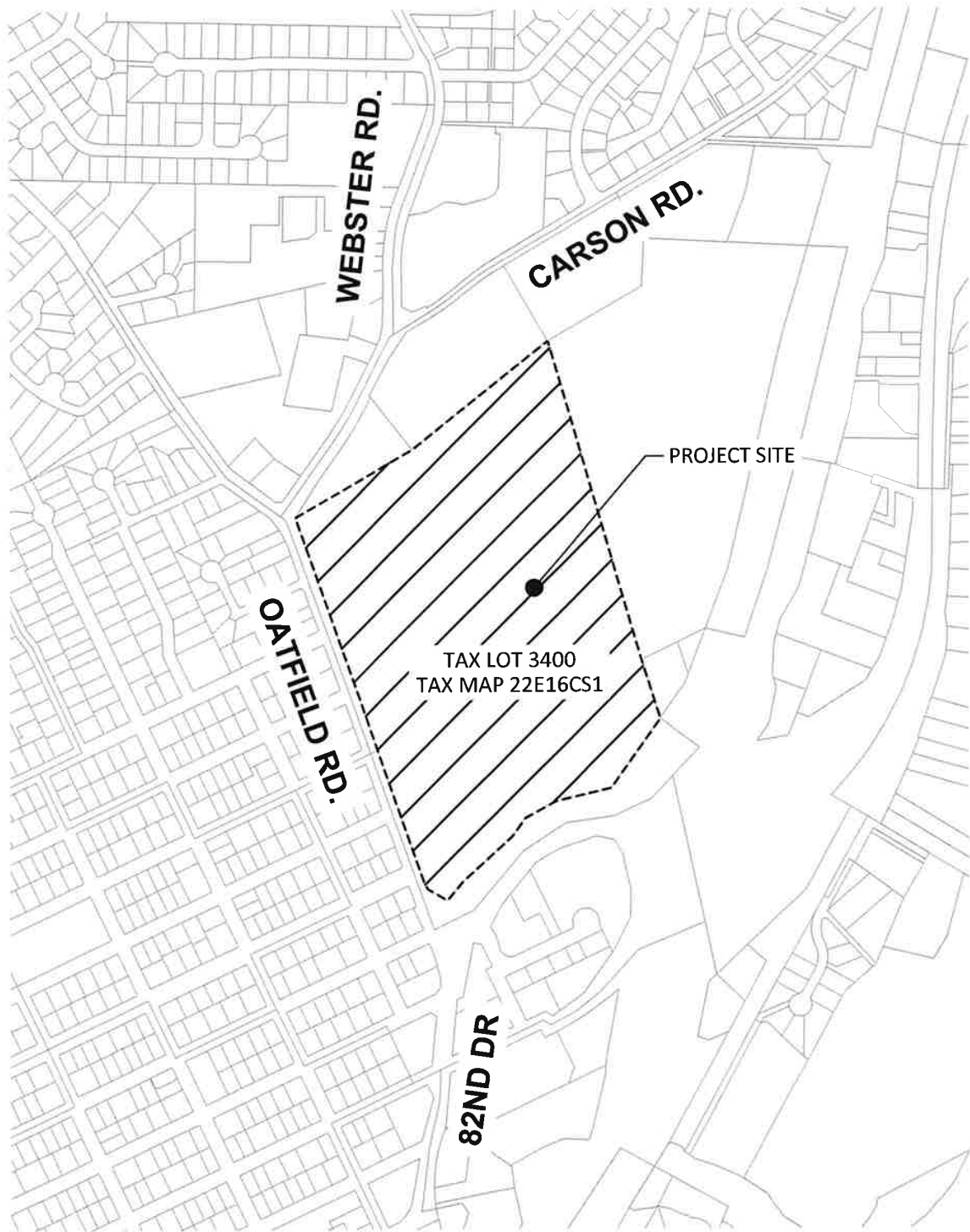
contributes a total of ±3.04 acres to the downstream system, all of which is treated and detained within the existing stormwater facilities on the property. Upstream of the project is roughly ±11.7 acres of grassy areas, trees, various buildings and structures, and paved roadways and driveways. The upstream contributing basin contributes an estimated 4.23 cfs of runoff during the 25-year storm event. The existing property conveys most of its runoff to the Gladstone Park Campus development to the south, including the upstream basin, and runoff from the existing site is treated and detained within the existing stormwater facilities before being connected to an existing 12" pipe along SE 82nd Drive. Due to the downstream deficiency identified along 82nd Drive to the south of the project, the proposed project will release the 25-year, 24-hour post-developed runoff rate at a rate less than the 2-year, 24-hour pre-developed discharge rate. Since the proposed project will release runoff at a rate less than that of the pre-developed discharge rate, it can be confirmed that the downstream system will have adequate capacity to convey the proposed development, and no additional deficiencies will be created within the downstream system as a result of the project. The proposed storm facility has also been oversized to account for any additional runoff contributed to the project site from the upstream basin. Per section 2.0042.C of the City of Gladstone Public Works Design Standards, an emergency spillway shall be able to safely pass all flows over the pond embankment without overtopping the embankment. With the assumed upstream area contributing to the facility, the maximum water elevation was 121.08 during the 25-year storm, meaning that the spillway will be able to safely pass all flows without overtopping the embankment. The proposed outfall conveyance pipe has also been checked for conveyance capacity during the 25-year storm. Refer to **Figure 4** for the upstream contributing basin analysis and Appendix D for pipe conveyance calculations.

Conclusion

The proposed vegetated basin for the project will provide adequate water quality and flow control for the proposed project improvements, satisfying WES stormwater requirements.



Appendix A – Figures



SHEET NO	DESIGNED:	DRR
		DRAWN:
FIG. 1	CHECKED:	HHPR
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JOB NO	R E V I S I O N S	
MCP-49		


Harper Houf Peterson Righellis Inc.
 ENGINEERS • PLANNERS
 LANDSCAPE ARCHITECTS • SURVEYORS
 205 SE Spokane Street, Suite 200, Portland, OR 97202
 phone: 503.221.1131 www.hhpr.com fax: 503.221.1171

VICINITY MAP
 GLADSTONE COVERED MEETING AREA
 GLADSTONE, OREGON



PRE-DEVELOPED BASIN AREA TABLE

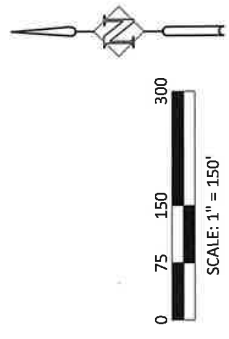
PERVIOUS AREA	IMPERVIOUS AREA
87,004 SF (2.0 ACRES)	45,320 SF (1.04 ACRES)

PRE-DEVELOPED BASIN MAP
GLADSTONE COVERED MEETING AREA
GLADSTONE, OREGON

Harper
Hout Peterson
Rightell's Inc.

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04/28/2023		

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CHECKED BY: HPR
DATE: 04/28/2023
DRAWN BY: HPR
CHECKED BY: HPR



SHEET NO
FIG. 2
MCP-49

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POST-DEVELOPED BASIN MAP
GLADSTONE COVERED MEETING AREA
GLADSTONE, OREGON

Harper Houff Peterson
Righeillis Inc.

205 SE Spokane Blvd. Suite 200, Portland, OR 97214
Phone: 503.221.1131 www.hhp.com

DATE	DESCRIPTION
04/28/2023	REVISIONS

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DATE: 04/28/2023

POST-DEVELOPED BASIN AREA TABLE

PERVIOUS AREA	EXISTING IMPERVIOUS AREA	PROPOSED IMPERVIOUS AREA
87,004 SF (2.0 ACRES)	415,320 SF (1.04 ACRES)	20,000 SF (0.46 ACRES)

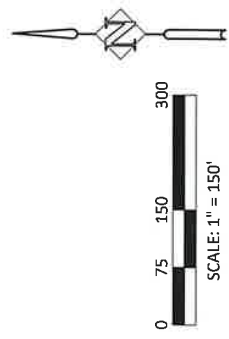
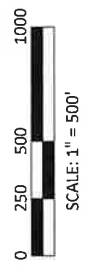
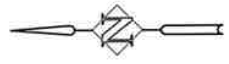


FIG. 3

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DATE: 04/28/2023

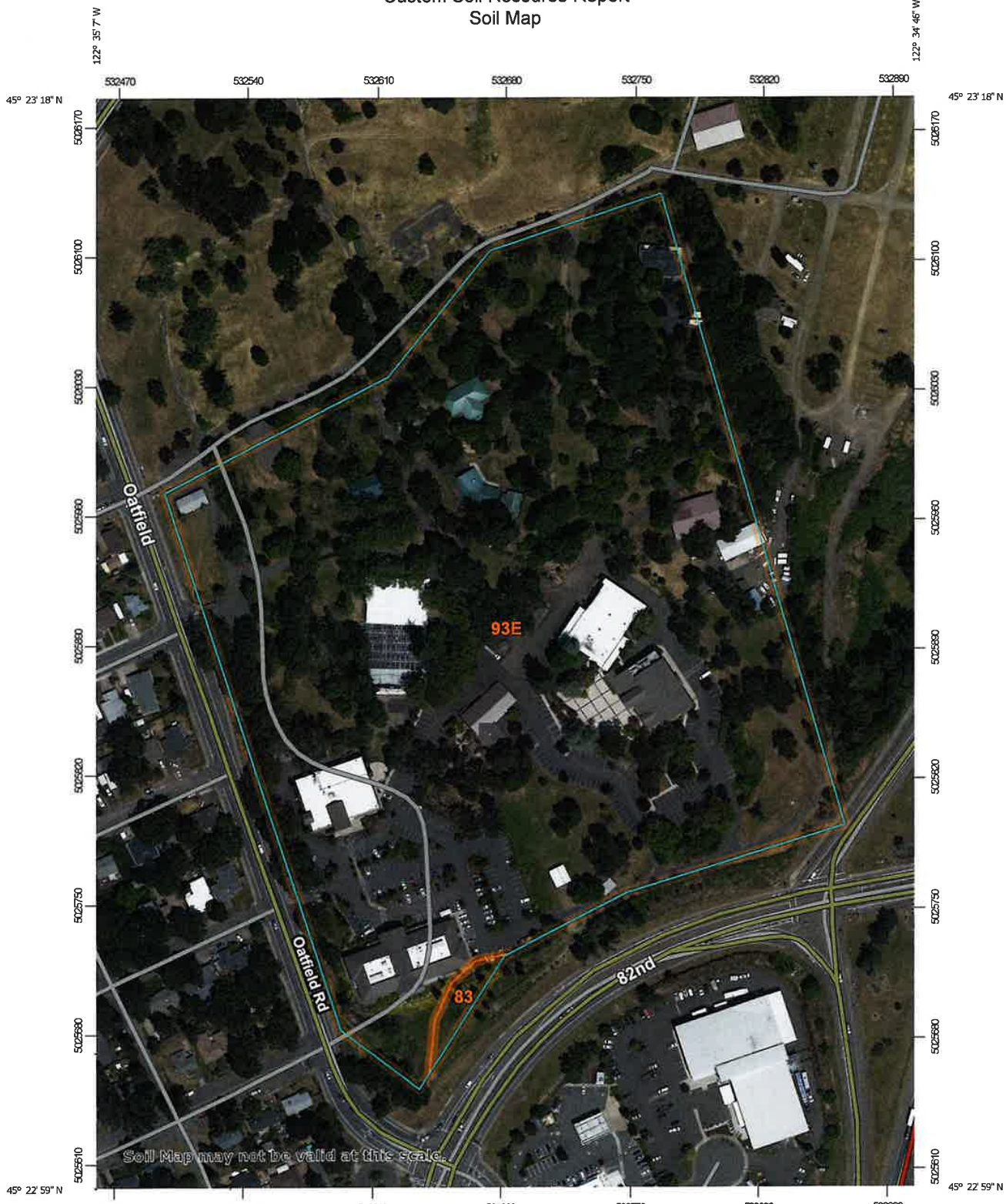


Appendix B – Soil Survey Data

Custom Soil Resource Report for Clackamas County Area, Oregon



Custom Soil Resource Report Soil Map



Map Scale: 1:2,860 if printed on A portrait (8.5" x 11") sheet.

0 40 80 160 240 Meters

0 100 200 400 600 Feet

Map projection: Web Mercator Corner coordinates: WGS84 Edge tics: UTM Zone 10N WGS84

9

MAP LEGEND

- Area of Interest (AOI)
- Soils**
- Soil Map Unit Polygons
- Soil Map Unit Lines
- Soil Map Unit Points
- Special Point Features**
- Blowout
- Borrow Pit
- Clay Spot
- Closed Depression
- Gravel Pit
- Gravelly Spot
- Landfill
- Lava Flow
- Marsh or swamp
- Mine or Quarry
- Miscellaneous Water
- Perennial Water
- Rock Outcrop
- Saline Spot
- Sandy Spot
- Severely Eroded Spot
- Sinkhole
- Slide or Slip
- Sodic Spot
- Spoil Area
- Stony Spot
- Very Stony Spot
- Wet Spot
- Other
- Special Line Features
- Water Features**
- Streams and Canals
- Transportation**
- Rails
- Interstate Highways
- US Routes
- Major Roads
- Local Roads
- Background**
- Aerial Photography

MAP INFORMATION

The soil surveys that comprise your AOI were mapped at 1:20,000.

Warning: Soil Map may not be valid at this scale.

Enlargement of maps beyond the scale of mapping can cause misunderstanding of the detail of mapping and accuracy of soil line placement. The maps do not show the small areas of contrasting soils that could have been shown at a more detailed scale.

Please rely on the bar scale on each map sheet for map measurements.

Source of Map: Natural Resources Conservation Service
 Web Soil Survey URL:
 Coordinate System: Web Mercator (EPSG:3857)

Maps from the Web Soil Survey are based on the Web Mercator projection, which preserves direction and shape but distorts distance and area. A projection that preserves area, such as the Albers equal-area conic projection, should be used if more accurate calculations of distance or area are required.

This product is generated from the USDA-NRCS certified data as of the version date(s) listed below.

Soil Survey Area: Clackamas County Area, Oregon
 Survey Area Data: Version 19, Sep 14, 2022

Soil map units are labeled (as space allows) for map scales 1:50,000 or larger.

Date(s) aerial images were photographed: Jun 13, 2019—Jul 25, 2019

The orthophoto or other base map on which the soil lines were compiled and digitized probably differs from the background imagery displayed on these maps. As a result, some minor shifting of map unit boundaries may be evident.

Map Unit Legend

Map Unit Symbol	Map Unit Name	Acres in AOI	Percent of AOI
83	Wapato silt loam	0.2	0.8%
93E	Xerochrepts-Rock outcrop complex, moderately steep	24.8	99.2%
Totals for Area of Interest		25.0	100.0%

Map Unit Descriptions

The map units delineated on the detailed soil maps in a soil survey represent the soils or miscellaneous areas in the survey area. The map unit descriptions, along with the maps, can be used to determine the composition and properties of a unit.

A map unit delineation on a soil map represents an area dominated by one or more major kinds of soil or miscellaneous areas. A map unit is identified and named according to the taxonomic classification of the dominant soils. Within a taxonomic class there are precisely defined limits for the properties of the soils. On the landscape, however, the soils are natural phenomena, and they have the characteristic variability of all natural phenomena. Thus, the range of some observed properties may extend beyond the limits defined for a taxonomic class. Areas of soils of a single taxonomic class rarely, if ever, can be mapped without including areas of other taxonomic classes. Consequently, every map unit is made up of the soils or miscellaneous areas for which it is named and some minor components that belong to taxonomic classes other than those of the major soils.

Most minor soils have properties similar to those of the dominant soil or soils in the map unit, and thus they do not affect use and management. These are called noncontrasting, or similar, components. They may or may not be mentioned in a particular map unit description. Other minor components, however, have properties and behavioral characteristics divergent enough to affect use or to require different management. These are called contrasting, or dissimilar, components. They generally are in small areas and could not be mapped separately because of the scale used. Some small areas of strongly contrasting soils or miscellaneous areas are identified by a special symbol on the maps. If included in the database for a given area, the contrasting minor components are identified in the map unit descriptions along with some characteristics of each. A few areas of minor components may not have been observed, and consequently they are not mentioned in the descriptions, especially where the pattern was so complex that it was impractical to make enough observations to identify all the soils and miscellaneous areas on the landscape.

The presence of minor components in a map unit in no way diminishes the usefulness or accuracy of the data. The objective of mapping is not to delineate pure taxonomic classes but rather to separate the landscape into landforms or landform segments that have similar use and management requirements. The delineation of such segments on the map provides sufficient information for the development of resource plans. If intensive use of small areas is planned, however,

Custom Soil Resource Report

onsite investigation is needed to define and locate the soils and miscellaneous areas.

An identifying symbol precedes the map unit name in the map unit descriptions. Each description includes general facts about the unit and gives important soil properties and qualities.

Soils that have profiles that are almost alike make up a *soil series*. Except for differences in texture of the surface layer, all the soils of a series have major horizons that are similar in composition, thickness, and arrangement.

Soils of one series can differ in texture of the surface layer, slope, stoniness, salinity, degree of erosion, and other characteristics that affect their use. On the basis of such differences, a soil series is divided into *soil phases*. Most of the areas shown on the detailed soil maps are phases of soil series. The name of a soil phase commonly indicates a feature that affects use or management. For example, Alpha silt loam, 0 to 2 percent slopes, is a phase of the Alpha series.

Some map units are made up of two or more major soils or miscellaneous areas. These map units are complexes, associations, or undifferentiated groups.

A *complex* consists of two or more soils or miscellaneous areas in such an intricate pattern or in such small areas that they cannot be shown separately on the maps. The pattern and proportion of the soils or miscellaneous areas are somewhat similar in all areas. Alpha-Beta complex, 0 to 6 percent slopes, is an example.

An *association* is made up of two or more geographically associated soils or miscellaneous areas that are shown as one unit on the maps. Because of present or anticipated uses of the map units in the survey area, it was not considered practical or necessary to map the soils or miscellaneous areas separately. The pattern and relative proportion of the soils or miscellaneous areas are somewhat similar. Alpha-Beta association, 0 to 2 percent slopes, is an example.

An *undifferentiated group* is made up of two or more soils or miscellaneous areas that could be mapped individually but are mapped as one unit because similar interpretations can be made for use and management. The pattern and proportion of the soils or miscellaneous areas in a mapped area are not uniform. An area can be made up of only one of the major soils or miscellaneous areas, or it can be made up of all of them. Alpha and Beta soils, 0 to 2 percent slopes, is an example.

Some surveys include *miscellaneous areas*. Such areas have little or no soil material and support little or no vegetation. Rock outcrop is an example.

Clackamas County Area, Oregon

83—Wapato silt loam

Map Unit Setting

National map unit symbol: 227h

Elevation: 100 to 1,500 feet

Mean annual precipitation: 40 to 60 inches

Mean annual air temperature: 52 to 54 degrees F

Frost-free period: 165 to 210 days

Farmland classification: Prime farmland if drained and either protected from flooding or not frequently flooded during the growing season

Map Unit Composition

Wapato and similar soils: 90 percent

Minor components: 6 percent

Estimates are based on observations, descriptions, and transects of the mapunit.

Description of Wapato

Setting

Landform: Flood plains

Landform position (three-dimensional): Tread

Down-slope shape: Linear

Across-slope shape: Linear

Parent material: Alluvium

Typical profile

H1 - 0 to 16 inches: silt loam

H2 - 16 to 41 inches: silty clay loam

H3 - 41 to 60 inches: silty clay

Properties and qualities

Slope: 0 to 3 percent

Depth to restrictive feature: More than 80 inches

Drainage class: Poorly drained

Capacity of the most limiting layer to transmit water (Ksat): Moderately high (0.20 to 0.57 in/hr)

Depth to water table: About 0 inches

Frequency of flooding: NoneFrequent

Frequency of ponding: Frequent

Available water supply, 0 to 60 inches: High (about 9.7 inches)

Interpretive groups

Land capability classification (irrigated): 3w

Land capability classification (nonirrigated): 3w

Hydrologic Soil Group: C/D

Ecological site: F002XC002OR - Backswamp Group

Forage suitability group: Poorly Drained (G002XY006OR)

Other vegetative classification: Poorly Drained (G002XY006OR)

Hydric soil rating: Yes

Minor Components

Cove

Percent of map unit: 6 percent

Custom Soil Resource Report

Landform: Flood plains
Landform position (three-dimensional): Dip
Down-slope shape: Linear
Across-slope shape: Linear
Hydric soil rating: Yes

93E—Xerochrepts-Rock outcrop complex, moderately steep

Map Unit Setting

National map unit symbol: 2282
Elevation: 100 to 500 feet
Mean annual precipitation: 40 to 50 inches
Mean annual air temperature: 52 to 54 degrees F
Frost-free period: 165 to 210 days
Farmland classification: Not prime farmland

Map Unit Composition

Xerochrepts and similar soils: 60 percent
Rock outcrop: 30 percent
Estimates are based on observations, descriptions, and transects of the mapunit.

Description of Xerochrepts

Setting

Landform: Terraces
Landform position (three-dimensional): Tread
Down-slope shape: Linear
Across-slope shape: Linear
Parent material: Colluvium derived from andesite and/or basalt

Typical profile

H1 - 0 to 26 inches: gravelly loam
H2 - 26 to 30 inches: unweathered bedrock

Properties and qualities

Slope: 0 to 30 percent
Depth to restrictive feature: 10 to 40 inches to lithic bedrock
Drainage class: Well drained
Capacity of the most limiting layer to transmit water (Ksat): Moderately high to high
(0.20 to 1.98 in/hr)
Depth to water table: More than 80 inches
Frequency of flooding: None
Frequency of ponding: None
Available water supply, 0 to 60 inches: Low (about 3.6 inches)

Interpretive groups

Land capability classification (irrigated): None specified
Land capability classification (nonirrigated): 7s
Hydrologic Soil Group: C
Ecological site: R002XC011OR - Low Hill Group
Hydric soil rating: No

Custom Soil Resource Report

Description of Rock Outcrop

Typical profile

R - 0 to 60 inches: unweathered bedrock

Properties and qualities

Slope: 0 to 30 percent

Depth to restrictive feature: 0 inches to lithic bedrock

Interpretive groups

Land capability classification (irrigated): None specified

Land capability classification (nonirrigated): 8

Hydric soil rating: No

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Table 2-2a Runoff curve numbers for urban areas ^{1/}

Cover description	Average percent impervious area ^{2/}	Curve numbers for hydrologic soil group			
		A	B	C	D
<i>Fully developed urban areas (vegetation established)</i>					
Open space (lawns, parks, golf courses, cemeteries, etc.) ^{3/} :					
Poor condition (grass cover < 50%)		68	79	86	89
Fair condition (grass cover 50% to 75%)		49	69	79	84
Good condition (grass cover > 75%)		39	61	74	80
Impervious areas:					
Paved parking lots, roofs, driveways, etc. (excluding right-of-way)					
		98	98	98	98
Streets and roads:					
Paved; curbs and storm sewers (excluding right-of-way)					
		98	98	98	98
Paved; open ditches (including right-of-way)					
		83	89	92	93
Gravel (including right-of-way)					
		76	85	89	91
Dirt (including right-of-way)					
		72	82	87	89
Western desert urban areas:					
Natural desert landscaping (pervious areas only) ^{4/}					
		63	77	85	88
Artificial desert landscaping (impervious weed barrier, desert shrub with 1- to 2-inch sand or gravel mulch and basin borders)					
		96	96	96	96
Urban districts:					
Commercial and business					
	85	89	92	94	95
Industrial					
	72	81	88	91	93
Residential districts by average lot size:					
1/8 acre or less (town houses)					
	65	77	85	90	92
1/4 acre					
	38	61	75	83	87
1/3 acre					
	30	57	72	81	86
1/2 acre					
	25	54	70	80	85
1 acre					
	20	51	68	79	84
2 acres					
	12	46	65	77	82
<i>Developing urban areas</i>					
Newly graded areas (pervious areas only, no vegetation) ^{5/}					
		77	86	91	94
Idle lands (CN's are determined using cover types similar to those in table 2-2c).					

¹ Average runoff condition, and $I_a = 0.2S$.² The average percent impervious area shown was used to develop the composite CN's. Other assumptions are as follows: impervious areas are directly connected to the drainage system, impervious areas have a CN of 98, and pervious areas are considered equivalent to open space in good hydrologic condition. CN's for other combinations of conditions may be computed using figure 2-3 or 2-4.³ CN's shown are equivalent to those of pasture. Composite CN's may be computed for other combinations of open space cover type.⁴ Composite CN's for natural desert landscaping should be computed using figures 2-3 or 2-4 based on the impervious area percentage (CN = 98) and the pervious area CN. The pervious area CN's are assumed equivalent to desert shrub in poor hydrologic condition.⁵ Composite CN's to use for the design of temporary measures during grading and construction should be computed using figure 2-3 or 2-4 based on the degree of development (impervious area percentage) and the CN's for the newly graded pervious areas.

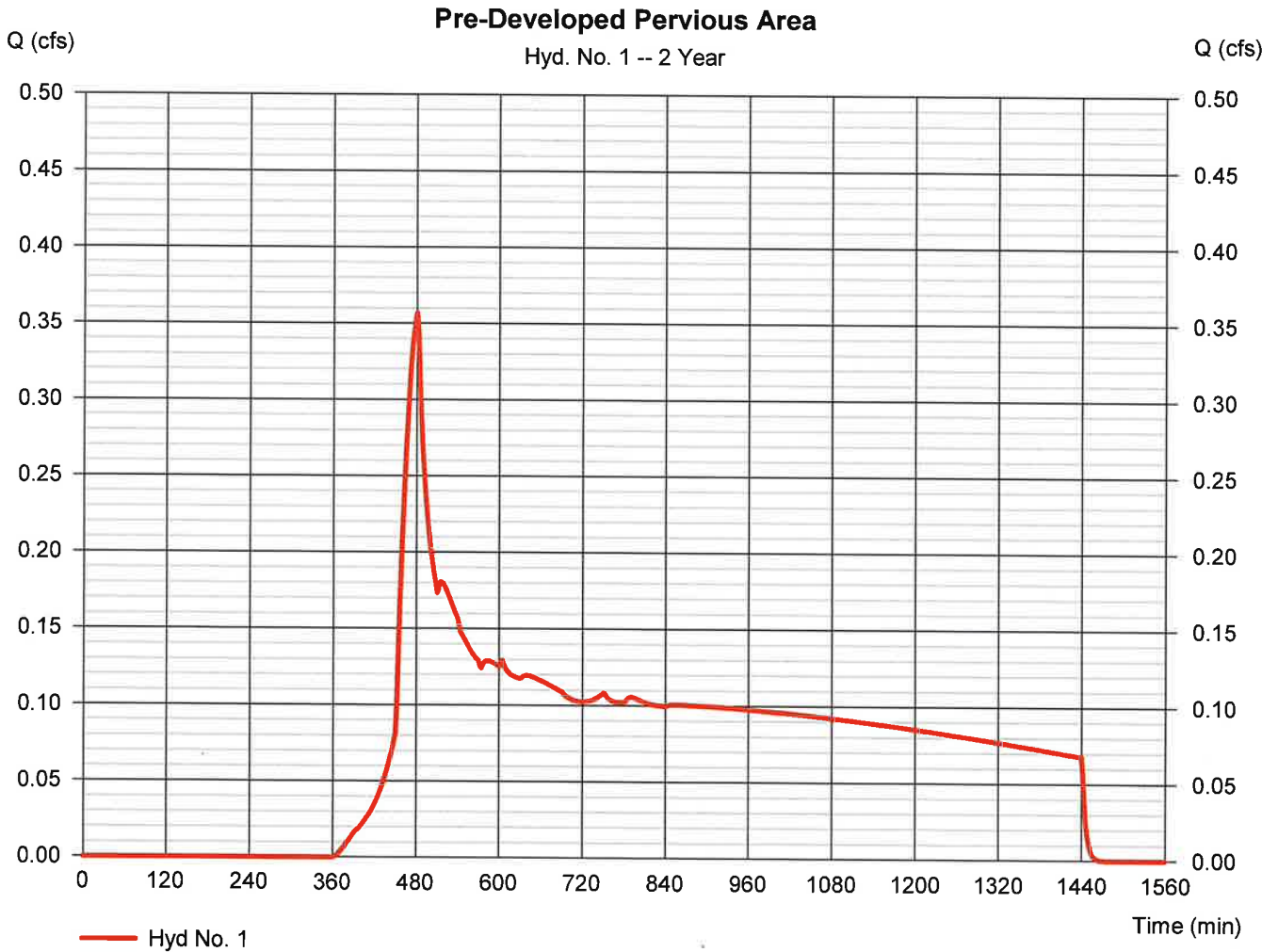
**Appendix C – Stormwater Calculations
and BMP Sizing Tool Reports**

Hydrograph Report

Hyd. No. 1

Pre-Developed Pervious Area

Hydrograph type	= SBUH Runoff	Peak discharge	= 0.357 cfs
Storm frequency	= 2 yrs	Time to peak	= 480 min
Time interval	= 2 min	Hyd. volume	= 6,571 cuft
Drainage area	= 2.000 ac	Curve number	= 79
Basin Slope	= 0.0 %	Hydraulic length	= 0 ft
Tc method	= User	Time of conc. (Tc)	= 5.00 min
Total precip.	= 2.60 in	Distribution	= Type IA
Storm duration	= 24 hrs	Shape factor	= n/a



Hydrograph Report

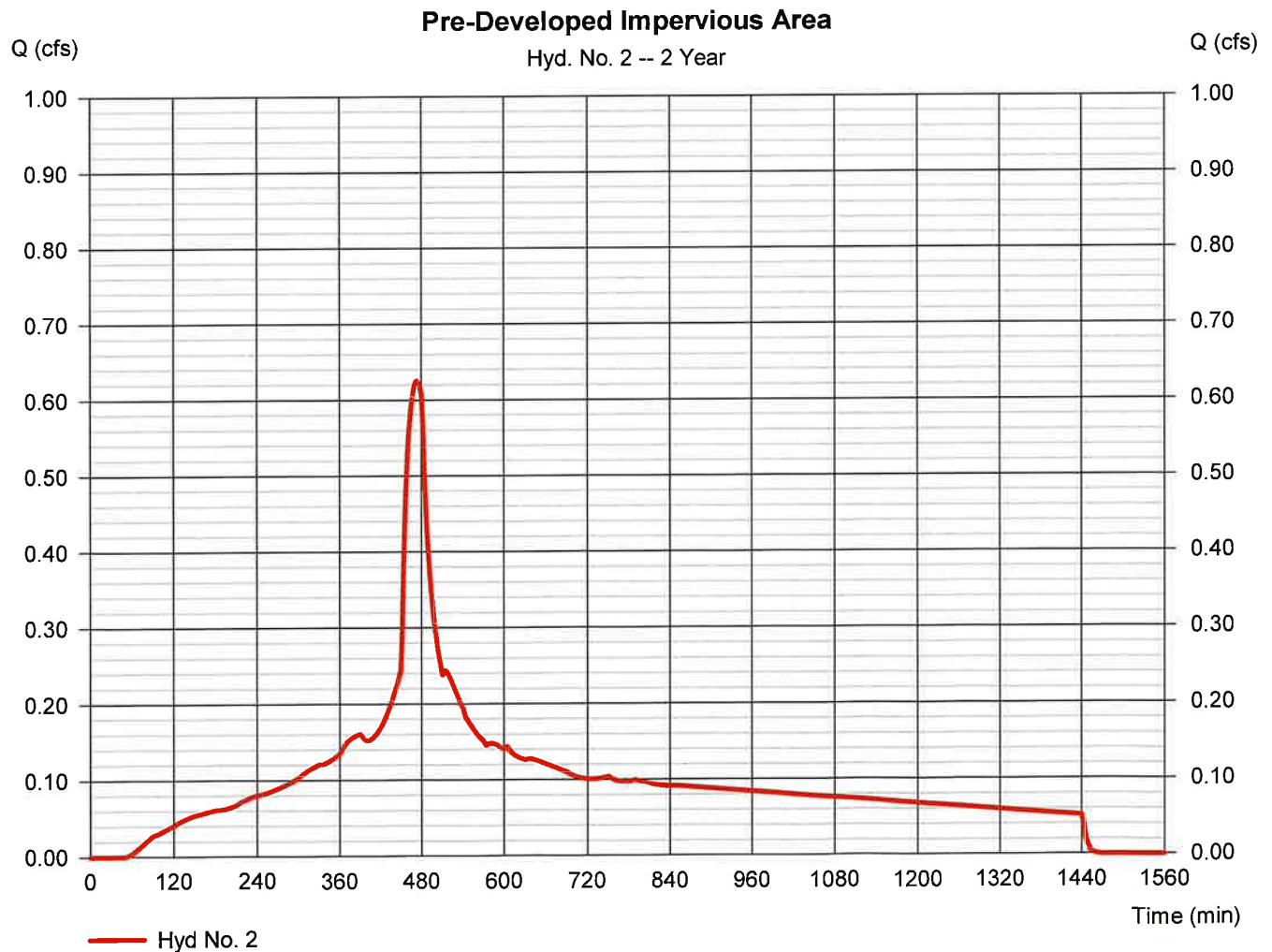
Hydraflow Hydrographs Extension for Autodesk® Civil 3D® by Autodesk, Inc. v2020

Friday, 04 / 28 / 2023

Hyd. No. 2

Pre-Developed Impervious Area

Hydrograph type	= SBUH Runoff	Peak discharge	= 0.625 cfs
Storm frequency	= 2 yrs	Time to peak	= 474 min
Time interval	= 2 min	Hyd. volume	= 8,948 cuft
Drainage area	= 1.040 ac	Curve number	= 98
Basin Slope	= 0.0 %	Hydraulic length	= 0 ft
Tc method	= User	Time of conc. (Tc)	= 5.00 min
Total precip.	= 2.60 in	Distribution	= Type IA
Storm duration	= 24 hrs	Shape factor	= n/a



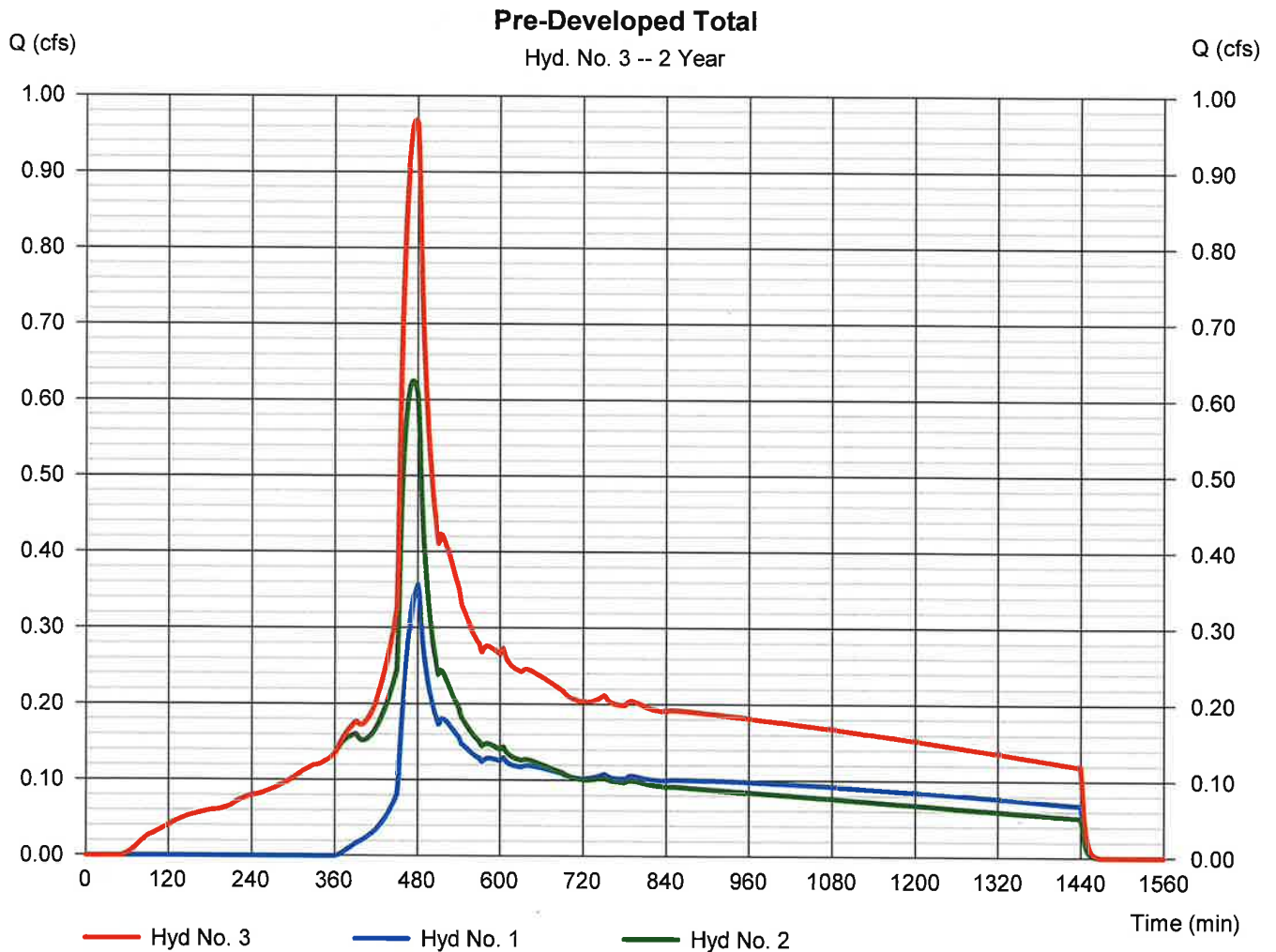
Hydrograph Report

Hyd. No. 3

Pre-Developed Total

Hydrograph type = Combine
Storm frequency = 2 yrs
Time interval = 2 min
Inflow hyds. = 1, 2

Peak discharge = 0.968 cfs
Time to peak = 478 min
Hyd. volume = 15,519 cuft
Contrib. drain. area = 3.040 ac



Hydrograph Report

Hydraflow Hydrographs Extension for Autodesk® Civil 3D® by Autodesk, Inc. v2020

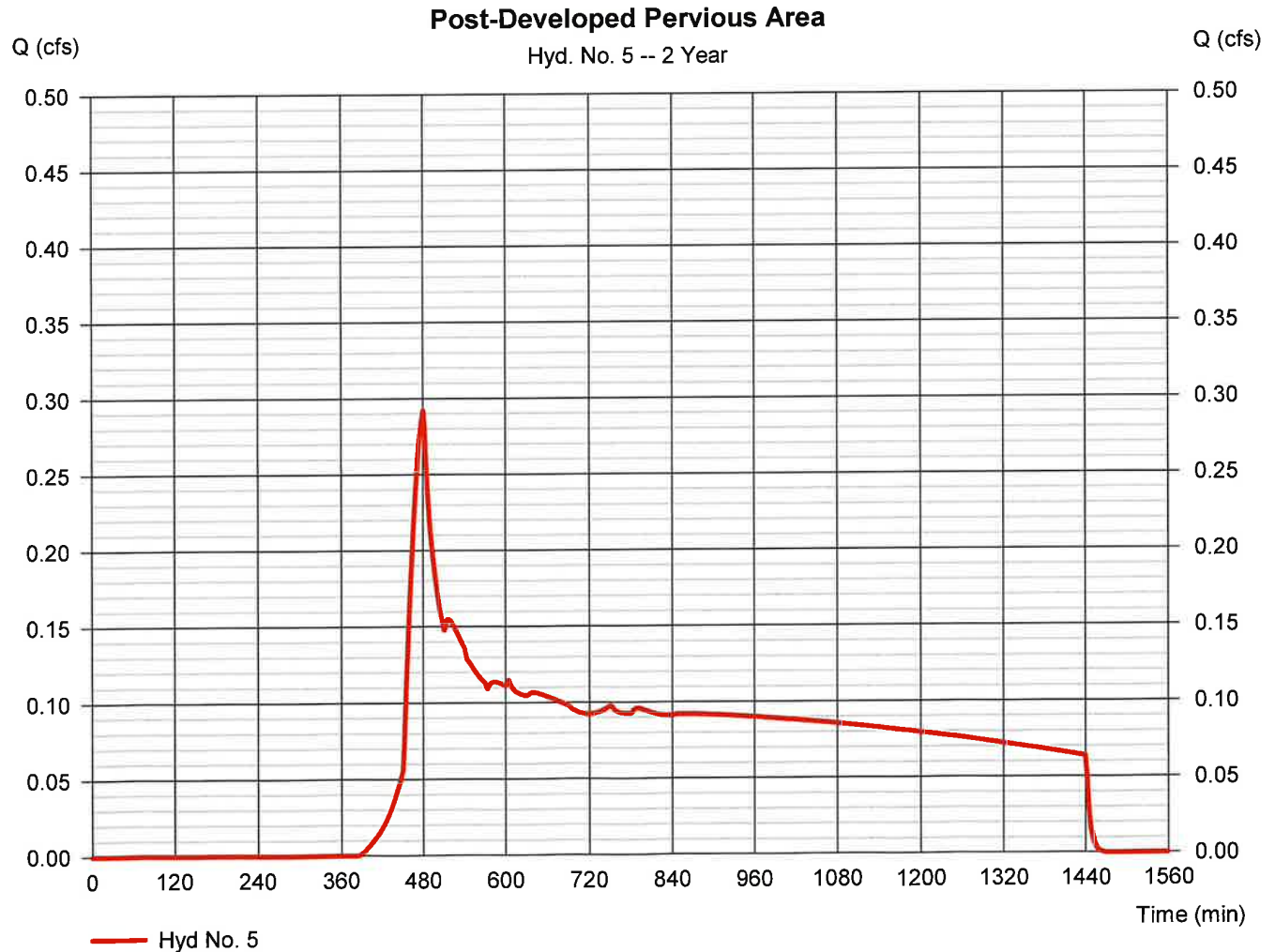
Friday, 04 / 28 / 2023

Hyd. No. 5

Post-Developed Pervious Area

Hydrograph type	= SBUH Runoff	Peak discharge	= 0.292 cfs
Storm frequency	= 2 yrs	Time to peak	= 480 min
Time interval	= 2 min	Hyd. volume	= 5,835 cuft
Drainage area	= 2.000 ac	Curve number	= 77*
Basin Slope	= 0.0 %	Hydraulic length	= 0 ft
Tc method	= User	Time of conc. (Tc)	= 5.00 min
Total precip.	= 2.60 in	Distribution	= Type IA
Storm duration	= 24 hrs	Shape factor	= n/a

* Composite (Area/CN) = [(1.000 x 79) + (1.000 x 74)] / 2.000

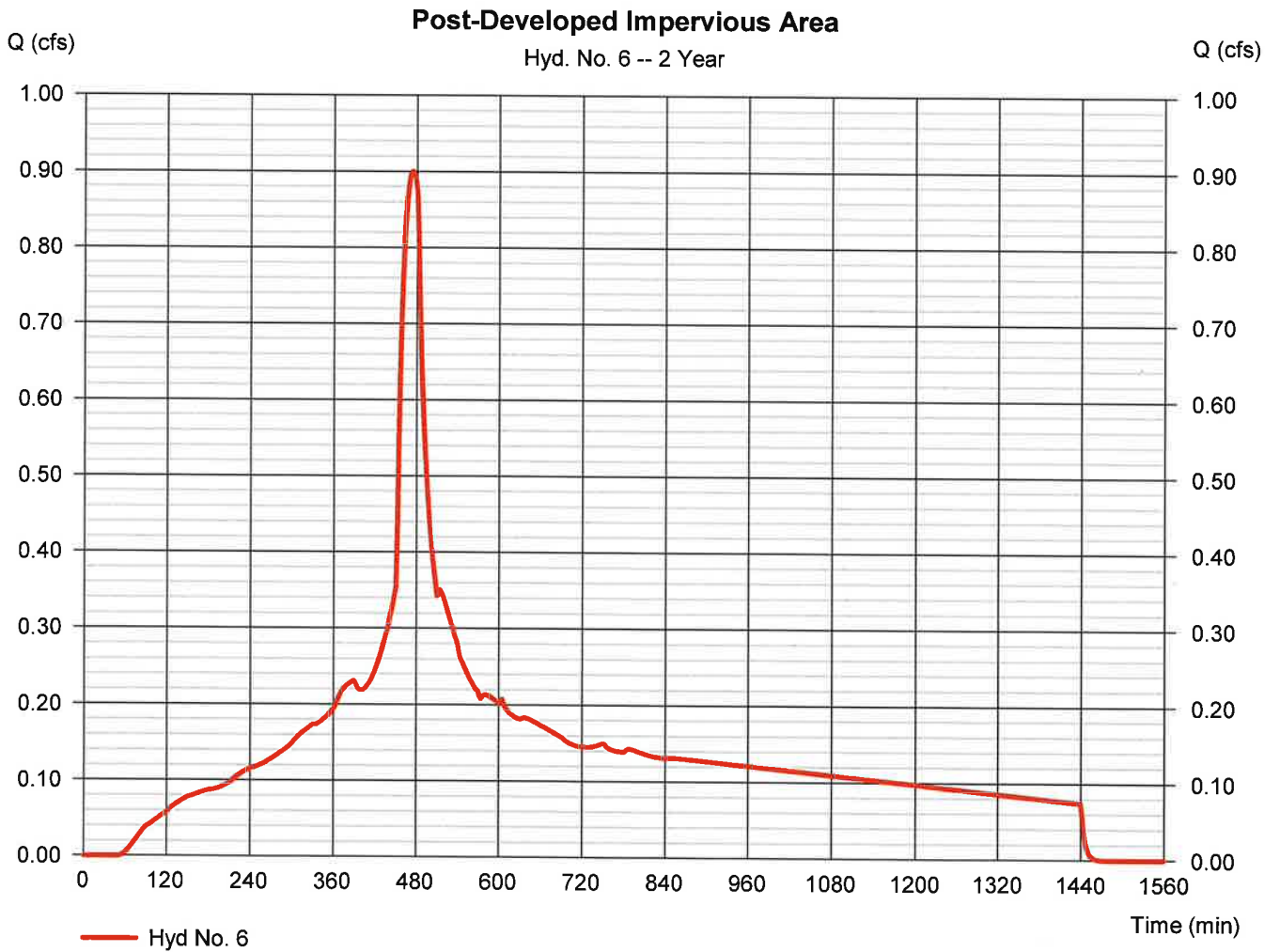


Hydrograph Report

Hyd. No. 6

Post-Developed Impervious Area

Hydrograph type	= SBUH Runoff	Peak discharge	= 0.900 cfs
Storm frequency	= 2 yrs	Time to peak	= 474 min
Time interval	= 2 min	Hyd. volume	= 12,897 cuft
Drainage area	= 1.499 ac	Curve number	= 98
Basin Slope	= 0.0 %	Hydraulic length	= 0 ft
Tc method	= User	Time of conc. (Tc)	= 5.00 min
Total precip.	= 2.60 in	Distribution	= Type IA
Storm duration	= 24 hrs	Shape factor	= n/a



Hydrograph Report

Hydraflow Hydrographs Extension for Autodesk® Civil 3D® by Autodesk, Inc. v2020

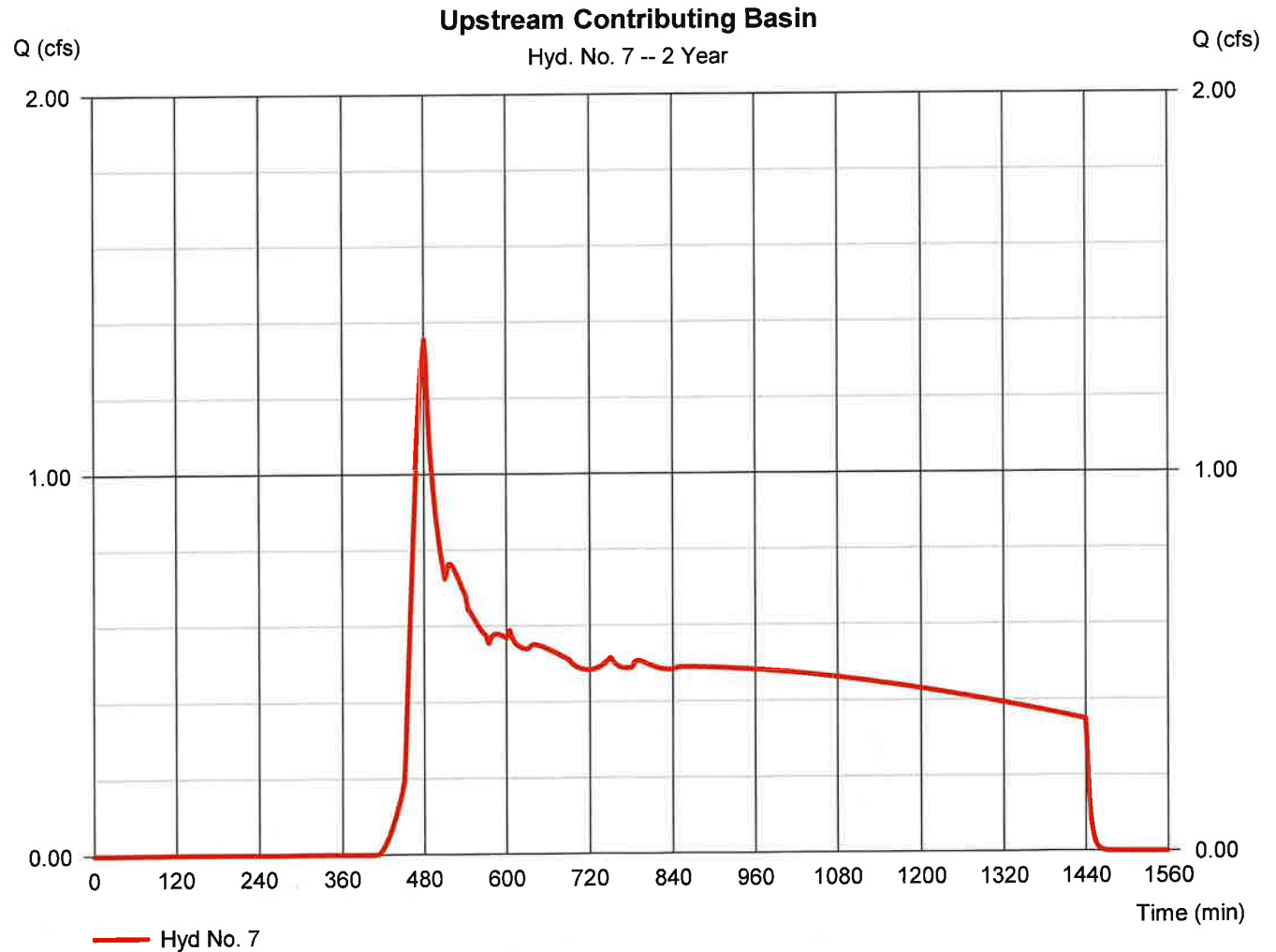
Friday, 04 / 28 / 2023

Hyd. No. 7

Upstream Contributing Basin

Hydrograph type	= SBUH Runoff	Peak discharge	= 1.355 cfs
Storm frequency	= 2 yrs	Time to peak	= 480 min
Time interval	= 2 min	Hyd. volume	= 30,116 cuft
Drainage area	= 11.690 ac	Curve number	= 75*
Basin Slope	= 0.0 %	Hydraulic length	= 0 ft
Tc method	= User	Time of conc. (Tc)	= 5.00 min
Total precip.	= 2.60 in	Distribution	= Type IA
Storm duration	= 24 hrs	Shape factor	= n/a

* Composite (Area/CN) = [(0.580 x 98) + (11.115 x 74)] / 11.690

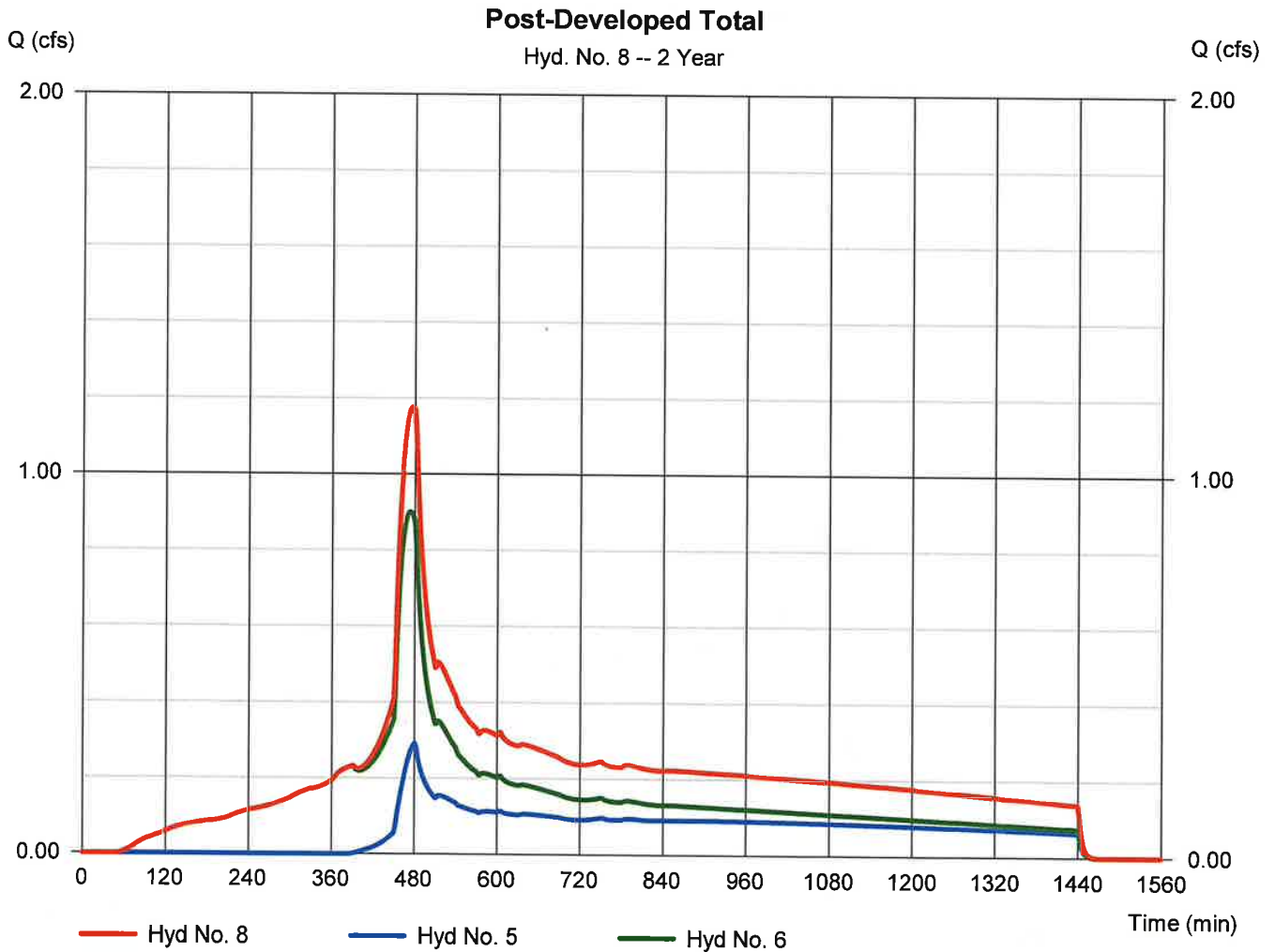


Hydrograph Report

Hyd. No. 8

Post-Developed Total

Hydrograph type	= Combine	Peak discharge	= 1.175 cfs
Storm frequency	= 2 yrs	Time to peak	= 476 min
Time interval	= 2 min	Hyd. volume	= 18,732 cuft
Inflow hyds.	= 5, 6	Contrib. drain. area	= 3.499 ac



Hydrograph Report

Hydraflow Hydrographs Extension for Autodesk® Civil 3D® by Autodesk, Inc. v2020

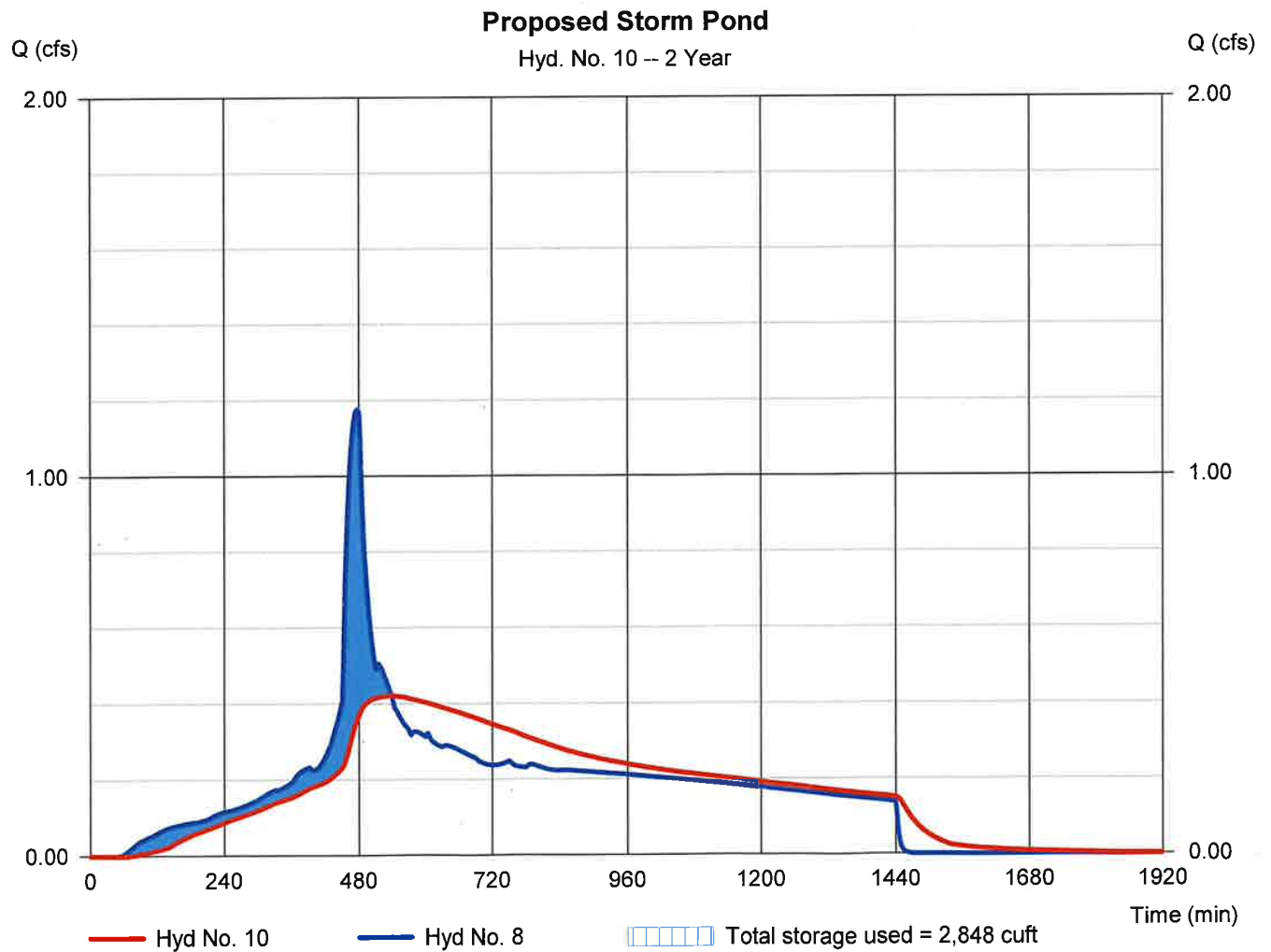
Friday, 04 / 28 / 2023

Hyd. No. 10

Proposed Storm Pond

Hydrograph type	= Reservoir	Peak discharge	= 0.421 cfs
Storm frequency	= 2 yrs	Time to peak	= 538 min
Time interval	= 2 min	Hyd. volume	= 18,725 cuft
Inflow hyd. No.	= 8 - Post-Developed Total	Max. Elevation	= 119.03 ft
Reservoir name	= Storm Pond	Max. Storage	= 2,848 cuft

Storage Indication method used.



Pond Report

Pond No. 1 - Storm Pond

Pond Data

Contours -User-defined contour areas. Conic method used for volume calculation. Beginning Elevation = 117.50 ft

Stage / Storage Table

Stage (ft)	Elevation (ft)	Contour area (sqft)	Incr. Storage (cuft)	Total storage (cuft)
0.00	117.50	1,455	0	0
1.00	118.50	1,936	1,690	1,690
2.00	119.50	2,474	2,199	3,889
3.00	120.50	3,069	2,766	6,655
4.00	121.50	3,720	3,389	10,044

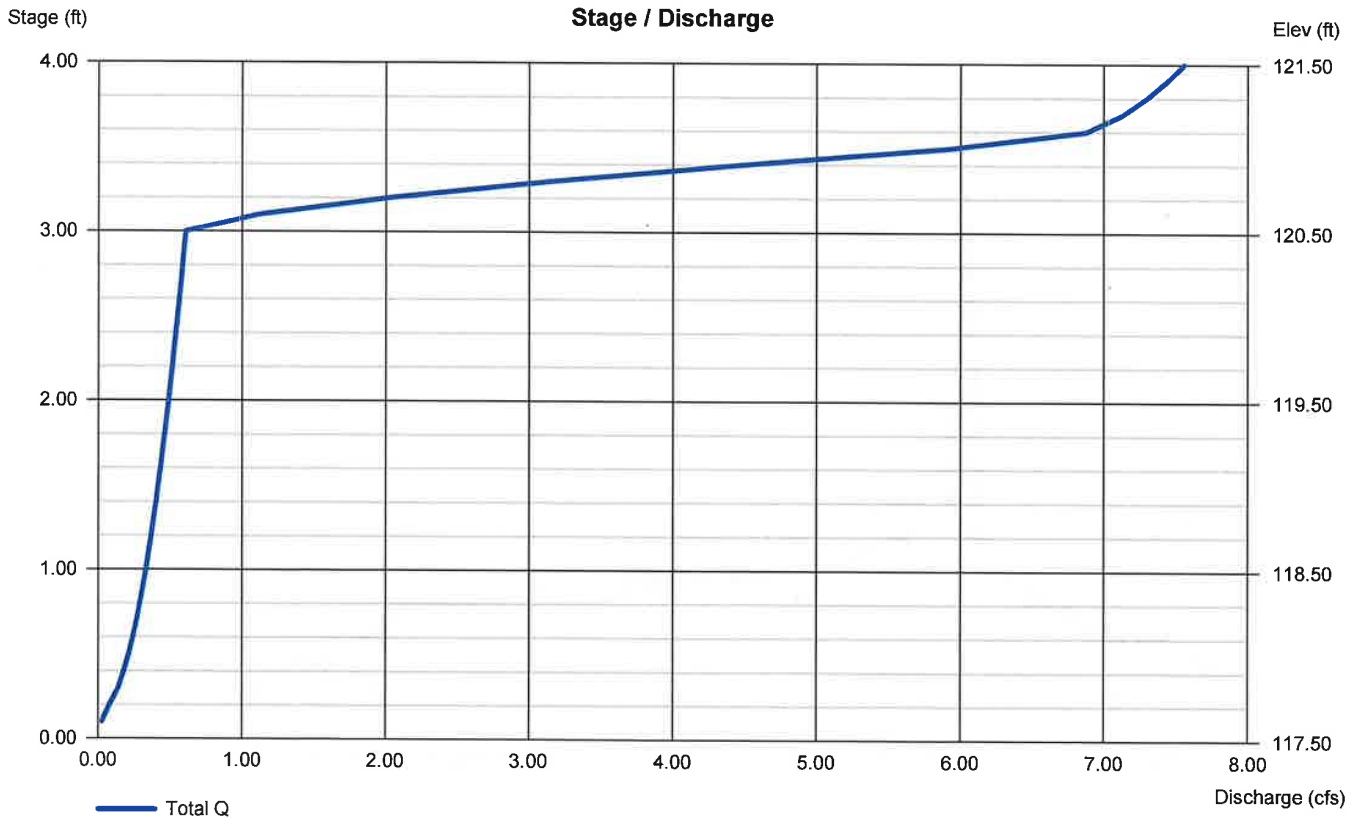
Culvert / Orifice Structures

	[A]	[B]	[C]	[PrfRsr]
Rise (in)	= 12.00	3.70	0.00	0.00
Span (in)	= 12.00	3.70	0.00	0.00
No. Barrels	= 1	1	0	0
Invert El. (ft)	= 116.90	117.50	0.00	0.00
Length (ft)	= 0.00	0.00	0.00	0.00
Slope (%)	= 0.00	0.00	0.00	n/a
N-Value	= .013	.013	.013	n/a
Orifice Coeff.	= 0.60	0.60	0.60	0.60
Multi-Stage	= n/a	Yes	No	No

Weir Structures

	[A]	[B]	[C]	[D]
Crest Len (ft)	= 4.71	0.00	0.00	0.00
Crest El. (ft)	= 120.50	0.00	0.00	0.00
Weir Coeff.	= 3.33	3.33	3.33	3.33
Weir Type	= 1	---	---	---
Multi-Stage	= Yes	No	No	No
Exfil.(in/hr)	= 0.000 (by Contour)			
TW Elev. (ft)	= 0.00			

Note: Culvert/Orifice outflows are analyzed under inlet (ic) and outlet (oc) control. Weir risers checked for orifice conditions (ic) and submergence (s).



Hydrograph Report

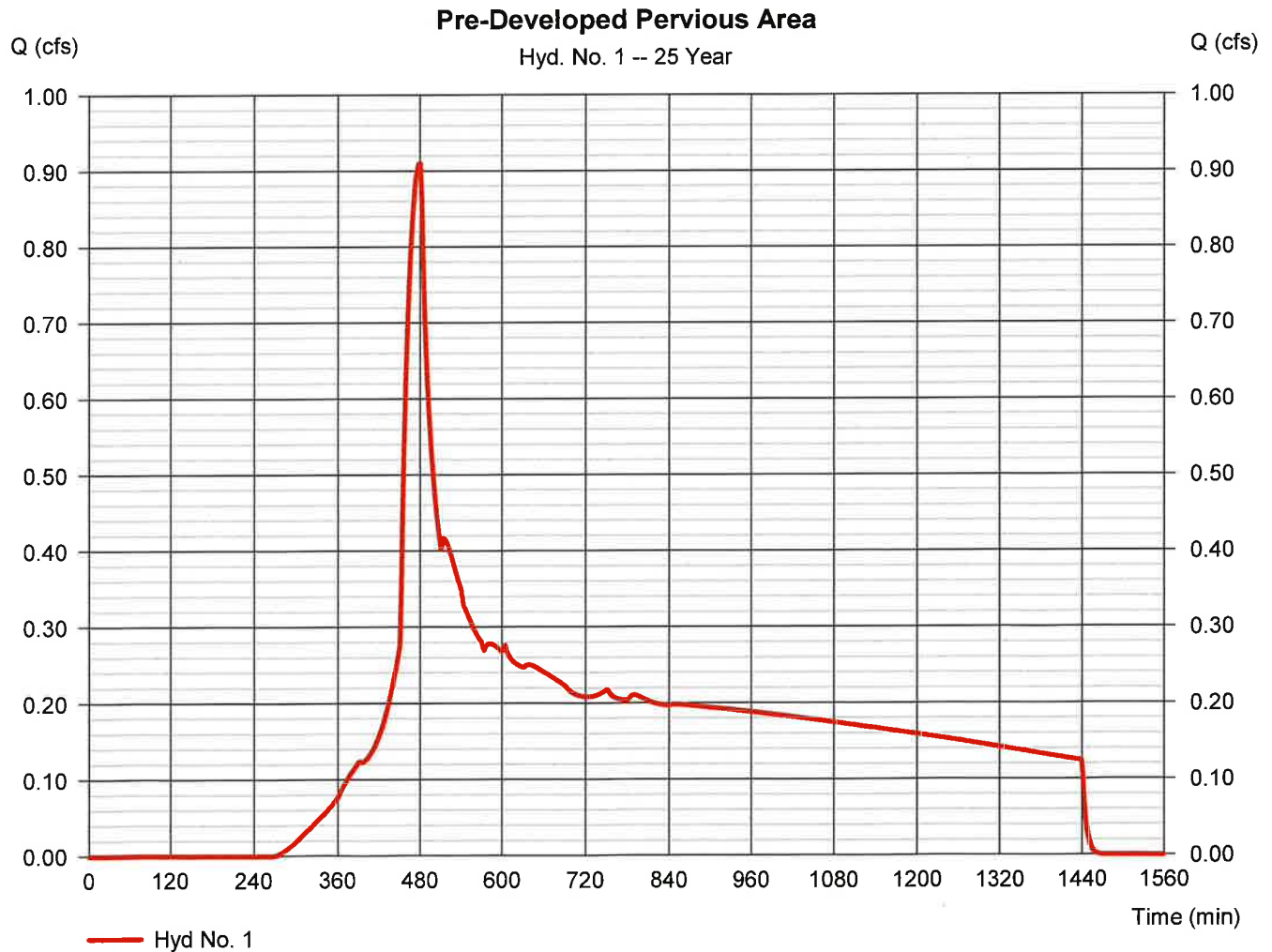
Hydraflow Hydrographs Extension for Autodesk® Civil 3D® by Autodesk, Inc. v2020

Friday, 04 / 28 / 2023

Hyd. No. 1

Pre-Developed Pervious Area

Hydrograph type	= SBUH Runoff	Peak discharge	= 0.910 cfs
Storm frequency	= 25 yrs	Time to peak	= 480 min
Time interval	= 2 min	Hyd. volume	= 14,255 cuft
Drainage area	= 2.000 ac	Curve number	= 79
Basin Slope	= 0.0 %	Hydraulic length	= 0 ft
Tc method	= User	Time of conc. (Tc)	= 5.00 min
Total precip.	= 4.00 in	Distribution	= Type IA
Storm duration	= 24 hrs	Shape factor	= n/a

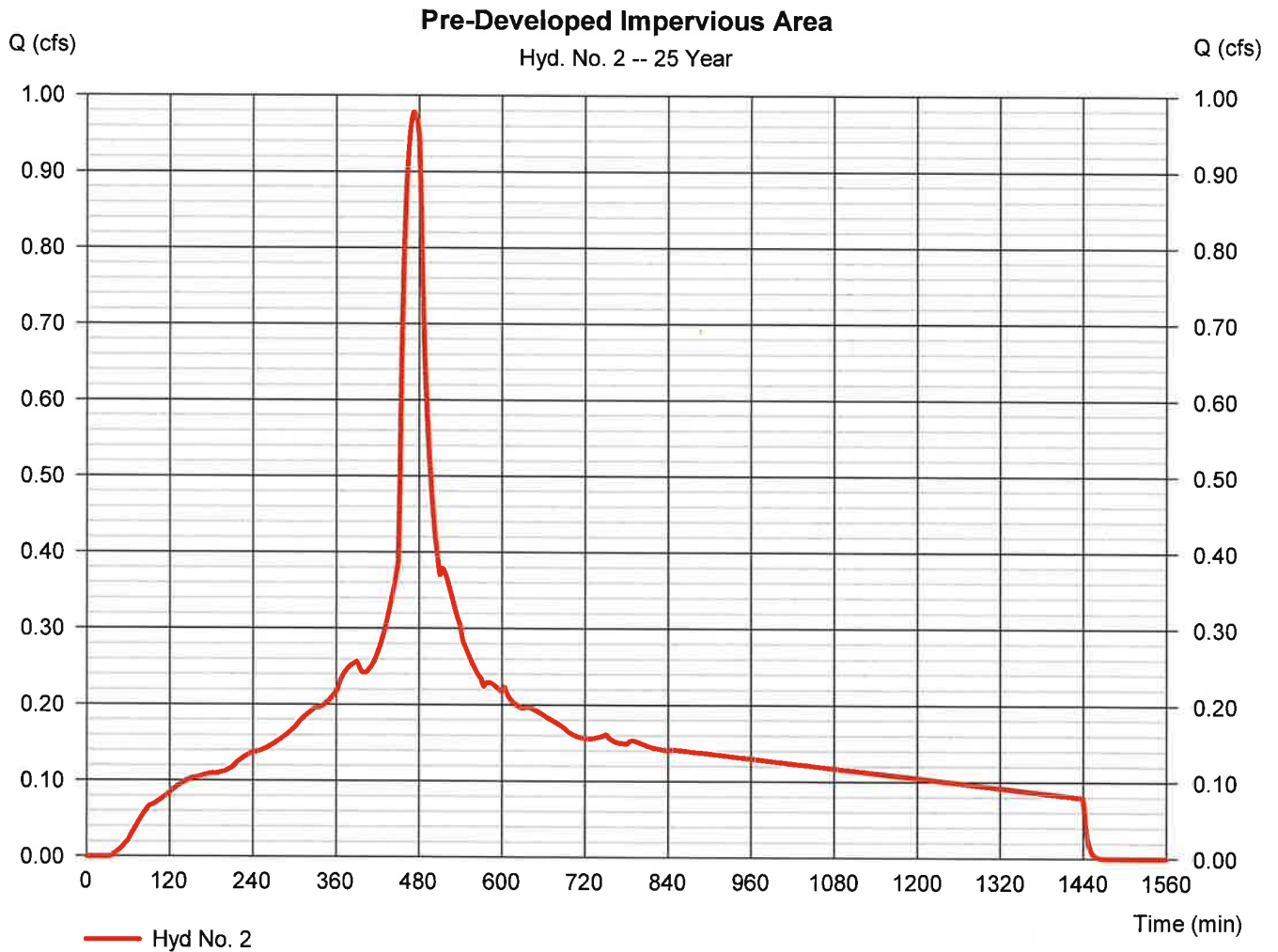


Hydrograph Report

Hyd. No. 2

Pre-Developed Impervious Area

Hydrograph type	= SBUH Runoff	Peak discharge	= 0.978 cfs
Storm frequency	= 25 yrs	Time to peak	= 474 min
Time interval	= 2 min	Hyd. volume	= 14,214 cuft
Drainage area	= 1.040 ac	Curve number	= 98
Basin Slope	= 0.0 %	Hydraulic length	= 0 ft
Tc method	= User	Time of conc. (Tc)	= 5.00 min
Total precip.	= 4.00 in	Distribution	= Type IA
Storm duration	= 24 hrs	Shape factor	= n/a



Hydrograph Report

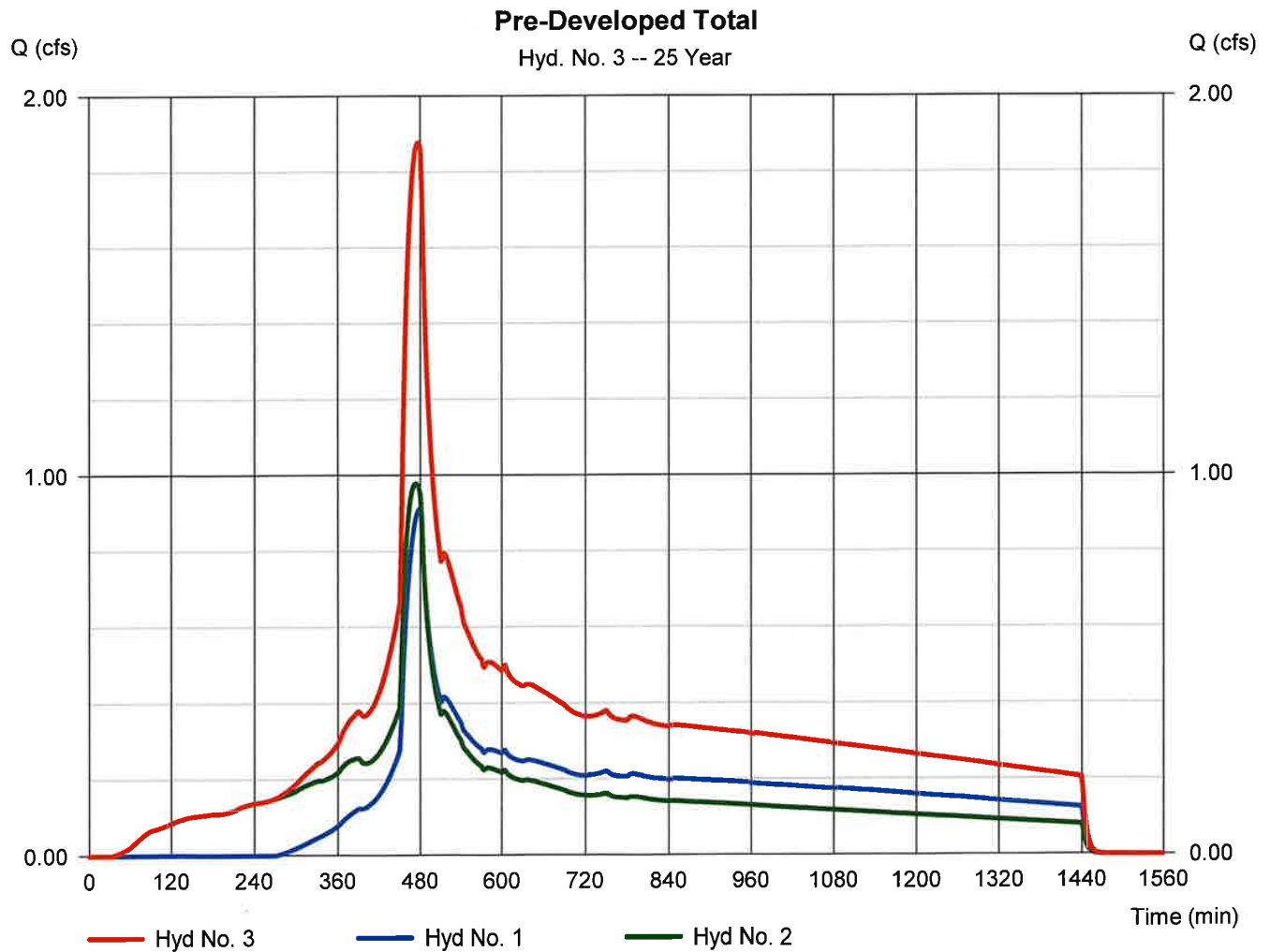
Hydraflow Hydrographs Extension for Autodesk® Civil 3D® by Autodesk, Inc. v2020

Friday, 04 / 28 / 2023

Hyd. No. 3

Pre-Developed Total

Hydrograph type	= Combine	Peak discharge	= 1.877 cfs
Storm frequency	= 25 yrs	Time to peak	= 476 min
Time interval	= 2 min	Hyd. volume	= 28,469 cuft
Inflow hyds.	= 1, 2	Contrib. drain. area	= 3.040 ac



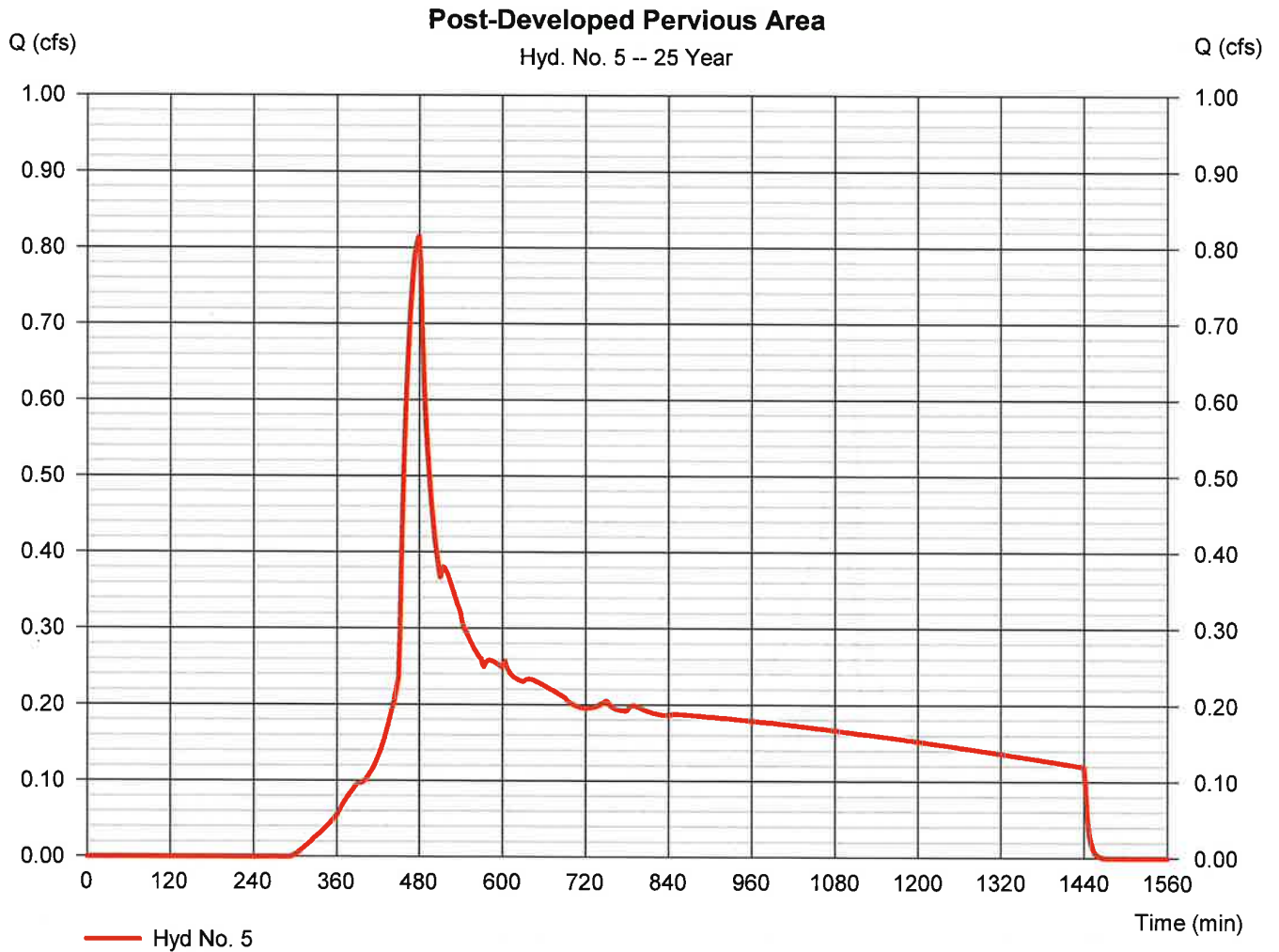
Hydrograph Report

Hyd. No. 5

Post-Developed Pervious Area

Hydrograph type	= SBUH Runoff	Peak discharge	= 0.815 cfs
Storm frequency	= 25 yrs	Time to peak	= 480 min
Time interval	= 2 min	Hyd. volume	= 13,155 cuft
Drainage area	= 2.000 ac	Curve number	= 77*
Basin Slope	= 0.0 %	Hydraulic length	= 0 ft
Tc method	= User	Time of conc. (Tc)	= 5.00 min
Total precip.	= 4.00 in	Distribution	= Type IA
Storm duration	= 24 hrs	Shape factor	= n/a

* Composite (Area/CN) = [(1.000 x 79) + (1.000 x 74)] / 2.000



Hydrograph Report

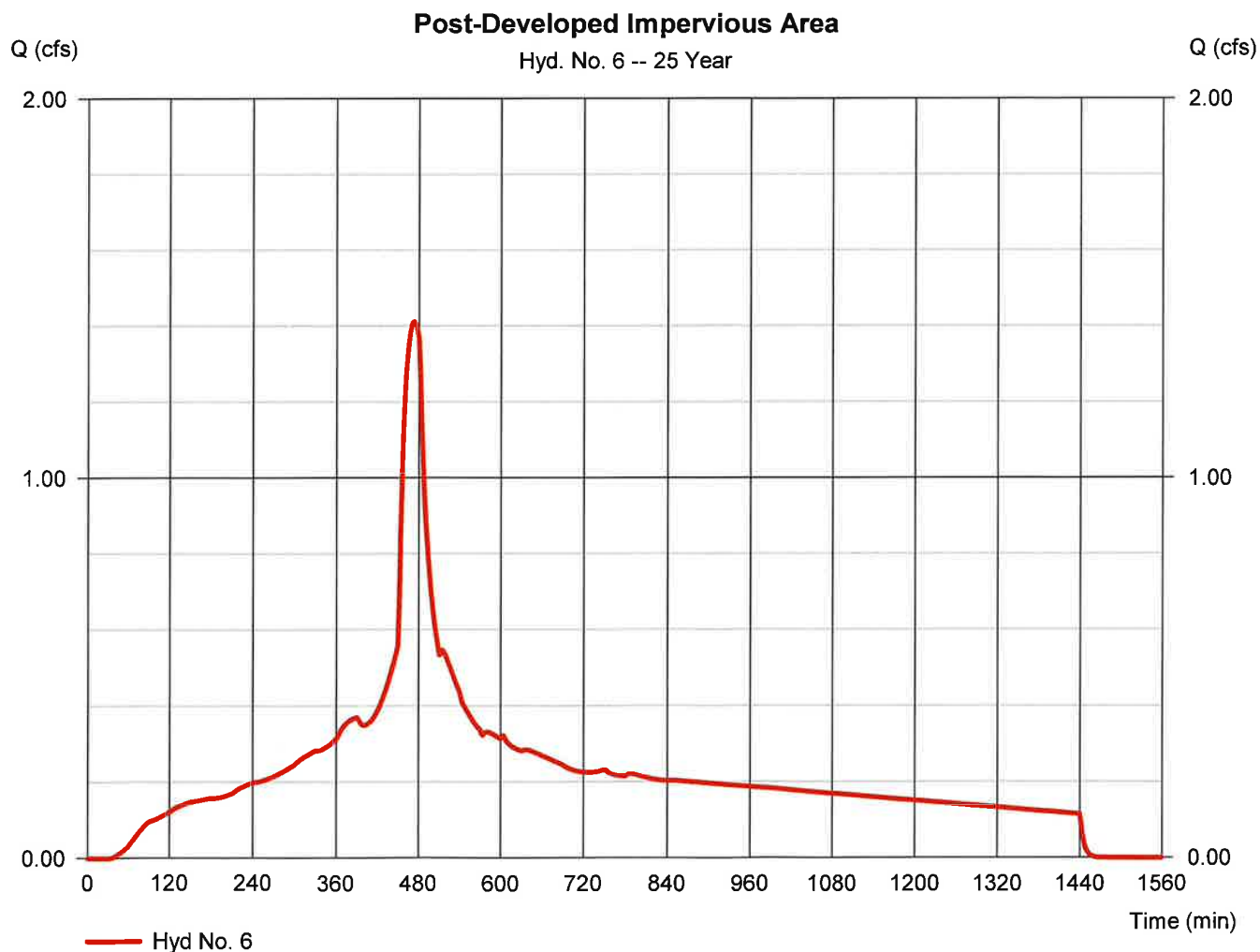
Hydraflow Hydrographs Extension for Autodesk® Civil 3D® by Autodesk, Inc. v2020

Friday, 04 / 28 / 2023

Hyd. No. 6

Post-Developed Impervious Area

Hydrograph type	= SBUH Runoff	Peak discharge	= 1.409 cfs
Storm frequency	= 25 yrs	Time to peak	= 474 min
Time interval	= 2 min	Hyd. volume	= 20,487 cuft
Drainage area	= 1.499 ac	Curve number	= 98
Basin Slope	= 0.0 %	Hydraulic length	= 0 ft
Tc method	= User	Time of conc. (Tc)	= 5.00 min
Total precip.	= 4.00 in	Distribution	= Type IA
Storm duration	= 24 hrs	Shape factor	= n/a



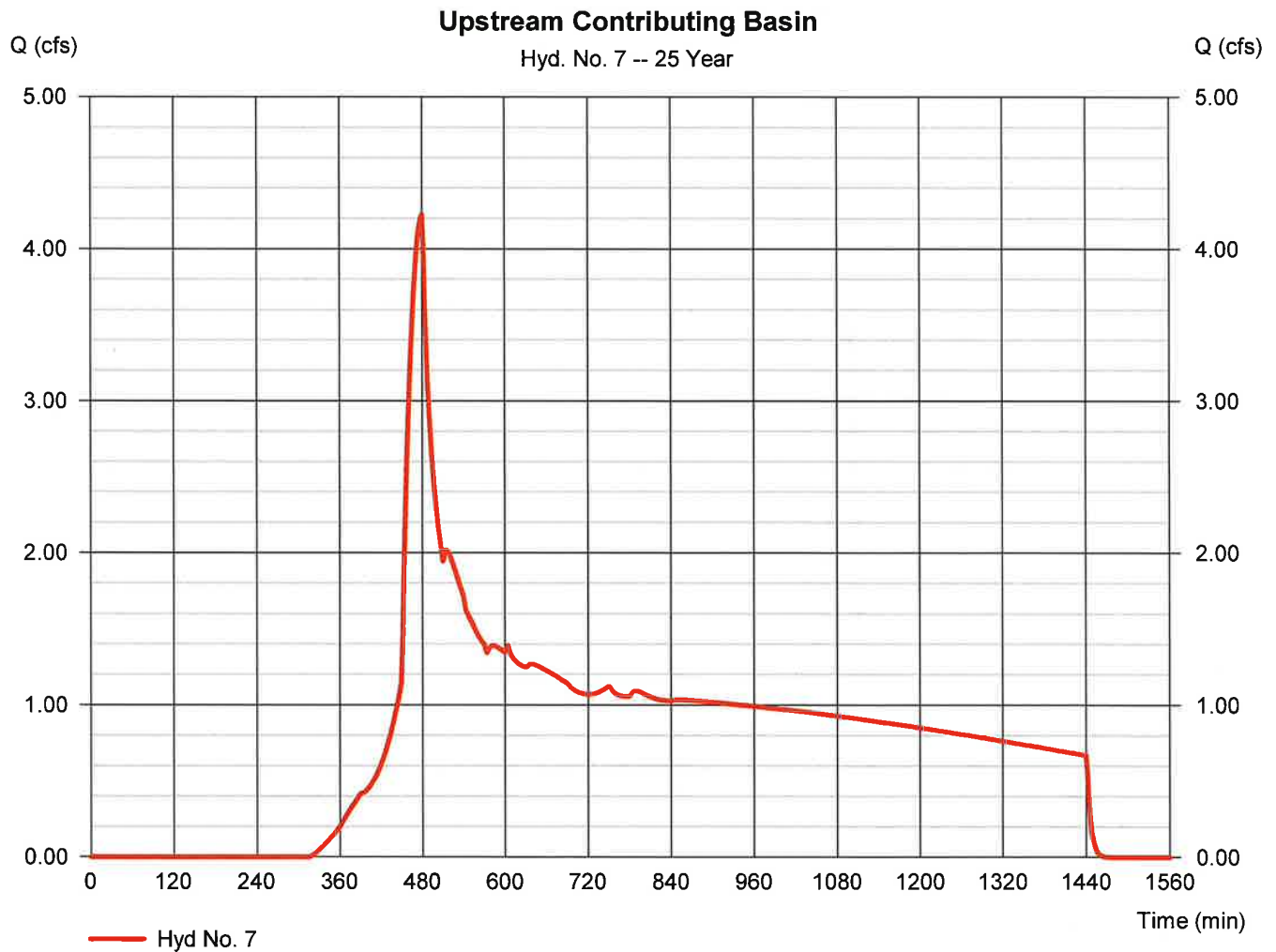
Hydrograph Report

Hyd. No. 7

Upstream Contributing Basin

Hydrograph type	= SBUH Runoff	Peak discharge	= 4.225 cfs
Storm frequency	= 25 yrs	Time to peak	= 480 min
Time interval	= 2 min	Hyd. volume	= 70,725 cuft
Drainage area	= 11.690 ac	Curve number	= 75*
Basin Slope	= 0.0 %	Hydraulic length	= 0 ft
Tc method	= User	Time of conc. (Tc)	= 5.00 min
Total precip.	= 4.00 in	Distribution	= Type IA
Storm duration	= 24 hrs	Shape factor	= n/a

* Composite (Area/CN) = [(0.580 x 98) + (11.115 x 74)] / 11.690



Hydrograph Report

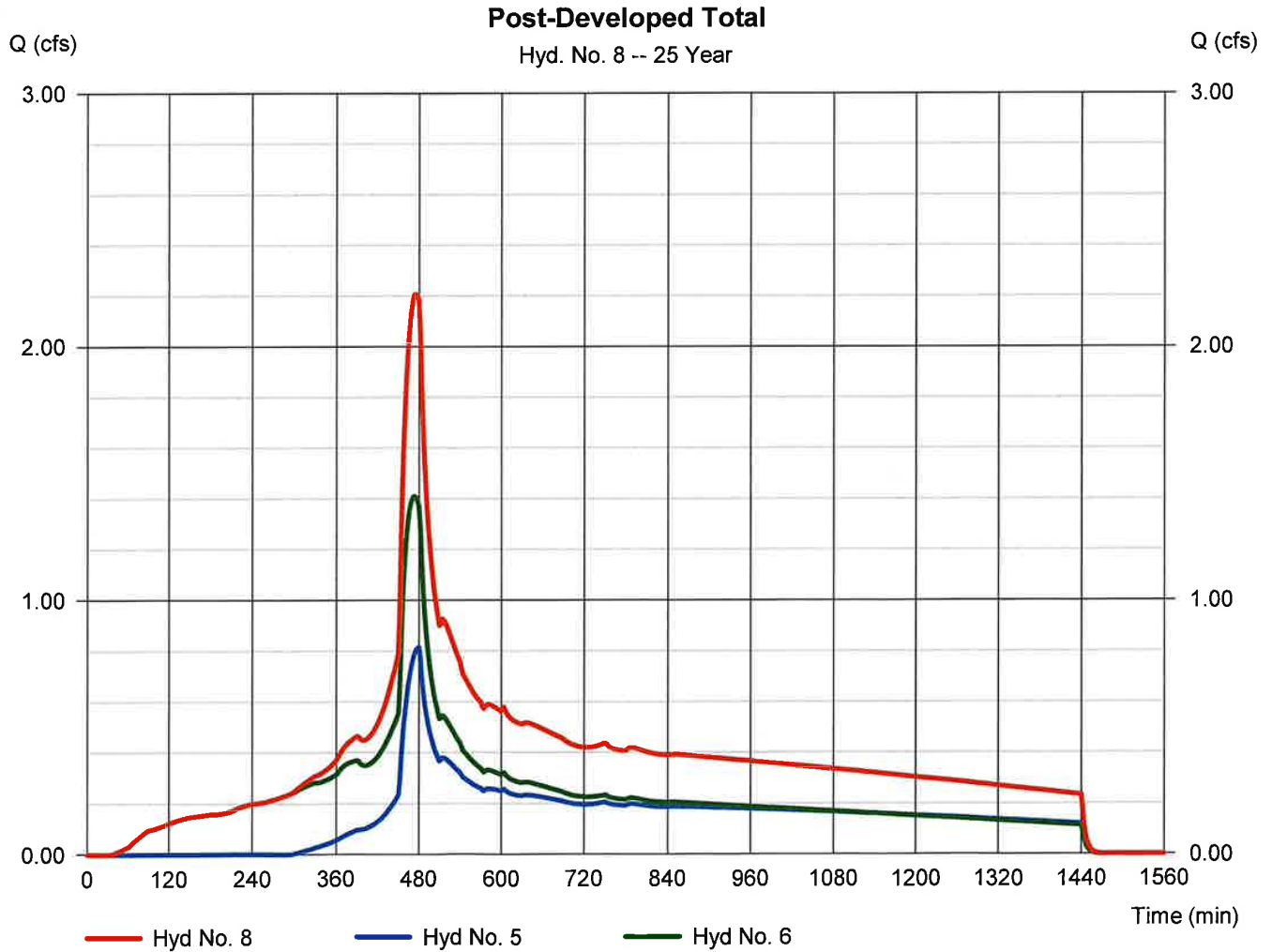
Hydraflow Hydrographs Extension for Autodesk® Civil 3D® by Autodesk, Inc. v2020

Friday, 04 / 28 / 2023

Hyd. No. 8

Post-Developed Total

Hydrograph type	= Combine	Peak discharge	= 2.207 cfs
Storm frequency	= 25 yrs	Time to peak	= 476 min
Time interval	= 2 min	Hyd. volume	= 33,642 cuft
Inflow hyds.	= 5, 6	Contrib. drain. area	= 3.499 ac



Hydrograph Report

Hydraflow Hydrographs Extension for Autodesk® Civil 3D® by Autodesk, Inc. v2020

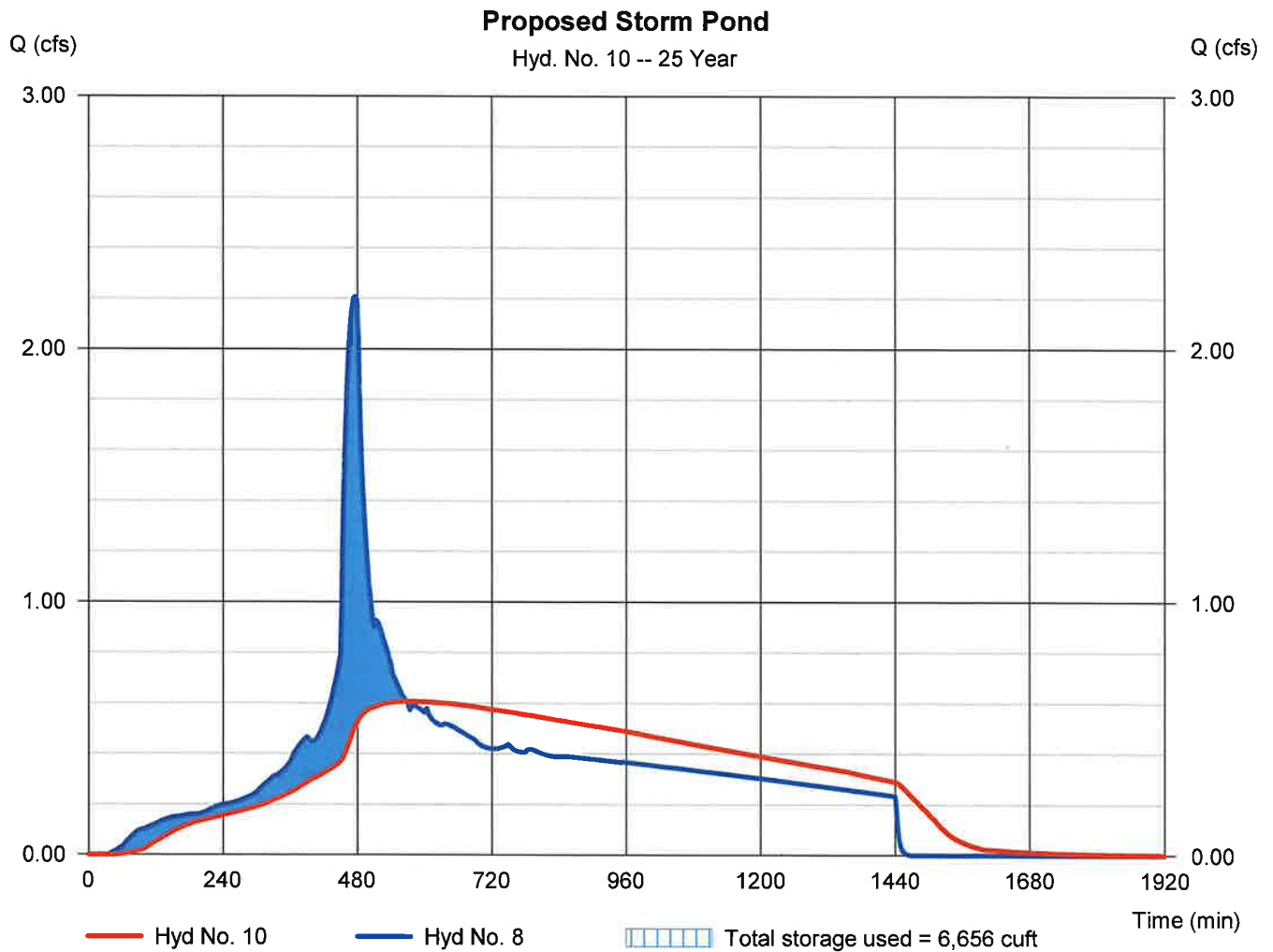
Friday, 04 / 28 / 2023

Hyd. No. 10

Proposed Storm Pond

Hydrograph type	= Reservoir	Peak discharge	= 0.608 cfs
Storm frequency	= 25 yrs	Time to peak	= 566 min
Time interval	= 2 min	Hyd. volume	= 33,635 cuft
Inflow hyd. No.	= 8 - Post-Developed Total	Max. Elevation	= 120.50 ft
Reservoir name	= Storm Pond	Max. Storage	= 6,656 cuft

Storage Indication method used.



WES BMP Sizing Report

Project Information

Project Name	MCP49
Project Type	Addition
Location	
Stormwater Management Area	0
Project Applicant	
Jurisdiction	Gladstone

Drainage Management Area

Name	Area (sq-ft)	Pre-Project Cover	Post-Project Cover	DMA Soil Type	BMP
DMA - Pervious Area	87,004	Grass	Grass	C	BMP
DMA - Impervious Area	45,320	Impervious	Conventional Concrete	C	BMP
DMA - Roof Area	20,000	Impervious	Roofs	C	BMP

LID Facility Sizing Details

Pond Sizing Details

Pond ID	Design Criteria(1)	Facility Soil Type	Max Depth (ft)(2)	Top Area (sq-ft)	Side Slope (1:H)	Facility Vol. (cu-ft)(3)	Water Storage Vol. (cu-ft)(4)	Adequate Size?
BMP	FCWQT	Lined	5.00	.0	0	.0	.0	Yes

1. FCWQT = Flow control and water quality treatment, WQT = Water quality treatment only

2. Depth is measured from the bottom of the facility and includes the three feet of media (drain rock, separation layer and growing media).

3. Maximum volume of the facility. Includes the volume occupied by the media at the bottom of the facility.

4. Maximum water storage volume of the facility. Includes water storage in the three feet of soil media assuming a 40 percent porosity.

Custom Pond Geometry Configuration

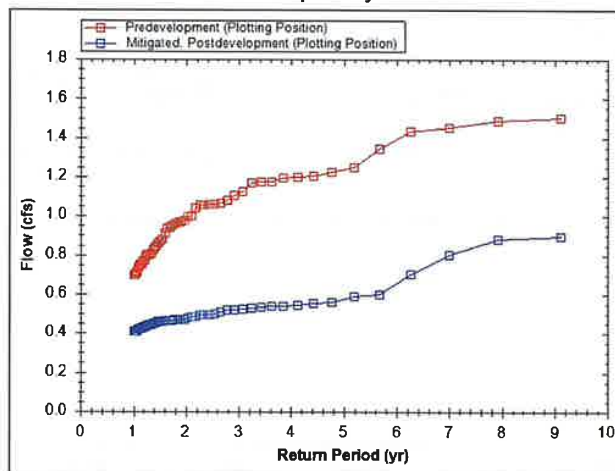
Pond ID: BMP

Design: FlowControlAndTreatment

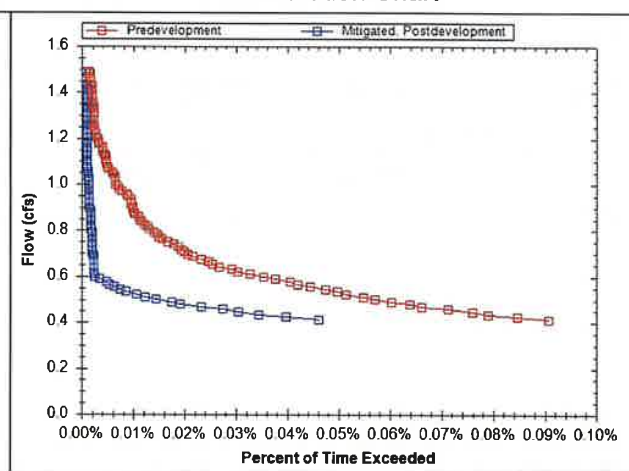
Shape Curve

Depth (ft)	Area (sq ft)	Discharge (cfs)
.0	.0	.0
1.0	1,690.0	.3
2.0	2,199.0	.5
3.0	2,766.0	.6
4.0	3,389.0	7.6

Flow Frequency Chart



Flow Duration Chart



Appendix D – Conveyance Calculations

Gladstone Covered Meeting Area

Proposed 8" PVC Storm Outfall Conveyance Pipe

Sewer Pipes

CIVIL TOOLS PRO
English Units
04-28-2023 09:42:33

Results

Flow (cfs)	Diameter (in)	Manning's N	Slope (%)	Velocity (fps)
1.66	8.00	0.013	1.89	4.76

8" pipe capacity = 1.66
Proposed 25-year storm flow = 0.608 cfs
 $0.608 < 1.66$, pipe has capacity

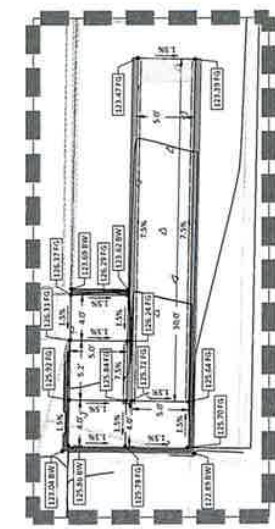
PRELIMINARY GRADING & ESC PLAN
GLADSTONE COVERED MEETING AREA
 GLADSTONE, OREGON

Harper Houff Peterson
 Rightell's Inc.



DATE	DESCRIPTION
04/28/2023	DESIGNED
	DRAWN
	CHECKED
	DATE

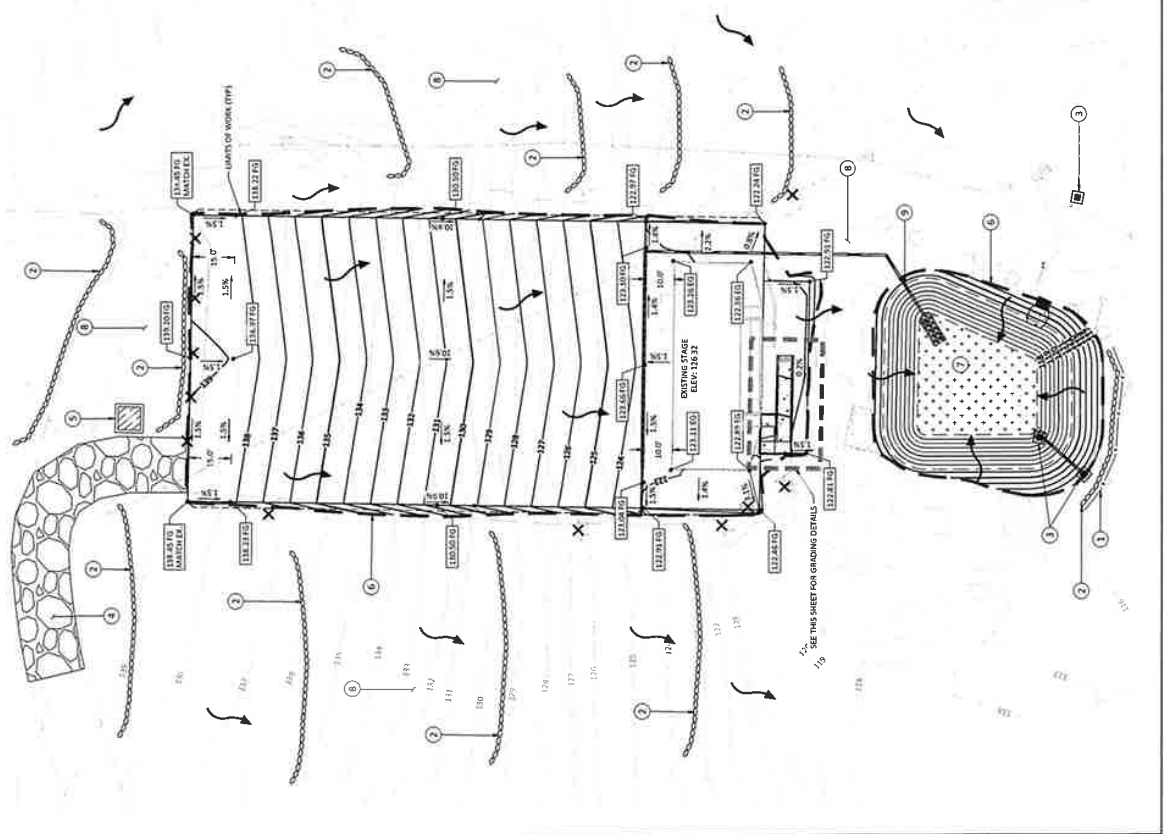
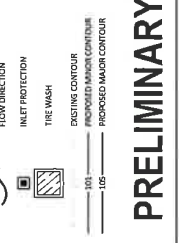
SHEET NO
C2.0
 (JOB NO) MCP-49



- CONSTRUCTION NOTES:**
- PROPOSED SEDIMENT FILTER PER DETAIL ON SHEET C4.2.
 - PROPOSED STRAW MATS PER DETAIL ON SHEET C4.2.
 - PROPOSED THE 4x8 SHEET PROTECTION BILT SACKS ON CATCH BASINS AND BENCHES. BOLTAGE ON CURB INLET PER DETAIL ON SHEET C4.2.
 - PROPOSED GRAVEL CONSTRUCTION ENTRANCE PER DETAIL ON SHEET C4.2. THE ENTRANCE SHALL BE CONSTRUCTED WITH A MINIMUM OF 18" OF GRAVEL AND A MINIMUM OF 18" OF SAND. THE SAND SHALL BE WASHED AND VACUUMED UP BY THE END OF THE PROJECT. ALL SAND AREAS ARE EPT CLEAN FOR THE DURATION OF THE PROJECT.
 - PROPOSED CONCRETE TRUCK WASHOUT BASIN, ECO-PAN OR EQUAL PER DETAIL ON SHEET C4.2. CONSTRUCTION TO LOCATE ON SITE.
 - PROPOSED LIMITS OF GRADING.
 - PROPOSED STOCKPILE FACILITY PER PLAN.
 - ALL DISTURBED SOIL AREA NOT SHOWN ON LANDSCAPE PLANS SHALL BE SEEDS WITH SUNNAMIKA NATIVE EC SEED MIX @ 2.0 (55 LBS/ACRE).
 - PROPOSED RIP RAP OUTLET PROTECTION PER DETAIL ON SHEET C4.2.

STANDARD EROSION AND SEDIMENT CONTROL PLAN DRAWING NOTES:

- WORK SHALL BE CONDUCTED IN ACCORDANCE WITH THE STANDARD PRACTICES, PROCEDURES, AND METHODS FOR EROSION AND SEDIMENT CONTROL WORKS FOR THE PERMITTEE.
- CONSTRUCTION ACTIVITIES MUST AVOID OR MINIMIZE OCCUPANCY AND CREATION OF BARE GROUND FROM OCTOBER 1 THROUGH MAY 31 EACH YEAR.
- DURING WET WEATHER PERIODS, TEMPORARY STABILIZATION OF THE SITE MUST OCCUR AT THE END OF EACH WORK DAY.
- SEDIMENT CONTROLS MUST BE INSTALLED AND MAINTAINED ON ALL DOWN GRADIENT SIDES OF THE CONSTRUCTION SITE AT ALL TIMES DURING CONSTRUCTION. THEY MUST REMAIN IN PLACE UNTIL PERMANENT VEGETATION OR OTHER PERMANENT COVERING OF EXPOSED SOILS IS ESTABLISHED.
- ALL EXPOSED SOILS MUST BE PROTECTED WITH EROSION CONTROL MATS AND MULCHES AT ALL BARE SOILS CONSTRUCTION, UNLESS OTHERWISE APPROVED. A SURFACE MOUNTED AND ATTACHABLE U-SHAPED FILTER BAG IS REQUIRED FOR ALL CURB INLET CATCH BASINS.
- SUBSTANTIAL AMOUNTS OF SEDIMENT WHICH LEAVES THE SITE MUST BE CLEANED UP WITHIN 24 HOURS AND PLACED BACK ON THE SITE AND STABILIZED OR PROPERLY DISPOSED. THE CAUSE OF THE SEDIMENT RELEASE MUST BE FOUND AND PREVENTED FROM CAUSING A RECURRING OF SEDIMENT OF STATE LANDS REQUIRED TIME FRAME.
- SEDIMENT MUST NOT BE INTENTIONALLY WASHED INTO STORM SEWERS, DRAINAGEWAYS, OR WATER BODIES.
- SEWERS MUST BE MARKED FROM REMOVAL OF SEDIMENT CONTROLS. MEASURES WHICH HAVE REACHED A HEIGHT OF 1/2 THE BARBER HEIGHT, AND PRIOR TO THE CONTROL, MEASURES REMOVAL.
- CLEANING OF ALL STRUCTURES WITH MIST MUST OCCUR WHEN THE SEDIMENT RETENTION CAPACITY HAS BEEN REDUCED BY 20% AND AT COMPLETION OF PROJECT.
- ANY USE OF TOXIC OR OTHER HAZARDOUS MATERIALS MUST INCLUDE PROPER STORAGE, APPLICATION, AND DISPOSAL.
- THE PERMITTEE MUST PROPERLY MANAGE HAZARDOUS WASTES, USED OILS, CONTAMINATED SOILS, CONCRETE WASTE, SANITARY WASTE, LIQUID WASTE, OR OTHER TOXIC SUBSTANCES DISCOVERED OR GENERATED DURING CONSTRUCTION.
- THE APPLICATION RATE OF FERTILIZERS SHOULD TO REESTABLISH VEGETATION MUST FOLLOW MANUFACTURER'S RECOMMENDATIONS. NUTRIENT DEFICIENCY TESTS SHOULD BE CONDUCTED TO DETERMINE THE RELEASE FERTILIZER SHOULD BE USED AND CARE SHOULD BE MADE IN APPLICATION OF FERTILIZER WITH AN WATER WASHING SOIL.
- OWNER OR OPERATOR PERSONS SHALL BE RESPONSIBLE FOR PROPER INSTALLATION AND MAINTENANCE OF ALL EROSION AND SEDIMENT CONTROL MEASURES. IN ACCORDANCE WITH CURRENT CLEAN WATER SERVICES STANDARDS AND STATE AND FEDERAL REGULATIONS.
- PROVIDE TO ANY LAND OBTAINING ACTIVITIES, THE BOUNDARIES OF THE CLEARING LIMITS, VEGETATED BUFFERS, AND ANY SENSITIVE AREAS SHOWN ON THIS PLAN SHALL BE CLEARLY DELINEATED IN THE FIELD. UNLESS OTHERWISE APPROVED, NO DISTURBANCE IS PERMITTED BEYOND THE BOUNDARIES OF THE CLEARING LIMITS, VEGETATED BUFFERS, AND ANY SENSITIVE AREAS. THESE BOUNDARIES SHALL BE DELINEATED WITH CHAINSAW CONSTRUCTION FENCES OR APPROVED EQUAL.
- PROVIDE TO ANY LAND OBTAINING ACTIVITIES, THE BOUNDARIES OF THE CLEARING LIMITS, VEGETATED BUFFERS, AND ANY SENSITIVE AREAS SHALL BE DELINEATED WITH CHAINSAW CONSTRUCTION FENCES OR APPROVED EQUAL.
- IF VEGETATIVE SEED MIXES ARE SPECIFIED, SEEDING MUST TAKE PLACE NO LATER THAN SEPTEMBER 1ST, THE TYPE AND PERCENTAGES OF SEED IN THE MIX ARE AS IDENTIFIED ON THE PLANS OR AS SPECIFIED BY THE DESIGN ENGINEER.
- WATER TIGHT TRUCKS MUST BE USED TO TRANSPORT SATURATED SOILS FROM THE CONSTRUCTION SITE. AN APPROVED EQUIVALENT IS TO DRAIN THE SOIL ON SITE AT A DESIGNATED LOCATION USING APPROPRIATE DRAINAGE SYSTEMS. SOIL MUST BE DISPOSED SUFFICIENT FOR MANUAL, PHOENIX SEED MIX CONTROL, ONLY E. ONLY WASH.
- ALL EXPOSED SOILS MUST BE COVERED DURING WET WEATHER PERIODS.
- THE ESC PLAN MUST BE KEPT ON SITE. ALL MEASURES SHOWN ON THE PLAN MUST BE INSTALLED PROPERLY TO ENSURE THAT SEDIMENT LOADS DO NOT ENTER A SURFACE WATER SYSTEM, ROADWAY, OR OTHER PROPERTIES.
- THE ESC MEASURES SHOWN ON THIS PLAN ARE THE MINIMUM REQUIREMENTS FOR ANTICIPATED SITE CONDITIONS. DURING THE CONSTRUCTION PERIOD, THESE MEASURES SHALL BE UPGRADED AS NEEDED TO MAINTAIN COMPLIANCE WITH ALL REGULATIONS.
- WRITE-UP LOGS ARE SUGGESTED TO BE MAINTAINED ON SITE AND AVAILABLE TO DISTRICT INSPECTORS UPON REQUEST.
- IN AREAS SUBJECT TO WIND EROSION, APPROPRIATE MEASURES MUST BE USED WHICH MAY INCLUDE THE APPLICATION OF FINE WATER SPRAYING, PLASTIC SHEETING, PALM COING, OR OTHER APPROVED MEASURES.
- ALL EXPOSED SOILS MUST BE COVERED DURING WET WEATHER PERIODS.



STORM DRAINAGE PLAN
GLADSTONE COVERED MEETING AREA
GLADSTONE, OREGON

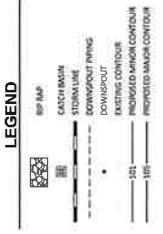
HP
Hour Peterson
Righellets Inc.
 203 SE Spokane Street, Portland, OR 97202
 503.221.1131
 www.hp.com



DATE	02/28/2023
REVISIONS	
NO.	
DESCRIPTION	
DATE	
BY	
CHECKED	HRP
DESIGNED	DMR
SCALE	DMR

C3.0
 SHEET NO.
 MCP-49

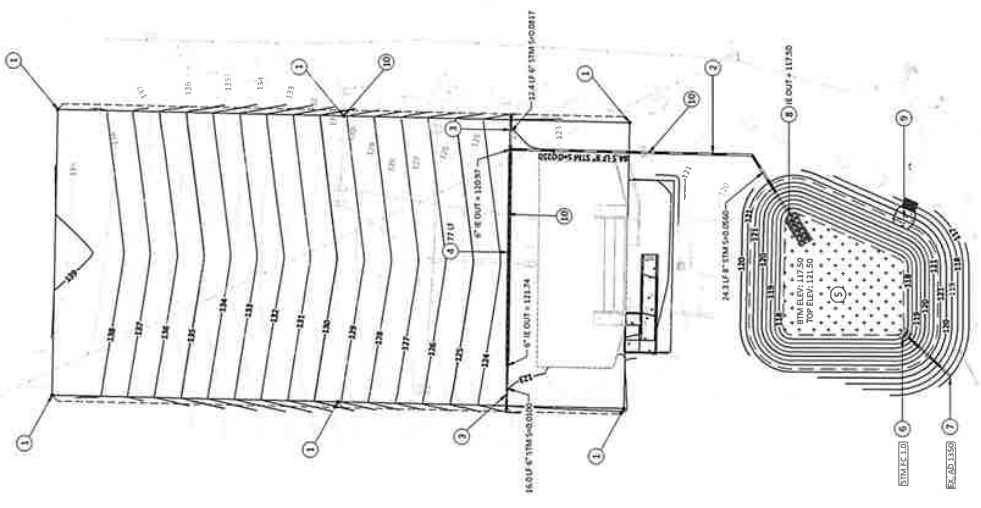
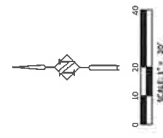
- CONSTRUCTION NOTES:**
- PROPOSED ROOF DOWNSPOUT LOCATION, CONTRACTOR TO VERIFY EXISTING CONDITIONS. ALL DOWNSPOUTS SHALL BE FINISHED GRADE MINUS 2.0' FROM DRAIN PIPING TO BE 4" MINIMUM DIAMETER AT 1% MINIMUM SLOPE. LAYOUT IS CONCEPTUAL AND SUBJECT TO FIELD CONDITIONS. VERIFY ALL CONDITIONS IN THE FIELD. INSTALL CLEANOUTS AS REQUIRED BY THE UPC.
 - PROPOSED 8" PVC STORM MAIN, SLOPE PER PLAN. BACKERILL PER DETAIL ON SHEET C4.1.
 - PROPOSED 8" PVC STORM MAIN, SLOPE PER PLAN. BACKERILL PER DETAIL ON SHEET C4.1.
 - PROPOSED 8" PVC STORM MAIN, SLOPE PER PLAN. BACKERILL PER DETAIL ON SHEET C4.1.
 - PROPOSED STORM POND PER SECTION ON SHEET C4.1.
 - PROPOSED OUTLET CONTROL STRUCTURE PER DETAIL ON SHEET C4.1. STRUCTURE DATA PER TABLE THIS SHEET.
 - CONNECT TO EXISTING AREA DRAIN. ADJUST STRUCTURE RIM TO FINISHED GRADE AS NECESSARY. CLEAN OUT ANY DEBRIS AS NECESSARY.
 - PROPOSED STORM OUTFALL WITH RIPRAP PER DETAIL ON SHEET C4.1.
 - EMERGENCY SPILLWAY PER DETAIL ON SHEET C4.1.
 - UTILITY CROSSING PRIOR TO CONSTRUCTION. CONTRACTOR TO PROVIDE PROTECTIVE MEASURES AND VERIFY EXACT LOCATION, DEPTH, SIZE, BIRTH AND MATERIAL.



STORM DRAINAGE DATA

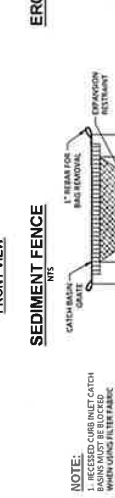
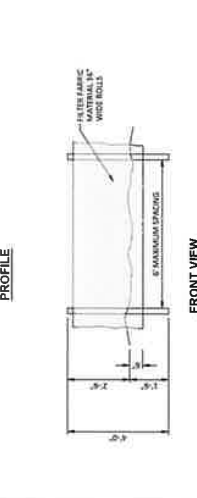
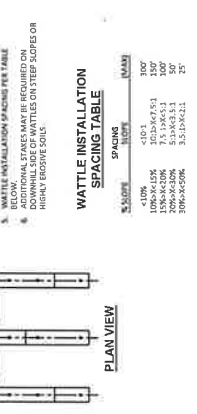
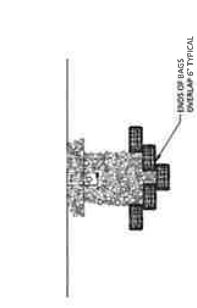
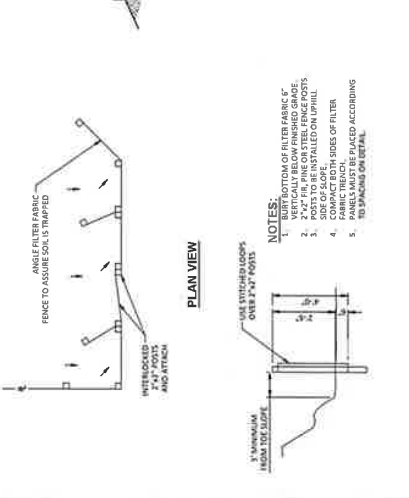
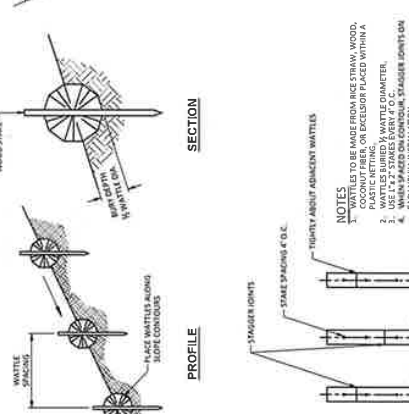
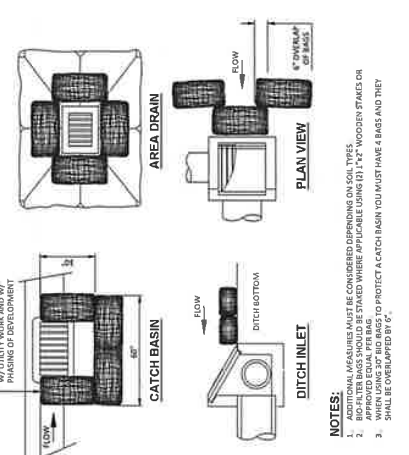
NUMBER	DESCRIPTION	RIM ELEV.	INVERT ELEV.	PIPE LENGTH/SLOPE
STMF C 1.0	CONSTRUCT FLOW CONTROL STRUCTURE TYPE 2 PER VES DETAIL SMM-FS-502. 18" RIGID AT ELEVATION 122.50.	117.86	8" PVC I/E OUT = 115.25 (BW)	21.15 I/F = 0.0289
EX AD 1350	EXISTING AREA DRAIN (SQUARE)	115.14	8" PVC I/E IN = 114.65 (NE) 8" I/E OUT = 114.65 (SE)	21.15 I/F = 0.0289 82.35 I/F = 0.0088

NOTE:
 EXISTING UTILITIES SHOWN ON PLANS MAY NOT INCLUDE ALL UNDERGROUND UTILITIES AND ARE LIMITED TO UTILITIES IDENTIFIED ON PLANS. CONTRACTOR TO VERIFY ALL UTILITIES AND POTENTIAL EXISTING UTILITIES PRIOR TO CONSTRUCTION AND PROCEED WITH CAUTION DURING CONSTRUCTION.





DATE	DESCRIPTION
04/28/2023	DESIGNED
	DRAWN
	CHECKED
	APPROVED



NOTES:
 1. THE ENTRANCE SHALL BE MAINTAINED IN A CONDITION THAT WILL PREVENT TRACKING OR FLOWING OF MATERIALS. CLEAN OUT OF ANY MATERIALS USED TO TRAP SEDIMENT.
 2. WHEN WASHING IS REQUIRED, IT SHALL BE DONE ON AN AREA STABILIZED WITH LOCKED STONE THAT TRANSITS INTO AN APPROVED SEDIMENT TRAP OR SEDIMENT BASIN.
 3. ENTRANCE, OTHER MEASURES SHALL BE IMPROVED TO OVERFLOW THROUGH AN APPROVED SEDIMENT TRAP OR SEDIMENT BASIN.
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 10. ENTRANCE, OTHER MEASURES SHALL BE IMPROVED TO OVERFLOW THROUGH AN APPROVED SEDIMENT TRAP OR SEDIMENT BASIN.

NOTES:
 1. COLLECT AND RETAIN ALL THE CONCRETE WASHOUT WATER AND SOLID IN A LEAK PROOF BASIN.
 2. RECYCLE MATERIALS - DO NOT OVERFILL BASIN.
 3. RECYCLE MATERIALS - DO NOT OVERFILL BASIN.
 4. RECYCLE MATERIALS - DO NOT OVERFILL BASIN.
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 10. RECYCLE MATERIALS - DO NOT OVERFILL BASIN.

NOTES:
 1. WATTLE TO BE MADE FROM PINE STRAW, WOOD, PLASTIC NETTING, OR BAGGING PLACED WITHIN A PLASTIC NETTING.
 2. WATTLE TO BE MADE FROM PINE STRAW, WOOD, PLASTIC NETTING, OR BAGGING PLACED WITHIN A PLASTIC NETTING.
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 10. WATTLE TO BE MADE FROM PINE STRAW, WOOD, PLASTIC NETTING, OR BAGGING PLACED WITHIN A PLASTIC NETTING.

NOTES:
 1. FILTER BAGS MUST BE USED FOR ALL CATCH BASINS AND MUST BE STAKED WITH 1/2\"/>

PRELIMINARY

CONSTRUCTION ENTRANCE

CONCRETE TRUCK WASHOUT BASIN

INLET PROTECTION TYPE 5 WOVEN POLYPROPYLENE SACK

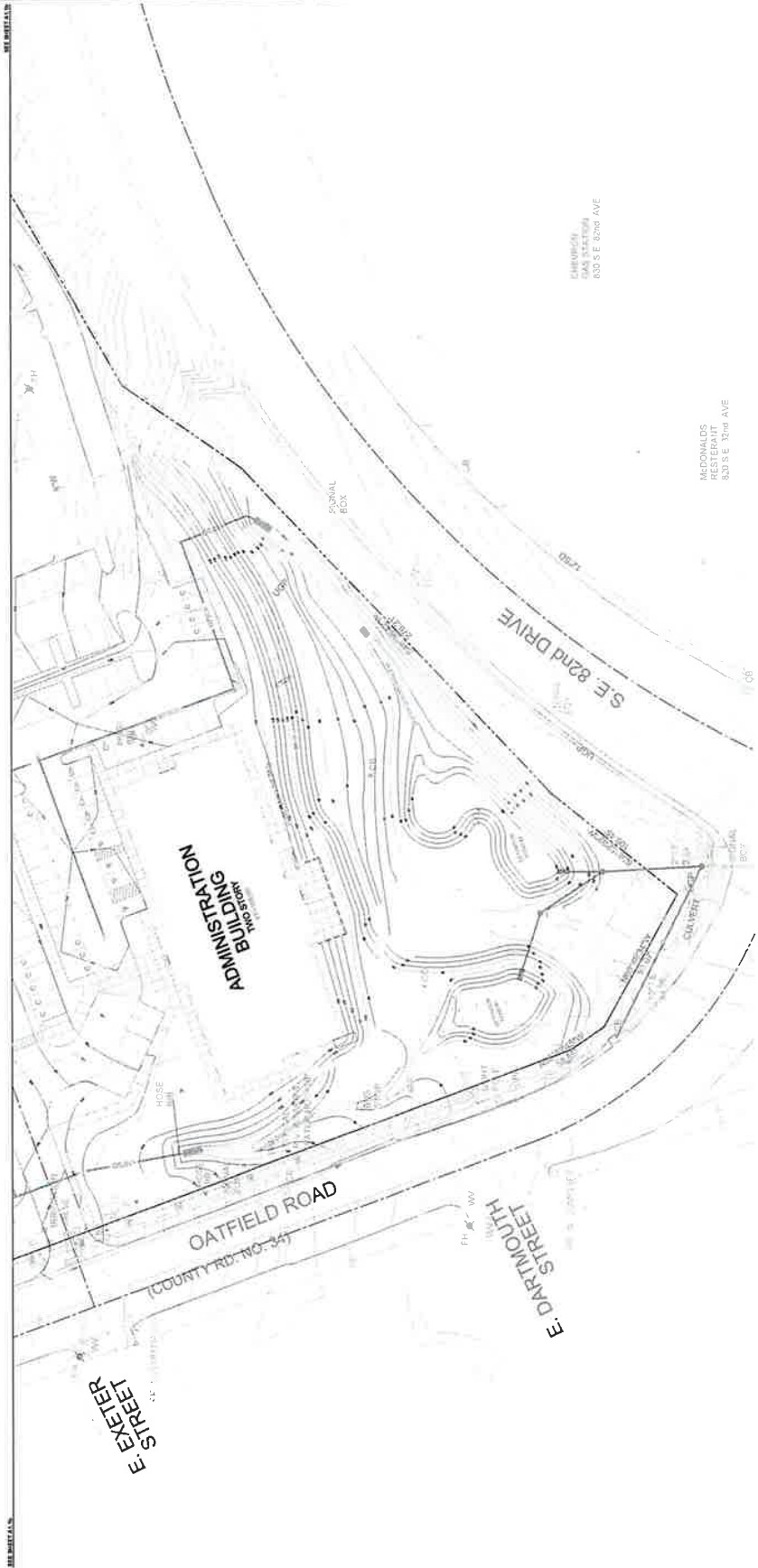
lenty
Architecture, Inc.
2700 Lake Street SE, Olympia, WA 98512
360.472.1234

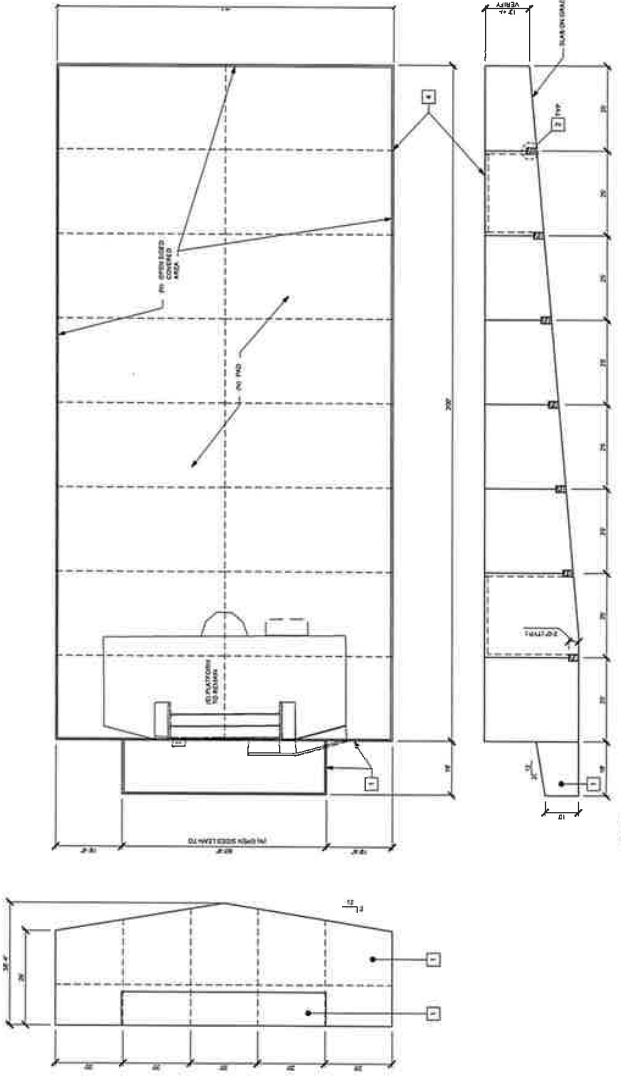
DATE: 05/05/2023
REVISED DATE:

DESIGN REVIEW ARCHITECTURAL SITE PLAN
COVERED MEETING AREA
GLADSTONE
1800 OATFIELD ROAD
GLADSTONE, OR

DATE: 05/05/2023
REVISED DATE:

SHEET
A1.1b

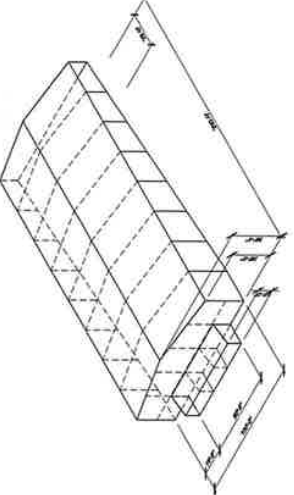




FLOOR PLAN AND ELEVATIONS
 SCALE: 1/8" = 1'-0"

KEY NOTES - EXTERIOR MATERIALS & COLORS

1	ROOF	PERMANENTLY APPLIED POLYURETHANE COATING
2	ROOF	PERMANENTLY APPLIED POLYURETHANE COATING
3	ROOF	PERMANENTLY APPLIED POLYURETHANE COATING
4	ROOF	PERMANENTLY APPLIED POLYURETHANE COATING



ISOMETRIC
 SCALE: 1/8" = 1'-0"



GLADSTONE, OR



OVERALL SITE
SCALE 1" = 100'



GLADSTONE, OR
COVERED MEETING AREA
LANDSCAPE PLAN

DATE 05/05/2012
REVISED DATE

DESIGN REVIEW
OVERALL
LANDSCAPE PLAN

SHEET
L1.1a



LANDSCAPE SITE DATA:

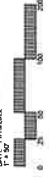
- 1 SITE AREA 112,000 SQ FT
- 2 TOTAL LANDSCAPE AREA (LDA) 100,000 SQ FT
- 3 LANDSCAPE AREA 200,000 SQ FT (2X LDA)

LANDSCAPE AREAS BASED ON SURVEY DATA AVAILABLE AND SITES VISIT 4/07
100% ACCURATE BUT SUBJECT TO CONFIRMATION. LANDSCAPE IS MAINTAINED

NOTES:

- 1 REFER TO SHEET L1.1a FOR TREE INVENTORY SPREADSHEET AND SHEET L1.1c FOR TREE PROTECTION
- 2 PERSONS AND/OR EQUIPMENT SHALL NOT BE ALLOWED TO ENTER ANY TREE PROTECTION ZONE
- 3 THE LANDSCAPE CONTRACTOR SHALL VERIFY MODIFICATION TO THE BEST MANAGEMENT PRACTICES (BMP) AND CHANGES TO THE PLAN AND PROVIDE A FINAL REPORT FOR THE WATER QUALITY FACILITY

OVERALL LANDSCAPE PLAN





REGULAR AGENDA



Agenda Item No. 4

PC Meeting Date: 06/20/2023

STAFF REPORT: DESIGN REVIEW

Application No.:	DR-23-05
Applicant:	Architecture Northwest P.C.
Owner:	Sheldon Development, Inc.
Project Location:	19640 and 675 McLoughlin Blvd. Tax Map 22E19DD Lots 2501 and 301
Project Description:	The applicant is seeking design review approval for a proposed 6,528 square foot 2-story building to be used as a cabinet and stone countertop showroom and display area. The application includes a minor exception to the requirement to provide 20-feet of spacing between loading areas and adjacent residential properties. The proposal requests a reduction of this standard down to 15-feet.

SUMMARY OF STAFF RECOMMENDATION

The planning staff **recommend approval** of the Design Review application DR-23-05 and recommend the following findings and standard conditions, as well as special conditions in support of approval: (1) McLoughlin Blvd. Improvements; (2) ODOT Right-of-Way; (3) Highway Access; (4) Utility Billing; (5) Storm Drainage; (6) Construction Plans; (7) Fire Access and Water Supply; and (8) Erosion Control.

The site is home to a former Pizza Hut building that will be demolished. The site is comprised of two lots (Tax Lot IDs above), which will be consolidated as part of this project. The overall site size is 0.55 acres in size. The site is in the C-3, General Commercial Zoning District. The building will be constructed at the front of the site, adjacent to McLoughlin Blvd. The parking area will be in the rear (eastern) portion of the site accessed by an existing driveway and drive aisle along the property's northern boundary.

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 8 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, Finance 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; Gladstone Finance provided comments regarding past due utility fees on the site; ODOT provided comments regarding the McLoughlin Blvd right-of-way; Clackamas Fire District #1 provided comments regarding fire, life and safety; and WES provided comments regarding erosion protection and sediment control. All comments and recommended conditions of approval have been incorporated into this report. No comments were received from the public at time of staff report publication.

STANDARD CONDITIONS

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

approval per GMC Section 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 GMC Section 17.66.015(4) of the Gladstone Municipal Code. The variance (if a minor exception is not approved with the Design Review) shall remain valid for one year following the date of approval (with one 1-year extension permitted) per GMC Section 17.72.040.

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. Separate sign permits are required for any building-mounted or free-standing signage. Prior to issuance of a certificate of occupancy, the existing free-standing sign pole shall be utilized, replaced or removed in accordance with city standards.
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. **McLoughlin Blvd. Improvements.** Prior to issuance of a certificate of occupancy, provide the city of Gladstone confirmation from ODOT that they have approved and accepted any required curb, sidewalk, and driveway upgrades, or verification from ODOT that such improvements were not required.
2. **ODOT Right-of-Way.** Prior to issuance of a final certificate of occupancy, provide the city of Gladstone documentation of right-of-way donation to ODOT as necessary to accommodate the planned cross section, or verification from ODOT that such dedication was not required.
3. **Highway Access.** Prior to issuance of a final certificate of occupancy, submit documentation to the city of Gladstone that a State Highway Approach Road Upgrade Permit has been issued and completed.
4. **Utility Billing.** Prior to issuance of a building permit, the applicant shall pay the outstanding utility billing charges due for water, sewer and stormwater usage dating back to June 30, 2018. The amount overdue on this account as of June 6, 2023 is \$12,680.46.

5. **Storm Drainage.** Prior to issuance of a certificate of occupancy, any public storm drainage improvements in SE McLoughlin Blvd. shall be installed pursuant to the requirements of the Oregon Department of Transportation. All new and re-developed impervious areas shall comply with the Gladstone Stormwater Treatment and Detention Standards.
6. **Construction Plans.** Prior to issuance of a building permit, plans detailing the proposed public and private utilities, site grading, and other public and private site improvements shall be submitted to the Public Works Department for review and approval per GMC Section 17.42.030. These plans shall include improvements as detailed in the Public Works Department Review Letter for this proposal dated June 8, 2023.
7. **Fire Access and Water Supply.** Prior to issuance of a final certificate of occupancy, the applicant must obtain a stamp of approval from Clackamas Fire District #1 that demonstrates fire apparatus access and water supply requirements identified in the letter from the district (dated May 5, 2023) will be satisfied.
8. **Erosion Control.** The applicant shall properly install, operate and maintain both temporary and permanent Erosion Protection and Sediment Control (EPSC) practices to protect the environment during the useful life of the project. . No visible or measurable erosion shall leave the property during development, construction, grading, filling, excavating, clearing, or other activity that accelerates erosion, as required by water quality standards set forth in OAR 340-41-445 thru 470.
 - An EPSC Permit shall be required for development activities that result in land disturbance of 800 sq ft or greater. Before the start of any grading or construction activities, the applicant shall submit a Permit application and erosion control site plans to WES for review and approval, and pay applicable permit fees (\$460 + \$80/acre over 1 acre).
 - Prior to building permit sign off, EPSC measures shall be inspected by a WES erosion control inspector. Monitoring inspections will occur periodically throughout the construction. The permittee shall request a Final Erosion Control inspection once the site has been permanently stabilized.

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, private stormwater 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.

(2) Business, governmental or professional office.

(12) Retail trade.

Finding: The proposed cabinet and countertop showroom spaces are retail trade and the upstairs office area is professional office space, both permitted outright within 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 parking area in the rear of the site is adjacent to a residential zoning district to the south. There is currently fencing separating the parking area from the residential zone that is proposed to remain in place. All storage and business will be conducted within the building. This standard 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 street sides. There are no minimum side or rear setbacks. The existing off-street parking is located a minimum of five feet (5') from all property lines, as demonstrated on Sheet SP1 of the applicant's submittal. The building will be 29'4" tall at the highest point, under the 35-foot limit. As proposed, the site improvements meet the dimensional standards of the C-3 zoning district.

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.*

Finding: This proposal does not include the use of public right-of-way for the sale, display or storage of goods and does not include off-street parking on the interior side of the curb. This standard is met.

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: As discussed further in this report, improvements to be installed either by choice or by condition will conform with the standards of this title. This standard is met.

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.

Finding: The narrow nature of this site as well as the northern vehicular access limits development potential. In order to efficiently develop this site, the building is placed along the southern (southwestern) frontage with the drive aisle to the north and the parking area to the east (northeast). Maximizing solar access on this site is not practical. This standard is met.

(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.

Finding: The proposed building includes awnings over windows to prevent excessive summer heat gains. Site constraints limit the ability to catch and direct summer breezes and minimize the effects of winter winds. Skylights are provided throughout the entire building, as depicted on Sheet A-1 of the submitted plans. This standard is met.

(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 location and design of the building is intended to provide a pedestrian-scale, ordered experience along the site's frontage. Screening is provided around the site's parking area. The proposed refuse enclosure is opaque and gated. The building has a parapet wall screening all mechanical equipment. The retail use of the site is not anticipated to have adverse impacts on adjacent residential properties; however, the fencing and landscaping separating the parking and loading area from these properties will remain. This standard is 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.

Finding: The proposed building includes architecturally treated tilt-up concrete, glass, ceramic plank wall siding and metal awnings. The building includes metal panels along the top that the applicant requests approval for from the Planning Commission with this design review application. The metal panels match the overall aesthetic of the building and tie in with the design as proposed. This standard is met.

(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.**

Finding: Lighting is proposed to be added to the site to ensure protection of public safety and deflection so as not to shine into the residential district, as depicted on the submitted sheet titled "Site Lighting Plan". These standards are met.

(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: No new overhead utility lines are proposed. All roof-mounted equipment will be screened. This standard is met.

(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: The proposal includes a 96 square foot trash enclosure, exceeding the minimum required area of 65.28 square feet for the retail space plus 5.28 square feet for the office space. It will be constructed with six-foot tall concrete block to match the building and provided with opaque metal doors which will be painted bronze. 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: The site design includes 17.2% of the overall site landscaped, exceeding the minimum 15% requirement and meeting this standard.

(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: A total of 16 parking spaces are proposed which are buffered with 5 feet of landscaping along adjacent property lines and 10 feet of landscaping at the street frontage. The 16 parking spaces require a total of 160 sf of landscaping in addition to the minimum perimeter landscaped buffer yards and the proposal includes an additional 348 sf of landscaping adjacent to parking in addition to required buffers. All landscape areas will be provided with an automatic irrigation system. The area of the water quality facility is included in the landscape area calculations. The proposal includes a low growing dense ground cover in lieu of sod along the McLoughlin Blvd. This right of way landscape area is not included in the area calculations. ODOT will determine if street tree or right-of-way landscaping is required as previously conditioned. 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 site design is proposed to conform with required standards with the minor exception to the loading area setback discussed previously. This provision is not applicable.

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 application proposes 16 off-street parking spaces based on the requirements of GMC Section 17.48.030 Table 1. OAR 660-012-0440 was updated by the Oregon Legislature removing Gladstone's ability to mandate parking within ½-mile of frequent transit corridors. However, where parking is provided, as with this development, that parking is required to meet the city's standards, as demonstrated in the submitted proposal.

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 parking area is screened from neighboring residential properties by sight-obscuring fencing. The parking and maneuvering area is paved. The parking spaces will be marked, curbed and sized to meet city standards. 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 proposed loading area is in the rear of the building and does not impact off-street parking spaces. The proposed loading ramp is 15 feet from residential property to the south, a 25% minor exception to the required 20-foot setback. This minor exception is addressed further in this report under the Design Review provisions. In addition, the applicant has provided findings regarding the Variance criteria of GMC Chapter 17.72, should the Planning Commission determine the minor exception criteria are not met with the proposed reduction. With approval of either the minor exception (as detailed in GMC Section 17.80.090) or the variance (as detailed in GMC Chapter 17.72), 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 proposal includes two bicycle parking spaces within a horseshoe rack at the front of the building as close to the entrance as practical. 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. The system may include sidewalks as part of the public rights-of-way, walkways, and multi-use paths. (Walkways only provide for pedestrian circulation; multi-use pathways accommodate pedestrians and bicycles.) The system shall comply with the following standards:*

(a) *The system shall connect all adjacent streets to the main entrances of nonresidential buildings and to unit and/or building entrances of multi-family developments;*

(b) *The system shall connect all buildings and other areas of the site, such as parking areas, bicycle parking, recreational areas, common outdoor areas and any pedestrian amenities;*

(c) *The system shall be hard-surfaced and constructed in accordance with the public works standards. For nonresidential development, the walkways shall be a minimum of six feet wide. For multi-family residential development, walkways shall be a minimum of five feet wide;*

(d) *The system and off-street parking and loading areas shall be designed to avoid, to the maximum extent possible, the system's crossing off-street parking and loading areas. Where the system crosses driveways or off-street parking and loading areas, the system shall be clearly identifiable through the use of elevation changes, speed bumps, a different paving material or other similar method. Striping shall not fulfill this requirement;*

- (e) Where the system is parallel and adjacent to an auto travel lane, the system shall be a raised path or be separated from the auto travel lane by a raised curb, bollards, landscaping or other physical barrier. If a raised path is used, the ends of the raised portions shall be equipped with curb ramps;*
- (f) The system shall comply with the Americans with Disabilities Act (ADA);*
- (g) Walkways or multi-use paths shall be provided at or near midblock where the block length exceeds the length required by GMC Section 17.64.020. Multi-use paths shall also be provided where cul-de-sacs or dead-end streets are planned, to connect the ends of the streets together, to other streets, and/or to other developments, as applicable. Multi-use paths used to comply with these standards shall conform to all of the following criteria:*
 - (A) Multi-use paths are required to be no less than 10 feet wide and located within a 20-foot-wide right-of-way or easement that allows access for emergency vehicles.*
 - (B) The city may require landscaping within the pathway easement/right-of-way for screening and the privacy of adjoining properties.*
 - (C) The Planning Commission may determine, based upon facts in the record, that a walkway or multi-use pathway is impracticable due to: physical or topographic conditions (e.g., freeways, railroads, extremely steep slopes, sensitive lands, and similar physical constraints); buildings or other existing development on adjacent properties that physically prevent a connection now or in the future, considering the potential for redevelopment; and sites where the provisions of recorded leases, easements, covenants, restrictions, or other agreements recorded as of the effective date of this code prohibit the pathway connection.*

Finding: The proposed site plan utilizes the existing paved area for vehicle and pedestrian circulation. A raised concrete walk is provided along the buildings north frontage, where the entrance is located, connecting to the McLoughlin Blvd right-of-way to the west and the parking area in the rear of the site to the east. This walkway connects to a flush concrete walk that crosses the asphalt paved parking area to provide a designated pedestrian crossing to the parking area. ADA accessibility is provided to the parking space nearest the building in the northwest corner of the site with a flush concrete walk crossing the entry paved driveway. 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.

17.50.030 Streets and roads generally.

- (1) The location, width and grade of streets shall be considered in their relation to existing and planned streets, to the topographical conditions, to public convenience and safety, and to the proposed use of land to be served by the streets. The street system shall assure an adequate traffic or circulation system with intersection angles, grades, tangents and curves appropriate for the traffic to be carried considering the terrain. Where location is now shown in a development plan, the arrangement of streets shall either:**
 - (a) Provide for the continuation or appropriate projection of existing principal streets in surrounding areas; or**
 - (b) Conform to a plan for the neighborhood approved or adopted by the Planning Commission to**

meet a particular situation where topographical or other conditions make continuance or conformance to existing streets impractical.

(2) For new residential and mixed-use development on vacant land of five acres or more in the R-5, R-7.2, MR and C-2 zoning districts, street connections and access ways shall be provided as follows:

(a) Full street connections shall be provided at intervals that are consistent with the adopted transportation system plan for the identified street classification, except where prevented by topography, barriers such as railroads or freeways, or environmental constraints such as major streams and rivers;

(b) Access ways for pedestrians, bicycles or emergency vehicles shall be provided on public easements or right-of-way where full street connections are not possible, with spacing between full streets or access way connections of not more than 330 feet, except where prevented by topography, barriers such as railroads or freeways, or environmental constraints such as major streams and rivers;

(c) A variance to street spacing standards may be granted pursuant to GMC Chapter 17.72 if resources are present that are mapped on the Natural Resources Map, where street spacing can be achieved at a minimum of 800 feet and no greater than 1,200 feet. Where habitat quality or the length of the crossing required prevents a full street connection, an exception to the street spacing standards may be granted, pursuant to GMC Chapter 17.72.

Finding:

17.50.040 Street and road standards.

The design and improvement of streets within a development and streets adjacent but only partially within the development shall comply with improvement specifications adopted pursuant to GMC Section 17.42.030 and with the following standards:***

Finding: ODOT has jurisdictional authority over the McLoughlin Blvd frontage of the site. There are no other street frontages, private streets, alleys or streets that could be connected through this site. ODOT review comments are included with this staff report. ODOT recommends the following conditions for compliance with state highway standards, which have been included as special conditions:

- Curb, sidewalk, and driveway upgrades shall be constructed as necessary to be consistent with local, ODOT and ADA standards.
- Right of way donated to ODOT as necessary to accommodate the planned cross section 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.
- A State Highway Approach Road Upgrade Permit from ODOT for access to the state highway for the proposed use is required. Site access to the state highway is regulated by OAR 734.51.
- An ODOT Miscellaneous Permit must be obtained for all work in the highway right of way.

17.50.050 Traffic impact analysis (TIA).***

Finding: ODOT and Gladstone Public Works have reviewed the application and found it does not warrant a Traffic Impact Analysis. This standard is not applicable.

Chapter 17.52 SIGNS

Establishes sign requirements.

Finding: Sign designs were not included with this application. A separate sign permit will be required for the signage on the building and any free-standing signs proposed. There is an existing sign pole on the site that will need to be utilized, replaced or removed in a way that meets the provisions of this code. The site is permitted one free-standing sign. 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:*

<i>Right-of-Way (in feet)</i>	<i>Measurement Each Lot Line (in feet)</i>
<i>80'</i>	<i>20'</i>
<i>60'</i>	<i>30'</i>
<i>50' or less</i>	<i>40'</i>

(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. Sheet SP1 indicates sight distance of 445 feet in both directions, based on the Posted Speed Limit of 40 MPH. The proposed building 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: Gladstone Public Works reviewed the proposed storm drainage on the plan and found the following: Storm Drainage:

Storm drainage from this site is conveyed into the ODOT drainage system in SE McLoughlin Blvd. which then drains into the City of Gladstone drainage system in SE River Rd. The City of Gladstone Stormwater Treatment and Detention Standards apply to projects that develop or re-develop 5,000 sq. ft. or more impervious surface. Per the information submitted by the applicant, the new building will be 6,528 sq. ft. requiring compliance with the stormwater standards.

- Any public storm drainage improvements in SE McLoughlin Blvd. shall be installed pursuant to the requirements of the Oregon Department of Transportation.
- Onsite private storm drainage improvements and plumbing shall be approved and permitted through Clackamas County Building Department.
- For all new and re-developed impervious areas, comply with the Gladstone Stormwater Treatment and Detention Standards:
 - a. Infiltrate all runoff from storm events up to one-half inch of rainfall in 24 hours.
 - b. Treatment facilities shall be designed to capture and treat the first 1-inch of runoff from a 24-hour storm event. Gladstone prioritizes the use of vegetated water quality treatment facilities. Proprietary systems may only be used with approval of the Public Works Director & shall provide equivalent treatment to vegetated systems. Acceptable proprietary treatment technologies shall meet the Proprietary Stormwater Treatment Technology Policy in Appendix F of the July 1, 2013 WES / Clackamas County Service District No. 1 Stormwater Standards.
 - c. Detain the post-development 2-year, 24-hour peak runoff rate to 50% of the pre-development 2-year, 24-hour peak discharge rate.
 - d. The post-development peak discharge rates for the 10- and 25-year, 24-hour storm events shall be equal to or less than that of the pre-developed discharge rates for the same storm.
- A drainage report demonstrating compliance with the Gladstone Stormwater Treatment and Detention Standards shall be submitted to Gladstone Public Works for review and approval with the construction plans for the project.
- As an advisory, ODOT stormwater treatment and detention requirements may be triggered by this project and may be different than the Gladstone Stormwater Treatment and Detention Standards.

This standard is met as conditioned.

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. In addition to what has been previously addressed in this report, they found:

Water:

The parcel has domestic water service from the 12" water main in SE McLoughlin Blvd.

- Water meter sizing calculations, typically based on fixture count, shall be submitted to verify that the existing water meter is of adequate size. If not of adequate size, then the water meter and possibly the service line may have to be enlarged back to the main in SE McLoughlin Blvd. Utility work in SE McLoughlin Blvd. will require an ODOT permit.

Fire Suppression:

The submitted plans do not indicate whether a fire suppression sprinkler line is proposed for the new building. A fire hydrant is located at the southern property line along SE McLoughlin. If the new building requires a fire sprinkler line or additional fire hydrants, the applicant will be required to tap the 12-inch water main in SE McLoughlin Blvd.

- Any fire suppression system improvements shall be installed pursuant to the requirements of the Public Works Design and Construction Standards and the Oregon Health Authority.
- If a private fire line is needed, a backflow prevention device in an underground vault will be required where the fire main enters private property. Utility work in SE McLoughlin Blvd. will require an ODOT permit.
- A public waterline easement will be required around the perimeter of a fire system backflow prevention vault.

In addition to Gladstone Public Works, Clackamas Fire District #1 reviewed this proposal and provided 13 items to be addressed by the applicant (see letter from Shawn Olson, Fire Marshal, Clackamas Fire District #1 dated 5-30-2023). These 13 items will be reviewed via a Fire Apparatus Access/Water Supply

Plan Submittal to the fire district.

Sanitary Sewer:

The submitted plans do not show the offsite portion of the existing sanitary lateral for this site. Gladstone Public Works GIS mapping indicates that the sanitary lateral for this site drains to the public sanitary main line in W. Exeter Street and that the lateral crosses through the rear yard and the east side yard of 470 W. Exeter.

- The developer should verify whether a legal easement is recorded for the sanitary sewer to cross private property and provide the City of Gladstone with a copy of the easement.
- This lateral has had known maintenance issues in the past with the grease from the restaurant use. The applicant will be required to scope the existing lateral and provide a copy of the video to the City for review. If the condition of the lateral within the public right-of-way is poor, then that portion of the lateral shall be replaced. If the condition of the existing lateral within the public right-of-way is good, then the lateral can remain.
- A cleanout will be required on the lateral in (or behind) the public sidewalk on W. Exeter Street where the lateral enters the public right-of-way. The cleanout will divide public and private maintenance responsibilities.
- All public sanitary sewer improvements shall be installed pursuant to the requirements of the Public Works Design and Construction Standards.

Public Utilities & Easements:

- Necessary arrangements with utility companies shall be made for the installation of underground lines and facilities. Except where otherwise prohibited by the utility district or company, all such new facilities shall be underground.
- A public utility easement shall be provided along SE McLoughlin Blvd. PUE's are typically 8-feet in width. The easement shall be prepared using an approved City of Gladstone easement form. A copy of the recorded easement shall be provided to the Public Works Department prior issuance of the approved plans and right-of-way permit.

These standards can be met via the special condition

**Chapter 17.72
VARIANCES**

17.72.010 Authorization to grant or deny.

(1) Scope. Variances from this title may be approved where it can be shown that strict application of the provisions in this title would cause an undue or unnecessary hardship.

(2) Limitations. No variance shall be granted to authorize a use that is not allowed in the zoning district in which the property is located. Approval of a variance may be granted subject to conditions that are found necessary to protect the best interests of the surrounding area and otherwise achieve the purposes of this title.

Finding: The applicant proposes a variance (or minor exception) to the setback/separation required between a loading area on commercial property and a residentially-zoned property. The standard is found in GMC Section 17.48.040(3)(d) and requires a 20-foot separation. The applicant proposes to reduce this to 15-feet. This variance would not authorize a use that is not allowed in the zone. Staff

would recommend the loading area be adequately screened from adjacent residential uses, however, the applicant is already proposing to maintain a sight-obscuring fence as a separation. This standard is met.

17.72.020 Circumstances for granting.

A variance may be approved, pursuant to GMC Division VII (administrative procedures), if the applicant demonstrates the following:

(1) Exceptional or Extraordinary Circumstances. Exceptional or extraordinary circumstances apply to the property that do not apply generally to other properties in the same zoning district or vicinity and that result from lot size or shape, legally existing prior to the date of the ordinance codified in this title, topography or other circumstances over which the applicant has no control.

Finding: The exceptional or extraordinary circumstances that apply to this property that do not apply generally to other properties in the same zoning district or vicinity result from the narrow width of the lot and the pre-existing development pattern. To maintain the existing location of driveway access, and to push parking to the rear of the site (rather than in front of the building), the building must be constructed along the southern boundary of the site. The narrow width of the site will not allow a loading bay on the rear of the building with a 20' spacing from the southern property line- the loading area would be within the vehicular drive aisle on the northern portion of this site. These are not circumstances over which the applicant has control. This standard is met.

(2) Preservation of Rights. The variance is necessary for the preservation of a property right of the applicant that is substantially the same as owners of other property in the same zoning district or vicinity possess.

Finding: The variance is necessary for the preservation of the property right to develop this C-3 zoned property with a commercial building with a loading dock and ramp. This is substantially the same property right as owners of other property in the same zoning district. This standard is met.

(3) Not Materially Detrimental. The variance would not be materially detrimental to the purposes of this title or to property in the same zoning district or vicinity and would not conflict with the comprehensive plan.

Finding: The variance will not be materially detrimental to the purposes of this title or to property in the vicinity. This site has, in the past, operated as a commercial business site with a Pizza Hut formerly located here. The existing fencing between the parking and loading area and the adjacent residential properties will remain to reduce any impacts to those properties. This standard is met.

(4) Minimum Variance. The variance requested is the minimum variance that would alleviate the hardship.

Finding: The variance is the minimum necessary to achieve construction of the building on the site with a loading dock and maintain a drive aisle. This standard is met.

(5) Not Result of an Illegal Act. The request for a variance is not the result of an illegal act.

Finding: The proposed variance is not the result of an illegal act. This standard is met.

17.72.040 Time limit.

(1) Approval of a variance shall expire if substantial construction has not occurred within one year of the date of the final decision.

(2) Upon request and in accordance with GMC Section 17.66.015(4), the one-year period may be renewed once by the City Administrator or designee for not more than one year.

Finding: The variance shall be valid for one year with an extension permitted per this standard. This standard is met with a condition of approval.

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 new commercial structure, which 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 requesting an exception to the provisions of GMC Section 17.48.040(3)(d), which states, "loading facilities shall be located at least 20 feet from residential property". The proposed site design includes the ramp of the loading dock located within 15 feet of residential property to the south. This is the minimum exception possible to construct the dock on the back of the building



Vicinity Map

Color Rendering





June 8, 2023

Heather Austin, AICP
C/O City of Gladstone
18505 Portland Avenue
Gladstone, OR 97027

Project: New Retail Building (Wong's Building Supply), 19640 McLoughlin Blvd.

The new retail building would be situated on the site of the former Pizza Hut. Access to the site is from SE McLoughlin Blvd., an Oregon Department of Transportation (ODOT) roadway. While the building would be new, much of the existing pavement area and utilities would remain. The Public Works Department has the following comments related to the proposed project.

Water:

The parcel has domestic water service from the 12" water main in SE McLoughlin Blvd.

1. Water meter sizing calculations, typically based on fixture count, shall be submitted to verify that the existing water meter is of adequate size. If not of adequate size, then the water meter and possibly the service line may have to be enlarged back to the main in SE McLoughlin Blvd. Utility work in SE McLoughlin Blvd. will require an ODOT permit.

Fire Suppression:

The submitted plans do not indicate whether a fire suppression sprinkler line is proposed for the new building. A fire hydrant is located at the southern property line along SE McLoughlin. If the new building requires a fire sprinkler line or additional fire hydrants, the applicant will be required to tap the 12-inch water main in SE McLoughlin Blvd.

1. Any fire suppression system improvements shall be installed pursuant to the requirements of the Public Works Design and Construction Standards and the Oregon Health Authority.
2. If a private fire line is needed, a backflow prevention device in an underground vault will be required where the fire main enters private property. Utility work in SE McLoughlin Blvd. will require an ODOT permit.
3. A public waterline easement will be required around the perimeter of a fire system backflow prevention vault.

Sanitary Sewer:

The submitted plans do not show the offsite portion of the existing sanitary lateral for this site. Gladstone Public Works GIS mapping indicates that the sanitary lateral for this site drains to the public sanitary main line in W. Exeter Street and that the lateral crosses through the rear yard and the east side yard of 470 W. Exeter.

4. The developer should verify whether a legal easement is recorded for the sanitary sewer to cross private property and provide the City of Gladstone with a copy of the easement.
5. This lateral has had known maintenance issues in the past with the grease from the restaurant use. The applicant will be required to scope the existing lateral and provide a copy of the video to the City for review. If the condition of the lateral within the public right-of-way is poor, then that portion of the lateral shall be replaced. If the condition of the existing lateral within the public right-of-way is good, then the lateral can remain.

6. A cleanout will be required on the lateral in (or behind) the public sidewalk on W. Exeter Street where the lateral enters the public right-of-way. The cleanout will divide public and private maintenance responsibilities.
7. All public sanitary sewer improvements shall be installed pursuant to the requirements of the Public Works Design and Construction Standards.

Storm Drainage:

Storm drainage from this site is conveyed into the ODOT drainage system in SE McLoughlin Blvd. which then drains into the City of Gladstone drainage system in SE River Rd. The City of Gladstone Stormwater Treatment and Detention Standards apply to projects that develop or re-develop 5,000 sq. ft. or more impervious surface. Per the information submitted by the applicant, the new building will be 6,528 sq. ft. requiring compliance with the stormwater standards.

8. Any public storm drainage improvements in SE McLoughlin Blvd. shall be installed pursuant to the requirements of the Oregon Department of Transportation.
9. Onsite private storm drainage improvements and plumbing shall be approved and permitted through Clackamas County Building Department.
10. For all new and re-developed impervious areas, comply with the Gladstone Stormwater Treatment and Detention Standards:
 - a. Infiltrate all runoff from storm events up to one-half inch of rainfall in 24 hours.
 - b. Treatment facilities shall be designed to capture and treat the first 1-inch of runoff from a 24-hour storm event. Gladstone prioritizes the use of vegetated water quality treatment facilities. Proprietary systems may only be used with approval of the Public Works Director & shall provide equivalent treatment to vegetated systems. Acceptable proprietary treatment technologies shall meet the Proprietary Stormwater Treatment Technology Policy in Appendix F of the July 1, 2013 WES / Clackamas County Service District No. 1 Stormwater Standards.
 - c. Detain the post-development 2-year, 24-hour peak runoff rate to 50% of the pre-development 2-year, 24-hour peak discharge rate.
 - d. The post-development peak discharge rates for the 10- and 25-year, 24-hour storm events shall be equal to or less than that of the pre-developed discharge rates for the same storm.
11. A drainage report demonstrating compliance with the Gladstone Stormwater Treatment and Detention Standards shall be submitted to Gladstone Public Works for review and approval with the construction plans for the project.
12. As an advisory, ODOT stormwater treatment and detention requirements may be triggered by this project and may be different than the Gladstone Stormwater Treatment and Detention Standards.

Street improvements:

SE McLoughlin Blvd. is an Oregon Department of Transportation (ODOT) roadway. Conditions placed on the project related to the street, curb, sidewalk, and driveway approach will be as determined by ODOT.

Public Utilities & Easements:

13. Necessary arrangements with utility companies shall be made for the installation of underground lines and facilities. Except where otherwise prohibited by the utility district or company, all such new facilities shall be underground.
14. A public utility easement shall be provided along SE McLoughlin Blvd. PUE's are typically 8-feet in width. The easement shall be prepared using an approved City of Gladstone easement form. A copy of the recorded easement shall be provided to the Public Works Department prior issuance of the approved plans and right-of-way permit.

Construction Plans, Pre-construction Conference, and As-Builts:

15. Plans detailing the proposed public and private utilities, site grading, and other public and private site improvements shall be submitted to the Public Works Department for review and approval per Section 17.42.030. The City requires 3 paper copies and an electronic copy of plans and the drainage report to be submitted.
16. The design, location, and planned installation of all roadways, sidewalks, sanitary sewer, storm drain, water line, natural gas, power, street lighting, communications facilities are subject to approval by the appropriate agency/utility service provider.
17. Construction plans shall be designed and stamped by a professional engineer registered in the State of Oregon.
18. A right-of-way permit will be required from the Public Works Department.
19. Once construction plans are ready to be approved by the Public Works Department, a Pre-Construction Conference will typically be required at the Public Works Department. The requirement for a Pre-Construction conference may be waived by the Public Works Director depending upon the scope of the project.
20. Prior to issuing the approved plans and the right-of-way permit, easements, maintenance agreements, and bonds may be required and SDC's may have to be paid.
21. As-built plans showing the constructed public improvements shall be submitted to the Public Works Department at the completion of construction. As-builts shall include a paper and pdf copy and CAD.

General:

22. All underground utilities, sanitary sewers and storm drains installed in the public streets shall minimize the disturbance of existing street improvements when service connections are made.
23. Private site utilities and plumbing shall be approved and permitted through Clackamas County Building Department.
24. A grading permit for onsite grading activities may be required. If required, the grading permit will be issued through Clackamas County Building Department.
25. An erosion control permit may be required. If required, the erosion control permit will be issued through Clackamas County Water Environment Services.
26. Prior to Final Occupancy, all requirements of the Public Works Department shall be met.



6/7/23:

ODOT # 12996

ODOT Response

Project Name: Wong's Building Supply Design Review	Applicant: SHELDON DEVELOPMENT INC.
Jurisdiction: City of Gladstone	Jurisdiction Case #: DR 23-05
Site Address: 19640 McLoughlin Blvd.	State Highway: McLoughlin Blvd (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 applicant is proposing to demolish the existing Pizza Hut building and construct a new 6,528 square foot Wong's Building Supply commercial building. ODOT recommends that the applicant be required to bring the frontage improvements up to current city and ODOT standards including the highway driveway (approach road) to ensure they meet current standards and comply with ADA. All work in the highway right of way requires permits from ODOT as identified below. If additional right of way is necessary to implement the planned cross section, it must be donated to ODOT.

All alterations within the State highway right of way are subject to the ODOT Highway Design Manual (HDM) standards. Alterations along the State highway but outside of ODOT right-of-way may also be subject to ODOT review pending its potential impact to safe operation of the highway. If proposed alterations deviate from ODOT standards a Design Exception Request must be prepared by a licensed engineer for review by ODOT Technical Services. Preparation of a Design Exception request does not guarantee its ultimate approval. Until more detailed plans have been reviewed, ODOT cannot make a determination whether design elements will require a Design Exception.

Note: Design Exception Requests may take **4 months or longer** to process.

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

Frontage Improvements and Right of Way

- Curb, sidewalk, and driveway upgrades shall be constructed as necessary to be consistent with local, ODOT and ADA standards.
- Right of way donated to ODOT as necessary to accommodate the planned cross section 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 **6 months or longer** to transfer ownership of property to ODOT.

Access to the State Highway

- A State Highway Approach Road Upgrade Permit from ODOT for access to the state highway for the proposed use is required. Site access to the state highway is regulated by OAR 734.51.

Note: It may take up to **6 months to 1 year or longer** to process a State Highway Approach Road Permit depending on the level of complexity of the project and plan review timeline.

Permits and Agreements to Work in State Right of Way

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

Note: It may take **6 months or longer** to process.

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	503.731.8258, marah.b.danielson@odot.oregon.gov
District Contact: District 2B Permits	D2bup@odot.oregon.gov

Clackamas Fire District #1



Pre-Application Comments:

To: Heather Austin, Senior Planner, 3J Consulting
From: Shawn Olson, Fire Marshal, Clackamas Fire District #1
Date: 5-30-2023
Re: 19640 McLoughlin Blvd (Old Pizza Hut)

This review is based upon the current version of the Oregon Fire Code (OFC), as adopted by the Oregon State Fire Marshal's Office. The scope of review is typically limited to fire apparatus access and water supply, although the applicant must comply with all applicable OFC requirements. When buildings are completely protected with an approved automatic fire sprinkler system, the requirements for fire apparatus access and water supply may be modified as approved by the fire code official. The following items should be addressed by the applicant:

- 1) A Fire Access and Water Supply plan for subdivisions and commercial buildings over 1000 square feet in size or when required by Clackamas Fire District #1. The plan shall show fire apparatus access, fire lanes, fire hydrants, fire lines, available fire flow, FDC location (if applicable), building square footage, type of construction, and shall provide fire flow tests per NFPA 291 or hydraulic model when applicable and shall be no older than 12 months. Work to be completed by experienced and responsible persons and coordinated with the local water authority. Submit PDF directly to the Clackamas Fire District website at clackamasfire.com once complete. Call with any questions regarding design requirements and submittal process. 503-742-2663.
- 2) The inside turning radius and outside turning radius for a 20' wide road shall not be less than 28 feet and 48 feet respectively, measured from the same center point.
- 3) Access roads greater than 150' in length require a fire department turnaround.
- 4) Provide address numbering that is clearly visible from the street.
- 5) Access roads shall be within 150' of all portions of the exterior wall of the first story of a building measuring by an approved route around the exterior of the building.
- 6) Fire apparatus access roads shall have an unobstructed driving surface width of not less than 20 feet (26 feet adjacent to fire hydrants) and an unobstructed vertical clearance of not less than 13 feet 6 inches.
- 7) Access streets between 26 feet and less than 32 feet in width must have parking restricted to one side of the street. Access streets less than 26 feet in width must

have parking restricted on both sides of the street. No parking restrictions for access roads 32 feet wide or more.

- 8) Proposed commercial buildings shall meet Appendix D of the Oregon Fire Code.
- 9) Fire Hydrants, Commercial Buildings: Where a portion of the building is more than 400 feet from a hydrant on a fire apparatus access road, as measured in an approved route around the exterior of the building, on-site fire hydrants and mains shall be provided.

Note: This distance may be increased to 600 feet for buildings equipped throughout with an approved automatic sprinkler system.

- 10) All new buildings shall have a firefighting water supply that meets the fire flow requirements of the Fire Code Appendix B.
- 11) Maximum spacing between hydrants on street frontage shall not exceed 500 feet. Additional private on-site fire hydrants may be required for larger buildings. Fire sprinklers may reduce the water supply requirements.
- 12) Prior to the start of combustible construction required fire hydrants shall be operational and accessible.
- 13) If required, the fire department connection (FDC) for any fire sprinkler system shall be placed as near as possible to the street, and within 100 feet of a fire hydrant.

The applicant must obtain a stamp of approval from Clackamas Fire District #1 that demonstrates fire apparatus access and water supply requirements will be satisfied.

- a. When ready, submit all fire apparatus access and water supply plans to:
[Fire Apparatus Access/Water Supply Plan Submittal](#)

- 14) Please see our design guide at:

<https://clackamasfire.com/fire-prevention/new-construction-resources/>

If you have questions please contact Clackamas Fire District @503-742-2663 or email at shawn.olson@clackamasfire.com



CLACKAMAS

WATER
ENVIRONMENT
SERVICES

TO: **Heather Austin – 3J Consulting/City of Gladstone**
FROM: **Erik Bertram** / Water Environment Services (ebertram@clackamas.us, 503-936-3666)
DATE: May 25, 2023
SUBJECT: WES Conditions of Approval, DR23-05

LOCATION: 19640 MCLOUGHLIN BLVD
TAX LOT: 22E19DD02501
WES LOG#: 150-23

Conditions of Approval:

1. Per an IGA between the City of Gladstone and Clackamas Water Environment Services (WES), WES is the delegated erosion control authority within the City's boundaries for all development and redevelopment applications. The proposed development shall be subject to WES Rules and Regulations, and Standards ("WES RR&S"), in accordance with the following adopted ordinances:
 - a. Water Environment Services Rules and Regulations, July 2018, Ordinance No. 03-2018
 - b. Stormwater Standards, Clackamas County Service District No. 1, July 1, 2013.
2. Per Stormwater Standards, Section 6.1, the owner or their agent, contractor, or employee shall properly install, operate and maintain both temporary and permanent Erosion Protection and Sediment Control (EPSC) practices to protect the environment during the useful life of the project. No visible or measurable erosion shall leave the property during development, construction, grading, filling, excavating, clearing, or other activity that accelerates erosion, as required by water quality standards set forth in OAR 340-41-445 thru 470.
3. An EPSC Permit shall be required for development activities that result in land disturbance of 800 sq ft or greater. Before the start of any grading or construction activities, the applicant shall submit a Permit application and erosion control site plans to WES for review and approval, and pay applicable permit fees (\$460 + \$80/acre over 1 acre).
4. Prior to building permit sign off, EPSC measures shall be inspected by a WES erosion control inspector. Monitoring inspections will occur periodically throughout the construction. The permittee shall request a Final Erosion Control inspection once the site has been permanently stabilized.



NOTICE OF PUBLIC HEARING- JUNE 20, 2023
GLADSTONE PLANNING COMMISSION
DR 23-05 Wong's Building Supply Design Review

- DATE & TIME:** **06/20/23**. 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 June 13, 2023 on our website: <https://www.ci.gladstone.or.us/bc-pc/page/planning-commission-meeting-79>
- LOCATION** 19640 McLoughlin Blvd., Gladstone, OR 97027
Tax Lot 22E19DD 02501 and 00301
- DEVELOPMENT PROPOSAL:** Construction of a new 6,528 square foot Wong's Building Supply commercial building. The existing Pizza Hut building will be demolished. A variance is requested for the location of the loading area.
- APPLICABLE REVIEW STANDARDS:** Gladstone Municipal Code (GMC) Chapters: 17.20 (C3-General Commercial 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); 17.56 (Drainage); 17.60 (Utilities); 17.72 (Variances); 17.80 (Design Review); 17.94 (Hearings); & 17.96 (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.

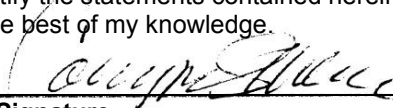

Please note that failure to raise an issue in a hearing, in person, or by letter, or failure to provide statements or evidence sufficient to afford the decision maker an opportunity to respond to the issue precludes appeal to the Land Use Board of Appeals based on that issue.

Construction Cost: <u>\$ 668,000</u>	Proposed Square Footage: <u>6,528</u>
Method of Sewage Disposal: <u>Existing sanitary sewer</u>	
Water Supply: <u>City of Gladstone</u>	
Commercial/Industrial/Institutional Development:	
Number of employees/students/occupants: <u>12</u> Days of operation: <u>Mon-Sat</u>	
Estimated hours of daily operation: <u>9:00</u> am - <u>6:00</u> pm	
Is the property under enforcement action for a violation of the Gladstone Municipal Code?	
<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes	

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

Name	Address	Zip	Relationship

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

 <hr/> Owner's Signature Carey Sheldon <hr/> Owner's Name (Print)	 <hr/> Applicant's Signature Peter Kappertz <hr/> Applicant's Name (Print)
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• 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:

We anticipate no more than 6 employees at any one time. While we would hope for many customers, during peak hours there might be as many as 10 customers at a time. The anticipated hours of operation are 9:00 am to 6:00 pm Monday through Saturday. About two-thirds of the 6,528 square foot building will be devoted to a cabinet showroom and the remaining third will be for display of stone for countertops. The ground floor will also have two restrooms and an employee break room. Additionally, a 1,322 mezzanine will provide open office space and a restroom. The building materials will primarily be split face concrete block in mesa tan and mountain brown integral colors. The storefront will be framed with bronze aluminum. The awnings and sheet metal cap flashing will be painted to match the storefront. Bronze flush seam metal panels will provide a smooth contrast to the split face CMU and mimic the finish of nearby car dealerships. Woodgrain ceramic plank will also provide a contrasting accent as does the eggshell stucco panels. Truck deliveries will average less than one per day. Ample parking is available for employees and customers.

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

The building is sited in response to existing site and driveway conditions and takes advantage of the existing paved parking area. It is oriented east-west parallel and adjacent to the south property line, thereby preventing solar shading of the adjacent property to the north. The south wall is of fire rated construction in conformance with the building code and windows are prohibited this close to the property line. Storefront windows face the street and to the north to invite customers in from the parking lot. Skylights are provided to daylight the interior spaces. One overhead door for deliveries is placed behind the

building to hide it from street view and maintain vehicle circulation for customers. However, this location places it close to the adjacent residential properties. We are requesting an exception to the 20-foot setback from residential as we only have 15 feet available. This 15-foot area is fully landscaped to provide additional buffering from the adjacent residential property. The 96 square foot trash enclosure exceeds the minimum required area of 65.28 square feet for the retail space plus 5.28 square feet for the office space. It will be constructed with six-foot tall concrete block to match the building and provided with opaque metal doors which will be painted bronze. There will be no ground mounted equipment and roof equipment will be screened by a parapet. All utilities will be underground. No noise is likely to be generated that could potentially be heard outside the building. Site lighting will be shielded to avoid shining onto off-site facilities.

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

Fifteen percent of the site area needs to be landscaped. We are proposing to provide 17.2% landscaping with this design. Parking spaces are buffered with 5 feet of landscaping along adjacent property lines and 10 feet of landscaping at the street frontage. The 16 parking spaces require a total of 160 sf of landscaping in addition to the minimum perimeter landscaped buffer yards and we are providing a total of 348 sf of landscaping adjacent to parking spaces. All landscape areas will be provided with an automatic irrigation system. The area of the water quality facility is included in the landscape area calculations. We are proposing to use a low growing dense ground cover in lieu of sod along the Mcloughlin Blvd. This right of way landscape area is not included in our area calculations.

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

In accordance with 17.48.030 Table 1 (6)(b), we are providing 1 space per 600 square feet which equals 11 spaces. We are also providing 1 space per 370 square feet per Table 1 (6)(d) equal to 4 spaces for the office mezzanine. A total of 16 spaces, including one ADA space will be provided, which is less than the maximum allowed. The existing paving will be used for the parking areas. The existing six-foot tall solid wood fence will provide screening from adjacent residential properties. It does not extend into any clear vision area. Parking stalls are 9'-6" wide and 18'-0" deep and there are no compact parking stalls. Two 3'x6' short term bicycle spaces with a horseshoe rack are provided at the front of the building as close to the entrance as practical. Long-term bicycle parking is not required.

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

A 6-foot-wide concrete walkway that does not cross any vehicular path on site provides direct access to the primary building entryway for pedestrian and cyclist access. Two dedicated bicycle parking spaces at the front of the building are adjacent to the entry walk, but do not block walkway access. Concrete walks flush with the existing pavement provide pedestrian access across vehicle circulation areas at the ADA parking and customer parking areas. This site is located between the existing Tri-Met bus stops ID 10327 to the north and ID 10328 to the south. Additional transit improvements are not anticipated. Mcloughlin Blvd. is fully developed, and no additional improvements or dedication is anticipated. The new bulk merchandise retail facility is anticipated to generate fewer trips than the previous restaurant use, therefore a traffic impact analysis is not anticipated.

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.

The site has 100 lineal feet of frontage on a major arterial which would allow a 150 square foot pole sign. Unfortunately, due to the 10-foot setback, the only place the sign could be located would blanket an existing sign on the neighboring property to the north. Therefore, we will only have a building mounted sign. The building has 48 lineal feet of street frontage which would allow a 48 square foot sign, but since there is no free-standing sign, we are allowed up to 72 square feet of building mounted signage.

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

We believe the proposal provides the highest and best use of this existing property. The building maximizes the available land area without losing any parking spaces. The existing grading will be maintained, and we will be utilizing the existing paving to avoid haul-off and disposal as much as possible. The site is nearly flat with just enough slope to drain to catch basins. Since the site was previously fully developed, there are no exiting natural features that need to be addressed. The existing building will be demolished and where feasible, materials will be segregated for recycling.

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:

This C3 General Commercial District is the least restrictive commercial district and allows for a wide variety of retail, service, business, and sales uses. This proposed development is an outright allowed use and will not compete with or limit any of the surrounding uses. The building is a bit taller than the immediate adjacent uses, but still within the 30-foot height limit. The height is similar to that of the nearby car dealership buildings and is in keeping with the overall presentation of buildings in this district.

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

To satisfy building code requirements regarding opening setbacks from property lines, we will be consolidating the two tax lots into a single parcel. This site is not located at the intersection of two streets or a street and a railroad. Therefore, the vision clearance standards do not apply. The speed limit on McLaughlin is 40 MPH and the existing driveway has a minimum intersection sight distance of 445 feet or more both north and south. The existing site drainage will be maintained, and the new stormwater planter will be able to connect to the existing utility lateral. Due to the existing development all the existing utilities will be protected and reused.

(Use additional sheets to answer questions if necessary)

**WONG'S BUILDING SUPPLY
VARIANCE SUPPLEMENTAL APPLICATION
19640 McLoughlin Blvd.**

1. Describe your proposed development and the nature of the variance requested:

Response: The applicant is requesting a variance to Section 17.48.040(3)(d). This section states, "loading facilities shall be located at least 20 feet from residential property." As shown on the submitted Site Plan, the proposed "Loading and Delivery" area on the back (east side) of the building will be located 15 feet from the single family residence at 470 W. Exeter Street, Gladstone (22E19DD, tax lot 1200). This property is zoned Single Family Residential (R-5) and is bordered on its northern and western boundaries by commercially zoned property. It should be noted that the C-3 zone does not require any rear and side property setbacks for the placement of buildings and it is only the location of the proposed "Loading Area" that is triggering this request.

The subject property consists of two tax lots, tax lot 2501 with about 100 feet of frontage on McLoughlin Blvd. and tax lot 301 in the rear. As shown on the Site Plan, the building is proposed to be located as close to the street as possible and with a limited setback to the south. All parking will be located on tax lot 301 behind the building. The location of the building at the front along the street with parking behind was chosen to provide a more aesthetically pleasing streetscape design than if parking had been located in front of the building. Given the arrangement of the building and parking and the shape of the property, the only possible location for the proposed loading area is where it is proposed. It should be noted that the proposed "Loading Area" is not a typical loading dock in that it will only include a ramp to allow vehicles to back into the building to be loaded. This facility will ramp up to the building elevation approximately 24-inches to an overhead door at the back of the building. With this design, loading activities are mostly expected to occur within the building.

As shown on the Landscape Plan, there is an existing sight obscuring fence located along the common property line between the subject property and tax lot 1200. In addition, the applicant proposes planting 14 4-5 ft tall Emerald Green Arborvitae, seven Otto-Luyken Laurel, and eight Tall Sarcococca in the area between the Loading ramp and the common property line with tax lot 1200.

2. Describe the exceptional or extraordinary circumstances that apply to the property that do not apply generally to other properties in the same zoning district or vicinity. These circumstances must result from lot size or shape (legally existing prior to the adoption of Title 17 of the GMC), topography or other factors over which the applicant has no control.

Response: *The unique circumstances in this case are due to the shape, size, and location of the subject property relative to tax lot 1200. As noted above, tax lot 1200 is bordered on its entire northern and western boundaries by C-3 zoned property. The subject property borders the entire northern boundary and a portion of the western boundary of this lot. As noted above, the subject property contains two tax lots with the proposed building located in the front and the loading ramp located on tax lot 301 in the rear of the site. Because of the location of the building and the narrow width of tax lot 301 there is no other option to locate the proposed loading area. In addition, other code requirements regarding the provision of customer parking, an internal walkway, a garbage enclosure and site landscaping further constrain the site. Given these circumstances, the proposal complies with this criterion.*

3. Why is the granting of the variance necessary for the preservation of a property right of the applicant that is substantially the same as owners of other property in the same zoning district or vicinity possess?

Response: *As noted above, the shape of the subject property coupled with competing code requirements limits options for locating the proposed building and associated improvements. Given these constraints, no other option exists on the site to locate the proposed loading ramp. The proposed development represents a significant investment to redevelop the subject property and to remove a building that is currently vacant and in disrepair. Given these circumstances the proposal complies with this criterion.*

4. Why will the variance not be materially detrimental to the purposes of Title 17 of the GMC or to property in the same zoning district or vicinity, or conflict with the Comprehensive Plan?

Response: *As noted above, the proposed location of the loading ramp is the only available location on the site given the proposed building orientation to the street and the location of parking behind. The project Architect has taken considerable time balancing competing code standards and the applicant believes the proposal is the best design given these factors. As shown on the submitted Landscape Plan, additional plantings have been added to the area between the loading ramp and the adjacent property. The applicant's believes these plantings will be sufficient to minimize any impacts of the reduced setback given the density of plantings in this area. In addition, the use of the property as a building supply store and the hours of operation of this business are likely to have less impact to the adjoining property than other permitted uses constructed with no setbacks or landscaping. The proposal complies with this criterion.*

5. Explain why the variance requested is the minimum variance that would alleviate the hardship:

Response: As noted above, the proposed loading ramp is the only location available on the site for this purpose. The proposed 12-foot wide ramp is the minimum width to provide a functional amenity and cannot be reduced in size or relocated. For this reason, the request is the minimum variance necessary to alleviate the hardship. The proposal complies with this criterion.

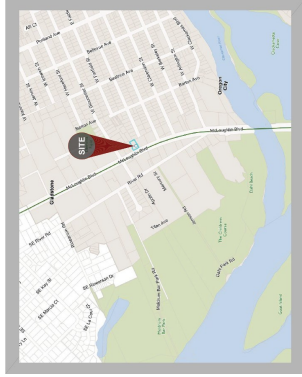
6. Is the request for a variance the result of an illegal act? If so, please describe:

Response: The requested variance is not the result of any illegal act. The applicant is proposing to redevelop the site and the proposed new building will add a significant investment in this area of the city. The proposal complies with this criterion.

NEW RETAIL BUILDING

19640 MCLOUGHLIN BLVD
GLADSTONE, OR 97027

for: SHELDON DEVELOPMENT INC.



VICINITY MAP

SCALE: NTS

SCOPE OF WORK

CONSTRUCT NEW 6628 SQUARE FOOT RETAIL BUILDING WITH A 1322 SQUARE FOOT MEZZANINE FOR AN OPEN OFFICE AREA ON THE SITE OF A FORMER PIZZA HUT RESTAURANT WHICH WILL BE DEMOLISHED. EXISTING GRADES AND PAVING WILL BE MAINTAINED. ALL NEW PAVING WILL BE PERFORMED IN ACCORDANCE WITH ALL THE NEW IMPERVIOUS AREA WILL DRAIN TO A NEW WATER QUALITY FACILITY.

PROJECT DATA

ZONING: GENERAL COMMERCIAL - C3
 CONSTRUCTION TYPE: V-B
 SITE AREA: 24,319 SF
 EXISTING LANDSCAPING: 15%
 PROPOSED LANDSCAPING: 17% EXISTING
 EXISTING BUILDING AREA: 4,286 SF
 PROPOSED BUILDING AREA: 2,550 SF
 REQUIRED PARKING: 11 SPACES
 PROVIDED PARKING: 15 SPACES
 PROVIDED LANDSCAPING: 4 SPACES
 PROVIDED PARKING LOT LANDSCAPING: 16 SPACES
 REQUIRED LOADING SETBACK: 1570 OFFICE MEZZANINE
 PROPOSED LOADING SETBACK: 1670 OFFICE MEZZANINE
 TOTAL: 18 SPACES
 TOTAL INCLUDING ADA: 15 SPACES
 TOTAL INCLUDING OFFICE MEZZANINE: 15 SPACES
 INCLUDED IN OVERALL TOTAL: 348 SF
 FROM RESIDENTIAL ZONING ADJUSTMENT REQUESTED TO: 20 FEET
 15 FEET

LEGAL DESCRIPTION

PARCEL NUMBER: 00929093
 ADDRESS: 19640 MCLOUGHLIN BLVD, GLADSTONE, OR 97027

PROJECT CONTACTS

OWNER
 SHELDON DEVELOPMENT INC.
 23766 SE HWY 212
 DAMASCUS, OR 97089
 PHONE: (503) 806-8741

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 WONGS BUILDING SUPPLY NORTHWEST P.C.
 P.O. BOX 702
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 CONTACT: PETER KAPPERTZ
 PHONE: (503) 386-8622

CIVIL ENGINEER
 SYMONS ENGINEERING CONSULTANTS, INC.
 1100 SW 10TH AVENUE
 PORTLAND, OR 97208
 PHONE: (503) 760-1353

LANDSCAPE ARCHITECT
 DARRELL MULCH
 1907 N.E. 86TH AVENUE #168
 PORTLAND, OR 97213
 PHONE: (503) 222-7416

SITELIGHTING
 THE LIGHTING PROJECT
 1100 SW 10TH AVENUE
 VANCOUVER, WA 98660
 PHONE: (860) 314-4100

DRAWING INDEX

A-0: COVER SHEET
 SP1: SITE PLAN
 SP2: SITE DETAILS
 C1: PRELIMINARY GRADING & EROSION CONTROL PLAN
 C2: PRELIMINARY UTILITY & DRAINAGE PLAN
 C3: PRELIMINARY STORMWATER DETAILS
 LP1: SITE LIGHTING PLAN
 LP2: SITE LIGHTING SUMMARY
 L1: LANDSCAPE PLAN
 A-1: FLOOR PLANS
 A-2: EXTERIOR ELEVATIONS

Architecture
 REGISTERED ARCHITECT
 Peter H. Kappertz
 P.L.L.C.
 GRESHAM, OR
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 19640 MCLOUGHLIN BLVD
 P.O. BOX 702
 GRESHAM, OR 97030
 (503) 668-8622
 design@archnw.com

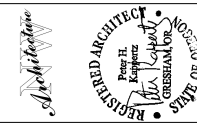
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FOR:
 SHELDON DEVELOPMENT INC.
 19640 MCLOUGHLIN BLVD
 GLADSTONE, OR 97027
 DAMASCUS, OR 97089

PROJECT:
 NEW RETAIL BUILDING

DATE: 5/19/2023
 SCALE: AS NOTED
 DRAWN: RMT
 CHECKED: PHK
 JOB NO.: 1700
 FILE: 700-SK1
 SHEET:

COVER SHEET
A-0



ARCHITECTURE
 1000 N. GARDNER
 P.O. BOX 702
 GRESHAM, OR 97030
 (503) 668-6832
 designs@archinc.com

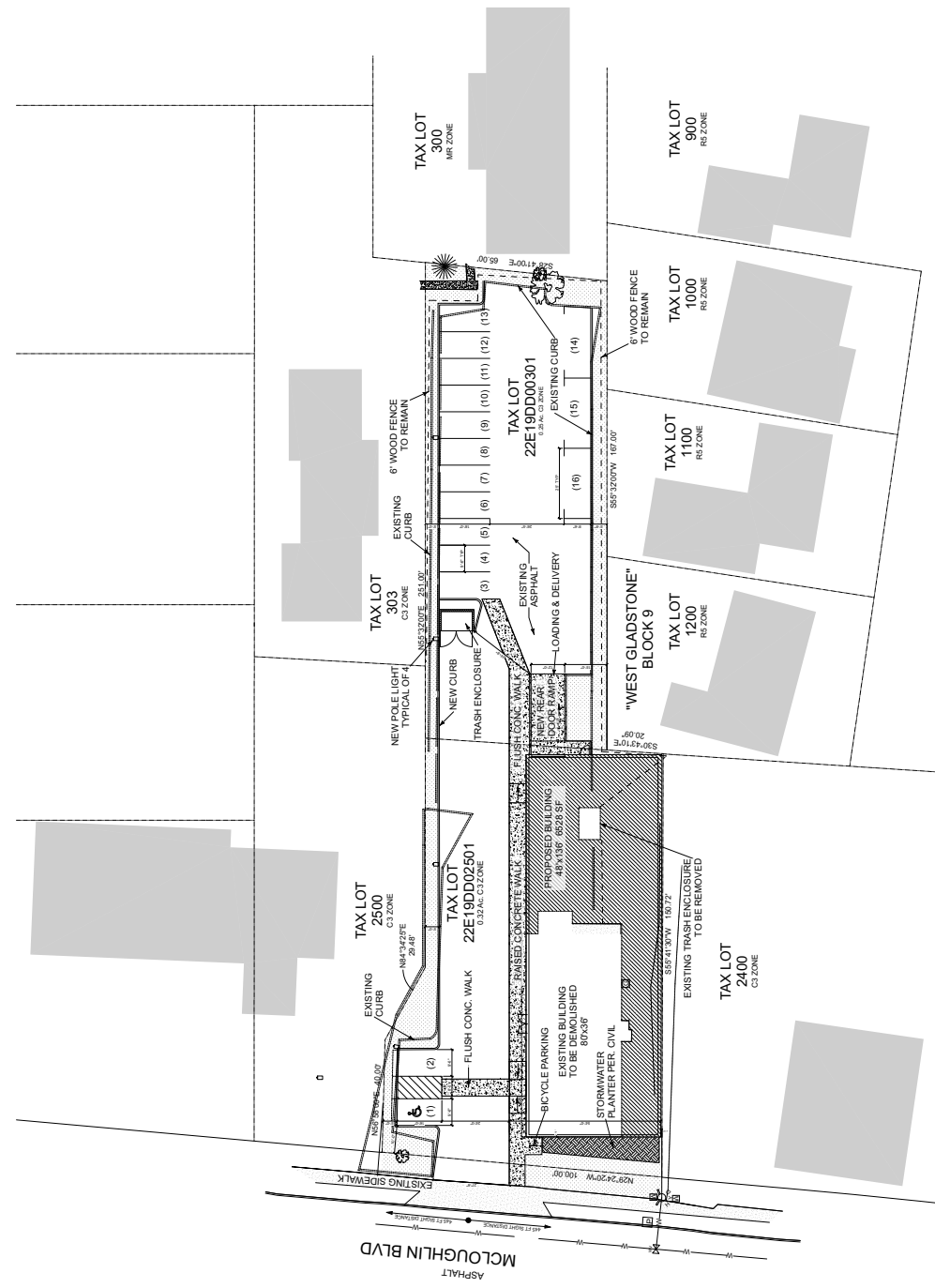
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PROJECT: NEW RETAIL BUILDING
 FOR: WONG CABINETS
 19640 MCLOUGHLIN BLVD
 GLADSTONE, OR 97027
 DAMASCUS, OR 97089

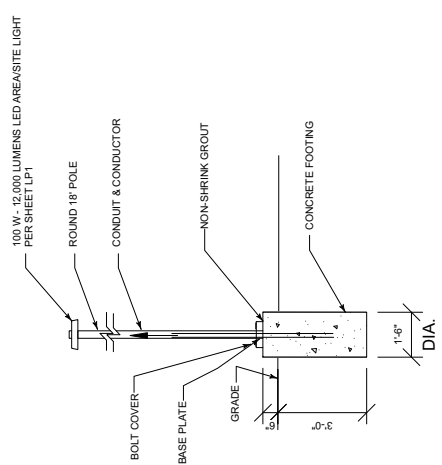
DATE: 5/19/2023
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 DRAWN: RMT
 CHECKED: PHK
 JOB NO: 1700
 FILE: 700-SK1
 SHEET: SITE PLAN

SP1

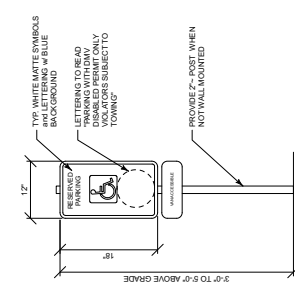
- LEGEND**
- ⊙ EXISTING BUSH/SHRUB
 - ⊙ EXISTING DECIDUOUS TREE
 - ⊙ EXISTING CONIFEROUS TREE
 - ⊙ EXISTING SIGN
 - ⊙ EXISTING ELECTRIC VAULT
 - ⊙ EXISTING POWER POLE
 - ⊙ EXISTING FIRE HYDRANT
 - ⊙ EXISTING WATER METER
 - ⊙ EXISTING WATER VALVE
 - ⊙ EXISTING UNDERGROUND WATER
 - ⊙ EXISTING GAS METER
 - ⊙ EXISTING CATCH BASIN
 - ⊙ EXISTING STORM MANHOLE
 - ⊙ NEW CONCRETE
 - ▨ LANDSCAPE
 - ▨ EXISTING BUILDING



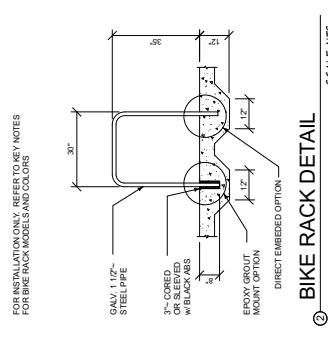
SITE PLAN
 SCALE: 1" = 20' (HALF SIZE PRINT 1" = 40')



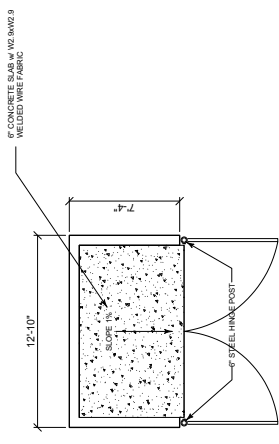
③ LIGHT POLE DETAIL
 SCALE: NTS



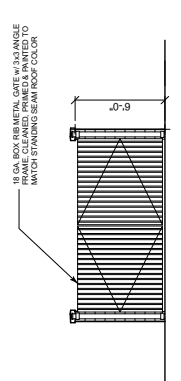
① ADA PARKING SIGN
 SCALE: NTS



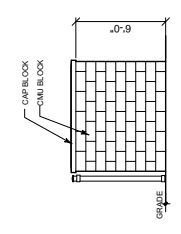
② BIKE RACK DETAIL
 SCALE: NTS



① TRASH ENCLOSURE PLAN VIEW
 SCALE: 1/8" = 1'-0" (HALF SIZE PRINT 1/16" = 1'-0")



② TRASH ENCLOSURE WEST ELEVATION
 SCALE: 1/4" = 1'-0" (HALF SIZE PRINT 1/8" = 1'-0")



③ TRASH ENCLOSURE SOUTH ELEVATION
 SCALE: 1/4" = 1'-0" (HALF SIZE PRINT 1/8" = 1'-0")



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CLIENT

CAREY SHELDON
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PROJECT

**WONG'S
SHOWROOM**

SITE ADDRESS

19640 SE McLOUGHLIN BLVD
GLADSTONE, OR 97027

SHEET NAME
PRELIMINARY
GRADING & EROSION
CONTROL PLAN

REVISION

- △ 11/17/22 ISSUED FOR CLIENT REVIEW
- △ 11/29/22 ISSUED FOR SITE DESIGN REVIEW
- △
- △
- △
- △

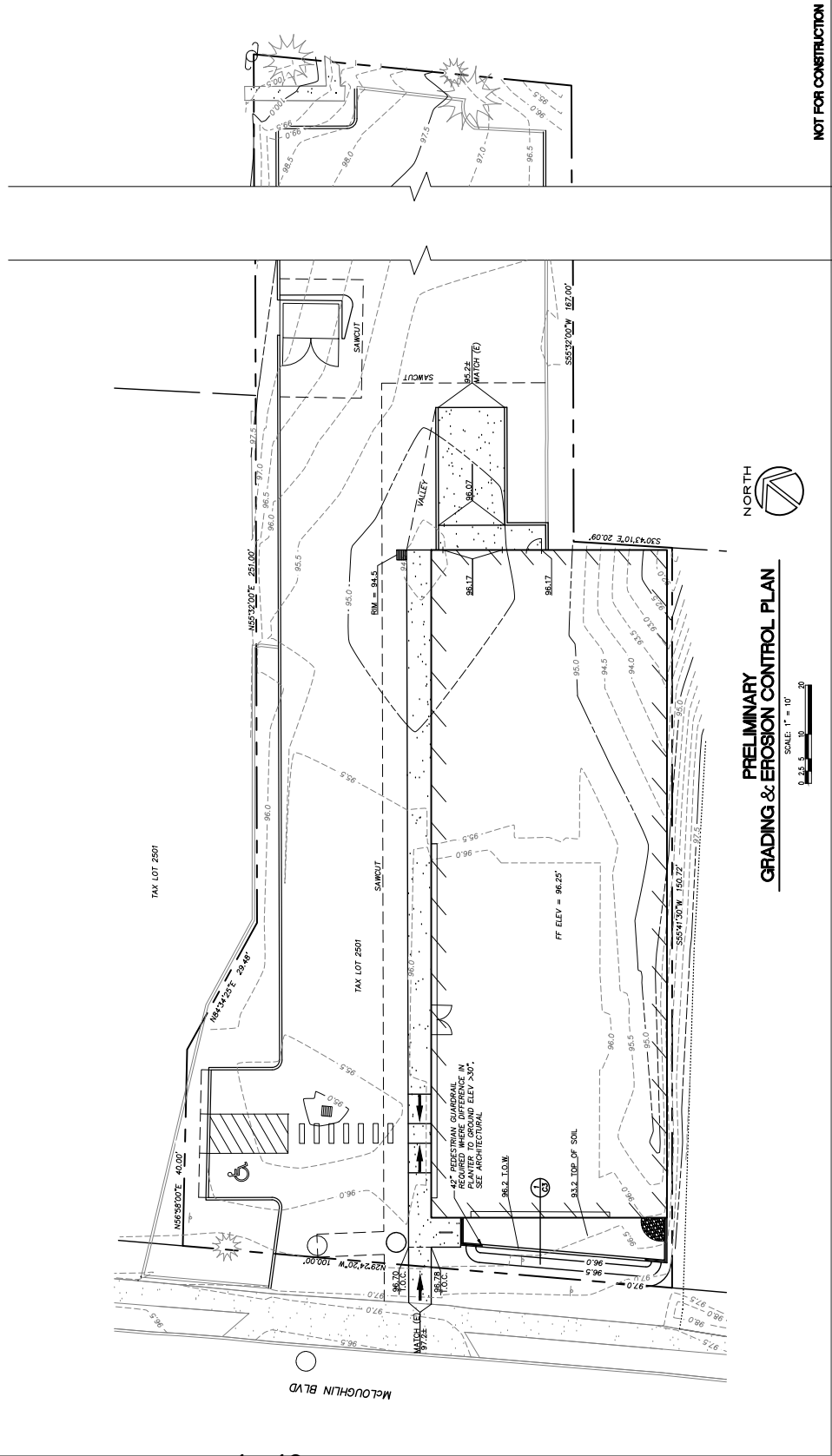
ISSUE DATE NOVEMBER 29, 2022

DRAWING FILE 22-97-01DWG

PROJECT NUMBER 22-97

C1

SHEET NO.



**PRELIMINARY
GRADING & EROSION CONTROL PLAN**

SCALE: 1" = 10'
0 10 20

NOT FOR CONSTRUCTION



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PROJECT

**WONG'S
SHOWROOM**

SITE ADDRESS

19640 SE McLOUGHLIN BVC
GLADSTONE, OR 97027

**SHEET NAME
PRELIMINARY
UTILITY &
DRAINAGE PLAN**

REVISION

- △ 11/17/22 ISSUED FOR CLIENT REVIEW
- △ 11/29/22 ISSUED FOR SITE DESIGN REVIEW
- △
- △
- △
- △

ISSUE DATE NOVEMBER 29, 2022

DRAWING FILE 22-974DWG

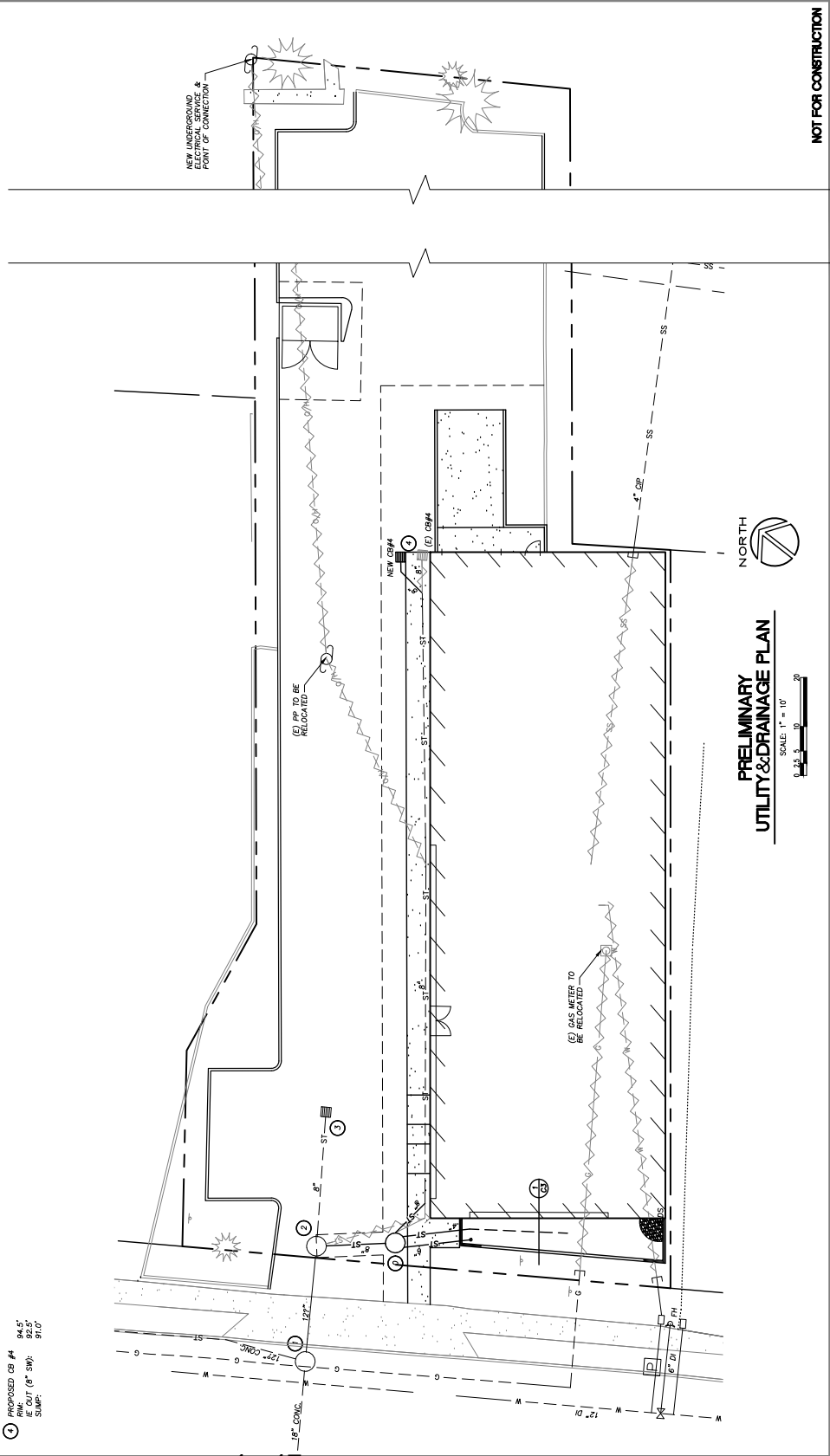
PROJECT NUMBER 22-37

C2

SHEET NO.

DRAINAGE STRUCTURE TABLE

- ① NEW MH #0 - 48" SHALLOW MANHOLE GAS FLOW CONTROL VALET
R/W: 96.20 - MATCH (E)
IE IN (4" SD): 91.39
IE IN (12" NW): 91.19
IE OUT (8" SW): 89.69
SUMP: 89.69
- ② (E) MH #1 36" S
IE IN (12" NW): 90.35 - 12" PRIVATE FROM MH#2
IE IN (12" NW): 91.9 - 12" CONC. COOT PP
IE OUT (16" SW): 90.4
- ③ (E) MH #2 36" S
IE IN (8" SE): 89.27
IE IN (6" NE): 91.6
IE IN (12" SW): 90.7
IE OUT (12" SW): 89.7
- ④ (E) CB #3 36" S
R/W: 94.8
IE IN (6" SW): 93.7
SUMP: 91.8
- ⑤ (E) CB #4 - TO BE REMOVED
R/W: 93.3
IE IN (6" SW): 93.3
IE OUT (8" SW): 93.3
SUMP: 91.5
- ⑥ PROPOSED CB #4 36" S
R/W: 94.5
IE IN (6" SW): 92.5
IE OUT (8" SW): 91.0
SUMP: 91.0





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PROJECT

**WONG'S
SHOWROOM**

SITE ADDRESS

19640 SE McLOUGHLIN BLVD
GLADSTONE, OR 97027

**SHEET NAME
PRELIMINARY
STORMWATER DETAILS**

REVISION

- △ 11/17/22 ISSUED FOR CLIENT REVIEW
- △ 11/29/22 ISSUED FOR SITE DESIGN REVIEW
- △
- △
- △

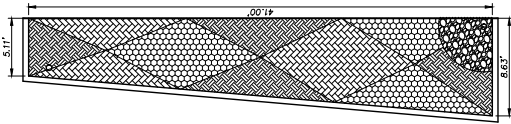
ISSUE DATE **NOVEMBER 29, 2022**

DRAWING FILE **22-976DWG**

PROJECT NUMBER **22-97**



SHEET NO.



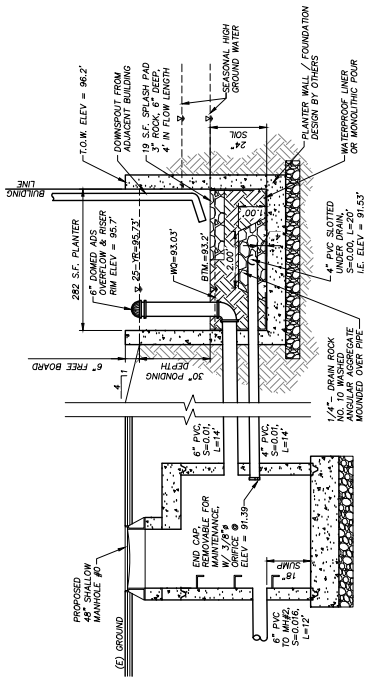
2 STORMWATER FACILITIES
PLANTING PLAN

SCALE: 1" = 5'

STORMWATER FACILITIES — PLANTING MATRIX

SYMBOL	PLANT CATEGORY	SCIENTIFIC NAME	COMMON NAME	SIZE	POTENTIAL SPACING O.C. HEIGHT	TOTAL FACILITY AREA: S.F. / QTY.
	HERBACEOUS	"Junonia polifera" "Corex. Testacea" "Dioscorea" "Huffed Hair Grass"	SPREADING RUSH HZ ORANGE SEDGE #1 2" #1 3" #1 12" #1 12"	#1 #1 #1 #1	12" 12" 12" 12"	282 S.F. 90 / 72 92 / 74 81 / 65

STORMWATER FACILITIES PLANTING MATRIX USE THE STANDARD BLEND:
LOAMY SOIL, SAND, & COMPOST THAT IS 30-40% COMPOST BY VOLUME. (11/17/22)
USE A MINIMUM OF 10% ORGANIC MATTER WITH AN NPK OF 10-10-10 (OR AN EQUIVALENT).
ORGANIC MATTER COMPOST IN COMPLIANCE WITH ASTM D5204 (CLASS A) OR ASTM D525)
W/ SOIL ORGANIC CONTENT AT A MINIMUM 10% AND A PH OF 5.5 TO 7.



1 STORMWATER PLANTER & FLOW
CONTROL MANHOLE SECTION

SCALE: 1" = 2'

NOT FOR CONSTRUCTION



Tag	Qty	Description	Lum. Lumens	Lum. Watts
S	4	BEACON - RAR-1-160L-100-3K7-4W-BC	6935	90
S2	7	PRESCOLITE - LTC-3RD-SPCC-10L30K8MD-DM1-SS	998	18
W	1	EXO - LNC-9LU-3K-3-X	1623	21.9

Luminaire Schedule

Building Entrance

Illuminance (Fc)
 Average = 2.60
 Maximum = 2.9
 Minimum = 2.3
 Max/Min Ratio = 1.26

Handicap Parking

Illuminance (Fc)
 Average = 2.98
 Maximum = 3.7
 Minimum = 2.3
 Max/Min Ratio = 1.61

Parking

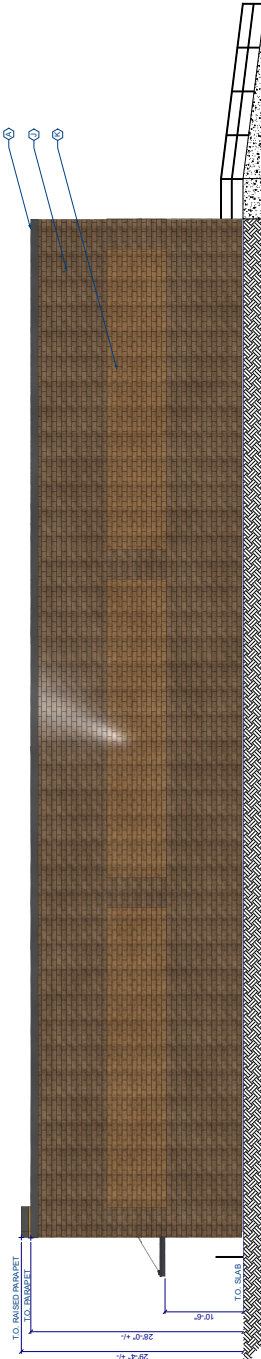
Illuminance (Fc)
 Average = 2.16
 Maximum = 4.0
 Minimum = 0.7
 Max/Min Ratio = 5.71

Ramp

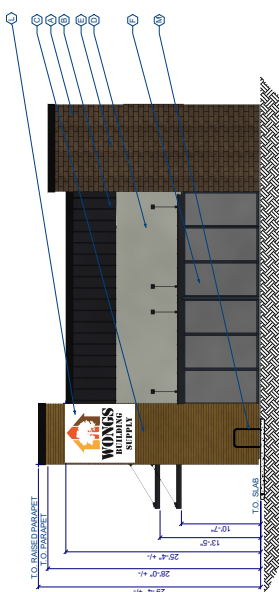
Illuminance (Fc)
 Average = 1.25
 Maximum = 1.8
 Minimum = 0.7
 Max/Min Ratio = 2.57



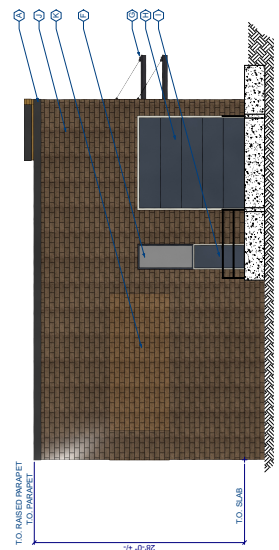
NORTH ELEVATION
SCALE: 1/8" = 1'-0" (HALF SIZE PRINT 1/16" = 1'-0")



SOUTH ELEVATION
SCALE: 1/8" = 1'-0" (HALF SIZE PRINT 1/16" = 1'-0")



WEST ELEVATION
SCALE: 1/8" = 1'-0" (HALF SIZE PRINT 1/16" = 1'-0")



EAST ELEVATION
SCALE: 1/8" = 1'-0" (HALF SIZE PRINT 1/16" = 1'-0")

BUILDING MATERIALS / COLORS

- A. BRONZE METAL CAP
- B. FLUSH SEAM BRONZE WALL PANEL
- C. HORIZONTAL PINE LOOK PLANK
- D. SAND FINISH STUCCO - EGGSHELL
- E. FULL GLASS SLAB DOOR
- F. STORE FRONT
- G. METAL AWNING
- H. SLATE GARAGE DOOR
- I. SLATE SLAB DOOR
- J. CONCRETE BLOCKS MOUNTAIN BROWN
- K. CONCRETE BLOCKS KHAKI
- L. ON-BUILDING SIGN, 42" S.F.
- M. BIKE RACK

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FOR:
WONG CABINETS
 1940 MCGOUGH LIN BLVD
 GLADSTONE, OR 97027
 DAMASCUS, OR 97089

PROJECT: **NEW RETAIL BUILDING**
 DATE: 5/24/2023
 SCALE: AS NOTED
 DRAWN: RMT
 CHECKED: PHK
 JOB NO.: 1700
 FILE: 700-SK1
 SHEET:

A-2
 EXTERIOR ELEVATIONS

Wong's Cabinet Showroom
Exterior Materials

Split Face Concrete Block
Mesa Tan



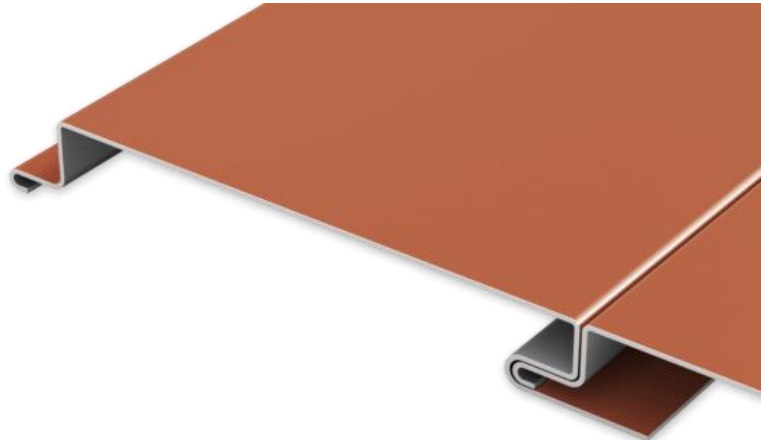
Mountain Brown



Flush Seam Wall Panel
Bronze Color



Panel Profile



Storefront framing and steel awnings to match bronze color

Ceramic Plank Siding





REGULAR AGENDA



Agenda Item No. 5

PC Meeting Date: 06/20/2023

Staff Report: MR Zoning District (GMC 17.14) Code Amendments

File No.: TXT-23-01

Applicant or Presenter: City of Gladstone

Project Location: MR (Multi-Household Residential) Zoning District

Project Description: City staff propose updates to Chapter 17.14 (MR- Multi-Household Residential District) of the Gladstone Municipal Code (GMC).

SUMMARY

The MR Zoning District is the city's highest density district. Development of residential land in this district is intended to provide a wide variety of housing options for residents at a variety of income levels.

Currently, the uses allowed outright in GMC Chapter 17.14 include duplex and multi-family dwellings. Conditional uses include detached single-household dwelling, triplex, quadplex, townhouse and cottage clusters. Requiring a conditional use permit for the review of a triplex, quadplex, townhouse or cottage cluster development requires a public hearing before the Planning Commission, increasing the cost of developing this type of middle housing. In addition, permitting new single-household dwellings, even through the conditional use process, allows development of MR land at a lower density and higher cost to residents. The R-7.2 and R-5 Zoning Districts are both designated "Single-Household Residential Districts" and are the appropriate city zoning for new detached single-household residences (formerly called single-family homes).

The proposed text amendments update the permitted and conditional uses in the MR Zoning District to allow outright all middle housing types (duplex, triplex, quadplex, townhouses and cottage clusters) as well as multi-household dwellings. The amendments also include prohibiting *new* single-household dwellings (existing single-household dwellings continue to be permitted and may be remodeled, expanded or even replaced).

In addition to permitted and conditional uses, the dimensional standards table has been updated to ensure clarity for each housing type.

Minimum and maximum density were also revised for clarity and to decrease the minimum density limit from 30 to 25 units per net acre. This was done to bring the density range better into alignment with minimum lot sizes and with housing market feasibility. For example, it is very unlikely that townhouses would be constructed under the current code requiring a minimum lot size of 5,000 square feet. Additionally, allowing the minimum density to be reduced to 25 may make townhouse and multi-household residential developments more feasible.

CURRENTLY:

Housing Type	Minimum Lot Size (sf)	Maximum Lots per acre	Maximum number of dwelling units	Minimum density
Duplex	3,000	14	28	22
Triplex	5,000	8	24	19
Quadplex	5,000	8	36	28
Cottage Cluster	5,000	N/A	Unknown	Unknown
Multi-household	3,000 + 1,000/du	N/A	40	32*
Townhouse	5,000	8	8	6^

*Minimum density would be reduced to 30 units/net acre

^Townhouses very unlikely to be built at this minimum lot size

AS PROPOSED:

Housing Type	Minimum Lot Size (sf)	Maximum Lots per acre	Maximum number of dwelling units	Minimum density
Duplex	3,000	14	28	22
Triplex	4,000	10	30	24
Quadplex	5,000	8	36	28*
Cottage Cluster	3,000 + 1,000/du	N/A	40	32*
Multi-household	3,000 + 1,000/du	N/A	40	32*
Townhouse	1,200 average^	36	36	28*

* Minimum density would be reduced to 25 units/net acre

^ Average minimum lot size in R-5 zoning district is 1,500 sf

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INCLUDED WITH STAFF REPORT

- A. Draft Amendments**
- B. Public Notice**

I. PUBLIC NOTICE

Published In: Clackamas Review, DLCD’s post-acknowledgment plan amendment website (PAPA), and on the Gladstone Website. The Planning Commission public hearing in November, was also advertised on the Gladstone Website and sent out in the Gladstone Weekly Update.

Mailed Notice sent: to all property owners of MR-zoned property on May 30, 2023.

Responses Received: Staff received emailed comments from DLCD regarding suggested changes to the proposed amendments. Staff incorporated the suggested changes and updated the amendments. DLCD confirmed that the updates satisfy their concerns. No other comments were received.

II. CONSISTENCY WITH STATEWIDE PLANNING GOALS

- 1. Goal 1 – Citizen Involvement:** To develop a citizen involvement program that insures the opportunity for citizens to be involved in all phases of the planning process.

Finding: Goal 1 requires the City to incorporate six key components in its public involvement program:

- **Citizen Involvement:** An officially recognized committee for public involvement broadly representative of geographic areas and interests related to land use and land-use decisions to provide for widespread public involvement;
- **Communication:** Mechanisms for effective two-way communication between the public and elected/appointed officials;
- **Influence:** Opportunities for the public to be involved in all phases of the planning and decision-making process including developing, evaluating, and amending plans;
- **Technical Information:** Access to technical information used in the decision-making process, provided in an accessible and understandable format;
- **Feedback Mechanisms:** Programs to ensure that members of the public receive

responses from policymakers and that a written record for land-use decisions is created and made accessible; and,

- Financial Support: Adequate resources allocated for the public involvement program as an integral component of the planning budget.

The City conducted a Planning Commission Work Session on April 18, 2023 to discuss the proposed code updates. This work session was duly noticed and open to the public.

The Planning Commission is now conducting a public hearing with opportunities the public to review draft code amendments and discuss key aspects related to the proposed amendments. The City publicized these public meetings on their website, social media, newspaper print and individualized mailing to affected property owners. The amendments were publicized through the DLCDC PAPA website and noticed to the interested agencies and the public.

Based on the findings above, the code amendments are consistent with Statewide Planning Goal 1.

Goal 2 – Land Use Planning: To establish a land use planning process and policy framework as a basis for all decision and actions related to use of land and to assure an adequate factual base for such decisions and actions.

Finding: Statewide Planning Goal 2 requires each local government in Oregon to have and follow a comprehensive land use plan and implementing regulations. Cities and counties must build their comprehensive plans on a factual base, and follow their plan when making decisions on appropriate zoning. City and county plans must be consistent with one another. Special district and state agency plans and programs must be coordinated with comprehensive plans.

The proposed amendments to the MR zone are consistent with the current Comprehensive Plan, which calls for high-density residential development within this zone. The Gladstone Comprehensive Plan identifies the following housing goal:

“To meet the housing needs of all segments of the population through optimum utilization of housing resources for the construction, rehabilitation and maintenance of a diversity of housing types at appropriate locations, price ranges and rent levels, while preserving and enhancing the integrity and identity of existing residential neighborhoods.”

The Comprehensive Plan also identifies “up to 40 units per acre” in the high density (MR) zoning district. The proposed amendments succeed at implementing the Comprehensive Plan housing policies.

Notice of the proposed amendment package for consideration was provided to Metro and DLCDC through the Post-Acknowledgement Plan Amendment website and distribution system.

Therefore, the amendments, as proposed, are consistent with Statewide Planning Goal 2.

Goals 3 -4 – Agricultural and Forest Lands:

Finding: These goals are not applicable because the proposed amendments do not change the City of Gladstone policies required to meet these goals that are directed at rural areas and counties.

Goal 5 – Open Spaces, Scenic and Historic Areas, and Natural Resources: To protect natural resources and conserve scenic and historic areas and open spaces.

Finding: Goal 5 aims to protect natural resources and conserve scenic and historic areas and open spaces. Particularly in urban areas, the emphasis of Goal 5 is on the inventory and conservation of wetlands, riparian zones, and wildlife habitats. In addition to Goal 5, the City is required to comply with Metro Title 13 for all mapped resources located within the UGB. By meeting the requirements of Title 13, the City also complies with Goal 5 for riparian areas and wildlife habitat. Metro Title 13 is addressed in the findings for the Urban Growth Management Functional Plan.

The Gladstone Municipal code contains the following zoning overlays that were adopted by the City to provide protection for Significant Natural Resources under Statewide Planning Goal 5 and to comply with the provisions of OAR 660, Division 23:

- 17.25 HCAD—Habitat Conservation Area District;
- 17.26 OS—Open Space District;
- 17.27 WQ—Water Quality Resource Area District;
- 17.28 GW—Greenway Conditional Use District; and
- 17.29 FM—Flood Management Area District.

The proposed amendments do not modify these natural resource zoning overlay districts or historic preservation efforts. The Comprehensive Plan supports a variety of housing types and the amendments proposed through TXT-2022-02 do not propose any changes to the adopted inventories, the Comprehensive Plan Map, or the natural resource zoning districts in the Gladstone Municipal Code. Goal 5 does not directly apply to the amendments because no new Goal 5 program is advanced by this amendment and no existing Goal 5 program is changed by this amendment.

Based on the findings above, the Zoning Code Update to adopt the proposed amendments into the Gladstone Municipal Code is consistent with Statewide Planning Goal 5.

Goal 6 – Air, Water and Land Resources Quality: To maintain and improve the quality of the air, water and land resources of the state.

Finding: Goal 6 instructs local governments to consider protection of air, water and land resources from pollution and pollutants when developing comprehensive plans. The pollutants addressed in Goal 6 include solid waste, water waste, noise and thermal pollution, air pollution, and industry-related contaminants. Comprehensive Plans must demonstrate consistency with the administrative rules related to air, water, and land quality established by the Environmental

Quality Commission (EQC).

Under the oversight of the EQC, the Oregon Department of Environmental Quality (DEQ) regulates air, water, and land through its permitting actions under the federal Clean Water Act and Clean Air Act. The Department of State Lands and the Army Corps of Engineers regulate jurisdictional wetlands and waters of the state and the country, respectively. The City of Gladstone Public Works department regulates impervious surface and stormwater runoff throughout the City through design standards applied to development. The Clackamas County Water Environmental Services and Oak Lodge also provide sewer and stormwater services for City residents. The Gladstone Municipal Code (GMC) has the following overlay districts that are related to water quality, wetlands, and surface water:

- 17.25 HCAD—Habitat Conservation Area District;
- 17.27 WQ—Water Quality Resource Area District; and
- 17.29 FM—Flood Management Area District.

While air quality is largely regulated by DEQ, the City can impose conditions of approval on land use approvals that require minimizing air pollution and carbon emission impacts through actions such as vegetative plantings and conservation.

The Federal Transit Administration and Federal Highway Administration enforce noise standards for federally-funded rail and highway projects. The Oregon Noise Control Act authorizes cities and counties to adopt and enforce noise ordinances and standards of their own. Gladstone regulates noise through the GMC Chapter 8.12 Noise Control, which designates prohibited noises and maximum permissible environmental noise and sound levels. Gladstone's Zoning Code (Chapter 17) also includes noise-related provisions in several sections of the code, often referring to the City's Noise Ordinance in Chapter 8.12 or standards of the DEQ.

The proposed amendment package does not modify the existing water resource zoning overlay districts or the noise ordinance. The adoption of the TXT-23-01 amendments do not propose any changes to the adopted inventories, the Comprehensive Plan Map, or the water resource zoning districts in the Gladstone Municipal Code. Goal 6 does not directly apply to the proposed amendments, or comprehensive plan amendment because no new Goal 6 program is advanced by this amendment and no existing Goal 6 program is changed by this amendment.

Therefore, Goal 6 is not applicable to the amendments proposed through TXT-23-01 as the amendments do not propose to change comprehensive land use plan policies or implementing regulations for compliance with Statewide Planning Goal 6.

Based on the findings above, the Zoning Code amendment to adopt the TXT-23-01 amendments is consistent with Statewide Planning Goal 6.

Goal 7 – Areas Subject to Natural Disasters and Hazards: To protect people and property from natural hazards.

Finding: Goal 7 requires local comprehensive plans to address Oregon’s natural hazards. Protecting people and property from natural hazards requires knowledge, planning, coordination, and education. Natural hazards applicable to Gladstone include floods, landslides, weak foundation soils, earthquakes, and wildfires. Goal 7 calls for local governments to respond to new hazard inventory information provided by federal and state agencies by adopting or amending plan policies and implementing measures as needed. For riverine flood hazards, local governments must adopt and implement local floodplain regulations that meet the minimum National Flood Insurance Program (NFIP) requirements. In implementing natural hazard plans and policies, the State goal urges local governments to do the following: coordinate plans with emergency preparedness and recovery programs; consider stormwater management as a means to address flood and landslide hazards; consider nonregulatory approaches to implementing hazard plans; and to require technical reports when reviewing development requests in hazard areas.

The City of Gladstone complies with Goal 7 by regulating development in hazard-prone areas through the Municipal Code, the Public Works Design Guidelines and MOU’s with Clackamas County on fire response and other emergency preparedness efforts. The following Gladstone Municipal Code Chapters address flooding and landslides:

17.27 WQ—Water Quality Resource Area District.

17.29 FM—Flood Management Area District.

Additionally, the Design Review and Conditional Use land use processes address applicable natural hazards on a site specific basis.

The TXT-23-01 amendments do not modify existing zoning overlay districts or design standards related to protecting development from hazards. The adoption of the amendments does not include any changes to the adopted inventories, the Comprehensive Plan Map, or the overlay zoning districts in the Gladstone Municipal Code. Goal 7 does not directly apply to the TXT-23-01 amendments because no new Goal 7 program is advanced by these amendments and no existing Goal 7 program is changed by this amendment package.

Therefore, Goal 7 is not applicable to the TXT-23-01 zoning code amendments because the amendments do not propose to change comprehensive land use plan policies or implementing regulations for compliance with Statewide Planning Goal 7.

Based on the findings above, to adopt the TXT-23-01 amendments is consistent with Statewide Planning Goal 7.

Goal 8 – Recreational Needs: To satisfy the recreational needs of the citizens of the state and visitors and, where appropriate, to provide for the siting of necessary recreational facilities including destination resorts.

Finding: Goal 8 requires local governments to plan for the recreation needs of their residents and visitors. The goal places priority on non-motorized forms of recreation, and recreation areas that serve high-density populations with limited transportation options and limited financial resources. It also places priority on recreation areas that are free or available at a low cost to the public.

The City of Gladstone has a robust system of parks, recreation facilities and trails, including 14 neighborhood parks, community gardens, and natural areas. All of Gladstone’s parks are

owned and managed by the City. The City completed a Parks Master Plan in 2017. Many of the current parks are included in the Open Space District that is regulated by Chapter 17.26 of the Gladstone Municipal Code.

The proposed amendments do not modify existing open space overlay districts or the Parks Master Plan. The adoption of the TXT-23-01 amendments does not propose any changes to the Parks Master Plan, adopted inventories, the Comprehensive Plan Map, or the overlay zoning districts in the Gladstone Municipal Code. Goal 8 does not directly apply to the TXT-23-01 amendments because no new Goal 8 program is advanced by this amendment and no existing Goal 8 program is changed by this amendment.

Therefore, Goal 8 is not applicable to the proposed amendments because the amendments do not propose to change comprehensive land use plan policies or implementing regulations for compliance with Statewide Planning Goal 8.

Based on the findings above, adopting the TXT-23-01 amendments is consistent with Statewide Planning Goal 8.

Goal 9 – Economy of the State: To provide adequate opportunities throughout the state for a variety of economic activities vital to the health, welfare, and prosperity of Oregon's citizens.

Finding: Goal 9 ensures cities and counties have enough land available to realize economic growth and development opportunities. Commercial and industrial development takes a variety of shapes and leads to economic activities that are vital to the health, welfare and prosperity of Oregon's citizens. To be ready for these opportunities, local governments perform Economic Opportunity Analyses based on a 20-year forecast of population and job growth.

The proposed amendments are related to the development of residential land and therefore do not propose to change comprehensive land use plan policies or implementing regulations for compliance with Statewide Planning Goal 9.

Based on the findings above, adopting the TXT-23-01 amendments is consistent with Statewide Planning Goal 8.

Goal 10 – Housing: To provide for the housing needs of citizens of the state.

Finding: Goal 10 concerns urban lands designated for residential use. Goal 10 requires the City to maintain and plan for an adequate land supply to accommodate at least 20 years of future growth, providing flexibility in housing location, type, and density (specifically at an overall density of 10 or more units/acre with the opportunity for 50 percent of new units to be attached single family or multifamily) to ensure the availability and prices of housing units are commensurate with the needs and financial capabilities of Oregon households.

Comprehensive plans are required to include an analysis of community housing needs by type and affordability, the recent housing needs assessment of housing development potential, and an inventory of residential land; contain policies for residential development and supportive services based on that analysis that increase the likelihood that needed housing types will be

developed; and provide for an adequate supply of a variety of housing types consistent with identified policies and meeting minimum density and housing mix requirements (established by OAR 660, Division 007).

The findings for Goal 10 Housing, based on the City's Housing Needs Analysis (HNA), include findings that demonstrate that Gladstone currently has a range of housing types, including single-family detached and attached homes, duplexes, multi-family, and mixed-use developments, and has a need for additional capacity to provide for needed housing during the next 20 years. The HNA provides information about the factors that could affect housing development, including demographics, affordability trends, workforce housing availability, and development patterns.

The Housing Needs Analysis was adopted in 2021 and includes the City's buildable lands inventory (BLI) for housing within the UGB. The BLI is required by Goal 10 and ORS 197.296 to ensure that current use designations provide an adequate short- and long-term land supply for housing development for meeting existing needs and those of projected growth. It analyzes existing development patterns and intensity, land and development values, existing land use designations and zoning, and building constraints to determine where there is vacant land and/or land that is likely to be redeveloped and compares the existing supply of land to emerging trends and indicators for future estimates of demand. The proposed amendments do not propose to change the buildable lands inventory, or housing needs analysis.

The proposed changes to the MR zoning district would permit triplex, quadplex, cottage clusters and townhouses outright, similar to duplexes and multi-household dwellings currently are permitted outright. This will reduce time and cost barriers to development of these types of "middle housing". The proposed changes also include prohibiting new single-household dwellings (formerly called single-family detached dwellings) in the MR zoning district. This will allow the city's high density zone to be available to higher density housing types. Single-household dwellings continue to be permitted outright in the R-5 and R-7.2 zoning districts. Adding all middle housing types to the list of permitted uses in the MR zone also responds to the City's updated Housing Needs Analysis with the removal of barriers to housing production for residents of a wide range of income levels.

Based on the findings above the TXT-23-01 amendments are consistent with Statewide Planning Goal 10.

Goal 11 – Public Facilities and Services: To plan and develop a timely, orderly and efficient arrangement of public facilities and services to serve as a framework for urban and rural development.

Finding: The City conducted a Water System Master Plan and a Sanitary Sewer Master Plan in 2014. In 2017, a Sanitary Sewer Master Plan, Parks Master Plan and Transportation System Plan were completed. The proposed amendments do not propose any changes to the adopted master plans, the Comprehensive Plan Map, or the Gladstone Municipal Code. The amendments do not propose to change the comprehensive land use plan policies or implementing regulations regarding public facilities and services for compliance with Statewide Planning Goal 11.

Based on the findings above, the adoption of the TXT-23-01 amendments is consistent with Statewide Planning Goal 11.

Goal 12 – Transportation: To provide and encourage a safe, convenient and economic transportation system.

Finding: Goal 12 is implemented by Oregon Administrative Rules (OAR) Chapter 660, Division 12. Local governments are required to adopt a transportation system plan (TSP) and land use regulations to implement the TSP. OAR 660-012-0060 requires any comprehensive plan amendment to be evaluated according to the terms outlined in that OAR to demonstrate whether they will have a significant impact on the transportation system. The City of Gladstone completed a Transportation System Plan in 2017. The proposed amendments do not propose any changes to the adopted Transportation System Plan, the Comprehensive Plan Map, or the Gladstone Zoning Map with regard to transportation. The TXT-23-01 amendments propose no new Goal 12 program and no existing Goal 12 program, or standard, is changed by this amendment package. The amendments do not propose to change the comprehensive land use plan policies or implementing regulations regarding transportation and compliance with Statewide Planning Goal 12.

Based on the findings above, the proposed amendments are consistent with Statewide Planning Goal 12.

Goal 13 – Energy Conservation: To conserve energy.

Finding: Goal 13 requires that land and uses developed on the land shall be managed and controlled so as to maximize the conservation of all forms of energy, based upon sound economic principles. The TXT-23-01 amendments package does not modify existing design standards or land use regulations related to energy conservation. The adoption of the proposed amendments does not propose any changes to the adopted inventories, the Comprehensive Plan Map, or the Gladstone Municipal Code. Goal 13 does not directly apply to the proposed amendments because no new Goal 13 program is advanced by this amendment and no existing Goal 13 program is changed by this amendment. Therefore, Goal 13 is not applicable to the TXT-23-01 amendments because the amendment package does not propose to change comprehensive land use plan policies or implementing regulations for compliance with Statewide Planning Goal 13.

Based on the findings above, to adopt the TXT-23-01 amendments, is consistent with Statewide Planning Goal 13.

Goal 14 – Urbanization: To provide for an orderly and efficient transition from rural to urban land use, to accommodate urban population and urban employment inside urban growth boundaries, to ensure efficient use of land, and to provide for livable communities.

Finding: The entirety of the city and its Urban Growth Management Area is located within the Regional Urban Growth Boundary (UGB). As such, this text amendment will not result in the transition of any land from rural to urban uses, or result in population or employment growth

outside of the UGB. The proposed amendments do not modify the Gladstone Urban Growth Management Area, the UGB, or existing zoning requirements related to urbanization. The adoption of the TXT 23-01 amendments does not propose any changes to the adopted inventories, the Comprehensive Plan Map, or the Gladstone Zoning Map. Goal 14 does not directly apply to the amendments because no new Goal 14 program is advanced by this amendment and no existing Goal 14 program is changed by this amendment. Therefore, Goal 14 is not applicable to the TXT-23-01 amendments because the amendment package does not propose to change comprehensive land use plan policies or implementing regulations for compliance with Statewide Planning Goal 14.

Based on the findings above, adopting the TXT-23-01 amendments is consistent with Statewide Planning Goal 14.

Goal 15 – Willamette River Greenway: To protect, conserve, enhance and maintain the natural, scenic, historical, agricultural, economic and recreational qualities of lands along the Willamette River as the Willamette River Greenway.

Finding: Gladstone is bordered on one side by the Willamette River and the Greenway. Therefore, the Gladstone Municipal Code includes Chapter 17.28 that establishes the land use regulations related to the Greenway Conditional Use District. The proposed amendments do not modify the Greenway Conditional Use District, or existing zoning requirements related to the Willamette River Greenway. The adoption of the TXT-23-01 amendments do not propose any changes to the adopted inventories, the Comprehensive Plan Map, or the Gladstone Municipal Code Chapter 17.28. Goal 15 does not directly apply to the amendments because no new Goal 15 program is advanced by this amendment and no existing Goal 15 program is changed by this amendment. Therefore, Goal 15 is not applicable to the TXT-23-01 amendments because it does not propose to change comprehensive land use plan policies or implementing regulations for compliance with Statewide Planning Goal 15.

Based on the findings above, to adopt the TXT-23-01 is consistent with Statewide Planning Goal 15.

Goals 16-19 – Estuarine Resources, Coastal Shore lands, Beaches and Dunes, and Ocean Resources:

Finding: The City of Gladstone is not subject to these four Statewide Planning Goals. Therefore, they are not applicable to the proposed amendments found in the TXT-23-01 amendment package.

III. FINDINGS RELATED TO GLADSTONE MUNICIPAL CODE

Once the proposed amendments are adopted by City Council, the TXT-23-01 amendments package will be consistent with all of the Statewide Planning Goals.

The City of Gladstone planning staff finds:

17.68.010 AUTHORIZATION TO INITIATE AMENDMENTS.

(1) An amendment to the text of this title or the Comprehensive Plan may be initiated by the

City Council, the City Planning Commission or the City Administrator or his designee.

(2) An amendment to the Zoning Map or to the Comprehensive Plan Map may be initiated by:

(a) The City Council;

(b) The City Planning Commission;

(c) The City Administrator or his designee; or

(d) By application of a property owner, contract purchaser or authorized agent of the subject property.

(3) The request by a property owner for a map amendment shall be accomplished by filing an application with the city using forms prescribed by the city and submitting the information required from the applicant under Section 17.68.050.

Finding: The request came from the City Administrator or [their] designee. This criterion is met.

17.68.020 Review process. *Applications under this chapter shall be reviewed pursuant to GMC Division VII (administrative procedures).*

Finding: The proposed amendments are being reviewed by the Planning Commission at a public hearing on June 20, 2023, at which time the Planning Commission will make a recommendation of approval to the City Council. The Council will conduct a public hearing and make a decision on the amendments at their meeting on July 11, 2023. Notice of these public hearings was publicized as required. The TXT-23-01 amendments package is being reviewed according to GMC Division VII. This criterion is met.

17.68.040 Conditions.

(1) City Council may require conditions. When necessary to properly relate new developments to existing or anticipated conditions in the vicinity or to make possible a higher quality of development than would otherwise be possible, the City Council may determine that a zone change will be accompanied by the acceptance or accomplishment of certain specified conditions. Conditions and requirements invoked pursuant to a zoning map amendment shall thereafter apply to the property so zoned.

(2) Acceptance of conditions. Such conditions shall be designed to further the objectives of the comprehensive plan and the zoning ordinance codified in this title and shall clearly set forth, in written form or upon drawings, all restrictions and requirements which will be applicable to the property rezoned. Where a zone change is made subject to such conditions, it shall become effective upon written acceptance and filing of the applicable terms and conditions by the property owner and by any other person intending to have an ownership interest in or to develop the property. The signed acceptance of conditions shall be filed with the City Recorder and a certified copy shall also be filed in the county deed records at the expense of the petitioner.

(3) Type of conditions. Conditions may include special measures designed to limit use or density, screen or separate buildings or portions of the site from adjoining property; limit access from important thoroughfares or through residential areas; provide additional right-of-way for an abutting street, preserve or provide public access to greenspace, floodplains, or

river frontage; improve bicycle or pedestrian safety and connectivity; or improve transit capacity and efficiency.

(4) No variance of ordinance standards. In connection with the adoption of a zoning amendment, ordinance standards may be varied only when the Planning Commission finds that the development proposed and covered by specific limiting conditions will provide benefits and safeguards equal to or better than those possible under a strict interpretation of the zoning ordinance. In no case shall a use not specifically permitted within the zoning district be allowed under this section and Section 17.68.050. When circumstances as described in GMC Section 17.72.020 (circumstances for granting) exist, the regular variance procedures shall be followed.

(5) Building permit conditions. In addition to conditions as described above in this section, the Council may also provide that a zoning amendment will become effective upon satisfactory performance by the applicant of certain conditions or actions, such as a bona fide application for a building permit within a specified period of time.

Finding: Staff are not recommending any special conditions. This criterion does not apply.

17.68.050 Evidence supplied by applicant. *The applicant seeking a zoning map change pursuant to the provisions of GMC Section 17.68.010 must show by a preponderance of the evidence all of the following, unless otherwise provided for in this title:*

(1) Granting the request fulfills a public need; the greater departure from present development policies or land use patterns, the greater the burden of the applicant.

(2) The public need is best carried out by granting the petition for the proposed action, and that need is best served by granting the petition at this time.

(3) The proposed action is consistent with the comprehensive plan and Metro's Functional Plan (Metro Code 3.07), and the Transportation Planning Rule (OAR 660-012-0060).

(4) Proof of significant change in a neighborhood or community or a mistake in the planning or zoning for the property under consideration, when relevant.

(5) The property and affected area is presently provided with, or concurrent with development can be provided with, adequate public facilities, including, but not limited to, the planned function, capacity, and performance standards of the transportation system as adopted in the transportation system plan.

(6) The transportation system is capable of safely supporting the uses allowed by the proposed designation in addition to the existing and planned uses in the area, consistent with the Transportation Planning Rule (OAR 660-012-0060). Requirements of the State Transportation Planning Rule shall apply to those land use actions that significantly affect the transportation system, as defined by OAR 660-012-0060.

Finding: This project is proposing an update to the permitted and conditional uses and

dimensional and density standards of the MR zoning district. No zoning map change is proposed. No changes are proposed that would affect the service of public utilities or transportation patterns. This standard is met.

17.70.10 Authorization to grant or deny.

2) Conditions of Approval. In addition to the specific requirements of this title, including those set forth in GMC Chapter 17.62 (special uses), and the comprehensive plan, approval of a conditional use may be granted subject to additional conditions that are found necessary to protect the best interests of the surrounding area or the city as a whole. These conditions may include, but are not limited to, the following:

- (a) Limiting the hours, days, place and manner of operation;*
- (b) Requiring design features that minimize environmental impacts such as noise, vibration, smoke, dust, fumes and glare;*
- (c) Requiring increased setbacks, lot area, lot depth and lot width;*
- (d) Limiting building height, size, lot coverage and location on the site;*
- (e) Designating the size, number, location and design of vehicle access points;*
- (f) Requiring street right-of-way to be dedicated and streets to be improved;*
- (g) Requiring landscaping, screening, drainage and surfacing of parking and loading areas;*
- (h) Limiting the number, size, location, height and lighting of signs;*
- (i) Regulating the location and intensity of outdoor lighting;*
- (j) Requiring a sight-obscuring fence or hedge to screen the conditional use from adjacent to or nearby property;*
- (k) Construction of off-site transportation improvements to mitigate impacts resulting from development that relate to capacity deficiencies and public safety; and*
- (l) Upgrade or construct public facilities to city standards.*

Finding: Currently there are no conditions recommended. This criterion is met.

IV. CONSISTENCY WITH METRO'S FUNCTIONAL PLAN (METRO CODE 3.07)

Title 1: Housing Capacity

Title 3: Water Quality And Flood Management

Title 4: Industrial and Other Employment Areas

Title 6 Centers, Corridors, Station Communities and Main Streets

Finding: The proposed amendments to the MR zoning district do not significantly alter residential capacity within the city. The proposed amendments will change the review type for triplex, quadplex, cottage cluster and townhouse developments, as well as prohibit new single-household dwellings. The proposed amendments also alter dimensional and density standards slightly to clarify standards, reflect market feasibility and reduce barriers to medium- and high-density residential construction. The proposed amendments do not modify the water quality, floodplain, habitat conservation area, or zoning district areas that are addressed in Metro's Functional Plan. These criteria are met.

V. CONSISTENCY WITH TRANSPORTATION PLANNING RULE

OAR 660-012-0060 requires: (1) If an amendment to a functional plan, an acknowledged comprehensive plan, or a land use regulation (including a zoning map) would significantly affect an existing or planned transportation facility, then the local government must put in place measures as provided in section (2) of this rule, unless the amendment is allowed under section (3), (9) or (10) of this rule. A plan or land use regulation amendment significantly affects a transportation facility if it would:

- (a) Change the functional classification of an existing or planned transportation facility (exclusive of correction of map errors in an adopted plan);
- (b) Change standards implementing a functional classification system; or
- (c) Result in any of the effects listed in paragraphs (A) through (C) of this subsection.

Finding: The proposed zoning code amendments do not change the functional class of any existing or planned transportation facility or change the standards implementing a functional classification system. This criterion is met.

CONCLUSION

Based on the findings identified above, the city finds that the proposed code amendments meet the required Gladstone, Metro and State of Oregon requirements for approval.

Staff recommends the Planning Commission recommend approval of TXT-23-01 MR Zoning District Amendments to the City Council for a public hearing at their meeting on July 11, 2023.

Chapter 17.14
MR—MULTI-HOUSEHOLD RESIDENTIAL DISTRICT

Sections:

- 17.14.010 Purpose.**
- 17.14.020 Uses allowed outright.**
- 17.14.030 Accessory uses allowed.**
- 17.14.040 Conditional uses allowed.**
- 17.14.050 Dimensional standards.**
- 17.14.055 Cottage cluster standards.**

17.14.010 Purpose.

The purpose of an MR district is to implement the comprehensive plan and to provide land for households desiring to live in an environment of high density residential development with proximity to mass transit, shopping and service facilities.

Statutory Reference: ORS Ch. [197](#), Ch. 227

History: Ord. [1131](#) §2 (Part), 1990; Ord. [1515](#) §2 (Exh. B), 2022.

17.14.020 Uses allowed outright.

In an MR zoning district, the following uses and their accessory uses are allowed outright:

- (1) ~~Duplex~~ [Middle Housing](#).
- (2) Multi-[family household](#) dwellings.

Statutory Reference: ORS Ch. [197](#), Ch. 227

History: Ord. [1131](#) §2 (Part), 1990; Ord. [1323](#) §1 (Part), 2002; Ord. [1515](#) §2 (Exh. B), 2022.

17.14.030 Accessory uses allowed.

Accessory uses shall comply with all the requirements of this zoning district, except as this section allows to the contrary. All accessory structures shall be subject to GMC Chapter [17.54](#) (Clear Vision). The following accessory uses shall be allowed in an MR Zoning district:

- (1) [Buildings](#). Garages and carports, storage and other buildings, as follows:

Proposed Updates to GMC Chapter 17.14

(a) Either the side, except a street side, or rear setback may be reduced to zero for one accessory structure provided such structure:

(A) Is detached from other buildings;

(B) Does not exceed a height of one (1) story; and

(C) Does not exceed a floor area of four hundred-fifty (450) square feet;

(b) A wall of rated, fire-resistive construction may be required by the Oregon Structural Specialty Code or its successor.

(c) When more than one accessory structure is present including a portable storage container as defined in Chapter [5.22](#), a setback does not apply to the portable storage container.

(2) Courtyards, Patios and Decks. The minimum side, except street side, and rear setbacks for uncovered courtyards, patios and decks in excess of thirty inches (30") in height shall be five feet (5'). The minimum front and street side setbacks for such courtyards, patios and decks shall be fifteen feet (15'). No setback shall be required for uncovered courtyards, patios and decks thirty inches (30") or less in height. When calculating the height of a courtyard, patio or deck, railings and benches shall be excluded from the calculation.

(3) Fences and Walls. The following standards shall apply to fences and walls of all types whether open, solid, wood, metal, masonry or other material.

(a) When located between the front lot line and the front building line, fences and walls shall not exceed three feet (3') in height;

(b) Fences and walls not subject to Subsection (3)(a) of this Section shall not exceed six feet (6') in height;

(c) An exception may be granted to the maximum fence or wall height standards pursuant to review of an application for conditional use; alteration, expansion or change of use of a nonconforming use; or design review and when an exception is found necessary to provide adequate screening for the use.

(4) Storage. Storage of boats, trailers, pickup campers, coaches, motorhomes and similar recreation equipment. Occupancy of such equipment is subject to a temporary permit under GMC Chapter [15.28](#) (temporary dwellings).

Proposed Updates to GMC Chapter 17.14

(5) Swimming Pools, Ponds and Hot Tubs. The minimum side, street side and rear setbacks for swimming pools, ponds and hot tubs shall be three feet (3'). The minimum front setback for ponds no greater than five feet (5') wide and no more than two feet (2') deep shall be three feet (3').

(6) Home Occupations. Home occupations shall be subject to GMC Chapter [17.78](#) (home occupations).

Statutory Reference: ORS Ch. [197](#), Ch. 227

History: Ord. [1131](#) §2 (Part), 1990; Ord. [1171](#) §1(F), 1993; Ord. [1323](#) §1, 2002; Ord. [1392](#) § 4, 2007.

17.14.040 Conditional uses allowed.

In an MR zoning district, the following uses and their accessory uses are allowed subject to GMC Chapter [17.70](#) (Conditional Uses):

(1) Detached single-household dwelling **constructed prior to June 30, 2023, triplex, quadplex, townhouse, and cottage clusters.**

(2) Church and associated buildings and structures.

(3) Community center, day care center, meeting hall.

(4) Mobile home park.

(5) Nursing homes and homes for the aged.

(6) School and associated structures and facilities.

(7) Utility facility provided no outside storage is involved.

(8) Local commercial uses listed under GMC Section [17.16.020](#) (uses permitted outright).

(9) Foster homes.

(10) Group homes.

(11) Planned unit development.

Statutory Reference: ORS Ch. [197](#), Ch. 227

History: Ord. [1131](#) §2, 1990; Ord. [1323](#) §1 (Part), 2002; Ord. [1515](#) §2 (Exh. B), 2022.

17.14.050 Dimensional standards.

Proposed Updates to GMC Chapter 17.14

Except as provided in GMC Chapter [17.38](#) (Planned Unit Development), Chapter [17.72](#) (Variances) and Chapter [17.76](#) (Exceptions), the following dimensional standards shall apply in an MR zoning district:

Minimum Lot Area		
Detached single household	5,000 sf	
Duplex	3,000 sf	
Triplex and Quadplex	4,000 sf	
Quadplex	5,000 sf	
Cottage Cluster and Multi-household dwellings	3,000 sf + 1,000 sf per dwelling unit	
Townhouse	1,200 sf average minimum per lot within the development	
Other uses	5,000 sf	Or as established by the Planning Commission, as provided by GMC Chapter 17.70 (Conditional Uses)
Minimum Setbacks		
Front setback	20 ft	<ul style="list-style-type: none"> • Architectural features such as cornices, eaves, gutters, chimneys and flues may project a maximum of two feet into a required setback area. • Townhouse projects are allowed a zero-foot side setback for lot lines where townhouse units are attached. • Cottage cluster minimum setbacks can be reduced to five feet, if there is more than 150 square feet per dwelling unit of common open space
Side setback	5 ft	
Street-side setback	20 ft	
Rear setback	15 ft	

Proposed Updates to GMC Chapter 17.14

		provided, as defined in GMC Section 17.12.065(2) .
Maximum Building Height	35 ft	Vertical projections such as chimneys, spires, domes, elevator shaft housings, towers, aerials, flagpoles and similar objects not used for human occupancy are not subject to building height limitations of this subsection.
Minimum Vegetation	At least 20 percent of the total area of the lot must be left or planted in trees, lot shrubs, grass, etc.	
Minimum Density		
	80 percent of the maximum. number of units allowed under Minimum Lot Area.	In no case shall the minimum density exceed 30 <u>25</u> units per net acre. <u>Exception.</u> Where an existing two-household or multi-household development is being altered or expanded, it shall not be required to comply with the minimum density standard provided the alteration or expansion does not result in a net loss of units. Mobile home parks shall provide a minimum density of eight units per net acre.
Maximum Density	None <u>Based on maximum number of units allowed under Minimum Lot Area, above.</u>	

(1) All PUDs with residential uses must include a mix of two or more middle housing types for a minimum of 25 percent of the total dwelling units proposed.

Proposed Updates to GMC Chapter 17.14

(2) Exceptions in Case of Large Scale PUD. The dimensional standards of this section may be modified by the Planning Commission in the case of a plan and program for a large-scale planned unit development, providing modifications are not detrimental to the public health, safety and welfare and providing the Planning Commission determines there is provision for adequate public spaces and improvements for circulation, recreation, light, air and service needs of the developed tract and its relation to adjacent areas and for such covenants or other legal provisions as will assure conformity to the achievement of the plan.

Statutory Reference: ORS Ch. [197](#), Ch. 227

History: Ord. [1131](#) §2, 1990; Ord. [1289](#) §1, 2000; Ord. [1323](#) §1, 2002; Ord. [1515](#) §2 (Exh. B), 2022.

17.14.055 Cottage cluster standards.

~~The following dimensional standards apply to cottage cluster development in the R-5 zone.~~ Where conflicts arise between the standards within this section and elsewhere in the code, the standards of this section will supersede.

(1) Dimensional Standards

(a) ~~Setbacks. Cottages shall maintain setbacks as provided by GMC Section 17.14.050. Minimum Lot Size and Dimensions. Cottage clusters shall meet the minimum lot area standards that apply to detached single family dwellings in the R-5 zone.~~

~~(b) Setbacks and Building Separation.~~

~~(A) Setbacks. Cottage clusters shall meet the minimum setback standards:~~

~~(i) Front setbacks: 10 feet~~

~~(ii) Side setbacks: 5 feet~~

~~(iii) Rear setbacks: 10 feet~~

~~(B) Building Separation. Cottages shall be separated by a minimum distance of six feet. The minimum distance between all other structures, including accessory structures, shall be in accordance with building code requirements.~~

(c) Average Unit Size. The maximum average floor area for a cottage cluster is 1,400 square feet per dwelling unit. Community buildings shall be included in the average floor area calculation for a cottage cluster.

Proposed Updates to GMC Chapter 17.14

(d) Off-Street Parking.

(A) Required Off-Street Parking. The minimum number of required off-street parking spaces for a cottage cluster project is zero spaces per unit with a floor area less than 1,000 square feet and one space per unit with a floor area of 1,000 square feet or more. Spaces may be provided for individual cottages or in shared parking clusters. A credit for on-street parking shall be granted for some or all of the required off-street parking as provided in subsection (1)(d)(B) of this section.

(B) On-Street Credit. If on-street parking spaces meet all the standards in subsections (1)(d)(B)(i) through (iv) of this section, they shall be counted toward the minimum off-street parking requirement.

(i) The space must be abutting the subject site;

(ii) The space must be in a location where on-street parking is allowed by the jurisdiction;

(iii) The space must be a minimum of 22 feet long; and

(iv) The space must not obstruct a required sight distance area.

(2) Design Standards. The following design standards apply to cottage cluster development in the MR zone. Where conflicts arise between the standards within this section and elsewhere in the code, the standards of this section will supersede.

(a) Cottage Orientation. Cottages must be clustered or abut around a common courtyard or are directly connected to it by a pedestrian path, and must meet the following standards (see Figure 1):

(A) Each cottage within a cluster must either abut the common courtyard or must be directly connected to it by a pedestrian path that is at least four feet wide.

(B) A minimum of 50 percent of cottages within a cluster must be oriented to the common courtyard and must:

(i) Have a main entrance facing the common courtyard;

(ii) Be within 10 feet from the common courtyard, measured from the facade of the cottage to the nearest edge of the common courtyard; and

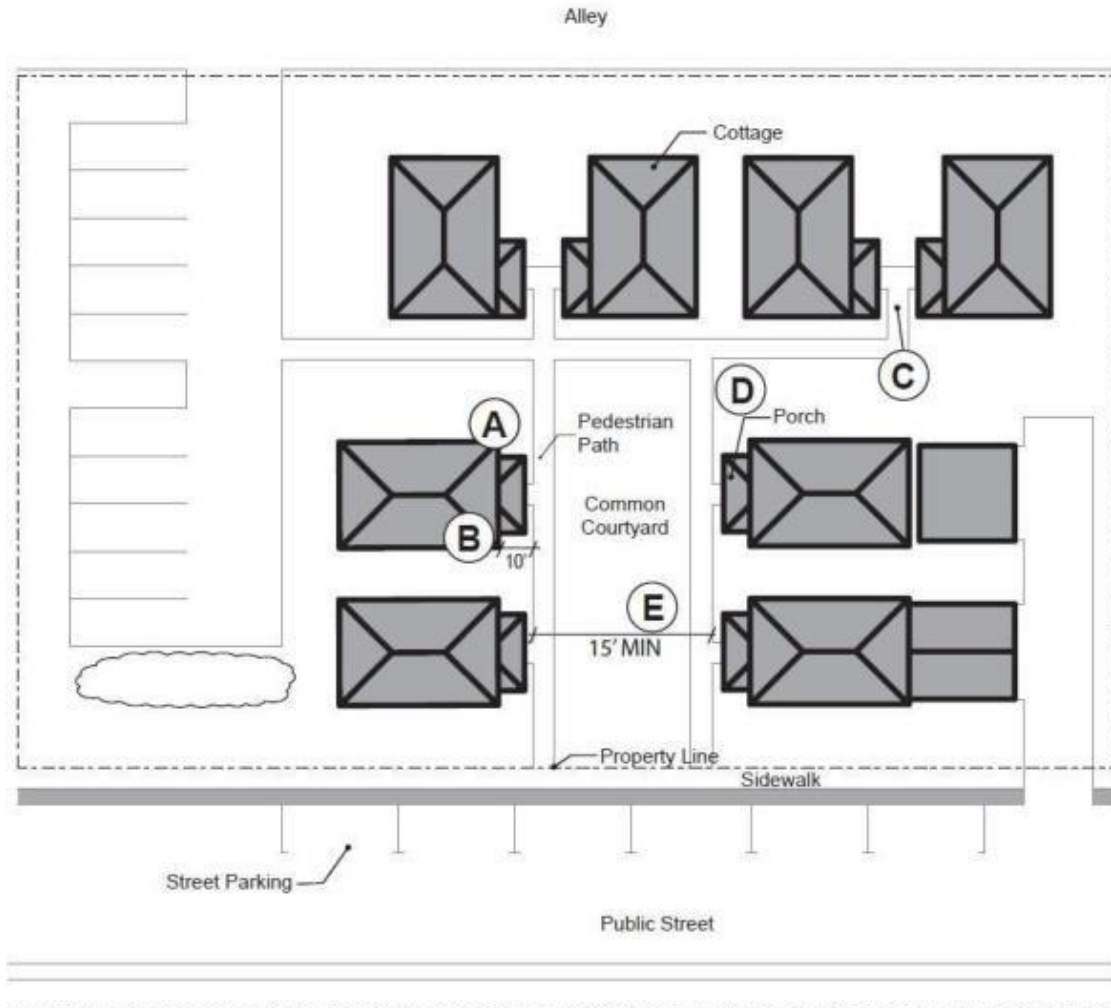
Proposed Updates to GMC Chapter 17.14

(iii) Be connected to the common courtyard by a pedestrian path.

(C) Cottages within 20 feet of a street property line may have their entrances facing the street.

(D) Cottages not facing the common courtyard or the street must have their main entrances facing a pedestrian path that is directly connected to the common courtyard.

Figure 1. Cottage Cluster Orientation and Common Courtyard Standards



(b) Common Courtyard Design Standards. Each cottage cluster must share a common courtyard in order to provide a sense of openness and community of residents. Common courtyards must meet the following standards:

(A) The common courtyard must be a single, contiguous piece.

Proposed Updates to GMC Chapter 17.14

(B) The common courtyard must contain a minimum of 150 square feet per cottage within the associated cluster.

(C) The common courtyard must be a minimum of 15 feet wide at its narrowest dimension.

(D) The common courtyard shall be developed with a mix of landscaping, lawn area, pedestrian paths, and/or paved courtyard area, and may also include recreational amenities. Impervious elements of the common courtyard shall not exceed 75 percent of the total common courtyard area.

(E) Pedestrian paths must be included in a common courtyard. Paths that are contiguous to a courtyard shall count toward the courtyard's minimum dimension and area. Parking areas, required setbacks, and driveways do not qualify as part of a common courtyard.

(c) Pedestrian Access.

(A) An accessible pedestrian path that is at least four feet wide must be provided that connects the main entrance of each cottage to one or all the following:

(i) The common courtyard;

(ii) Shared parking areas;

(iii) Community buildings; and

(iv) Sidewalks in public rights-of-way abutting the site or rights-of-way if there are no sidewalks.

(B) The pedestrian path must be hard-surfaced and a minimum of four feet wide.

(d) Parking Location and Access.

(A) Off-street parking spaces and vehicle maneuvering areas shall not be located:

(i) Within of 20 feet from any street property line, except alley property lines;

(ii) Between a street property line and the front facade of cottages located closest to the street property line. This standard does not apply to alleys.

Proposed Updates to GMC Chapter 17.14

(B) Off-street parking spaces shall not be located within 10 feet of any other property line, except alley property lines. Driveways and drive aisles are permitted within 10 feet of other property lines.

(C) Clustered Parking. Off-street parking may be arranged in clusters and separated from common spaces by at least four feet of landscaping.

(e) Screening. Landscaping, fencing, or walls at least three feet tall shall separate clustered parking areas and parking structures from common courtyards and public streets.

(f) Garages and Carports.

(A) Garages and carports (whether shared or individual) must not abut common courtyards.

(B) Individual attached garages up to 200 square feet shall be exempted from the calculation of maximum building footprint for cottages.

(C) Individual detached garages must not exceed 400 square feet in floor area.

(D) Garage doors for attached and detached individual garages must not exceed 20 feet in width.

History: Ord. [1515](#) §2 (Exh. B), 2022.

**IMPORTANT NOTICE THAT MAY AFFECT YOUR PROPERTY
THIS IS TO NOTIFY YOU THAT THE CITY OF GLADSTONE HAS PROPOSED A LAND USE REGULATION(S) THAT MAY
AFFECT THE PERMISSIBLE USES OF YOUR PROPERTY AND OTHER PROPERTIES.**

On June 20, 2023 at 6:30 pm, the Gladstone Planning Commission will hold its first public hearing, located in Gladstone City Hall at 18505 Portland Avenue, Gladstone, OR 97027, regarding the following: • Gladstone Municipal Code Amendments to Title 17 Zoning: (City File TXT-23-01).

The City of Gladstone has determined that adoption of this proposed text amendment may affect the permissible uses of your property, and other properties in the affected zone(s), and may change the value of your property. The June 20, 2023 hearing will include an overview of proposed updates, timelines for review and adoption, and opportunities for public involvement.

This public hearing will be the first of two hearings on the proposed update. Please contact at Heather Austin, Gladstone Consulting Land Use Planner, at 503.946.9365 x206 or heather.austin@3j-consulting.com with any questions or comments or for more information about this project.

City of Gladstone
18505 Portland Avenue
Gladstone, OR 97027



THESE ORDINANCES MAY OR MAY NOT LIMIT THE USE OF YOUR LAND.

State law requires the City to mail notices to property owners with specific language used on this side of this flyer. All property owners with land in the MR (Multi-Household Residential) zoning district are receiving these notices and the City has no way to verify whether, how or when proposed land use regulations or zone changes will affect the value of individual properties. Your receipt of this notice does not necessarily mean that any proposed land use regulation or zone change will limit the use of your property or impact the value of your property.

For additional information concerning any of the proposed updates please contact Heather Austin, Gladstone Consulting Land Use Planner, at 503.946.9365 x206 or heather.austin@3j-consulting.com. The criteria for decisions, rules governing legislative hearings, and all other documents and evidence related to each update will be available for inspection seven (7) days prior to each hearing at no cost at City Hall located at 18505 Portland Avenue. Copies of proposed changes will be available on the website for download or are available for purchase at a cost of \$0.25 a page.



NOTICE OF PUBLIC HEARING- JUNE 20, 2023
GLADSTONE PLANNING COMMISSION
TXT-23-01 Municipal Code Text Amendment

- DATE & TIME:** **06/20/23.** 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 June 13, 2023 on our website:
<https://www.ci.gladstone.or.us/bc-pc/page/planning-commission-meeting-79>
- PROPOSAL:** The City of Gladstone is proposing updates to the MR (Multi-Household Residential) Zoning District, Gladstone Municipal Code (GMC) Chapter 17.14. The proposed text change will provide a clear and objective review process for all permitted housing types, reducing the review process for construction of a duplex, triplex, quadplex or cottage cluster development. The proposed change would prohibit new single-family detached dwellings in this high-density zoning district.
- APPLICABLE STANDARDS:** GMC Chapters: 17.68 (Amendments/Zone Changes) and 17.94 (Hearings).

All interested parties are invited to attend the hearing online or in person and may testify orally, if they choose. Written testimony may be submitted by email or regular mail.

Any correspondence received in advance of the meeting will be forwarded to the Planning Commission.

A copy of all documents and applicable criteria are available for inspection at no cost. In addition, a staff report will be available for inspection at no cost at least seven days prior to the hearing. Hard copies of documents can be provided at a cost of \$0.25 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.