



**Warrenton Planning Commission  
AGENDA**

**May 9, 2019 | 6 PM | City Hall - Commission Chambers**

1. Attendance
2. Flag Salute
3. Public Comment Period on *Non-Agenda* Items
4. Approval of minutes of March 14, 2019 & April 11, 2019
  - *Action Item: Motion to Adopt*
5. **Type 3 Public Hearing:** Bay Breeze Dog Boarding | (CUP 18-3)
  - Applicant: Brandy Gregg, Bay Breeze Dog Boarding
  - Proposal: Adaptive reuse of existing warehouse on SE 9<sup>th</sup> St
  - *Action Item: Recommendation to approve with conditions*
6. **Type 3 Public Hearing:** Coastal Maintenance & Plumbing, LLC | (MC 19-1)
  - Applicant: Gerado & Liz Castro | Coastal Maintenance & Plumbing
  - Proposal: Amend existing conditional use and site design review to expand warehouse
  - *Action Item: Recommendation to approve with conditions*
7. **Advisory:** Wilson | Request for Code Interpretation
  - Applicant: John & Tracy Wilson | Hammond
  - Proposal: Interpret CMU Zone Development Standards regarding setbacks for “commercial” or “residential / multiple use” as part of lot line adjustment
  - *Action Item: Advise staff on Type 2 decision*
8. Staff Announcements & Project Updates
9. Next Meeting:
  - Housing Work Session: May 29
  - June 13, 2019 | Non-conforming Use Review
10. Adjourn

**REMINDER: SPUR 104 Master Plan Charrette Presentation  
May 9 - 5 pm @ Historic Fenton Grocery Building**

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## CITY OF WARRENTON

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### Minutes

March 14, 2019

### Warrenton Planning Commission

### Work Session and Presentation 5pm

on

### Housing Needs Assessment / Buildable land Inventory Draft 2 Presentation / Nathan Light Watson Tiny SMART House

The work session on housing needs was presented by Matt Hastle Consulting Project Manager for Angelo Planning Group and Brandon Buckley Technical Analysis Forecaster. This was an updated draft off the local lands inventory report for the supply of land that is zoned and buildable for residential zones.

There was not a lot of changes in the report. Last time they talked about the housing needs projection which is the projection of population growth in the amount and number of households and household units over a 20-year period. Warrenton has grown quickly on the north coast and has a pretty robust growth rate projected going forward. Since 2000 the city estimated to have grown 30% again. They are using the PSU population research center forecast. Warrenton is projected to grow 1.8% per year. The forecast for the 20-year period came out to over 1100 new housing units needed. Most of those are projected to be single family or mobile homes.

The next step will be to look in more detail to the need and supply.

A question of what is going to be the percentage of buildable lands before it triggers looking at urban growth boundaries increasing in urban growth was asked. The reply that was given is you are required to have that 20 -year supply of land to meet the future housing needs. What they have identified so far is Warrenton has enough supply overall. There might be some miss match in how that land is zoned, so that would not yet trigger the need to look at expanding. Before you look at an expansion, you have to look at what is called Efficient Measures to look and ensure you are using the land that you have efficiently.

There was discussion that PSU numbers are understated. The population of Warrenton is going to be higher than what PSU is stating.

They were not sure that the timing of their work will be in sync with the timing of updating the population projection numbers. Will have to wait and see when the numbers come out.

That wrapped up their discussion and no questions were asked by the audience.

A presentation on tiny homes was given by Nathan Light Watson who is a CEO, designer and builder. Also is the chapter lead of American Tiny House Association.

He was here to talk about tiny houses as an option and as part of a solution. He started his company from a wood working business which turned into a tiny house business. Has a degree in geology and got out of school in 2009.

People struggle with the definition of tiny homes. There is a lot of code that is coming out and has been working at the state level and different representatives. Starting to define the tiny house as up to 400 feet or less. Some codes say 600 feet but 400 is more common.

It's been a struggle at every level at government because Oregon has taken the park models away. The difference between the travel trailer and the park model is that the travel trailer is less than 8 ½ feet long and they get a license plate and they can go down the road anytime. A park model is more than 8 ½ feet in length so it is not road legal. Almost built to the same code, NC119.2 vs 19.5. The park model is also wider so you have to get a wide load permit to get the park model down the road. Mr. Watson showed exhibits of tiny house communities in Lincoln City and Portland where they are licensed for people to live in full time.

Portland is taking tiny homes on wheels and allowing them in the backyard so that is more urban sprawl verses in field density. They are using them as extra income or a mother-in-law quarter. They have to be hooked up to utilities and cannot use generators. Commercial properties in Portland allows 3 of them. Churches are using them for homeless families.

Tiny homes on foundations are another option. He builds factory type houses and deliveries them built to the residential code.

Oregon has a loft code that allows a tiny house under 600 sf with a loft in it. This came out in the Reach Code. The big struggle is Fire Life Safety because of the lack of egress out of the lofts. Right now they have to sprinkle everything with a loft. Not sure if they will continue that way.

Mr. Watson showed exhibits of 22 tiny houses on foundations in Bend, Oregon with lofts. He is placing them on property that the clients own.

The sale package for these are \$249,000. Houses in Bend are around \$450,000 just to start looking. A question was asked of how big of a lot are these homes going on. Less than a 10<sup>th</sup> of an acre. The Reach Code is new that just came out. It is an option that looks at the International Residential Code, (IRC).

Appendix Q has lofts as an option. One of the differences between that and the loft code in Oregon is in Oregon there is a restriction on flammable materials.

He commented on tiny homes are not just an RV or what you see on HVTV. He can do more quality and customization.

Also noted that clients want to spend the extra money on windows and trim packages without breaking the bank because it's not a 3,000sf house, it's a 200 -300sf house.

There are a lot of options for tiny homes. Not only tiny home communities as developments, but as RV parks so people can bring in tiny homes as RV's. The difference between an RV and a site build is who owns the land.

A question was asked if these are considered mobile homes or manufactured homes. It was explained that the mobile home is built under the HUD standards.

The prefabricated structures that he builds are built to residential code and those are usually a construction loan that turns into a mortgage.

System Development Fees are subjected to them also but is trying to negotiate a more scale able charge.

Opened to Public for questions

Chuck Bergerson spoke up and mentioned he had built 6 modular homes 35 years ago with the help of high school students. Four of them are still standing and look good. They were built to the standards of regular homes. One of the things that hurt him was modular homes were thought of as a mobile home.

The definition of mobile homes verses manufactured homes is that mobile homes were built prior to 1974. Manufactured homes were built to HUD standards after 1974.

Discussion was continued on not being able to get loans for 600sf and under.

Mr. Watson stated that there are 3 different banks now that he is working with that has lifted that and can get a traditional mortgage.

Bob Johnston Warrenton's Building Official spoke up and said that the challenge he sees from the building code stand point is that the planning regulations and municipal code are not geared towards tiny homes, tiny homes on wheels, or tiny home cluster communities. This is something that the Planning Commission needs to really take in and address so we do have the opportunities. A 10,000sf lot can put 8 of these tiny homes and they will still have open spaces with livability. It's a great opportunity. It's a challenge for the commission and municipal code to migrate into this new type of home. The state is active and involved in this. They are also writing into statues rather than administrative rule.

End of presentation

**Regular Planning Commission Meeting**  
**Gil Gramson Clear Lake Subdivision SUB-19-1/VAR-19-1/WHV-19-1**  
**15 lot Subdivision, extension of SW Kalmia Avenue**

**Commissioners Present:** Chair Paul Mitchell, Vice-Chair Chris Hayward: Commissioners Christine Bridgens, Mike Moha, Ryan Lampi, Ken Yuill, Tommy Smith.  
Tommy Smith was introduced as Warrenton's newest member of the Planning Commission. Welcome Tommy!

**Staff Present:** Community Planning Director Kevin Cronin; Janice Weese Building Clerk.

**Approval of Minutes:** Commissioner Christine Bridgens motioned to approve the February 14 minutes for a Conditional Use Permit (CUP-19-1) Verizon Wireless Cell Tower. Correction to attendance noted. All in favor

**Public comments on Non-Agenda Items:** No one spoke

**Public Hearing Open**

The applicant for Gil Gramson's 15 lot subdivision on Kalmia Avenue has asked for a continuance to April 11, 2019. No objections from the Commissioners. Will move to the April 11<sup>th</sup> Planning Commission meeting.

**Public Hearing Closed**

**Staff Announcements and Project Updates**

Wendy's opening has been pushed back to April 22.

Mr. Mitchell commented and thanked Mr. Cronin on the 5 containers on Fred Myers property that have been moved out.

Mr. Lampi mentioned the brush that has been cut back and seems to be more homeless camps popping up. Does not want our city turning into a homeless camp. Ms. Bridgens stated that Sargent Jim Pierce is in charge of that. Also noted that the camper has to be noticed as trespassing and has so many days to get out or the police can remove them. The property owners will then get involved.



Mr. Yuill suggested to have a group session on the League of Oregon City's Training Manual so all the Planning Commissioners are all on the same page. Mr. Cronin thought that was a great idea and will schedule a time and get back to the Planning Commission.

Mr. Lampi complimented how the Planning Director breaks down the Planning Commission packet with the conditions and responses. Would like to see that when the Fire Chief writes a letter that references are used as to where they are in the code book for the developers and owners have something to fall back on.

**Meeting adjourned**

**Attest and submitted by**

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Janice Weese, Building Clerk

**Approved**

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Paul Mitchell, Planning Commission Chair

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## CITY OF WARRENTON

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May 2, 2019

TO: Warrenton Planning Commission  
FROM: Kevin A. Cronin, AICP, Community Development Director  
RE: Bay Breeze Dog Boarding & Grooming | Conditional Use Permit (CUP 18-3)

### **Background**

Brandy Gregg of Bay Breeze Dog Boarding & Grooming (Bay Breeze) has applied for a conditional use permit to reuse an existing 3,510 SF warehouse at 1410 SE 9th St to relocate the existing business on SE 9th St to this new location. The site is located at the corner of SE 9th St and Neptune on Tax Lot 81022DD 03800, 3900, & 4000. A new space is needed to meet growing demand for this locally owned small business. The new space will feature an outdoor play space for dogs as well as off street parking, landscaping, front office/retail space, storage, and boarding facility. A conditional use permit is required per Warrenton Municipal Code 16.40.030B.7: "*Veterinary clinic, kennels.*" The warehouse is in the General Commercial (C-1) zoning district which identifies a "kennel" as a conditional use.

### **Application Timeline & Public Process**

A pre-application conference was held on October 31, 2018. Application was submitted on October 23, 2018 but was not deemed complete until April 2, 2019. Notice to affected property owners was mailed on April 2, 2019. No comments have been received to date. Notice was published in *The Columbia Press* on April 5, 2019 for a public hearing on May 9, 2019. Notice to affected agencies was sent on April 9, 2019. No comments have been received to date. This application will be reviewed under the regulations and standards of WMC 16.220 and as a Type III process under WMC 16.208.050. The application is not being reviewed under a site design review process since the footprint of the development or property is not changing.

### **Existing Site Conditions & Previous Application**

The subject property is owned by Tom Tussing and has been vacant. It was originally used as an electrical contractor's shop. Adjacent users include a residence to the north, Fort George warehouse and distribution facility to the west, Bay Breeze to the east, and vacant property to the south. In general, the area has wetlands but the subject property is not impacted by locally significant wetlands. The streets that service the area are gravel roads with open ditches that convey stormwater. A local improvement district was required as part of a conditional use permit for the original Bay Breeze (CUP 94-5) but the LID was not fully implemented thus the unimproved streets. There are enough non-remonstrance agreements for a future LID to be shared by all adjacent property owners. However, the City Commission would need to initiate proceedings. There were no other applications found in the address file. A site visit was conducted on May 2, 2019 to photo document site conditions. The site is very flat characterized as mostly unimproved with the existing warehouse in poor condition. Stormwater drains towards Holbrook Slough which is a protected riparian Goal 5 resource under the Comprehensive Plan.

## CONDITIONAL USE PERMIT

The following are the conditional use review criteria from WMC 16.220.040 followed by the applicant's response and staff findings. The application contains a site plan stamped March 26, 2019 and dated March 7, 2019 for reference.

1. *The proposed use is in conformance with the Comprehensive Plan.*

Applicant Response: The proposed use is in conformance with the Comprehensive Plan. The current zoning is C-1 general commercial which lists kennels as an allowable conditional use.

**Staff finding:** Agreed. The Comprehensive Plan provides a broad policy framework for the types of businesses in the C-1 Zone and the proposed use is consistent with the stated policy objectives. Standard is met.

2. *The location, size, design and operating characteristics of the proposed use are such that the development will be compatible with, and have a minimal impact on, surrounding properties.*

Applicant Response: The existing property has a warehouse facility across the street and open area wetland area to the south and east. The property to the west is an office/shop area. The property contains 20,000 SF of land area with an existing 3,510 SF building. The majority of the operation will be contained inside the of the existing building. A small outside kennel area is being provided for day use only along with an agility training area. Bay Breeze operates a similar facility just to the northeast of this site.

**Staff finding:** Staff generally agrees. However, the property to the north is a residential property. No comments have been received to date. Based on a site visit, the distance between the warehouse and residence should provide an adequate noise buffer. However, if complaints are registered than an investigation to document and mitigate the noise shall commence. See conditions of approval. The majority of properties have transitioned to commercial and light industrial uses consistent with the zoning that's been in place for 20+ years.

3. *The use will not generate excessive traffic, when compared to traffic generated by uses permitted outright, and adjacent streets have the capacity to accommodate the traffic generated.*

Applicant response: The traffic generated from this facility will be minimal. Parking for 10 cars is being provided on the site. The existing access from SE Marlin is by the existing paved portion of SE 9th St and Neptune. 10th St is currently a mix of pavement and gravel and is only being used for and additional secondary access.

**Staff finding:** Agreed. The expected number of trips generated by a kennel with less than 10 employees will generate minimal traffic especially compared to retail uses permitted outright. Therefore, a traffic analysis was not requested of the applicant. Pedestrian and bike traffic should be better accommodated with the proposed street and sidewalk improvements. Transit access is located nearby within walking distance on US Highway 101. Truck, freight, and vendor deliveries should be minimal and sporadic. The condition of SE 9th St is an issue and is addressed in the conditions of approval. Standard is met.

*4. Public facilities and services are adequate to accommodate the proposed use.*

Applicant response: The existing building is served by existing utilities and a new sanitary sewer service will be installed to service the restroom and grooming area.

**Staff finding:** Staff generally agrees. The applicant submitted a required impact study to review the availability of public facilities. Based on the results, all utilities and city services are available to the subject property. However, there are no public parks nearby in this area of Warrenton for local employees. To address this deficiency, the applicant has designed the site to include an outdoor space for dogs, customers, and employees. Standard is met.

*5. The site's physical characteristics, in terms of topography, soils and other pertinent considerations, are appropriate for the use.*

Applicant response: The site is almost flat with clay soils. The building is existing and the new parking lot area will be paved.

**Staff finding:** The site is generally level and dry but is surrounded by wet areas and is located in the 100-year floodplain. A stormwater report is requested by the City Engineer and is a condition of approval. Paved areas will create additional drainage needs but can easily be engineered to accommodate the net increase. The proposed type of construction (adaptive reuse) can be supported by the site. However, an elevation certificate shall be required to demonstrate new construction is above the base flood elevation. See conditions of approval. Standard can be met.

*6. The site has an adequate area to accommodate the proposed use. The site layout has been designed to provide for appropriate access points, on-site drives, public areas, loading areas, storage facilities, setbacks and buffers, utilities or other facilities which are required by City ordinances or desired by the applicant.*

Applicant response: The inside of the existing building will be containing most of the facility. The site has been designed around the existing building and meets the city's design ordinances for parking, loading, landscaping with setback buffers and fencing.

**Staff finding:** There is adequate space to accommodate the proposed use and parking at the north side of the property. The building is located in the middle of three tax lots with adequate buffering and setbacks even though setbacks are not required for commercial zones. Access, on-site driveway, loading/unloading areas, etc have been designed to accommodate the building layout. All materials shall be stored inside the building and outside storage shall be prohibited unless screened as part of the proposed fencing. Standard is met.

### **APPLICABLE CODE STANDARDS**

The proposal is also subject to the following Warrenton Development Code site design and zoning standards and requirements.

- C1 zone development standards (16.40.040):
- C1 zone design standards (16.40.050)
- C1 zone other applicable standards (16.40.060)
- Access & Circulation Design Standards (16.120)
- Design Standards for Landscaping, Street Trees, Fences, and Walls (16.124)
- Design Standards for Vehicle and Bicycle Parking (16.128)
- Design Standards for Clear Vision Areas (16.132)
- Stormwater and Surface Water Management Standards (16.140)
- Design Standards for Signs (16.144)
- Flood Hazard Overlay District (16.88)

Only the applicable standards are addressed below. Portions that do not apply have been omitted.

### **FINDINGS**

#### 16.40.040 Development Standards.

*The following development standards are applicable in the C-1 zone:*

- A. Density Provisions.
  1. *Minimum lot size, commercial uses: none.*
  2. *Minimum lot width, commercial uses: none.*
  3. *Minimum lot depth, commercial uses: none.*
  4. *Maximum building height: 45 feet.*
  5. *Commercial uses, maximum lot coverage: none.*

Applicant response: No response



**Staff finding:** The 45-foot maximum building height is the only C1 zone density provision applicable to the proposal. The existing building is well below the maximum height standard. As a result, the building as proposed meets the C1 zone's density standards in 16.40.040.A.

**B. Setback Requirements.**

1. *Minimum front yard setback, commercial uses: none except where adjoining a residential zone, in which case it shall be 15 feet. See Section 16.40.050 for maximum front yard setback for commercial uses.*
  
2. *Minimum side and rear yard setbacks, commercial uses: none except where adjoining a residential zone in which case there shall be a visual buffer strip of at least 10 feet wide to provide a dense evergreen landscape buffer which attains a mature height of at least eight feet. Such buffers must conform to the standards in Chapter 16.124, Landscaping, Street Trees, Fences and Walls.*

Applicant Response: No response

**Staff Finding:** The proposed agility area and parking provide adequate buffer space from the building. Adjacent properties are located in the C-1 zone. Hence, no additional setbacks are required. Standard is met.

**C. Landscaping requirements shall comply with Chapter 16.124 of the Development Code.**

The proposal includes a landscape plan which is addressed below. Refer to Landscape Plan.

**16.40.050 Design Standards.**

*The following design standards are applicable in the C-1 zone:*

- A. *Any commercial development shall comply with Chapter 16.116 of the Development Code.*

See response to Chapter 16.116.

- C. *Signs in General Commercial Districts along Fort Stevens Highway/State Highway 104 (i.e., S. Main Avenue, N. Main Avenue, NW Warrenton Drive, and Pacific Drive) shall comply with the special sign standards of Section 16.144.040.*

See response to Section 16.144.

**16.40.060 Other Applicable Standards.**

- A. *Outside sales and service areas shall be approved by the Warrenton Planning Commission if not enclosed by suitable vegetation, fencing or walls.*

Applicant Response: No response.

**Staff Finding:** The proposed kennel will need to store all materials inside the building. There appear to be no plans for outside sales or service as well. If the business model does change, then any sales will need to be enclosed with fencing or landscaping. See conditions of approval.

*B. Outside storage areas shall be enclosed by suitable vegetation, fencing or walls, in conformance with Chapter 16.124.*

Applicant Response: No response.

**Staff Finding:** The applicant does not propose any outside storage areas. Standard is met.

*C. All uses shall comply with access and parking standards in Chapters 16.116 and 16.128 except as may be permitted by conditional use or variance.*

See response to Chapters 16.116 and 16.128.

*D. Signs shall comply with standards in Chapter 16.144.*

**Staff Finding:** The applicant has chosen not to apply for a sign permit at this time. See conditions of approval.

*E. All development shall comply with the wetland and riparian area protection standards of Chapter 16.156.*

**Staff Finding:** No wetlands exist on the site. Standard does not apply.

*F. All other applicable Development Code requirements shall also be satisfied.*

Refer to individual section responses.

#### **16.120.020 VEHICULAR ACCESS AND CIRCULATION.**

*A. Intent and Purpose.*

*1. The intent of this section is to manage vehicle access to development through a connected street system, while preserving the flow of traffic in terms of safety, roadway capacity, and efficiency. Access shall be managed to maintain adequate performance standards and to maintain the functional classification of roadways as required by the Warrenton Comprehensive Plan and Transportation System Plan. Major roadways, including highways, arterials, and collectors, serve as the primary system for moving people and goods. Access management is a primary concern on these roads. Local streets and alleys provide access to individual properties. If vehicular access and circulation are not properly designed, these roadways will be unable to accommodate the needs of development and serve their*

transportation function. This section attempts to balance the right of reasonable access to private property with the right of the citizens of the City and the State of Oregon to safe and efficient travel. It also requires all developments to construct planned streets (arterials and collectors) and to extend local streets.

2. To achieve this policy intent, state and local roadways have been categorized in the Transportation System Plan by function. Regulations have been applied to these roadways for the purpose of reducing traffic accidents, personal injury, and property damage attributable to access systems, and to thereby improve the safety and operation of the roadway network. This will protect the substantial public investment in the existing transportation system and reduce the need for expensive remedial measures. These regulations also further the orderly layout and use of land, protect community character, and conserve natural resources by promoting well designed road and access systems and discouraging the unplanned subdivision and development of land.

B. Applicability. This chapter shall apply to all transportation facilities and improvements (e.g., public and private streets, driveways, multi-use paths, etc.) within the City and to all properties that abut these facilities. Additional standards can be found in Chapter 16.136, Public Facilities Standards.

D. Traffic Study Requirement. The City or other agency with access jurisdiction may require a traffic study prepared by a qualified professional to determine access, circulation, and other transportation requirements.

E. Conditions of Approval. The City or other agency with access permit jurisdiction may require the closing or consolidation of existing curb cuts or other vehicle access points, recording of reciprocal access easements (i.e., for shared driveways), development of a frontage street, installation of traffic control devices, and/or other mitigation as a condition of granting an access permit, to ensure the safe and efficient operation of the street and highway system. Access to and from off-street parking areas (other than driveways that serve single-family, two-family, or three-family dwellings) shall not permit backing onto a public street.

F. Access Options. When vehicle access is required for development (i.e., for off-street parking, delivery, service, drive-through facilities, etc.), access shall be provided by one of the following methods (a minimum of 10 feet per lane is required). These methods are "options" to the developer/subdivider, unless one method is specifically required under Division 2, or through conditions required by the hearings body.

1. Option 1. Access is from an existing or proposed alley or mid-block lane. If a property has access to an alley or lane, direct access to a public street is not permitted.
2. Option 2. Access is from a private street or driveway connected to an adjoining property that has direct access to a public street (i.e., "shared driveway"). A public access easement covering the driveway shall be recorded in this case to assure access to the closest public street for all users of the private street/drive.

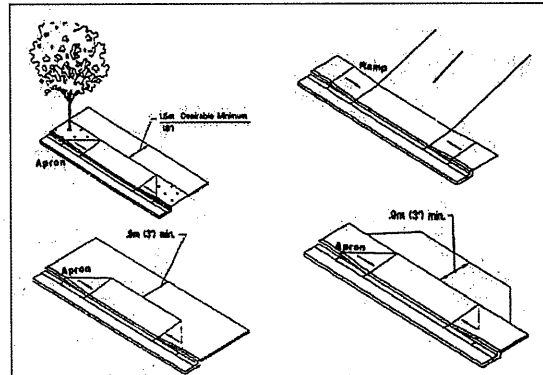
I. Shared Driveways. The number of driveway and private street intersections with public streets shall be minimized by the use of shared driveways with adjoining lots where feasible. The City shall require shared driveways as a condition of land division, development review, or site design review, as applicable, for traffic safety and access management purposes in accordance with the following standards:

1. Shared driveways and frontage streets may be required to consolidate access onto a collector or arterial street. When shared driveways or frontage streets are required, they shall be stubbed to adjacent developable parcels to indicate future extension. "Stub" means that a driveway or street temporarily ends at the property line, but may be extended in the future as the adjacent parcel develops. "Developable" means that a parcel is either vacant or it is likely to receive additional development (i.e., due to infill or redevelopment potential).
2. Access easements (i.e., for the benefit of affected properties) shall be recorded for all shared driveways, including pathways, at the time of final plat approval (Chapter 16.216) or as a condition of development review or site development approval (Chapter 16.212).
3. Exception. Shared driveways are not required when existing development patterns or physical constraints (e.g., topography, parcel configuration, and similar conditions) prevent consolidation of access points to public streets.
4. Cross Access. Cross access is encouraged, and may be required, between contiguous sites in commercial (C-1, C- MU, C-2 & R-C) and industrial (I-1 & I-2) districts and for multifamily housing developments in the High Density Residential District in order to provide more direct circulation between sites and uses for pedestrians, bicyclists, and drivers.

Applicant Response: No response

**Staff Finding:** The applicant was not required to submit a traffic study due to the proposal type and expected trips to be generated. Three access points are proposed for a one-way drive that allows for drop off/pick up for customers. Only two access points are allowed (one per lot). See conditions of approval.

**Figure 16.120.020.K**  
**Examples of Acceptable Driveway Openings Next to Sidewalks/Pathways**



K. Driveway Openings and Widths. Driveway openings (or curb cuts) shall be the minimum width necessary to provide the required number of vehicle travel lanes (10 feet for each travel lane). The following standards (i.e., as measured where the front property line meets the sidewalk or right-of-way) are required to provide adequate site access, minimize surface water runoff, and avoid conflicts between vehicles and pedestrians:

4. Access widths for all other uses shall be based on 10 feet of width for every travel lane, except that driveways providing direct access to parking spaces shall conform to the parking area standards in Chapter 16.128.

Applicant response: No response

**Staff finding:** The proposal illustrates a 16 foot driveway opening and two, 24 foot width driveway opening to access a 20 foot drive aisle to access the site. One of the driveway openings needs to be removed to meet the standard. See conditions of approval.

8. Loading Area Design. The design of driveways and on-site maneuvering and loading areas for commercial and industrial developments shall consider the anticipated storage length for entering and exiting vehicles, in order to prevent vehicles from backing into the flow of traffic on the public street or causing unsafe conflicts with on-site circulation.

Applicant response: No response

**Staff Finding:** The onsite circulation pattern illustrates the accommodation of passenger vehicles delivery trucks, and garbage trucks. A loading zone could be accommodated on TL 3900. Standard is met.

L. Fire Access and Circulation. The City of Warrenton adopts the Uniform Fire Code, as amended, including administrative sections and all appendices and all the State of Oregon revisions. All development in the City of Warrenton is required to meet these minimum adopted standards.

1. Required Access. A fire equipment access drive that meets City construction standards shall be provided for any portion of an exterior wall of the first story of a building that is located more than 150



*feet from an improved public street or approved fire equipment access drive. Plans for fire apparatus access roads shall be submitted to the Warrenton Fire Department and Warrenton City-appointed engineer for review and approval prior to issuance of building permits, grading permits, or start of construction. When fire apparatus access road(s) are required, the road(s) shall be installed and made serviceable prior to and during time of construction. Fire department access roads shall be provided and maintained in accordance with the fire department access requirements of the Uniform Fire Code, as amended.*

Applicant response: No response

**Staff finding:** According to Fire Chief Tim Demers, access to all portions of the structure must be available within 150 feet. A fire hydrant is located on the corner of SE 9<sup>th</sup> & Neptune. Comments are attached for the record. See conditions of approval. Standard is met.

5. Parking Areas. *Parking areas shall provide adequate aisles or turn-around areas for service and delivery vehicles so that all vehicles may enter the street in a forward manner. See also Chapter 16.136, Public Facilities Standards.*

Applicant response: No response

**Staff finding:** See response below under off street parking standard discussion.

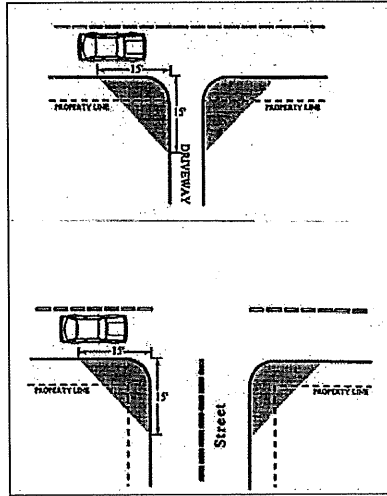
M. Vertical Clearances. *Driveways, private streets, aisles, turn-around areas and ramps shall have a minimum vertical clearance of 13 feet 6 inches for their entire length and width.*

Applicant response: No response

**Staff finding:** The accesses to the site and all aisles, appear to have a minimum vertical clearance of 13.5 feet for their entire length and width. Proposed landscaping will also need to comply with this standard. This criterion is met as the minimum clearance is provided.

N. Vision Clearance. *No signs, structures or vegetation in excess of three feet in height shall be placed in vision clearance areas, as shown in Figure 16.120.020.N. The minimum vision clearance area may be increased by the Community Development Director, City-appointed engineer, or Planning Commission upon finding that more sight distance is required (i.e., due to traffic speeds, roadway alignment, etc.). See also Chapter 16.132 for additional requirements.*

**Figure 16.120.020.N**  
**Vision Clearance Area**



Applicant response: No response.

**Staff finding:** Vision clearance appears to be met but needs to be maintained within the site based on the proposed structures and landscaping relative to the vehicle approaches with the intersection with Neptune & SE 9<sup>th</sup> St. The landscaping plan does include trees but do not obscure the vision clearance at the intersection. The proposal satisfies this criterion.

O. Construction. The following development and maintenance standards shall apply to all driveways, parking areas, and private streets in the City of Warrenton:

1. Surface Options. All driveways, parking areas, aisles, and turn-arounds in the City of Warrenton shall be paved with asphalt, concrete, or other comparable surfacing. A durable non-paving material may be used for driveways and private streets that serve three or fewer residential dwelling units and in other instances where the need to reduce surface water runoff and protect water quality can be demonstrated through adequate findings of fact submitted by the applicant and/or property owner as part of the development proposal. All paving and non-paving surfaces shall meet City construction standards and shall be subject to review and approval by the Community Development Director, City-appointed engineer, and/or Planning Commission.

Applicant response: No response

**Staff finding:** According to the site plan, the internal drive thru and parking areas will be asphalt. Standard is met.

2. Surface Water Management. All driveways, parking areas, aisles and turn-a-rounds shall have on-site collection or infiltration of surface waters to eliminate sheet flow of such waters onto public rights-of-way and abutting property. Surface water facility plans shall be prepared by a qualified person and constructed in conformance with City standards. Such plans shall attempt to follow the principle that

*water falling on a given site should be absorbed or retained on-site to the extent that the quantity and rate of water leaving the site after the development would not be significantly different than if the site had remained undeveloped.*

Applicant response: The parking lot shall be graded to drain across the landscape areas into the existing ditch.

**Staff finding:** The applicant has not prepared engineered drawings for stormwater management. Current design shows surface water discharged to natural drainage. See conditions of approval.

**16.120.030 Pedestrian Access and Circulation.**

- A. Pedestrian Access and Circulation. *To ensure safe, direct and convenient pedestrian circulation, all developments, except single-family detached housing, duplexes, or triplexes on individual lots, shall provide a continuous pedestrian and/or multi-use pathway system. (Pathways only provide for pedestrian circulation. Multi-use pathways accommodate pedestrians and bicycles.) The system of pathways shall be designed based on the standards in paragraphs 1 through 3 of this subsection:*
1. Continuous Pathways. *The pathway system shall extend throughout the development site, and connect to all future phases of development, adjacent trails, public parks and open space areas whenever possible. The developer may also be required to connect or stub pathway(s) to adjacent streets and private property, in accordance with the provisions of Section 16.120.020, Vehicular Access and Circulation, and Chapter 16.136, Public Facilities Standards.*
  2. Safe, Direct, and Convenient Pathways. *Pathways within developments shall provide safe, reasonably direct and convenient connections between primary building entrances and all adjacent streets, based on the following definitions:*
    - a. Reasonably Direct. *A route that does not deviate unnecessarily from a straight line or a route that does not involve a significant amount of out-of-direction travel for likely users.*
    - b. Safe and Convenient. *Bicycle and pedestrian routes that are reasonably free from hazards and provide a reasonably direct route of travel between destinations.*
    - c. *For commercial, industrial, mixed use, public, and institutional buildings, the "primary entrance" is the main public entrance to the building. In the case where no public entrance exists, street connections shall be provided to the main employee entrance.*
    - d. *For residential buildings the "primary entrance" is the front door (i.e., facing the street). For multifamily buildings in which each unit does not have its own exterior entrance, the "primary entrance" may be a lobby, courtyard or breezeway which serves as a common entrance for more than one dwelling.*
  3. Connections Within Development. *For all developments subject to site design review, pathways shall connect all building entrances to one another. In addition, pathways shall connect all parking areas, storage areas, recreational facilities and common areas (as applicable), and adjacent developments to the site, as applicable.*

B. Design and Construction. Pathways shall conform to all of the standards in paragraphs 1 through 5 of this subsection:

1. Vehicle/Pathway Separation. Where pathways are parallel and adjacent to a driveway or street (public or private), they shall be raised six inches and curbed, or separated from the driveway/street by a five-foot minimum strip with bollards, a landscape berm, or other physical barrier. If a raised path is used, the ends of the raised portions must be equipped with curb ramps.
3. Crosswalks. Where pathways cross a parking area, driveway, or street ("crosswalk"), they shall be clearly marked with contrasting paving materials, humps/raised crossings, or painted striping. An example of contrasting paving material is the use of a concrete crosswalk through an asphalt driveway. If painted striping is used, it shall consist of thermo-plastic striping or similar type of durable application.
4. Pathway Surface. Pathway surfaces shall be concrete, asphalt, brick/masonry pavers, or other durable surface, at least six feet wide, and shall conform to ADA requirements. Multi-use paths (i.e., for bicycles and pedestrians) shall be the same materials, at least six feet wide. (See also Chapter 16.136, Public Facilities Standards, for public multi-use pathway standards.)
5. Accessible Routes. Pathways shall comply with the Americans with Disabilities Act, which requires accessible routes of travel.

Applicant Response: No response

**Staff finding:** There is a new five-foot, onsite sidewalk proposed along both sides of the site, which is 1 foot less than the six-foot requirement. There are no crosswalks proposed across the driveway to the front entrance on Neptune. The driveway is proposed to be asphalt with arrows marking a one-way direction. All areas where pedestrian pathways cross vehicular areas will be denoted with contrasting materials as required such as thermoplastic. Given the potential pedestrian activity and transit location next to Marlin Ave thermoplastic striping is warranted. ADA access route, landscaping, and an internal sidewalk serving the off street parking area, is also proposed to protect users along the pathway. See conditions of approval.

#### **Chapter 16.124 LANDSCAPING, STREET TREES, FENCES AND WALLS**

##### 16.124.060 Landscape Conservation.

A. Applicability. All development sites containing significant vegetation, as defined below, shall comply with the standards of this section. The purpose of this section is to incorporate significant native vegetation into the landscapes of development. The use of mature, native vegetation within developments is a preferred alternative to removal of vegetation and re-planting. Mature landscaping provides summer shade and wind breaks, and allows for water conservation due to larger plants having established root systems.

Applicant response: The remaining portion of the site shall be used for landscaping. The landscaping shall cover 15.3% of the total site.

**Staff finding:** Staff concurs. The landscape plan (enclosed) conserves the drainage areas and proposed new landscaping around required parking area.

16.124.070 New Landscaping.

- C. Landscape Area Standards. The minimum percentage of required landscaping equals:
1. Residential districts: 20% of the site.
  2. Commercial districts: 15% of the site shall be landscaped according to the requirements of this section.
  3. General industrial districts: a minimum of 20% of the site shall be landscaped.
- The use of mature, native vegetation within developments is a preferred alternative to removal of vegetation and re-planting.

Applicant response: The landscaping shall cover 15.3% of the total site.

**Staff Finding:** The project parcel size is approximately 20,000 SF which requires 3,000 SF of landscaping. The total area of landscaping on site exceeds the 15% requirement. Standard is met.

D. Landscape Materials. Landscape materials include trees, shrubs, groundcover plants, turf grasses (e.g. grass sod or seed), and outdoor hardscape features, as described below:

1. Natural Vegetation. Natural vegetation shall be preserved or planted where practicable.
2. Plant Selection. A combination of deciduous and evergreen trees, shrubs, turf grasses, and groundcovers shall be used for all planted areas, the selection of which shall be based on local climate, exposure, water availability, and drainage conditions. As necessary, soils shall be amended to allow for healthy plant growth.
3. "Non-native, invasive" plants, as per Section 16.124.020, shall be prohibited.
4. Hardscape features (i.e., patios, decks, plazas, etc.) may cover up to 50% of the required landscape area. Swimming pools, sports courts and similar active recreation facilities may not be counted toward fulfilling the landscape requirement.
5. Non-plant Groundcovers. Bark dust, chips, aggregate or other non-plant groundcovers may be used, but shall cover no more than 50% of the area to be landscaped. "Coverage" is measured based on the size of plants at maturity or after five years of growth, whichever comes sooner.
6. Tree Size. Trees shall have a minimum caliper size of one and one-half inches or greater (two inches for required street trees) at time of planting.
7. Shrub Size. Shrubs shall be balled and burlapped and sized to fit in multi-gallon containers.
8. Groundcover Size. Groundcover plants shall be sized and spaced so that they grow together to cover a minimum of 30% of the underlying soil within two years.
9. Significant Vegetation. Significant vegetation preserved in accordance with Section 16.124.020 may be credited toward meeting the minimum landscape area standards. Credit shall be granted on a per square foot basis. The street tree standards of Section 16.124.040 may be waived when trees preserved within the front yard provide the same or better shading and visual quality as would otherwise be provided by street trees.



10. Stormwater Facilities. Stormwater facilities (e.g., detention/retention ponds and swales) shall be landscaped with water tolerant, native plants.

Applicant response: No response

**Staff finding:** A landscape plan was submitted in March 2019 . The proposed native plant selection, tree size (2" caliper), hardscape features, and coverage standards have been met. However, non-plant ground cover is not identified on the plan. See condition of approval.

E. Landscape Design Standards. All yards, parking lots and required street tree planter strips shall be landscaped in accordance with the provisions of Sections 16.124.010 through 16.124.050. Landscaping shall be installed with development to provide erosion control, visual interest, buffering, privacy, open space and pathway identification, shading and wind buffering, and to help control surface water drainage and improvement of water quality, based on the following standards:

1. Yard Setback Landscaping. Landscaping shall satisfy the following criteria:
  - a. Provide visual screening and privacy within side and rear yards while leaving front yards and building entrances mostly visible for security purposes.
  - b. Use shrubs and trees as wind breaks, as appropriate.
  - c. Retain natural vegetation, as practicable.
  - d. Define pedestrian pathways and open space areas with landscape materials.
  - e. Provide focal points within a development, such as signature trees (i.e., large or unique trees), hedges and flowering plants.
  - f. Use trees to provide summer shading within common open space areas, and within front yards when street trees cannot be provided.
  - g. Use a combination of plants for year-long color and interest.
  - h. Use landscaping to screen outdoor storage and mechanical equipment areas, and to enhance graded areas such as berms, swales and detention/retention ponds.

Applicant response: No response

**Staff finding:** The proposal includes a variety of native species to provide color and helps define the parking area. Four (4) Cascara trees are proposed along the right of way in lieu of street trees. Standard is met.

2. Parking Areas. A minimum of eight percent of the combined area of all parking areas, as measured around the perimeter of all parking spaces and maneuvering areas, shall be landscaped. Such landscaping shall consist of an evenly distributed mix of shade trees with shrubs and/or groundcover plants. "Evenly distributed" means that the trees and other plants are distributed around the parking lot perimeter and between parking bays to provide a partial canopy. At a minimum, one tree per five parking spaces total shall be planted to create a partial tree canopy over and around the parking area. All parking areas with more than 20 spaces shall include landscape islands with trees to break up the

*parking area into rows of not more than 12 contiguous parking spaces. All landscaped areas shall have minimum dimensions of four feet by four feet to ensure adequate soil, water, and space for healthy plant growth.*

Applicant response: No response

**Staff Finding:** The proposal exceeds or meets this standard for trees and percentage. The proposal has less than 20 spaces and less than 12 contiguous so these standards do not apply. Standard is met.

3. Buffering and Screening Required. *Buffering and screening are required under the following conditions:*

a. Parking/Maneuvering Area Adjacent to Streets and Drives. *Where a parking or maneuvering area is adjacent and parallel to a street or driveway, a decorative wall (masonry or similar quality material), arcade, trellis, evergreen hedge, or similar screen shall be established parallel to the street or driveway. The required wall or screening shall provide breaks, as necessary, to allow for access to the site and sidewalk by pedestrians via pathways. The design of the wall or screening shall also allow for visual surveillance of the site for security. Evergreen hedges used to comply with this standard shall be a minimum of 36 inches in height at maturity, and shall be of such species, number and spacing to provide the required screening within one year after planting. Any areas between the wall/hedge and the street/driveway line shall be landscaped with plants or other groundcover. All walls shall be maintained in good condition, or otherwise replaced by the owner.*

b. Parking/Maneuvering Area Adjacent to Building. *Where a parking or maneuvering area, or driveway, is adjacent to a building (other than a single-family, two-family, or three-family dwelling), the area shall be separated from the building by a raised pathway, plaza, or landscaped buffer not less than four feet in width. Raised curbs, bollards, wheel stops, or other design features shall be used to protect buildings from being damaged by vehicles. When parking areas are located adjacent to residential ground-floor living space (except for a single-family residence, duplex, and triplex), a landscape buffer is required to fulfill this requirement.*

c. Screening of Mechanical Equipment, Outdoor Storage, Service and Delivery Areas, and Automobile-Oriented Uses. *All mechanical equipment, outdoor storage and manufacturing, and service and delivery areas, shall be screened from view from all public streets and residential districts. Screening shall be provided by one or more the following: decorative wall (i.e., masonry or similar quality material), evergreen hedge, non-see-through fence, or a similar feature that provides a non-see-through barrier. Walls, fences, and hedges shall comply with the vision clearance requirements and provide for pedestrian circulation, in accordance with Chapter 16.120, Access and Circulation. (See Section 16.124.050 for standards related to fences and walls.)*

Applicant response: No response.

**Staff Finding:** Wheel stops are indicated on the site plan for off street parking spaces. A raised curb or wheel stops are required. Mechanical equipment is not indicated. A trash and recycling container location is illustrated on TL 3900, but no enclosure is indicated. See condition of approval.

F. Maintenance and Irrigation. *The use of drought-tolerant plant species is encouraged, and may be required when irrigation is not available. Irrigation shall be provided for plants that are not drought-tolerant. If the plantings fail to survive, the property owner shall replace them with healthy plantings of shrubs, flowering plants and/or trees. All other landscape features required by this Code shall be maintained in good condition, or otherwise replaced by the owner.*

Applicant response: No response

**Staff finding:** The landscape plan features native species. Irrigation is strongly encouraged to maintain long term plant health. A maintenance agreement is required for a two year establishment period. See condition of approval.

G. Additional Requirements. *Additional buffering and screening may be required for specific land uses, as identified by Division 2, and the City may require additional landscaping through the conditional use permit process (Chapter 16.220).*

16.124.080 Street Trees.

*Street trees shall be planted for all developments that are subject to land division or site design review. Requirements for street tree planting strips are provided in Chapter 16.136, Public Facilities Standards. Planting of unimproved streets shall be deferred until the construction of curbs and sidewalks. Street trees shall conform to the following standards and guidelines:*

A. Growth Characteristics. *Trees shall be selected based on growth characteristics and site conditions, including available space, overhead clearance, soil conditions, exposure, and desired color and appearance. The following should guide tree selection:*

1. *Provide a broad canopy where shade is desired.*
2. *Use low-growing trees for spaces under utility wires.*
3. *Select trees which can be "limbed-up" where vision clearance is a concern.*
4. *Use narrow or "columnar" trees where awnings or other building features limit growth, or where greater visibility is desired between buildings and the street.*
5. *Use species with similar growth characteristics on the same block for design continuity.*
6. *Avoid using trees that are susceptible to insect damage, and avoid using trees that produce excessive seeds or fruit.*
7. *Select trees that are well-adapted to the environment, including soil, wind, sun exposure, and exhaust. Drought-resistant trees should be used in areas with sandy or rocky soil.*
8. *Select trees for their seasonal color, as desired.*
9. *Use deciduous trees for summer shade and winter sun.*

Applicant response: No response.

**Staff finding:** The project has frontage on two public streets. See response above. Standard is met.

**Chapter 16.128 VEHICLE AND BICYCLE PARKING**

16.128.010 Purpose.

*The purpose of this chapter is to provide basic and flexible standards for development of vehicle and bicycle parking. The design of parking areas is critically important to the viability of some commercial areas, pedestrian and driver safety, the efficient and safe operation of adjoining streets, and community image and livability. Historically, some communities have required more parking than is necessary for some land uses, paving extensive areas of land that could be put to better use. Because vehicle parking facilities can occupy large amounts of land, they must be planned and designed carefully to use the land efficiently while maintaining the visual character of the community. This chapter recognizes that each development has unique parking needs by providing a flexible approach for determining parking space requirements (i.e., "minimum" and "performance-based" standards). This chapter also provides standards for bicycle parking because many people use bicycles for recreation, commuting, and general transportation. Children as well as adults need safe and adequate spaces to park their bicycles throughout the community.*

16.128.020 Applicability.

*All developments in the City of Warrenton shall comply with the provisions of this chapter.*

16.128.030 Vehicle Parking Standards.

*At the time a structure is erected or enlarged, or the use of a structure or parcel of land is changed within any zone in the City, off-street parking spaces shall be provided in accordance with requirements in this section, chapter, and Code, unless greater requirements are otherwise established. The minimum number of required off-street vehicle parking spaces (i.e., parking that is located in parking lots and garages and not in the street right-of-way) shall be determined based on the standards in Table 16.128.030.A.*

A. General Provisions.

1. *Groups of four or more off-street parking spaces shall be served by a driveway or aisle so that no backing movements or other maneuvering within a street or right-of-way, other than an alley, will be required. Section 16.120.020 contains driveway opening and*

Applicant Response: No response.

**Staff finding:** A driveway aisle is proposed to meet this standard. However, one of the access points needs to be removed. See condition of approval.

2. *Service drives or aisles to off-street parking areas shall be designed and constructed to facilitate the flow of traffic and to provide maximum safety to pedestrian, bicycle, and vehicular traffic on the site.*
4. *Fractional space requirements shall be counted as a whole space.*

Applicant Response:

- Storage one space per 1,000 SF =  $914/1000 = 1$  space
- Grooming area one space per 350 SF =  $435/350 = 2$  spaces
- Office area one space per 350 SF =  $230/350 = 1$  space
- Kennels and training areas one space per 350 SF =  $1931/350 = 6$  spaces
- Total parking spaces = 10

**Staff finding:** Staff agrees

**Table 16.128.030.A**  
**Off-Street Parking Requirements**

<i>General retail or personal services businesses including banks, salons, and markets</i>	<i>1 space per 350 SF of gross floor area</i>
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Parking Summary:

Building Area:	3,510 sf	
Warrenton Parking Requirement:	1: 350 gsf	(General Retail)
Total Parking Spaces Required:	10 spaces	
Total Parking Spaces Provided:	10 spaces	(4 compact, 5 standard, 1 ADA 1 w/ van aisle)
Compact Spaces:	4	
Dimensions:	9 feet X 12 feet with 16 feet drive aisle	

**Staff finding:** The applicant used the correct parking standard for the proposed use, which is predominantly retail/kennel. The number of vehicle parking spaces, including required ADA spaces, and parking lot design meet or exceed the city's standards including parking locations and the requirements of the ADA. On street parking is available on Neptune as well.

16.128.040 Bicycle Parking Requirements.

- A. *All uses shall provide bicycle parking in conformance with the following standards which are evaluated during development review or site design review.*
- B. Number of Bicycle Parking Spaces. *A minimum of two bicycle parking spaces per use is required for all uses with more than 10 vehicle parking spaces. The following additional standards apply to specific types of development:*
  2. Parking Lots. *All public and commercial parking lots and parking structures provide a minimum of one bicycle parking space for every 10 motor vehicle parking spaces, with a maximum of 28 bicycle parking spaces per commercial lot.*



Applicant response: A bike rack shall be provided for 4 bicycle spaces.

**Staff finding:**

Commercial	2 spaces per primary use or 1 per 5 vehicle spaces, whichever is greater. Maximum of 28 spaces per commercial lot.	25% long term 75% short term
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Based on the new bike parking standards, the proposal meets the minimum threshold of 4 spaces for short term (customers). See findings below.

*C. Design and Location.*

1. *All bicycle parking shall be securely anchored to the ground or to a structure.*
2. *All bicycle parking shall be lighted for theft protection, personal security and accident prevention.*
3. *All bicycle parking shall be designed so that bicycles may be secured to them without undue inconvenience, including being accessible without removing another bicycle. Bicycle parking spaces shall be at least six feet long and two-and-one-half feet wide, and overhead clearance in covered spaces should be a minimum of seven feet. A five foot aisle for bicycle maneuvering should be provided and maintained beside or between each row/rack of bicycle parking.*
4. *Bicycle parking racks shall accommodate locking the frame and both wheels using either a cable or U-shaped lock.*
5. *Direct access from the bicycle parking area to the public right-of-way shall be provided at-grade or by ramp access, and pedestrian access shall be provided from the bicycle parking area to the building entrance.*
6. *Bicycle parking shall not impede or create a hazard to pedestrians or vehicles and shall not conflict with the vision clearance standards of Chapter 16.132.*
7. *All bicycle parking should be integrated with other elements in the planter strip when in the public right-of-way.*
8. *Short-term bicycle parking.*
  - a. *Short-term bicycle parking shall consist of a stationary rack or other approved structure to which the bicycle can be locked securely.*
  - b. *If more than 10 short-term bicycle parking spaces are required, at least 50% of the spaces must be sheltered. Sheltered short-term parking consists of a minimum 7-foot overhead clearance and sufficient area to completely cover all bicycle parking and bicycles that are parked correctly.*
  - c. *Short-term bicycle parking shall be located within 50 feet of the main building entrance or one of several main entrances, and no further from an entrance than the closest automobile parking space.*

9. *Long-term bicycle parking. Long-term bicycle parking shall consist of a lockable enclosure, a secure room in a building onsite, monitored parking, or another form of sheltered and secure parking.*

D. *Exemptions. This section does not apply to single-family and duplex housing, home occupations, and agricultural uses. The City may exempt other uses upon finding that, due to the nature of the use or its location, it is unlikely to have any patrons or employees arriving by bicycle.*

E. *Hazards. Bicycle parking shall not impede or create a hazard to pedestrians or vehicles and shall be located so as to not conflict with the vision clearance standards of Chapter 16.132. (Ord. 1225 § 6, 2019; Ord. 1175-A § 13,*

Applicant response: No response.

**Staff finding:** The location of the bike rack is located close to the front entrance and does not impede pedestrians as long as the installation allows clearance. The design shall be U shaped “staple” design or similar. A long-term space for employees shall be designed for the interior of the building. Condition will be checked at building permit plan review. See condition of approval.

*16.132.010 Clear Vision Areas.*

A. *A clear vision area shall be maintained on the corner of property adjacent to the intersection of two streets, or adjacent to the intersection of a street and a railroad.*

B. *A clear-vision area shall consist of a triangular area. Two sides of the triangle are lot lines measured from the corner intersection of the street lot lines for a distance specified in this section or, where the lot lines have rounded corners, the lot lines extended in a straight line to a point of intersection and so measured. The triangle's third side is a line across the corner of the lot joining the non-intersecting ends of the other two sides.*

C. *A clear-vision area shall contain no planting, fence, wall, structure, or temporary or permanent obstruction exceeding 36 inches in height measured from the top of the curb or, where no curb exists, from the established street centerline grade, except:*

1. *Trees exceeding this height may be located in this area provided all branches and foliage are removed to a height of eight feet above the grade;*
2. *Open-wire fencing that does not obscure sight more than 10% may be a maximum of 48 inches high.*

D. *The following dimensional requirements govern clear vision areas:*

1. *The minimum length of street sides of the clear vision triangle shall be 15 feet. See Figure 16.132.010.*
2. *The minimum vision clearance area may be increased by the Community Development Director, City-appointed engineer, or Planning Commission upon finding that more sight distance is required (i.e., due to traffic speeds, roadway alignment, etc.).*

Applicant Response: No response

**Staff finding:** The proposed trees are located out of the clear vision area. If streets trees are included in the right-of-way improvements then an additional review will be required at building permit stage. Standard is met.

#### **Chapter 16.140 STORMWATER AND SURFACE WATER MANAGEMENT**

##### 16.140.010 Natural Drainage System Maintained to Extent Feasible.

- A. *To the extent practicable, all development must conform to the natural contours of the land and natural and pre-existing man-made drainage ways must remain undisturbed.*
- B. *To the extent practicable, lot boundaries created by partition or subdivision must coincide with natural and pre-existing man-made drainage ways to avoid the creation of lots that can be built upon only by altering such drainage ways.*

Applicant response: See drainage response.

**Staff finding:** Staff concurs.

##### 16.140.020 Developments Must Drain Properly.

- A. *All developments must provide an adequate drainage system to prevent the undue detention or retention of stormwater or surface water on the development site. Stormwater or surface water will not be regarded as unduly detained or retained if:*
  - 1. *The detention or retention results from a technique, practice or device deliberately installed as part of an approved sedimentation or stormwater runoff control plan prepared by an engineer; or*
  - 2. *The detention or retention is not substantially different in location or degree than that experienced by the development site in its predevelopment state, unless such detention or retention presents a danger to health or safety.*
- B. *No stormwater may be channeled and directed into a sewer line.*
- C. *Whenever practicable, the drainage system of a development must coordinate with and connect to the drainage systems or drainage ways on surrounding properties or streets.*
- D. *All developments must be constructed and maintained so that adjacent properties are not unreasonably burdened with stormwater runoff as a result of the developments.*

Applicant response: See drainage response

**Staff finding:** See previous comment.

##### 16.140.030 Surface Water Management.

*All developments must be constructed and maintained so that impacts to natural and man-made drainage ways do not unreasonably burdened upstream or downstream properties with surface water flooding as a result of the developments. More specifically:*

- A. No development may be constructed or maintained so that the development unreasonably impedes the natural flow of water from higher adjacent properties across the development, resulting in substantial damage to the higher adjacent properties; and*
- B. No development may be constructed or maintained so that stormwater from the development is collected and channeled into natural or man-made drainage ways, such that the volume and/or rate of flow is substantially greater than the pre-development volume and/or rate.*
- C. No development may be constructed such that the flow of water through natural or existing man-made drainage ways is obstructed. Bridges and culverts constructed to allow the flow of water through a development must be designed to pass flow during a 100-year storm event.*

Applicant response: Surface water discharged onto natural drainage.

**Staff finding:** The applicant has not submitted engineered plans. See condition of approval No. 4

16.140.040 Erosion and Sediment Control.

- B. Erosion and sediment control plans are required by the City as a component of the site plan for all plats and all projects which require site plan review. Erosion control plans must be designed to the specifications as outlined in this chapter.*
- C. Development of the land may not begin (and no building permits may be issued) until the City-appointed engineer approves the erosion control plan.*
- D. For purposes of this section, "disturb" means any use of the land by any person in any development, and/or road construction and maintenance that results in a change in the natural cover or topography that may cause or contribute to sedimentation. Sedimentation occurs whenever solid particulate matter, mineral or organic, is transported by water, air, gravity or ice from the site of its origin.*

Applicant response: No response

**Staff finding:** A grading and erosion control plan is required. See condition of approval.

16.140.050 Stormwater System Design.

- A. Storm sewers constructed within the street will be sized by the developer's engineer and will consider all potential runoff requirements within the site and upstream of the site.*
  - 1. The storm sewer will be sized for a 100-year design recurrence criteria for storm drainage facilities.*
  - 2. The minimum size of storm sewers is eight inches in diameter.*
  - 3. Spacing of catch basins along the street must conform to published engineering recommendations, which consider profile of the street and street width.*

B. *On-site detention shall be required for new development where downstream deficiencies exist or are anticipated to exist. The square footage considers the total development of the property including the future potential impervious surface. Required design recurrence criteria for a commercial or residential storm drainage detention facility is a 10-year interval. Development that has less than 5,000 square feet of impervious surface is exempt from detention requirements.*

C. *Pervious pavement, and pavement and roofs that drain to an infiltration facility will not be counted when sizing a detention facility to handle the stormwater design.*

Applicant response: No response

**Staff finding:** See comments from the City Engineer.

***16.88.010 Purpose.***

*The purpose of the FH Overlay District is to regulate the use of those areas that are subject to periodic flooding in order to promote the public health, safety, general welfare, and to minimize public and private losses due to flood conditions. FEMA's FIRM map shows the flood areas in Warrenton being in the FIRM category "A and AE" in specific areas by provisions designed to:*

*A. Combine with other zoning requirements, certain restrictions made necessary for the known flood hazard areas to promote the general health, welfare and safety of the City;*

*B. Protect human life and health;*

*C. Prevent the establishment of certain structures and land uses in areas unsuitable for human habitation because of the danger of flooding, unsanitary conditions or other hazards;*

*D. Minimize expenditure of public money and costly flood control projects;*

*E. Minimize the need for rescue and relief efforts associated with flooding and generally undertaken at the expense of the general public;*

*F. Help maintain a stable tax base by providing for the sound use and development of areas of special flood hazard as to minimize future flood blight areas;*

*G. Minimize prolonged business interruptions;*

*H. Minimize damage to public facilities and utilities such as water and gas mains, electric, telephone and sewer lines, streets, and bridges located in areas of special flood hazard;*

*I. Ensure that potential buyers are notified that property is in an area of special flood hazard; and*

*J. Ensure that those who occupy the areas of special flood hazard assume responsibility for their actions.*

Applicant response: Since the floor area is below the FEMA flood heights the office and restroom areas will be constructed to FEMA floodproofing standards and have smart vents installed into these areas to allow flooding. The remainder of the building will have flood vents installed to meet FEMA standards.

**Staff finding:** CREST conducts a floodplain review at the building permit stage on behalf of the City. A floodplain review permit shall be required and approved before building permits are issued. See condition of approval.

## CONCLUSIONS & RECOMMENDATION

Bay Breeze is a local business in need of more space for a growing business. The applicant's narrative responses are limited but based on the findings contained in the site plan submittal and staff findings above, the application can meet the criteria if the conditions of approval described below can be met. Accordingly, staff recommends the Planning Commission approve the conditional use permit application.

1. A kennel or dog boarding facility can produce noise. If three noise complaints are lodged by separate individuals in a six-month period, an investigation to document and potentially mitigate the noise will commence. The business owner shall be responsible for paying any expenses related to the investigation.
2. A floodplain development review permit shall be submitted and reviewed prior to building permits being issued.
3. Only two access driveways shall be permitted (one per lot).
4. Fire Department comments and conditions are attached for the record.
5. The proposed use shall not store materials outside. If outside sales or service is proposed at a later date, a site plan amendment application shall be required.
6. A sign permit shall be required if the applicant chooses to add signage on the building or a monument sign at the front entrance.
7. Stamped engineering plans shall be submitted for all public facilities, including street improvements and stormwater facilities and approved prior to building permits being issued;
  - a. A non-remonstrance agreement shall be recorded with the County to allow participation in a future Local Improvement District to bring SE 9<sup>th</sup> St and surrounding area up to city standards.
  - b. Sidewalk improvements will be required on SE 9<sup>th</sup> St frontage. Sidewalk improvements may also require improvement to the existing stormwater system.
  - c. Applicant will need to provide the City with expected water demands and water meter size.

- d. Dumpster location must meet the City's enclosure standards. Applicant shall work with Public Works Department to determine appropriate location and configuration.
8. A crosswalk shall be designed and installed across the drive aisle to the main entrance. Crosswalk and driveway directional markings shall apply thermoplastic to the pavement and verified prior to a Certificate of Occupancy.
9. Landscape plan shall be amended and resubmitted with non-plant ground cover identified on the plan prior to building permits. Bark mulch or compost is strongly encouraged along with river rock or other distinguishing landscape features. All invasive or non-native vegetation shall be removed. Irrigation shall be installed or a copy of a two year maintenance agreement with a landscaping contractor shall be furnished. All landscaping shall be verified prior to Certificate of Occupancy.
10. Wheel stops shall be installed for all off-street parking spaces. A trash and refuse container enclosure shall be installed and verified prior to certificate of occupancy. Trash and recycling service shall be operational prior to Certificate of Occupancy.
11. The bike rack design shall be U shaped "staple" design or similar. A long-term space for employees shall be designed for the interior of the building. Condition will be checked at building permit plan review.
12. A grading and erosion control plan shall be submitted for review and issued prior to any grading permit.
13. A revised site plan illustrating required conditions of approval shall be submitted for review prior to building permit review.

*Recommended motion:* Based on the findings and conclusions of the May 2, 2019 staff report, the applicant's findings, and the evidence in the record, I move to approve Conditional Use Permit Application CUP 18-3 submitted by Bay Breeze Dog Boarding & Grooming.

*Alternative Motion:* Based on the public testimony, I move to continue the hearing until June 13 to allow additional evidence and testimony.

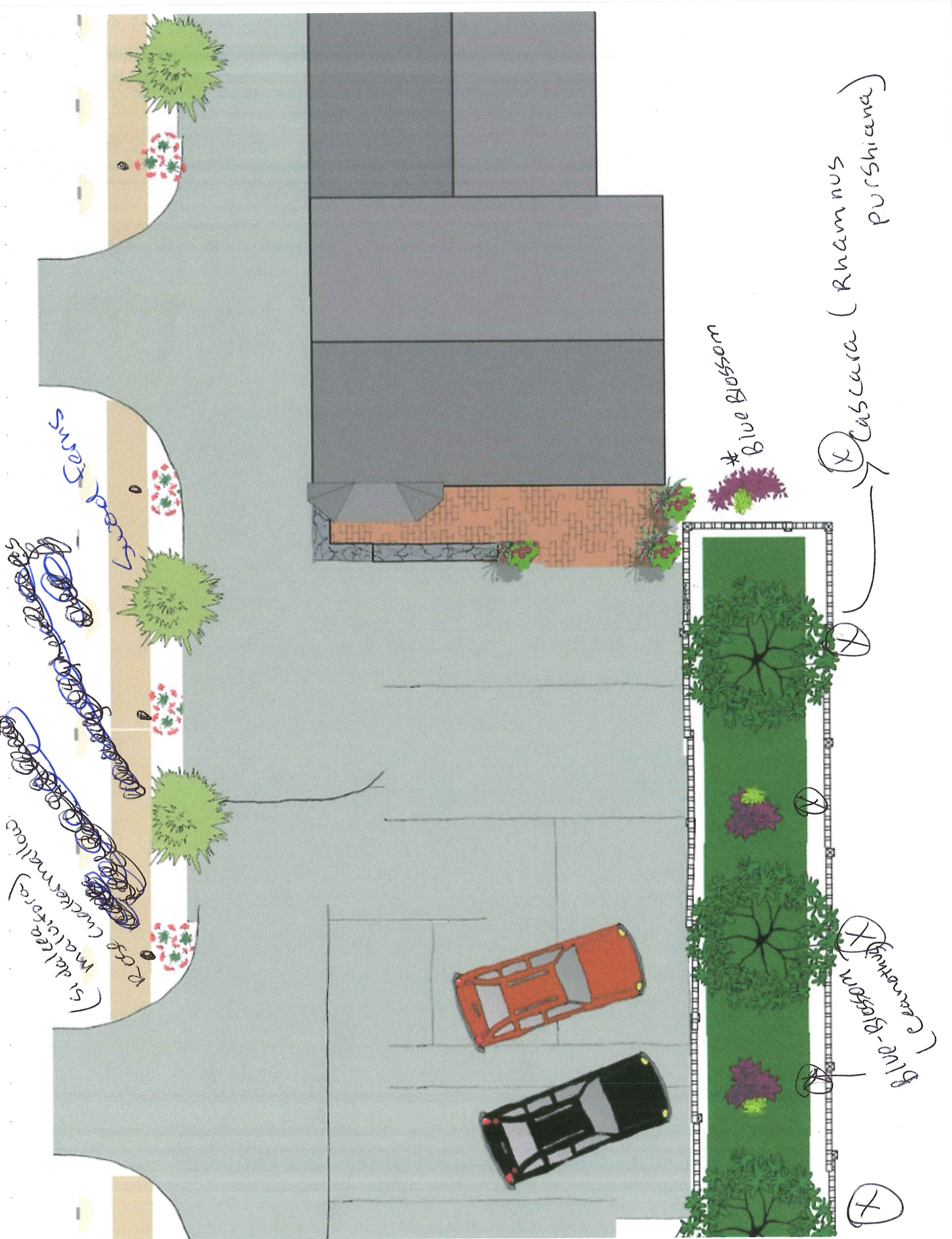
#### Attachments

- Tim Demers, Fire Chief – Comment Letter – April 30, 2019
- Ron Vanderzanden, PE, City Engineer – Comment Letter – April 29, 2019



(Sida leucantha)  
Rosa (malvaceae)  
Rosa (malvaceae)

Speed Bumps



\* Blue Blossom

Cascara (Rhamnus Purshiana)

Blue-Blossom  
(Ceanothus)

(+)



## Kevin Cronin

---

**From:** Brandy Gregg <[baybreezeoregon@gmail.com](mailto:baybreezeoregon@gmail.com)>  
**Sent:** Thursday, March 28, 2019 11:51 AM  
**To:** Kevin Cronin  
**Subject:** Re: Fw: RE: Warrenton | Bay Breeze Conditional Use Application | Incomplete

Blue Blossom  
Cascara  
Rose Checkermellow  
Sword Fern

On Thu, Mar 28, 2019 at 8:45 AM Kevin Cronin <[cityplanner@ci.warrenton.or.us](mailto:cityplanner@ci.warrenton.or.us)> wrote:  
Yes, please!

Native landscaping is a requirement

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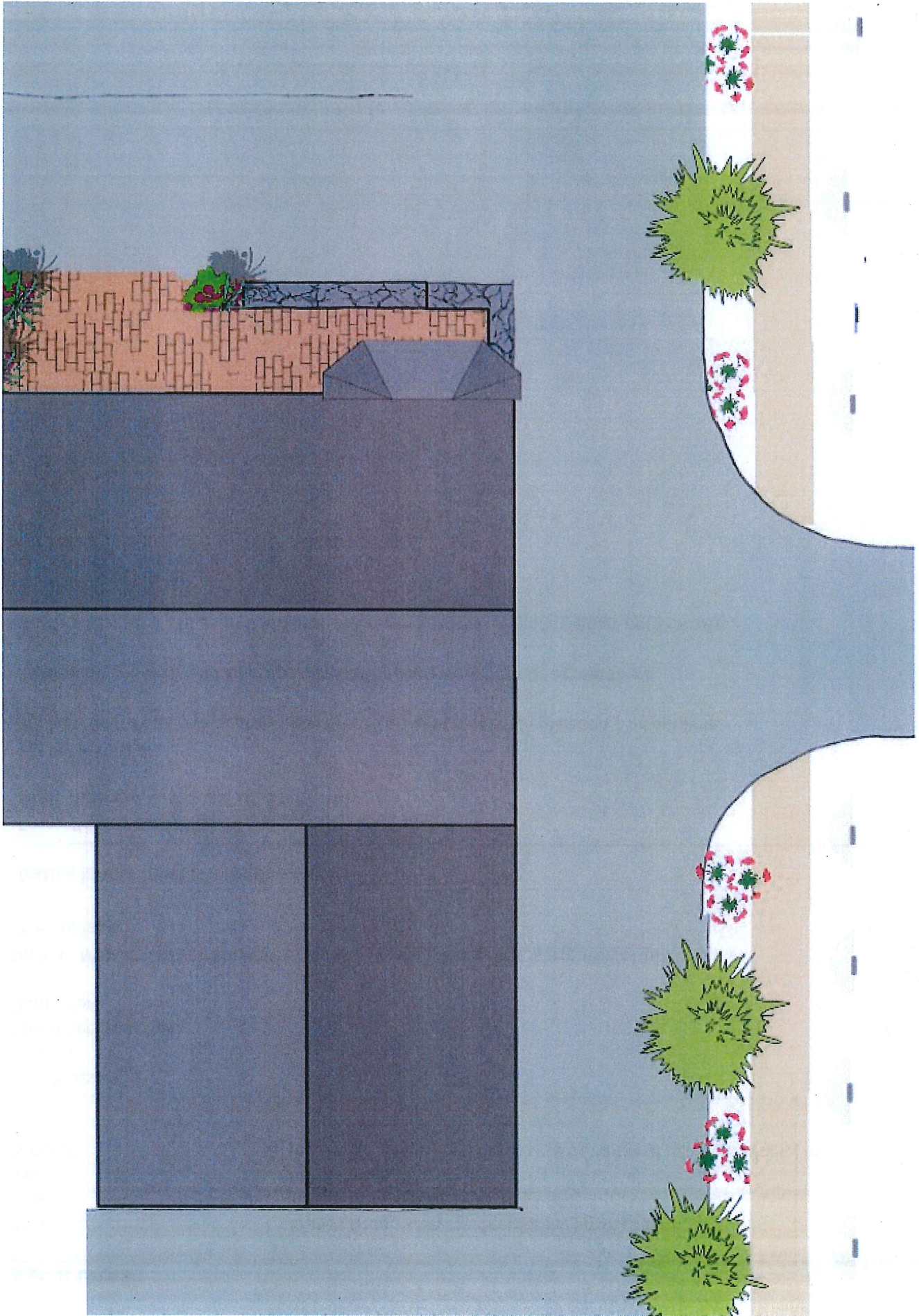
**From:** Brandy Gregg <[baybreezeoregon@gmail.com](mailto:baybreezeoregon@gmail.com)>  
**Sent:** Thursday, March 28, 2019 8:43 AM

**To:** Kevin Cronin  
**Subject:** Re: Fw: RE: Warrenton | Bay Breeze Conditional Use Application | Incomplete

If I provide you with a list of proposed plant species would this be acceptable?

On Thu, Mar 28, 2019 at 8:42 AM Brandy Gregg <[baybreezeoregon@gmail.com](mailto:baybreezeoregon@gmail.com)> wrote:







On Thu, Mar 28, 2019 at 7:53 AM Kevin Cronin <[cityplanner@ci.warrenton.or.us](mailto:cityplanner@ci.warrenton.or.us)> wrote:

OK, thanks for the update

The pre-app notes have specific issues that need to be addressed. A written response to each should be provided.

Email is fine if it's easier....

Mark identified the percentage met on landscaping, but it doesn't include any details on plantings and coverage of other materials.

If you can tell me the materials and species we can move forward and we can condition the approval on a future design.

If you get me something by next week, we can still make the May 14 PC meeting.

-Kevin

---

**From:** Brandy Gregg <[baybreezeoregon@gmail.com](mailto:baybreezeoregon@gmail.com)>

**Sent:** Wednesday, March 27, 2019 6:24 PM

**To:** Kevin Cronin

**Subject:** Re: Fw: RE: Warrenton | Bay Breeze Conditional Use Application | Incomplete

Hi Kevin,

I am trying to hire someone to help with landscaping. What specifically are we missing from CUP notes? Can you expound on that?

I will bring the agreement and funds by the city either tomorrow or Friday.

Thank you,  
Brandy

On Wed, Mar 27, 2019 at 8:46 AM Kevin Cronin <[cityplanner@ci.warrenton.or.us](mailto:cityplanner@ci.warrenton.or.us)> wrote:

Hi Brandy:

Thanks for coming by yesterday. I am reviewing the new materials and have comments below.

Please review these in detail. I see three major issues that need to be addressed.

Thanks - Kevin

---

**From:** Kevin Cronin

**Sent:** Tuesday, January 29, 2019 11:31 AM

**To:** Brandy Gregg

**Subject:** RE: Warrenton | Bay Breeze Conditional Use Application | Incomplete

Hi Brandy:

I received your most recent application materials prepared by Mark Mead.

I did a quick review and have the following comments as well as items that are missing.

- There are no written responses to the pre app notes. Please review and provide detailed responses. This way we are not duplicating work moving forward. **I don't see responses in the package.**
- I don't see any information regarding utility connections and stormwater management. **Verified. HHPR will need more info for engineering review phase but this might be enough detail for land use review.**
- We have a contract engineer doing review of plans prior to land use approval. It's a slight change from when you started the project. Attached is a reimbursement form. Please provide a \$1,000 deposit so the engineer can conduct a review. Mark can work directly with our engineer after the application is deemed complete. **Did you submit this paperwork yesterday? I'll need this before I can deem complete.**
- There is no landscape plan. I see only an overall percentage. **Don't see a landscape plan. Mark doesn't do landscape design. Do you have anyone that can design something for the parking area?**
- The site plan is missing basic info such bike parking, setbacks, etc. There is a checklist on the site design review application attached for your convenience. **Verified**
- The gravel pathways that are proposed are not acceptable. I don't see any other information regarding half street improvements. **Verified change to sidewalks.**
- There are previous materials regarding architectural design in the file. The latest submittal doesn't speak to these materials or specify the types. The new elevations do not provide any information. **Based on conversation yesterday, I will add previous materials to current submittal and will review in tandem.**

As I finish my review, I will let you know if there are other issues or incomplete items.

On another note, I have spoken to Chris at Fort George about the parking situation. I don't have any solutions yet other than paving his lot and striping but we need to put our heads together to fix the situation.

They are rebuilding an annex office so there will be some construction activity for the next few months.

Until I receive the materials listed above, I cannot deem the application complete and schedule a hearing.

If you have any questions, please let me know.

Thanks - Kevin

Kevin A. Cronin, AICP  
Community Development Director  
Community & Economic Development Department  
City of Warrenton  
Warrenton | OR | 97146  
503-861-0920 | 503-861-2531 FAX  
[www.ci.warrenton.or.us](http://www.ci.warrenton.or.us)  
FB | LinkedIn

*"This message may contain confidential and/or proprietary information, and is intended for the person/entity to which it was originally addressed. If you have received this email by error, please contact the City and then shred the original document. Any use by others is strictly prohibited."*



# Warrenton Fire Department

P.O. Box 250 Warrenton, OR 97146-0250 503/861-2494 Fax503/861-2351

## **MEMORANDUM**

**To:** Kevin Cronin, Community Development Director  
Bob Johnston, Building Official  
**Date:** April 30, 2019  
**From:** Tim Demers, Fire Chief  
**Re:** Baybreeze Kennels bldg. conversion 1410 SE 9<sup>th</sup> Street

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Based on the information provided, the Fire Department has the following comments.

### **ACCESS:**

The proposed structure is easily accessed from SE 9<sup>th</sup> Street or SE Neptune Avenue. It is of an all-weather surface and meets the 60,000 pound minimum requirement.

All of the structure must be accessed to within 150 feet. This appears to have been accomplished.

All corners must maintain a 45 foot radius in the drive aisle.

### **WATER SUPPLY:**

The existing structure will require 1500 & 1750 GPM minimum fire flow. The hydrant at the corner of SE 9<sup>th</sup> Street and SE Neptune Avenue should be capable of this flow and is within 200 feet of the structure.

### **ADDRESSING**

The building will be addressed with contrasting color letters placed on the building facing the Fire Department access.



## Kevin Cronin

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**From:** Rob VanderZanden <RobV@hhpr.com>  
**Sent:** Monday, April 29, 2019 9:18 AM  
**To:** Kevin Cronin  
**Subject:** Bay Breeze

Kevin

After we talked I went back to the drawing and noted that they are showing lines for new asphalt for the proposed driveway onto 9<sup>th</sup> Street. This adjusts my thoughts as noted in my comment below.

Review comments / thoughts on the proposal for the Bay Breeze CUP:

- The engineering submittal should include a stormwater analysis in accordance with Warrenton Development Standards.
- Per our discussion – It is my opinion that while the proposed improvements along Neptune do not bring the street up to an urban standard, given that this is a remodel and change of use, this is an acceptable investment into infrastructure.
- Applicant is improving the driveway onto SE 9<sup>th</sup> Street and should remove/replace half-street surfacing of 9<sup>th</sup> to the limits of the driveway improvement.

Thank you

RV  
**Rob VanderZanden, P.E.**  
Project Manager :: Associate

**HARPER HOUF PETERSON RIGHELLIS INC.**  
1220 Main Street | Suite 150 | Vancouver, WA | 98660  
p: 360.750.1131 | f: 360.750.1141

CIVIL ENGINEERS :: STRUCTURAL ENGINEERS :: PLANNERS :: LANDSCAPE ARCHITECTS :: SURVEYORS

City of Warrenton  
Planning and Building Dept  
PO Box 250  
Warrenton, Oregon 97146  
503-861-0920

<i>OFFICE USE ONLY</i>	
FILE # _____	FEE \$ <u>1,000</u>
ZONING DISTRICT _____	
RECEIPT # _____	

DATE RECEIVED \_\_\_\_\_

## Conditional Use Application

### I. Property

Address: 1410 SE 9<sup>th</sup> Ave  
Cross Street SE Neptune \_\_\_\_\_

Assessor's Parcel No.: Twp 8N, Rng 10W, Section 22DD Tax Lot 3800, 3900.  
4000

### II. Applicant

Applicant: Bay Breeze Phone: 352-219-4070

Mailing Address: 1480 SE 9<sup>th</sup>, Warrenton, Oregon  
97146

E-Mail Address: baybreezeoregon@gmail.com

Applicant's Signature: \_\_\_\_\_  
Date \_\_\_\_\_

### III. Owner

Owner: Tussing Building Trust Phone: 503-338-9999

Mailing Address: 460 W. Marine Dr. Astoria, Or  
97103

E-mail Address: \_\_\_\_\_

Owner's Signature: \_\_\_\_\_

### IV. Describe the Proposed Use

Change of use from all storage to animal care facility. Inside kennels, grooming, office-retail area, exercise and storage area. Exterior day use only kennels and agility training and exercise area. Existing parking to be enlarged from 6 spaces to 10 spaces including handicap parking. See attached drawings of site and building.

**Six Conditional Use Criteria-Provide Written Responses to Each One-Section 16.220**

RECEIVED  
MAR 26 2019

BY: \_\_\_\_\_  
CITY OF WARRENTON

1. The proposed use is in conformance with the Comprehensive Plan.

The current zoning is C-1 general commercial which lists kennels as an allowable conditional use

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2. The location, size and design, and operating characteristics of the proposed use are such that the development will be compatible with, and have a minimal impact on surrounding properties.

The existing property has a warehouse facility across the street and open area wetland areas to the south and east. The property to the west is an office / shop area. The property contains 20,000 sqft of land area with an existing 3510 sqft building. The majority of the operations will be contained inside of the existing building. A small outside kennel area is being provided for day use only along with an agility training area. Bay breeze operates a similar facility just to the northeast of this site.

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3. The use will not generate excessive traffic, when compared to traffic generated by uses permitted outright, and adjacent streets have the capacity to accommodate the traffic generated.

The traffic generated from this facility will be minimal. Parking for 10 cars is being provided on the site. The existing access from SE Marlin is by the existing paved portion of 9<sup>th</sup> and Neptune. 10<sup>th</sup> street is currently a mix of pavement and gravel and is only being used for an additional secondary access

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4. Public facilities and services are adequate to accommodate the proposed use.

The existing building is served by existing utilities and a new sanitary sewer service will be installed to service the restroom and grooming area.

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5. The site's physical characteristics, in terms of topography, soils and other pertinent considerations are, are appropriate for the use.

The site is almost flat with clay soils. The building is existing and the new parking lot area will be paved.

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6. The site has an adequate area to accommodate the proposed use. The site layout has been designed to provide for the building, parking, landscaping, driveway, on-site circulation, public areas, loading areas, storage facilities, setbacks, buffers, and utilities which are required by City ordinances.

The inside of the existing building will be containing most of the facility. The site has been designed around the existing building and meets the city design ordinances for parking, loading, landscaping with setback buffers and fencing.

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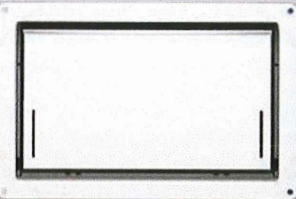
**This application will not be officially accepted until department staff has determined that the application is completely filled out and the site plan requirements have been completed and a copy of the deed.**

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conditional use application

October 2018









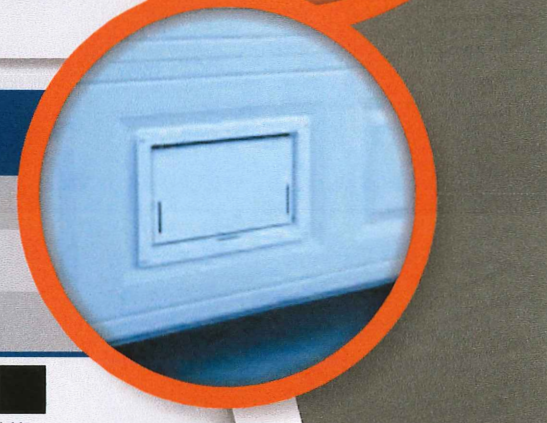
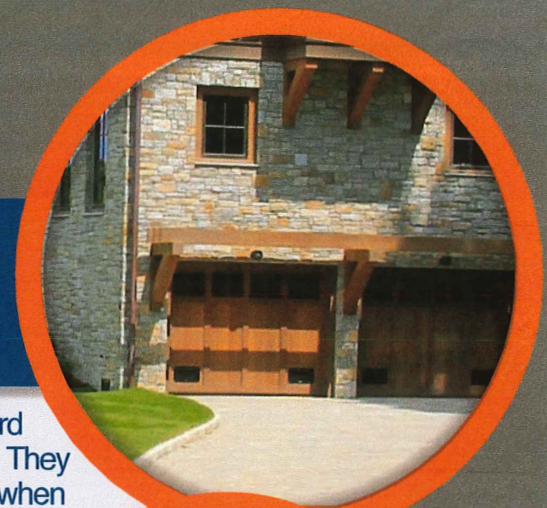
## OVERHEAD GARAGE DOOR MODELS

The Overhead Garage Door Models are specifically designed for standard garage doors and other entry doors that open and close on a daily basis. They are an ideal retrofit, and are available in insulated style and dual function when situations call for natural air ventilation through the garage.

MODEL NUMBER	FLOOD COVERAGE	AIR VENTILATION	VENT SIZE	ROUGH OPENING
1540-524	200 sq. ft.	NONE	16"W x 8"H x 3"D	16 in x 8 in
1540-574	200 sq. ft.	NONE	14 $\frac{1}{2}$ " W x 8 $\frac{1}{2}$ " H x 3"D	14 $\frac{1}{2}$ in x 8 $\frac{3}{4}$ in
1540-514	200 sq. ft.	51 sq. in.	16"W x 8"H x 3"D	16 in x 8 in

Standard finish:   
Powder Coat White

Powder Coat Paint Options:      
White, Wheat, Gray & Black  
*Custom colors also available.*



## POUR-IN-PLACE VINYL BUCKS

The Pour-in-Place Vinyl Bucks are utilized in poured concrete walls. They are manufactured out of high-strength white PVC. Bucks come fully assembled with the vent model of your choice and include wood bracing for installation into forms along with a film that protects the vent during the pour.

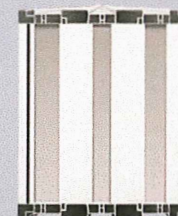
Pour-in-Place Vinyl Bucks are easy to install, saving time on installation and present a nice, clean, finished look.



*Model #1540-510 with it's louvers in the closed position due to the cold temperature.*

### AVAILABLE FOR:

- Wall depths ranging from 5.5" to 12" including nominal and full sizes
- Pour-in-Place Bucks have the capability to accept the following models:



#### DUAL FUNCTION SERIES

- 1540-510
- 1540-511

#### MULTI-FRAMES

- 2 x 1    • 3 x 1
- 2 x 2    • 3 x 2
- 2 x 3

#### INSULATED SERIES

- 1540-520
- 1540-521

*Pour-in-Place Vinyl Bucks are available in white only.*

*Flood vent inserts come standard in Marine Grade 316 Stainless Steel, with full-spectrum custom color powder coat options available.*

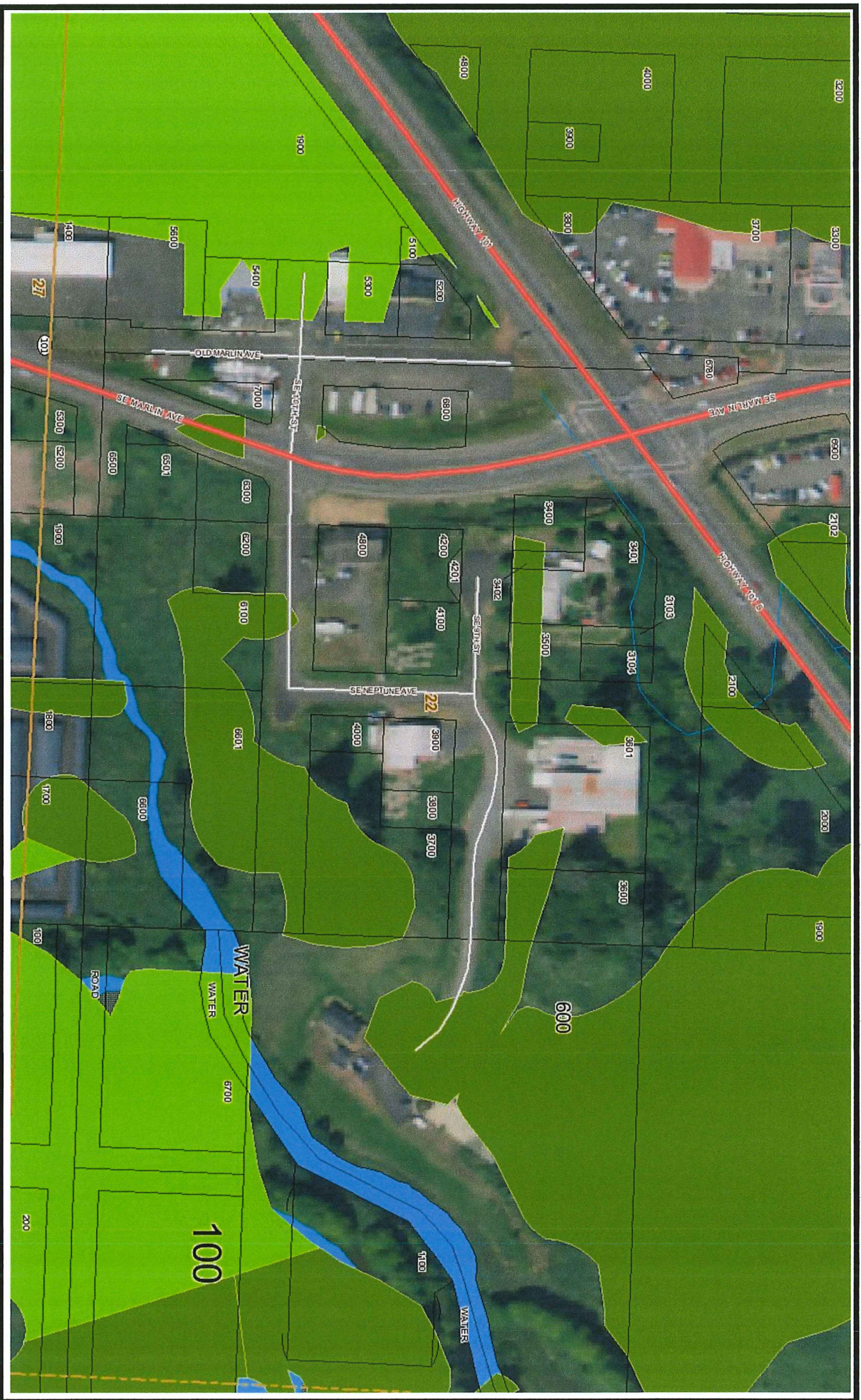
**For more information on Flood Protection Solutions, contact:**

Smart Vent 430 Andbro Drive, Unit 1 • Pitman, NJ 08071

Website: [www.smartvent.com](http://www.smartvent.com) Tel: (877) 441-8368 Email: [info@smartvent.com](mailto:info@smartvent.com)



# Map



## Clatsop County Webmaps

Disclaimer: This map was produced using Clatsop County GIS data. The GIS data is maintained by the County to support its governmental activities. This map should not be used for survey or engineering purposes. The County is not responsible for map errors, omissions, misuse or misinterpretation. Photos may not align with taxlots.





**Mead Engineering**

89643 Ocean Drive, Warrenton, Oregon 97146

Ph. 503-738-2538

mark@meadeng.com

11 January 2019

Baybreeze Oregon

Brandy Gregg

1480 SE 9th

Warrenton, Oregon 97146

Baybreezeoregon@gmail.com

Re ~~Pet~~ Care Facility

1410 SE 9<sup>th</sup> ave

Warrenton, Oregon 97146

Tax Lots 3800, 3900, 4000

Tax Map 8-10-22DD

Zoning C-1

This property is located at 9<sup>th</sup> and Neptune in Warrenton, Oregon. It is south of Hwy 101 and east of SE Marlin. It is zoned C-1 and will require a conditional use to allow for the ~~Pet~~ ~~Case~~ business. The site is level and has an existing 3510 sqft wood framed building on the site. It has gravel access drives and parking area. The building is served by city water and sewer, power and telco. The storm drainage in this area is by ditches located along the existing streets. According to the city's wetland maps this site does not contain any wetlands. Neptune and 10<sup>th</sup> streets are paved approximately 27' wide with no curbs or sidewalks. 9<sup>th</sup> is a mixture of pavement and gravel driving surfaces. The FEMA base flood elevation for this area is 12.0', the existing concrete floor is at an elevation of 8.13 feet.

A part of the building will remain storage, a kennel area, in-door dog exercise area, self service dog wash area, new handicap restroom and a small office area will be added. Since the floor area is below the FEMA flood heights the office and restroom areas will be constructed to FEMA flood proofing standards and have smart vents installed into these areas to allow for flooding. The remainder of the building will have flood vents installed to meet FEMA standards.

The exterior of the building will have rot repair completed, some new siding installed, a new covered entrance and exterior lighting installed. The exterior lighting shall be installed to not shine on adjacent properties.

The exterior of the site shall have a parking area installed, five outdoor dog runs and an agility exercise area installed. A 3' to 6' tall fence shall be installed around the outdoor dog areas.

Mark M. Mead

Professional Engineer Oregon 12181, Hawaii 7492, Washington 49698

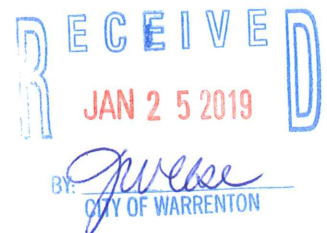
Geotechnical Engineer Oregon 12181

Professional Land Surveyor Oregon 2259

Oregon Structural Inspector #2555SIA

Oregon Structural Plans Examiner #2554PEA

OIC-OR Inspector Certification #OIC2587



## Mead Engineering

89643 Ocean Drive, Warrenton, Oregon 97146

Ph. 503-738-2538

mark@meadeng.com

Parking requirements have been calculated based upon the following:

Storage one space per 1000sqft =  $914/1000 = 1$  space

Grooming area one space per 350sqft =  $435/350 = 2$  spaces

Office area one space per 350sqft =  $230/350 = 1$  space

Kennels and training area one space per 350sqft =  $1931/350 = 6$  spaces

Total required parking 10 parking spaces

Parking provided:

Handicap = 1

Standard Spaces = 5

Compact spaces = 4

Total parking provided 10 parking spaces

The parking lot shall be graded to drain across the landscape areas into the existing ditch.

A bike rack shall be provided for 4 bicycles

The remaining portion of the site shall be used for landscaping. The landscaping shall cover approximately 15.3% of the total site.

There are three fire hydrants located within 250 feet of the site, with one being at the intersection of 9<sup>th</sup> and Neptune. The owner will have a fire flow test completed on these fire hydrants since the city does not have any records of fire flows.



EXPIRES 12/31/2020

Mark M. Mead

Professional Engineer Oregon 12181, Hawaii 7492, Washington 49698

Geotechnical Engineer Oregon 12181

Professional Land Surveyor Oregon 2259

Oregon Structural Inspector #2555SIA

Oregon Structural Plans Examiner #2554PEA

OIC-OR Inspector Certification #OIC2587

# ELEVATION CERTIFICATE

**Important:** Follow the instructions on pages 1-9.

Copy all pages of this Elevation Certificate and all attachments for (1) community official, (2) insurance agent/company, and (3) building owner.

SECTION A – PROPERTY INFORMATION						FOR INSURANCE COMPANY USE
A1. Building Owner's Name THOMAS TUSSING					Policy Number:	
A2. Building Street Address (including Apt., Unit, Suite, and/or Bldg. No.) or P.O. Route and Box No. 1410 SE 9TH STREET					Company NAIC Number:	
City WARRENTON		State Oregon		ZIP Code 97146		
A3. Property Description (Lot and Block Numbers, Tax Parcel Number, Legal Description, etc.) T8N, R10W, SEC 22DD, TAX LOT 390						
A4. Building Use (e.g., Residential, Non-Residential, Addition, Accessory, etc.) <u>SHOP/ STORAGE</u>						
A5. Latitude/Longitude: Lat. <u>N46D09M25.2S</u> Long. <u>W123D54M10.8S</u> Horizontal Datum: <input type="checkbox"/> NAD 1927 <input checked="" type="checkbox"/> NAD 1983						
A6. Attach at least 2 photographs of the building if the Certificate is being used to obtain flood insurance.						
A7. Building Diagram Number <u>1A</u>						
A8. For a building with a crawlspace or enclosure(s):						
a) Square footage of crawlspace or enclosure(s) <u>3494</u> sq ft						
b) Number of permanent flood openings in the crawlspace or enclosure(s) within 1.0 foot above adjacent grade <u>0</u>						
c) Total net area of flood openings in A8.b <u>0</u> sq in						
d) Engineered flood openings? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No						
A9. For a building with an attached garage:						
a) Square footage of attached garage <u>N/A</u> sq ft						
b) Number of permanent flood openings in the attached garage within 1.0 foot above adjacent grade _____						
c) Total net area of flood openings in A9.b _____ sq in						
d) Engineered flood openings? <input type="checkbox"/> Yes <input type="checkbox"/> No						
SECTION B – FLOOD INSURANCE RATE MAP (FIRM) INFORMATION						
B1. NFIP Community Name & Community Number WARRENTON 410033			B2. County Name CLATSOP		B3. State Oregon	
B4. Map/Panel Number 41007C0217	B5. Suffix E	B6. FIRM Index Date 6/20/2018	B7. FIRM Panel Effective/ Revised Date 3/17/2010	B8. Flood Zone(s) AE	B9. Base Flood Elevation(s) (Zone AO, use Base Flood Depth) 12.0	
B10. Indicate the source of the Base Flood Elevation (BFE) data or base flood depth entered in Item B9: <input type="checkbox"/> FIS Profile <input checked="" type="checkbox"/> FIRM <input type="checkbox"/> Community Determined <input type="checkbox"/> Other/Source: _____						
B11. Indicate elevation datum used for BFE in Item B9: <input type="checkbox"/> NGVD 1929 <input checked="" type="checkbox"/> NAVD 1988 <input type="checkbox"/> Other/Source: _____						
B12. Is the building located in a Coastal Barrier Resources System (CBRS) area or Otherwise Protected Area (OPA)? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Designation Date: _____ <input type="checkbox"/> CBRS <input type="checkbox"/> OPA						

**ELEVATION CERTIFICATE**

<b>IMPORTANT: In these spaces, copy the corresponding information from Section A.</b>		<b>FOR INSURANCE COMPANY USE</b>
Building Street Address (including Apt., Unit, Suite, and/or Bldg. No.) or P.O. Route and Box No. 1410 SE 9th STREET		Policy Number:
City WARRENTON, OREGON	State OREGON	ZIP Code 97146
		Company NAIC Number

**SECTION C – BUILDING ELEVATION INFORMATION (SURVEY REQUIRED)**

C1. Building elevations are based on:  Construction Drawings\*  Building Under Construction\*  Finished Construction  
\*A new Elevation Certificate will be required when construction of the building is complete.

C2. Elevations – Zones A1–A30, AE, AH, A (with BFE), VE, V1–V30, V (with BFE), AR, AR/A, AR/AE, AR/A1–A30, AR/AH, AR/AO. Complete Items C2.a–h below according to the building diagram specified in Item A7. In Puerto Rico only, enter meters.

Benchmark Utilized: H-887 HWY 1981 Vertical Datum: NAVD 1988=31.48 FT

Indicate elevation datum used for the elevations in items a) through h) below.

NGVD 1929  NAVD 1988  Other/Source: \_\_\_\_\_

Datum used for building elevations must be the same as that used for the BFE.

Check the measurement used.

- |   |       |  |                                 |
|---|-------|--|---------------------------------|
| a) Top of bottom floor (including basement, crawlspace, or enclosure floor)   | 8.13  | <input checked="" type="checkbox"/> feet | <input type="checkbox"/> meters |
| b) Top of the next higher floor   | N/A   | <input type="checkbox"/> feet            | <input type="checkbox"/> meters |
| c) Bottom of the lowest horizontal structural member (V Zones only)   | N/A   | <input type="checkbox"/> feet            | <input type="checkbox"/> meters |
| d) Attached garage (top of slab)  | 8.13  | <input checked="" type="checkbox"/> feet | <input type="checkbox"/> meters |
| e) Lowest elevation of machinery or equipment servicing the building<br>(Describe type of equipment and location in Comments) | 12.66 | <input checked="" type="checkbox"/> feet | <input type="checkbox"/> meters |
| f) Lowest adjacent (finished) grade next to building (LAG)  | 7.93  | <input checked="" type="checkbox"/> feet | <input type="checkbox"/> meters |
| g) Highest adjacent (finished) grade next to building (HAG)   | 8.84  | <input checked="" type="checkbox"/> feet | <input type="checkbox"/> meters |
| h) Lowest adjacent grade at lowest elevation of deck or stairs, including structural support                                  | N/A   | <input type="checkbox"/> feet            | <input type="checkbox"/> meters |

**SECTION D – SURVEYOR, ENGINEER, OR ARCHITECT CERTIFICATION**

This certification is to be signed and sealed by a land surveyor, engineer, or architect authorized by law to certify elevation information. I certify that the information on this Certificate represents my best efforts to interpret the data available. I understand that any false statement may be punishable by fine or imprisonment under 18 U.S. Code, Section 1001.

Were latitude and longitude in Section A provided by a licensed land surveyor?  Yes  No  Check here if attachments.

Certifier's Name  
NEIL A. MENDENHALL JR.,

License Number  
LS 2001

Title  
OWNER

Company Name  
MENDENHALL & ASSOC

Address  
PO BOX 2025

City  
GEARHART

State  
Oregon

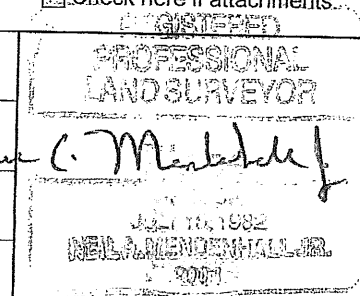
ZIP Code  
97138

Signature  
*Neil A. Mendenhall Jr.*

Date  
9/15/2018

Telephone  
(503) 738-6363

RENEWAL DATE: 12/31/18



Copy all pages of this Elevation Certificate and all attachments for (1) community official, (2) insurance agent/company, and (3) building owner.

Comments (including type of equipment and location, per C2(e), if applicable)  
FURNACE IS MOUNTED OVERHEAD. LIGHT SWITCHES ARE THE LOWEST EQUIPMENT SERVICING THE BUILDING AT ELEVATION 12.66 FT NAVD 1988.



BUILDING PHOTOGRAPHS

See Instructions for Item A6.

OMB No. 1660-0008  
Expiration Date: November 30, 2018

ELEVATION CERTIFICATE

<b>IMPORTANT: In these spaces, copy the corresponding information from Section A.</b>			<b>FOR INSURANCE COMPANY USE</b>
Building Street Address (including Apt., Unit, Suite, and/or Bldg. No.) or P.O. Route and Box No. 1410 S.E. 9th STREET			Policy Number:
City WARRENTON	State OREGON	ZIP Code 97146	Company NAIC Number

If using the Elevation Certificate to obtain instructions for Item A6. Identify all photographs "Left Side View." When applicable, photographs, as indicated in Section A8. If subn

FRONT - NORTH  
SIDE LOOKING  
SOUTH FROM  
SE 9TH STREET.

9/8/2018  
ML



Photo One Caption

REAR - SOUTH SIDE  
AND SW CORNER  
LOOKING NE  
FROM NEPTUNE  
AVENUE,

9/8/2018  
ML



Photo Two

Photo Two Caption

Clear Photo Two



BUILDING PHOTOGRAPHS

Continuation Page

OMB No. 1660-0008  
Expiration Date: November 30, 2018

ELEVATION CERTIFICATE

<b>IMPORTANT: In these spaces, copy the corresponding information from Section A.</b>			<b>FOR INSURANCE COMPANY USE</b>
Building Street Address (including Apt., Unit, Suite, and/or Bldg. No.) or P.O. Route and Box No. 1410 SE. 9th STREET			Policy Number:
City WARRENTON	State OREGON	ZIP Code 97146	Company NAIC Number

If submitting more photographs than w  
with: date taken; "Front View" and "f  
photographs must show the foundation v

EAST SIDE ~  
LOOKING WEST  
FROM VACANT  
PROPERTY EAST  
OF BUILDING

9/8/2018  
mm

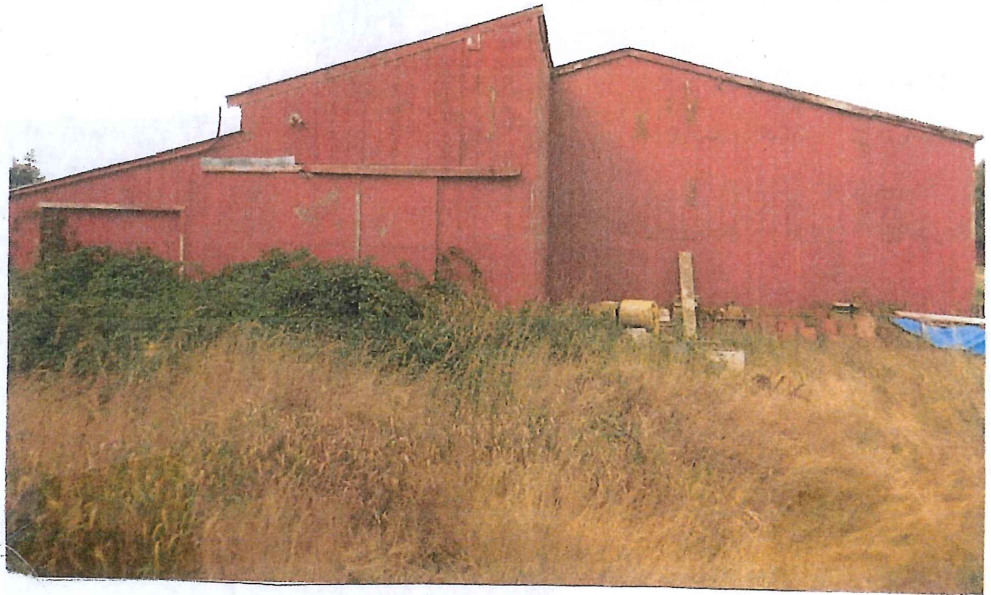


Photo Three Caption

WEST SIDE  
LOOKING EAST  
FROM SE NEPTUNE  
AVENUE.

9/8/2018  
mm



Photo Four

Photo Four Caption

Clear Photo Four



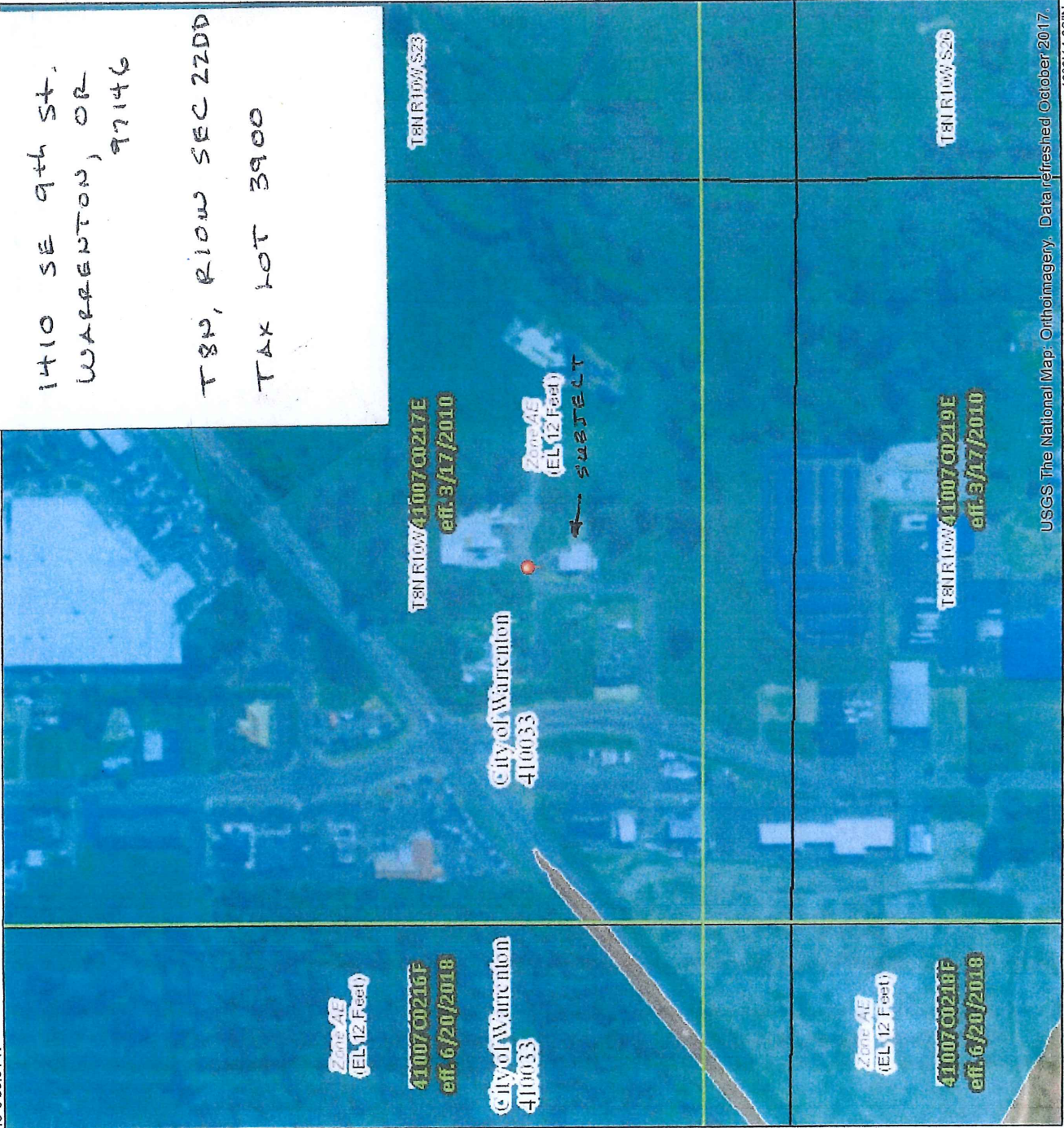




# National Flood Hazard Layer FIRMette



46°9'38.01"N



USGS The National Map: Orthoimagery. Data refreshed October 2017. 46°9'14.08"N

## Legend

SEE FIS REPORT FOR DETAILED LEGEND AND INDEX MAP FOR FIRM PANEL LAYOUT

	Without Base Flood Elevation (BFE) Zone A, V, A99 With BFE or Depth Zone AE, AD, AH, VE, AR Regulatory Floodway
	0.2% Annual Chance Flood Hazard, Areas of 1% annual chance flood with average depth less than one foot or with drainage areas of less than one square mile Zone X
	Future Conditions 1% Annual Chance Flood Hazard Zone X
	Area with Reduced Flood Risk due to Levees. See Notes. Zone X
	Area with Flood Risk due to Levee Zone D
	Area of Minimal Flood Hazard Zone X Effective LOMRs
	Area of Undetermined Flood Hazard Zone D
	Channel, Culvert, or Storm Sewer
	Levees, Dikes, or Floodwall
	Cross Sections with 1% Annual Chance Water Surface Elevation
	Coastal Transect
	Base Flood Elevation Line (BFE)
	Limit of Study
	Jurisdiction Boundary
	Coastal Transect Baseline
	Profile Baseline
	Hydrographic Feature
	Digital Data Available
	No Digital Data Available
	Unmapped



The pin displayed on the map is an approximate point selected by the user and does not represent an authoritative property location.

This map complies with FEMA's standards for the use of digital flood maps if it is not void as described below. The basemap shown complies with FEMA's basemap accuracy standards

The flood hazard information is derived directly from the authoritative NFHL web services provided by FEMA. This map was exported on 9/15/2018 at 2:44:45 PM and does not reflect changes or amendments subsequent to this date and time. The NFHL and effective information may change or become superseded by new data over time.

This map image is void if the one or more of the following map elements do not appear: basemap imagery, flood zone labels, legend, scale bar, map creation date, community identifiers, FIRM panel number, and FIRM effective date. Map images for unmapped and unmodernized areas cannot be used for regulatory purposes.

Page 6/8



1410 SE 9TH ST.

WARRENTON, OR 97146

T8N R10W SEC 22DD

TAX LOT 3900

PAGE 7/8

Clatsop County GIS Help FAQ

Search Tools Sketch Tools Advanced Print

Basemap Photo Taxmap

Map Layers Search Taxlots Results

Aerial Photos

- 2016 Photo - Countywide (1m)
- 2014 Photo - Countywide (1m)
- 2011 Photo - Warrenton (6in)
- 2011 Photo - Countywide (1m)
- 2011 Photo - Near Infrared (1m)
- 2009 Photo (1/2m)
- 2005 Photo (1/2m)
- 2002 Photo(1m)
- 1994 Photo (1m)

Data

- Big Game Habitat
- City
- City Name
- Commissioner Districts
- County Boundary
- County Buildings
- Diking Districts
- Drainage Districts
- Elevation - Contours

Zoom To



T8N R10W SEC 22DD WM  
CLATSOP COUNTY

Scale 1:1200

0 100 200 300 400 ft

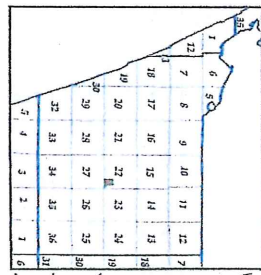
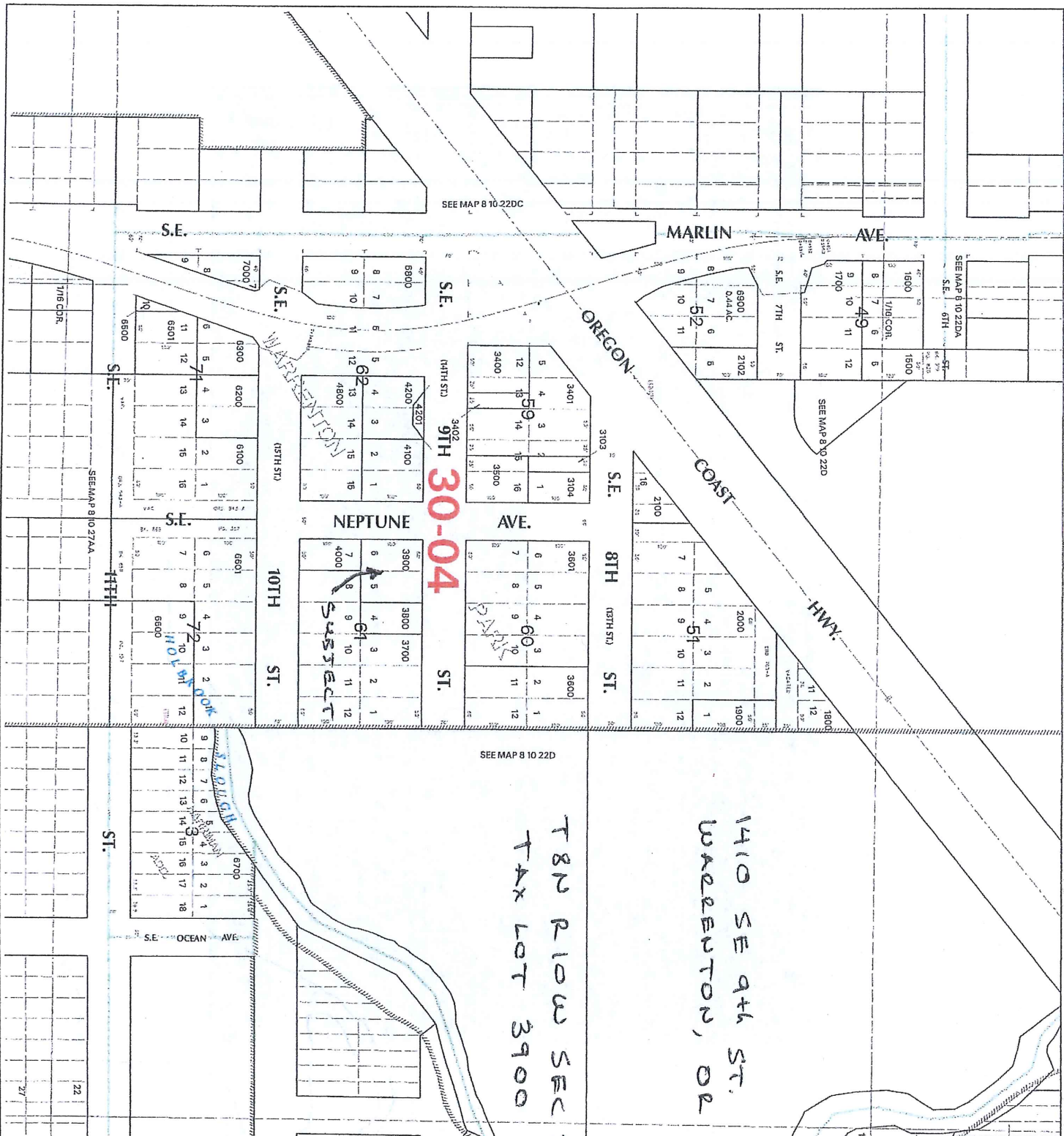
Cancelled Accounts

Page 8/8

1410 SE 9TH ST.  
WARRENTON, OR 97146

T8N R10W SEC 22DD  
TAX LOT 3900

30-04  
91H



June 06, 2018

8.10.22DD



This map was prepared for the purpose of providing information to the public. It is not intended to be used for any other purpose. The County is not responsible for any errors or omissions. The County is not liable for any damages, including consequential damages, arising from the use of this map.

1000 1500 2000 2500 3000 3500 4000 4500 5000 5500 6000 6500 7000 7500 8000 8500 9000 9500 10000

Lot Area 20000 sqft  
 Inside property line  
 paving area = 5612 sqft = 28.0%  
 Building Area = 3510 sqft = 17.6%  
 Dog Run Areas = 1575 sqft = 7.9%  
 Agility area = 6239 sqft = 31.2%  
 Landscape area = 3064 sqft = 15.3%

Existing Building  
 1410 SE 9th  
 3510sqft

parking  
 storage 914/1000=1 space  
 grooming 435/350=2 spaces  
 office 230sqft/350=1 parking  
 kennel training area 1931sqft / 350=6 spaces  
 Total 10 spaces

FEMA flood elevation = 12.0  
 Finsih floor elevation = 8.13

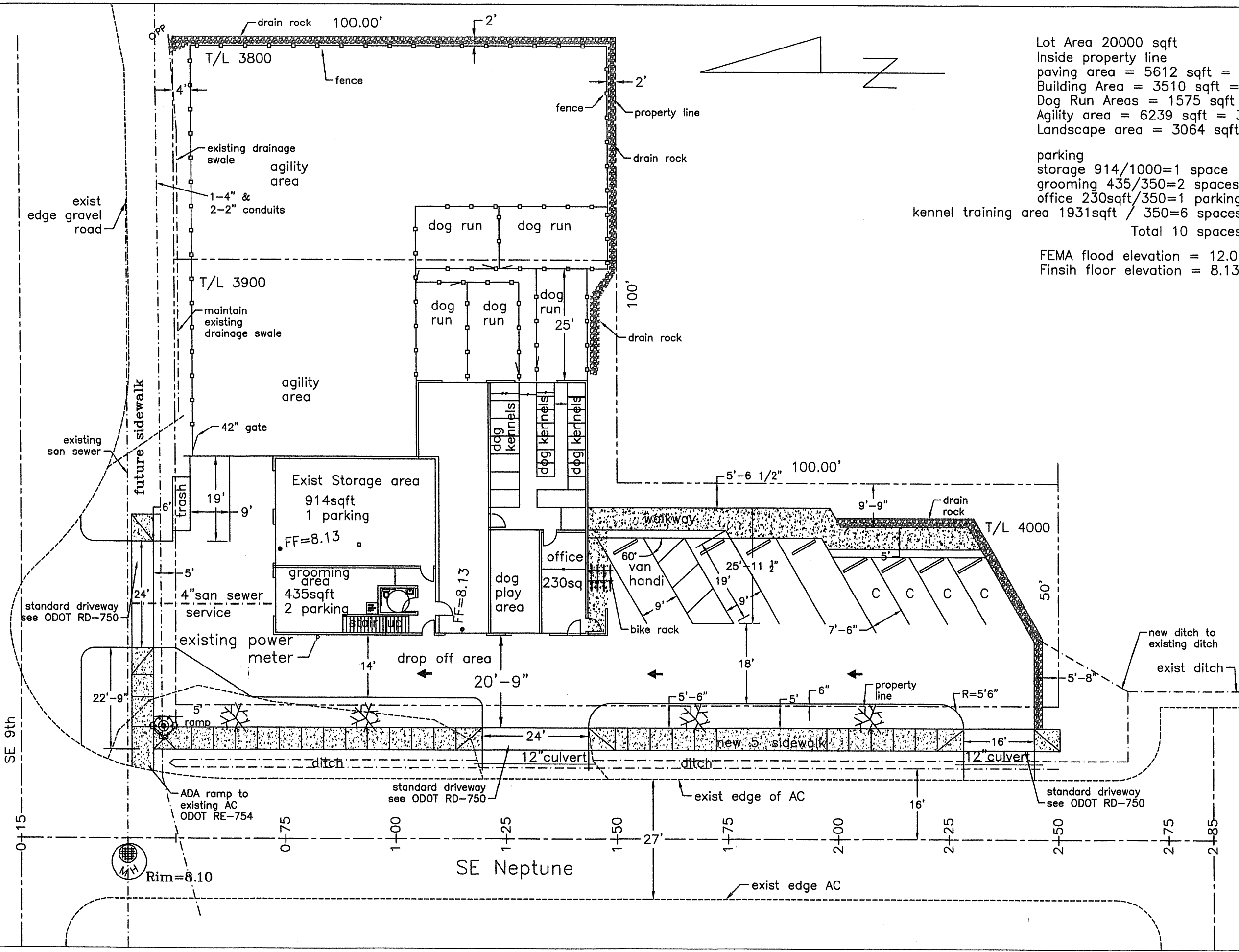


EXPIRES 12/31/2020  
 3 Jan 2019  
 18 Jan 2019  
 Revised 3/07/2019

New Site Plan  
 Bay Breeze  
 1410 SE 9th  
 Warrenton, Or 97146

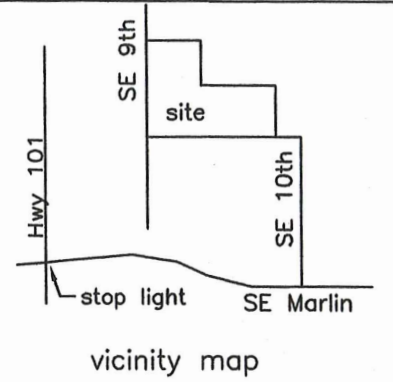
Mailing Address  
 1480 SE 9th  
 Warrenton, Or 97146  
 Contract: Brandy Gregg  
 Ph:352-219-4070  
 Email:  
 baybreezeoregon@gmail.com

**M**ead  
**E**ngineering LLC  
 89643 OCEAN DRIVE  
 WARRENTON, OREGON 97146  
 Ph. 503-738-2538  
 Email: mark@meadeng.com  
 Scale 1"=20' Sht 2





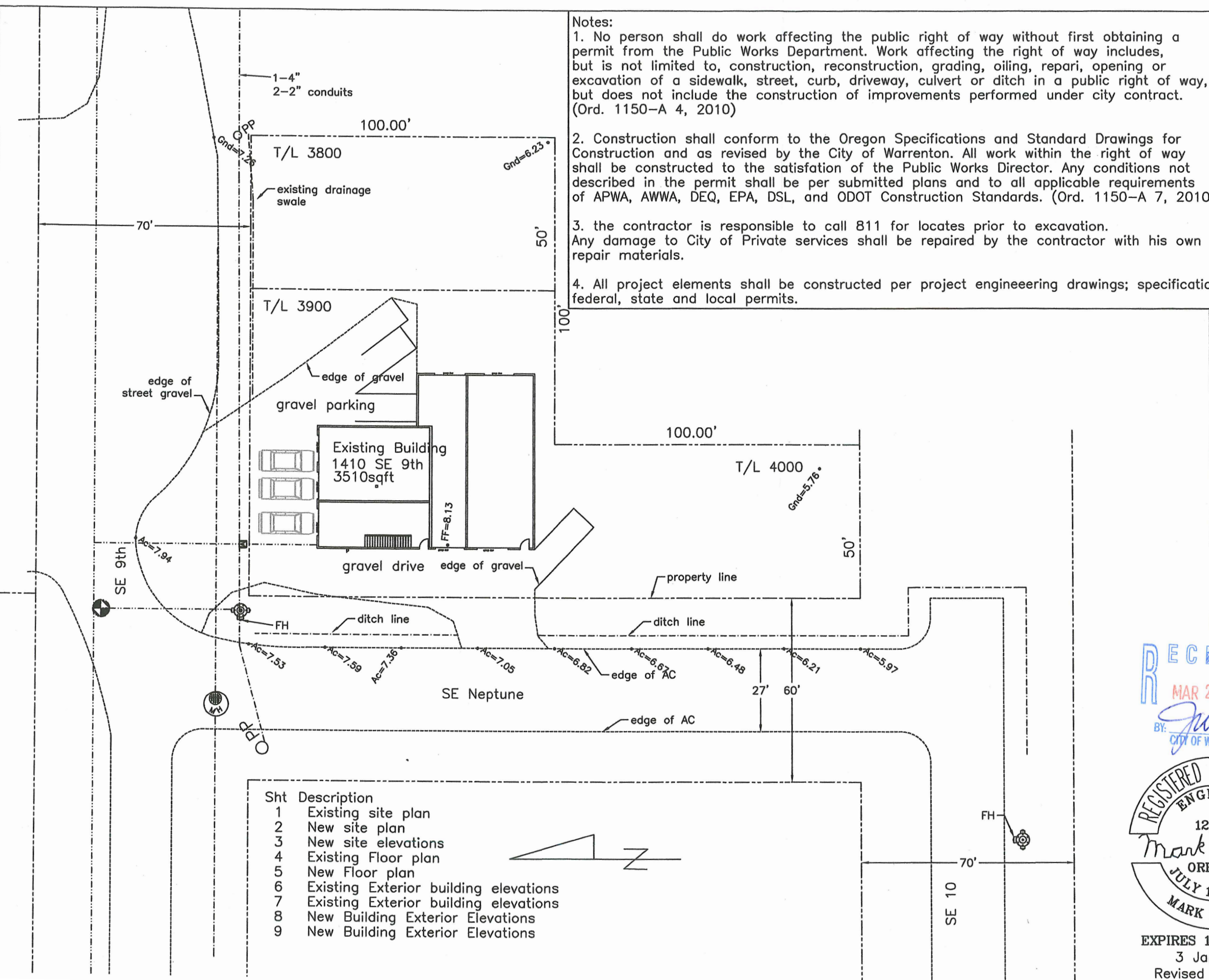
Tax Map 8-10-22DD  
 Zoning: C-1 general commercial  
 Lot Area 20000 sqft  
 Building Area = 3510 sqft = 17.6%



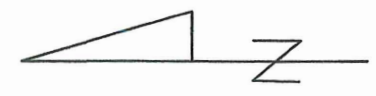
Notes:  
 1. No person shall do work affecting the public right of way without first obtaining a permit from the Public Works Department. Work affecting the right of way includes, but is not limited to, construction, reconstruction, grading, oiling, repair, opening or excavation of a sidewalk, street, curb, driveway, culvert or ditch in a public right of way, but does not include the construction of improvements performed under city contract. (Ord. 1150-A 4, 2010)  
 2. Construction shall conform to the Oregon Specifications and Standard Drawings for Construction and as revised by the City of Warrenton. All work within the right of way shall be constructed to the satisfaction of the Public Works Director. Any conditions not described in the permit shall be per submitted plans and to all applicable requirements of APWA, AWWA, DEQ, EPA, DSL, and ODOT Construction Standards. (Ord. 1150-A 7, 2010)  
 3. the contractor is responsible to call 811 for locates prior to excavation. Any damage to City of Private services shall be repaired by the contractor with his own repair materials.  
 4. All project elements shall be constructed per project engineering drawings; specifications; federal, state and local permits.

**LEGEND**

- 14.15= existing ground elevation
- Tc= new top of curb
- Ac= top of asphalt
- Cc= top of concrete
- Manhole
- New trees
- water meter gate valve
- property line
- edge of existing AC
- gas line
- sanitary sewer
- water main
- Fence Wood



Sht	Description
1	Existing site plan
2	New site plan
3	New site elevations
4	Existing Floor plan
5	New Floor plan
6	Existing Exterior building elevations
7	Existing Exterior building elevations
8	New Building Exterior Elevations
9	New Building Exterior Elevations



**RECEIVED**  
 MAR 26 2019  
 BY: *J. J. J.*  
 CITY OF WARRENTON

**REGISTERED PROFESSIONAL ENGINEER**  
 12,181  
*Mark M Mead*  
 OREGON  
 JULY 15, 1983  
 MARK M MEAD

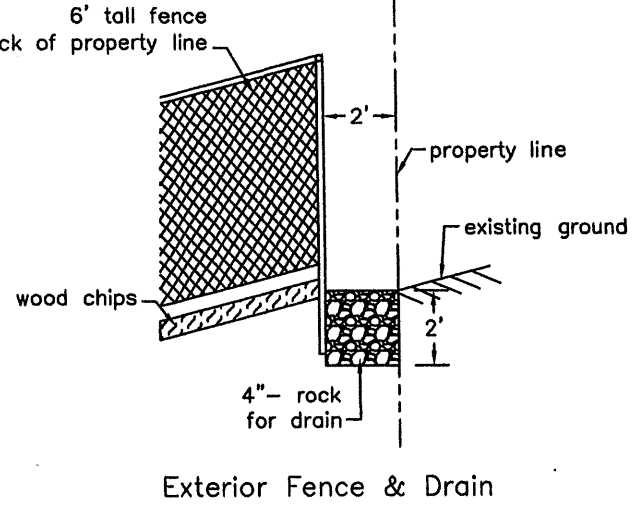
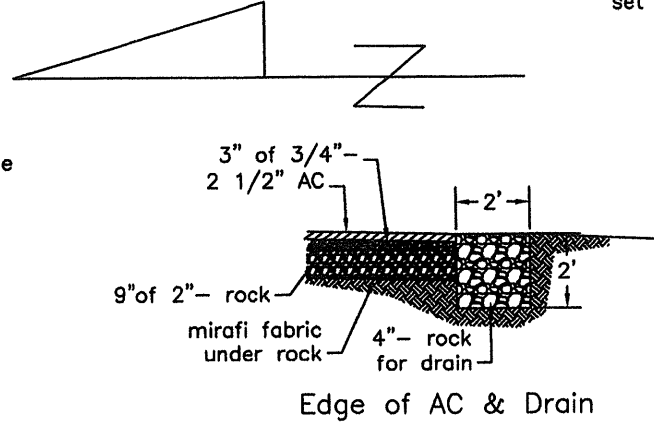
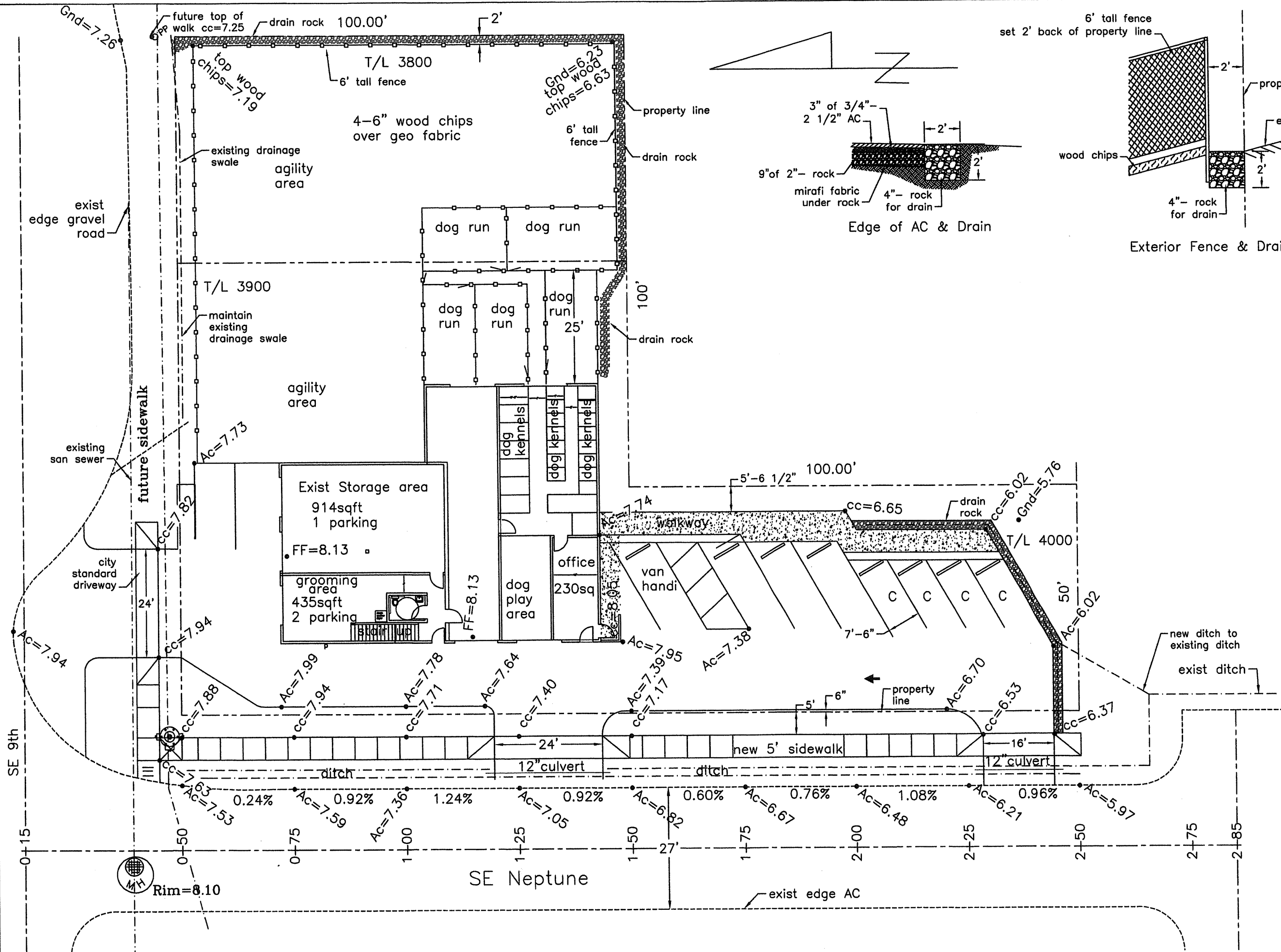
**Existing Site Plan**  
**Bay Breeze**  
 1410 SE 9th  
 Warrenton, Or 97146

Mailing Address  
 1480 SE 9th  
 Warrenton, Or 97146  
 Contract: Brandy Gregg  
 Ph: 352-219-4070  
 Email: baybreezeoregon@gmail.com

EXPIRES 12/31/2020  
 3 Jan 2019  
 Revised 3/07/2019

**Mead Engineering LLC**  
 89643 OCEAN DRIVE  
 WARRENTON, OREGON 97146  
 Ph. 503-738-2538  
 Email: mark@meadeng.com

Scale 1"=30' Sht 1



EXPIRES 12/31/2020

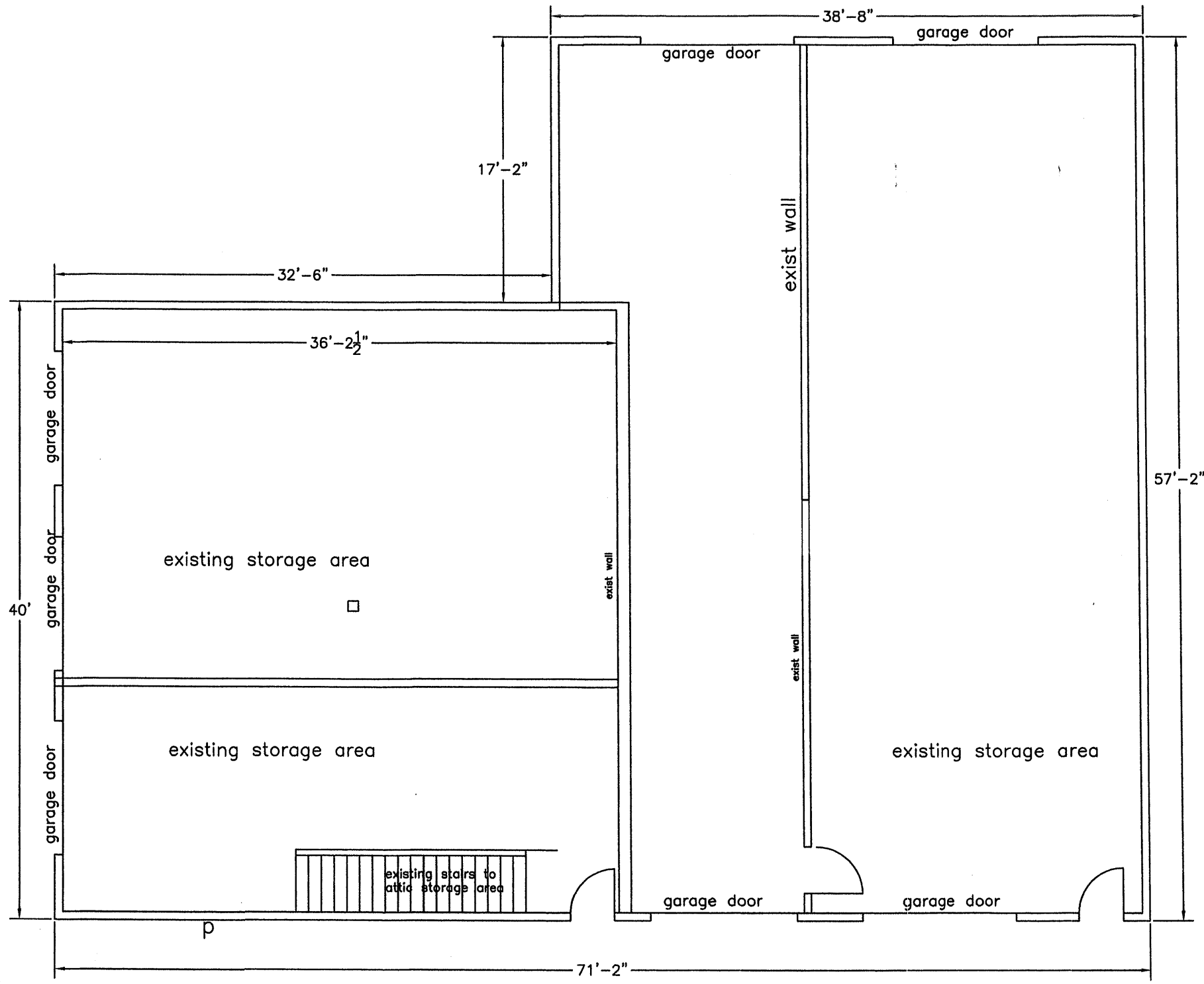
3 Jan 2019  
18 Jan 2019  
Revised 3/07/2019

### New Site Elevations

**Bay Breeze**  
1410 SE 9th  
Warrenton, Or 97146

Mailing Address  
1480 SE 9th  
Warrenton, Or 97146  
Contract: Brandy Gregg  
Ph:352-219-4070  
Email:  
baybreezeoregon@gmail.com

**Mead Engineering LLC**  
89643 OCEAN DRIVE  
WARRENTON, OREGON 97146  
Ph. 503-738-2538  
Email: mark@meadeng.com  
Scale 1"=20' Sht 3



Existing Floor Plan  
 Bay Breeze  
 1410 SE 9th  
 Warrenton, Or 97146  
 Mailing Address  
 1480 SE 9th  
 Warrenton, Or 97146  
 Contract: Brandy Gregg  
 Ph:352-219-4070  
 Email:  
 baybreezeoregon@gmail.com

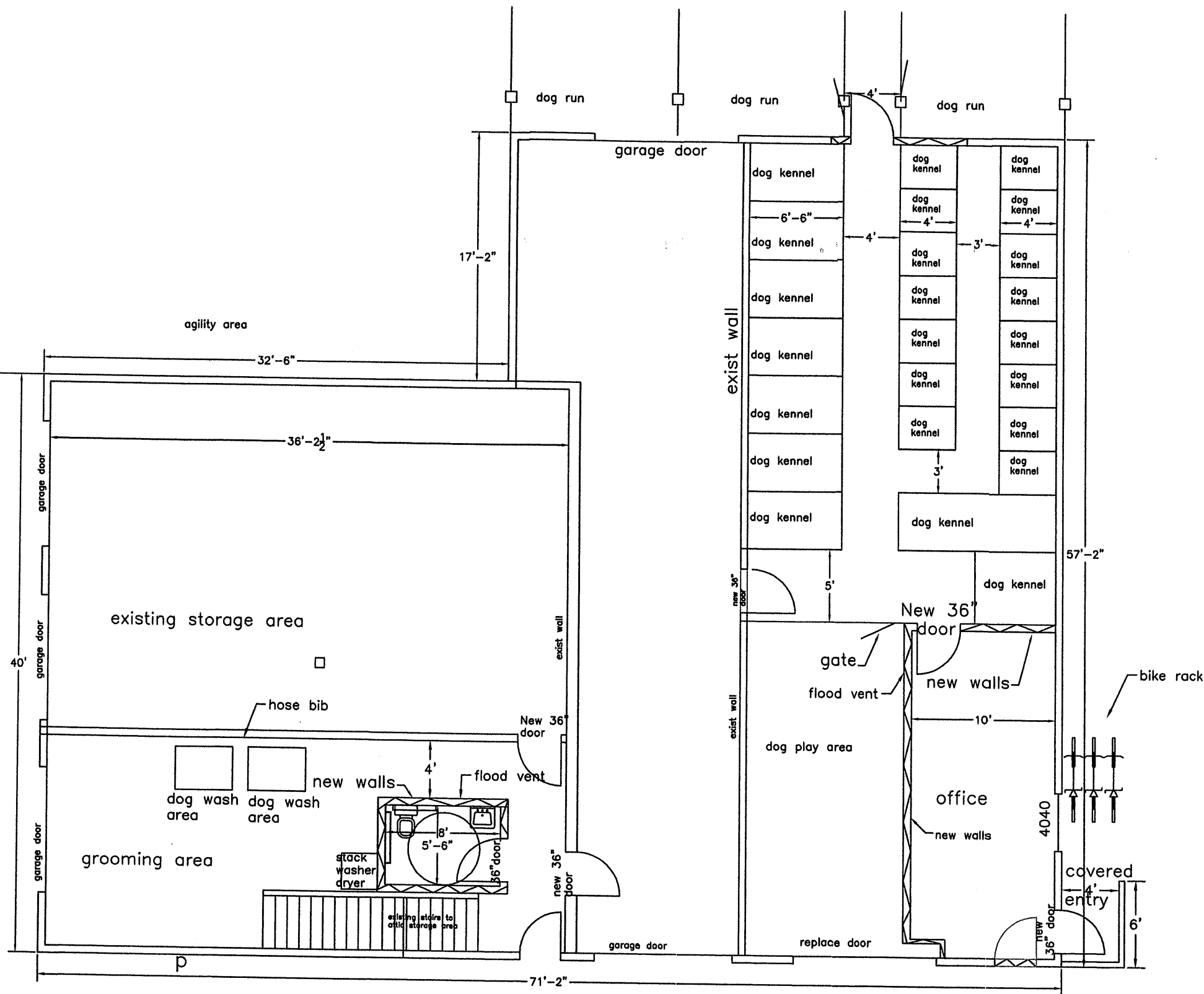


EXPIRES 12/31/2020  
 3 Jan 2019

Mead  
 Engineering LLC  
 89643 OCEAN DRIVE  
 WARRENTON, OREGON 97146  
 Ph. 503-738-2538  
 Email: mark@meadeng.com  
 Scale 1/8"=1' Sht 4



Install 18 smart vents around exterior walls for flood water flow  
Interior of office and restrooms to have 48" tall plywood on walls with rigid insulation behind these areas  
one smart vent into restroom area  
one smart vent between office interior and rest of interior of building



New Floor Plan  
Bay Breeze  
1410 SE 9th  
Warrenton, Or 97146

Mailing Address  
1480 SE 9th  
Warrenton, Or 97146  
Contract: Brandy Gregg  
Ph: 352-219-4070  
Email:  
baybreezeoregon@gmail.com

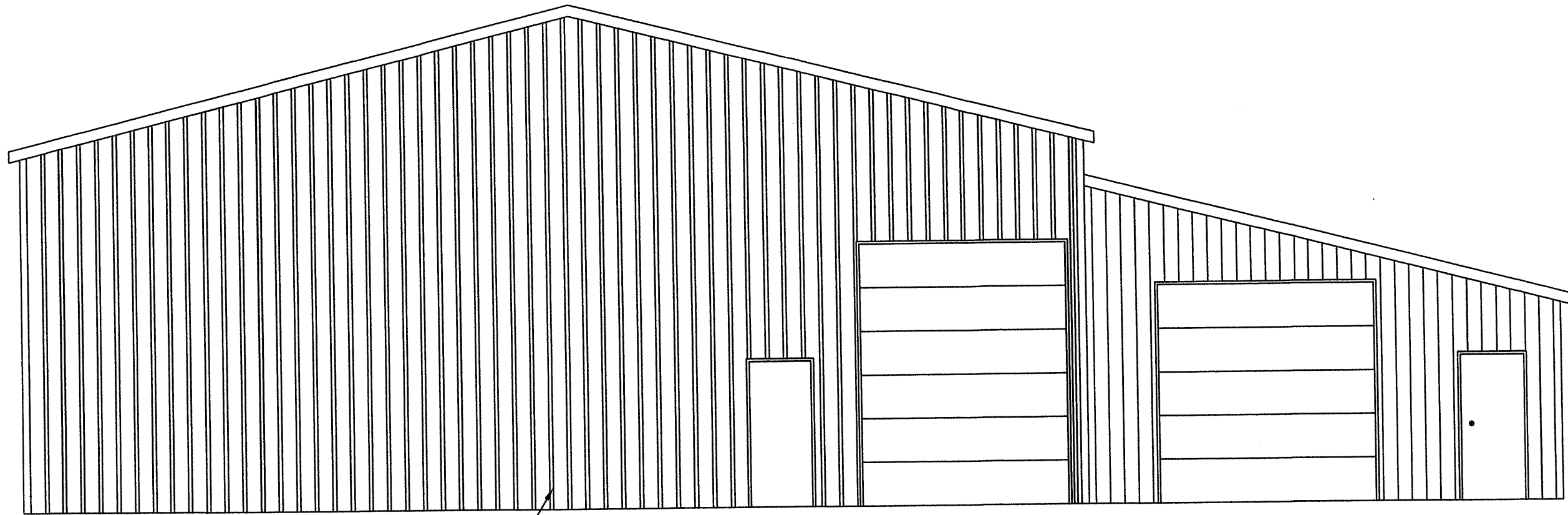


EXPIRES 12/31/2020

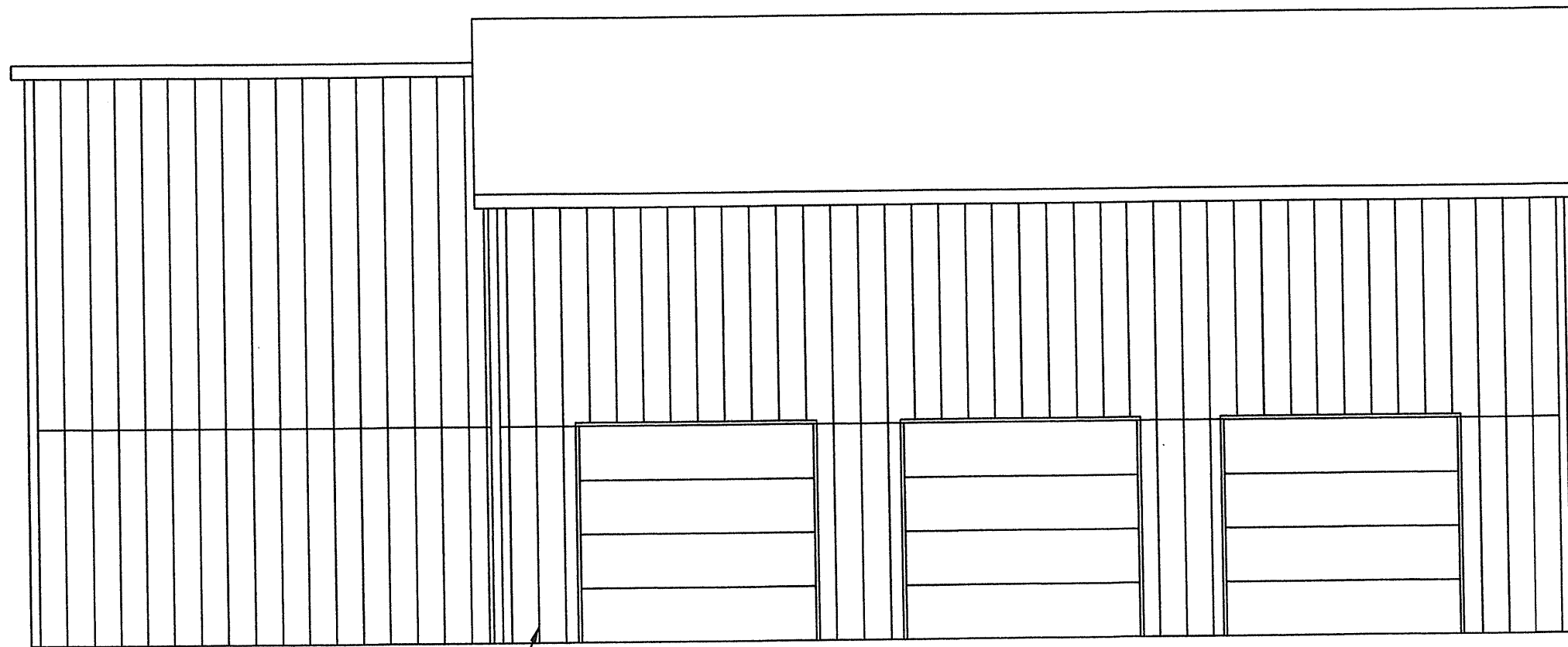
3 Jan 2019

**M**ead  
**E**ngineering LLC  
89643 OCEAN DRIVE  
WARRENTON, OREGON 97146  
Ph. 503-738-2538  
Email: mark@meadeng.com

Scale 1/8"=1' Sht 5



existing metal siding — Neptune



existing T 1-11 — 9th

Existing Exterior Elevations

Bay Breeze  
1410 SE 9th  
Warrenton, Or 97146

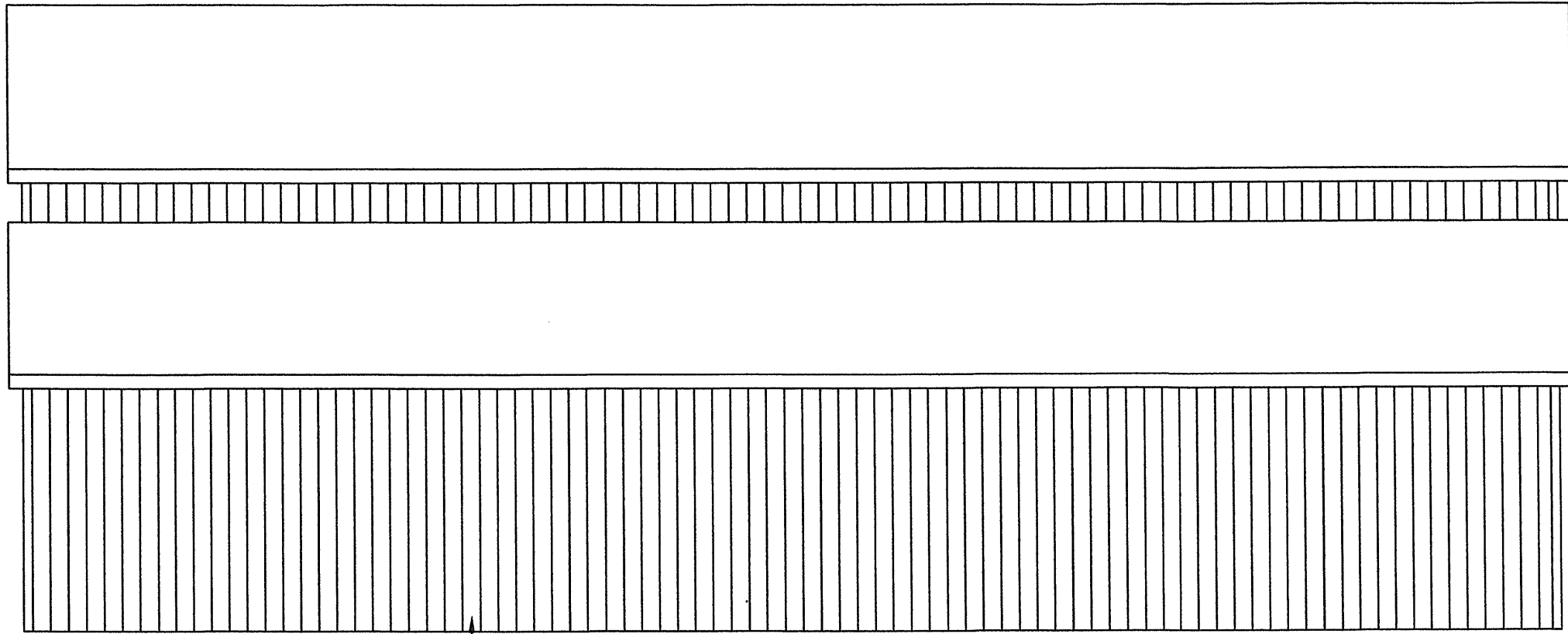
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EXPIRES 12/31/2020  
3 Jan 2019  
Revised 3/20/2019

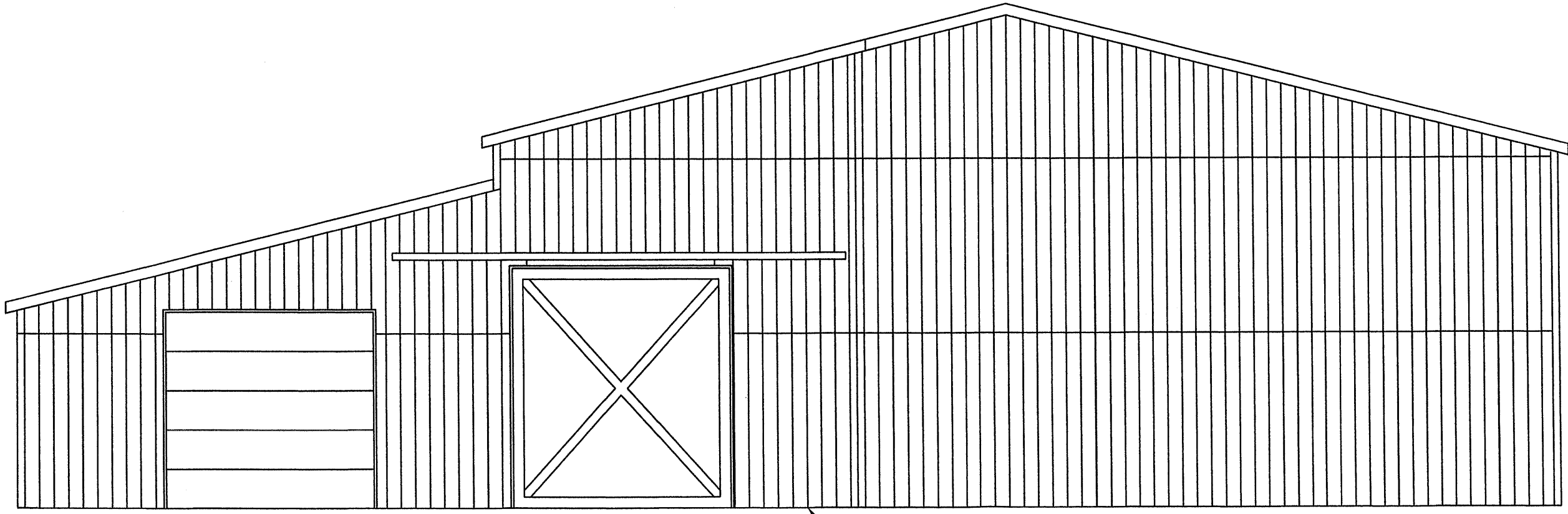
Mead  
Engineering LLC  
89643 OCEAN DRIVE  
WARRENTON, OREGON 97146  
Ph. 503-738-2538  
Email: mark@meadeng.com

Scale 3/16"=1' Sht 6



existing T 1-11

10th street side



existing T 1-11

rear



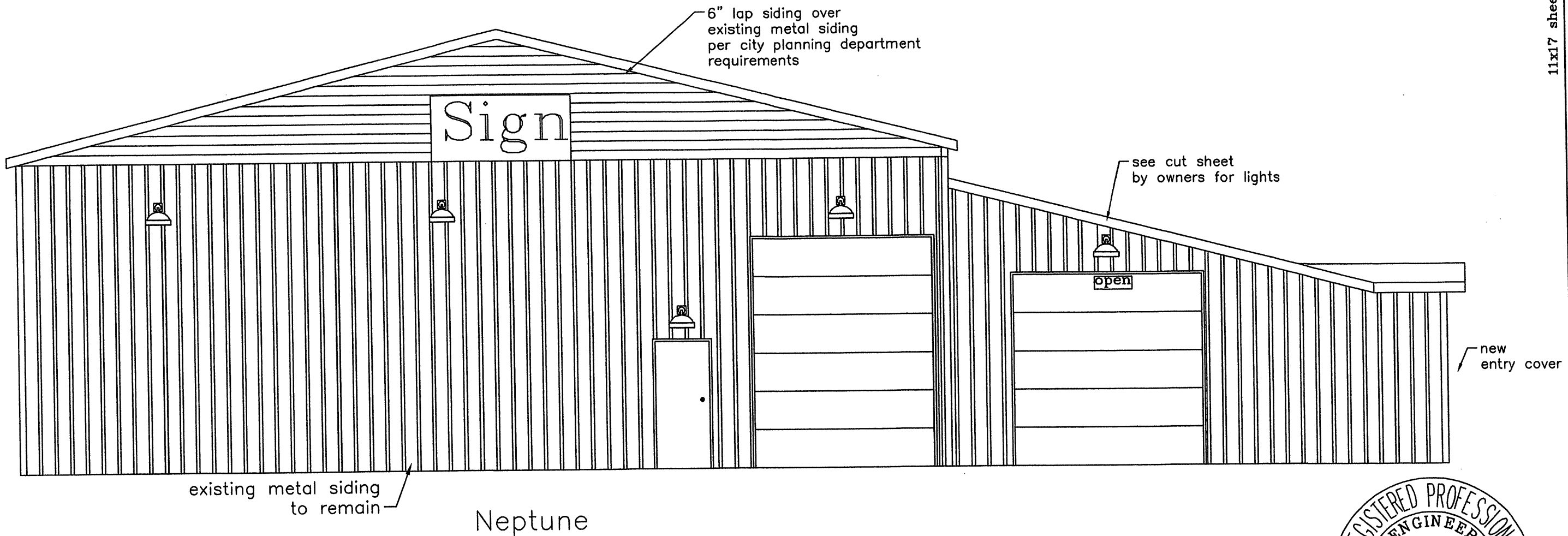
EXPIRES 12/31/2020

Existing Exterior Elevations

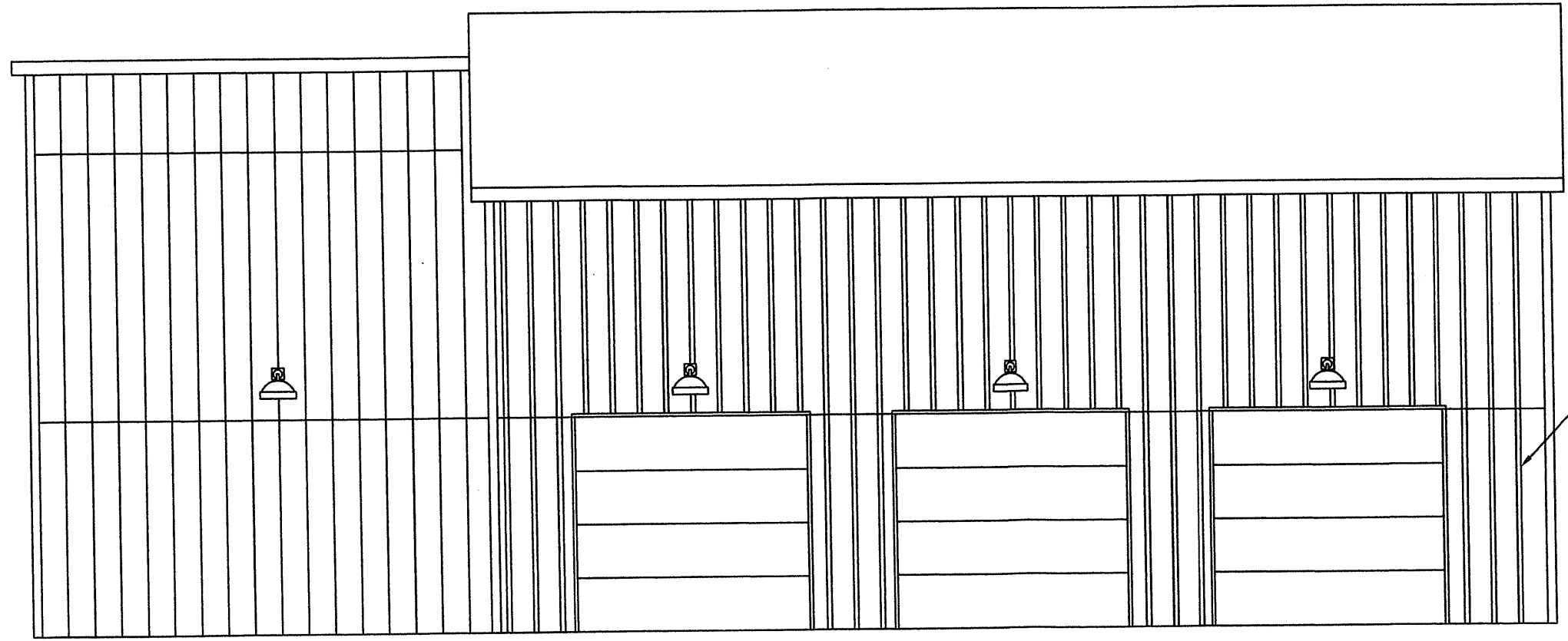
Bay Breeze  
1410 SE 9th  
Warrenton, Or 97146

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WARRENTON, OREGON 97146  
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Neptune



9th



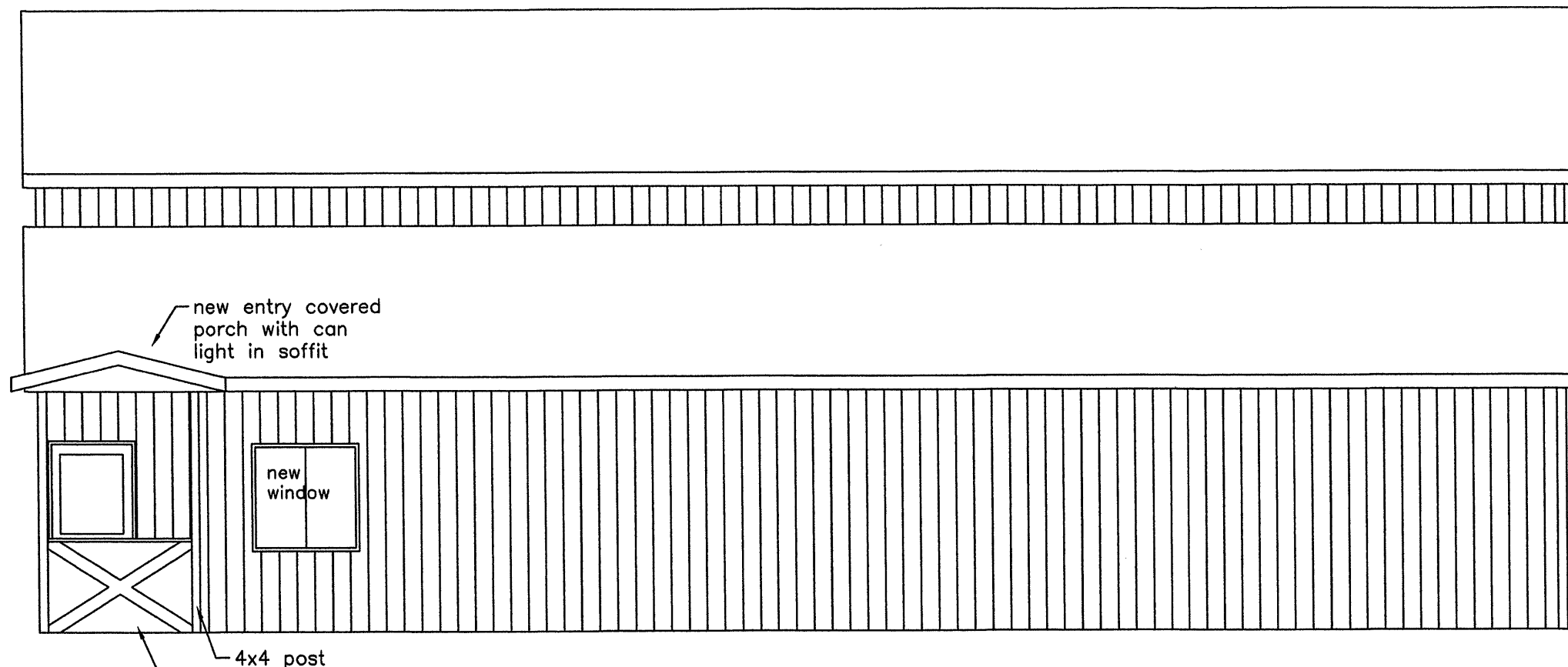
EXPIRES 12/31/2020

New Exterior Elevations  
 Bay Breeze  
 1410 SE 9th  
 Warrenton, Or 97146

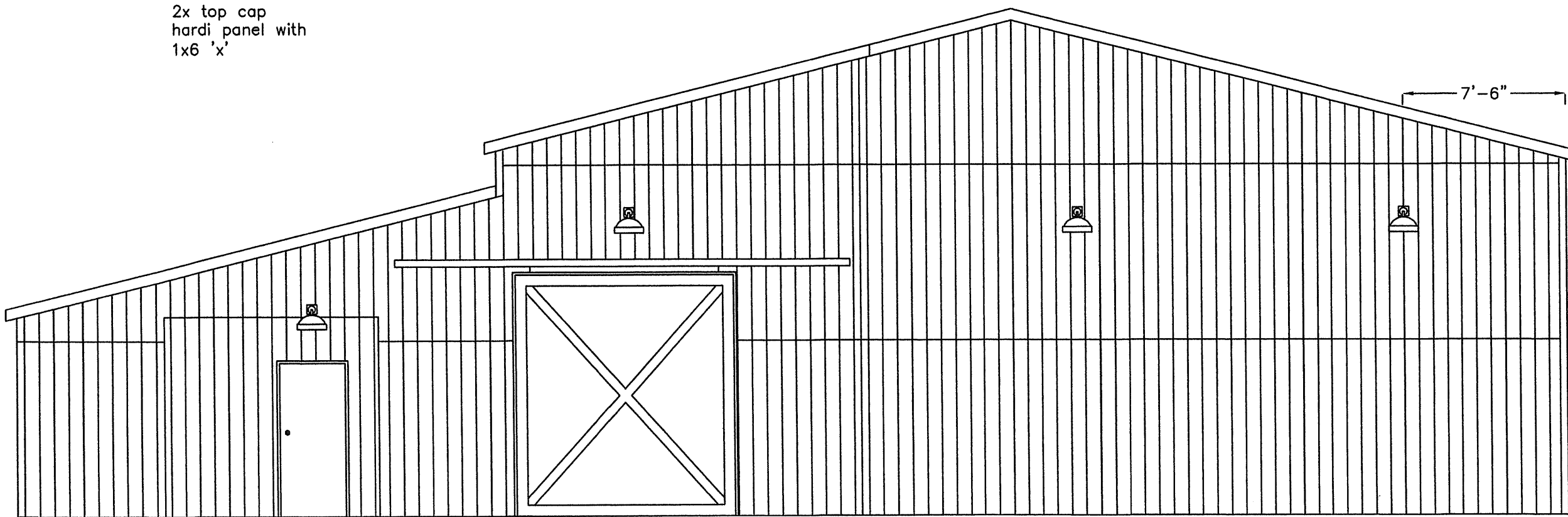
Mailing Address  
 1480 SE 9th  
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**M**ead  
**E**ngineering LLC  
 89643 OCEAN DRIVE  
 WARRENTON, OREGON 97146  
 Ph. 503-738-2538

3 Jan 2019  
 Revised 1/18/19  
 Revised 3/20/2019  
 Email: mark@meadeng.com  
 Scale 3/16"=1' Sht 8



10th street side



rear



EXPIRES 12/31/2020

New Exterior Elevations

Bay Breeze  
1410 SE 9th  
Warrenton, Or 97146

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baybreezeoregon@gmail.com

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Engineering LLC  
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WARRENTON, OREGON 97146  
Ph. 503-738-2538  
Email: mark@meadeng.com

*"Making a difference through excellence of service"*



## CITY OF WARRENTON

May 2, 2019

TO: Warrenton Planning Commission  
FROM: Kevin A. Cronin, AICP, Community Development Director  
RE: B&C Construction, LLC dba Coastal Maintenance Conditional Use Permit CUP 18-3 and Site Design Review 18-1 – Modification of Existing Plan (MC 19-1)

### **Background**

On behalf of Coastal Maintenance, Liz Castro has applied for a modification of an existing conditional use permit to construct an expanded contractor's shop at 2103 SE Dolphin Ave (Tax Lot 81033A00203). A lot line adjustment (LLA 18-3) with an adjacent owner created more space to expand the original building footprint that was approved by the Planning Commission in July 2018. There are two tenant spaces proposed: a general construction firm and a plumbing contractor. A modification permit is required per Warrenton Municipal Code 16.228.030: "Major Modifications" since the proposal is to expand.. "more than 10% of non-residential use." The shop is in the General Commercial (C-1) zoning district which identifies a contractor shop as a conditional use.

### **Application Timeline & Public Process**

A pre-application conference was held on February 27, 2019. Application was submitted on April 5, 2019 and deemed complete on April 8, 2019. Notice to affected property owners was mailed on April 8, 2019. No comments have been received to date. Notice was published in *The Columbia Press* on April 12, 2019 for a public hearing on May 9, 2019. Notice to affected agencies was emailed on April 9, 2019. No comments have been received to date. This application will be reviewed under the regulations and standards of WMC 16.220 as a Type III process under WMC 16.208.050. However, findings of fact are included in this staff report for one land use decision and only the applicable portions that have been triggered by the expansion are noted.

### **Existing Site Conditions & Previous Application**

The subject property is vacant and has been grubbed to remove vegetation. Adjacent users include a residence to the north, commercial building to the south, Oregon State Police to the east, and vacant land to the west. The Public Works Department issued an access permit for a new culvert in 2018. The site does have steep drainage areas to the east that feeds the Skipanon River. There were no other applications found in the address file. A site visit was conducted on May 2, 2018 to photo document site conditions.

### **16.228.030 Major Modifications.**

*A. The Community Development Director may determine that a major modification(s) is required if one or more of the changes listed below are proposed:*

- 1. A change in land use;*



2. *An increase in the number of dwelling units;*
  3. *A change in the type and/or location of access ways, drives or parking areas that affect off-site traffic;*
  4. *An increase in the floor area proposed for nonresidential use by more than 10% where previously specified;*
  5. *A reduction of more than five percent of the area reserved for common open space and/or usable open space;*
  6. *A reduction to specified setback requirements by more than 20%, or to a degree that the minimum setback standards of the land use district cannot be met; or*
  7. *Changes similar to those listed in subsections (A)(1) through (6) of this section, which are likely to have an adverse impact on adjoining properties.*
- B. *In making a determination under subsection A of this section, the Community Development Director shall consider the reason for the requested change, the scope of the requested change and the amount of its potential impact on the surrounding area.*
- C. Major Modification Request. *An applicant may request a major modification as follows:*
1. *Upon the Community Development Director's determining that the proposed modification is a major modification, the applicant shall submit an application for the major modification.*
  2. *The modification request shall be subject to the same review procedure (Type II, III, or IV) and approval criteria used for the initial project approval; however, the review shall be limited in scope to the modification request. For example, a request to modify a parking lot shall require site design review only for the proposed parking lot and any changes to associated pathways, lighting and landscaping. Notice shall be provided in accordance with the applicable review procedure.*

Below is a summary of the changes proposed and the applicable portions of the WMC that apply to the modification. The proposed site plan is dated March 23, 2019 by Jim Rankin, PE, Ranking Engineering:

- The building is being expanded by 928 SF to 4,588 SF.
- An additional parking space is being added as well as 4,515 SF of landscaping that meets the 20% standard for light industrial uses.
- Bike parking is not affected with the exception of a long-term space for employees needs to be provided inside the building.
- The driveway and plaza space was tweaked to address Fire Department concerns for turning radius.



- All other required changes to the site plan from the original approval have been verified with the exception of the bike parking location.
- The existing conditions from the original approval still apply to the project.

### **CONCLUSIONS AND RECOMMENDATION**

Coastal Maintenance is a local contractor in need of a larger space for a growing business. The additional space gives more room to work with on the site and allows more flexibility to meet city standards. The applicant's narrative responses provide the necessary findings and based on the submitted information contained in the site plan submittal and staff findings above, the application for a new warehouse can meet the criteria if the conditions of approval described below can be met. Accordingly, staff recommends the Planning Commission approve the modification to the conditional use permit application subject to meeting the original conditions and the following new conditions.

1. A long-term bike space shall be furnished inside the building for employee use. Short term bike rack shall be indicated on the site plan prior to building permits.
2. Future tenant improvements for each space shall be permitted separately. A common area maintenance agreement is also required to ensure long term maintenance of landscaping, parking, and other shared improvements.

*Recommended Motion:* Based on the findings and conclusions of the May 2, 2019 staff report, the applicant's findings, and the evidence in the record, I move to approve the modification request (MC 19-1) of Conditional Use Permit Application CUP 18-3 and Site Design Review Application SDR 18-1 submitted by Coastal Maintenance & Plumbing, LLC.

*Alternative Motion:* Based on the public testimony, I move to continue the hearing until June 13 to allow additional public testimony and evidence to be submitted in the record.

## **RANKIN ENGINEERING, LLC.**

*CIVIL ENGINEERING*

90513 EAST ROAD, WARRENTON, OREGON 97146  
(503) 440-3805 (Cell) e-mail: rankineng@yahoo.com

**JAMES B. RANKIN, PE**

March 28, 2019

Mr. Kevin Cronin, Community Development Director  
City of Warrenton  
P.O. Box 250  
Warrenton, OR. 97146

RE: Castro/SE Dolphin Conditional Use Review

Dear Sir:

As you have requested, this letter is in response to your plan review letter of February 27, 2019.

Mr. Castro of Coastal Maintenance & Plumbing is making a second application for conditional use approval to construct 62'x74' (4,588 square feet) building and to operate a plumbing/construction type business on their SE Dolphin Street property. This property is within a General Commercial C-1 zone. Applicants received approval last year but then decided to purchase additional property in order to construct a larger building. Applicants have received a grading permit and approval of their erosion control plan.

Enclosed are site plans illustrating the existing and proposed visible improvements, contours, and the basic building plan. Landscape architect Ms. Rita Frailey has also prepared a landscape plan. Calculations on the estimated volume of surface water from a 3-inch per day rain storm is also included.

The total area of the property is 0.42 acres = 18,300 square feet. You are requiring 20% of the site (3,660 square feet) to be landscaped. Approximately 3,000 square feet of undeveloped area will remain in native vegetation. The area between the asphalt parking lot and the street side sidewalk (765 square feet) will be landscaped. The area along the south side of the building (1,430 square feet) will be landscaped and blended into the existing large trees. The area along the rear (west) side of the building (1,620 square feet) and along the north side of the building (700 square feet) will also be landscaped. The total area of new landscaping is estimated to be 4,515 square feet, which exceeds the City's current requirement.

There will be a 6-foot wide concrete "plaza" along the front of the building, which will also serve as pedestrian and handicap access to the two occupancies.

As referenced in your letter of February 27, 2019 the City's new parking standards will require 1 space per 1,000 square feet of floor area = 5 spaces, plus 2 spaces for bicycles. Our plan provides for five (5) standard sized vehicles, 2 handicapped spaces, plus space within the building garage for fleet vehicles. A bicycle parking area is available near the northeast corner of the building. Each of the two driveway entrances will be 20 feet wide

with 20 foot curb radius. The width of the parking aisle will be 24 feet. A 5-foot wide sidewalk with handicapped access ramps will be constructed along SE Dolphin in addition to widening the existing asphalt pavement to match the originally proposed 26 foot pavement width.

No outside storage is proposed.

On the front building wall will be two 4'x6' business signs are proposed, one for each business.

Surface water from the parking area and the front "plaza" will be collected and drained to a subsurface rock drain near the rear of the building and allowed to surface drain along the existing ground contours.

In response to the Fire Chief's plan review we have provided a drawing illustrating the driveway access plan along with the turning radius anticipated for fire trucks. I would assume this layout also complies with the City's garbage truck requirements.

In order to provide access to the rear of the building a 4-foot wide gravel walkway will be constructed along the south and west side of the building.

Please advise if there are concerns with the size of the address signs.

The final building plans will include information on the fire alarm system.

A plan review from Public Works was not received.

Final building plans will be submitted for a building permit upon approval and receipt of land use approval.

Respectively Submitted,

  
James B. Rankin, PE



**RANKIN ENGINEERING, LLC.**

*CIVIL ENGINEERING*

90513 EAST ROAD, WARRENTON, OREGON 97146  
(503) 440-3805 (Cell) e-mail: rankineng@yahoo.com

**JAMES B. RANKIN, PE**

March 23, 2019

Mr. Kevin Cronin, Community Development Director  
City of Warrenton  
P.O. Box 250  
Warrenton, OR. 97146

RE: Castro/SE Dolphin Conditional Use Review-Drainage Report

Dear Sir:

Attached is a drawing that illustrates the layout and calculations for a drainage system to collect the surface water around the front parking and landscaped area at the Castro's building on SE Dolphin Avenue. My calculations are based upon historical knowledge for a 3-inch per day rain storm. The plan will allow the surface water to drain to a subsurface drainage system with the surface water draining into the soils, and minimizing the peak discharge rate.

Respectively Submitted,



James B. Rankin, PE  
Drawing attached





DESIGN STORM=3" PER DAY

LANDSCAPE AREA = 765-SF  
RUNOFF COEFF = 0.4  
HARD SURFACE AREA = 5,800-SF  
RUNOFF COEFF = 0.9

CALC IMPROVED RUNOFF FROM 3" STORM:

$(765 \text{ SF})(3/12)(0.4) = 95 \text{ CF}$   
 $(5,800 \text{ SF})(3/12)(0.9)=1,305 \text{ CF}$   
TOTAL = 1,400 CF/DAY=10,470 GAL/DAY  
TOTAL = 7.3 GPM

CALC UNIMPROVED RUNOFF FROM 3" STORM:

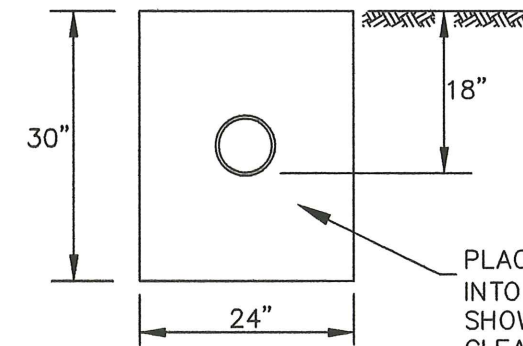
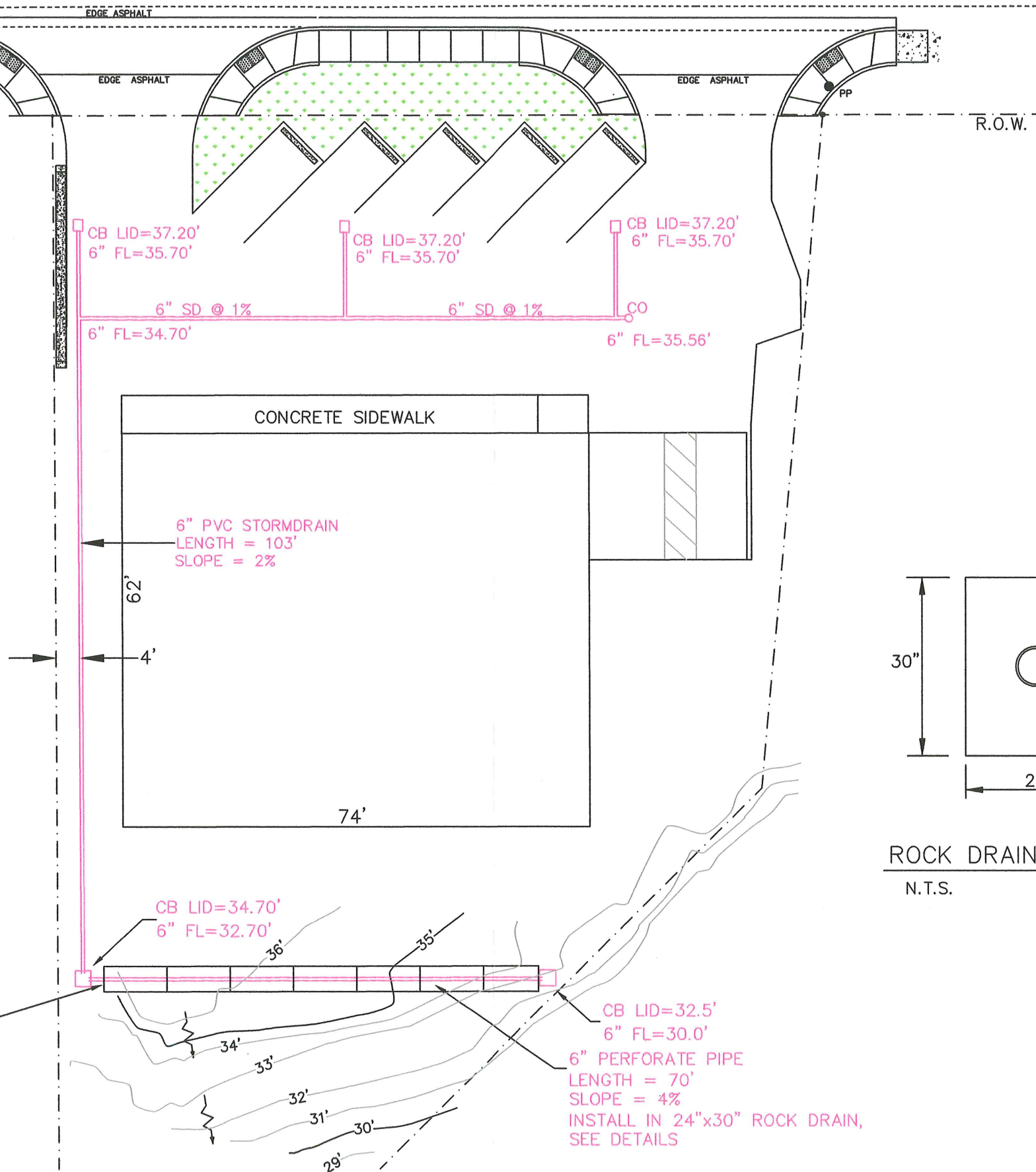
$(765 \text{ SF})(3/12)(0.4) = 95 \text{ CF}$   
 $(5,800 \text{ SF})(3/12)(0.4)= 580 \text{ CF}$   
TOTAL = 675 CF/DAY= 5,050 GAL/DAY  
TOTAL = 3.5 GPM

6" PIPE SELF CLEANING V =3-FPS  
1/2 FULL, SLOPE=MIN. 1.5%  
Q=VA  
 $Q=(3 \text{ FPS})(0.196 \text{ SF}/2)=0.3 \text{ CFS}=132 \text{ GPM}$

THEREFORE, THE AVAILABLE CAPACITY OF PROPOSED 6" PIPE LAYOUT WILL EXCEED THE CALCULATED RUNOFF.

**DRAINAGE PLAN**  
SCALE: 1" = 20'

ON-SITE SURFACE WATER  
TEMPORARY RETENTION WITH  
SURFACE WATER SEEPING THROUGH  
ROCK DRAIN AND ONTO NATURAL  
DRAINAGE



**ROCK DRAIN DETAILS**

N.T.S.

PLACE 6" PERFORATED PIPE INTO 24"x30" TRENCH AS SHOWN, BACKFILL WITH CLEAN DRAIN ROCK. DO NOT USE GEO-FABRIC.

CB LID=32.5'  
6" FL=30.0'  
6" PERFORATE PIPE  
LENGTH = 70'  
SLOPE = 4%  
INSTALL IN 24"x30" ROCK DRAIN,  
SEE DETAILS



RENEWS 12/31/2020



## AGENDA MEMORANDUM

**TO:** The Warrenton Planning Commission  
**FROM:** Kevin A. Cronin, AICP, Community Development Director  
**DATE:** For Agenda of May 9, 2019  
**SUBJ:** Advisory Code Interpretation | Wilson Property in Hammond

### SUMMARY

The Wilson's have requested a lot line adjustment on property they own on Pacific Ave in Hammond. A lot line adjustment is a Type 1 application ("over the counter"). The property is zoned Commercial Mixed Use (CMU) that requires certain development standards be applied to applications similar to all other zoning districts. A lot line adjustment is needed to split two, legal, fee simple lots so the property can be purchased from a willing buyer. Enclosed is background information provided by the applicant.

Currently a duplex is located on King Salmon Place and a single family detached home faces Pacific Ave. A workshop was built that was attached to the main dwelling where successive businesses have used the space for various purposes.

The lot line adjustment precipitates a requirement to meet the setback standards for the CMU zone. There are two different standards in the CMU zone.

- Multiple Use & Residential: 8 feet (for a total of 16 feet on both sides); and
- Commercial: 0 feet unless located next to a residential zone. 8 feet would still be required for the duplex.

The current setback between the structures is approximately 9 feet. Staff has been interpreting the Pacific Ave structure as "residential/multiple use." The Wilsons have requested a code interpretation to classify the property as "commercial," which would allow a zero setback and the sale of the home. If the property is classified as "residential,"

a zoning variance would be required to allow a narrower setback and then the lot line adjustment would be processed.

According to WMC 16.236 Code Interpretations require a Type 2 notice to adjacent property owners. Staff mailed notice on April 30. The comment period expires on May 21. Staff is taking an unusual step in requesting an advisory opinion from the Planning Commission. This is not an official land use action by the Planning Commission since a Type 2 application is a staff level decision. However, requesting feedback at this juncture will help accelerate a decision for the property owner.



John and Tracy Wilson  
PO Box 167  
Hammond, OR 97121  
Wilsonboysfishing@yahoo.com

April 26, 2019

City of Warrenton  
Warrenton, OR 97146

To Whom it May Concern:

We are requesting a code interpretation on our request for a lot line adjustment for the property at 1120 Pacific Drive and 695/697 King Salmon St, Hammond. I am including a timeline of our process. Our property has been used as a commercial shop for our construction business for many years. Based on our previous experience of a property with the same zoning a few hundred feet away and same scenario of a commercial shop attached to a residence, combined with our meetings with the city, we believed that we were lawfully expediting the best avenue to divide our existing properties. We were never informed of any issues or concerns until our surveyor contacted us regarding an email that he received from the planner suggesting that our shop be removed to fit the setbacks.

2/19/19 (prior to listing our property #1) We meet with Kevin Cronin to review the zoning of CMU (commercial mixed use) including any setbacks that would be required. We reviewed the layout of our property, a home with an attached shop (shop built in 1980 according to county records by previous owner) being used as a commercial shop and a duplex (that was built in 1999, under previous ownership, and met all setback requirements at that time), and how the existing structures sit on that property (properties). We reviewed our intentions and options, stating that we would be listing the home for sale. Kevin stated that the home attached shop could be sold together or we could sell the home and keep the shop with the duplex lot. A lot line adjustment would be required for either. Keeping the shop with the home would be simpler. In fact, we discussed that if the shop was left with the duplex, we would need to separate the shop from the house by removing the roof and walls, and giving six feet of separation for fire protection from the shop. We picked up the paperwork for a lot line adjustment and listed the home for sale based on his recommendation.

2/24/19 (once we received the offer #2) We received a full price offer on the house and shop. We met with Kevin a second time, to let him know that we had accepted an offer with the shop staying with the home and we would need to be vacating the shop materials within 60 days. Our intention was to build another shop on the property behind our duplex. He suggested that we submit a plot plan for the new shop so that the process could be done quickly.

3/2/19 Finalized our offer on the property based on recommendation from the city. Contacted our surveyor, and reviewed our plan.

3/11/19 Submitted lot line adjustment request with plot map to the city.

3/14/19 (before surveyor is sent out to property #3). John went in to the city to ensure that we were ready to send the surveyor out to the property out to the property based on the last two meetings and same recommendation from Kevin regarding the property. Janice Weese clarified that Kevin would be doing an on-site inspection that day. Kevin acknowledged the plan that had been submitted, with the map showing where the property would be separated

RECEIVED  
APR 29 2019

BY: \_\_\_\_\_  
CITY OF WARRENTON



(now third discussion for clarity) and that, yes, he was going to visit the property that afternoon, knowing that our surveyor would be on site the following day knowing that we would not be able to move forward until it was complete. Since Kevin would not be working the following day, Friday, he assured John that he would contact us directly if he foresaw any issues with the plan that had been previously discussed and submitted. John asked if he should wait to have the surveyor begin the work, and Kevin said no, have him go ahead.

3/15/19 Survey begins as discussed and submitted by simple drawing.

27 days pass with no response. Closing of the property is extended.

4/10/19. Phone call from THE SURVEYOR (not the city) to state concern, based on an e-mail that was sent to him (not a phone call) stating that the shop would need to be removed in order to divide the property as discussed #1,#2,#3 BEFORE LISTING, BEFORE ACCEPTING AN OFFER, BEFORE SURVEY. The surveyor was rightfully confused. In Kevin's letter he states that he did a site evaluation "TODAY" APRIL 10, 2019, 28 days after he stated that he would. He now has concerns. He now suggests the removal of the shop or the surveyor to provide evidence of meeting setbacks.

4/10/19. Phone call to Kevin. John leaves a message for Kevin.

4/11/19 Kevin leaves a message for John apologizing for the mix-up. States that he will be unavailable that day, and does not work Friday, will be gone for a conference the following week, and should be able to meet sometime after the week of the 22nd...

4/11/19 Since we still believe that we believe setbacks are being met, we go to the city to see if we can get a reason before an additional two weeks goes by. To make it easy for all involved, we go to the county and retrieve the City of Warrenton Building Permit and Completion notice showing that all setbacks are met. We wait in the city starting at 10:30. Kevin is not available. Janice believes that Linda should be available soon, so we wait. We leave at noon, being told that as soon as someone can speak with us, we will be called back in. At 3:30 we come back to the city for an update. Linda states that she is unavailable but could meet with us the following day. We still have not been given a reason for a denial, in fact, no denial has even been given at all. It simply has not been approved and we are being given no options. Sent letter to Linda Engebretson to help her understand the situation.

4/12/19 Met with Linda Engebretson. We explained that by meeting with the city we thought we were avoiding exactly this kind of a snag. As this was out of her area of expertise we were told that we would need to wait until Kevin's return.

4/22/19 Ten days later Kevin returns to work.

4/23/19 John emails Linda for assistance with next step as we still have had no response. Kevin sends us an email requesting a meeting. Meeting set for 4/25.

4/25/19 Fifteen days after our concern is raised, Kevin reviews options with us. It is decided that based on our conversation, we would move forward with the code interpretation path.

This brings us to the present, and in need of resolution.

Thank you for your attention to this matter.

Sincerely,

A handwritten signature in blue ink, appearing to read "John Alk", is written over the "Sincerely," text.

Don Grodners

