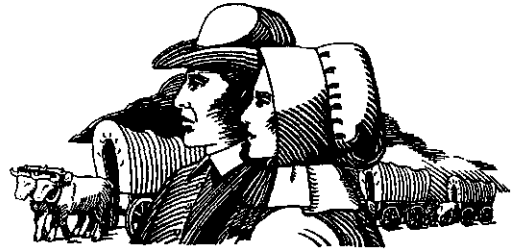


CITY OF OREGON CITY

PLANNING COMMISSION

320 WARNER MILNE ROAD
TEL 657-0891

OREGON CITY, OREGON 97045
FAX 657-7892



AGENDA

City Commission Chambers - City Hall

July 24, 2000 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:** July 10, 2000

7:15 p.m. 4. **PUBLIC HEARING**

CU 00-02; Raymond Yancey /13933 South Gain Street. Clackamas County Map #2-2E-29AA, Tax Lot 2900 & 2901; Request for an addition to an existing church.

8:00 p.m. 5. **OLD BUSINESS**

WORKSESSION

A. Design Review Project (*To be mailed separately*)

B. Sign Ordinance Review Project (*Handout at meeting*)

9:20 p.m. 6. **NEW BUSINESS**

A. Staff Communications to the Commission

1. Memo-8/2/00 Worksession

B. Comments by Commissioners

9:30 p.m. 7. **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 MINUTES
July 10, 2000**

COMMISSIONERS PRESENT

Chairperson Hewitt
Commissioner Carter
Commissioner Orzen
Commissioner Surratt

STAFF PRESENT

Maggie Collins, Planning Manager
Barbara Shields, Senior Planner
Tom Bouillion, Associate Planner
Carrie Foley, Recording Secretary

1. CALL TO ORDER

Chairperson Hewitt called the meeting to order.

2. PUBLIC COMMENT ON ITEMS NOT LISTED ON AGENDA

None.

3. APPROVAL OF MINUTES: June 26, 2000

Chairperson Hewitt asked if there were any changes to be made to the minutes. **Commissioner Carter** stated that the third paragraph on page 8 refers to a covered external stairway, the word "stairway" should be changed to "porch". **Commissioner Surratt** stated that the question in the first paragraph on page 5 is attributed to her but should be changed to show that Chairperson Hewitt asked that particular question.

Commissioner Carter moved to accept the minutes of the June 26, 2000 Planning Commission meeting with changes as noted. **Commissioner Orzen** seconded.

Ayes: Carter, Orzen, Surratt, Hewitt; Nays: None.

4. PUBLIC HEARINGS (Legislative)

Chairperson Hewitt reviewed the public hearing process. He stated the time limitations for the speakers in the public hearing.

A. AN 00-02 (Legislative); Gary Forrette / 19441 S. Meyers Road/ Clackamas County Map # 3S-2E-7D, Tax Lot 100 & 109; Requesting annexation into Oregon City.

OPEN OF PUBLIC HEARING

Chairperson Hewitt opened the public hearing.

STAFF REPORT

Tom Bouillion reviewed the staff report prepared by Deniece Won of Metro. **Commissioner Orzen** asked about the accuracy of the number of parks as stated in #14 of the findings. **Deniece Won** stated the park and open space information came from Metro's database. She stated that she would need to verify the information and deferred to the Commissioner's knowledge of Oregon City.

TESTIMONY IN FAVOR

None.

TESTIMONY IN OPPOSITION

None.

CLOSE OF PUBLIC HEARING

DELIBERATION AMONG COMMISSIONERS

Tom Bouillion stated that the Planning Commission should refer to the staff report and maps included in the second mailing of the commission packet.

Chairperson Hewitt asked if there were any questions or comments from the Commissioners. **Commissioner Surratt** replied in the negative and stated that the application was very straightforward. **Commissioner Orzen** agreed. **Commissioner Surratt** moved to recommend approval for annexation of the subject property based on the findings of the staff report. **Commissioner Orzen** seconded.

Ayes: Carter, Orzen, Surratt, Hewitt; Nays: None

B. AN 00-03 (Legislative); Land Tech, Inc. / Clackamas County Map # 3S-2E-16, Tax Lot 501; Requesting annexation into Oregon City.

OPEN OF PUBLIC HEARING

Chairperson Hewitt opened the public hearing.

STAFF REPORT

Tom Bouillion reviewed the staff report prepared by Deniece Won of Metro. He stated that traffic at the intersection near the property is an outstanding issue that will be addressed at the zone change hearing or at the time of the PUD application hearing.

Commissioner Surratt stated that the subject property is land-locked and asked about the access to the property from the main street. **Tom Bouillion** stated that the access is an existing flagstem that is commonly owned with the adjacent mobile home park.

Commissioner Orzen asked if there would be a county island created if the subject property were annexed into the City. **Tom Bouillion** stated that a "peninsula" of sorts would be created. The County property to the east of the subject property is contiguous to the County property to the north. **Chairperson Hewitt** stated that the issue of County island creation was not one of the criteria to be reviewed.

Deniece Won pointed out the access on the Figure 2 map in the Commission packet, she stated that the access is not a flag lot but a partition of 3 parcels owned by the same party. **Chairperson Hewitt** asked if the width of Tract A provided adequate access to support improvements to the property. **Tom Bouillion** stated that the width of Tract A is 50 feet which is typically adequate for a right-of-way with 32 feet of pavement. **Commissioner Surratt** stated that the issue of adequate access is not as important as the impact on public services, schools, and traffic. **Maggie Collins** stated that the Planning Commission could bring this issue to a special work session. Commissioner Carter agreed with **Commissioner Surratt** and stated that she would like a work session in the future on this topic.

TESTIMONY IN FAVOR

Matt Wellner, SW Canyon Lane #402, Portland OR 97225

Matt Wellner stated that he represented the applicant. He formally submitted a detailed map of the property (Exhibit A) and stated that the parcel to the north of the subject property is actually a partition of the site. He stated that there is a planned public right-of-way that would provide adequate access. **Mr. Wellner** stated that the nearby intersection is a major concern and that he will work with City Staff and the Engineering Department to do a thorough traffic study. He stated that increased development could possibly lighten traffic on Glen Oak Road by providing more connectivity.

TESTIMONY IN OPPOSITION

None.

CLOSE OF PUBLIC HEARING

DELIBERATION AMONG COMMISSIONERS

Chairperson Hewitt stated that he agrees with **Commissioner Surratt** that new annexation creates a conflict over public services. He stated that the intersection of Route 213 and Glen Oak Road near the subject property is a "pressure cooker" issue and is becoming very unsafe. He stated that public services and access go hand-in-hand and should be a top consideration in an annexation hearing. **Commissioner Carter** stated that there is nothing that the Planning Commission can do at the annexation level under the current guidelines. **Commissioner Surratt** stated that piecemeal annexation is not in the best interest of the City. She stated again that she would like to work on this issue in a special work session.

Commissioner Carter moved to recommend approval for annexation of the subject property based on the findings of the staff report. **Commissioner Surratt** seconded.

Ayes: Carter, Orzen, Surratt; Nays: Hewitt.

5. OLD BUSINESS

None.

6. WORKSESSION

A. Design Review

Barbara Shields presented a slide show illustrating concepts of transit and pedestrian friendly development with important features including building orientation, special design features, livability, and smart growth. She stated that Mike Kaiser from Metro would present a slide show at the July 12, 2000 work session.

Slides:

1. NE Broadway, Portland
Outdoor café, too much closure and not enough pedestrian area.
2. NE Broadway, Portland
Wider sidewalk but not enough closure, trees needed.
3. NE Broadway, Portland
Interesting building façade but not enough vegetation.
4. NE Broadway, Portland
Too much pavement and no benches.
5. NW 23rd, Portland
Nice diversification of facades but too many A-frame signs.
6. NW 23rd, Portland
Not enough closure, hedges would be appropriate, unattractive trash receptacle.
7. SE Hawthorne, Portland
Similar to OC, narrow sidewalks limit beautification, awnings help transition and enclosure.
8. SE Hawthorne, Portland
Pastaworks building, inset façade, good materials and large windows, good interconnection, flowers provide façade incitement.
9. Main Street, Gresham
Too much concrete and no sense of enclosure.
10. Gresham
Nice streetscape with porches, street trees, good enclosure and definition.

11. Tualatin Commons

Good definition, too much concrete, not enough soft enclosure.

12. Tualatin Commons

Good example of mixed use development, commercial on ground floor, residential above.

13. Willamette Area, West Linn

Scale and signage is good but pedestrian ambiance is poor, not soft edges.

14. Willamette Area, West Linn

Diagonal parking and awnings create enclosure, good roofline diversity. Sharper parking angle would lessen overhang.

15. Willamette Area, West Linn

Good integration, nice façade and roofline diversity.

16. Sellwood, Portland

Pedestrian friendly, interesting windows, awnings, and planters.

17. SE Portland

Poor use of flags, does not provide adequate softening.

18. SE Portland

Brick façade provides warmth, proportionate architectural awnings.

19. St. Johns, Portland

Has potential, ample awnings but too much concrete with lack of interaction.

20. Kenton, North Portland

Poor signage, good façade inset, has potential.

21. Troutdale

New building made to look old, widened sidewalk, large façade inset. Good interaction and transition.

22. Hollywood, California

Nice façade articulation, multiple color breaks up tall building. Narrow sidewalks but good, mature street trees a good tradeoff.

23. Berkeley, California

Very pedestrian friendly, good interaction.

24. Vancouver, Washington

Good roofline diversity, good use of awnings.

B. Sign Ordinance Language

Tom Bouillion reviewed the proposed language changes for the temporary sign ordinance as modified by the Commissioners in the previous work sessions. He stated that he provided ordinances from several cities in the work session packet. Milwaukie has a one-size-fits-all type of temporary sign ordinance, while West Linn has a very specific and detailed breakdown for the limits to sign sizes. He stated that Ashland's ordinance for temporary signage is a middle position. He stated that the Planning Commission would review the language for the permanent residential sign ordinance at the July 12, 2000 work session.

- Commissioner Carter thought that signage larger than 16 square feet was not offensive and that a requirement for smaller signage would be a burden on business owners.
- The majority of offensive signage is temporary signs that have been left up for so long that they have become permanent. Lack of enforcement does not imply approval for these types of signs.
- Paragraph A should be separated out to clearly define differences between temporary special event signage and business grand opening temporary signage.
- Paragraph C should be separated out for the purpose of clarity in defining sizes of temporary real estate signage in residential and industrial areas.
- Paragraph D should define miscellaneous signs as garage and estate sale signs and should include a requirement for end-of-event removal.

7. NEW BUSINESS

A. Staff Communications to the Commission

None.

B. Comments by Commissioners

None.

8. ADJOURN

All Commissioners agreed to adjourn.

**Gary Hewitt, Planning Commission
Chairperson**

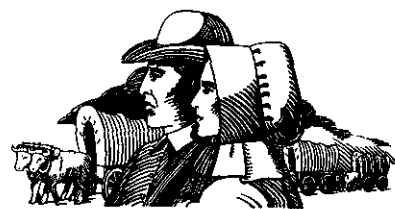
Maggie Collins, Planning Manager

CITY OF OREGON CITY

PLANNING COMMISSION

320 WARNER MILNE ROAD
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STAFF REPORT

Date: July 24, 2000

FILE NO.: CU 00-02

FILE TYPE: Quasi-Judicial

HEARING DATE: July 24, 2000
7:00 p.m., City Hall
320 Warner Milne Road
Oregon City, OR 97045

APPLICANT: Raymond R. Yancy
835 SE Stephens St.
Portland, OR 97214

OWNER: Park Place Evangelical Church
13933 S. Gain Street
Oregon City, OR 97045

REQUEST: Conditional Use to allow for expansion of a church in the R-8
Single Family Dwelling District.

LOCATION: 13933 S. Gain Street
Map 2S-2E-29AA, Tax Lots 2900 & 2901, Clackamas County.

REVIEWER: Tom Bouillion, Associate Planner
Jay Toll, Senior Engineer

RECOMMENDATION: Staff recommends approval of CU 00-02 with conditions of approval

CRITERIA:

Municipal Code:

Section 17.10 R-8 Single-Family Dwelling District

Section 17.49 WR Water Quality Resource Overlay District

Section 17.50 Administration and Procedures

Section 17.56 Conditional Uses

BASIC FACTS:

1. The site is located at 13933 S. Gain Street and is legally described as Map 2S-2E-29AA, tax lots 2900 and 2901, Clackamas County. The site consists of a small parsonage (a single family residence) to the north of the existing 4,680 square foot church building, connected to a 2,850 square foot classroom building. The remainder of the property consists of parking and landscaping.
2. The original 2,480 square foot church was approved as a conditional use by Clackamas County (File PCU-29-67) in June of 1967 and built the same year. In 1973, a 2,850 square foot classroom building was built immediately to the east of the church and was connected by a breezeway. In 1976, a setback variance, from 30 feet to 25 feet was approved along Harley Street. The same year a 2,200 square foot addition to the north side of the church building was completed and the breezeway between the church and classroom structures was enclosed.
3. In addition to the Planning Commission review of the applicant's proposal, staff will also review the proposal through the site plan and design review process. The Planning Commission must approve this use through the CUP review prior to the site plan and design review process.
4. Surrounding land uses are as follows:

West:	The properties across Harley Street are zoned R-8 single-family residential and contain single-family residences.
North:	The properties to the north are zoned R-8 single-family residential and contain single-family residences.
East:	The properties to the east are zoned R-8 single-family residential and contain single-family residences.
South:	The property across Gain Street is zoned RD-4 and contains the offices of the Clackamas County Housing Authority.

5. Transmittals on the proposal were sent to various City departments, affected agencies, property owners within 300 feet and the Park Place Neighborhood Association. Comments have been incorporated into this analysis or will be used for the site plan and design review process.

ANALYSIS AND FINDINGS:

17.49 Water Quality Resource Overlay District

An existing stream is located in the far northeast corner of the site, flowing from the southeast to the northwest across properties adjacent to the subject site. As a result, the site lies within the City's Water Quality Resource Overlay District. The applicant submitted a water resource report, attached as Exhibit 3d, which indicated that the piped stream was a low quality, intermittent stream, that does not support any anadromous fish species, such as salmon. As a result, this stream should have a 15-foot buffer are (vegetated corridor). Staff agrees with this finding, since the area surrounding the stream is already developed as a paved parking lot and the stream itself is piped under the parking lot (see the attached site plan, Exhibit 3b and the water resources report, Exhibit 3d). However, new proposed landscaping located in this buffer area shall be planted with native plant species appropriate for the riparian corridor. No other activity is proposed by the applicant in this buffer area.

Therefore, staff finds that this criterion can be met, subject to Condition # 5.

17.56 Conditional Uses

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

The subject site is zoned R-8 Single Family Residential. The R-8 district lists as conditional uses all uses listed under section 17.56.030. Under subsection F, churches are listed as a conditional use.

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 size of the site (70,000 square feet) and the rectangular shape would allow for a 2,080 square foot addition to the existing 9,339 square foot church, as well as for all supporting infrastructure including parking, accessways, landscaping and a bio-swale/storm detention. The existing church is currently provided with all urban services and would continue to be served by the same services with the 2,080 square foot addition. The site gently slopes gradually from a high of 121 feet in elevation in the southeast corner to 114 feet in the northwest corner, for a grade of less than 2%. This slope would not hinder the construction of the addition or any of the required infrastructure. An

existing stream is located in the far northeast corner of the site, flowing from the southeast to the northwest across properties adjacent to the subject site. Please see the discussion under OCMC 17.49 Water Quality Resource Overlay District. All required public improvements are available to serve this site and there are no natural features which would limit the development of the parcel.

Therefore, staff finds that this criteria is satisfied.

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 existing church is currently served by all urban services. Vehicular access to the church will continue to be provided via Gain Street, as well as via a new access on Harley Avenue. Both are classified as local streets by the City. The applicant provided a traffic study for the proposed use, attached as Exhibit 3c. An analysis by the City's contract traffic engineer (Exhibit 4e) confirmed that the traffic increases from the expansion would be slight and that there is sufficient capacity to provide an acceptable level of service at nearby intersections. Existing City sanitary sewer, storm sewer and water facilities are currently being provided and would continue to be provided from Gain Street and/or Harley Avenue.

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 character of the surrounding area includes residential uses, including single family residences, as well as the Clackamas County Housing Authority office and detached single family homes to the southwest. Please see a more specific description of the surrounding uses under "Basic Facts, #4, Surrounding Uses." The church is an integral part of the character of the area since the Clackamas Heights Housing Administration Building was used by the congregation in 1948. The original 2,480 square foot church was approved as a conditional use by Clackamas County (File PCU-29-67) in June of 1967 and built the same year. Later additions were built in the 1970's. The church structure, as well as the parsonage, are one story and are architecturally similar to the single-family residences in the surrounding the site.

According to the applicant's lighting plan (Exhibit 3b), glare will not exceed .5 foot-candles off-site. As mentioned in the applicant's traffic study (Exhibit 3c), the proposed use would generate a minimal amount of automobile traffic. The addition would not limit, impair or preclude the use of the surrounding residential properties. This proposal will also be reviewed by staff through the site plan and design review process.

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.

The Oregon City Comprehensive Plan contains the following applicable goals and policies:

“Encourage citizen participation in all functions of government and land-use planning.”
(Citizen Involvement Goals and Policies, Policy 4)

The public hearing was advertised and noticed as prescribed by law to be heard by the Planning Commission on July 24, 2000. The public hearing will provide an opportunity for comment and testimony from interested parties.

“To serve the health, safety, education, welfare and recreational needs of all Oregon City residents through the planning and provision of adequate community facilities”.
(Community Facilities Goal)

The expanded church would be used to provide recreational and educational activities, as well as religious activities for youth and adults in Oregon City.

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

CONCLUSION AND RECOMMENDATION:

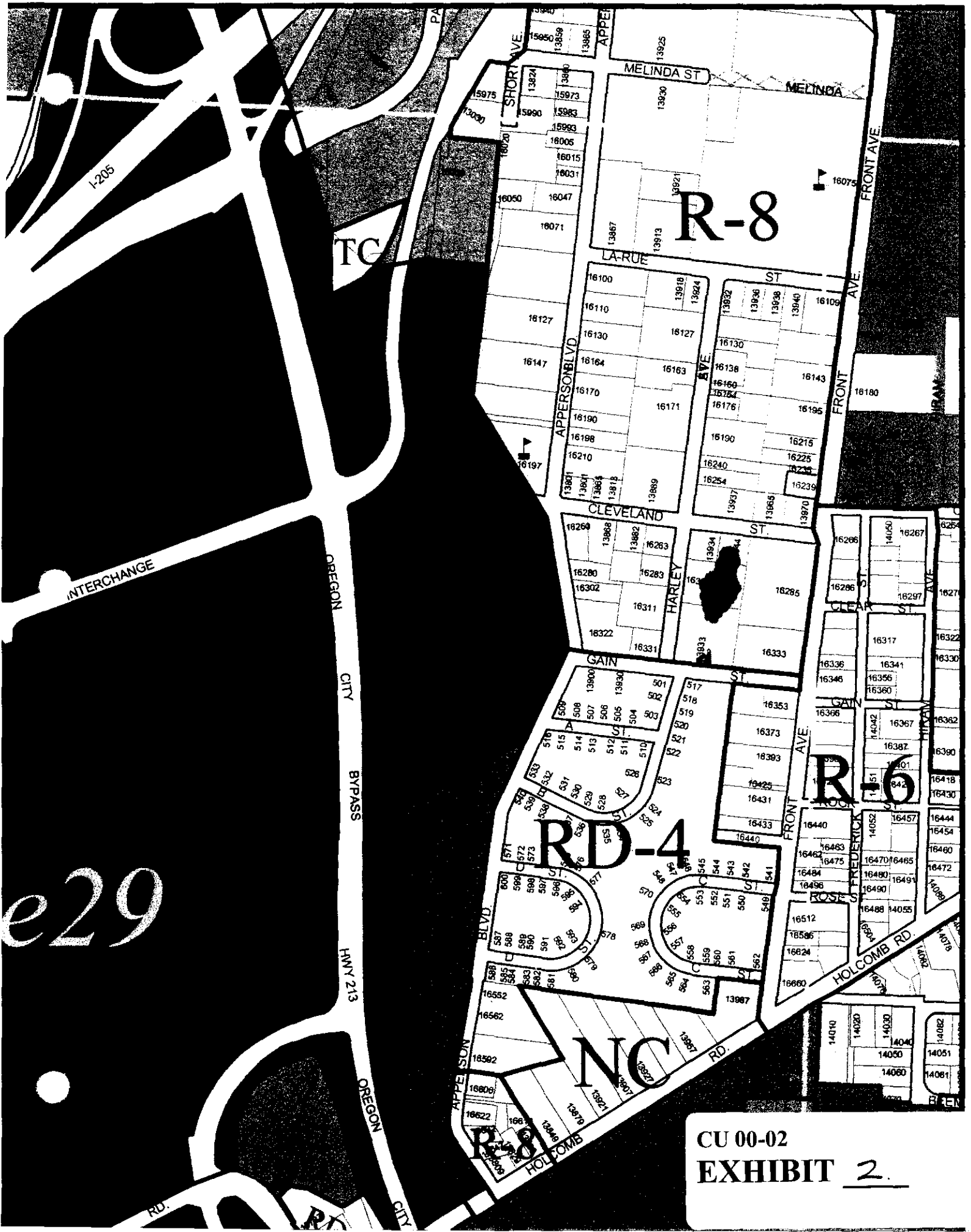
Based on the analysis and findings as described above, staff concludes that the proposed 2,063 square foot addition to the Park Place Evangelical Church, located at 2S-2E-29AA, Tax Lots 2900 & 2901, satisfies the requirements as described in the Oregon City Municipal Code for Conditional Use Permits (Chapter 17.56). Therefore, staff recommends that the Planning Commission approve file CU 00-02, subject to the conditions of approval attached as Exhibit 1.

EXHIBITS:

1. Conditions of Approval
2. Vicinity Map
3. Applicant Submittal
 - 3a. Applicant Narrative
 - 3b. Applicant Plan Set
 - 3c. Applicant Traffic Study (on file)
 - 3d. Applicant Water Resource Report
4. Agency Comments
 - 4a. City Engineering
 - 4b. City Parks (on file)
 - 4c. OC School District 62 (on file)
 - 4d. City Public Works (on file)
 - 4e. City Contract Traffic Engineer
 - 4f. Clackamas County DTD
5. City Engineering Policy 00-01

CU00-02
Conditions of Approval
Exhibit 1

1. The approved Conditional Use Permit is limited to the area (2,080 square feet) and to the activities, including church services and educational classes, described in the applicant's narrative (Exhibit 3a).
2. Site Plan and Design Review in accordance with OCMC 17.62 shall be submitted and reviewed.
3. Applicants shall design and construct all required public works improvements to City Standards. These Standards include the latest version in effect at the time of application of the following list of documents: Oregon City Municipal Code, Water Master Plan, Transportation Master (System) Plan, Sanitary Sewer Master Plan, and the Drainage Master Plan. It includes the Public Works Design Standards, which is comprised of Sanitary Sewer, Water Distribution System, Stormwater and Grading, and Erosion Control. This list also includes the Street Work Drawings, Appendix Chapter 33 of the Uniform Building Code (by reference), and the Site Traffic Impact Study Procedures.
4. The Applicant is responsible for this project's compliance to Engineering Policy 00-01 (Exhibit 5). The policies pertain to any land use decision requiring the applicant to provide any public improvements.
5. New proposed landscaping located in the 15-foot Water Quality Resource buffer area in the extreme northeast corner of the site shall be planted with native plant species appropriate for the riparian corridor. No other activity will be allowed in this buffer area without additional staff review.
6. This land use action is valid for a period of one year from the effective date of the decision. Any land use permit may be extended prior to expiration by the Planning Staff with notice given, for a period of six months up to an aggregate period of one year. However, no permit may be extended unless there has been substantial implementation thereof.



Park Place Evangelical Church

Conditional Use Narrative

The Park Place Evangelical Church has been part of the community since the early 1940's. During the early years of the church various locations were rented and used for church meeting facilities in the Clackamas Heights area. The present location of the church was acquired in the late 1960's with construction of a facility in 1968-1969. On June 18, 1969 the Holiness Methodist Church joined the Evangelical Church and the name was changed to Park Place Community Evangelical Church. The first development on the site was a portion of the sanctuary and a small fellowship hall built in 1968-1969. The educational wing was built during the years of 1971-1973. The final development of the sanctuary and church offices and remodel was completed during the years of 1973 through 1985.

The masterplan includes:

- 3000 square feet of existing classroom remodel
- 500 square feet of restroom remodel
- 348 square feet of corridor remodel
- 780 square feet of remodel of old administrative into work/storage/ramp access behind platform
- 1480 square feet of additional educational space
- 600 square feet of administrative addition

The intention of the classroom addition and remodel of existing educational space is to improve and create classroom educational space that better serves today's congregation. The remodel of the corridors, entries and restrooms will bring these aspects of the facilities into compliance with the Americans with Disabilities Act for Accessibility. This work will not provide facilities for a larger congregation but provide increased use of the facility for education and allow for the existing congregation to have full ADA accessibility to the education and remodeled areas. In residential zones such as R8, churches are allowed under conditional-uses. Chapter 17.5.6 states D.5 General Criteria to be met for the conditional use.

- 1) *The use is listed as a conditional use in the underlying district.* In the R8 district, church is listed as a conditional use.
- 2) *The characteristics of the site are suitable for the proposed use considering size, shape, location, topography, and existence of improvements and natural features.* The existing church location and site serves the local neighborhood and community. The central location of the church in the neighborhood allows for easy accessibility throughout the neighborhood. The generally flat nature of the site allows for easy accessibility both for handicapped and elderly users. The existing buildings on site were originally built to be used as a church.
- 3) *The site and proposed element are timely considering the adequacy of transportation systems, public facilities and services existing or planned for the area affected by the use.* The transportation systems, public facilities and services serving this neighborhood and existing facility are generally unaffected by the existing church and will not be greatly affected by the addition of 1480 square feet of educational space and 600 square feet of administrative space. All services provided to the site have been adequate including electric utilities, storm and sewer drainage and fire fighting water supplies.
- 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 the surrounding properties for the primary uses listed in the underlying district.* The primary

CU 00-02

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residential. Existing neighborhood church use compliments the community neighborhood by providing services within the residential neighborhood. Existing and future development of residential use in a around the church will not be impaired due to the fact that churches are generally accepted a part of residential neighborhoods.

- 5) *The proposal satisfies the goals and policies of the City comprehensive plan, which apply to the proposed use.* The church compliments the City comprehensive plan goals and policies by providing urban and community services, both secular and non-secular to the community. This includes but is not limited to space and rooms for meetings of individual groups to community gathering space for events and festivities.

In addition to the general criteria, Section 17.56.040 Criteria and Standards for Conditional Uses adds additional standards under Churches and Other Religious Facilities:

- 1) *Minimum lot area 10,000 square feet.* The existing lot area of the church is 70,000 square feet.
- 2) *Minimum street frontage 100 feet.* Existing church is on the corner of Gain and Harley. 200 linear feet of street frontage exists on Gain and approximate 350 lineal feet street frontage exists on Harley.
- 3) *Maximum lot coverage 50% for all buildings.* Existing church lot coverage is 23.7%.
- 4) *Maximum building height 50 feet.* The existing building is less than 50 feet.
- 5) *Minimum depth 125 feet.* Actual 350 feet.
- 6) *Minimum setback distance. Front yard 30 feet. Rear yard 20 feet. Side yard 20 feet.* Front yard setback on Gain – 51 feet. Front yard setback on Harley – 30 feet. Rear yard – 155 feet. Side yard – 30 feet.

Park Place Evangelical Church

Historical Narrative

The Park Place Evangelical Church has been a part of the community since the early 1940's. It had its beginnings in Portland on December 14, 1942, when a group of 13 people from the Holiness Methodist Church background gathered with the district Superintendent, Rev. H.C. Kurtz, for the organizing session (first Quarterly conference) of the Portland Holiness Methodist Church.

The new church faced many challenges during those early days. One was the distance of the new church from other Holiness Methodist churches, the closest being in Colbert, Washington, just north of Spokane. The most difficult challenge, however, was the distances the members lived from each other; some being in Portland, some in the country, some in Gladstone, and some in the Clackamas Heights area of Oregon City. Supervising the work of the church throughout this early period was Rev. and Mrs. Lloyd Lanz.

Due to this geographical spread, Prayer Meetings were held in the homes of the church members. There was no church building, and buildings from other groups were used for worship. One location was the Park Place Community Church, an almost unused church building in the Clackamas Heights area. These Sunday School classes were held, beginning in November 1944, following two weeks of revival meetings with Rev. Kurtz.

During the early years of the work in the Park Place area, several camp meetings were held. At first the members of the church traveled to Colbert for camp, but beginning in 1945, camp was held in a grove next to the Park Place Community Church, with the church building being rented and used as a dining hall. The camp evangelists were General Superintendent R.M. Rabe and District Superintendent George D. Brown. Camps were held here, and later evangelistic meetings were held in a tent for a number of years.

In 1948 official recognition of the work in the Clackamas Heights area was given and Helen Dodd was invited to serve the new congregation (with Miss Shultz as assistant). The Clackamas Heights Housing Administration building was secured as a place of worship, and active ministry in the surrounding area was carried on over the next 20 years. The name was officially given as the Clackamas Heights Holiness Methodist Church, although at various times it was called the "Oregon City Holiness Methodist Church (at Clackamas Heights)."

During the next twenty years there were times of harvest of souls, and there were times of much spiritual drought. It was much to the credit of Miss Dodd and the other ministers who served the church that the doors remained open at times. The low point came in 1966 when the board met and decided to petition the Executive Board of the denomination for approval to discontinue the ministry. The reply was that one last effort should be made to establish the church, and that a pastor would be appointed to lead the effort.

Rev. Robert Trosen moved to the church from Minneapolis in 1967. In approximately two years he directed the construction of the first unit of our present building and the church was beginning to reach many new people for Christ and was growing. Rev. Trosen left in 1969 to assume the superintendency of the newly formed North Central Conference of the Evangelical Church. At that time the Clackamas Heights Church joined the Pacific Conference of the Evangelical Church. (The Holiness Methodist

Church joined the Evangelical Church June 18, 1969.) The name was changed to the Park Place Community Evangelical Church. (The "community" designation was discontinued in 1965.)

In 1973 Rev. Daniel Morgan was assigned to the church while attending seminary. Although the church was small at that time, Rev. Morgan's vision was great. The small church soon began, under the power and direction of the Holy Spirit, to minister effectively in the community and to the family and friends of the congregation. Through the ministry of Rev. Morgan and the many evangelists who shared with the congregation during those years, souls were brought into the Kingdom and the church grew. In 1985 Rev. Morgan moved to a pastorate in the East Central Conference of the Evangelical Church where his father was superintendent.

In that year Rev. Carl Duhrkoop, present Pastor, came to the Park Place Church. In the past 13 years our church members have continued to enjoy the blessing of the Lord. Souls have been saved, believers have experienced the cleansing and filling work of the Spirit through sanctification, and our fellowship has embraced an even greater vision for ministry to the people in the Holcomb, Outlook and Park Place neighborhoods. Along with a concern for the Park Place area, the church continues, as it has all through its history, to make world missions a high priority.

The following is a list of those who have officially served as ministers to the Park Place congregation:

Rev. Lloyd Lanz	1942-48
Helen Dodd	1948-53
Hilda L. Schultz	1953-59
Helen Dodd	1959-60
Philip F. Hauser	1960-61
James W. Lanz	1961-62
David A. Feitag	1962-65
Bruce Fish	1965-66
Robert Trosen	1966-69
Jack Carlson	1969-70
Lyman Myers	1971-73
Daniel G. Morgan	1973-85
Carl J. Duhrkoop	1985-Present

The property and parsonage (old) were purchased during the ministry of Miss Dodd. The first unit (a portion of the sanctuary and the small fellowship room) was built under the direction of Rev. Trosen. The educational wing (then a separate unit) was built under the leadership of Rev. Myers. The final addition to the sanctuary, the church offices, and extensive remodeling was completed during the tenure of Rev. Morgan. Further remodeling of the foyer area was completed during the past decade under the leadership of Rev. Duhrkoop.

God continues to bless this ministry, which now, as was true at its beginning, is ministering to the local community, the entire Portland area, and the world.

Development History

- 1967 Original Church building constructed.
Parsonage established.

Built for Holiness Methodist Church

Architect – Donald H. Lindren, Vancouver, Washington

2480 sq. ft. single-story, wood-framed gable structure. This building consisted of a sanctuary with approximately 102 seats. Original plan also included a fellowship room, classrooms, restrooms, pastor's office / study and parking for 24 cars.

- 1971 A master plan for a classroom building was conceived by Architect L. David Jensen and implemented in 1973.

- 1973 A 2850 sq. ft. single-story, wood-framed gable structure. This building consisted of a classroom building that was built to the east and parallel to the church building with a breezeway connecting the two buildings. This is used primarily for Sunday School classes.

Built for Park Place Community Church

Architect – L. David Jensen, Sacramento, California

- 1976 A 2200 sq. ft. addition north of the existing sanctuary enlarged it to its present size of 145 + 30 choir seats. This addition also included a choir room, pastor's office and workroom. Also 725 sq. ft. of additional classroom space was added to and the original church building and classroom building. Finally the connection between the two buildings was enclosed. An expansion of the parking from 24 to 56 parking spaces also was included.

Built for Park Place Community Church

Architect – Donald H. Lindgren, Vancouver, Washington

- 1991 240 sq. ft. remodel of narthex area to enlarge and enhance the entry area.

Built for Park Place Evangelical Church

Architect – Unknown

- 1998 Park Place Evangelical Church began work with FWL Architects, Inc. to develop the current masterplan. (See attached drawings.)

The masterplan will consist of a 3,000 sq. ft. remodel of the existing 1973 classroom building and an addition to the north of 1,480 sq. ft. for additional classroom space. This work includes relocating, enlarging and a handicap upgrade of the restrooms. It also includes a 600 sq. ft. addition north of the Sanctuary to enlarge the pastor's office and workroom and provide a handicapped ramp access to the chancel platform. A new driveway connecting to South Harley will also be built to replace the one to the south being eliminated by the administrative addition. In addition parking, screening landscaping and a bioswale/storm detention will be installed in this area.

The anticipated masterplan schedule is for construction to begin in the summer of 2000.

Attached is a preliminary Zoning analysis for the proposed masterplan and a typical church schedule of events weekly, monthly, and annually.

Preliminary Masterplan Zoning Information

Address: Park Place Evangelical Church
13933 South Gain Street
Oregon City, OR 97045

Jurisdiction: Oregon City

County: Clackamas

Zone: "R-8" Single-Family Dwelling District

Conditional Use: Church Allowed

Chapter 17.56 Conditional Uses

17.56.040 Criteria & Standards for Conditional Uses, C. Churches & Other Religious Facilities

1. Minimum Lot Area - 10,000 - Actual: 70,000 sq.ft.
2. Minimum Street Frontage - 100 ft. - Actual: 200 ft. at Gain / 350 ft. at Harley
3. Maximum Lot Coverage - 50% - Actual: 23.7% / 15,212 sq.ft. Church, 1,400 sq.ft. House
4. Maximum Building Height -50 ft. - Proposed: Less than 50 ft.
5. Maximum Lot Depth - 125ft. - Actual: 350 ft.
6. Minimum Setback Distance
 - a. Front Yard: 30 ft. — Actual: 51 ft. ± at Gain Street, 30 ft. at Harley Avenue
 - b. Rear Yard: 20 ft. - Actual: 155 ft. ±
 - c. Side Yard: 20 ft. - Actual: 30 ft. ±
7. Parking Require: 1 space per 8' of Bench (Chapter 17.52, Offstreet Parking and Loading)
(3,704" Worship + 642" Choir = 4,346 divided by 96 = 45.3 cars required)
25% of required parking can be compact. All additional parking above the required can be compact.
Actual: 55 Standard
16 Compact
3 Handicapped
74 Total Spaces
8. Landscaping: 15% Required- Actual: 23.5% 16,470 sq.ft.

Park Place Evangelical Church**Church Schedule of Events**

Day	Activity	Facility	Ave.	High
Weekly Events:				
Sunday	Men's Prayer Meeting	Sanctuary	6	8
	Sunday School	Whole Church	75	94
	Worship	Sanctuary	86	107
	Evening Service	Sanctuary	60	104
Wednesday	Prayer Meeting	Sanctuary		30*
	Children's Program	Classrooms	15*	
	Youth Group	Youth Room	15*	20*
Monthly Events:				
1st Tuesday	Women's Group	Various Rooms	15*	
Fri. or Sat.	Youth Activity	(Various Locations)	15*	
Saturday	SAFARI (Seniors)	(Various Locations)	8*	
3rd Tuesday	Women's Bible Study	Small Fellowship Rm.	8*	
2nd Tuesday	Council of Administration	Large Fellowship Rm.	17	20
1st/2nd Sundays	Committee Meetings	Various rooms	5-10	
5th Sundays	Potluck	Large Fellowship Rm.	60*	75*
Annual Events at the Church:				
February	Valentines Dinner	Large Fellowship Rm.	70*	
	Missions Convention	Various rooms	50*	
April	Easter Sunrise Service	Parking Lot	40*	
	Easter Breakfast	Large Fellowship Rm.	50*	
	Community Unsale	Under the Porch	100*	
May	Mother Daughter Event	Large Fellowship Rm.	40*	
August	Vacation Bible School	Whole Church	90*	
	VBS Program	Sanctuary	140*	
September	Community Corn Feed	Under the Porch	150*	
Oct. or Nov.	Revival Meetings	Sanctuary	65*	120*
December	Christmas Program	Sanctuary	120*	

*Estimate

2-16-2000

January 27, 2000 Neighborhood Meeting Notes

FWL Architects, Inc. sent letters to property owners inviting them to a neighborhood meeting at Park Place Evangelical Church on January 27, 2000 from 6:00-7:00 p.m. This letter was sent to all property owners within 300 feet of the church property and to the Park Place Neighborhood Association, Attn: Judy Puderbaugh

Those who attended the meeting are:

Raymond Yancey, FWL Architects, Inc.
Carl Duhrkoop, Pastor
Robin Guy, Parishioner
Margie Guy, Parishioner
Fred Parker, Parishioner
Chester Lanz, Parishioner
Paul Landaas, Parishioner
Ann Diener, Neighbor
Charlie Champie & Wife, Neighbors

The meeting commenced at 6:00 p.m. As each neighbor arrived, FWL Architects explained the project showing both the site plan and exterior elevations. Ann Diener had no issues and was in support of the proposed project. Charlie Champie and wife had questions about the setback requirements for the Title III Stream as indicated on the site plan and the proposed driveway to the north of the project. He and his wife left without providing any input on what their concerns were and how any solutions may be provided. The meeting adjourned at approximate 7:00 p.m.

In the letter to the neighbors I also indicated that they could call with any questions regarding the proposal if they were not able to attend the meeting. I did receive a call from Craig Gingrich of the Housing Authority located across South Gain Street from the church. I briefly described the planned proposal to be implemented. He indicated that the church has been nothing but a wonderful neighbor and that from what I explained, he had no issues with the proposal. Craig Gingrich is the Director of Facilities.

Attachments

1. Sign-in sheet indicating the January 27 meeting attendees
2. January 20 letter inviting neighborhood to the meeting

NAME

ADDRESS

PHONE NUMBER

No problems -

Ann Diener

16283 S Harley, OC

655-7443

CHARUE CHAMPIE.

WIFE.

Carl Dahlberg

19314 Rollins St, OC

650-4956

Robin Gray

1255 BEXHILL ST WL

657-4386

Margie Gray

1255 Buxhill St WL

" "

Frank R. Becker

19350 S. Rollins St OC.

655-3780

Chester Lanz

18122 S.E. River Rd. Mil.

353-8144

Paul Leonardas

16300 S. HARLEY, ORCIDY

657-9189

Raymond J. Lancer
FULL ARCHITECTS INC.

835 S.E. STEPHENS ST.
PORTLAND OR. 97201

235-0007



ARCHITECTS

January 14, 2000

Park Place Neighborhood Association
20905 N.E. Sandy Blvd.
Fairview, Oregon 97024

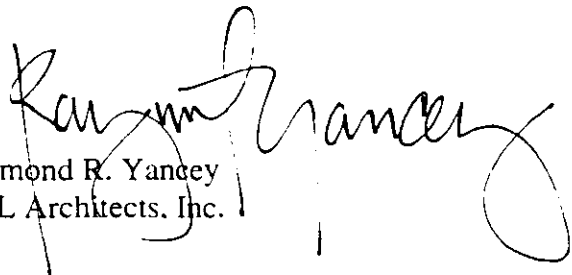
Dear Judy Puderbaugh,

FWL Architects is representing Park Place Evangelical Church, the owner of the property located at 13933 South Gain Street, Oregon City, OR 97045. The church is proposing an educational and administrative addition to the existing facility with site improvement for additional parking and entry access, which will require a conditional use and design review approval at this location. Prior to applying to the City of Oregon City for the necessary permits, I would like to discuss the proposal in more detail with the members of the adjoining neighborhood association and surrounding property owners and residents. You are invited to attend a meeting on:

Meeting Date: January 27, 2000
Park Place Evangelical Church
13933 South Gain Street
Oregon City, OR 97045
6:00 - 7:00 p.m.

Please note that this will be an informational meeting on preliminary development plans. These plans may be altered prior to submittal of the application to the city. I would look forward to more specifically discussing the proposal with you. Please call me at 235-0007 if you have any questions.

Sincerely,


Raymond R. Yancey
FWL Architects, Inc.



January 19, 2000

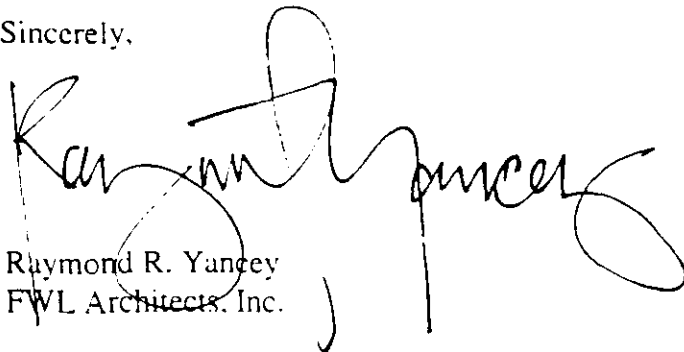
Dear Neighbor,

FWL Architects is representing Park Place Evangelical Church, the owner of the property located at 13933 South Gain Street, Oregon City, OR 97045. The church is proposing an educational and administrative addition to the existing facility with site improvement for additional parking and entry access, which will require a conditional use and design review approval at this location. Prior to applying to the City of Oregon City for the necessary permits, I would like to discuss the proposal in more detail with the members of the adjoining neighborhood association and surrounding property owners and residents. You are invited to attend a meeting on:

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Sincerely,



Raymond R. Yancey
FWL Architects, Inc.

SENDER: COMPLETE THIS SECTION	COMPLETE THIS SECTION ON DELIVERY
<ul style="list-style-type: none"> ■ Complete items 1, 2, and 3. Also complete item 4 if Restricted Delivery is desired. ■ Print your name and address on the reverse so that we can return the card to you. ■ Attach this card to the back of the mailpiece, or on the front if space permits. 	<div style="display: flex; justify-content: space-between;"> <div style="width: 60%;">A. Received by (Please Print Clearly)</div> <div style="width: 40%;">B. Date of Delivery <i>1/18/00</i></div> </div> <div style="border-top: 1px solid black; padding-top: 5px;"> C. Signature <i>X [Signature]</i> <div style="float: right;"> <input type="checkbox"/> Agent <input checked="" type="checkbox"/> Addressee </div> </div> <div style="border-top: 1px solid black; padding-top: 5px;"> D. Is delivery address different from item 1? <input type="checkbox"/> Yes If YES, enter delivery address below: <input type="checkbox"/> No </div>
1. Article Addressed to: <div style="font-size: 2em; margin-top: 20px;"><i>Park Place</i></div>	<div style="border-top: 1px solid black; padding-top: 5px;"> 3. Service Type <div style="display: flex; justify-content: space-between;"> <div><input type="checkbox"/> Certified Mail</div> <div><input type="checkbox"/> Express Mail</div> </div> <div style="display: flex; justify-content: space-between;"> <div><input type="checkbox"/> Registered</div> <div><input type="checkbox"/> Return Receipt for Merchandise</div> </div> <div style="display: flex; justify-content: space-between;"> <div><input type="checkbox"/> Insured Mail</div> <div><input type="checkbox"/> C.O.D.</div> </div> </div> <div style="border-top: 1px solid black; padding-top: 5px;"> 4. Restricted Delivery? (Extra Fee) <input type="checkbox"/> Yes </div>
2. Article Number (Copy from service label)	

PS Form 3811, July 1999

Domestic Return Receipt

102595-99-M-1789

F 505 869 281

US Postal Service

Receipt for Certified Mail

No Insurance Coverage Provided.

Do not use for International Mail (See reverse)

Sent to	
Street & Number	
Post Office, State, & ZIP Code	
FAIRVIEW, OR 97024	
Postage	\$ 0.33
Certified Fee	1.40
Special Delivery Fee	
Restricted Delivery Fee	
Return Receipt Showing to Whom & Date Delivered	
Return Receipt Showing to Whom, Date, & Addressee's Address	1.25
TOTAL Postage & Fees	\$ 2.98
Postmark or Date	
Store: USPS Clerk: KRY2NX 01/14/00	

PS Form 3800, April 1995

OCT 16 1999

Summary of "Pre-Application" notes for
Park Place Evangelical Church, zoned R-8
2S-2E-29AA tax lot(s) 2900 & 2901
10/14/99
PA 99-91

City staff in attendance:

Sid Sin (OC Planning), Jay Toll & Nancy Kraushaar (OC Engineering), Tony Tamerius (OC Building), Clark Poulton (Tualatin Valley Fire Rescue)

Item(s):

- 1) Application for:
 - a) Conditional use permit for the existing church, including expansion
 - b) Site Plan Design review for the expansion of the church

Planning Comments (Sid, 657-0891 ext. 184):

-The church does not appear to have ever gone through a CU to establish the church as a conditional use. The conditional use permit application is to establish the entire church development site as a legal conditional use.

-The applicant presented two possible scenarios:

- a) Develop just phase I through the CUP and SP
- b) Develop the complete master plan at this time through the CUP and SP

The applicant to weigh the pros and cons of both scenarios. Staff advised the applicant to come back at a later date with a definitive proposal and staff would review the pre-application notes for applicability.

-Referred to the required application materials and narrative addressing standards and criteria

-In the submittal materials, include building elevations and landscaping plans for existing and proposed conditions.

-Confirm the status of tax lots 2900 and 2901 (ie are they legally created lots, what is/are the lots of record, are they for tax purposes only...)

-Can you confirm that the property was annexed four years ago?

-Also refer to original pre-application conference summary

-Refer to Fee List (yellow sheet) for specific fee for a CU, SP, and TIS.

-The subject property has a stream identified as a Title III stream and therefore subject to the Water Quality Resource Area Overlay District (OCMC 17.49). Provide a map and narrative addressing the requirements.

Engineering Comments (Jay, 657-0891 ext. 158):

-Grading per UBC and residential lot grading criteria

-Detention required for increased impervious area 2-2 yr, 10-25 yr. Drain to approved discharge point. New parking lot to be drained through grassy swales prior to discharge to storm drainage system

-Sanitary sewer available in Gain and Harley

-Traffic Impact Study (TIS) required, circulation and access study if multiple access points on Harley

Fire Comments (Clark, 657-0891 ext. 391):

- Fire flow requirements Phase I, 2,000 GPM-Phase II, 2,500 GPM
- Location/number of hydrants: Phase I, two (2) required and Phase II, three (3) required. If sprinkled, one hydrant.
- Access requirement: Driveway through parking lot

Building Comments (Tony, 657-0891 ext. 126):

- Refer to original pre-application summary.

Notes:

- 1) Handed out the Conditional Use and Site Plan & Design Review packet to FWL Architects.
- 2) Recommend that applicant contact the Park Place Neighborhood Association, Julie Puderbaugh (661-5093)

Enclosed:

- 1) Original pre-application conference summary
- 2) Charges for Water Service Connections (from Tony, Building Division)
- 3) Water Quality Resource Area Overlay District (OCMC 17.49)
- 4) Erosion and Sediment Control (OCMC 17.47)
- 5) Flood Management Overlay District (OCMC 17.42)

OREGON CITY FIRE DEPARTMENT

Hydrant Flow Tests by Hydrant Number

Hydrant Number equal to "311-025 "

311-025 16285 CLEVELAND ST

Date/Staff	Static	Resid	Pitot	Pitot 2	GPM	@20 psi	@10 psi	@ 0 psi
10/22/1998	60	56	50	0	1186	4112	4639	5119
Subtotal Tests: 1					Max: 1186	4112	4639	5119
					Min: 1186	4112	4639	5119
					Avg: 1186	4112	4639	5119

Total Flow Tests: 1

10,000 Existing V 1 hour
2000 # Add on
5000 Remodel

2000 GPM New

2500 GPM Final Development

1000
-1000
0

CLATSOP COUNTY FIRE DEPARTMENT

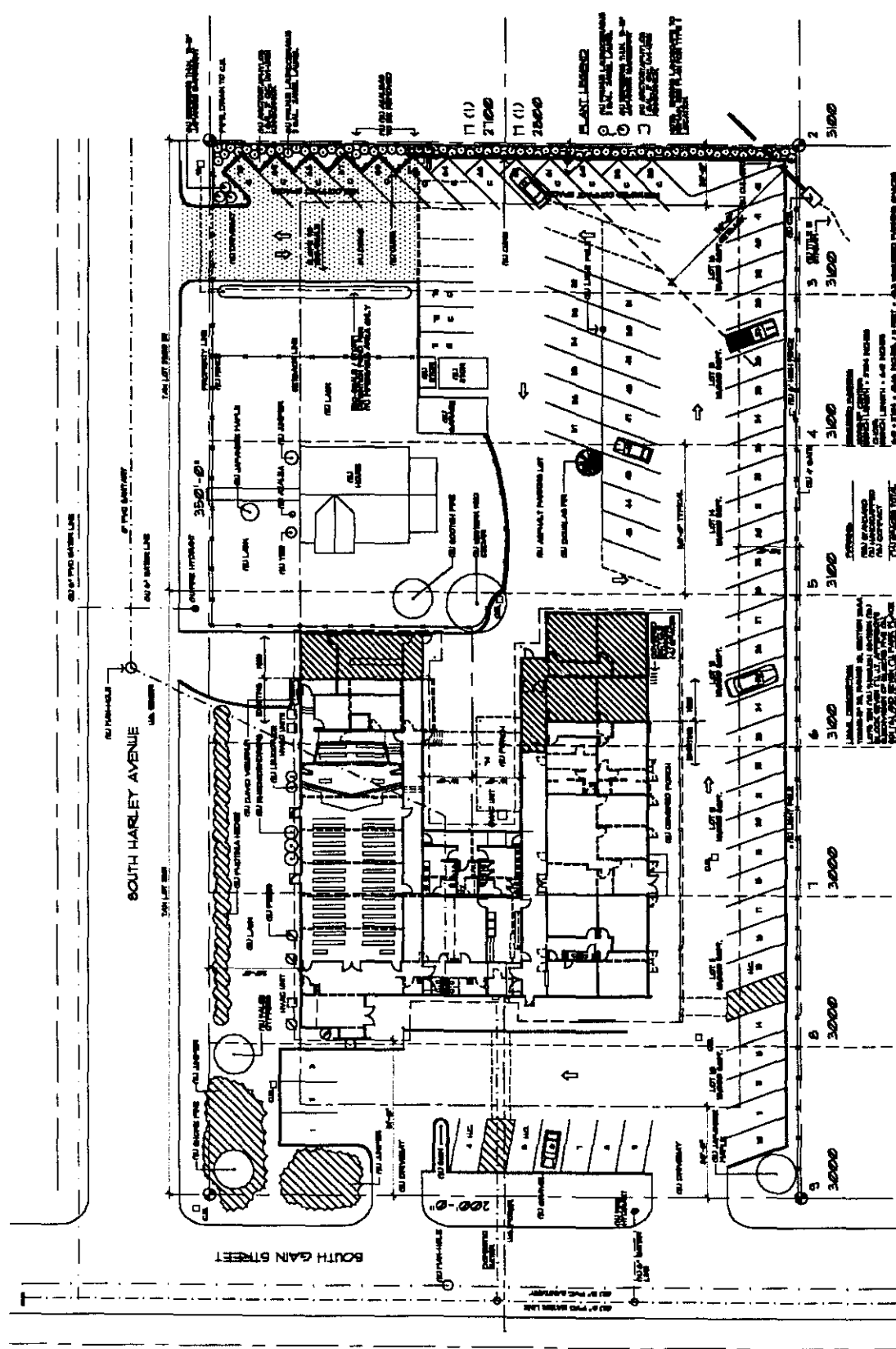
**Hydrant Flow Tests
by Hydrant Number**

Hydrant Number equal to "311-026 "

311-026 16346 FRONT ST & GAIN ST

Date/Staff	Static	Resid	Pitot	Pitot 2	GPM	@20 psi	@10 psi	@ 0 psi
10/22/1998	55	51	48	0	1163	3752	4297	4789
Subtotal Tests: 1					Max: 1163	3752	4297	4789
					Min: 1163	3752	4297	4789
					Avg: 1163	3752	4297	4789

Total Flow Tests: 1



SCALE 1"=40'-0"



AN - SITE / EXISTING + PROPOSED LANDSCAPE PLAN

PARK PLACE EVANGELICAL CHURCH 13933 SOUTH GAIN STREET, OREGON CITY, OREGON

13933 SOUTH GAIN STREET, OREGON CITY, OREGON

FEBRUARY 16, 1939



JUN 02 2000



June 1, 2000

Ray Yancey
FWL Architects, Inc.
835 SE Stephens Street
Portland, OR 97214

RE: Park Place Evangelical Church

Dear Ray:

This letter report addresses the anticipated traffic impacts from the proposed remodel and expansion of the Park Place Evangelical Church on the northeast corner of Gain Street and Harley Avenue in Oregon City. The report will address the trip generation, trip distribution, and level of service at the intersection of Gain Street at Front Avenue before and after the proposed expansion.

Existing Conditions

Gain Street and Front Avenue are two-lane roadways in the vicinity of the church site. Gain Street forms two intersections with Front Avenue, with the east leg slightly south of the west leg. For all practical purposes, the intersection operates as a four-legged intersection. The intersection is controlled by STOP signs on the Gain Street approaches.

The existing Park Place Evangelical Church is approximately 13,132 square feet in size. The proposed expansion will add 1,480 square feet of education area and 600 square feet of administration area, for a total of 15,212 square feet. There will be no increase in size of the sanctuary, nor will there be any seats added with the expansion. There is currently one driveway on Harley Avenue that will be closed, and there are two driveways on Gain Street which will remain.

To determine the level of service of the study area intersection before the proposed expansion, a manual traffic count was performed on Sunday, May 21st between

Ray Yancey
June 1, 2000
Page 2 of 4

10:00 AM and 1:00 PM. This time period was selected as the time when the existing church would have the greatest impact on the intersection of Front and Gain. The peak hour of the intersection for the three-hour period was between 11:30 AM and 12:30 PM. This time period also coincided with the peak traffic on the west leg of the intersection. The church has a midday service between 11:00 and 12:00 AM, with an average attendance of 86 persons. The largest volume of traffic at the intersection in a five-minute segment during the three-hour period was between 12:15 and 12:20. This time correlates to traffic exiting the church after the midday service. There is also an evening service between 6:00 and 7:00 PM, with an average attendance of 60 persons. Since the church will generate fewer trips during the evening service, a count was not made for this period, and an analysis was not done. Traffic flow diagrams showing the existing lane configurations and traffic control devices, and the Sunday peak hour volumes, are included in a technical appendix to this letter report.

The church does not have any regularly scheduled activities that generate traffic during the weekday morning or evening peak hours. Therefore, this analysis addresses the Sunday peak hour, when the church's trip generation is the highest.

Trip Generation

The remodeling of the church will add an additional 2,080 square feet to the total building area. To estimate the number of trips that will be generated by the increase in floor area, trip rates from *TRIP GENERATION*, Sixth Edition, published by the Institute of Transportation Engineers (ITE), were used. The trip rates used were for land-use code 560, *Church*.

The calculations indicate that there will be an estimated total of 20 new trips generated during the Sunday peak hour. Of these, 10 will be entering and 10 will be exiting the site. Since the church does not have consecutive services, it can be assumed that there will not be inbound traffic after the first service. For this reason, all the site trips calculated from *TRIP GENERATION* were assigned as outgoing trips. The trip generation worksheet is included in the appendix.

In all likelihood the proposed expansion will not generate any additional traffic since there will not be an increase in seating. However, to assess a worst case scenario, this letter will assume an increase of 20 exiting trips for the Sunday peak hour.

Ray Yancey
June 1, 2000
Page 3 of 4

Trip Distribution and Assignment

While many of the existing church members may use Apperson Boulevard to access Holcomb Boulevard, and any future members may do likewise, all the future site trips were distributed on Gain Street to the east to assess the worst case impact on the study area intersection of Gain and Front. The site trips were distributed north and south in approximately the same proportion as the existing volumes at this intersection.

Capacity Analysis

To determine the level of service at the intersection of Gain Street at Front Avenue, a capacity analysis was conducted. The level of service can range from A, which indicates very little or no delay, to level F, which indicates a high degree of congestion and delay. The analysis was made for existing conditions and existing plus site-generated traffic from the proposed expansion.

The study area intersection was analyzed using the unsignalized intersection methods in the 1994 *HIGHWAY CAPACITY MANUAL*, Special Report 209, published by the Transportation Research Board.

The intersection of Gain Street at Front Avenue is currently operating at level of service A during the Sunday midday peak hour. The addition of site-generated traffic from the proposed expansion will not change the level of service. The capacity analysis worksheets are included in the appendix.

Conclusions and Recommendations

The proposed church expansion will not significantly degrade the level of service at the intersection of Gain Street and Front Avenue. No mitigation measures are recommended as a result of the proposed expansion.



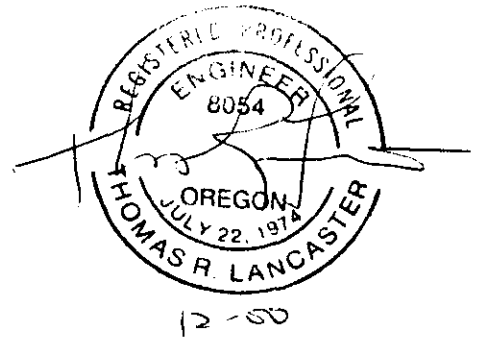
LANCASTER ENGINEERING

Ray Yancey
June 1, 2000
Page 4 of 4

Please feel free to call if there are any questions regarding this letter report.

Yours truly,

Todd E. Mobley, EIT
Senior Transportation Analyst



TRIP GENERATION CALCULATIONS

Land Use Code: 560

Land Use: Church

Variable: 1000 Sq Ft Gross Floor Area

Variable Value: 2.08

AM PEAK HOUR

Trip Rate: 0.72

	Enter	Exit	Total
Directional Distribution	64%	36%	
Trip Ends	1	0	1

PM PEAK HOUR

Trip Rate: 0.66

	Enter	Exit	Total
Directional Distribution	54%	46%	
Trip Ends	1	0	1

WEEKDAY

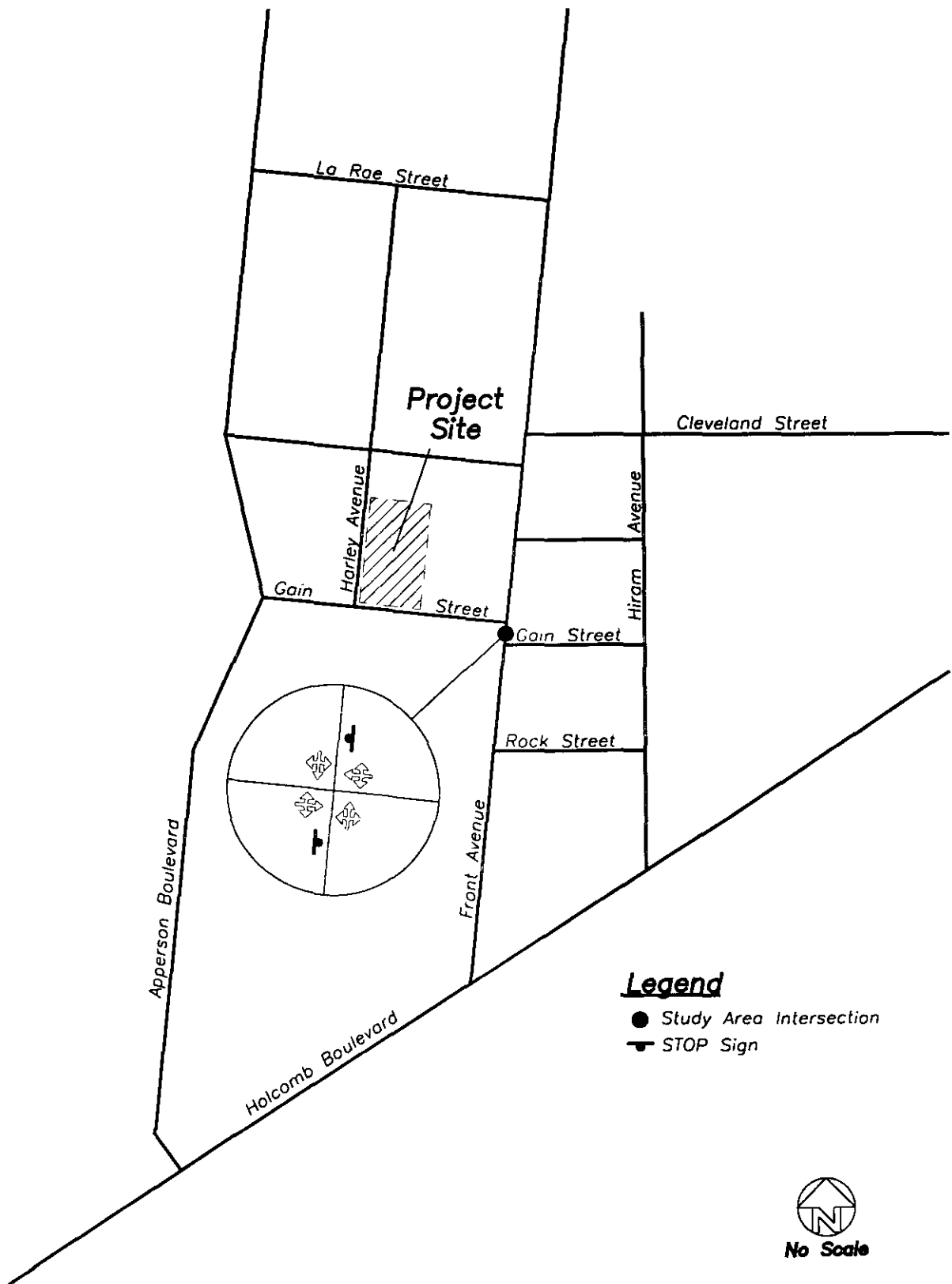
Trip Rate: 9.11

	Enter	Exit	Total
Directional Distribution	50%	50%	
Trip Ends	9	10	19

SUNDAY PEAK HOUR

Trip Rate: 9.49

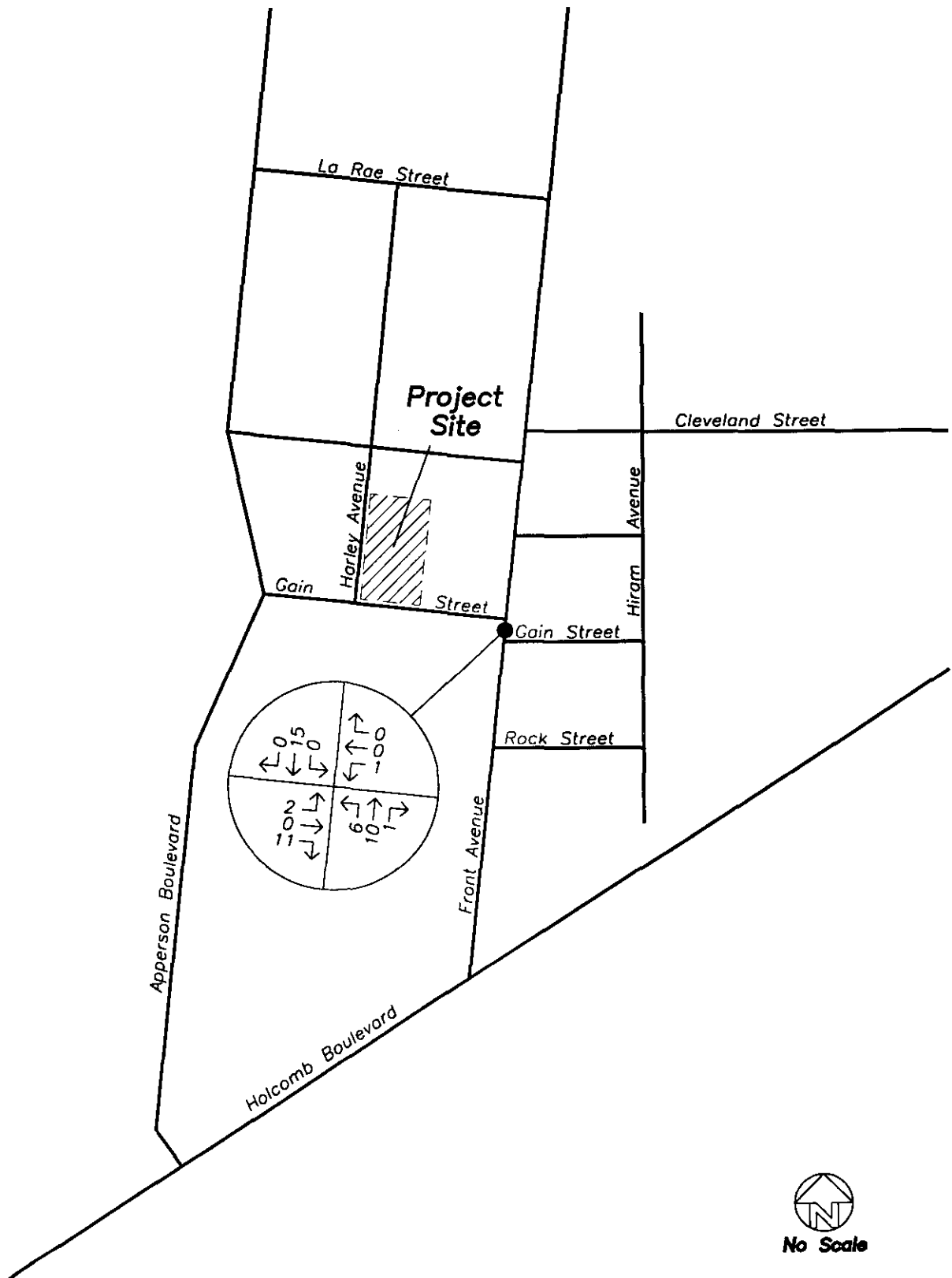
	Enter	Exit	Total
Directional Distribution	51%	49%	
Trip Ends	10	10	20



LANCASTER ENGINEERING

VICINITY MAP Existing Lane Configuration & Traffic Control Devices

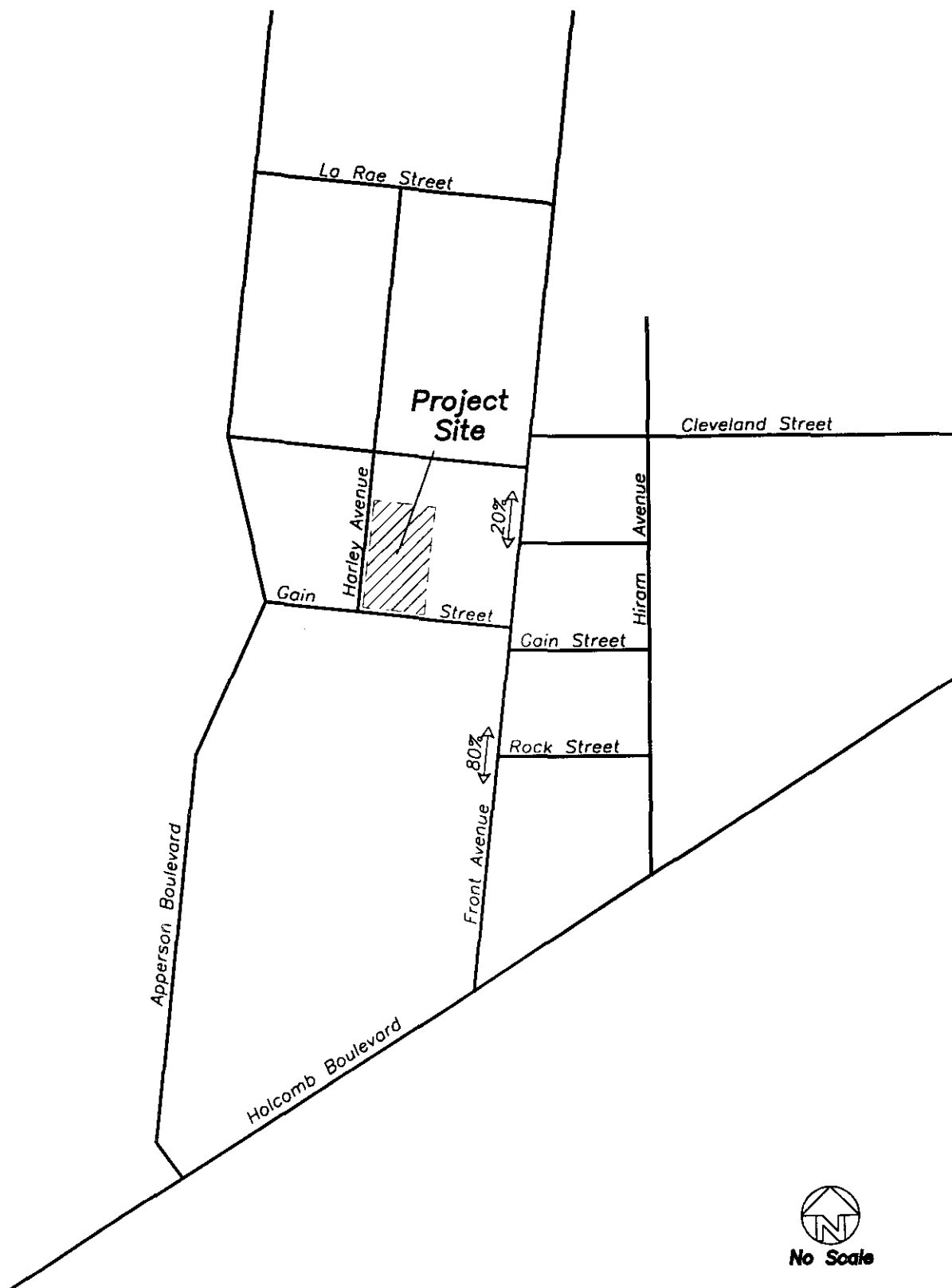
parkpl_1.dwg



LANCASTER ENGINEERING

TRAFFIC VOLUMES
Existing Conditions
Sunday Peak Hour

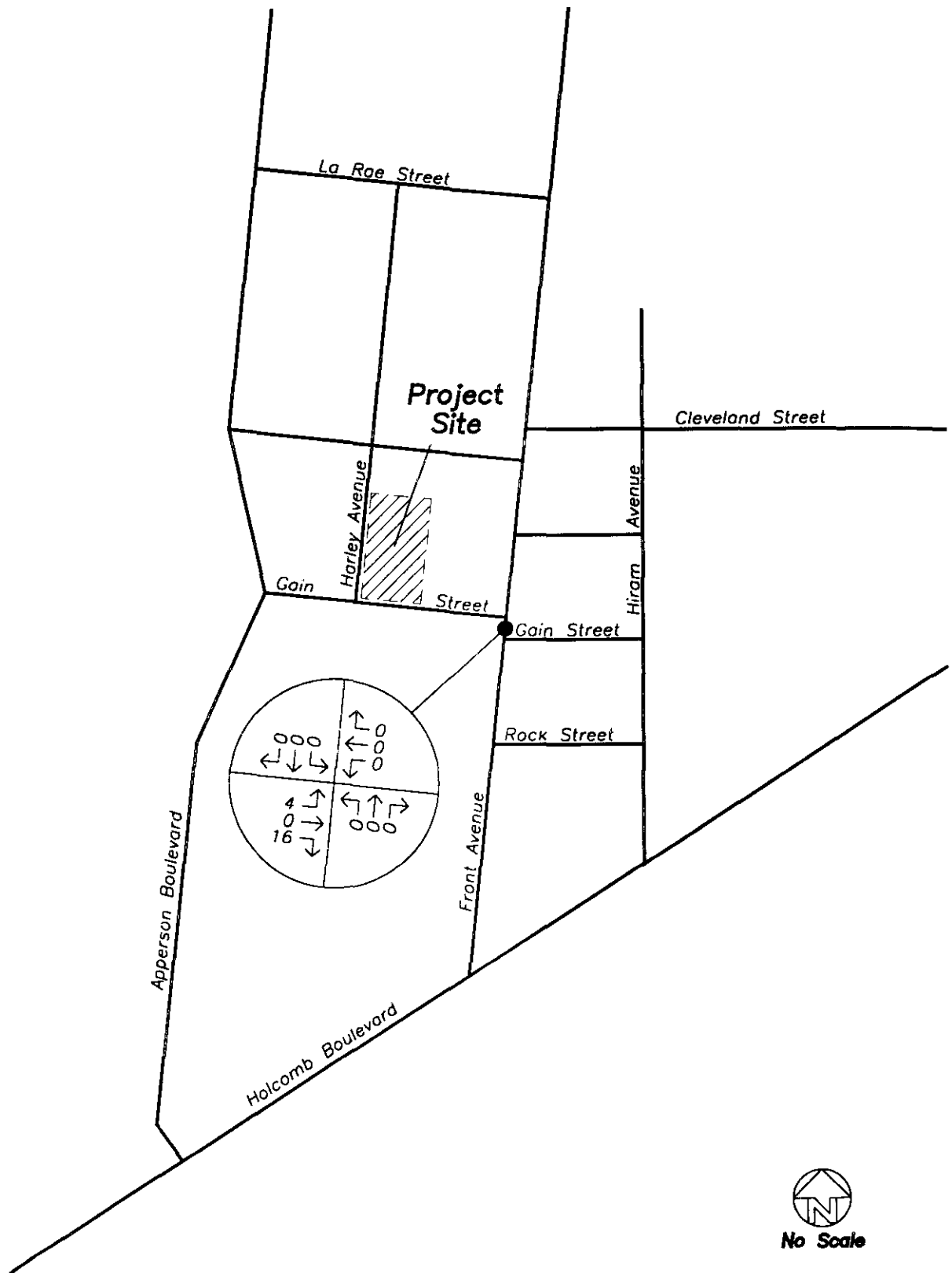
parkpl_2.dwg



LANCASTER ENGINEERING

SITE TRIP DISTRIBUTION
Inbound & Outbound Percentages
Sunday Peak Hour

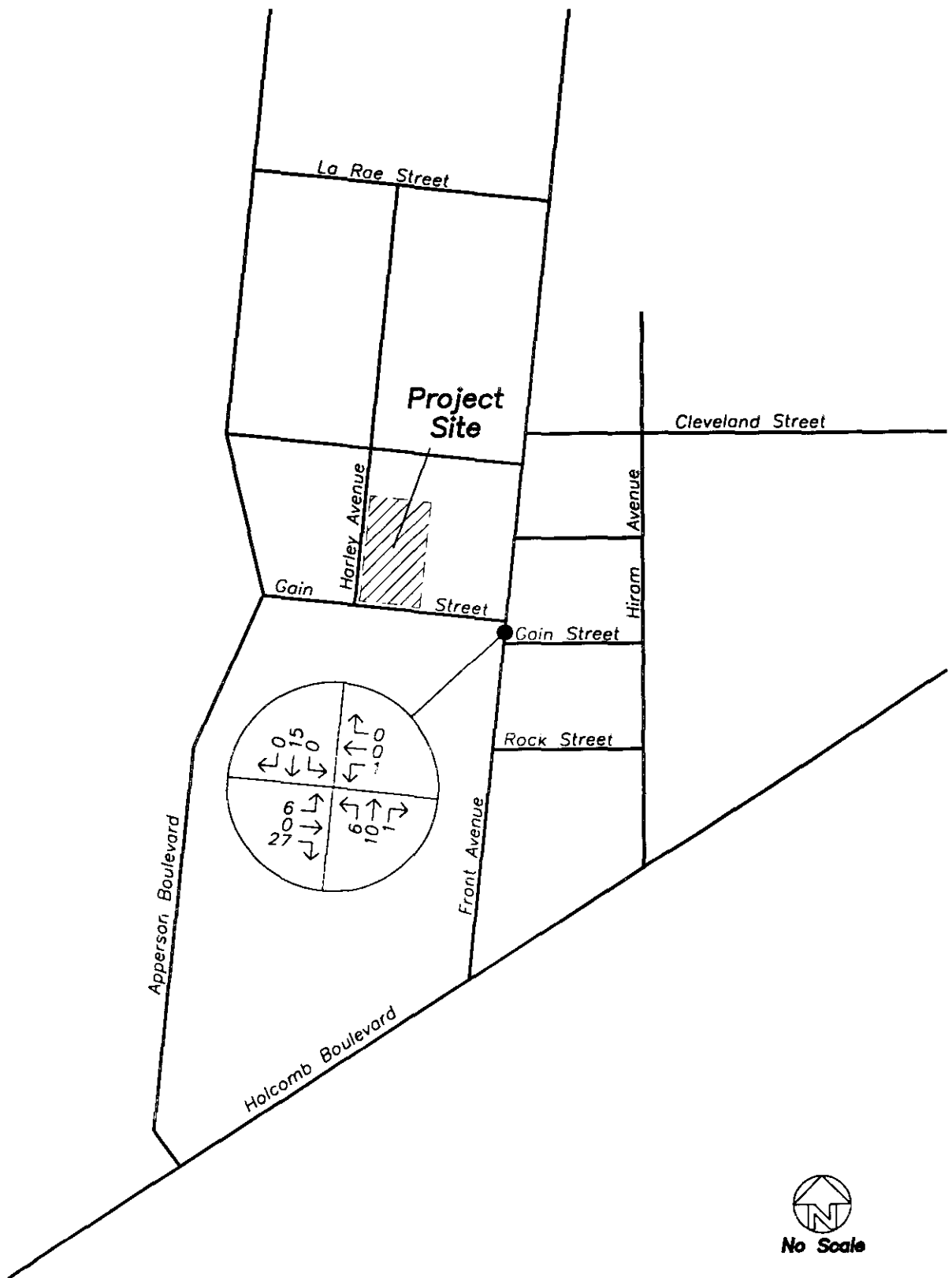
parkpl_3.dwg



LANCASTER ENGINEERING

SITE TRIPS Sunday Peak Hour

parkpl_4.dwg



LANCASTER ENGINEERING

TRAFFIC VOLUMES Existing + Expansion Site Trips Sunday Peak Hour

parkpl_5.dwg

Center For Microcomputers In Transportation
 University of Florida
 512 Weil Hall
 Gainesville, FL 32611-2083
 Ph: (904) 392-0378

Streets: (N-S) FRONT AVENUE (E-W) GAIN STREET
 Major Street Direction.... NS
 Length of Time Analyzed... 15 (min)
 Analyst..... DAVE CRAM
 Date of Analysis..... 5/30/0
 Other Information..... EXISTING CONDITIONS / SUNDAY PEAK HOUR
 Two-way Stop-controlled Intersection

	Northbound			Southbound			Eastbound			Westbound		
	L	T	R	L	T	R	L	T	R	L	T	R
No. Lanes	0	> 1	< 0	0	> 1	< 0	0	> 1	< 0	0	> 1	< 0
Stop/Yield			N			N						
Volumes	6	10	1	0	15	0	2	0	11	1	0	0
PHF	.58	.58	.58	.58	.58	.58	.58	.58	.58	.58	.58	.58
Grade		0			0			0			0	
MC's (%)												
SU/RV's (%)												
CV's (%)												
PCE's	1.10			1.10			1.10	1.10	1.10	1.10	1.10	1.10

Adjustment Factors

Vehicle Maneuver	Critical Gap (tg)	Follow-up Time (tf)
Left Turn Major Road	5.00	2.10
Right Turn Minor Road	5.50	2.60
Through Traffic Minor Road	6.00	3.30
Left Turn Minor Road	6.50	3.40

Worksheet for TWSC Intersection

Step 1: RT from Minor Street	WB	EB
Conflicting Flows: (vph)	18	26
Potential Capacity: (pcph)	1356	1343
Movement Capacity: (pcph)	1356	1343
Prob. of Queue-Free State:	1.00	0.98
Step 2: LT from Major Street	SB	NB
Conflicting Flows: (vph)	19	26
Potential Capacity: (pcph)	1679	1666
Movement Capacity: (pcph)	1679	1666
Prob. of Queue-Free State:	1.00	0.99
TH Saturation Flow Rate: (pcphpl)	1700	1700
RT Saturation Flow Rate: (pcphpl)	1700	1700
Major LT Shared Lane Prob. of Queue-Free State:	1.00	0.99
Step 3: TH from Minor Street	WB	EB
Conflicting Flows: (vph)	54	55
Potential Capacity: (pcph)	1022	1021
Capacity Adjustment Factor due to Impeding Movements	0.99	0.99
Movement Capacity: (pcph)	1015	1014
Prob. of Queue-Free State:	1.00	1.00
Step 4: LT from Minor Street	WB	EB
Conflicting Flows: (vph)	64	54
Potential Capacity: (pcph)	972	985
Major LT, Minor TH Impedance Factor:	0.99	0.99
Adjusted Impedance Factor:	0.99	0.99
Capacity Adjustment Factor due to Impeding Movements	0.98	0.99
Movement Capacity: (pcph)	952	980

Intersection Performance Summary

Movement	Flow Rate (pcph)	Move Cap (pcph)	Shared Cap (pcph)	Avg. Total Delay (sec/veh)	95% Queue Length (veh)	LOS	Approach Delay (sec/veh)
EB L	3	980	>				
EB T	0	1014	> 1284	2.9	0.0	A	2.9
EB R	21	1343	>				
WB L	2	952	>				
WB T	0	1015	> 952	3.8	0.0	A	3.8
WB R	0	1356	>				
NB L	11	1666		2.2	0.0	A	0.8
SB L	0	1679		2.1	0.0	A	0.0

Intersection Delay = 1.2 sec/veh

Worksheet for TWSC Intersection

Step 1: RT from Minor Street	WB	EB
Conflicting Flows: (vph)	18	26
Potential Capacity: (pcph)	1356	1343
Movement Capacity: (pcph)	1356	1343
Prob. of Queue-Free State:	1.00	0.96
Step 2: LT from Major Street	SB	NB
Conflicting Flows: (vph)	19	26
Potential Capacity: (pcph)	1679	1666
Movement Capacity: (pcph)	1679	1666
Prob. of Queue-Free State:	1.00	0.99
TH Saturation Flow Rate: (pcphpl)	1700	1700
RT Saturation Flow Rate: (pcphpl)	1700	1700
Major LT Shared Lane Prob. of Queue-Free State:	1.00	0.99
Step 3: TH from Minor Street	WB	EB
Conflicting Flows: (vph)	54	55
Potential Capacity: (pcph)	1022	1021
Capacity Adjustment Factor due to Impeding Movements	0.99	0.99
Movement Capacity: (pcph)	1015	1014
Prob. of Queue-Free State:	1.00	1.00
Step 4: LT from Minor Street	WB	EB
Conflicting Flows: (vph)	78	54
Potential Capacity: (pcph)	954	985
Major LT, Minor TH Impedance Factor:	0.99	0.99
Adjusted Impedance Factor:	0.99	0.99
Capacity Adjustment Factor due to Impeding Movements	0.96	0.99
Movement Capacity: (pcph)	912	980

Intersection Performance Summary

Movement		Flow Rate (pcph)	Move Cap (pcph)	Shared Cap (pcph)	Avg. Total Delay (sec/veh)	95% Queue Length (veh)	LOS	Approach Delay (sec/veh)
		-----	-----	-----	-----	-----	-----	-----
EB	L	11	980	>				
EB	T	0	1014	> 1261	3.0	0.0	A	3.0
EB	R	52	1343	>				
WB	L	2	912	>				
WB	T	0	1015	> 912	4.0	0.0	A	4.0
WB	R	0	1356	>				
NB	L	11	1666		2.2	0.0	A	0.8
SB	L	0	1679		2.1	0.0	A	0.0

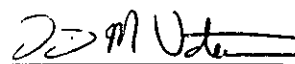
Intersection Delay = 1.8 sec/veh

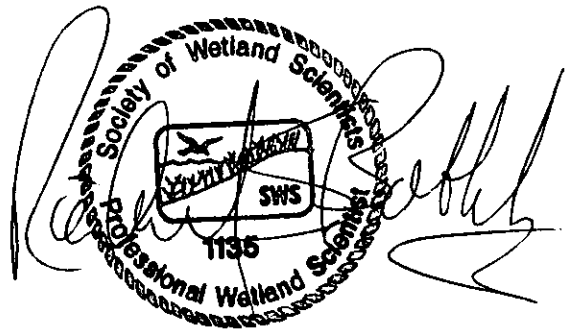
WATER RESOURCES REPORT

For

FWL Architects, Inc.
835 SE Stephens Street
Portland, OR 97214

May 5, 2000

Evaluated by: 



Environmental Technology Consultants

2400 Broadway Vancouver, WA 98663

(360) 696-4403 FAX (360) 696-4089

E-mail: etc@teleport.com

CU 00-02

EXHIBIT 3a.

Introduction:

The subject property, currently occupied by the Park Place Evangelical Church, is located at 13933 S Gain Street in Oregon City, Oregon (Legal Description: TL 2900 and 2901, Section 29, T2S, R2E, WM.). FWL Architects, Inc. prepared a plan for property improvements and submitted it to the City of Oregon City. Oregon City assigned the project the file number CU 00-02. Upon review, it was determined that the property is located in the Water Quality Resource Area Overlay District, and therefore a water resources report was required in accordance with Oregon City Municipal Code (OCMC) 17.49. Environmental Technology Consultants was contracted to perform the water resource investigation.

Protected Water Feature Assessment:

A drainageway traverses the northeast corner of the subject property, which is a Title 3 Wetland as mapped by the local Water Quality and Flood Management Area Map (attached with this document). For clarity, this unnamed drainageway will be referred to as Drainage "A" in this report. Drainage "A" approaches the northeast corner of the subject property from the east in the form of a ditch. Near the property line, it enters a catch basin connected to a subsurface stormwater pipe, where flows are carried to the northwest, daylighting in a roadside ditch on the south side of Cleveland Street. The drainage flows west through a short reach of ditch, where it enters another subsurface stormwater pipe which carries flows to the northwest of the intersection at Harley Avenue and Cleveland Street. The drainage remains in the form of a roadside ditch, as flows are carried to the north along the west side of Harley Avenue. Drainage "A" eventually flows down off of the plateau into the lowland associated with the Clackamas River. Drainage improvements in this area have resulted in flows traveling to the south along the base of the bluff to Abernethy Creek, a tributary of the Willamette River.

Where the ditch enters the subject property, it conveys water from a basin of approximately 76 acres. A map entitled "Physical Setting" is included with this document that shows the area of the watershed. The watershed shown takes into account current hydrologic conditions, which are affected by roadside ditches that do not feed the ditch. Based on the small basin size, historically Drainage "A" was likely a non-channelized wetland drainageway. The topography indicates that water flowed down the steep hillside northeast of the property in a well-defined concave drainageway, which may have been naturally channelized due to high velocity. At the base of hillside, approximately 0.25 miles east of the site, the topography is at a much lower gradient without a strongly concave defined drainage path. This indicates that the flows likely spread out in a broader more poorly defined wetland watercourse after emerging from the steep hillside.

Ditching has altered the natural conditions described above such that Drainage "A" now primarily functions as a stormwater conveyance. Due to the small size of the drainage basin, the ditch likely contains flows only intermittently, drying up during the summer, and flowing only in response to precipitation events. No adjacent wetlands were identified above the top of bank of the ditch in the vicinity of the subject property.

Although no fish data exists for Drainage "A", Abernethy Creek is known to be utilized by Chinook Salmon, Coho Salmon, Steelhead, and Rainbow Troutⁱ, the first three of which are anadromous fish. It is possible that fish species migrate from Abernethy Creek into the lower end of Drainage "A" in the lowlands below the bluff. Due to the degraded character of Drainage "A" on the plateau, as described above, it is unlikely that anadromous fish species migrate from the lower end of the drainage up onto the plateau. Culverts along Drainage "A" downstream from the site were identified that preclude fish passage. (See Photo 4 attached.) Furthermore, based on our preliminary investigation of the drainage, no suitable spawning or rearing areas are present which would provide habitat for anadromous fish. We conclude that anadromous fish presence in Drainage "A" in the vicinity of the subject property is very unlikely.

Classification of Protected Water Feature

Drainage "A" is a Title 3 wetland as shown on the local Water Quality and Flood Management Area Map. We have determined that Drainage "A" is not a natural intermittent stream in the vicinity of the subject property, but has taken its current channelized form due to human alterations. Classifying this water feature according to the Cowardin systemⁱⁱ results in a classification of R4SB3 (Riverine, intermittent, streambed, mud), the same classification given to intermittent streams. The riverine classification is defined as wetlands and deepwater habitats confined within a channel, and Drainage "A" meets this definition.

The definition for stream included in OCMC 17.49.020, includes the following qualification: "this definition is not meant to include irrigation ditches, canals, storm or surface water runoff structures, or other artificial watercourses unless they are used to convey streams naturally occurring prior to construction of such watercourses." Drainage "A" does have the general characteristic of an artificial watercourse that conveys water from a naturally occurring drainageway, but we determined the natural drainage characteristic was unlikely in the form of a stream. Therefore Drainage "A" does not meet this definition of stream. It is a channelized watercourse draining less than 100 acres with adjacent slopes less than 25 percent (see Photo 2 which shows the flat paved area adjacent to the ditch). We concluded that it is very unlikely that anadromous fish utilize it in the vicinity of the subject property. In general, it provides lesser functions and values than a natural intermittent stream. Therefore, although Drainage "A" does not meet the definition of stream from OCMC 17.49.020, we determined that the most appropriate classification in accordance with Table 1 of OCMC 17.49 is "intermittent streams with slopes less than 25 percent and which drain less than 100 acres". According to Table 1, the vegetated corridor width for this category of Protected Water Features is 15'. We did not feel justified in categorizing it as "All other Protected Water Features", which contains a larger vegetated corridor that is not warranted due to the low quality of the Protected Water Feature.

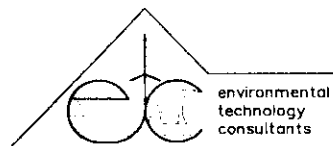
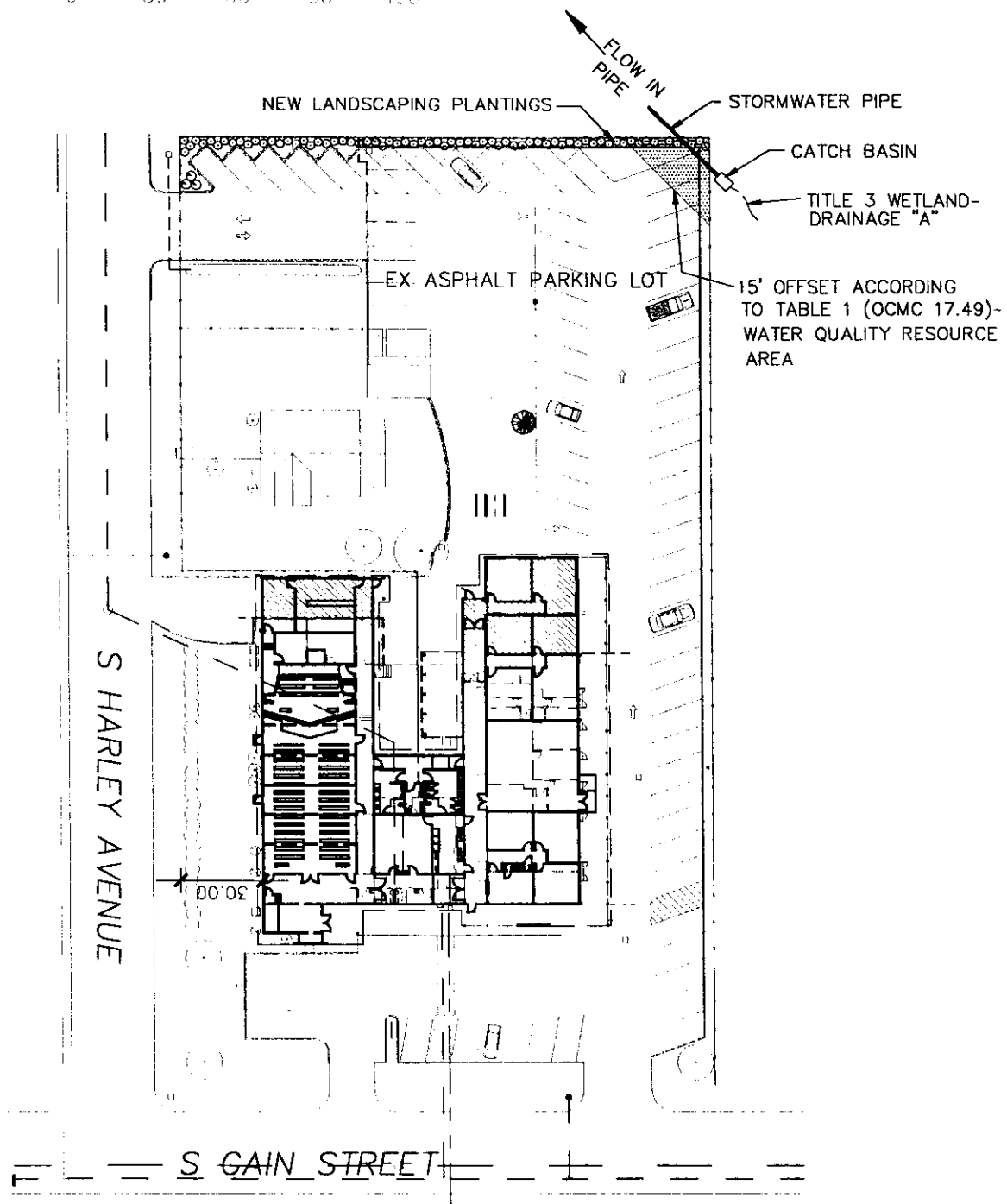
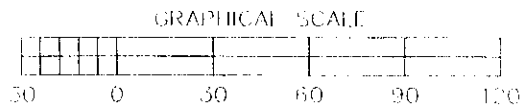
A map entitled "Water Quality Resource Area Map", which shows the Protected Water Feature and the surrounding 15' vegetated corridor, is included with this document.

Uses within the Water Quality Resource Area

All activities proposed in the plans submitted to Oregon City as File CU 00-02 are outside the Water Quality Resource Area, with the only exception being the replanting of an existing landscaping strip along the north property line. This activity is permitted outright according to criteria 3 of 17.49.050 (C): "Routine repair and maintenance of existing structures, roadways, driveways, utility facilities, accessory uses and other development".

ⁱ *Streamnet Database (Version 99.1)* [database downloaded to disk]. Gladstone (OR): Streamnet, April 15, 1999.
URL:<www.streamnet.org>

ⁱⁱ *Classification Of Wetlands And Deepwater Habitats Of The United States*. U.S. Department Of The Interior, Fish And Wildlife Service, December, 1979.



WATER QUALITY RESOURCE AREA MAP

PARK PLACE EVANGELICAL CHURCH

LOCATION: 13933 S GAIN STREET

OREGON CITY, OREGON

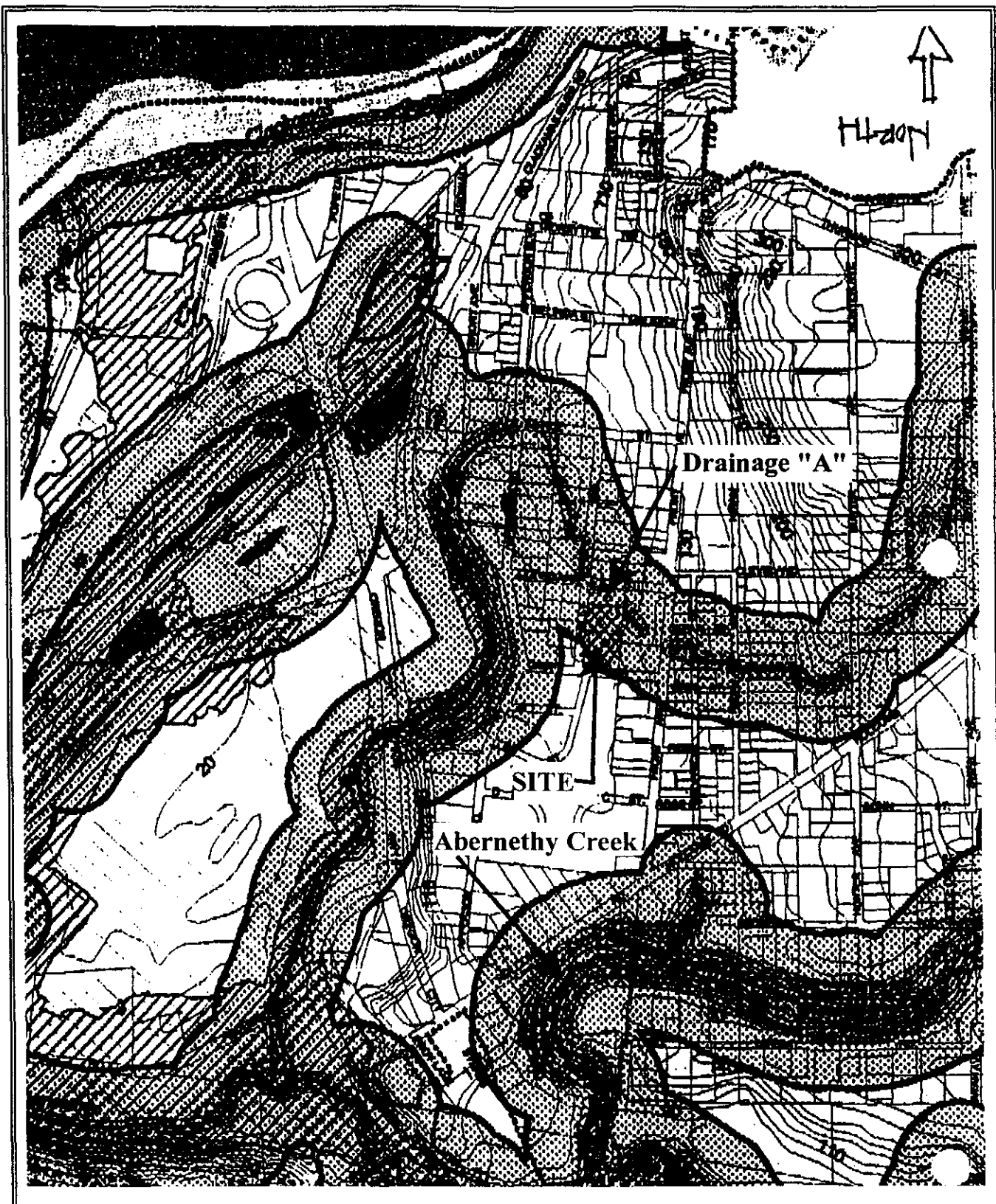
FIGURE: 1 OF 1

SCALE: 1"=60'

DRAWN BY: DW

DATE: 05/05/00

JOB #: 00-021



environmental technology consultants

Water Quality and Flood Management Areas
City of Oregon City

Subject Property:
Park Place Evangelical Church
Oregon City, Oregon

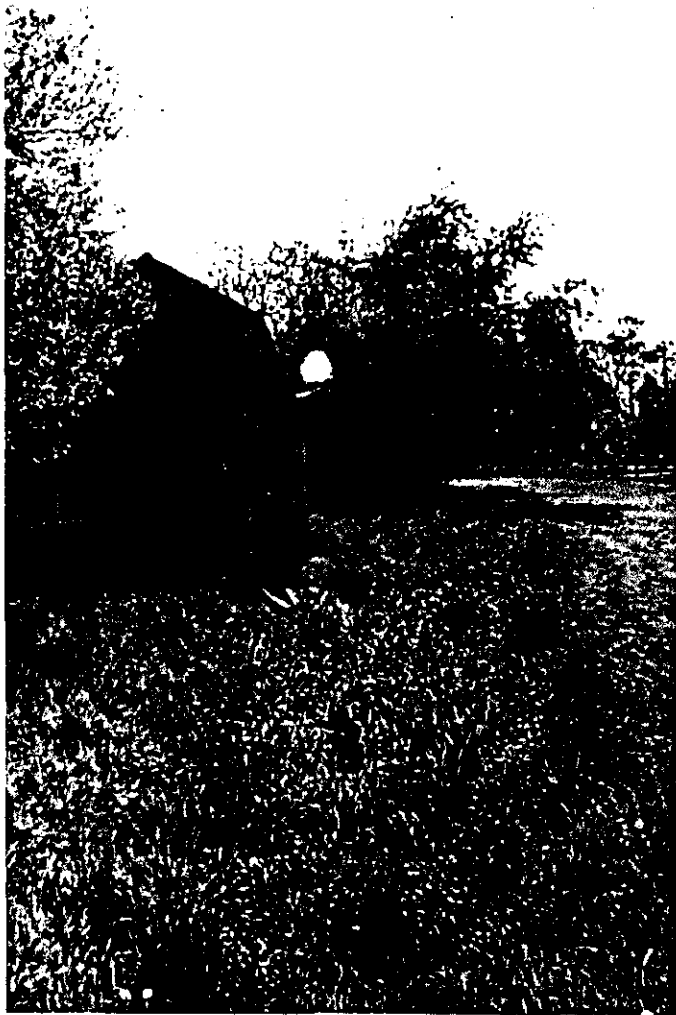
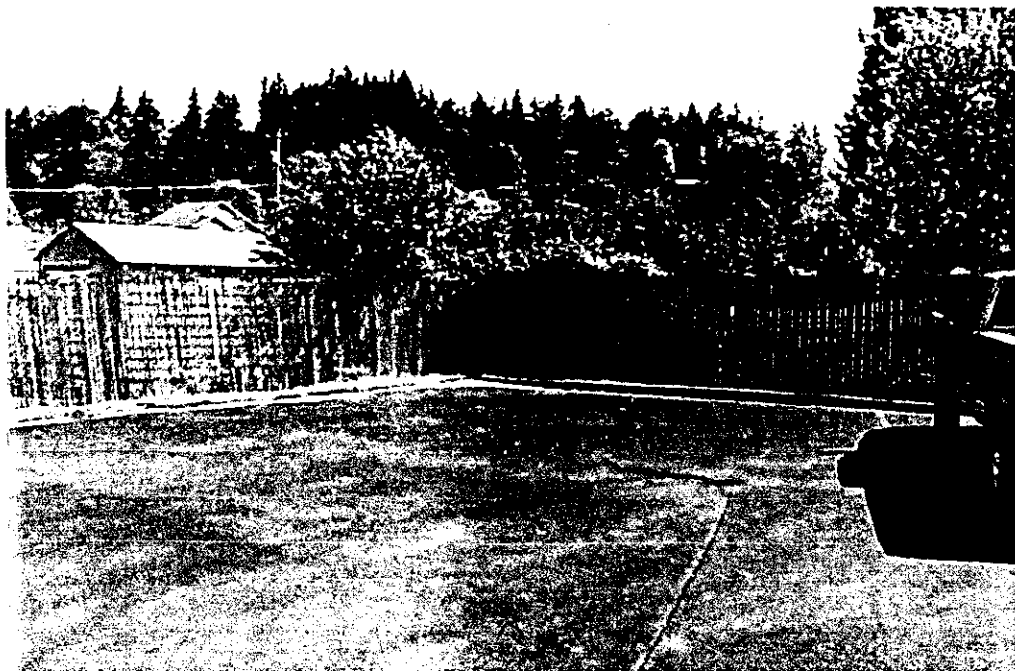


Photo 1

A view of the ditch on the adjacent property to the east. Just below the bottom of the picture, the ditch enters a catch basin feeding a subsurface stormwater line. The stormwater line discharges north of the property into a roadside ditch on the south side of Cleveland Street.

Photo 2

A view of the northeast corner of the property, where the subsurface stormwater line crosses. The "vegetated corridor" has been a parking lot since the church was constructed. The only proposed activity within this area is the replanting of the landscaping strip seen along the left side of the photo.



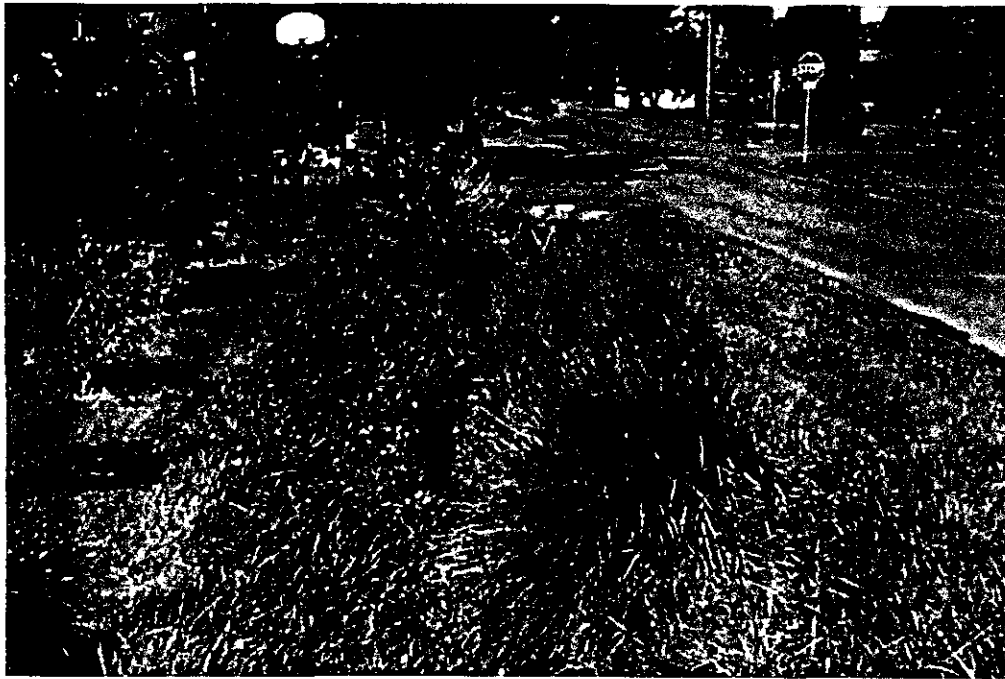


Photo 3

A view west along the ditch on Cleveland Street, where the storm-water line traversing the subject property discharges.

Photo 4

A view south at the ditch along Harley Avenue where flows emerge after crossing to the northwest intersection of Cleveland Street and Harley Avenue.



OK

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- ☐ METRO - Brenda Bernards
- ☐ OREGON CITY POSTMASTER
- ☐ DLCD

RETURN COMMENTS TO:

COMMENTS DUE BY: June 27, 2000

PLANNING PERMIT TECHNICIAN
Planning Department

HEARING DATE: **July 24, 2000**
HEARING BODY: Staff Review: PC: X CC:

REFERENCE TO	FILE # & TYPE:	CU 00-02
	PLANNER:	Tom Bouillion
	APPLICANT:	Raymond Yancey/ Park Place Evangelical Church
	REQUEST:	Addition to an existing church.
	LOCATION:	13933 South Gain Street/ Map # 2-2E-29AA, TL 2900 & 2901

The enclosed material has been referred to you for your information, study and official comments. Your recommendations and suggestions will be used to guide the Planning staff when reviewing this proposal. If you wish to have your comments considered and incorporated into the staff report, please return the attached copy of this form to facilitate the processing of this application and will insure prompt consideration of your recommendations. Please check the appropriate spaces below.

<u> </u> <u>X</u>	The proposal does not conflict with our interests.	<u> </u>	The proposal conflicts with our interests for the reasons stated below.
	The proposal would not conflict our interests if the changes noted below are included.	<u> </u>	<i>The following items are missing and are needed for completeness and review:</i>

Signed
Title

[Signature] 6/23/00
Senior Engr.

PLEASE RETURN YOUR COPY OF THE APPLICATION AND MATERIAL **CU 00-02**

EXHIBIT 4a

ANALYSIS AND FINDINGS

The Park Place Evangelical Church proposes to expand their existing facility located at 13933 Gain Street in Oregon City by approximately 2,080 square feet. The Church is located at the northeastern corner of the intersection of Gain Street Harley Avenue. The property is currently zoned R-8 and is surrounded by R-8 on the east, north, and west sides, RD-4 on the south side, and R-6 on the southeastern corner.

The proposed site layout will close an existing driveway on Harley Avenue, and have two driveways on Gain Street, one entrance and one exit. The proposed building expansion would require 46 parking spaces. The proposed site layout provides 74 parking spaces.

The proposed site is large enough to adequately accommodate the proposed infrastructure.

The shape is conducive to the placement and functioning of the proposed use.

The existing use of this site for this type of use blends with other residential uses in the area.

6-inch water lines exist in both Gain Street and Harley Avenue.

An 8-inch sanitary sewer line exists in Harley Avenue and a 15-inch sanitary sewer line exists in Gain Street.

An existing stream exists to the northeast of this site. The stream flows from the southeast to the northwest across properties adjacent to the proposed project site. The site lies within the City's Water Quality Resource Area Overlay District.

Gain Street and Harley Avenue are both classified as local streets in the Oregon City Transportation Master Plan.

The site is relatively flat and will require minimal grading. The existing improvements will not restrict the proposed use.

A traffic study has been provided to the City for review. The study indicates that the Church expansion will not significantly degrade the levels of service in the surrounding area.

Conditions:

1. Applicants shall design and construct all required public works improvements to City Standards. These Standards include the latest version in effect at the time of application of the following list of documents: Oregon City Municipal Code, Water Master Plan,

Transportation Master (System) Plan, Sanitary Sewer Master Plan, and the Drainage Master Plan. It includes the Public Works Design Standards, which is comprised of Sanitary Sewer, Water Distribution System, Stormwater and Grading, and Erosion Control. This list also includes the Street Work Drawings, Appendix Chapter 33 of the Uniform Building Code (by reference), and the Site Traffic Impact Study Procedures. It may also include the City of Oregon City Review Checklist of Subdivision and Partition Plats when the development is a Subdivision, Partition, or Planned Unit Development.

2. The Applicant is responsible for this project's compliance to Engineering Policy 00-01 (attached). The policies pertain to any land use decision requiring the applicant to provide any public improvements.

O.K.

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RETURN COMMENTS TO:

COMMENTS DUE BY: June 27, 2000

PLANNING PERMIT TECHNICIAN
Planning Department

HEARING DATE: **July 24, 2000**
HEARING BODY: Staff Review: ___ PC: X CC: ___

REFERENCE TO	FILE # & TYPE:	CU 00-02
	PLANNER:	Tom Bouillion
	APPLICANT:	Raymond Yancey/ Park Place Evangelical Church
	REQUEST:	Addition to an existing church.
	LOCATION:	13933 South Gain Street/ Map # 2-2E-29AA, TL 2900 & 2901

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<input checked="" type="checkbox"/>	The proposal does not conflict with our interests.	<input type="checkbox"/>	The proposal conflicts with our interests for the reasons stated below.
<input type="checkbox"/>	The proposal would not conflict our interests if the changes noted below are included.	<input type="checkbox"/>	The following items are missing and are needed for completeness and review:

Signed
Title

[Signature]
Operations Crew Lead

PLEASE RETURN YOUR COPY OF THE APPLICATION AND MATER CU 00-02

EXHIBIT 4b

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HEARING DATE: **July 24, 2000**
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IN REFERENCE TO

FILE # & TYPE: **CU 00-02**
 PLANNER: Tom Bouillion
 APPLICANT: Raymond Yancey/ Park Place Evangelical Church
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 the reasons stated below.

The proposal would not conflict our
 interests if the changes noted below
 are included.

 The following items are missing and are
 needed for completeness and review:

Signed
 Title

Superintendent

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EXHIBIT 4c.

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Planning Department

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HEARING BODY: Staff Review: PC: X CC:

IN REFERENCE TO	FILE # & TYPE:	CU 00-02
	PLANNER:	Tom Bouillion
	APPLICANT:	Raymond Yancey/ Park Place Evangelical Church
	REQUEST:	Addition to an existing church.
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<input type="checkbox"/> The proposal does not conflict with our interests.	<input type="checkbox"/> The proposal conflicts with our interests for the reasons stated below.
<input type="checkbox"/> The proposal would not conflict our interests if the changes noted below are included.	<input type="checkbox"/> <i>The following items are missing and are needed for completeness and review:</i>

SEE ATTACHED

Signed
Title

[Signature]
P.N. OPS MGR

PLEASE RETURN YOUR COPY OF THE APPLICATION AND MATER CU 00-02

EXHIBIT 4d.

CITY OF OREGON CITY
Memorandum

TO: Joe McKinney, Public Works Operation Manager

FROM: Henry Mackenroth, Public Works Engineer

DATE: June 14, 2000

SUBJECT: File Number: CU00-02
Name: 13933 Gain St. Park Place Evangelical Church

1. General Comments:

Minimal comments on this Action

2. Water:
Water Depart. Additional Comments No: ☒ Yes: ☐ Initial: HC
Add back Flow preventor to existing water supply system.

3. San Sew:
San. Depart. Additional Comments No: ☒ Yes: ☐ Initial: HC

4. Storm Sew:
Storm Depart. Additional Comments No: ☒ Yes: ☐ Initial: HC

5. Streets:
Street Depart. Additional Comments No: ☒ Yes: ☐ Initial: HC

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Planning Department

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HEARING BODY: Staff Review: PC: X CC:

IN REFERENCE TO

FILE # & TYPE: CU 00-02
PLANNER: Tom Bouillion
APPLICANT: Raymond Yancey/ Park Place Evangelical Church
REQUEST: Addition to an existing church.
LOCATION: 13933 South Gain Street/ Map # 2-2E-29AA, TL 2900 & 2901

The enclosed material has been referred to you for your information, study and official comments. Your recommendations and suggestions will be used to guide the Planning staff when reviewing this proposal. If you wish to have your comments considered and incorporated into the staff report, please return the attached copy of this form to facilitate the processing of this application and will insure prompt consideration of your recommendations. Please check the appropriate spaces below.

 X

The proposal does not
conflict with our interests.

 The proposal conflicts with our interests for
the reasons stated below.

The proposal would not conflict our
interests if the changes noted below
are included.

 The following items are missing and are
needed for completeness and review:

Signed
Title

John Replinger
SENIOR TRANSPORTATION ENGINEER

PLEASE RETURN YOUR COPY OF THE APPLICATION AND MATERIAL WITH THIS FORM.

CU 00-02

EXHIBIT 4e.

DAVID EVANS AND ASSOCIATES, INC.

June 27, 2000

2828 SW Corbett Avenue

Portland, Oregon 97201

Tel: 503.223.6663

Fax: 503.223.2701

Mr. Tom Bouillion
Planning Department
City of Oregon City
PO Box 351
Oregon City, OR 97045

**SUBJECT: REVIEW OF TRAFFIC IMPACT STUDY
PARK PLACE EVANGELICAL CHURCH - CU00-02**

Dear Mr. Bouillion:

In response to your request, David Evans and Associates, Inc. has reviewed the Traffic Impact Study (TIS) prepared by Tom Lancaster, PE (Lancaster Engineering) for the Park Place Evangelical Church located at the northeast corner of Gain Street and Harley Avenue. The proposal is for an expansion of less than 2100 square feet to bring the facility to a total of slightly more than 15,000 square feet.

The applicant has adequately addressed traffic conditions for the proposed development. The applicant states there are no regularly scheduled activities on weekdays. The applicant analyzed the existing conditions for the Sunday mid-day services and accounted for possible new site-generated traffic resulting from the proposed expansion. I find the report uses reasonable assumptions for distribution of traffic and for trip generation.

The applicant analyzed the Sunday operations and evaluated the operations at the intersection of Gain Street and Front Avenue. I agree with the applicant's conclusions that this intersection is currently operating at acceptable level of service and will continue to do so after the expansion of the facility.

In conclusion, I find that the applicant's traffic impact analysis meets the City's requirements. The traffic increases from the expansion are slight and there is sufficient capacity to provide an acceptable level of service at nearby intersections.

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.


John Replinger, PE
Senior Transportation Engineer

JGRE:jr

c:\project\wret0009\corresp\CU00-02.doc

Subject: RE: Site Inquiry

Date: Tue, 11 Jul 2000 14:44:19 -0700

From: "McIntire, Rick" <rickm@co.clackamas.or.us>

To: "Tom Bouillion" <octom@ci.oregon-city.or.us>

Tom

I found a conditional use permit approval for the original church construction, file no. PCU-29-67, approved on 6/1/67. The site was zoned single family residential, R-7 at the time. The microfiche record contains no site plans or other construction drawings. A front yard setback variance from 30 to 25 ft. (on Harley) was approved on 10/18/76 for the existing church and a proposed sanctuary addition. Again, no site plans or other drawings.

Rick McIntire
Clackamas Co. Planning.

> -----Original Message-----

> From: Tom Bouillion [SMTP:octom@ci.oregon-city.or.us]

> Sent: Monday, July 10, 2000 6:28 PM

> To: rickm@co.clackamas.or.us

> Subject: Site Inquiry

>

> Rick- I have a favor to ask. I am working on a CUP for an addition to a
> church in the Holcomb/Park Place area that was originally constructed in
> 1968, when it was under County jurisdiction. I was wondering if you
> could do some research to find out, what, if any planning approvals were
> obtained from the County. The legal description is: 2S-2E-29AA, TL 2900
> & 2901. Aka 13933 S. Gain Street, Oregon City. Please let me know if
> you find anything by the end of the week. Feel free to e-mail me or if
> you'd like to call, my direct number is 657-0891, x 182. Thanks in
> advance for your help. -Tom.

CU 00-02

EXHIBIT 4f.

CITY OF OREGON CITY
ENGINEERING POLICY 00-01
Guidelines for Development

EFFECTIVE: April 10, 2000

PREPARED BY
COMMUNITY DEVELOPMENT DEPARTMENT

320 Warner-Milne Road
Post Office Box 3040
Oregon City, Oregon 97045-0304
Telephone: (503) 657-0891

Engineering Division

Applicability. This policy applies to applicants for land use decisions and site plan reviews with regard to providing public improvements, submittal of documentation, and . The following sections outline some of the important requirements and helpful hints for those unfamiliar with providing public improvements as required by the Oregon City Municipal Code and Oregon City Public Works Standards. This is not an all-inclusive list of City requirements and does not relieve the applicant from meeting all applicable City Code and Public Works Standards.

Availability of Codes and Standards. Copies of these City Codes and Standards are available at City Hall for a nominal price. Some engineering firms in the local metropolitan area already own these Codes and Standards to enable them to properly plan, design, and construct City projects.

General

- Applicants shall design and construct all required public works improvements to City Standards. These Standards include the latest version in effect at the time of application of the following list of documents: Oregon City Municipal Code, Water Master Plan, Transportation Master (System) Plan, Sanitary Sewer Master Plan, and the Drainage Master Plan. It includes the Public Works Design Standards, which is comprised of Sanitary Sewer, Water Distribution System, Stormwater and Grading, and Erosion Control. This list also includes the Street Work Drawings, Appendix Chapter 33 of the Uniform Building Code (by reference), and the Site Traffic Impact Study Procedures. It may also include the City of Oregon City Review Checklist of Subdivision and Partition Plats when the development is a Subdivision, Partition, or Planned Unit Development.

Water (Water Distribution System Design Standards)

- The applicant shall provide water facilities for their development. This includes water mains, valves, fire hydrants, blow-offs, service laterals, and meters.
- All required public water system improvements shall be designed and constructed to City standards.
- The Fire Marshall shall determine the number of fire hydrants and their locations. Fire hydrants shall be fitted with a Storz metal face adapter style S-37MFL and cap style SC50MF to steamer port. This adapter is for a 5-inch hose. All hydrants to be completed, installed, and operational before beginning structural framing. Hydrants shall be painted with Rodda All-Purpose Equipment Enamel (1625 Safety Orange Paint) and all chains shall be removed from the fire hydrants.
- Backflow prevention assemblies are required on all domestic lines for commercial buildings, all fire service lines, and all irrigation lines. Backflow prevention assemblies are also required on residential domestic lines greater than or equal to 2-inch diameter. These assemblies are also required where internal plumbing is greater than 32 feet above the water main. The type of backflow prevention device required is dependent on the degree of hazard. City Water Department personnel, certified as cross connection inspectors, shall determine the type of device to be installed in any specific instance. All backflow prevention devices shall be located on the applicant's property and are the property

owner's responsibility to test and maintain in accordance with manufacturer's recommendations and Oregon statutes.

- The applicant shall verify that there are no wells on site, or if any wells are on the site prior to connecting to the public water system, the applicant shall:
 - Abandon the well per Oregon State requirements and provide copies of the final approval of well abandonment to the City; or
 - Disconnect the well from the home and only use the well for irrigation. In this case, the applicant shall install a back flow preventor on the public service line. The applicant shall also coordinate with the City water department to provide a cross connection inspection before connecting to the public water system.

Sanitary Sewer (Sanitary Sewer Design Standards)

- The applicant shall provide sanitary sewer facilities to their development. This includes gravity mains, manholes, stub outs, and service laterals.
- All required public sanitary sewer system improvements shall be designed and constructed to City standards.
- Applicant must process and obtain sanitary sewer system design approval from DEQ.
- Any existing septic system on site shall be abandoned and certification documentation provided from Clackamas County before recording the plat or obtaining a certificate of occupancy.

Stormwater (Stormwater and Grading Design Standards)

- The applicant shall provide stormwater and detention facilities for their development. This includes the stormwater mains, inlets, manholes, service laterals for roof and foundation drains, detention system if necessary, control structure if necessary, inflow and outflow devices if necessary, and energy dissipaters if necessary.
- The applicant shall design and construct required public stormwater system improvements to City standards. Each project is to coordinate with the City Drainage Master Plan, the Public Works Stormwater and Grading Standards, and the appropriate individual Basin Master Plan (if adopted) and incorporate recommendations from them as directed.
- The applicant shall design the stormwater system to detain any increased runoff created through the development of the site, as well as convey any existing off-site surface water entering the site from other properties.
- The applicant shall submit hydrology/detention calculations to the City Engineering Division for review and approval before approval of construction plans. The applicant shall provide documentation to verify the hydrology and detention calculations. The applicant shall show the 100-year overflow path and shall not design the flow to cross any developed properties.

Dedications and Easements

- The applicant shall obtain and record all off-site easements required for the project before City approval of construction plans.

Streets

- The applicant shall provide street facilities to their site including within the site and on the perimeter of the site where it borders on existing public streets. This includes half- and full-street width pavement as directed, curbs, gutters, planter strips or tree wells as directed, street trees, sidewalks, and bicycle lanes (when required by the type of street classification). This also includes city utilities (water, sanitary and storm drainage facilities), traffic control devices, centerline monumentation in monument boxes, and street lights in compliance with the City Code for Oregon City and its various Master Plans. Half-street improvements include an additional 10-foot wide pavement past the centerline subject to City review of existing conditions.
- After installation of the first lift of asphalt, applicant shall provide asphalt berms or another adequate solution, as approved by the City Engineering Division, at storm catch basins or curb inlets on all streets. This ensures positive drainage until the applicant installs the second lift of asphalt.
- All street names shall be reviewed and approved by the City (GIS Division 657-0891, ext. 168) prior to approval of the final plat to ensure no duplicate names are proposed in Oregon City or the 9-1-1 Service Area.
- All street improvements shall be completed and temporary street name signs shall be installed before issuance of building permits.
- The applicant is responsible for all sidewalks in their development. The applicant may transfer the responsibility for the sidewalks adjacent to the right-of-way as part of the requirement for an individual building permit on local streets. However, failure to do so does not waive the applicant's requirement to construct the sidewalks. Applicant shall complete sidewalks on each residential lot within one year of City acceptance of public improvements for the project (e.g.; subdivision, partition, or Planned Unit Development) unless a building permit has been issued for the lot.
- Applicant shall install sidewalks along any tracts within their development, any pedestrian/bicycle accessways within their development, along existing homes within the development's property boundaries, and all handicap access ramps required in their development at the time of street construction.
- Street lights shall typically be owned by the City of Oregon City under PGE plan "B" and installed at the expense of the applicant. The applicant shall submit a street light plan, subject to City and PGE approval, prepared by a qualified electrical contractor. Streetlights shall be placed at street intersections and along streets at property lines. The required lights shall be installed by a qualified electrical contractor. Streetlights are to be spaced and installed per recommendations of the Illuminating Engineering Society of North America as published in their current issue of IES, RP-8 to provide adequate lighting for safety of drivers, pedestrians, and other modes of transportation. Streetlights shall be 100-watt high-pressure sodium fixtures mounted on fiberglass poles with a 25-foot mounting height unless otherwise specified. The applicant shall dedicate any necessary electrical easements on the final plat. All streetlights and poles shall be constructed of material approved by PGE for maintenance by PGE.

Grading And Erosion Control

- The applicant's engineer shall submit rough grading plan with construction plans. The engineer shall certify completed rough grading elevations to +/- 0.1 feet. For single family residential developments, a final residential lot-grading plan shall be based on these certified grading elevations and approved by the City Engineer before issuance of a building permit. If significant grading is required for the residential lots due to its location or the nature of the site, rough grading shall be required of the developer before the acceptance of the public improvements. (See Geotechnical section for cut and fill certification issues on building lots or parcels) There shall not be more than a maximum grade differential of two (2) feet at all site boundaries. Final grading shall in no way create any water traps, or create other ponding situations. Submit one copy (pertinent sheet) of any residential lot grading for each lot (e.g., 37 lots equals 37 copies).
- Applicants shall obtain a DEQ 1200c permit when their site clearing effort is over five (5) acres, as modified by DEQ. Applicant shall provide a copy of this permit to the City before any clearing efforts are started.
- An Erosion Prevention and Sedimentation Control Plan shall be submitted for City approval. Applicant shall obtain an Erosion Control permit before any work on site.
 - Dewatering excavations shall not be allowed unless the discharge water meets turbidity standards (see next bullet) or is adequately clarified before it enters on-site wetlands, drainage courses, and before it leaves the site. Discharge from man-made, natural, temporary, or permanent ponds shall meet the same standard.
 - Construction activities shall not result in greater than 10 percent turbidity increase between points located upstream and downstream of construction activities.
 - Effective erosion control shall be maintained after subdivision site work is complete and throughout building permit issuance.
 - Plans shall document erosion prevention and control measures that will remain effective and be maintained until all construction is complete and permanent vegetation has been established on the site.
 - Responsible party (site steward) for erosion control maintenance throughout construction process shall be shown on the Erosion Control Plan.
 - Staff encourages applicant to select high performance erosion control alternatives to minimize the potential for water quality and fish habitat degradation in receiving waters.

Geotechnical

- Any structural fill to accommodate public improvements shall be overseen and directed by a geotechnical engineer. The geotechnical engineer shall provide test reports and certification that all structural fill has been placed as specified and provide a final summary report to the City certifying all structural fill on the site before City approval and acceptance of public improvements.
- Any cut or fill in building lots or parcels beyond the rough grading shall be subject to the Building Division's requirements for certification under the building permit.

Engineering Requirements

- Design engineer shall schedule a pre-design meeting with the City of Oregon City Engineering Division before submitting engineering plans for review.
- Street Name/Traffic Control Signs. Approved street name signs are required at all street intersections with any traffic control signs/signals/stripping.
- Applicant shall pay City invoice for the manufacture and installation of permanent signs for street names and any traffic control signs/signals/stripping.
- Bench Marks. At least one benchmark based on the City's datum shall be located within the subdivision.
- Other Public Utilities. The applicant shall make necessary arrangements with utility companies for the installation of underground lines and facilities. The City Engineer may require the applicant to pay these utility companies to use trenchless methods to install their utilities in order to save designated and marked trees when the utility crosses within a dripline of a tree marked, or identified, to be saved. Applicant to bear any additional costs that this may incur.
- Technical Plan Check and Inspection Fees. The current Technical Plan Check and Inspection Fee shall be paid before approval of the final engineering plans for the required site improvements. The fee is the established percentage of a City-approved engineer's cost estimate or actual construction bids as submitted by the applicant. Half of the fee is due upon submitting plans for final approval; the other half is due upon approval of the final plans.
- It is the City's policy that the City will only provide spot check inspection for non public-funded improvements, and the applicant's engineer shall provide inspection and surveying services necessary to stake and construct the project and prepare the record (as-built) drawings when the project is complete.
- Applicant shall submit two (2) sets of final engineering plans for initial review by the City Engineering Division to include the drainage report (wet signed by the responsible engineer), and the cost estimate with half of the Technical Plan Check fee. The engineering plans shall be blackline copies, 24" x 36". Blueline copies are not acceptable.
- For projects such as subdivisions, partitions, and Planned Unit Developments, the applicant shall submit a completed copy of the City's latest final subdivision and partition plat checklist, and a paper copy of the preliminary plat.
- Two (2) copies of any revised documents (in response to redlined comments) will be required for subsequent reviews, if necessary.
- The applicant shall submit, for the final City approval, six (6) copies of the plans with one full set wet signed over the engineer's Professional Engineer Oregon stamp.
- Minimum Improvement Requirements. Applicant shall provide a surety on land division developments for uncompleted work before a plat is recorded as required by a Land Division Compliance Agreement (available in hard copy or electronic version from City Engineer office). This occurs if the applicant wishes to record the final plat before completion of all required improvements. Surety shall be an escrow account or in a form that is acceptable to the City Attorney.
- Upon conditional acceptance of the public improvements by the City, the applicant shall provide a two-year maintenance guarantee as described in the Land Division Compliance

Agreement. This Maintenance Guarantee shall be for fifteen (15) percent of the engineer's cost estimate or actual bids for the complete public improvements.

- The applicant shall submit a paper copy of the record (as-built) drawings, of field measured facilities, to the City Engineer for review before building permits are issued beyond the legal limit. Upon approval of the paper copy by the City Engineer, applicant shall submit a bond copy set and two 4-mil mylar record drawings sets.
- The applicant shall submit one full set of the record (as-built) drawings, of field measured facilities, on AutoCAD files on CD-ROM or 3.5-inch diskette, in a format acceptable to the City Engineer, and include all field changes.
- One AutoCAD file of the preliminary plat, if applicable, shall be furnished by the applicant to the City for addressing purposes. A sample of this format may be obtained from the City Geographical Information System Division. This information, and documents, shall be prepared at the applicant's cost.
- The applicant's surveyor shall also submit, at the time of recordation, a copy of the plat on a CD-ROM or 3.5-inch diskette to the City in a format that is acceptable to the City's Geographic Information System Division.
- The City reserves the right to accept, or reject, record drawings that the City Engineer deems incomplete or unreadable that are submitted to meet this requirement. The applicant shall be responsible for all costs associated with meeting this condition. The applicant shall ensure their engineer submits the record drawings before the City will release final surety funds or residential building permits beyond the legal limit.
- Final Plat Requirements, if applicable. The final plat shall comply with ORS 92.010 through 92.190, and City Code. In addition the following requirements shall be required:
 - The applicant, and their surveyor, shall conform to the City's submittal and review procedures for the review and approval of plats, easements, agreements, and other legal documents associated with the division of this parcel.
 - Show the City Planning File Number on the final plat, preferably just below the title block.
 - A blackline copy of the final plat illustrating maximum building envelopes shall be submitted to the Planning Division concurrently with submittal of the plat to ensure setbacks and easements do not conflict.
 - Use recorded City control surveys for street centerline control, if applicable.
 - Tie to City GPS Geodetic Control Network, County Survey reference PS 24286, and use as basis of bearings. Include ties to at least two monuments, show measured versus record, and the scale factor. Monuments may be either GPS stations or other monuments from prior City control surveys shown on PS 24286. If ties are to prior City control surveys, monument ties shall be from the same original control survey. The tie to the GPS control can be part of a reference boundary control survey filed for the land division.
 - Show state plane coordinates on the Point of Beginning.
- The civil construction drawings, once approved by the City Engineering Division, shall have an approval period of one year in which to commence with construction. The plans and drawings shall be valid, once the City Engineer holds the preconstruction conference and construction activity proceeds, for as long as the construction takes. If the construction drawings expire before construction commences, the applicant shall ensure

the civil construction documents and plans conform to the latest Standards, Specifications, and City Codes that are in place at the time of the update. The applicant shall bear the cost associated with bringing them into conformance, including additional technical plan check and review costs.

- The applicant shall include a statement in proposed Conditions, Covenants, and Restrictions (CC & R's), plat restrictions, or some other means acceptable to the City Attorney for:
 - Maintaining surface runoff patterns established for each lot,
 - Maintaining any proposed private storm lines or detention, and
 - Conformance by individual lot owner to the City's erosion control standards when establishing or renovating landscaping.
 - The applicant shall submit the proposed method and statement to the Planning staff for review and approval, before final plat approval.
- Construction vehicles and other vehicles associated with the development shall only use the entrance as approved by the City Engineering Division to enter their site and these vehicles shall park or wait on the construction site. The applicant should provide a specified area of off street parking for the site's construction workers which meets the erosion/sedimentation control measures. Supplier vehicles and trailers (hauling vehicles) and actual construction vehicles shall not park, or wait, in such a manner that would block or hinder access for emergency vehicles. This includes private vehicles belonging to construction workers, supplier vehicles and trailers, and actual construction vehicles.
- Site construction activity is to only occur between 7:00 AM and 6:00 PM on Monday through Friday; between 9:00 AM and 6:00 PM on Saturday. No site improvement construction activity is allowed on Sunday. Construction activity includes all field maintenance of equipment, refueling, and pick up and delivery of equipment as well as actual construction activity.
- The applicant shall ensure that all applicable outside agencies are contacted and any appropriate approvals obtained for the construction of the project. The applicant shall supply copies of approvals to the City. Failure to do so shall be a justification for the City to prevent the issuance of a construction or building permit or to revoke an issued permit for this project.
- The applicant shall be responsible for paying all fees associated with the recording of documents such as non-remonstrance agreements, easements, and dedications.
- Should the applicant, or any assigns or heirs, fail to comply with any of the conditions set forth here, the City may take the appropriate legal action to ensure compliance. The applicant shall be responsible for any City legal fees and staff time associated with enforcing these conditions of approval.

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CITY OF OREGON CITY

PLANNING COMMISSION

320 WARNER MILNE ROAD
TEL 657-0891

OREGON CITY, OREGON 97045
FAX 657-7892



MEMO

TO: Planning Commission

FROM: Barbara Shields

RE: Planning Commission Worksession
Amendment to Chapter 17.62 Site Plan and Design Review
Building Orientation and Wall/Façade Treatments

DATE: July 18, 2000

Enclosed please find proposed amendments to Chapter 17.62 Site Plan and Design Review.

The proposed amendments include the following changes:

- New Section 17.62.055 Institutional and Commercial Building Standards (Exhibit 1)
- New Section 17.62.056 Additional Standards for Large Retail Development (Exhibit 2).
- Amended Section 17.62.080 Special Development Standards along Transit Streets (Exhibit 3).

Section 17.62.055. (New Section). This section provides general building orientation and design features for all institutional and commercial buildings. Section 17.62.055 includes standards for variations in building massing, façade treatment, windows, entryways, and roofs.

Sections 17.62.056. (New Section). This section includes additional requirements for retail buildings that occupy more than 10,000 square feet. The primary objective of this section is to ensure that larger retail establishments are compatible with its surrounding areas and provide a "sense of definition" for the surrounding areas. This section provides an opportunity to create a "design package" that would contribute to the uniqueness of the development by applying appropriate materials, features, and color range tailored specifically to the site and its context.

Section 17.62.080. (Revised Section). Several subsections of this section are proposed to be deleted in order to be consistent with new Section 17.62.055 and Section 17.62.055.

FILE
No amendments to Section 17.62.070 On-site Pedestrian Access (page 10, Exhibit 4) are proposed. This section provides design regulations for convenient pedestrian access to retail, office, and institutional buildings from public sidewalks and transit facilities. It seems that the provisions of this section are adequate to promote pedestrian and transit travel to commercial and institutional facilities.

The design review packet attached to this memo does not contain detailed drawings to portray the recommended design elements. Large-scale graphic materials will be presented at the Planning Commission meeting on July 24, 2000 in the context of our discussion on specific site design elements.

Please note that the proposed amendments to Chapter 17.62 do not include any changes for multiple-family development. A comprehensive review of multiple-family design standards will be discussed at the Planning Commission meeting on August 14, 2000.

A copy of the current Chapter 17.62 language is attached for your reference (Exhibit 4).

17.62.055. Institutional and commercial building standards

A. Purpose.

This section is intended to promote the design of an urban environment that is built to human scale and to encourage street fronts that create pedestrian-conducive environment, while also accommodating vehicular movement.

B. Relationship between Zoning District Design Standards and Requirements of this Section.

1. Building design shall contribute to the uniqueness of a zone district by applying appropriate materials, elements, features, color range and activity areas tailored specifically to the site and its context.
2. A standardized prototype design shall be modified if necessary to meet the provisions of this section.
3. In the case of a multiple building development, each individual building shall include predominant characteristics shared by all buildings in the development so that the development forms a cohesive place within the zone district or community.
4. With the exception of standards for building orientation and building front setbacks, in the event of a conflict between a design standard in this section and a standard or requirement contained in within the zone district, the standard in the zone district shall prevail.

C. Relationship of Buildings to Streets and Parking.

1. Buildings shall be placed no farther than 5 feet from the front property line. A larger front yard setbacks may be approved through Site Plan and Design Review if the setback area incorporates enhanced pedestrian spaces and amenities such as plazas, arcades, outdoor café, benches, street furniture, public art or kiosks.
2. At least one main entrance of any building shall be oriented toward the street and shall be accessed from a public sidewalk. Primary building entrances shall be clearly defined and recessed or framed by a sheltering element such as an awning, arcade or portico in order to provide shelter from the summer sun and winter weather.
3. Parking areas shall be located behind buildings or on one or both sides of buildings.

D. Variation in Massing.

1. A single, large, dominant building mass shall be avoided in new buildings and, to the extent reasonably feasible, in development projects involving changes to the mass of existing buildings.
2. Horizontal masses shall not exceed a height: width ratio of 1:3 without substantial variation in massing that includes a change in height and projecting or recessed elements.
3. Changes in mass shall be related to entrances, the integral structure and/or the organization of interior spaces and activities and not merely for cosmetic effect. False fronts or parapets create an insubstantial appearance and are prohibited.

E. Facade Treatment.

1. Minimum Wall Articulation. In order to add architectural interest and variety and avoid the effect of a single, long or massive wall with no relation to human size, no wall that faces a street or connecting walkway shall have a blank, uninterrupted length exceeding thirty (30) feet without including at least two of the following:
 - a. change in plane,
 - b. change in texture or masonry pattern,
 - c. windows, treillage with vines, or
 - d. an equivalent element that subdivides the wall into human scale proportions.
2. Façade Transparency. The main front elevation shall provide at least 60 percent windows or transparency at the pedestrian level. The side elevation shall provide at least 30 percent transparency. The transparency is measured in lineal fashion [For example, a 100-foot long building elevation shall have at least 60 feet (60% of 100) in length].
3. Side or rear walls that face walkways may include false windows and door openings defined by frames, sills and lintels, or similarly proportioned modulations of the wall, only when actual doors and windows are not feasible because of the nature of the use of the building.
4. All sides of the building shall include materials and design characteristics consistent with those on the front. Use of inferior or lesser quality materials for side or rear facades shall be prohibited.
5. Trellises, canopies and fabric awnings may project up to five (5) feet into front setbacks and public rights-of-way, provided that they are not less than eight (8) feet above the sidewalk. Awnings shall be no longer than a single storefront.

E. Roof Treatments.

All facades shall have a recognizable “top” consisting of (but not limited to):

1. Cornice treatments, other than just colored “stripes” or “bands,” with integrally textured materials such as stone or other masonry or differently colored materials;
2. Sloping roof with overhangs and brackets;
3. Stepped parapets.
4. Special architectural features, such as bay windows, decorative roofs and entry features may project up to three (3) feet into street rights-of-way, provided that they are not less than nine (9) feet above the sidewalk.

Section 17.62.056 Additional standards for large retail establishments

- A. This section is intended to ensure that large retail building development is compatible with its surrounding area.
- B. Large retail establishment shall mean a retail establishment occupying more than ten thousand (10,000) gross square feet of floor area.
- C. Development Standards.
 - 1. Facades and Exterior Walls:
 - a. Facades greater than one hundred (100) feet in length, measured horizontally, shall incorporate wall plane projections or recesses having a depth of at least three (3) percent of the length of the facade and extending at least twenty (20) percent of the length of the facade. No uninterrupted length of any facade shall exceed one hundred (100) horizontal feet.
 - b. Ground floor facades that face public streets shall have arcades, display windows, entry areas, awnings or other such features along no less than sixty (60) percent of their horizontal length.
 - c. Building facades must include a repeating pattern that includes no less than three of the following elements:
 - (1) color change;
 - (2) texture change;
 - (3) material module change.
 - d. An expression of architectural or structural bays through a change in plane no less than twelve (12) inches in width, such as an offset, reveal or projecting rib.
 - e. At least one of elements (a), (b) or (c) shall repeat horizontally. All elements shall repeat at intervals of no more than thirty (30) feet, either horizontally or vertically.
 - 2. Roofs.

Roofs shall have no less than two of the following features:

 - a. Parapets concealing flat roofs and rooftop equipment from public view. The average height of such parapets shall not exceed fifteen (15) percent of the height of the supporting wall and such parapets shall not at any point exceed one-third (1/3) of the height of the supporting wall. Such parapets shall feature three-dimensional cornice treatment;
 - b. Overhanging eaves, extending no less than three (3) feet past the supporting walls;
 - c. Sloping roofs that do not exceed the average height of the supporting walls, with an average slope greater than or equal to one (1) foot of vertical rise for every three (3) feet of horizontal run and less than or equal to one (1) foot of vertical rise for every one (1) foot of horizontal run;

d. Three (3) or more roof slope planes.

1. Entryways

Each large retail establishment on a site shall have clearly defined, highly visible customer entrances featuring no less than three (3) of the following elements, listed below. Where additional stores will be located in the large retail establishment, each such store shall have at least one (1) exterior customer entrance, which shall conform to the same requirements.

- a. canopies or porticos;
- b. overhangs;
- c. recesses/projections;
- d. arcades;
- e. raised corniced parapets over the door;
- f. peaked roof forms;
- g. arches;
- h. outdoor patios;
- i. display windows;
- j. architectural details such as tile work and moldings which are integrated into the building structure and design;
- k. integral planters or wing walls that incorporate landscaped areas and/or places for sitting.

2. Materials and colors

- a. Predominant exterior building materials shall include, but not be limited to, brick, sandstone, other native stone and tinted/textured concrete masonry units.
- b. Facade colors shall be low reflectance, subtle, neutral or earth tone colors. The use of high-intensity colors, metallic colors, black or fluorescent colors shall be prohibited.
- c. Building trim and accent areas may feature brighter colors, including primary colors, but neon tubing shall not be an acceptable feature for building trim or accent areas.
- d. Exterior building materials shall not include smooth-faced concrete block, tilt-up concrete panels or prefabricated steel panels.

5. Site Design and Relationship to Surrounding Community.

Retail establishment occupying more than 25,000 gross square feet of floor area shall contribute to the establishment or enhancement of community and public spaces by providing at least two of the following:

- a. patio/seating area,
- b. pedestrian plaza with benches,
- c. transportation center,
- d. window shopping walkway;

- e. outdoor playground area,
- f. kiosk area, water feature,
- g. clock tower,
- h. or other such deliberately shaped area and/or a focal feature or amenity that, in the judgment of the appropriate decision maker, adequately enhances such community and public spaces.

Any such areas shall have direct access to the public sidewalk network and such features shall not be constructed of materials that are inferior to the principal materials of the building and landscape.

17.62.080 Special development standards along transit streets.

A. Purpose. This section is intended to provide direct and convenient pedestrian access to retail, office and institutional buildings from public sidewalks and transit facilities and to promote pedestrian and transit travel to commercial and institutional facilities.

B. Applicability. Except as otherwise provide in this section, the requirements of this section shall apply to the construction of new retail, office and institutional buildings which front on a transit street.

C. Development Standards.

1. All buildings shall have at least one main building entrance oriented towards the transit street or a street intersecting the transit street. A main building entrance is oriented toward a transit street or a street intersecting a transit street if it is directly located on the transit street or the intersecting street, or if it is linked to the transit street or the intersecting street by an on-site pedestrian walkway that does not cross off-street parking areas.
 - a. If the site has frontage on more than one transit street, or on a transit street and a street intersecting a transit street, the building shall provide one main building entrance oriented to the transit street or the intersecting street or to the corner where the two streets intersect.
 - b. For building facades over three hundred feet in length on a transit street or a street intersecting a transit street, two or more main building entrances shall be provided as appropriate and oriented towards the transit street or the intersecting street.
2. Main building entrances shall be well lighted and visible from the transit street. The minimum lighting level for building entries shall be four foot-candles. Lighting shall be a pedestrian scale with the source light shielded to reduce glare.
3. ~~All retail and office buildings shall provide ground floor windows along street facades. Required windows shall be either windows that allow views into working areas or lobbies, pedestrian entrances or display windows. Required windows shall have a sill no more than four feet above grade. Where interior floor levels prohibit such placement, the sill may be raised to allow it to be no more than two feet above the finished floor level, up to a maximum height of six feet above grade.~~
 - a. ~~Darkly tinted, mirrored or reflective glass windows are prohibited as ground floor windows along street facades.~~
 - b. ~~Any wall facing a transit street or a street intersecting a transit street which is within thirty feet of a street shall contain at least twenty percent of the ground~~

~~floor wall area facing the street in display areas, windows or doorways. Solid walls are prohibited.~~

- ~~4. Buildings shall include changes in relief on fifteen percent of their street facades such as cornices, bases, windows, fluted masonry or other treatments for pedestrian interest and scale.~~
- ~~5. If the front yard faces a transit street or a street intersecting a transit street, the building or portion thereof shall have a maximum front yard setback of twenty feet. The review authority may waive this requirement where existing development or topography makes compliance with this standard impracticable; provided, that the applicant proposes alternative means to comply with the purpose of this section to the extent practicable. Buildings with nonconforming front yard setbacks may have additional height added within the dimensional standards of the underlying district as an expansion without being brought into conformance with this maximum setback. There is no minimum setback required for buildings adjacent to a transit street.~~
- ~~6. The twenty foot maximum front yard setback from transit streets and streets intersecting transit streets shall contain no off street parking. However, vehicular circulation lanes are permitted if there is no practicable alternative and if crossing walkways are designed to ensure safety for pedestrians. Auto parking lots and maneuvering areas on corner lots shall not be located adjacent to intersections.~~

D. Parking options for buildings fronting transit streets.

- a. Surface parking lots exceeding minimum parking requirements shall be designed to allow for more intensive future site development.
 - b. The review authority may reduce the minimum required off-street parking up to thirty percent upon demonstration by an applicant, through a parking study prepared by a suitably qualified traffic engineer, that use of transit and/or special characteristics of the customer, client, employee or resident population will reduce expected vehicle use and parking space demand for this development as compared to standard Institute of Transportation Engineers vehicle trip generation rates and minimum city parking requirements.
 - c. Off-street parking spaces shall not exceed a maximum of one hundred fifty percent of the minimum spaces required, except upon approval by the review authority.
- E. In the event a requirement of this section conflicts with other requirements in Title 17, the requirements of this section shall control.

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EXHIBIT 4

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17.62.010 Purpose.

The purposes of site plan and design review are to: encourage site planning in advance of construction; protect lives and property from potential adverse impacts of development; consider natural or man-made hazards which may impose limitations on development; conserve the city's natural beauty and visual character and minimize adverse impacts of development on the natural environment as much as is reasonably practicable; assure that development is supported with necessary public facilities and services; ensure that structures and other improvements are properly related to their sites and to surrounding sites and structure; and implement the city's comprehensive plan and land use regulations with respect to development standards and policies. (Ord. 94-1002 §1 (part), 1994)

17.62.020 Pre-application review.

Prior to filing for site plan and design review approval, the applicant shall confer with the principal planner pursuant to Section 17.50.030. The principal planner shall identify and explain the relevant review procedures and standards. (Ord. 94-1002 §1(part), 1994)

17.62.030 When required.

Site plan and design review shall be required for all development of real property in all zones except the R-10, R-8, R-6, R-6/MH, RC-4, and RD-4 zoning districts, unless otherwise provided for by this title or as a condition of approval of a permit. Site plan and design review shall also apply to all conditional uses and non-residential uses in all zones, to planned developments, manufactured dwelling parks, and partitions and residential development within overlay districts. No building permit or other permit authorization for development shall be issued prior to site plan and design review approval. Parking lots and parking areas accessory to uses regulated by this chapter also shall require site plan and design review approval. Site plan and design review shall not alter the type and category of uses permitted in zoning districts. (Ord. 94-1002 §1(part), 1994)

17.62.040 Plans required.

A complete application for site plan and design review shall be submitted. Except as otherwise in subsection I of this section, the application shall include the following plans and information:

A. A site plan or plans, to scale, containing the following:

1. Vicinity information showing streets and access points, pedestrian and bicycle pathways, transit stops and utility locations;

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2. The site size, dimensions, and zoning, including dimensions and gross area of each lot or parcel and tax lot and assessor map designations for the proposed site and immediately adjoining properties;
3. Contour lines at two foot contour intervals for grades zero to ten percent, and five-foot intervals for grades over ten percent;
4. The location of natural hazard areas on and within one hundred feet of the boundaries of the site, including: a. Areas indicated on floodplain maps as being within the one hundred-year floodplain, b. Unstable slopes, as defined in Section 17.44.020, c. Areas identified on the seismic conditions map in the comprehensive plan as subject to earthquake and seismic conditions;
5. The location of natural resource areas on and within one hundred feet of the boundaries of the site, including fish and wildlife habitat, natural areas, wooded areas, areas of significant trees or vegetation, and areas designated as being within the water resources overlay district;
6. The location of inventoried historic or cultural resources on and within one hundred feet of the boundaries of the site;
7. The location, dimensions, and setback distances of all existing permanent structures, improvements and utilities on or within twenty-five feet of the site, and the current or proposed uses of the structures;
8. The location, dimensions, square footage, building orientation and setback distances of proposed structure, improvements and utilities, and the proposed uses of the structures by square footage;
9. The location, dimension and names, as appropriate, of all existing and platted streets, other public ways, sidewalks, bike routes and bikeways, pedestrian/bicycle accessways and other pedestrian and bicycle ways, transit street and facilities, neighborhood activity centers, and easements on and within two hundred fifty feet of the boundaries of the site;
10. The location, dimension and names, as appropriate, of all proposed streets, other public ways, sidewalks, bike routes and bikeways, pedestrian/bicycle accessways and other pedestrian and bicycle ways, transit streets and facilities, neighborhood activity centers, and easements on and within two hundred fifty feet of the boundaries of the site;
11. All parking, circulation, loading and servicing areas, including the locations of all carpool, vanpool and bicycle parking spaces as required in Chapter 52 of this title;
12. Site access points for automobiles, pedestrians, bicycles and transit;

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13. On-site pedestrian and bicycle circulation;

14. Outdoor common areas proposed as open space.

B. A landscaping plan, drawn to scale, showing the location and types of existing trees (six inches or greater in caliper measured four feet above ground level) and vegetation proposed to be removed and to be retained on the site, the location and design of landscaped areas, the varieties, sizes and spacings of trees and plant materials to be planted on the site, other pertinent landscape features, and irrigation systems required to maintain plant materials.

C. Architectural drawings or sketches, drawn to scale and showing floor plans, elevations accurately reflected to grade, and exterior materials of all proposed structures and other improvements as they will appear on completion of construction.

D. A materials board, no longer in size than eight and one-half inches by fourteen inches clearly depicting all building materials with specifications as to type, color and texture of exterior materials of proposed structures.

E. An erosion/sedimentation control plan and a drainage plan developed in accordance with city drainage master plan requirements and Clackamas County's Erosion/Sedimentation Control Plans Technical Guidance Handbook (1991 or as subsequently amended). The drainage plan shall identify the location of drainage patterns and drainage courses on and within one hundred feet of the boundaries of the site. Where development is proposed within an identified hazard area, these plans shall reflect concerns identified in the hydrological/geological/geotechnical development impact statement.

F. The legal description of the site.

G. An exterior lighting plan, drawn to scale, showing type, height, and area of illumination.

H. Such special studies or reports as the principal planner may require to obtain information to ensure that the proposed development does not adversely affect the surrounding community or identified natural resource areas or create hazardous conditions for persons or improvements on the site. The principal planner shall require an applicant to submit one or more development impact statements, as described in Section 16.12.050, upon determination that (1) there is a reasonable likelihood that traffic safety or capacity improvements may be required; (2) the proposal could have significant adverse impacts on identified natural resource areas, including areas designated as being within the water resources overlay district; or (3) the proposal would be located on or could have significant adverse impacts on natural hazard areas, including unstable slopes and areas within the flood plain overlay district. The principal planner shall determine which types of development impact statements are necessary and provide written reasons

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for requiring the statement(s). The development impact statements shall include the information described in Sections 16.12.070, 16.12.080, and 16.12.120.

I. The principal planner may waive the submission of information for specific requirements of this section or may require information in addition to that required by a specific provision of this section, as follows:

1. The principal planner may waive the submission of information for a specific requirement upon determination either that specific information is not necessary to evaluate the application properly, or that a specific approval standard is not applicable to the application. If submission of information is waived, the principal planner shall, in the decision, identify the waived requirements, explain the reasons for the waiver, and state that the waiver may be challenged on appeal and may be denied by a subsequent review authority. If the matter is forwarded to the planning commission for initial review, the information required by this paragraph shall be included in the staff report;
2. The principal planner may require information in addition to that required by a specific provision of this section upon determination that the information is needed to evaluate the application properly and that the need can be justified on the basis of a special or unforeseen circumstance. If additional information is required, the principal planner shall, in the decision, explain the reasons for requiring the additional information.

J. If the applicant has not already done so as some other part of the land use review process, the applicant shall submit an erosion control plan that complies with the applicable requirements of Chapter 17.74 of this code. (Ord. 96-1005 §2, 1996; Ord. 95-1004 §1, 1995; Ord. 94-1002 §1(part), 1994)

17.62.050 Standards.

A. All development shall comply with the following standards:

1. A minimum of fifteen percent of the lot area being developed shall be landscaped. Natural landscaping shall be retained where possible to meet the landscaping requirement. Landscape design and landscaping areas shall serve their intended functions and not adversely impact surrounding areas. The landscaping shall include a mix of vertical (trees) and horizontal elements (grass, ground cover, etc.). The principal planner shall maintain a list of trees, shrubs and vegetation acceptable for landscaping. For properties within the central business district, and for major remodeling in all zones subject to this chapter, landscaping shall be required to the extent practicable up to the fifteen percent requirement. Landscaping also shall be visible from public thoroughfares to the extent practicable;
2. The size, shape, height, and spatial and visual arrangement of uses, structures, fences, and walls, including color and material selection, shall be compatible with

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existing surroundings and future allowed uses. Consideration may be given to common driveways, shared parking, increased setbacks, building heights, and the like;

3. Unnecessary grade changes shall be avoided. Retaining walls shall be provided where needed and shall consist of such structural design and materials sufficient to serve their intended purpose. Grading and contouring shall take place with particular attention to minimizing the possible adverse effects of grading and contouring on the natural vegetation and physical appearance of the site;

4. Development subject to the requirements of the unstable slopes overlay district shall comply with the requirements of that district. The review authority may impose such conditions as are necessary to minimize the risk of erosion and slumping and assure that landslides and property damage will not occur;

5. Drainage shall be provided in accordance with the city's drainage master plan and drainage design standards and Clackamas County's Erosion/Sedimentation Control Plans Technical Guidance Handbook (1991 or as subsequently amended). The review authority may impose conditions to ensure that waters are drained from the development in such a manner so as to limit degradation of water quality consistent with Clackamas County's Surface Water Quality Facilities Technical Guidance Handbook or other standards subsequently adopted by the city commission. Drainage design shall be approved by the city engineer before construction is begun;

6. Parking, including carpool, vanpool and bicycle parking, shall comply with city parking standards. Off-street parking and loading-unloading facilities shall be provided in a safe, well designed and efficient manner and shall be buffered from the street and from adjacent residential zones by means of landscaping or by a low fence or wall not greater than three feet six inches in height, but not to the extent of restricting visibility necessary for safety and security. Off-street parking design shall consider the layout of parking, storage of all types of vehicles and trailers, shared parking lots and common driveways, garbage collection and storage points, and the surfacing, lighting, screening, landscaping, concealing and other treatment of the same. The review authority, at its discretion, may reduce the required number of off-street parking spaces for the purpose of preserving an existing specimen tree. Carpool, vanpool and bicycle parking shall be provided in accordance with Sections 17.52.040 through 17.52.070;

7. Sidewalks and curbs shall be provided in accordance with the city's transportation master plan and street design standards. Upon application, the planning commission may waive this requirement in whole or in part in those locations where there is no probable need, or comparable alternative location provisions for pedestrians are made;

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8. Circulation boundaries within the boundary of the site shall facilitate direct and convenient pedestrian and bicycle access. Consideration shall include the layout of the site with respect to the location, number, design and dimensions of all vehicular and pedestrian accesses, exits, drives, walkways, bikeways, pedestrian/bicycle accessways, buildings, emergency equipment ways, and other related facilities. Ingress and egress locations on public thoroughfares shall be located in the interest of public safety and determined by the review authority. Reasonable access for emergency services (fire and police) shall be provided;

9. There shall be provided adequate means to ensure continued maintenance and necessary normal replacement of private common facilities and areas, drainage ditches, streets and other ways, structures, recreational facilities, landscaping, fill and excavation areas, screening and fencing, ground cover, garbage storage areas and other facilities not subject to periodic maintenance by the city or other public agency;

10. Outdoor lighting shall be provided in a manner that enhances security, is appropriate for the use, and avoids adverse impacts on surrounding properties. Glare shall not cause illumination on other properties in excess of a measurement of 0.5 footcandles of light;

11. Site planning, including the siting of structures, roadways and utility easements, shall provide for the protection of tree resources. Trees of six-inch caliper or greater measured four feet from ground level shall, wherever practicable, be preserved outside buildable area. Where the principal planner determines that it is impractical or unsafe to preserve such trees, the trees shall be replaced in accordance with an approved landscape plan that includes new plantings of similar character at least two inches to two and one-half inches in caliper. Specimen trees shall be preserved where practicable. Where these requirements would cause an undue hardship, the review authority may modify the requirements in a manner which, in its judgment, reasonably satisfies the purposes and intent of this paragraph. The review authority may impose conditions to avoid disturbance to tree roots by grading activities and to protect trees and other significant vegetation identified for retention from harm. Such conditions may include, if deemed necessary by the review authority, the advisory expertise of a qualified consulting arborist or horticulturalist both during and after site preparation, and a special maintenance and management program to provide protection to the resource as recommended by the arborist or horticulturalist;

12. Development shall be planned, designed, constructed and maintained to protect water resources in accordance with the requirements of the city's water resources overlay district, Chapter 17.49, as applicable;

13. Development shall comply with applicable city regulations protecting natural resources. For inventoried natural resources, the siting and design of buildings and other improvements shall be appropriate to protect these resources as provided by

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the comprehensive plan and this title. Elsewhere, development shall be planned, designed and constructed to avoid or minimize adverse impacts on natural resources to the extent practicable;

14. All development shall maintain continuous compliance with applicable federal, state, and city standards pertaining to air and water quality, odor, heat, glare, noise and vibrations, outdoor storage, radioactive materials, toxic or noxious matter, and electromagnetic interference. Prior to issuance of a building permit, the principal planner or building official may require submission of evidence demonstrating compliance with such standards and receipt of necessary permits. The review authority may regulate the hours of construction or operation to minimize adverse impacts on adjoining residences, businesses or neighborhoods. The emission of odorous gases or other matter in such quantity as to be readily detectable at any point beyond the property line of the use creating the odors or matter is prohibited;

15. Adequate public water and sanitary sewer facilities sufficient to serve the proposed or permitted level of development shall be provided. The applicant shall demonstrate that adequate facilities and services are presently available or can be made available concurrent with development. Service providers shall be presumed correct in the evidence which they submit. All facilities shall be designated to city standards as set out in the city's facility master plans and public works design standards. A development may be required to modify or replace existing off-site systems if necessary to provide adequate public facilities. The city may require oversizing of facilities where necessary to meet standards in the city's facility master plan or to allow for the orderly and efficient provision of public facilities and services. Where oversizing is required, the developer may request reimbursement from the city for oversizing based on the city's reimbursement policy and fund availability, or provide for recovery of costs from intervening properties as they develop;

16. Adequate right-of-way and improvements to streets, pedestrian ways, bike routes and bikeways, and transit facilities shall be provided, consistent with the city's transportation master plan and design standards and this title. Consideration shall be given to the need for street widening and other improvements in the area of the proposed development impacted by traffic generated by the proposed development. This shall include, but not be limited to, improvements to the right-of-way, such as installation of lighting, signalization, turn lanes, median and parking strips, traffic islands, paving, curbs and gutters, sidewalks, bikeways, street drainage facilities and other facilities needed because of anticipated vehicular and pedestrian traffic generation;

17. Major industrial, institutional, retail and office developments shall provide direct, safe and convenient bicycle and pedestrian travel as appropriate both within the development and between the development and other residential or neighborhood activity centers such as shopping, schools, parks and transit centers. Where practicable, new office parks and commercial developments shall enhance

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internal pedestrian circulation through clustering of buildings, construction of pedestrian ways, or similar techniques. Bicycle parking facilities shall be required as part of new multi-family residential developments of four units or more, new retail, office and institutional developments, and all transit transfer stations and park-and-ride lots;

18. If Tri-Met, upon review of an application for an industrial, institutional, retail or office development, recommends that a bus stop, bus turnout lane, bus shelter, bus landing pad or transit stop connection be constructed at the time of development, the review authority shall require such improvement, using designs supportive of transit use, if the development is of a type which generates transit ridership and the review authority determines that the recommended condition is reasonably related to the scale and intensity of the development. Where transit service is or reasonably can be made available to serve the site, the development shall include sidewalks or pedestrian easements as necessary to provide safe and direct access to transit stops.

19. All utility lines shall be placed underground;

20. Access and facilities for physically handicapped people shall be incorporated into the site and building design consistent with applicable federal and state requirements, with particular attention to providing continuous, uninterrupted access routes;

21. Pedestrian/bicycle accessways shall be provided as appropriate in accordance with the requirements and standards in Chapter 12.24 and such other design standards as the city may adopt;

22. In office parks and commercial centers, clustering of buildings shall be provided to the extent reasonably practicable to facilitate off-site pedestrian access. If located along transit streets, clustering of buildings near the transit street shall be provided to the extent reasonably practicable to facilitate access by transit.

B. All multiple family development also shall comply with the following additional standards:

1. Outdoor play space suitable for children playing shall be included. Outdoor play space shall be a minimum of ten percent of the lot area being developed, and shall be in addition to the required landscaping. Parking lots are not such acceptable space. This requirement shall not be applicable in housing maintained exclusively as adult housing;

2. Private or semi-private outdoor space for each unit shall be included, such as balconies or fenced yards. The primary purpose of these requirements is for security and safety as outlined in Sections 402 and 402.0 of the Model Security Code for Residential Areas (New York: Institute for Community Design Analysis, 1974).

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The review authority may waive this requirement in those locations where there is no probable need;

3. The site plan shall be designed to minimize outdoor noise.

C. The review authority may impose such conditions as it deems necessary to ensure compliance with these standards and other applicable review criteria, including standards set out in city overlay districts, the city's master plans, and city public works design standards. Such conditions shall apply as described in Sections 17.50.310, 17.50.320 and 17.50.330. The review authority may require a property owner to sign a waiver of remonstrance against the formation of and participation in a local improvement district where it deems such a waiver necessary to provide needed improvements reasonably related to the impacts created by the proposed development. To ensure compliance with this chapter, the review authority may require an applicant to sign or accept a legal and enforceable covenant, contract, dedication, easement, performance guarantee, or other document, which shall be approved in form by the city attorney. (Ord. 95-1004 §§2, 3, 1995; Ord. 94-1002 §1(part), 1994)

17.62.060 Building structures.

A. Building structures shall be complimentary to the surrounding area as provided by the design guidelines adopted by the city commission. All exterior surfaces shall present a finished appearance. In historic areas and where development could have a significant visual impact, the review authority may request the advisory opinions of appropriate experts designated by the city manager from the design fields of architecture, landscaping and urban planning. The applicant shall pay the costs associated with obtaining such independent professional advice; provided, however, that the review authority shall seek to minimize those costs to the extent practicable. (Ord. 94-1002 §1(part), 1994)

17.62.070 On-site pedestrian access.

All commercial, industrial, institutional and multi-family residential developments shall provide an on-site pedestrian circulation system that provides convenient, accessible and direct route design.

A. The on-site pedestrian circulation system shall provide direct and barrier-free connections between buildings and existing public rights-of-way, pedestrian/bicycle accessways and other on-site pedestrian facilities while minimizing out-of-direction travel. The pedestrian circulation system and pedestrian walkways and facilities shall be designed and constructed, as appropriate, to connect:

1. The main building entrance(s) of the primary structure(s) on the site with the nearest sidewalk or other walkway leading to a sidewalk;
2. New building entrances on a development site with other new and existing building entrances except those used for loading and unloading;

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3. Other pedestrian-use areas on-site, such as parking areas, transit stops, recreation or play areas, common outdoor areas, and any pedestrian amenities such as plazas, resting areas and viewpoints;
4. To adjacent developments where feasible. Development patterns shall not preclude eventual site-to-site pedestrian connections where feasible, even if infeasible at the time of development. Public and private schools, and parks over one acre in size, shall provide direct pedestrian access from adjacent neighborhoods, using multiple-access points in all directions as reasonably practicable to minimize neighborhood walking distance to a site. Walkway linkages to adjacent developments shall not be required within industrial developments or to industrial developments or to vacant industrially zoned land.

B. On-site pedestrian walkways shall be hard surfaced, well-drained and at least five feet wide. Surface material shall contrast visually to adjoining surfaces. When bordering parking spaces other than spaces for parallel parking, pedestrian walkways shall be increased to seven feet in width unless curb stops are provided. When the pedestrian circulation system is parallel and adjacent to an auto travel lane, the safety of the pedestrian must be assured by raising the walkway or separating it from the auto travel lane by a raised curb, bollards, landscaping or other physical barrier. If a raised walkway is used, the ends of the raised portions shall be equipped with curb ramps for each direction of travel.

C. The on-site pedestrian circulation system shall be lighted to a minimum level of three foot-candles to enhance pedestrian safety and allow employees, residents, customers or the public to use the walkways at night. Pedestrian walkway lighting through parking lots shall be designed to light the walkway and enhance pedestrian safety.

D. On-site vehicular and pedestrian circulation patterns shall be designed to minimize vehicular/pedestrian conflicts through measures such as minimizing driveway crossings, creating separate pedestrian walkways through the site and parking areas, and designating areas for pedestrians by marking crossings with changes in textural material. Such textural material shall be consistent with Chapter 31 of the Uniform Building Code. Pedestrian walkways in parking areas shall comply with the requirements of Section 17.52.080. (Ord. 95-1004 §4(part), 1995)

17.62.080 Special development standards along transit streets.

A. Purpose. This section is intended to provide direct and convenient pedestrian access to retail, office and institutional buildings from public sidewalks and transit facilities and to promote pedestrian and transit travel to commercial and institutional facilities.

B. Applicability. Except as otherwise provide in this section, the requirements of this section shall apply to the construction of new retail, office and institutional buildings which front on a transit street.

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C. Development Standards.

1. All buildings shall have at least one main building entrance oriented towards the transit street or a street intersecting the transit street. A main building entrance is oriented toward a transit street or a street intersecting a transit street if it is directly located on the transit street or the intersecting street, or if it is linked to the transit street or the intersecting street by an on-site pedestrian walkway that does not cross off-street parking areas.
 - a. If the site has frontage on more than one transit street, or on a transit street and a street intersecting a transit street, the building shall provide one main building entrance oriented to the transit street or the intersecting street or to the corner where the two streets intersect.
 - b. For building facades over three hundred feet in length on a transit street or a street intersecting a transit street, two or more main building entrances shall be provided as appropriate and oriented towards the transit street or the intersecting street.
2. Main building entrances shall be well lighted and visible from the transit street. The minimum lighting level for building entries shall be four foot-candles. Lighting shall be a pedestrian scale with the source light shielded to reduce glare.
3. All retail and office buildings shall provide ground floor windows along street facades. Required windows shall be either windows that allow views into working areas or lobbies, pedestrian entrances or display windows. Required windows shall have a sill no more than four feet above grade. Where interior floor levels prohibit such placement, the sill may be raised to allow it to be no more than two feet above the finished floor level, up to a maximum height of six feet above grade.
 - a. Darkly tinted, mirrored or reflective glass windows are prohibited as ground floor windows along street facades.
 - b. Any wall facing a transit street or a street intersecting a transit street which is within thirty feet of a street shall contain at least twenty percent of the ground floor wall area facing the street in display areas, windows or doorways. Solid walls are prohibited.
4. Buildings shall include changes in relief on fifteen percent of their street facades such as cornices, bases, windows, fluted masonry or other treatments for pedestrian interest and scale.
5. If the front yard faces a transit street or a street intersecting a transit street, the building or portion thereof shall have a maximum front yard setback of twenty

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feet. The review authority may waive this requirement where existing development or topography makes compliance with this standard impracticable; provided, that the applicant proposes alternative means to comply with the purpose of this section to the extent practicable. Buildings with nonconforming front yard setbacks may have additional height added within the dimensional standards of the underlying district as an expansion without being brought into conformance with this maximum setback. There is no minimum setback required for buildings adjacent to a transit street.

6. The twenty-foot maximum front yard setback from transit streets and streets intersecting transit streets shall contain no off-street parking. However, vehicular circulation lanes are permitted if there is no practicable alternative and if crossing walkways are designed to ensure safety for pedestrians. Auto parking lots and maneuvering areas on corner lots shall not be located adjacent to intersections.
 - a. Surface parking lots exceeding minimum parking requirements shall be designed to allow for more intensive future site development.
 - b. The review authority may reduce the minimum required off-street parking up to thirty percent upon demonstration by an applicant, through a parking study prepared by a suitably qualified traffic engineer, that use of transit and/or special characteristics of the customer, client, employee or resident population will reduce expected vehicle use and parking space demand for this development as compared to standard Institute of Transportation Engineers vehicle trip generation rates and minimum city parking requirements.
 - c. Off-street parking spaces shall not exceed a maximum of one hundred fifty percent of the minimum spaces required, except upon approval by the review authority.
 7. In the event a requirement of this section conflicts with other requirements in Title 17, the requirements of this section shall control.
- D. Exemptions. The following permitted uses are exempted from meeting the requirements of subsections C(6) and (7) of this section:
1. Heavy equipment sales;
 2. Motor vehicle service stations, including convenience stores associated therewith;
 3. Solid waste transfer stations;
 4. Truck stops, including convenience stores, eating or drinking establishments, overnight accommodations or other similar services associated therewith. (Ord. 95-1004 §4(part), 1995)

OCMC 17.62. SITE PLAN AND DESIGN REVIEW

17.62.090 Enforcement.

A. Applications for site plan and design review shall be reviewed in the manner provided in Chapter 17.50. The city building official may issue a certificate of occupancy only after the improvements required by site plan and design review approval have been completed, or a schedule for completion and a bond or other financial guarantee have been accepted by the city. If construction has not begun within one year from the date of site and design review approval, such approval shall expire unless an extension is requested and granted.

B. In performing site plan and design review, the review authority shall consider the effect of additional financial burdens imposed by such review on the cost and availability of needed housing types. Consideration of such factors shall not prevent the imposition of conditions of approval found necessary to meet the requirements of this section. The cost of such conditions of approval shall not unduly increase the cost of housing beyond the minimum necessary to achieve the provisions of this title, nor shall such cost prevent the construction of needed housing types. The use of the site plan and design review provisions of this section shall have no effect on dwelling unit densities. (Ord. 95-1004 §4(part), 1995; Ord. 94-1002 §1(part), 1994)

17.62.100 Fees.

Pursuant to Section 17.50.480, a nonrefundable application fee shall accompany the application for site plan and review. (Ord. 95-1004 §4(part), 1995; Ord. 94-1002 §1(part), 1994)

**Community
Development
Department
Planning Division**

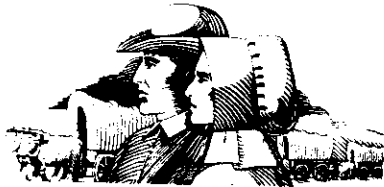
Memo

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To: Oregon City Planning Commission
From: *MC* Maggie Collins, Planning Manager
Date: 07/17/00
Re: Joint Worksession with the City Commission

Special Meeting

The City Commission invites you to attend this special worksession, if possible. An agenda is attached.



CITY OF OREGON CITY

320 WARNER MILNE ROAD • OREGON CITY, OREGON 97045
TEL 657-0891 • FAX 657-7892

COMMUNITY DEVELOPMENT, PUBLIC WORKS, AND PARKS AND RECREATION DEPARTMENTS

City Commission Information Worksession

August 2, 2000

5:00 pm to 7:00 pm

City Chambers ** 320 Warner Milne Road ** Oregon City, OR

TOPIC: CLACKAMETE COVE UPDATE

Agenda Topics

- 1. History of City Involvement in the Cove**
- 2. Environmental Regulations Update**
- 3. Oregon City Downtown Community Plan Subarea #4 Report**
- 4. Bank Stabilization/Railroad Bridge Updates**
- 5. Tri-Cities Citizen Task Force Report**
- 6. Oregon City Waterfront Master Plan Update**
(Note: the Waterfront Master Plan includes these areas: Clackamette Park including the RV Park, Clackamette Cove, Sports Craft, Willamette and Clackamas Rivers frontage, Clackamas Pedestrian Trail and Willamette River Pedestrian Trail)

**** Each topic summary will take approximately 5 minutes**

- 7. Questions and Answers**
- 8. Discussion**
- 9. Adjournment**

For more information, contact Dee Craig, 722-3796; Nancy Kraushaar, 722-3795; or Maggie Collins, 657-0891.

Worksession Participants: Oregon City-City Commission; Oregon City Planning Commission; Oregon City Parks and Recreation Advisory Committee; and Tri-Cities Citizen Advisory Task Force. Light dinner will be furnished.