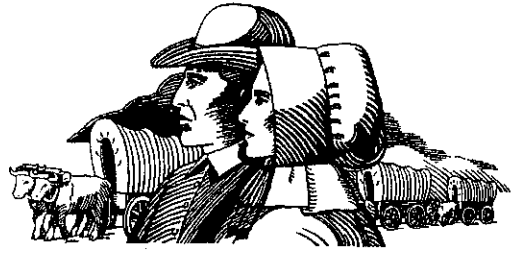


# CITY OF OREGON CITY

## PLANNING COMMISSION

320 WARNER MILNE ROAD  
TEL (503) 657-0891

OREGON CITY, OREGON 97045  
FAX (503) 657-7892



## AGENDA

City Commission Chambers - City Hall

March 25, 2002 at 7:00 P.M.

### PLANNING COMMISSION MEETING

7:00 p.m. 1. **CALL TO ORDER**

7:05 p.m. 2. **PUBLIC COMMENT ON ITEMS NOT LISTED ON AGENDA**

7:10 p.m. 3. **APPROVAL OF MINUTES:** *February 13, 2002*

7:15 p.m. 4. **HEARINGS:**

**PZ 01-01 and ZC 01-04** (*Request for a Continuance to April 8, 2002*); Willamette Falls Hospital; Request for a continuance of the Planning Commission meeting for a Comprehensive Plan Amendment from Low Density Residential to Limited Office and a Zone Change from "R-10" Single-Family Residential to "LO" Limited Office; Clackamas County Map 2S-2E-32AB, Tax Lots 1201, 1300, 1400, 1401, 1500, and 1600.

7:20 p.m. **PZ 01-02 and ZC 01-05** – Continued from March 11, 2002 (*Comprehensive Plan Amendment and Zone Change*); Tosco Corporation; Request for a Comprehensive Plan Amendment from Industrial to Commercial and a Zone Change from "M-2" Heavy Industrial to "CBD" Central Business District; Clackamas County Map 2S-2E-31BD, Tax Lots 100 and 200.

7:50 p.m. **CU 02-01 (Conditional Use)**; Calvary Chapel; Request for a Conditional Use to allow a church to occupy an existing building in the Red Soils Business Park in Oregon City. Clackamas County Map 3S-2E-5C, Tax Lot 401.

8:20 p.m. 5. **OLD BUSINESS**

8:30 p.m. 6. **NEW BUSINESS**

8:40 p.m. 7. **WORKSESSION**

9:00 p.m. 8. **ADJOURN**

NOTE: HEARING TIMES AS NOTED ABOVE ARE TENTATIVE. FOR SPECIAL ASSISTANCE DUE TO DISABILITY, PLEASE CALL CITY HALL, 657-0891, 48 HOURS PRIOR TO MEETING DATE.

**CITY OF OREGON CITY  
PLANNING COMMISSION WORK SESSION MINUTES  
February 13, 2002**

**COMMISSIONERS PRESENT**

Chairperson Carter  
Commissioner Bailey  
Commissioner Main  
Commissioner Mengelberg  
Commissioner Orzen

**STAFF PRESENT**

Bryan Cosgrove, Ass't. City Manager  
Karen Haines, Interim City Manager  
Tony Konkol, Assoc. Planner  
Pat Johnson, Recording Secretary

**COMMISSIONERS ABSENT**

(None.)

**1. CALL TO ORDER**

**Chairperson Carter** called the meeting to order at 7:13 p.m.

**2. PUBLIC COMMENT ON ITEMS NOT LISTED ON THE AGENDA**

**Bryan Cosgrove** introduced Karen Haines as the interim City Manager, who has worked with the City of Lake Oswego as Assistant City Manager and the City of Vancouver in various positions.

**3. APPROVAL OF MINUTES**

None.

**4. WORKSESSION:**

**A. Review of Year 2001 Mission Statement and Goals and Objectives**

**Chairperson Carter** read the mission statement, and said she thinks it reflects the lack of understanding of what the Planning Commission really is according to Ordinance 88-1028. It reads,

“The mission of the Oregon City Planning Commission is to implement a proactive and positive planning strategy that preserves and enhances community character and improves the quality of the City’s urban environment.”

She said it reflects some very good things, but her concern is that the Planning Commission was charged with many things in the Ordinance that they have not been doing because of a lack of knowledge that this was their charge. The bottom-line question is, What authority does the Planning Commission actually have? She said this year she would like to see the Commission become a body that acts with the authority to do Community planning. Thus far, it seems like the Commission has only been reactive to items as they come in, but she would like to see them be proactive. Chairperson Carter said they need to know what the charge to the Planning Commission is so they can move forward with authority and confidence.

**Mr. Cosgrove** said the mission statement should reflect the values of the Commission and the work program should reflect the long-term goals. He said they should realize that they would not be doing everything that is listed in the ordinance. He noted that the main activities of planning commissions throughout the State are things like zoning changes, etc. **Commissioner Bailey** said that the Comp Plan update would be a major

project. **Chairperson Carter** agreed, reiterating the need for the Commission to know its purpose and authority.

**Ms. Haines** said she thinks the biggest constraint is a lack of time for both staff and the Commission. **Chairperson Carter** said they have a good mix of interests and expertise in the group, and noted the strengths of each person. **Mr. Cosgrove** suggested each person put in writing what areas most interest them in the Comp Plan update so everyone doesn't have to attend each meeting. The person interested in a particular area can attend those related meetings and bring back the pertinent information to the others so that everyone doesn't have to attend each meeting.

**Chairperson Carter** said she was concerned that the Planning Commission did not accomplish the first goal of the Planning Commissions Year 2001 Goals and Objectives (to enhance public knowledge to promote and support quality public planning), even though it is a great goal. **Mr. Cosgrove** suggested that they need to identify specific projects rather than have such a generic description as the goals. He also suggested that they work a minimum of three or four times a year with the City Commission and that they have some kind of regular communication with the Historic Review Board. Even though this is not required, the Planning Commission can extend the invitation to the City Commission in hopes that some of them will attend a joint session.

**Chairperson Carter** agreed that this would be one way to accomplish Goal 2 (promote communications). **Mr. Cosgrove** agreed, and said another specific way to do this could be to participate in a community kickoff meeting regarding the Comp Plan update. **Commissioner Bailey** said they may need a follow-up meeting with the City Commission to discuss ideas from such a public meeting.

**Chairperson Carter** said she thinks they have done a good job of promoting positive relations with City staff and others this year (as described in Goal 2) and would like to see the Commission build on that this year.

**Mr. Cosgrove** suggested that each member start working on specific ways to accomplish the various goals, and said he and **Ms. Haines** can help summarize them and put them into the 2002 Goals and Objectives for review by the group, which could be discussed further at a future work session. **Commissioner Mengelberg** said it would be helpful to know of other projects or items that the Planning Commission might be involved in. **Mr. Cosgrove** said he and **Mr. Konkol** would put together a list of current public projects that they are aware of (i.e., the Amtrak station, the Regional Visitors Center, etc.) and e-mail it to the Commissioners by Friday, Feb. 22<sup>nd</sup>. **Chairperson Carter** suggested they review this at the March 13<sup>th</sup> Work Session.

**Commissioner Main** said he would like to know the current state of the Planning Department is since he keeps hearing references to the City being short-staffed. **Mr. Cosgrove** said the City currently has three associate planners (who were newly promoted based on the fact that they are really doing the work now of associate planners, not planning assistants, since they are handling current planning requests and projects within the given State statutes framework.) The problem is that, with so few on staff, they constantly feel like they are pushing the deadlines and they have no time to give to new projects or long-range planning. However, he said they hope that **Ms. Haines** will be able to help in some cases. **Mr. Cosgrove** said the first priority is statutory requirements, and the City is close to being out of periodic review, which has felt like an ongoing project.

**Commissioner Main** asked about the status of the budget and **Mr. Cosgrove** said it has not been good, especially in the last three years. He said there have been some inter-fund transfers, but mostly development competition. He said the Planning Division has had to reduce one person from full to half-time, and they simply have not filled three other positions.

**Chairperson Carter** summarized by saying that if the Planning Commission and the Planning Department can work more closely together, this should result in increased viability in the eyes of the City Commission. She said hopefully updating the Comp Plan will be the first step in becoming more long-term goal oriented. **Mr. Cosgrove** said the Planning Commission needs to be reasonable in its expectations, and staff will do what they can to support this. However, **Mr. Cosgrove** affirmed that he never wants to overburden the staff, and keeping open communications is vital.

**Commissioner Bailey** said he agrees with Chairperson Carter's desire to become a more viable Commission, and **Commissioner Main** suggested that perhaps the Planning Commission should review its goals monthly instead of at the end of the year.

#### **B. Review of Year 2001 Work Program**

**Commissioner Bailey** noted that the matrix Mr. Cosgrove and Mr. Konkol are going to prepare will be a good starting point for updating the 2002 Work Program. This was tabled for future discussion.

#### **C. Review of Ordinance Number 88-1028**

The Planning Commission did not review this ordinance in detail since this will be part of the Comp Plan update but **Chairperson Carter** asked everyone to be sure they have read it.

**Commissioner Bailey** noted that there are a lot of things identified in the Ordinance that the Planning Commission does not do. For instance, the Commission does not advertise the industrial advantages and opportunities of the City and availability of real estate within the City for industrial settlement (pg. 3, (g)). Other sections were also cited, which this Commission does not do on a regular basis. It was noted that this copy of the Ordinance is from 1988 and **Mr. Cosgrove** said he would need to look at the Oregon City Municipal Code to see if it has been updated. Upon review, he noted that the Planning Commission portion was updated in Chapter 2.24 of the City Municipal Code in August, 2000. After a quick comparison, **Commissioner Bailey** noted that much of the 1988 document verbiage is still in the 2000 Ordinance.

When **Chairperson Carter** read a section about the powers and duties of the Planning Commission, **Mr. Cosgrove** said they have been very much involved in some infrastructure plans. **Commissioner Bailey** agreed that they have done more than they give themselves credit for as they have heard the various applications for planning.

Mr. Konkol said he is understanding them to say they would like to be more involved upfront. **Commissioner Mengelberg** asked if the members of the Planning Commission could be put on the mailing list for all public notices to keep them more informed of upcoming City projects. **Mr. Cosgrove** agreed that the Planning Commission should be more involved in the Waterfront Master Plan.

**Commissioner Bailey** said he is willing to review the Ordinance and make suggestions to update it. **Chairperson Carter** said she would like to work on the matrix/work plan. **Mr. Cosgrove** suggested that they make this update project a part of their work plan.

**Commissioner Orzen** said there is no mention of the Planning Commission in the Oregon City Charter. **Commissioner Bailey** said he had attended a meeting in which the Charter was discussed, and he agreed that it is unclear in its explanation of how the City works.

#### **D. Island Annexation Code change options / clarification**

Mr. Cosgrove said he was surprised that the Commission has a policy that would allow for the creation of islands when approving annexation. Although there has been discussion about such in the past, there is no written policy against this. **Mr. Cosgrove** said this would require a legislative change, and the Planning Commission could recommend such to the City Commission. Further, he suggested that they discuss the issue of annexation with the City Commission because the related issues include growth and urbanization. **Commissioner Bailey** asked if the City Commission had denied the recent application for annexation because they thought there was a policy. **Mr. Cosgrove** said they asked the applicant, Mary Inman, to talk further with the "islander" to see if he would agree with annexation but said if she isn't successful, they will approve her annexation request.

**Mr. Cosgrove** explained how the process and fees for application for annexation have changed and increased over time, and said it could cost up to \$20,000 for a person to go through the process and still not be guaranteed annexation. He said it would be good to have some discussion with the City Commission to determine their desires and direction and to share the Planning Commission's feeling on the issue. **Chairperson Carter** suggested putting this item on the work plan as the first work session topic at the first joint work session. **Commissioner Bailey** suggested that Ken Martin and Denise Won speak about the issues at that joint session.

**Commissioner Carter** asked if this discussion would be just as appropriate as it is reviewed during the Comp Plan review process. **Mr. Cosgrove** suggested they still have a separate discussion because it is more of a day-to-day issue regardless of when the Comp Plan review might occur. Also, the Comp Plan is about policies, and Mr. Cosgrove is talking about implementation.

**Chair Carter** asked if they might have more discussion on this issue in March to prepare for a joint work session in April. **Mr. Cosgrove** suggested they also include in the joint discussion other items such as Urban Growth Planning.

**Commissioner Bailey** asked Mr. Cosgrove to review what the Comp Plan update will cover. **Mr. Cosgrove** said it will be based on the existing Master Plans, and some of the work will be looking at the current goals. However, a majority of the work will be on the Growth and Urbanization section the Accessory Dwelling Unit section, Commercial Zones, and Neighborhood Commercial, which will be the most controversial. The rest will be housekeeping, reformatting the document, and looking at some of the other large issue (i.e., industrial lands, etc.) He said the City Involvement Committee will be comprised of some active neighborhood associations and others.

When **Comm. Mengelberg** asked if staff could e-mail the scope of work to the Planning Commission, **Mr. Cosgrove** said they would send a hard copy to everyone after the final contract with David Evans is complete.

**Commissioner Mengelberg** asked if she heard correctly that the City of Oregon City is letting one GIS person go. **Mr. Cosgrove** said that person is from IS, not GIS.

## **5. OTHER BUSINESS**

Discussion about number of members on the Planning Commission: **Chairperson Carter** said the question is whether to fill the two empty spots to take it back to seven, which is down from the original nine-member panel, or whether to leave it at the current five. She said she is in favor of keeping it at five, and she has heard that the Mayor said he is comfortable with five. **Mr. Cosgrove** said the key question is what State statute says. Staff will check right away to see if it stipulates a minimum of seven. **Commissioner Bailey** agreed he is comfortable with the current Commission because they all work together well, but expressed concern about

becoming insular. **Chairperson Carter** was somewhat concerned about facilitating public meetings with more members, including seating space on the platform. **Mr. Cosgrove** said this needs to be discussed with the Mayor and the City Commission.

**Commissioner Mengelberg** suggested that the citizens might feel that they have a larger representative body, especially during the Comp Plan update. It was noted that seven people can sit on the platform using smaller chairs and sharing microphones. **Kathy Martin**, a public citizen, said she has seen seven fit with smaller chairs in times past.

Further discussion about keeping seven included the fact that, during vacations, the Commission would still have enough members to meet a quorum to do business, rather than perhaps having to cancel meetings due to lack of a quorum.

**Commissioner Bailey** suggested Chairperson Carter talk with the Mayor about this. **Commissioners Main and Mengelberg** said they have no strong preference of whether the number be five or seven.

Cell Tower Ordinance: When asked what had happened to this pending ordinance, **Mr. Konkol** reminded them that they would be bringing that back for review along with the Access Dwelling Units ordinance and some other housekeeping matters. However, they will probably not be doing it with the Accessory Dwelling Units ordinance now but they still need to notify DLCD and do public noticing. However, the goal is to get it done as quickly as possible.

Sign Ordinance: **Commissioner Orzen** asked the status of the sign ordinance. **Mr. Cosgrove** said there are many big issues surrounding this topic. **Chairperson Carter** said the Commission had done most of the work establishing suggested parameters, but she thinks this was set aside when the workload became overwhelming. **Mr. Cosgrove** said further discussion should include the people who are affected.

Site Design Issue regarding Big-box applications: **Commissioner Bailey** asked if what can be done if big-box applications were to be submitted. There was discussion about Wal-Mart considering Oregon City as a location, and it was noted that Home Depot has complied with requirements when it had to.

**Commissioner Mengelberg** asked if there is an award system and was told yes—it is done by the Chamber annually. **Mr. Cosgrove** noted that this could be done by the Planning Commission also.

## **6. ADJOURN**

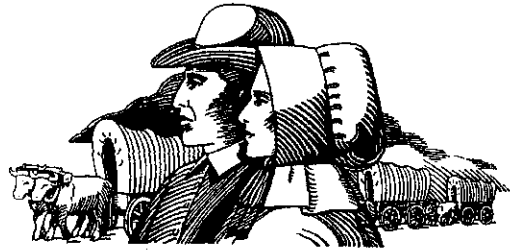
With no other business at hand, the meeting was adjourned at 8:50 p.m.

# CITY OF OREGON CITY

## PLANNING DIVISION

320 WARNER MILNE ROAD  
TEL (503) 657-0891

OREGON CITY, OREGON 97045  
FAX (503) 657-7892



To: Planning Commission

From: Sean Cook, Associate Planner

Date: March 18, 2002

RE: File # **ZC 01-04 & PZ 01-01** (Willamette Falls Hospital)

Staff requests that the Planning Commission continue the hearing for the following files (ZC 01-04 & PZ 01-01) to April 8, 2002. The reason for this request is to allow adequate time for the City and the Applicant to further review the traffic related issues involved in the Zone Change and a Plan Map Amendment for the hospital property.

Therefore, Staff recommends a continuance of the public hearing for the Zone Change and Plan Map Amendment for Willamette Falls Hospital to a date certain of April 8, 2002.



March 18, 2002

City of Oregon City  
P.O. Box 3040  
320 Warner Milne Road  
Oregon City, OR 97045-0304

**ATTN: Mr. Sean Cook, Assistant Planner**

**RE: Willamette Falls Hospital  
Comprehensive Plan/ Zoning Map Amendment  
File Number: ZC 01-04 & PZ 01-01**

Dear Mr. Cook:

We are requesting to formally file for an extension of review time for the above referenced project. This request will move our Planning Commission Hearing from March 25, 2002 to April 8, 2002 and move our City Council Hearing from April 3, 2002 to April 17, 2002. We are also requesting an extension of time, to the 120 day deadline, to April 27, 2002.

If you should have any questions, please do not hesitate to call me at (503) 239-7377.

Sincerely,

**Anderson & Dabrowski Architects PLLC**

A handwritten signature in black ink, appearing to read 'Jon M. Anderson'.

Jon M. Anderson AIA  
Principal-Member  
janderson@Adarchitects.com

cc: Russ Reinhard, President & CEO, Willamette Falls Hospital

**ANDERSON & DABROWSKI ARCHITECTS, PLLC**

1805 SE MLK Jr. Blvd, Suite 200  
Portland, Oregon 97214  
(503) 239-7377 Fax (503) 239-7327





# CITY OF OREGON CITY

P.O. Box 3040  
320 Warner Milne Road  
Oregon City, OR 97045  
(503) 657-0891  
Fax (503) 657-7892

## MEMORANDUM

TO: Planning Commission  
CC:  
FROM: Christina Robertson, Associate Planner  
DATE: March 18, 2002  
SUBJECT: ZC 01-05, PZ 01-02

---

As you recall, the Planning Commission voted to close the Public Hearing but keep the record open to allow for written responses. Enclosed you will find Exhibit #13 (Comments from Stoel Rives on behalf of Blue Heron Paper Company) for ZC 01-05 and PZ 01-02. In accordance with this process, the applicant has seven days from March 18, 2002 to respond. Staff will send a supplemental mailing to the Planning Commission of the applicant's comments, if received before March 25, 2002.

The Planning Commission will deliberate on ZC 01-05 and PZ 01-02 at the March 25, 2002 Public Hearing.



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2. Is there a public need to be fulfilled by the change?
3. Is the public need best satisfied by the particular change being proposed?
4. Will the change adversely affect the public health, safety and welfare?
5. Does the factual information base in the Comprehensive Plan support the change?

An applicant requesting a plan map amendment must also provide a description of how the proposed change will affect community facilities, natural resources, transportation and adjacent properties.

**A. Tosco's Application Is Required to But Does Not Directly Address the Statewide Planning Goals.** The applicant asserts that the City's Comprehensive Plan implements the Statewide Planning Goals and, thus, that the Goals themselves are not applicable review criteria unless a change in the Plan text is proposed or a Goal Exception is required. We agree that the Plan implements the Goals, but we disagree with the conclusion that the Goals are therefore not applicable review criteria. Comprehensive Plan, Chapter O provides that changes to the City's Comprehensive Plan, including to the Plan map, must conform with the Statewide Planning Goals and with local goals and policies. Thus, the applicant must address the Goals themselves, as well as any applicable local Plan objectives and policies. The Planning Commission should direct the applicant to address the Goals prior to the Commission taking any action on Tosco's application.

**B. Tosco's Application Is Not Consistent with the Comprehensive Plan.** For the reasons discussed in Section II below, the application is not consistent with the Comprehensive Plan.

**C. No Public Need is Fulfilled by the Proposed Change.** The applicant contends that its proposal would encourage a compact development pattern. We disagree. Approval of the application would expand the Commercial District into an area now exclusively designated and zoned for heavy industrial uses. The Commercial District and the Industrial District are currently separated by a logical boundary -- Highway 99E, a four-lane state highway in the area of the subject property. The Commercial District should not be allowed to encroach upon the existing Industrial District, nor should the Industrial District be expanded across Highway 99E to encroach upon the Commercial District. Highway 99E currently acts as an effective buffer between Commercial and Industrial uses in this area. The applicant's proposal would alter this land use pattern, thus diminishing the effectiveness of the highway buffer, by expanding the



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March 18, 2002

**VIA FACSIMILE AND FIRST CLASS MAIL**

ROBERT D. VAN BROECKLIN  
Direct Dial (503) 294-9660  
email rdvanbroecklin@stoel.com

Planning Commission  
City of Oregon City ("City")  
320 Warner Milne Road  
Oregon City, OR 97045

**Re: Tosco Corporation Proposed Plan Map and Zone Map Amendment  
Application (File No. PZ 01-02, ZC 01-05)**

Dear Members of the Commission:

This office represents Blue Heron Paper Company ("Blue Heron") with respect to the above-referenced application. Blue Heron owns and operates a paper production facility immediately adjacent to the applicant's property.

Tosco Corporation ("Tosco") proposes to amend the City's Comprehensive Plan Map designation on its property from Industrial to Commercial. Tosco also proposes to change the Zone Map designation on the property from M2-Heavy Industrial to Central Business District ("CBD").

Before proceeding to our comments concerning the application, it should first be pointed out that Tosco purchased the subject property with full knowledge that it was an industrially designated and zoned property. At the time of purchase, a service station was an active use on the property. That use, which is a nonconforming use in the heavy industrial (M-2) zoning district, was apparently abandoned by the applicant after it purchased the property. It is not the City's responsibility to assist Tosco in finding a viable new use for the property by rezoning the land. Tosco could presumably have continued its nonconforming service station use on the property. It chose, instead, to discontinue and abandon that use.

**I. Comprehensive Plan Map Amendment.** Comprehensive Plan, Chapter O, Comprehensive Plan Maintenance and Update, provides that a proposal to change the Plan map must be evaluated according to the following criteria:

1. Does the proposed change conform with State Planning Goals and local goals and policies?

Oregon  
Washington  
California  
Utah  
Idaho




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Commercial District south of Highway 99E. Expansion of the Commercial District across Highway 99E is likely to lead to other efforts to encroach on the Industrial District, thus compromising the integrity of the Industrial District as a whole by allowing uses that are incompatible with heavy industrial activities.

The staff report finds that the general trends in the city, state and national economies over the past 20 years have been away from manufacturing and toward service and retail employment. This assertion is unsupported by the record in this case. Nonetheless, on the basis of this assumption, the staff report finds that "there is currently more demand for commercial than industrial land." Conversely, in another section of the staff report, there is a finding that the Comprehensive Plan identifies a need for approximately 629 acres in the City for commercial and industrial uses, "with a nearly equal split between the two use categories." Thus, the conclusion that there is more demand for commercial than industrial land as a justification for approving the application is not supported by the Comprehensive Plan.

**D. The Public Need is Not Best Satisfied by the Proposed Change.** The applicant concludes that there are few alternative areas where the Central Business District may expand. Areas to the north of the existing CBD, however, are more logical areas for such expansions. Selected lands to the north of the current CBD which are zoned General Commercial could be rezoned to expand the size of the CBD. The General Commercial area immediately north of the existing CBD has good transportation access and facilities, including to transit facilities, and, unlike the Tosco property, constitutes a larger area for the potential growth of the CBD than does the Tosco property converting General Commercial land to CBD land would also not involve vehicular, bicycle and pedestrian movements across a busy four-lane state highway, as does the Tosco proposal.

**E. The Change Will Adversely Affect the Public Health, Safety and Welfare, and Adjacent Properties.** The staff report concludes that allowing a commercial use immediately adjacent to a heavy industrial use will have a "neutral effect" on adjacent industrial properties. We disagree. Currently, Highway 99E acts as a natural noise and light buffer area between the Industrial District and the Commercial District. Allowing the Tosco property to include uses, such as motel or office uses (other than an office use which is an accessory use to an industrial use), that are more sensitive to noise or light than are industrial uses, will adversely affect Blue Heron's adjacent industrial use. For example, if Blue Heron were to consider expanding or altering its use, the alternatives for such an expansion or alteration would likely be limited by the abutting commercial use in order to meet applicable noise standards or other requirements. Minimum buffering and setback requirements between commercial and industrial uses would also apply. By comparison, there are no buffering or setback requirements between adjacent industrial uses.



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**F. The Factual Information in the Comprehensive Plan Does Not Support the Proposed Map Changes.** As noted above, the Comprehensive Plan identifies an essentially equal need to preserve and expand industrial land and commercial land. The application is inconsistent with this objective because it would convert industrial land to commercial land, thus further reducing the amount of industrial land in the City. Moreover, it would allow commercially designated land to encroach upon a large industrial district, thus creating incompatible uses in the district and diminishing the current value of the district as an exclusive industrial use area.

**II. Zone Map Amendment.** Oregon City Zoning Code ("Zoning Code") 17.68.020 requires that a zone change:

1. Be consistent with the goals and policies of the Comprehensive Plan;
2. Satisfy the requirement that the existing public facilities and services (including water, sewer, storm drainage, transportation, schools, police and fire protection) be capable of serving the uses allowed in the zone, or that such services can be made available prior to issuing a certificate of occupancy;
3. Satisfy the requirement that the land uses authorized by the proposal are consistent with the existing or planned function, capacity and level of service of the transportation system serving the proposed zoning district; and,
4. Comply with the Statewide Planning Goals if the Comprehensive Plan does not contain specific policies or provisions which control the amendment.

The first of these elements is discussed below.

**A. The Proposed Zone Change is Not Consistent with the Goals and Policies of the Comprehensive Plan.** With respect to the goals and policies of the Comprehensive Plan, many of the Commerce and Industry Goals and Policies are not satisfied by this application, including the following:

Policy 4: Encourage new non-polluting industrial uses (such as those on the State's Target Industries list), particularly along Fir Street.

**RESPONSE:** The applicant does not address Commerce and Industry Policy 4. Policy 4 provides that the City has a policy of encouraging new



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non-polluting industrial uses. If approved, however, the current application would reduce the amount of industrial land in the City. The City should require that the policy be adequately addressed by the applicant.

Policy 6: Development of industrial areas will include planning for increased truck traffic, landscaping and buffers to separate industry from other land uses.

**RESPONSE:** Approval of the subject application would eliminate Highway 99E as an effective existing buffer between the Central Business District and the Industrial zone. It would thus violate Policy 6.

Policy 11.a.3: Commercial districts should result in concentrated groupings of retail, service, and office uses.

**RESPONSE:** The staff report for the Plan map amendment states that the Tosco property is "adjacent to" the Central Business District, which "encompasses a concentrated group of retail, service, and office uses." In fact, a commercial activity on the property would be separated from the concentrated group of retail, service and office uses which exist in the Central Business District across Highway 99E. This Comprehensive Plan policy requires "concentrated groupings of retail, service, and office uses." No such concentrated grouping would be created if the application were approved. Instead, approving this application would result in an isolated, single commercial or retail use on the south side of Highway 99E, disconnected from the existing Central Business District.

In addition, the staff report notes that the subject property is only 0.47 acres in size. A property this size is simply too small to allow the development of a new "concentrated" grouping of "retail, service, and office uses." The staff report notes that the applicant has submitted site plans indicating that the existing building on the site (the abandoned service station building) "could be remodeled for use as a one-story office building," with on-site parking and landscaping. This would not create a new, concentrated grouping of retail, service, and office uses. It would establish an isolated Commercial District encroaching on an Industrial District. Thus, the application does not satisfy Commerce and Industry Policy 11.a.3.



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Thank you for the opportunity to comment on Tosco's Plan map and zone map amendment application.

Very truly yours,

Robert D. Van Brocklin

RVB:mlb

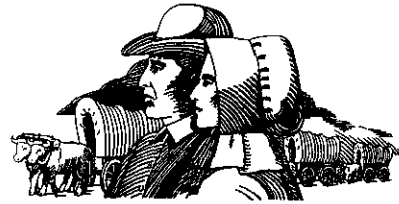
cc: Mr. Mike Siebers (*via facsimile*)  
Mr. J. Mark Morford  
Ms. Ellen Hawes

# CITY OF OREGON CITY

## PLANNING COMMISSION

320 WARNER MILNE ROAD  
TEL (503) 657-0891

OREGON CITY, OREGON 97045  
FAX (503) 657-7892



### STAFF REPORT

Date: March 15, 2002

**FILE NO.:** CU 02-01

**HEARING DATE:** March 25, 2002  
7:00 p.m., City Hall  
320 Warner Milne Road  
Oregon City, Oregon 97045

**APPLICANT** Calvary Chapel  
c/o Bill Miller  
2389 SW Debok Road  
West Linn, Oregon 97068

**OWNER:** Focus Commercial  
410 Beaver Creek Road, Suite 509  
Oregon City, Oregon 97045

**REQUEST:** Conditional Use to allow a church to occupy an existing building in the Red Soils Business Park in Oregon City.

**LOCATION:** 416 Beaver Creek Road; Clackamas County Map 3S-2E-5C, Tax Lot 401 (Exhibit 1)

**REVIEWER:** Sean Cook, Associate Planner  
Karen Haines, Interim Planning Manager  
Bob Cullison, Engineering Manager

**RECOMMENDATION:** Staff recommends approval of CU 02-01



## **CRITERIA:**

### **Oregon City Municipal Code:**

Section 17.36 M-1, Light Industrial District

Section 17.50 Administration and Procedures

Section 17.56 Conditional Uses

## **BACKGROUND:**

The applicant is requesting to allow a church to occupy an existing building located in the Red Soils Business Park, which is zoned M-1 Light Industrial District. The owner of the subject property, Focus Commercial, endorses the applicant's proposal. A letter from the property owner is presented in Exhibit 3.

The church currently is occupying (and preparing to vacate) two suites in a different building in the Red Soils Business Park. The church, which has been a tenant in this other building since September 2001, was unaware that a conditional use permit was needed for their church. They are now seeking a conditional use permit for the new building they wish to occupy (Building C, 416 Beavercreek Road) to be in compliance with the City Code. Exhibit 2 shows the layout for the Red Soils Business Park.

## **BASIC FACTS:**

1. The subject property is located at 416 Beavercreek Road. The subject property is also identified as a portion of Clackamas County Tax Assessor's Map # 3-2E-5C, Tax Lot 401 (Exhibit 1). The building was constructed as part of the Red Soils Business Park, which received Site Plan and Design Review approval on October 15, 1997. The building permit for the subject building was issued on June 24, 1998. The subject building is 5,000 square feet in size.
2. The subject property is zoned as M-1 Light Industrial and is designated "I" Industrial in the Oregon City Comprehensive Plan. The M-1 zone does not list churches as a permitted use; however churches are permitted as a Conditional Use in this zone.
3. The subject property is bound to the north by an office complex and a senior care center. The subject property is bound to the south by a manufactured home park. The subject property is bound to the west by industrial buildings, and is bound to the east by a vacant area of land behind a restaurant.
4. Transmittals on the proposal were sent to various City departments, affected agencies, property owners within 300 feet, and the Hillendale Neighborhood Association.

The City's Building Division, Engineering Division, and Tualatin Valley Fire and Rescue reviewed the proposal and commented that the proposal "does not conflict

with their interests.” No comments were received by the Planning Division from property owners within 300 feet of the subject property. A letter of support from the Hillendale Neighborhood Association was received by the Planning Division and is presented in Exhibit 4. Other relevant comments from departments or agencies are incorporated in the body of this report.

## **ANALYSIS AND FINDINGS:**

### **I. 17.56 Conditional Uses**

#### **1. Criterion (1): The use is listed as a conditional use in the underlying district.**

The site is zoned M-1, Light Industrial District. Conditional uses for the M-1 zone states that “conditional uses listed in OCMC Section 17.56.030 are permitted in this district when authorized and in accordance with standards contained in Chapter 17.56 of this title.” Section 17.56.030 (F) states that “Churches” require a Conditional Use Permit.

Therefore, staff finds that this criterion is satisfied.

#### **2. Criterion (2): The characteristics of the site are suitable for the proposed use considering size, shape, location, topography, existence of improvements and natural features.**

The subject building is an existing building that was constructed in 1998. The proposal is simply occupancy of the existing building. No new construction is proposed as part of this application.

#### **Parking:**

According to Chapter 17.52.010 (Off-Street Parking) of the Oregon City Municipal Code, churches or other religious assembly buildings are required to have one space per four seats in the auditorium. Although current attendance of the church averages less than 100 people, the auditorium will have a maximum of 208 seats, which requires 52 parking spaces. The approved site plan for the property shows available parking in excess of 52 spaces. Additionally, the hours of operation of the church are at non-peak hours and include Sundays. Based on information provided by the applicant, the off-street parking standards have been met.

Traffic: Traffic issues were reviewed by the City’s Traffic Engineer, Mike Baker of David Evans and Associates (Exhibit 5). After reviewing the relevant information concerning this proposal, the City’s Traffic Engineer concluded that no traffic study is required. Mr. Baker reported that the level of trips associated with the church will not pose a substantial impact to the surrounding transportation system during Sunday operations.

Potential weekday activities after 5 pm also do not appear to have a significant impact based the non-peak hours of operation. Similarly, the applicant has reported that the church is typically closed weekdays prior to 5 pm with little or no activity in the building.

There are no adverse effects concerning the use of the subject building as a church as it related to size, shape, location, topography, existence of improvements or natural features.

Therefore, staff finds that this criterion is satisfied.

**17.56.040 Criteria and Standards for Conditional Uses.**

***“C. Churches and Other Religious Facilities. The planning commission may authorize a church as a conditional use if the following dimensional standards are used:***

- 1. Minimum lot area, ten thousand square feet;***
- 2. Minimum street frontage, one hundred feet;***
- 3. Maximum lot coverage, fifty percent for all buildings;***
- 4. Maximum building height, fifty feet;***
- 5. Minimum depth, one hundred twenty-five feet;***
- 6. Minimum setback distance, front yard, thirty feet; rear yard, twenty feet; side yard, twenty feet. Buildings on corner lots shall observe the minimum setbacks on both streets. Side yard and rear yard setbacks shall be increased by five feet for each additional story exceeding two stories or thirty feet, whichever is less.***

The above standards are designed specifically for new construction of a church. The proposal is to allow the applicant to occupy an existing building. Therefore, these standards are non-applicable.

Therefore, staff finds that this criterion is non-applicable.

- 3. Criterion (3): The site and proposed development are timely, considering the adequacy of transportation systems, public facilities and services existing or planned for the area affected by the use.**

The subject building was newly constructed in 1998 and is connected to all City public services, including water, sewer, and storm. Transportation issues are adequately addressed as in relates to parking and traffic issues (addressed in Criterion 2). Additionally, Tri-met bus services are also available in the immediate vicinity of the subject building. Issues related to transportation systems and public facilities have been adequately addressed by the applicant.

Therefore, staff finds that this criterion is satisfied.

4. **Criterion (4): The proposed use will not alter the character of the surrounding area in a manner which substantially limits, impairs or precludes the use of surrounding properties for the primary uses listed in the underlying district.**

The intent of this criterion is to protect the character of the surrounding area from being altered by a condition, which would limit, impair or inhibit the current uses. Apart from minor remodeling as permitted by the Building Division, no observable changes to the building will be incurred. The applicant is not proposing a building addition. The surrounding properties mainly consist of other industrial buildings, office buildings, and a restaurant, which typically operate during normal business hours (Monday through Friday between 8 am and 5 pm). The subject building will be used during non-peak hours, including Sundays and various weeknights after 5 pm. Based on the different periods of operation between the subject property and the adjacent properties, no adverse impacts are projected. A small residential area (manufactured home park) is present to the south and a senior care center is present to the northeast of the subject property. As previously discussed, the applicants met with the Hillendale Neighborhood Association, which supports this application. No negative responses to this application were received.

Therefore, staff finds that this criterion is satisfied.

5. **Criterion (5): The proposal satisfies the goals and policies of the city comprehensive plan, which apply to the proposed use.**

While there are no goals or policies that specifically address *churches*, the Community Facilities goal states the need: "to serve the health, safety, education, welfare and recreational needs of all Oregon City Residents through the planning and provision of adequate community facilities." Churches qualify as community facilities based on many factors including 1.) community outreach ministries (for example...outreach for troubled teens, as discussed in the Hillendale Neighborhood Association Meeting Notes, Exhibit 6), 2.) a meeting place for the general assembly of people in the community, and 3.) a place to facilitate recreational activities, such as youth groups, arts and crafts activities for children.

Therefore, staff finds that this criterion is satisfied in that this proposal satisfies the applicable goals and policies of the Oregon City Comprehensive Plan.

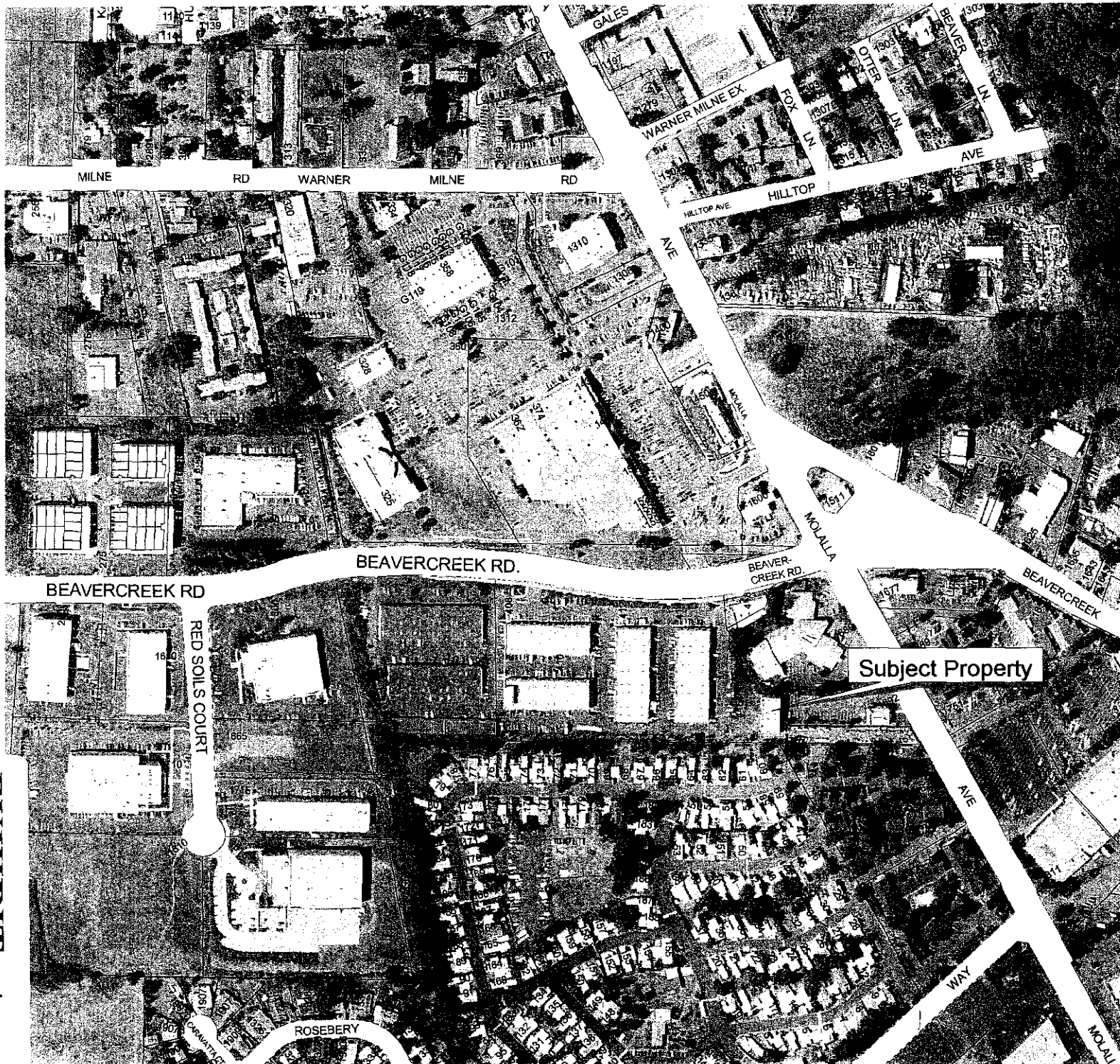
## **CONCLUSION AND RECOMMENDATION:**

Based on the analysis and findings presented in the report, staff concludes that the proposed Conditional Use CU 02-01 satisfies the requirements as described in the Oregon City Municipal Code for Conditional Use Permits, Chapter 17.56.

Based on the analysis and findings, staff recommends the Planning Commission approve Conditional Use Permit, CU 02-01, affecting the property located at 416 Beavercreek Road; Clackamas County Map # 3S-2E-5C, Tax Lot 401.

**EXHIBITS:**

1. Vicinity Map
2. Site Plan
3. Letter from Property Owner
4. Letter from Hillendale Neighborhood Association
5. Traffic Engineer's Comments
6. Meeting Notes from the Hillendale Neighborhood Association
7. Applicant's Submittal



City of Oregon

GEOGRAPHIC INFORMATION SYSTEM

## Vicinity Map CU 02-01

Calvary Chapel

416 Beaver Creek Road

Subject Property

0 200 400 600

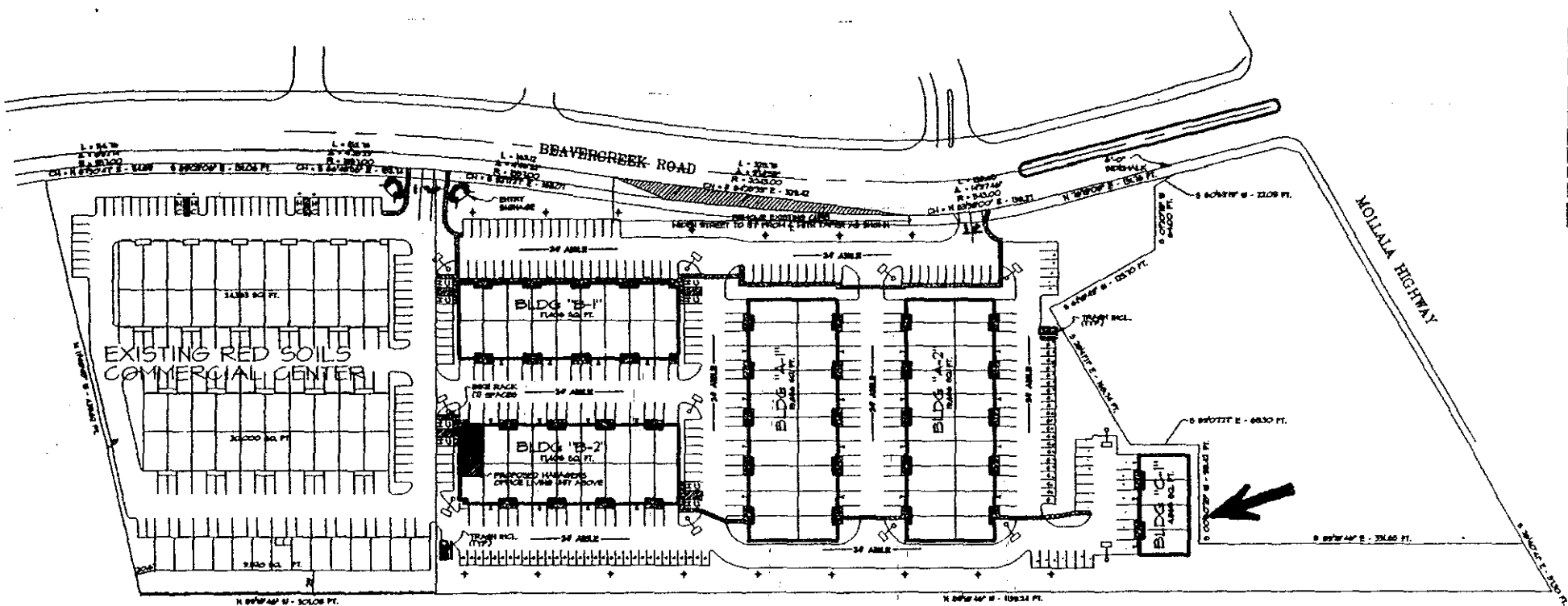
MAP FOR REFERENCE PURPOSES ONLY.  
The information on this map is derived from Oregon City's digital database. However, there may be map errors or omissions. Please contact Oregon City directly to verify map information. Notification of any errors will be appreciated.



City of Oregon City  
320 Warner Mine Road | Oregon City, Oregon 97045  
503 657-0891

Plot date: Mar 18, 2002; M:\GIS\Maps\textot\_query

EXHIBIT



SITE PLAN  
NOT TO SCALE



SPACE SUMMARY				
SPACE SIZE	SPACE AREA	GRAN AREA	TOTAL AREA	%
20 x 30	1271	32	26,714	30
20 x 40	961	54	52,216	10

BUILDING SCHEDULE				
BLDG TYPE	BLDG AREA	NO.	TOTAL AREA	
"A"	31,840 S.F.	2	43,680 S.F.	
"B"	11,406 S.F.	2	34,812 S.F.	
"C"	4,866 S.F.	1	4,866 S.F.	
TOTAL		5	83,360 S.F.	

NOTE: MANAGER'S OFFICE LIVING UNIT @ BLDG. B-2 - 1,250 S.F. FT.

OFFSTREET PARKING	
30'0" X 20'0" STD. SPACES	106
30'0" X 30'0" C. SPACES	53
30'0" X 30'0" H.C. SPACES (VAN-ACCESSIBLE)	9
TOTAL PARKING	241
SPACES PER 1000 S.F.	2.96

SCHEDULE OF AREAS	
LAND AREA	304,436 SQ. FT. 100 %
LOT COVERAGE	83,360 SQ. FT. 27 %
PARKING AND DRIVES	136,330 SQ. FT. 44 %
LANDSCAPING	82,114 SQ. FT. 26 %

LIGHTING LEGEND		
PLAN	SYMBOL	DESCRIPTION
12	[Symbol]	ALLEY KAT - W/H 100w - HPS.
31	[Symbol]	WALL PACK 70w - HPS.
16	[Symbol]	T - 8' POST LIGHT

**RED SOILS MANAGER UNIT**  
REPLACEMENT PLAN  
CHUBBIE CITY, ARIZONA

---

**RAVALL REALTY CORP.**  
A/E DESIGN SERVICES, INC.  
1800 S.W. BRADSHAW BLVD. SUITE 300  
PORTLAND, OREGON 97201  
(503) 245-8811 FAX: (503) 245-8280

DATE: SEPTEMBER 16, 1997

BY: [Signature]

SCALE: 1" = 3'

# FOCUS

COMMERCIAL, INC.

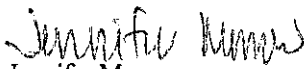
December 21, 2001

To Whom It May Concern:

This letter is in regards to Calvary Chapel of Oregon City, who is currently leasing two of our business spaces in the Red Soils Business Park. In the short time occupying the space, they proved to be reliable and responsible. Their hours of operation, are Wednesday evenings and Sunday mornings, which have not conflicted with the schedules of the neighboring spaces. Parking has not been an issue. Focus Commercial has two other business parks in which a church is currently leasing space. Both Managers have agreed that having a Church in the Business Parks has been a benefit for the properties.

If you have any questions or if there is any way that I can help, please give me a call at your earliest convenience.

Best regards,

  
Jennifer Morrow  
Red Soils Manager

**FOCUS**  
COMMERCIAL, INC.

**Jennifer Morrow**  
Property Manager

410 S. Beaver Creek Rd. #509 ♦ Oregon City, OR 97045  
(503) 657-2931 ♦ Fax: (503) 657-2957  
redsoils@focuscommercial.net



HILLENDALE NEIGHBORHOOD ASSOCIATION  
13290 CLARMONT WAY  
OREGON CITY, OR 97045  
503-655-3070

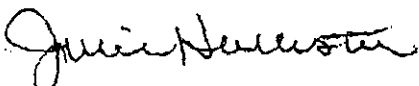
Sean Cook  
City of Oregon City  
Planning Department

On March 7, 2002 the HNA held it's general membership meeting at The Prince of Life Lutheran Church where we listened to a presentation by the Calvary Church. The Conditional Use request will be an added benefit to both the Church and hopefully the local citizens and youths in the area. This would allow them to expand their congregation and possibly create an area where evening meetings can be held.

We were very interested in what the Church does for the local youth and fully support the Conditional Use application.

If we can be of any further assistance, please do not hesitate to call either Debbie Watkins, Co-Chair at 655-3070 or Julie Hollister, Co-Chair at 656-3950.

Sincerely,



Julie Hollister  
Co-Chairman  
Hillendale Neighborhood Association

February 28, 2002

Mr. Sean Cook  
City of Oregon City  
PO Box 351  
Oregon City, OR 97045

**SUBJECT: REVIEW OF CONDITIONAL USE PERMIT APPLICATION  
CALVARY CHAPEL CHURCH – CU02-01**

Dear Mr. Cook:

In response to your request, David Evans and Associates, Inc. has reviewed the conditional use permit application submitted by Calvary Chapel Church of Oregon City. No traffic impact analysis was provided.

**Findings:**

- The level of trips associated with the Calvary Church will not pose a substantial impact to the surrounding transportation system during Sunday operations.
- Based solely on the information provided thus far, and assuming that the conditions recommended herein are imposed, I do not see the need to require the applicant to submit a traffic impact study.

The application indicates that the Calvary Chapel Church wishes to utilize a 5,000 square foot free standing building located within the Red Soils Business Park located adjacent to Beavercreek Road and Molalla Avenues in Oregon City. Based on the application, the Church is already occupying other space within the business park, but will need to relocate. This indicates that traffic associated with the current Church use is already utilizing the surrounding transportation system. Relocation to the new building site would involve no increased impact to the surrounding transportation system unless church membership grows.

The level of impact to the surrounding transportation system has not been documented since a traffic study has not been conducted and submitted. Trip generation characteristics for a church of this size is limited. However, based on the very limited trip generation levels provided by the Institute of Transportation Engineers (ITE) *Trip Generation Report, 6<sup>th</sup> ed*, a 5,000 square foot church might reasonably be expected to generate the following number of trips:

- Weekday daily weekday trips: 46 trips
- Weekday during adjacent street AM peak hour: 4 trips
- Weekday during adjacent street PM peak hour: 4 trips
- Sunday daily trips: 183 trips

Mr. Sean Cook  
February 28, 2002  
Page 2 of 2

- Sunday peak hour: 47 trips  
As can be seen based on average trip generation rates, a church of this size would not normally be expected to generate a substantial number of trips. Obviously, special events or services may result in much higher trip making levels. With that said, I must alert the City to the fact that the available ITE data does reflect a very wide range of trip generation rates. For example, the data includes examples of 11,000 square foot churches that generate 1,250 daily trips and other 20,000 square foot churches that generate only 400-600 Sunday trips. Similar wide variations exist for weekday trip generation.

Based on discussions with Bill Miller, who represents the Calvary Church, he expects a maximum occupancy of 339 people. I'm not sure if this exceeds fire code limits or not. Assuming an average vehicle occupancy of three people per vehicle, the Church would generate 226 trips (113 arriving and 113 departing) during peak operations. An assumption of four people per vehicle reduces the trip level to 170 trips (85 arriving and 85 departing). I would not assume an average vehicle occupancy any higher than four. Regardless of the trip level chosen, I believe the surrounding road system can support this level of added trips on a Sunday.

Based solely on the information provided thus far, and assuming that the conditions recommended herein are imposed, I do not see the need to require the applicant to submit a traffic impact study.

The property owner has submitted a letter indicating that the current church functions have not conflicted with neighboring tenants. It is my assessment based on this information that parking supply will not be an issue. The property owner should take ownership of monitoring any future parking conflicts.

If you have any questions or need any further information concerning this review, please call me at 223-6663.

Sincerely,

**DAVID EVANS AND ASSOCIATES, INC.**

Mike Baker, PE  
Senior Transportation Engineer

MJBA:mjba  
o:\project\o\orct0009\correspo\CU02-01.doc

**CALVARY CHAPEL / NEIGHBORHOOD ASSOC.**  
**MEETING NOTES**

BY

CALVARY CHAPEL, OREGON CITY, OR.

**ATTN.** City Planner, Sean Cook  
Fax No. 503 657-7892

**REFER. :** C.U.P. # 02-01

**DATE:** March 7, 2002 at 7 PM

**ATTENDEES:**

From Calvary Chapel: Pastor Wayne Esterline, Assit. Pastor John Sena and Project Coordinator Bill Miller  
From Neighborhood Assoc.: Chairman Debbie Watkins, Land Use Julie Hollister and other members and quest speakers.

**DISCUSSION:**

Pastor Wayne and Bill Miller presented who we were, our location and general operating hours and emphasis. We found common ground in one of our programs led by assistant pastor John Sena in the area helping teenagers. Specifically, John also works for the county aiding troubled teens and is included in his emphasis in the Calvary chapel outreach and ministry program. The neighborhood association, in turn also offered ways of reaching the community and further contacts and existing programs in the community, such as the police department, who were also be attending the meeting. Overall, we found mutual grounds of involvement, support and ways we can interact in the future.

02 FEB 12 AM 9:49

# CITY OF OREGON CITY

Community Development Department, 320 Warner Milne Road,  
P.O. Box 3040, Oregon City, OR 97045, (503) 657-0891 Fax: (503) 657-7892  
www.ci.oregon-city.or.us

## LAND USE APPLICATION FORM

### REQUEST:

- | Type II  | Type III  | Type III/IV                             |
|--|---|---|
| <input type="checkbox"/> Partition               | <input checked="" type="checkbox"/> Conditional Use | <input type="checkbox"/> Annexation     |
| <input type="checkbox"/> Site Plan/Design Review | <input type="checkbox"/> Variance                   | <input type="checkbox"/> Plan Amendment |
| <input type="checkbox"/> Subdivision             | <input type="checkbox"/> Planned Development        | <input type="checkbox"/> Zone Change    |
| <input type="checkbox"/> Extension               | <input type="checkbox"/> Modification               |   |
| <input type="checkbox"/> Modification            |   |   |

OVERLAY ZONES: ☐ Water Resources ☐ Unstable Slopes/Hillside Constraint

Please *print or type* the following information to summarize your application request:

APPLICATION # CU02-01 (Please use this file # when contacting the Planning Division)

APPLICANT'S NAME: CALVARY CHAPEL OREGON CITY

PROPERTY OWNER (if different): FOCUS COMMERCIAL

PHYSICAL ADDRESS OF PROPERTY: 416 BEAVER CREEK RD. (BLDG. 800)

DESCRIPTION: TOWNSHIP: OREGON CITY, OR: 97045

RANGE: SECTION: TAX LOT(S):

PRESENT USE OF PROPERTY: INDUSTRIAL PARK

PROPOSED LAND USE OR ACTIVITY:

CHURCH

DISTANCE AND DIRECTION TO INTERSECTION:

ENTRY IS 300 FEET WEST OF MOLALLA BLVD.

CLOSEST INTERSECTION: MOLALLA AVE.

PRESENT ZONING: M1

TOTAL AREA OF PROPERTY: 5,000 Sq. Ft.

### LAND DIVISIONS

PROJECT NAME: \_\_\_\_\_

NUMBER OF LOTS PROPOSED: \_\_\_\_\_

MINIMUM LOT SIZE PROPOSED: \_\_\_\_\_

MINIMUM LOT DEPTH PROPOSED: \_\_\_\_\_

MORTGAGEE, LIENHOLDER, VENDOR, OR SELLER: ORS  
CHAPTER 227 REQUIRES THAT IF YOU RECEIVE THIS  
NOTICE, IT MUST BE PROMPTLY FORWARDED TO  
PURCHASER

### VICINITY MAP

To be provided by the APPLICANT  
at the time application is submitted

**INSTRUCTIONS FOR COMPLETING LAND USE APPLICATIONS:**

1. All applications must be either typed or printed (black ink). Please make the words readable.
2. The application must be submitted with the correct fee(s).
3. If you mail in the application, please check with the Planning Division to ensure that it was received and that all necessary fees and information are with the application form.
4. If you wish to modify or withdraw the application, you must notify the Planning Division in writing. Additional fees may be charged if the changes require new public notice and/or if additional staff work is necessary.
5. With the application form, please attach all the information you have available that pertains to the activity you propose.
6. Prior to submitting the application, you must make complete a Pre-Application meeting to discuss your proposal with members of the Planning Division and any other interested agencies. Applicant is then to provide all necessary information to justify approval of the application.
7. The front page of the application contains a brief description of the proposal and will serve as the public notice to surrounding properties and other interested parties of the application. This is why neatness is important.
8. Detailed description, maps, and other relevant information should be attached to the application form and will be available for public review. All applicable standards and criteria must be addressed prior to acceptance of the application. The content of the attached information may be discussed with the planner who conducted the Pre-Application Conference prior to submission of the application.
9. Incomplete applications will be returned.

APPLICANT'S SIGNATURE: MAILING ADDRESS: 2389 SW DEBORAH RD.CITY: WEST LANE STATE: OR ZIP: 97068 PHONE: (503) 655-9246PROPERTY OWNER SIGNATURE(S): Jennifer MammisMAILING ADDRESS: 410 S. BEAVER CREEK RD, SUITE 509CITY: OREGON CITY STATE: OR ZIP: 97045 PHONE: (503) 657-2931

If this application is not signed by the property owner,  
then a letter authorizing signature by an agent must be attached

\*\*\*\*\*

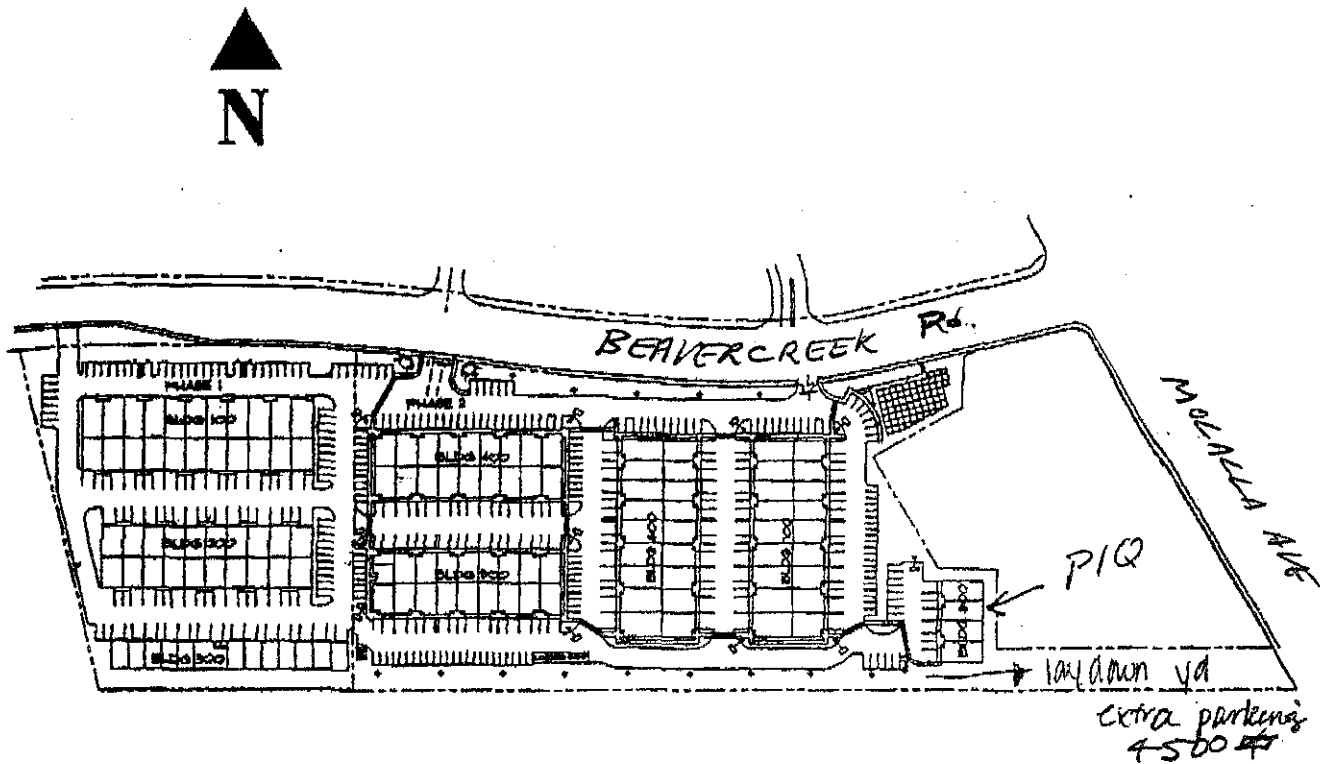
DATE SUBMITTED: \_\_\_\_\_

RECEIVED BY: \_\_\_\_\_

FEE PAID: \_\_\_\_\_

RECEIPT #: \_\_\_\_\_

# Site Plan



**RED SOILS BUSINESS PARK**  
**410 Beaver Creek Road, Suite 509**  
**Oregon City, Oregon 97045**  
**(T) 503 657-2931**

**SITE ACREAGE: 7 Acres**

## PROJECT SIZE:

Building 100	24,750	Sq. Ft.
Building 200	20,000	Sq. Ft.
Building 300	9,520	Sq. Ft.
Building 400	22,000	Sq. Ft.
Building 500	22,000	Sq. Ft.
Building 600	17,500	Sq. Ft.
Building 700	18,750	Sq. Ft.
* Building 800	5,000	Sq. Ft.

## TRANSPORTATION / PARKING:

Elevated Loading Dock	
12' Grade Level Overhead Doors	
Parking	3.31 spaces per 1000 Sq. Ft.
Highway Access	3 miles South of Hwy 205 (see map)

## UTILITIES/ZONING:

Zoning:	M-1 Light Industrial (copy of Ordinance available)
Water:	City of Oregon City
Sewer:	City of Oregon City
Gas:	Northwest Natural Gas
Electricity:	Portland General Electric
Telephone:	U.S. West

# CALVARY CHAPEL OF OREGON CITY

## NARRATIVE

Request  
For a C.U.P. For Church Usage  
At  
416 BEAVERCREEK RD., OREGON CITY, OR. 97045  
(Also known as Bldg. #800 in the Red Soils Business Park Site Plan)

Calvary Chapel of Oregon City respectfully requests the usage of 416 Beaver Creek Rd. to be used for the purposes of a church. This 5,000 square-foot, free standing concrete block building has four entry doors and four roll up doors, one restroom and one office currently. It is also fully fire sprinklered. It is located somewhat apart from the other industrial buildings by extra parking spaces and zoned M1. The business park has three driveway entrances, with one is close proximity 300 feet west of Molalla Blvd.

The M1 zoning is apparently eligible for use as a church upon approval of a conditional use permit. This 5,000 square foot building appears to meet the intent of the C.U.P. criteria and standards number 17.56.040 for new construction, noting that a church lot area to be a minimum of 10,000 square feet and the building maximum lot coverage not to exceed 50 % of the lot area.

The church meeting hours are typically opposite regular business hours, and days and therefore should not significantly impact traffic, parking or city services. See enclosed letter to this effect from Red Soils Business Park.

Regarding parking, there is a very significant number of parking spaces surrounding the building and at the entry ways along Beaver Creek Road and at the ends of the other buildings. Additional parking is also available (but not actually needed) behind the building #800 (the building we wish to occupy) noted on the site plan as 4500 sq.ft. lay-down yard (essentially a graveled area behind the PIQ.). Nevertheless, since we are there when everyone else is gone, parking should never be an issue.

The existing structure has one office and one restroom. We would need to add an additional restroom adjacent to the existing one. We would also need to construct a partition wall approximately 31 feet long, and add two doors in the wall as noted on the floor plan submitted.

Currently the church occupies suites numbers 704 and 705 (Bldg. 700) address 414 Beaver Creek Rd. in the same industrial park. We did not realize upon moving into these



units that a C.U.P. was required, and have since also come to realize that the existing units would not qualify for a C.U.P. Consequently, we must move by April 4, 2002.

The Red Soils Business Park will currently hold the 5,000 sq.ft. unit for us for 30 days and to be extended another 30 days if another potential renter does not apply for the unit, and agree to pay market rate rent (\$650 higher than what they have agreed to rent it to us and is all that we can temporarily afford).

So as you can see, we are stuck applying for a C.U.P., (currently estimated at \$1900) without the ability to firmly secure the unit, and if not processed very timely (60 days) and approved, we might well have spent the time, and the money for nothing, and then still be required to move. I only mention this, as a humble request for hasty processing on the part of the city if at all possible.

Therefore, following the Feb. 12<sup>th</sup> preapplication conference meeting, if it is all possible to immediately initiate the request for notices - to be issued and published prior to Feb. 25. We would then be able to attend the March 25<sup>th</sup> planning commission meeting. Given that we then receive approval for the C.U.P. at that point, we would then stand a good chance of not losing the 5,000 sq.ft. building to another applicant. But time is not on our side and your help is greatly appreciated.

Calvary Chapel Representative,

Bill Miller  
2389 SW Debok Rd.  
West Linn, Or. 97068  
Tel. 503 655-9246

# FOCUS

COMMERCIAL, INC.

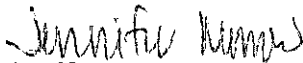
December 21, 2001

To Whom It May Concern:

This letter is in regards to Calvary Chapel of Oregon City, who is currently leasing two of our business spaces in the Red Soils Business Park. In the short time occupying the space, they proved to be reliable and responsible. Their hours of operation are Wednesday evenings and Sunday mornings, which have not conflicted with the schedules of the neighboring spaces. Parking has not been an issue. Focus Commercial has two other business parks in which a church is currently leasing space. Both Managers have agreed that having a Church in the Business Parks has been a benefit for the properties.

If you have any questions or if there is any way that I can help, please give me a call at your earliest convenience.

Best regards,

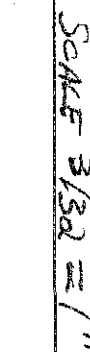
  
Jennifer Morrow  
Red Soils Manager

**FOCUS**  
COMMERCIAL, INC.

**Jennifer Morrow**  
Property Manager

410 S. Beavercreek Rd. #509 ♦ Oregon City, OR 97045  
(503) 657-2931 ♦ Fax: (503) 657-2957  
redsoils@focuscommercial.net

416 BENTON CREEK RD., OREGON CITY, OR. 97045



ROCK CREEK RD.

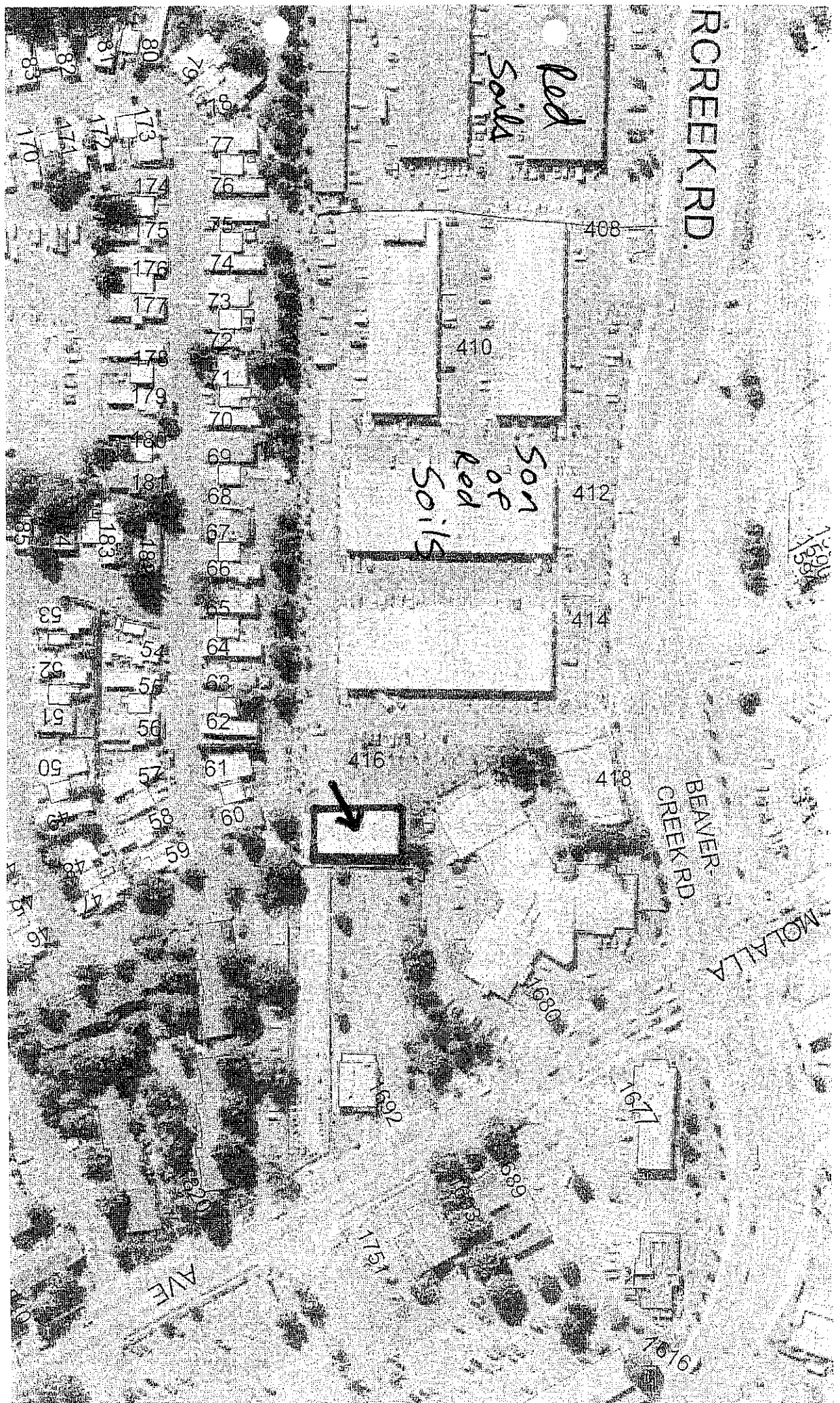
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BEAVER  
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**CICC Chairperson**

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Oregon City, OR 97045



# PC Mailing List for PC Meeting Date: 3/25/02

DATE: 3/19/02

#	Recipients	Sent
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1	Sean	✓
1	Christina	✓
1	Tony	✓
1	Brian Nakamura	✓
<del>1</del>	<del>Brian Cosgrove</del>	
1	Front Counter	✓
1	Bob Cullison	✓
<del>1</del>	<del>Jay Toll</del>	
<del>1</del>	<del>Dean Norlan</del>	
1	Nancy K.	✓
1	Fire Department	✓
1	Public Works	✓
<del>1</del>	<del>Applicant</del>	
<del>1</del>	<del>Applicant</del>	
<del>1</del>	<del>Daily Journal of Commerce-Kurt</del>	
<del>1</del>	<del>Sarah H. Oregonian</del>	
<del>1</del>	<del>Transcription</del>	
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