

**CITY OF WARRENTON
PLANNING AND BUILDING DEPARTMENT**

**COMMERCIAL SITE DESIGN
APPLICATION**

OFFICE USE ONLY
FILE # <u>SDR-19-9</u> FEE \$ <u>1750.00</u>
ZONING DISTRICT _____
RECEIPT # <u>8806348</u>
DATE RECEIVED <u>10/30/19</u>

To be accompanied by a Site Plan Map, copy of property deed and if applicable, a Letter of Authorization.

The site plan review process is a method for assuring compliance with the City of Warrenton Comprehensive Plan and Development Code, and to ensure wise utilization of natural resources, and the proper integration of land uses utilizing appropriate landscaping or screening measures. A commercial enterprise must also consider traffic circulation patterns, off-street parking, refuse containers, safe exit and entrance to the business, building height, dust control, future widening of major thoroughfares, and signs. Please answer the questions as completely as possible.

.....

Legal Description of the Subject Property: Township: **8** Range: **10** Section(s): **27** Tax Lot(s): **203**

Property street address: **1250 SE 19th Street**

I/WE, THE UNDERSIGNED APPLICANT(S) OR AUTHORIZED AGENT, AFFIRM BY MY/OUR SIGNATURE(S) THAT THE INFORMATION CONTINUED IN THE FOREGOING APPLICATION AND ASSOCIATED SUBMISSIONS IS TRUE AND CORRECT.

APPLICANT:

Printed Name: **Winterbrook Planning / Contact: Jesse Winterowd**

Signature:  Date: 10/24

Address: **610 SW Alder Street Suite 810** Phone: **503-827-4422**

City/State/Zip: **Portland, OR 97214** E-mail Address: **jesse@winterbrookplanning.com**

PROPERTY OWNER (if different from Applicant):

Printed Name: _____
Signature:  Date: 10/28/19

Address: **800 Exchange Street** Phone: **503-325-1000**

City/State/Zip: **Astoria, OR 97103** E-mail Address: _____

1. In detail, please describe your proposal: **See application narrative for complete details.**

Site Design Review: Refurbish the existing, non-active, jail to meet the needs of the Clatsop County Sheriff Department for use as a County Jail.

Administrative Variance: Proposal to allow alternative dimensions to parking space standard in Figure 16.128.030.C, criterion 16.128.030.A.10, and to maintain existing configuration of parking lot with regards to landscaping of parking areas criterion 16.124.070.E.2.

2. Describe what type of business, commodity sold or manufactured, or service you are proposing.

County Jail

Current number of employees: **Approximately 41 employees**

Projected number of customers per day: **Proposed: 86 trips per day (14 fewer than existing facility)**

Days of operation: **7 days**

Hours of operation: **24 hrs.**

Number of shipments/deliveries per day _____ per week _____

By what method will these be arriving/sent? **Personal vehicles, delivery vehicles, county vehicles**

3. Does this property have an existing business or businesses?

The site contains an existing (inactive) jail facility.

If yes, please list the business names and their addresses, and note these businesses on your site plan map.

4. Is there a residence or residences on this property? **No**

If yes, please list the number of residences and please show these structures on your site plan map.

5. Availability of services: City water **Yes** City sewer: **Yes**

6. If you are an existing business, are materials or merchandise currently being stored on site? **N/A**

Where and how do you propose to store materials or merchandise for sale or processing? **N/A**

7. What percentage of the property is currently landscaped? **Approximately 70%**

What percentage of the property do you propose to landscape as part of this project? **0%**

8. How do you intend to irrigate the existing and proposed landscaping? **The existing, mature, landscaping is established and does not require irrigation.**

9. Signs require the submittal of a separate application, which may be submitted in conjunction with this site plan application.

No signs are proposed along SE 19th street. The only signs onsite are for information and internal navigation on site.

A Site Plan Map, which shows all existing and proposed structures and parking areas, must accompany this application. The following checklist identifies the specific information which should be included on this map.

 Title the map "Commercial Site Design".

 X The map may be drawn on 8 ½ x 11 or 8 ½ x 14 inch white paper.

 X Township, Range, Section and Tax Lot number of the subject property(ies) shall be included.

 X North arrow, date, and map scale in one inch intervals (1" = 20') shall be noted.

 X Shape, dimensions, and square footage of the parcel shall be shown. Draw the property line with a solid black line and label adjacent street(s), if any.

 X Identify existing and proposed easements with a dotted line.

 X Identify the location and direction of all water courses and drainage ways, as well as the location of the 100-year floodplain, if applicable.

 X Illustrate all existing buildings and their sizes.

 X Illustrate all proposed new construction with dashed lines (include dimensions).

 X Illustrate parking area with number of spaces and access drive areas. If off-street parking is to be provided, even in part, on another property, please show its location on your site plan map, and attach a copy of the parking easement or agreement from the adjoining property owner.

 X Illustrate the entrance and exit points to the property, pattern of traffic flow, loading and unloading area, sidewalks and bike paths.

 X Illustrate the existing or proposed location, height, and material of all fences and walls.

 X Illustrate existing or proposed trash and garbage container locations, including type of screening.

 X Name of the person who prepared the map.

 X Location, type and height of outdoor lighting.

 X Location of mailboxes if known.

 X Locations, sizes, and types of signs (shall comply with Chapter 16.144 of the Warrenton Development Code).

 X Map shall show entire tax lot plus surrounding properties.

 X Identification of slopes greater than 10%.

 X location, condition and width of all public and private streets, drives, sidewalks, pathways, right-of-ways, and easements on the site and adjoining the site.

 X Identify designated flood hazard area(s).

 X Show wetland and riparian areas, streams and/or wildlife areas.

 X Any designated historic and cultural resources areas on the site and/or adjacent parcels or lots.

 X Location, size and type of trees and other vegetation on the property.

CITY OF WARRENTON
PLANNING AND BUILDING DEPARTMENT
Telephone: 503-861-0920

VARIANCE APPLICATION

To be accompanied by a Site Plan, copy of property deed and Letter of Authorization, if applicable.

OFFICE USE ONLY	
FILE #	V-19-3 FEE \$ 500.00
ZONING DISTRICT	
RECEIPT #	8806348

The Variance application process is a method for assuring compliance with the City of Warrenton Comprehensive Plan and Development Code, and to ensure wise utilization of natural resources, and the proper integration of land uses utilizing appropriate landscaping or screening measures. Please answer the questions as completely as possible.

Legal Description of the Subject Property: Township 8, Range 10, Section(s) 27
Tax Lot(s) 203

Property street address : 1250 SE 19th Street

I/we, the undersigned applicant(s) or authorized agent, affirm by my/our signature(s) that the information contained in the foregoing application and associated submissions is true and correct.

APPLICANT:

Printed Name: Winterbrook Planning / Contact: Jesse Winterowd

Signature:  Date: 10/29/2019

Address: 610 SW Alder Street Suite 810 Phone: 503-827-4422

City/State/Zip: Portland OR 97205 Fax: _____

PROPERTY OWNER (if different from Applicant):

Printed Name: Clatsop County / Monica Steele, ^{Assistant} Interim County Manager

Signature:  Date: 10/29/2019

Address: 800 Exchange Street Phone: 503-325-1000

City/State/Zip: Astoria, OR 97130 Fax: _____

This application will not be officially accepted until department staff has determined that the application is completed, the site plan map requirements are met, and a copy of the deed is included.

SIX VARIANCE CRITERIA

1. The hardship was not created by the person requesting the variance. Please explain.

Addressed on page 53 of narrative.

2. The request is necessary to make reasonable use of the property. There will be an unreasonable economic impact upon the person requesting the variance if the request is denied.

Addressed on page 53 of narrative.

3. The request will not substantially be injurious to the neighborhood in which the property is located. The variance will not result in physical impacts, such as visual, noise, traffic or increased potential for drainage, erosion and landslide hazards, beyond those impacts that would typically occur with development in the subject zone.

Addressed on page 53 of narrative.

4. The request is not in conflict with the Comprehensive Plan. Please explain.

Addressed on page 53 of narrative.

5. The request is not in conflict with the Development Code. No variance may be granted which will result in a use not permitted in the applicable zone or which will increase the allowable residential density in any zone with the exception of individual lot size reduction. Please explain.

Addressed on page 53 of narrative.

6. Physical circumstance(s) related to the property involved preclude conformance with the standard to be varied. Please explain.

Addressed on page 53 of narrative.

**Return Application To: City of Warrenton
Planning and Building Department
PO Box 250, 225 S. Main Street
Warrenton, Oregon 97146**



NOTICE OF PUBLIC HEARING

To: Adjacent Property Owners & Interested Parties

The Warrenton Planning Commission will hold a public hearing at 6:00 pm on Thursday, December 12, 2018 in the City Commission Chambers, Warrenton City Hall, 225 S Main Ave regarding a land use application for site design review submitted by Winterbrook Planning on behalf of Clatsop County. The site design review is for a 20,000 square foot jail facility. The subject property, located at 1250 SE 19th St, is identified as Taxlot 81027D000203.

This application will be reviewed under the procedures, applicable standards and criteria in Warrenton Municipal Code Chapter 16.60 General Industrial District; Chapter 16.120 Access and Circulation; Chapter 16.124 Landscaping, Street Trees, Fences and Walls; Chapter 16.128 Vehicle and Bicycle Parking; Chapter 16.132 Clear Vision Areas; Chapter 16.136 Public Facilities Standards; Chapter 16.140 Stormwater and Surface Water Management; Chapter 16.144 Signs; Chapter 16.152, Grading, Excavating and Erosion Control Plans; Chapter 16.192, Large Scale Developments; Section 16.208.050 Type III Procedure –Quasi-Judicial; and Chapter 16.212 Site Design Review.

Anyone wishing to participate in the above-noted public hearing may present testimony orally at the public hearing, or submit written testimony, which must be received by the Warrenton Planning and Building Department no later than 4:00 P.M. on the day of the hearing. Written comments may be mailed to Kevin A. Cronin, Community Development Director, Warrenton Community & Economic Development Department, P.O. Box 250, Warrenton Oregon, 97146-0250. Failure to raise an issue on the record in person or by letter before the close of the record at the public hearing, or failure to provide statements or evidence sufficient to afford the decision-making body an opportunity to respond to the issue, will preclude appeal to the City Commission based on that issue.

Anyone wishing to review and/or purchase copies of the application and/or staff report may do so at the City of Warrenton Planning and Building Department, Warrenton City Hall, 225 South Main, Warrenton. The staff report will be available for review at no cost at least seven days before the hearing. For more information contact Kevin A. Cronin at 503.861.0920 or cityplanner@ci.warrenton.or.us.

Notice to mortgagee, lienholder, vendor, or seller: the Warrenton Development Code requires that if you receive this notice it shall be promptly forwarded to the purchaser.



Kevin A. Cronin, Community Development Director

11-13-18

Date

Notice of Public Hearing

The Warrenton Planning Commission will hold a public hearing at 6:00 pm on Thursday, December 12, 2018 in the City Commission Chambers, Warrenton City Hall, 225 S Main Ave regarding a land use application for site design review submitted by Winterbrook Planning on behalf of Clatsop County. The site design review is for a 20,000 square foot jail facility. The subject property, located at 1250 SE 19th St, is identified as Taxlot 81027D000203.

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Published:

The Columbia Press

November 15, 2019

ACCOUNT_ID	TALOTKEY	OWNER_LINE	Customer	STREET_ADD	CITY STATE ZIP_CODE	SITUS_ADDR SITUS_CITY
Account	31819	Clatsop County	Clatsop County	none	Warrenton, OR 97146-0100	1250 SE 19th St Warrenton
Account	31820	Clatsop County	Clatsop County	none	Warrenton, OR 97146-0100	1315 SE 19th St Warrenton
Account	56071	Clatsop County	Clatsop County	none	Warrenton, OR 97146-0100	1190 SE 19th St Warrenton
Account	59803	Big Beams LLC	Big Beams LLC	1483 Duane St	Astoria, OR 97103	1190 SE 19th St Warrenton
Account	60034	Clatsop County	Clatsop County	none	Astoria, OR 97103	1190 SE 19th St Warrenton
Account	56990	Clatsop County	Clatsop County	none	Astoria, OR 97103	1190 SE 19th St Warrenton
Account	810270D00100	Clatsop County	Clatsop County	none	Astoria, OR 97103	1190 SE 19th St Warrenton
Account	56993	NW Senior & Disability Svcs	Northwest Senior & Disability Svcs	21001 NW Dairy Creek Rd	North Plains, OR 97133	1488-1487 SE Snowberry Ln SE Warrenton
Account	56994	NW Senior & Disability Svcs	Northwest Senior & Disability Svcs	PO Box 12189	North Plains, OR 97133	2002 SE Chokeberry Ave Warrenton
Account	56995	NW Senior & Disability Svcs	Northwest Senior & Disability Svcs	PO Box 12189	North Plains, OR 97133	2002 SE Chokeberry Ave Warrenton
Account	56996	NW Senior & Disability Svcs	Northwest Senior & Disability Svcs	PO Box 12189	North Plains, OR 97133	2002 SE Chokeberry Ave Warrenton
Account	810270D00000	NW Senior & Disability Svcs	Northwest Senior & Disability Svcs	PO Box 12189	North Plains, OR 97133	2002 SE Chokeberry Ave Warrenton
Account	56997	NW Senior & Disability Svcs	Northwest Senior & Disability Svcs	PO Box 12189	North Plains, OR 97133	2002 SE Chokeberry Ave Warrenton
Account	56998	NW Senior & Disability Svcs	Northwest Senior & Disability Svcs	PO Box 12189	North Plains, OR 97133	2002 SE Chokeberry Ave Warrenton
Account	810270D00100	NW Senior & Disability Svcs	Northwest Senior & Disability Svcs	PO Box 12189	North Plains, OR 97133	2002 SE Chokeberry Ave Warrenton
Account	57048	Johnson Northwest Properties LLC	Johnson Northwest Properties LLC	92080 John Day River Rd	Brookings, OR 97513	1990 SE Chokeberry Ave Warrenton
Account	57050	Johnson Northwest Properties LLC	Johnson Northwest Properties LLC	92080 John Day River Rd	Brookings, OR 97513	1990 SE Chokeberry Ave Warrenton
Account	810270D006100	Johnson Northwest Properties LLC	Johnson Northwest Properties LLC	92080 John Day River Rd	Brookings, OR 97513	1990 SE Chokeberry Ave Warrenton
Account	57051	Forest Film Art LLC	Forest Film Art LLC	PO Box 2363	Portland, OR 97229	1441 SE Willow Dr Warrenton
Account	57114	Forest Film Art LLC	Forest Film Art LLC	PO Box 2363	Portland, OR 97229	1441 SE Honeyuckle Loop Warrenton
Account	810270D006400	Forest Film Art LLC	Forest Film Art LLC	PO Box 2363	Portland, OR 97229	1441 SE Honeyuckle Loop Warrenton
Account	56972	Carrier Raymond	Robynette Gayle E Rev Trust	1053 Hamer Ln	Sequim, WA 98382	1991 SE Chokeberry Ave Warrenton
Account	81034E-11	Carrier Raymond	Robynette Gayle E Rev Trust	PO Box 33	Sequim, WA 98382	1440 SE Willow Dr Warrenton
Account	57053	Nygaard Land LLC	Carrier Raymond	389 NW 13th St	Warrenton, OR 97146	2301 SE Sali Loop Warrenton
Account	57054	Nygaard Land LLC	Carrier Raymond	35106 Halligan Ln	Warrenton, OR 97146	2301 SE Sali Loop Warrenton
Account	57055	Nygaard Land LLC	Carrier Raymond	2299 SE Sali Loop	Warrenton, OR 97146	2301 SE Sali Loop Warrenton
Account	81034B00200	Nygaard Land LLC	Carrier Raymond	2299 SE Sali Loop	Warrenton, OR 97146	2301 SE Sali Loop Warrenton
Account	57059	Miller Terry	Gelger Carolyn A	389 NW 13th St	Warrenton, OR 97146	2301 SE Sali Loop Warrenton
Account	57065	Flowers Dale J	Gelger Carolyn A	389 NW 13th St	Warrenton, OR 97146	2301 SE Sali Loop Warrenton
Account	57079	Nygaard Andrew Martin	Gelger Carolyn A	389 NW 13th St	Warrenton, OR 97146	2301 SE Sali Loop Warrenton
Account	81034B01200	Nygaard Andrew Martin	Gelger Carolyn A	389 NW 13th St	Warrenton, OR 97146	2301 SE Sali Loop Warrenton
Account	57079	Nygaard Andrew Martin	Gelger Carolyn A	389 NW 13th St	Warrenton, OR 97146	2301 SE Sali Loop Warrenton
Account	81034B01200	Nygaard Andrew Martin	Gelger Carolyn A	389 NW 13th St	Warrenton, OR 97146	2301 SE Sali Loop Warrenton
Account	57086	Nygaard Andrew Martin	Gelger Carolyn A	389 NW 13th St	Warrenton, OR 97146	2301 SE Sali Loop Warrenton
Account	81034B01200	Nygaard Andrew Martin	Gelger Carolyn A	389 NW 13th St	Warrenton, OR 97146	2301 SE Sali Loop Warrenton
Account	57088	Nygaard Andrew Martin	Gelger Carolyn A	389 NW 13th St	Warrenton, OR 97146	2301 SE Sali Loop Warrenton
Account	81034B01200	Nygaard Andrew Martin	Gelger Carolyn A	389 NW 13th St	Warrenton, OR 97146	2301 SE Sali Loop Warrenton
Account	57089	Bock Jeremy Arthur	Bock Malia	2219 SE Sali Loop	Warrenton, OR 97146	2219 SE Sali Loop Warrenton
Account	81034B01200	Bock Jeremy Arthur	Bock Malia	2219 SE Sali Loop	Warrenton, OR 97146	2219 SE Sali Loop Warrenton
Account	57090	Thompson Scott C	Turigliatto Corey A	2211 SE Sali Loop	Warrenton, OR 97146	2211 SE Sali Loop Warrenton
Account	81034B01200	Thompson Scott C	Turigliatto Corey A	2211 SE Sali Loop	Warrenton, OR 97146	2211 SE Sali Loop Warrenton
Account	57092	Vauphan Jess Michael Darling	Turigliatto Corey A	1100 SE Willow Dr	Warrenton, OR 97146	1100 SE Willow Dr Warrenton
Account	81034B01200	Vauphan Jess Michael Darling	Turigliatto Corey A	1100 SE Willow Dr	Warrenton, OR 97146	1100 SE Willow Dr Warrenton
Account	57093	Gilbreth Eric T	Pounds Kaelea S	1120 SE Willow Dr	Warrenton, OR 97146	1120 SE Willow Dr Warrenton
Account	81034B01200	Gilbreth Eric T	Pounds Kaelea S	1120 SE Willow Dr	Warrenton, OR 97146	1120 SE Willow Dr Warrenton
Account	57095	Queenen Tjehana Tubert	Gilbreth Michelle P	1130 SE Willow Dr	Warrenton, OR 97146	1130 SE Willow Dr Warrenton
Account	81034B01200	Queenen Tjehana Tubert	Gilbreth Michelle P	1130 SE Willow Dr	Warrenton, OR 97146	1130 SE Willow Dr Warrenton
Account	57099	Bridgeport LLC	Queenen Gary Lee	7218 N Concord Ave	Portland, OR 97217	1140 SE Willow Dr Warrenton
Account	81034B01200	Bridgeport LLC	Queenen Gary Lee	7218 N Concord Ave	Portland, OR 97217	1140 SE Willow Dr Warrenton
Account	57101	Hillery Bradley	Cameron Haley	1160 SE Willow Dr	Warrenton, OR 97146	1160 SE Willow Dr Warrenton
Account	81034B01200	Hillery Bradley	Cameron Haley	1160 SE Willow Dr	Warrenton, OR 97146	1160 SE Willow Dr Warrenton
Account	57102	Bowman Joseph B	Vogtech Karla B	1170 SE Willow Dr	Warrenton, OR 97146	1180 SE Willow Dr Warrenton
Account	81034B01200	Bowman Joseph B	Vogtech Karla B	1170 SE Willow Dr	Warrenton, OR 97146	1180 SE Willow Dr Warrenton
Account	57103	Vogtech Karla B	Vogtech Karla B	558 Haper Sheehy Rd	Donaldson, AR 71941	1180 SE Willow Dr Warrenton
Account	81034B01200	Vogtech Karla B	Vogtech Karla B	558 Haper Sheehy Rd	Donaldson, AR 71941	1180 SE Willow Dr Warrenton
Account	57104	Swensen Steven S	Swensen Doris E	2252 SE Sali Loop	Warrenton, OR 97146	2252 SE Sali Loop Warrenton
Account	81034B01200	Swensen Steven S	Swensen Doris E	2252 SE Sali Loop	Warrenton, OR 97146	2252 SE Sali Loop Warrenton
Account	57105	Schulke Robert E	Schulke Suzanne M	1655 SW 14th St	Warrenton, OR 97146	2248 SE Sali Loop Warrenton
Account	81034B01200	Schulke Robert E	Schulke Suzanne M	1655 SW 14th St	Warrenton, OR 97146	2248 SE Sali Loop Warrenton
Account	57106	Graham Gerald Richard	Schulke Suzanne M	2244 SE Sali Loop	Warrenton, OR 97146	2244 SE Sali Loop Warrenton
Account	81034B01200	Graham Gerald Richard	Schulke Suzanne M	2244 SE Sali Loop	Warrenton, OR 97146	2244 SE Sali Loop Warrenton
Account	57107	Mays Land & Livestock Inc	Schulke Suzanne M	PO Box 701	Astoria, OR 97103	2240 SE Sali Loop Warrenton
Account	81034B01200	Mays Land & Livestock Inc	Schulke Suzanne M	PO Box 701	Astoria, OR 97103	2240 SE Sali Loop Warrenton
Account	57108	Corbin Sandra M	Corbin Bonnie J	4678 E County 13 3/4 St	Yuma, AZ 85385	2238 SE Sali Loop Warrenton
Account	81034B01200	Corbin Sandra M	Corbin Bonnie J	4678 E County 13 3/4 St	Yuma, AZ 85385	2238 SE Sali Loop Warrenton
Account	57110	Murray Adam Perry	Murray Crystal Rose	PO Box 953	Warrenton, OR 97146-7341	2232 SE Sali Loop Warrenton
Account	81034B01200	Murray Adam Perry	Murray Crystal Rose	PO Box 953	Warrenton, OR 97146-7341	2232 SE Sali Loop Warrenton
Account	57111	Die La Pena Mendoza Christian Ortiz	Miller Dawna M	2228 SE Sali Loop	Warrenton, OR 97146	2228 SE Sali Loop Warrenton
Account	81034B01200	Die La Pena Mendoza Christian Ortiz	Miller Dawna M	2228 SE Sali Loop	Warrenton, OR 97146	2228 SE Sali Loop Warrenton
Account	57112	Miller Terence R	Miller Dawna M	35106 Halligan Ln	Astoria, OR 97103	2228 SE Sali Loop Warrenton
Account	81034E-11	Miller Terence R	Miller Dawna M	35106 Halligan Ln	Astoria, OR 97103	2228 SE Sali Loop Warrenton
Account	33808	Warrenton Fiber Company	Warrenton Fiber Company	PO Box 100	Warrenton, OR 97146-0100	2220 SE Sali Loop Warrenton
Account	32809	Warrenton Fiber Company	Warrenton Fiber Company	PO Box 100	Warrenton, OR 97146-0100	2220 SE Sali Loop Warrenton

11/13/19
Lindsay Duarte



November 12, 2019

Jesse Winterowd
Winterbrook Planning
610 SW Alder St, Suite 810
Portland OR 97214

RE: Clatsop County Jail Renovation | SDR Application File: 19-9

After reviewing the site design review application for a renovation of the County Jail at 1250 SE 19th St, I have determined the application is complete.

Type 3 notice to adjacent property owners will be mailed next. In addition, public notice will be published in *The Columbia Press*. The notice period is 20 days.

As I begin the formal review process, please be available for questions and clarifications of application materials. A staff report and recommendation should be available on December 5 prior to the scheduled hearing on December 12.

Please feel free to contact me if you have any questions.

I look forward to working with you on a successful outcome for your project.

Sincerely,

Kevin A. Cronin, AICP
Assistant City Manager/Community Development Director

December 5, 2019

TO: Warrenton Planning Commission
FROM: Kevin A. Cronin, AICP, Assistant City Manager/Community Development Director
RE: Site Design Review & Variance Application (File: SDR 19-9 & VAR 19-3)

Background

Winterbrook Planning, on behalf of Clatsop County, submitted a site design review and variance application for the renovation of the former Oregon Youth Authority corrections facility into the new County Jail, which is currently located in downtown Astoria. The voters approved a bond measure in 2018 to fund the improvements. A majority of the facility will remain intact with a new 26,750 SF building replacing an outdated 34,000 SF building. The property is in the I-1 General Industrial Zone within the larger industrial district off Ensign Lane. The site address is 1250 SE 19th St, 18 acres in size, and identified as Tax Lot(s) 81027D000203.

The property is zoned I-1, which allows “government buildings and uses” as an outright permitted use. The proposed development is consistent with the prior use as well as the Zoning Map and Development Code.

Development Process & Review Timeline

A pre-application conference was held August 7, 2019 and notes were shared with the applicant in a memo dated August 15, 2019. The application, including responses to pre-application notes, was received October 30, 2019 and deemed complete November 12, 2019.

Per Type 3 Review procedure, public notice of hearing on December 12 was sent to adjacent property owners and interested parties on November 13, 2019 and published in *The Columbia Press* on November 15, 2019. No written public comments were received. Affected agency notice was emailed on November 25, 2019. No comments have been received. However, the Port of Astoria has requested an aviation easement by request of the applicant.

Existing Conditions

Staff conducted a site visit on December 5, 2019 to document existing site conditions. The site is flat, previously developed with parking, access from SE 19th, and surrounded by dense vegetation. The site is bordered with an existing fence and has other County services nearby, including a Sherrifs’ Office and Animal Shelter. The closest residential is to the south at Forest Rim. There is no sidewalk or bike lane on SE 19th St nor is there adequate pedestrian access leading to the main entrance. The County Public Works Department recently made improvements to the shoulder but is not adequately designed or delineated. The address file contained numerous building permits since the original construction in 2000 but no previous land use actions were found.

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

- I-1 General Industrial Zone Development Standards (16.60.040)
- Design Standards: Access & Circulation (16.120)
- Design Standards: Landscaping, Street Trees, Fences, and Walls (16.124)
- Design Standards: Vehicle & Bicycle Parking (16.128)
- Design Standards: Clear Vision Areas (16.132)
- Stormwater & Surface Water Management Standards (16.140)
- Site Design Review Application & Review Procedures (16.212)
- Large Scale Developments (16.192)
- Variances (16.272)

Only the applicable standards are addressed below. Portions that do not apply have been omitted. The applicant submitted detailed findings, which allows staff to evaluate the proposal without having to write redundant or additional findings. Only in those instances are findings made when there is a difference in opinion on how the standards are being met.

Findings are made based on the site plan dated October 16, 2019 from DLR Group.

FINDINGS

16.120.020 VEHICULAR ACCESS AND CIRCULATION.

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.

Staff finding: Fire Department issues, if any, will be addressed separately. The applicant shall confirm emergency access is appropriate and has been submitted to the Fire Department and City Engineer for review and approval prior to issuance of building permits, grading permits, or start of construction.

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 and existing or planned transit stops, 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.

4. Street Connectivity. Pathways (for pedestrians and bicycles) shall be provided at or near mid-block where the block length exceeds the length required by Section 16.120.020. Pathways shall also be provided where cul-de-sacs or dead-end streets are planned, to connect the ends of the streets together, to other streets, and/or to other developments, as applicable. Pathways used to comply with these standards shall conform to all of the following criteria:

a. Multi-use pathways (i.e., for pedestrians and bicyclists) are no less than six feet wide.

b. If the streets within the subdivision or neighborhood are lighted, the pathways shall also be lighted.

c. Stairs or switchback paths using a narrower right-of-way/easement may be required in lieu of a multi-use pathway where grades are steep.

d. The City may require landscaping within the pathway easement/right-of-way for screening and the privacy of adjoining properties.

e. *The Planning Commission or Community Development Director may determine, based upon facts in the record, that a pathway is impracticable due to: physical or topographic conditions (e.g., freeways, railroads, extremely steep slopes, sensitive lands, and similar physical constraints); buildings or other existing development on adjacent properties that physically prevent a connection now or in the future, considering the potential for redevelopment; and sites where the provisions of recorded leases, easements, covenants, restrictions, or other agreements recorded as of the effective date of the ordinance codified in this chapter prohibit the pathway connection.*

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.*

2. *Housing related-N/A*

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. (Ord. 1225 § 5, 2019)*

Applicant Response: See Application Narrative

Staff finding: The proposed site plan shows an asphalt path along the driveway entrance that is not adequately distinguishable or delineated from the main driveway creating a safety hazard for pedestrians and does not meet the standard. There are crosswalks designed at key access points within the parking lot. However, the site plan does not identify the material, although the narrative states the use of thermoplastic. At a minimum, a thermoplastic or concrete surface shall be installed at all crosswalk locations where pedestrian safety is paramount. A recent multi-use path added on SE 19th St is not distinguishable or delineated for pedestrian use and therefore creates a false sense of safety. See conditions of approval.

Chapter 16.124 LANDSCAPING, STREET TREES, FENCES AND WALLS

16.124.070 New Landscaping.

B. Landscaping Plan Required. For every new development in the City of Warrenton requiring a City permit, a landscape plan is required. All landscape plans shall include the following minimum required details (see Section 16.212.040 for additional landscape plan requirements for projects requiring site design review)

1. Legal description (e.g., assessor parcel number, copy of warranty deed, etc.) for the subject property;
2. Property lines with the location and general description (height and type of material) of existing and proposed fences and other buffering or screening materials;
3. The location of existing and proposed terraces or retaining walls;
4. The location of existing and proposed plant materials;
5. Wetland and/or riparian area boundaries on the property, if any;
6. Existing and proposed structures;
7. Driveway and adjoining roadway widths, descriptions, and locations; and
8. Prevailing drainage patterns for the property.
9. Other information as deemed appropriate by the Community Development Director. An arborist's report may be required for sites with mature trees that are protected under this chapter and/or Chapter 16.156 of this Code.

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.

D. Landscape Materials

E. Landscape Design Standards

1. Yard Setback Landscaping
2. Parking Areas.
3. Buffering and Screening Required (subsections a, b c)

F. Maintenance and Irrigation

G. Additional Requirements-identified by Division 2 or through conditional use permits

Applicant response: See Application Narrative.

Staff finding: The site does have naturally occurring vegetation around the site. The site far exceeds the overall 20% minimum standard for commercial uses. However, the submitted landscape lacks any information on landscape materials to determine consistency with native vegetation standards. Removal of all non-native species within the construction envelope is also required. See conditions of approval.

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 width standards.*
- 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.*
- 3. Service drives or aisles shall be clearly and permanently marked and defined through the use of bumper rails, fences, buildings, walls, painting, or other appropriate markers.*
- 4. Fractional space requirements shall be counted as a whole space.*
- 5. All parking lots shall be designed and constructed to meet the City standards of Section 16.120.020, this chapter, Chapter 16.136, and this Code.*

Applicant Response: See Application Narrative.

Staff finding: The Development Code does not include a specific standard for corrections facilities. Staff requested the applicant research other jurisdictions with jail facilities to

reference other standards. Based on the research, and the reduction of employees with the new user, there is adequate off-street parking.

Standard parking spaces shall conform to the dimensions in Figure 16.128.030.C. Disabled person parking spaces shall conform to the standards (and dimensions) in this section. The applicant has requested a variance to the dimension standard by 1 foot that is 9 x 19 feet while the existing spaces are 9 x 18 feet. See findings below.

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.*

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.*

Applicant response: See Application Narrative.

Staff finding: Based on the bicycle parking standard, 8 spaces are required. A rack is proposed under a sheltered area. However, additional long term spaces for employees may be located inside the building. Standard is met.

16.152.060 Grading Permit Requirements.

A. Permits Required. Except as exempted in Section 16.152.040, no person shall do any grading without first obtaining a grading permit from the building official. A separate permit shall be obtained for each site, and may cover both excavations and fills.

Applicant Response: See Application Narrative.

Staff finding: Except as provided in Section 16.152.040, no person shall do any grading work without first having attained a grading permit from the building official. Unless exempt, the applicant shall obtain a grading permit in order to review soil erosion and sedimentation into watercourses, wetlands, riparian areas, public and private roadways caused by development activities, including clearing, grading, stripping, excavating, and filling of land. A utility and grading plan was submitted as part of the site plan application. The City Engineer will review the plan for compliance. See conditions of approval.

STANDARD VARIANCE CRITERIA

WDC Section 16.272.010 states that, "Variances to a quantitative requirement of this Code may be granted only if, on the basis of the written application, and evidence submitted by the applicant, findings of fact are made by the zoning administrator (for Class 1 applications) that satisfy Criteria 1 through 6 listed below. Prior variances allowed in the neighborhood shall not be considered by the granting authority in reaching its decision. A determination of whether the standards set forth in Section 16.272.020 (A) through (F) are satisfied necessarily involves the balancing of competing and conflicting interests. Each request shall be based on its own merits.

- A. *The hardship was not created by the person requesting the variance;*
- B. *The request is necessary to make reasonable use of the property. There will be an unreasonable economic impact upon the person requesting the variance if the request is denied;*
- C. *The request will not substantially be injurious to the neighborhood in which the property is located. The variance will not result in physical impacts, such as visual, noise, traffic or increased potential for drainage, erosion and landslide hazards, beyond those impacts that would typically occur with development in the subject zone;*

- D. *The request is not in conflict with the Comprehensive Plan;*
- E. *The request is not in conflict with the Development Code. No variance may be granted which will result in a use not permitted in the applicable zone or which will increase the allowable residential density in any zone with the exception of individual lot size reduction; and,*
- F. *Physical circumstance(s) related to the property involved preclude conformance with the standard to be varied."*

Staff Analysis for Variance Criteria

According to the findings in the application, there is adequate evidence and rationale for requesting a quantitative variance to meet the parking dimension standard and ample justification to recommend approval. Staff concurs with the applicant that the hardship is not self-imposed, the request is necessary to make reasonable use of the property and the existing improvements that are within a foot of meeting the standard, the request will not be injurious to the neighborhood or customers for that matter, and the request is not in conflict with the Comprehensive Plan or Development Code. The physical circumstances related to property, in this case the existing layout of the parking area, preclude conformance with the standard to be varied. All standards have been met.

DISCUSSION, RECOMMENDATION & CONDITIONS OF APPROVAL

The proposal is commendable for a number of reasons: 1) use is consistent with I-1 zone, 2) provides a growing, unmet need in the community for security, 3) creative, adaptive reuse of an existing public facility, and 4) complies or exceeds the majority of the code standards.

Based on the findings above, SDR 19-9, the County Jail renovation meets the basic requirements of the Development Code. However, approval is subject to the following conditions:

1. A revised site plan shall be submitted and approved prior to issuance of building permits.
2. Fire Department issues, if any, will be addressed separately. The applicant shall confirm fire truck access is appropriate and has been submitted to the Fire Department and Engineer for review and approval prior to prior to issuance of building permits, grading permits, or start of construction.
3. The landscaping plan shall be revised to include plant list consistent with native vegetation standard. All approved materials installed shall be confirmed prior to occupancy. All invasive species shall be removed within the construction zone.

4. The applicant shall submit civil plans, if any, including all utilities, stormwater, and surface water management plans to comply with Chapter 16.140 requirements, and may need review by the City's Public Works Department or City Engineer (HHPR).
5. A construction trailer, if located on site, shall be granted access subject to plan review and permit fees. Unless exempt by 16.152.040 Exempted Work, the applicant shall obtain a grading and erosion control permit.
6. No stormwater shall be directed into the wastewater collection system. The applicant should work with the City Engineer for any additional concerns or direction on wastewater collection options.
7. The multi-use path, along the entire frontage of the subject property, shall include a fog line and/or cross hatch design that delineates the pedestrian path from the roadway. Crosswalks shall be installed using concrete or thermoplastic material with chosen material indicated on revised site plan. Pedestrian path from SE 19th St shall be concrete or other durable surface that is distinct in color and raised above the surface of the driveway.. Directional arrows for the driveway shall also use thermoplastic.
8. Coordinate with Port of Astoria on recording aviation easement with Clatsop County Recorders' Office prior to certificate of occupancy.
9. Subsequent to engineering review, a pre-construction meeting is strongly encouraged prior to mobilization of contractors and site work.

Suggested Motion: Based on the findings of fact in the record, public testimony, and conditions of approval, I move to approve SDR 19-9 and VAR 19-3.



Community & Economic Development Department

Permit Checklist

June 2019

The following is a general checklist that applies to all Community & Economic Development Department submittals. The checklist is intended to assist prospective applicants with navigating the permit process. In each case, there may be additional submittal requirements that are identified in the pre-application notes.

The burden of proof rests with the applicant to demonstrate compliance with applicable portions of the Development Code.

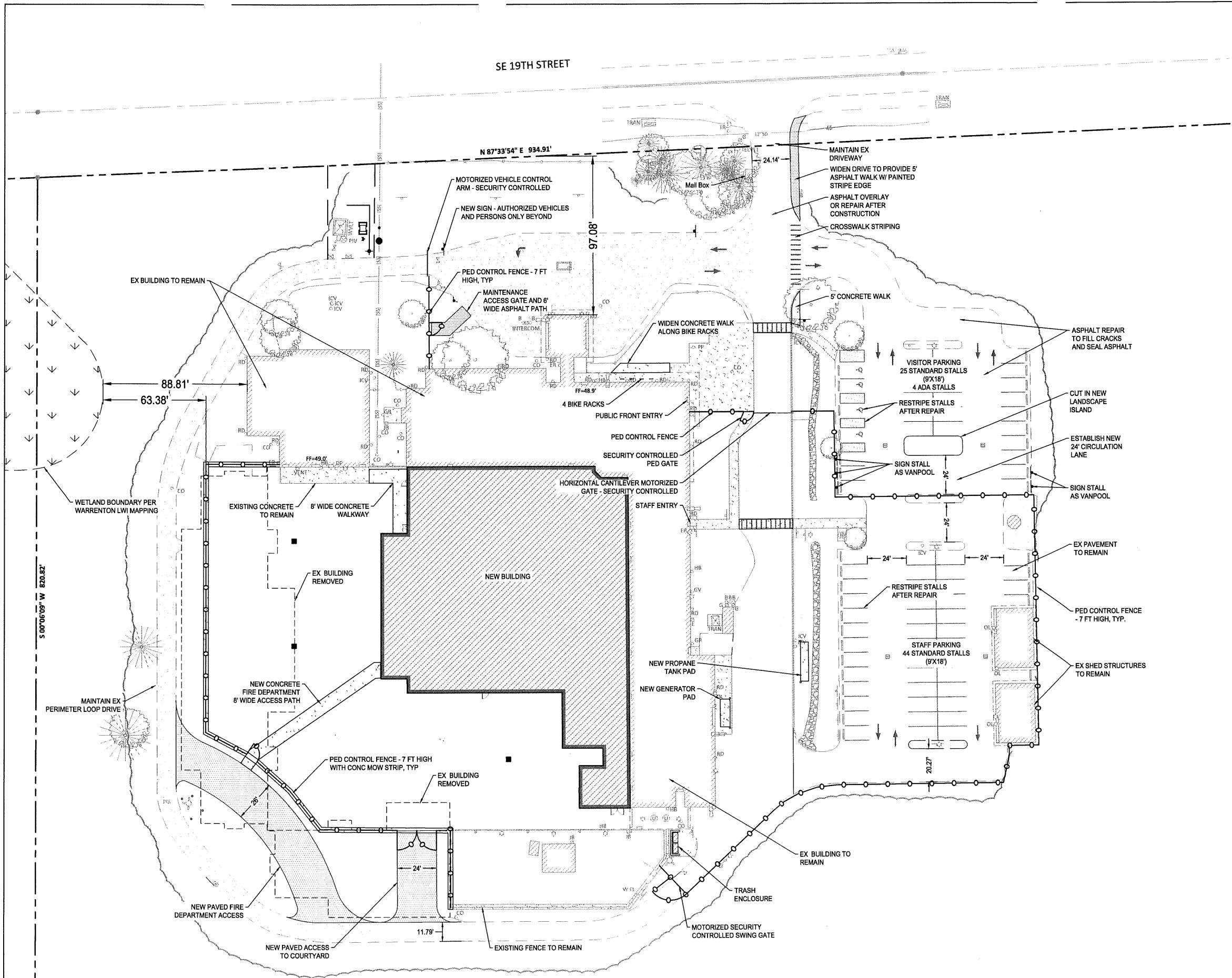
- Signed Application & Fee (Site Design Review, Conditional Use, Variance, etc)
- Site Plan (3 copies | 11 x 17 or larger to scale)
- Landscape & Parking Plan (if not indicated on site plan)
- Engineering Review Form & Deposit
- Self-addressed, stamped envelopes for public notice (Type 2 & Type 3)
- Impact Study (Type 2 & Type 3)
- Pre-application Notes Response Letter
- Narrative of findings that addresses applicable criteria
- Preliminary utility and stormwater plan

After all materials have been verified, a completeness letter will be issued with a basic timeline for review. After completion, public notice will be published and mailed to the affected property owners and agencies.

The checklist itself is a requirement and must be submitted and date stamped by city staff.

EA 10/29/19

File: \\evl\pdx1\civ\Projects\102191800111-Clatsop-Co-Jail\CAD\PL\Land Use\19111-LU-SITE.dwg TAB:C1.0
 Plotted: 10/28/19 at 2:22pm By: JCollinson



SHEET LEGEND

- ☼ LUMINAIRE
- ⚡ GROUND FLOOD LIGHT
- ☼-☼ OVERHEAD LIGHT
- ☐ MB MAILBOX

LAND USE

1360 SE 18TH STREET
 WARRENTON, OR, 97146



**SITE PLAN
 CLATSOP COUNTY JAIL
 REPLACEMENT**

C1.0
 74-19124-00
 10/16/19
 REVISIONS

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