



City of Oregon City

625 Center Street
Oregon City, OR 97045
503-657-0891

Meeting Agenda Planning Commission

Monday, December 8, 2014

7:00 PM

Commission Chambers

Revised

1. **Call to Order**

2. **Public Hearing**

- 2a. Continuation of SP 14-16: Site Plan and Design Review, CD 14-01: Code Interpretation / Similar Use and US 14-05: Geologic Hazards Overlay District. The applicant submitted a request that the Planning Commission review their application to construct a new specialty retail structure for America's Tire within the Mixed Use Downtown District at 2002 Washington Street on January 12, 2015.

Attachments: [Commission Report](#)

[Request for Continuance](#)

[Map](#)

3. **Worksession - Heritage Tree Ordinance**

- 3a. Worksession - Heritage Tree Ordinance

Attachments: [Staff Report](#)

[OCMC 12.08.040 October 9 NRC Final Draft](#)

4. **Communications**

5. **Adjournment**

Public Comments: The following guidelines are given for citizens presenting information or raising issues relevant to the City but not listed on the agenda.

- Complete a Comment Card prior to the meeting and submit it to the staff member.
- When the Chair calls your name, proceed to the speaker table and state your name and city of residence into the microphone.
- Each speaker is given 3 minutes to speak. To assist in tracking your speaking time, refer to the timer at the dais.
- As a general practice, Oregon City Officers do not engage in discussion with those making comments.

Agenda Posted at City Hall, Pioneer Community Center, Library, and City Web site(oregon-city.legistar.com).

Video Streaming & Broadcasts: The meeting is streamed live on Oregon City's Web site at www.orcity.org and is available on demand following the meeting.

ADA: City Hall is wheelchair accessible with entry ramps and handicapped parking located on the east side of the building. Hearing devices may be requested from the City staff member prior to the meeting. Disabled individuals requiring other assistance must make their request known 48 hours preceding the meeting by contacting the City Recorder's Office at 503-657-0891.



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Staff Report

File Number: PC 14-137

Agenda Date:

Status: Agenda Ready

To: Planning Commission

Agenda #: 2a

From: Planner Laura Terway

File Type: Planning Item

SUBJECT:

Continuance of SP 14-16: Site Plan and Design Review, CD 14-01: Code Interpretation / Similar Use and US 14-05: Geologic Hazards Overlay District. The applicant submitted a request that the Planning Commission review their application to construct a new specialty retail structure for America's Tire within the Mixed Use Downtown District on January 12, 2015.

RECOMMENDED ACTION (Motion):

Staff recommends the Planning Commission accept all public testimony and continue the hearing for files SP 14-16, CD 14-01 and US 14-05 to the January 12, 2015 Planning Commission hearing.

BACKGROUND:

The applicant has requested the hearing be continued until January 12, 2015 and extended the 120 date by an additional 45 days.

BUDGET IMPACT:

Amount:

FY(s):

Funding Source:

Laura Terway

From: Craig Harris <craigh@aaieng.com>
Sent: Wednesday, November 26, 2014 9:05 AM
To: Laura Terway
Cc: Scott.Fournier@discounttire.com; "Krawczuk, Dana (Perkins Coie)"; Bill.Shrum@discounttire.com; 'Beth'
Subject: America's Tire - SP 14-0016

Laura,

We would like to request a continuation of our application from the December 8th, 2014 Planning Commission hearing to the January 12th, 2015 Planning Commission hearing.

We would also request that our 120day review deadline be extended by an additional 45 days.

Please let me know if you need anything additional at this time.

Regards,

Craig Harris, P.E.

Principal



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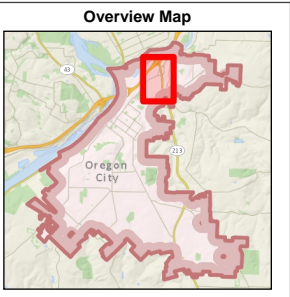
SP 14-16, CD 14-01 & US 14-05



Legend

- Taxlots
- Taxlots (Outside UGB)
- Unimproved ROW
- City Limits
- UGB
- Aerial Photos - 2013

Notes



The City of Oregon City makes no representations, express or implied, as to the accuracy, completeness and timeliness of the information displayed. This map is not suitable for legal, engineering, surveying or navigation purposes. Notification of any errors is appreciated.



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1: 6,512

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Staff Report

File Number: PC 14-138

Agenda Date: 12/8/2014

Status: Agenda Ready

To: Planning Commission

Agenda #:

From: Community Development Director Tony Konkol

File Type: Planning Item

SUBJECT:

Worksession - Heritage Tree Ordinance

RECOMMENDED ACTION (Motion):

Discussion

BACKGROUND:

At the direction of the City Commission, between June and October 2014, planning staff and the Natural Resources Committee (NRC) drafted amendments to the Heritage Tree Ordinance. The NRC formally recommended approval of the revisions in October, 2014. The October draft is attached.

BUDGET IMPACT: N/A

Amount:

FY(s):

Funding Source:

12.08.040 - Heritage Trees .

A. PURPOSE.

Certain trees, because of their age, species, natural resource value, ecological or historical association, are of special importance to the city. These trees may grow on private or public property.

1. The purpose of this chapter is to recognize, foster appreciation and provide for voluntary protection of Heritage Trees.
2. In particular, the following trees are considered significant, and therefore will be eligible for heritage tree nomination in Oregon City, if they meet the minimum size requirements of the table below:

Tree Eligibility based on Size

<i>Species</i>	<i>Common Name</i>	<i>Size (d.b.h)*</i>
<i>Quercus garryana</i>	Oregon white oak	8"
<i>Pseudotsuga menziesii</i>	Douglas-fir	18
<i>Thuja plicata</i>	Western red cedar	12"
<i>Pinus ponderosa</i>	Ponderosa pine	12"
<i>Taxus brevifolia</i>	Western yew	6"
<i>Cornus nuttallii</i>	Pacific dogwood	5"
Other broadleaf tree species		20"
Other conifer trees		18"

*d.b.h = Diameter at Breast Height, means a measurement of the trunk or stem diameter of a mature tree at a height 4.5 feet above the ground level at the base of the tree.

B. NOMINATION PROCESS.

1. General Procedure

Any citizen may nominate a tree or stand of trees (s) to be designated as a Heritage Tree or Stand on any property, public or private, or right-of-way.

The City Commission shall make the final decision on all nominations.

The Community Development Director shall prepare a staff report, and forward a staff recommendation to the Natural Resources Committee.

The Natural Resources Committee shall review the nomination and staff report at a regular meeting and make a recommendation regarding the nomination to the City Commission.

In the absence of a functioning Natural Resources Committee then the Community Development Director shall forward the nomination directly to the City Commission.

2. Consent of Owner or Jurisdiction

Depending on the ownership or jurisdiction of the property on which the nomination occurs, the following shall apply.

a. Private Property.

Nominations on private property shall be submitted by the property owner or accompanied by the property owner's written consent.

b. City Owned Property (not Right-of-Way).

For city owned property, including parks and urban renewal lands, the City Commission shall make the final decision following the general procedure described above.

If the nomination is for a city park, the Parks and Recreation Advisory Committee shall also review the nomination and provide an advisory opinion prior to the Natural Resources Committee recommendation to the City Commission.

c. City Public Right-of-Way

For trees located in city public right-of-ways, including alleys, the City Commission shall make the final decision following the general procedure described above.

The abutting property owner responsible for the care and maintenance of the nominated tree pursuant to *OCMC 12.08.025 - General tree maintenance*, shall be notified of the nomination. The consent of the abutting property owner shall be a consideration by the City Commission in their decision.

d. Other Public Properties and Right-of-Ways (Not City)

For county, state or federal right-of-way or property or other public property within the City limit not city owned (for example, Clackamas County or Oregon Department of Transportation), the written consent of the applicable public agency or jurisdiction shall be required.

The applicable public agency shall be notified of the nomination immediate upon receipt of the nomination by the city.

3. Nomination Submittal Requirements

Individual trees and stands of trees may be submitted for nomination by completing a form provided by the Community Development Director and attaching the required information. For

individual trees, the applicant shall provide, at a minimum, the size, age, diameter, species and condition of the tree. If the nomination is for a stand of trees, the nomination shall be accompanied by sufficient information, such as a stand health report, that describes the overall condition of the stand.

All nominations shall provide written responses to the designation criteria in section (D).

The Community Development Director may request further information from the applicant to support the nomination request.

Nominations shall be made on such form as required by the community development director.

The nomination shall include a narrative explaining how the tree or stand of trees meets the review criteria pursuant to the section D - Criteria, and the applicable written consent of the property owner or jurisdiction as described in subsection 1 of this section.

C. REVIEW PROCESS.

1. Completeness Review

a. Within thirty days of receipt of the application, the community development director shall complete an initial review and issue to the applicant a written statement indicating whether the application is complete enough to process, and if not, what information must be submitted to make the application complete for review by the Natural Resource Committee.

b. The applicant has one hundred eighty days from the date the application was made to submit the missing information or, on the one hundred eighty-first-day, the application shall be rejected and all materials (except one copy of the application) returned to the applicant. If the applicant submits the requested information within the one hundred eighty-day period, the community development director shall again verify whether the application, as augmented, is complete. Each such review and verification shall follow the procedure in subsection b. of this section.

The application will be deemed complete for the purpose of this section upon receipt by the community development director of:

- i. All the missing information;
- ii. Some of the missing information and written notice from the applicant that no other information will be provided; or
- iii. Written notice from the applicant that none of the missing information will be provided.

2. Natural Resource Committee Review and Recommendation

a. Within 60 days of deeming the application complete, the Community Development Director shall schedule the nomination for review by the Natural Resources Committee (NRC) at a

regularly scheduled meeting, with regular notice to the general public, applicant and the property owner.

b. If the nominated tree or stand is located on city right-of-way or property under city jurisdiction, notice of the NRC meeting shall be provided to the Community Development Director, the chair of any recognized neighborhood association in which the tree or stand is located, the abutting property owner, and the Parks and Recreation Advisory Committee (PRAC), if applicable.

c. Staff shall prepare a report analyzing the nomination pursuant to the criteria in Section D. The staff report shall include a staff level recommendation to support or not support the nomination.

d. The Natural Resources Committee shall review the nomination, and provide a recommendation to the City Commission for a final decision. If the Natural Resources Committee is not functioning or is inactive, the Community Development Director shall provide a recommendation directly to the City Commission.

3. City Commission Decision.

a. Within 30 days following the NRC meeting, the City Commission shall review all Heritage Tree and Stand recommendations forwarded to them by the Natural Resources Committee at a public meeting.

b. Notice of the city commission meeting shall be provided to the general public, the nominating applicant, the property owner or abutting property owner (if located on city right-of-way), the chair of any recognized neighborhood association in which the tree or stand is located, and the Parks and Recreation Advisory Committee (PRAC), if applicable.

c. After considering any recommendations by city committees, the staff report and any testimony by interested persons, the city commission shall vote to approve or deny the nomination.

4. Designation

Following approval by the City Commission, the designation shall be completed pursuant to the following procedures.

a. Private Property

For private property, the designation shall be complete upon the property owner's execution of a restrictive covenant running with the land suitable for recordation by the city. The covenant shall describe the subject property, generally describe the location of the heritage tree or stand of trees, and covenant that the tree or stand of trees is protected as a "Heritage Tree" or "Heritage Stand" by the City of Oregon City and is therefore subject to special protection as provided in this Title.

b. City Public Right-of-Way.

If the tree or stand of trees is located on city right-of-way, the designation shall be complete upon the staff's listing of the tree or stand of trees on the City of Oregon City Heritage Tree and Stand records and official maps.

The city shall condition any future property owner-requested vacation of the public right-of-way upon the execution of a protective covenant in accordance with subsection a., above, which shall be recorded by the city upon the vacation of the right-of-way.

c. Other City property.

For designation of heritage trees and stands on city parks and other city owned property, the designation shall be complete upon the City Commission's approval of the nomination and any documents considered by the commission to be legally necessary to ensure the preservation of the heritage tree or stand of trees, whether this be in the form of a restrictive covenant, or other instrument or agreement applicable to the specific site.

d. Other public property

For designation of heritage trees and stands on public property or ROW other than city property or right-of-way, the designation shall be complete upon the City Commission's approval of the nomination and any documents considered by the commission to be legally necessary to ensure the preservation of the heritage tree or stand of trees, whether this be in the form of a restrictive covenant, or other instrument or agreement applicable to the specific site.

D. CRITERIA FOR DESIGNATION.

1. The city commission may designate a tree or stand of trees as a Heritage Tree or Heritage Stand if the commission, determines that the Heritage Criteria (a through d) and Site and Condition Criteria (e) through (g), are met, as far as applicable:

a. Heritage Criteria (at least one criterion i-iv must be met)

- i. The tree (or stand of trees) is associated with events that have made a significant contribution to the broad pattern of Oregon City's history; or
- ii. The tree (or stand of trees) is associated with the life of a person or group of historic significance to Oregon City; or
- iii. The tree (or stand of trees) represents a significant and distinguishable presence within Oregon City; or
- iv. The tree (or stand of trees) has age, size, or species significance (horticultural or ecological), which contributes to Oregon City's heritage status;

b. Site and Condition Criteria (Criteria i-iii must all be satisfied)

- i. A certified arborist, forester, or ecologist has determined in a written report that the tree or stand trees is not irreparably damaged, diseased, hazardous or unsafe or the applicant is willing to have the tree or stand of trees treated by a certified arborist, forester or ecologist and the treatment will alleviate the damage, disease or hazard;
- ii. The tree species is not listed as invasive on any regionally accepted plant list;
- iii. If the proposed heritage tree or stand is located on private property or on public property owned by a jurisdiction other than the City of Oregon City, the property owner or (if a street tree) abutting private property owner consents to the designation and agrees to sign the protective covenant.

E. PROTECTION OF HERITAGE TREES AND STANDS.

1. No Heritage Tree or Stand may be removed, topped, or otherwise altered unless permitted by this section.
2. An application to remove a Heritage Tree or Stand shall demonstrate that the burden imposed on the property owner, or, if the tree is located within the public right-of-way under city jurisdiction, then the burden imposed on the city by the continued presence of the tree outweighs the public benefit provided by the tree. For the purposes of making this determination, the following tree impacts shall not be considered unreasonable burdens on the property owner, or if appropriate, the city:
 - a. View obstruction;
 - b. Routine pruning, leaf raking and other maintenance activities; and
 - c. Infrastructure impacts or tree hazards that can be controlled or avoided by appropriate pruning or maintenance.
3. If the tree is permitted to be removed due to poor health or hazard as determined in a certified arborist's report and as approved by the city, the applicant shall be required to mitigate for the loss of the tree pursuant to Table 12.08.035.
4. Any person who removes a Heritage Tree or Stand in violation of this chapter shall be subject to the penalties provided in this chapter.

F. RECOGNITION OF HERITAGE TREES AND STANDS.

1. A Heritage Tree plaque may be designed and furnished by the city to the property owner, or if the tree is in the public right-of-way, to the appropriate city official, of a designated Heritage Tree or Stand. The city may charge a fee to cover the costs of the providing the plaque.

The plaque shall be posted at a location at or near the heritage tree or stand and, if feasible, visible from a public right-of-way.

2. The community development director shall maintain a list and map of designated Heritage Trees and Stands.

G. REMOVAL OF HERITAGE TREE OR STAND DESIGNATION.

1. A Heritage Tree or Stand may be removed from designation if it dies or is removed pursuant to this chapter. If removed from private property, the city shall record a document extinguishing the covenant.

DEFINITIONS

17.04.1355 - Tree, Stand.

"Tree,/Tree Stand" means a stand of three or more trees who together create a mutual canopy continuous over eighty or more percent of the area within the boundaries of the stand.

17.04.1360 - Tree, hazardous or diseased.

"Hazardous or diseased tree" means a tree that has a naturally occurring disease that is expected to kill the tree or that presents a significant risk to life or property as determined by a certified arborist. To the extent that the community development director determines that the hazardous or diseased condition of the tree is the result of intentional action, the removal of that tree shall require mitigation pursuant to Section 17.41.060. An otherwise healthy tree that may become a hazard to a proposed future development shall not be considered a hazardous tree. Hazardous trees may include, but are not limited to dead, diseased, broken, split, cracked, leaning, and uprooted trees. A tree harboring communicable diseases or insects of a type that could infest and cause the decline of adjacent or nearby trees may also be identified as a hazardous tree.

17.04.1365 - Tree (or Stand), Heritage.

"Heritage Tree" means a tree that has been designated by the city as having unique importance, and subject to the Heritage Tree Regulations of Section 12.08.050. Where a grouping of two or more Heritage Trees has been so designated, the term Heritage Stand may be used.

"Heritage Stand" means a group of two or more trees that have been designated by the city as having unique importance, subject to the Heritage Tree Regulations of Section 12.08.040.

17.04.1370 - Tree, imminent hazard.

"Imminent hazard tree" means a hazardous tree — all or more than thirty percent of which has already fallen or is estimated to fall within seventy-two hours into the public right-of-way or onto a target that cannot be protected, restricted, moved, or removed. (See also Tree, Hazard.) Determination of Imminent Hazard is made by the City of Oregon City Public Works or Emergency Personnel, a PGE forester, or a certified arborist.

17.04.1380 - Tree (or Tree Stand), native.

"Native Tree" or "Native Tree Stand" refers to a regulated native tree or stand of trees that are defined as such on the Oregon City Native Plant List or Portland Native Plant List. Significant native trees are those that contribute to the landscape character of the area.