

URBAN AREA PLANNING COMMISSION

MEETING MINUTES

September 14, 2016 – 6:00 P.M.

Council Chambers

1. ROLL CALL:

The Urban Area Planning Commission met in regular session on the above date with Chair Gerard Fitzgerald presiding. Commissioners Loree Arthur, David Kellenbeck, Lois MacMillan, Dan McVay, Blair McIntire, and Robert Wiegand were present. Vice Chair Jim Coulter was absent. Also present and representing the City was Parks & Community Development (hereafter: PCD) Lora Glover and City Council Liaison Rick Riker.

2. ITEMS FROM THE PUBLIC: None.

3. CONSENT AGENDA:

a. MINUTES: August 24, 2016

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b. FINDINGS OF FACT:

I. 104-00105-16 & 301-00110-16 – Lincoln/Lower River Road Subdivision

Tentative Plan & Major Variance – Staff Report

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II. 104-00104-16 & 301-00109-16 – Pinnacles Estates Subdivision Tentative

Plan & Major Variance – Staff Report

Pg. 21-44

MOTION/VOTE

Commissioner MacMillan moved and Commissioner Kellenbeck seconded the motion to approve the consent agenda and from August 24, 2016 as presented. The vote resulted

as follows: “AYES”: Chair Fitzgerald and Commissioners McVay, Arthur, McIntire,

Wiegand, and Kellenbeck. “NAYS”: None. Abstain: None. Absent: Vice Chair Coulter.

The motion passed.

4. PUBLIC HEARINGS:

a. 104-00103-16 – Summerfield North Subdivision Tentative Plan –

Staff Report

Pg. 45-120

- Chair Fitzgerald stated, at this time I will open the public hearing to consider Application 104-00103-16 – Summerfield North Subdivision Tentative Plan. We will begin the hearing with a staff

report followed by a presentation by the applicant, statements by persons in favor of the application, statements by persons in opposition to the application, and an opportunity for additional comments by the applicant and staff. After that has occurred, the public comment portion will be closed and the matter will be discussed and acted upon by the Commission. Is there anyone present who wishes to challenge the authority of the Commission to consider this matter? Seeing none do any Commissioners wish to abstain from participating in this hearing or declare a potential conflict of interest? Seeing none are there any Commissioners who wish to disclose discussions, contacts, or other ex parte information they have received prior to this meeting regarding this application? Seeing none in this hearing the decision of the Commission will be based on specific criteria which are set forth in the development code. All testimony which apply in this case are noted in the staff report. If you would like a copy of the staff report please let us know and we will try and get you one. It is important to remember if you fail to raise an issue with enough detail to afford the Commission and the parties an opportunity to respond to the issue you'll not be able to appeal to the Land Use Board of Appeals based on that issue. The hearing will now proceed with a report from staff.

- Justin gave the staff report.
- Marc Cross – civil engineer on the project – Marc let the commission know that the garages on lots 4-8 will have access from a shared driveway at the rear of the property. This will follow a similar theme to an existing development on the other side of Elmer Nelson.
- There is a sizable irrigation line that will need to be moved for the development. The utilities will be fairly straight forward as this project is an infill.
- Steve Nelson – 1797 Hubbard Lane – Mr. Nelson expressed concerns with the way various issues have been handled with an emphasis on the Urban Renewal plan. His concern in regards to

the agenda item tonight is that he would like to see a portion of the land to be developed dedicated to a small park for the use of the subdivision children.

- Marc – SDCs are paid on each lot after those lots are developed, this will help benefit parks in the area.
- Commissioner Arthur asked about extreme flooding on Redwood Ave and how this subdivision might have an additional impact on that. Marc let it be known that he wasn't aware of flooding on Redwood Ave but he was aware of some flooding on Greenwood. He said that the flooding was mostly due to the drainage area needing to be maintained, however it is difficult due to the area being part of the protected wetlands lands. The developers will have all of the required detention which will be in the form of a large underground detention pipe that will be metered off.
- The commission asked staff to weigh in on Mr. Nelson's concern.
- Lora said that some communities do have it written into their development code that a certain percentage of park lands are set aside. Council has it set that SDCs are paid for maintenance and land acquisition for parks. PDC follows the master plan. Requirements of dedication are not set in the development code currently. Would love to see parks. Hard to cover all areas with existing code.
- Commissioner Fitzgerald recommended the possibility of the school district donating the property behind the fire station on Darneille.
- Lora let the commission know that it could be something that could be looked at for the future as UAPC goes through goals to put something in the code for dedicated park land in lieu of park SDCs.
- The commissioners discussed the desire to look further into the school lands and making changes for future development.
- Justin stated that staff misunderstood the use of the shared driveway meant for access to the garages at the rear of the lots

on Elmer Nelson. A condition to specify joint maintenance of the driveway will be added as A.2.C. The current A.2.C will be moved down to A.2.D

- Commissioner McVay ask where the detention pipes go. Marc let the commission know that all phases end up connecting to the Redwood Ave system.
- Commissioner MacMillan let it be known that while the design meets the criteria she isn't particularly thrilled with the design.
- Commissioner Kellenbeck believes that the plan is designed that way to match the existing development in the area.
- Commissioner McIntire asked why City staff was recommending the approval when the tentative plan does not meet the solar standards.
- Chair Fitzgerald opened the discussion back to public comment to allow Marc to elaborate on why they aren't able to meet the solar standards.
- Marc let the commission know that they are unable to meet the solar standards as this development is an in fill. In order to meet the standard the existing streets would need to face the opposite direction.
- Marc mentioned that the layout wouldn't have been their first choice, however it was the best option they were able to find to meet the requirements needed to finish the street connections.
- Commissioner Kellenbeck asked how this was addressed in the conditions.
- Lora let the commission know that staff could add in a specific condition to specify the lots that would not meet the solar standard. This will be added as a G list item.

MOTION/VOTE

Commissioner Kellenbeck moved and Commissioner MacMillan seconded the motion to approve application 104-00103-16 – Summerfield North Subdivision Tentative Plan with the revisions and corrections. The vote resulted as follows: “AYES”: Chair Fitzgerald and Commissioners McVay, Arthur, McIntire, Wiegand, and Kellenbeck. “NAYS”: None.

Abstain: None. Absent: Vice Chair Coulter.

The motion passed.

b. 201-00130-16 – Cascade Self Storage Major Site Plan/Discretionary Review Staff Report **Pg. 121-234**

- Chair Fitzgerald stated, at this time I will open the public hearing to consider Application 201-00130-16 – Cascade Self Storage Major Site Plan/Discretionary Review Staff Report.
- Lora gave the staff report.
- Bruce Jordan - 131 Calle Iglesia, San Clemente, CA – Bruce thanked the commissioners and commended staff for being professional and meeting with them on short notice.
- He believes they have a great design for the site. There is screening of all internal activities from outside of the facility from Vine Street as well as I5.
- The exceeded the minimum landscape setback in some areas.
- Bruce mentioned that they would be willing to stipulate in the conditions that they will not exceed the 25 trips per hours.
- The exceed all of the parking requirements.
- About 25% of the site is landscaping.
- Along Vine Street they used some upgraded materials on the façade to make it appear as retail frontage.
- They are in agreement with the proposed revised conditions.
- Bruce let it be known that they are prepared to put the street improvements in now if the City is able to bypass the deferred development agreement.
- Commissioner MacMillan asked why the deferred development agreement was in place. Lora let her know that it was requested

by the engineering department as there is not a street profile in this area at this time. It is in the Urban Renewal plan to add sidewalks in the area but the project is still in the works.

- Commissioner Arthur asked for clarification on the TV parking. Bruce explained the path they would take and assured the commission that all of the turning radiuses had been properly measured.
- Commissioner MacMillan is happy to see something go in to the location but she is worried about the deferred development agreement. She asked Lora if the developer were to put the street improvements in now would it push along the improvements on the remainder of the street.
- Lora said that there are different options out there but they wanted to be careful to not overly burden the developer with requiring them to design the street profile as well.
- Commissioner Fitzgerald recommended that the commission and city council urge the city to do everything in their power to complete the street profile as to allow the developer to do the street improvements now.
- The commissioners
- Commissioner Wiegand would like to continue the hearing until the numerous conditions have been adjusted in the plan.
- Lora explained the changes to the commissioners. Staff would strike out the conditions related to the sewer main extension except for the one along the south property line, added the new language on the bottom, and modifying a condition from a "shall" to a "may".
- The applicant was talking about the deferred development agreement. The engineering department can be presented with a street profile that they can then approve or modify, the language put in place was a either/or and allowed the developer to defer the street improvements until city staff was able to provide a street profile if they so desired.

- Commissioner Wiegand would like to see an amendment adding the flexibility for the developer to present a street profile to move forward with the half street improvements or continue with the DDA.

MOTION/VOTE

Commissioner Kellenbeck moved and Commissioner MacMillan seconded the motion to approve application 201-00130-16 – Cascade Self Storage Major Site Plan with the revised conditions with the condition that the UAPC is able to review the changes before signing the findings of fact. The vote resulted as follows: “AYES”: Chair Fitzgerald and Commissioners McVay, Arthur, McIntire, Wiegand, and Kellenbeck. “NAYS”: None.

Abstain: None. Absent: Vice Chair Coulter.

The motion passed.

MOTION/VOTE

Commissioner MacMillan moved and Commissioner Kellenbeck seconded the motion to approve application 201-00130-16 Discretionary architectural standards. The vote resulted as follows: “AYES”: Chair Fitzgerald and Commissioners McVay, Arthur, McIntire, Wiegand, and Kellenbeck. “NAYS”: None. Abstain: None. Absent: Vice Chair

Coulter.

The motion passed.

5. OTHER ITEMS/STAFF DISCUSSION:

- Lora gave a presentation on the current DDA process and regulations. She will be presenting a recommendation on two levels of fees – arterials and collectors as a type one and a homeowner on a local access street at a lower rate as a type two. The presentation to Council will be held in October with a proposed amendment in the municipal code and following up with a change in the development code at a later date. The changes are intended to make the fees more fair for the citizens.

6. ITEMS FROM COMMISSIONERS:

- Commissioner MacMillian would like the items from the public to be pushed back to after the public hearings to allow for a greater depth of conversation with the citizens about their concerns.

7. ADJOURNMENT:

Chair Fitzgerald adjourned the meeting at 7:42 P.M.

Next Meeting: September 28, 2016

Gerard Fitzgerald, Chair
Urban Area Planning Commission

Date

These minutes were prepared by Carlie Paulsen, Administration Department, City of Grants Pass.

**CITY OF GRANTS PASS
PARKS & COMMUNITY DEVELOPMENT DEPARTMENT**

**BLACKBERRY LANE
SUBDIVISION TENTATIVE PLAN
FINDINGS OF FACT**

Procedure Type:	Type III: Urban Area Planning Commission
Project Number:	104-00102-16; 201-00135-16
Project Type:	Subdivision Tentative Plan; Tentative Plan Modification
Owner(s):	Maurer Properties, LLC
Applicant:	Gayle Atkins
Representative:	Gerlitz Engineering Consultants. Attn: Justin Gerlitz
Property Address:	2587 Leonard Road
Map and Tax Lot:	36-06-23-BD, TL 800
Zoning:	R-2 (Urban Growth Boundary)
Size:	5.83 acres
Planner Assigned:	Justin Gindlesperger
Application Date:	June 10, 2016
Application Complete:	June 24, 2016
Date of Staff Report:	July 20, 2016 Due: 07/20/2016
Hearing Date:	July 27, 2016
Date of Findings:	August 10, 2016; October 12, 2016 for Tentative Plan Modification
120 Day Deadline:	October 22, 2016; January 7, 2017

Note: ~~Strikeout Text~~ indicates text that was deleted. *Italic Text* indicates text that was added.

I. PROPOSAL:

The proposal is to subdivide the approximately 5.83 acre property into a total of 38 single family lots located at 2587 Leonard Road in the R-2 residential zoning district. The proposal will construct two (2) sections of public street and six (6) private streets for access to the individual lots. The development will also include frontage improvements along Leonard Road.

In conjunction with the application for the subdivision, the applicant has applied for two (2) separate Property Line Adjustment (PLA) applications. The first PLA is between the applicant and an adjacent property owner due to structures encroaching onto the subject parcel. The second PLA is between tax lot 800 and tax lot 1900 to the south, which is also owned by the applicant. The applicant has submitted a future development plan to show further development for the subdivision.

The developer is proposing to split the subdivision into three project phases. Phase I will consist of Lots 15-22 and 33-38; half-street improvements to Leonard Road; partial development of SW Blackberry Lane (to the southern end of Lots 17 and 33); and the development of two (2) private streets. Phase II will include Lots 9-14 and 29-32; partial development of SW Blackberry Lane (to the southern end of Lots 11 and 29); and the development of two (2) private streets. Phase

III will include Lots 1-8 and 23-28; completion of SW Blackberry Lane; extension of Raydean Drive (to western boundary of tax lot 700); and the development of two (2) private streets.

II. AUTHORITY:

Section 2.050, Schedule 2-1, Section 6.050 and Section 17.031 of the City of Grants Pass Development Code, authorize the Planning Commission to consider the request and make a decision to approve, approve with conditions, or deny.

III. CRITERIA:

The decision on the Tentative Plan must be based on the criteria contained in Section 17.413 of the Development Code.

IV. APPEAL PROCEDURE:

Section 10.050, City of Grants Pass Development Code, provides for an appeal of the Urban Area Planning Commission's decision to the City Council. An appeal application and fee must be submitted within twelve (12) calendar days of the Urban Area Planning Commission's oral decision. A statement of grounds to the appeal must be filed within seven (7) calendar days of the Urban Area Planning Commission's written decision.

V. PROCEDURE:

- A.** An application for a Subdivision Tentative Plan was submitted on June 10, 2016 and deemed complete on June 24, 2016. The application was processed in accordance with Section 2.050 of the Development Code.
- B.** Public notice of the July 27, 2016 hearing was mailed on July 6, 2016, in accordance with Section 2.053 of the Development Code.
- C.** A public hearing was held on July 27, 2016 and the Planning Commission voted unanimously to approve the Subdivision Tentative Plan request with the conditions attached in the Staff Report.
- D.** At the public hearing on July 27, 2016, the Planning Commission gave oral consent to a phased subdivision plan and directed the applicant to apply for a modification to the approved Subdivision Tentative Plan.
- E.** An application for a Tentative Plan Modification was submitted on September 9, 2016 and deemed complete on the same date. The application was processed in accordance with Section 2.050 of the Development Code.

VI. SUMMARY OF EVIDENCE:

- A.** The basic facts and criteria regarding this application are contained in the Staff Report, which is attached as Exhibit "A" and incorporated herein.

- B.** The minutes of the public hearing held by the Urban Area Planning Commission on June 22, 2016, attached as Exhibit “B”, summarize the oral testimony presented and are hereby incorporated herein.
- C.** The PowerPoint given by staff is attached as Exhibit “C”.
- D.** An email from Misty Whorley, an adjacent neighbor, is attached as Exhibit “D”.
- E.** A copy of an aerial map submitted by Tony Riojas is attached as Exhibit “E”.
- F.** A copy of the applicants Modification Narrative is attached as Exhibit “F”.
- G.** A copy of the Tentative Plan Modification is attached as Exhibit “G”.

VII. GENERAL FINDINGS OF FACT:

A. Characteristics of the Property:

- 1. Land Use Designation:
 - a. Comprehensive Plan: Moderate Density Residential
 - b. Zone District: R-2
 - c. Special Purpose District: R-3-2 transition overlay; Grants Pass Irrigation District; Sand Creek Drainage
- 2. Size: 5.83 acres
- 3. Frontage: Leonard Road and Raydean Drive
- 4. Access: Lots will have access from interior public and private streets
- 5. Public Utilities:
 - a. Existing Utilities:
 - i. Water: 12-inch main in Leonard Road and 8-inch main in Raydean Drive.
 - ii. Sewer: 8-inch main Leonard Road and Raydean Drive
 - iii. Storm Drain: 12-inch main in Raydean Drive
 - b. Proposed Utilities:
 - i. Water: 8-inch main in SW Blackberry Lane and 8-inch extension in Raydean Drive;
 - ii. Sewer: 8-inch main in SW Blackberry Lane, an 8-inch extension along Raydean, and 8-inch main in each private street;
 - iii. Storm: Extension of the storm drain in Leonard Road and SW Blackberry Lane (size to be determined).

- 6. Topography: Relatively flat
- 7. Natural Hazards: None
- 8. Natural Resources: Wetlands
- 9. Existing Land Use:
 - a. Subject Parcel: Undeveloped pasture with agriculture structure
 - b. Surrounding: Moderate Density Residential

B. Background:

The proposal is for a 38-lot Subdivision on an approximately 5.83 acre tract in the R-2 zoning district, located at 2587 Leonard Road. Individual lots are approximately 5,000 square feet in size and are proposed single-family residences, with two (2) of the lots featuring attached dwelling units.

The development includes an extension of Raydean Drive, frontage improvements along Leonard Road, a new public street (SW Blackberry Lane) and six (6) private streets. Access to the individual lots will be from the proposed internal streets. SW Blackberry Lane will be constructed to Local Access street standards and the private streets will be a minimum of twenty (20) feet wide with four dwelling units accessing each private street segment. The private street segments will be designated as “fire lanes” to help ensure emergency vehicle access.

The developer is proposing to split the subdivision into three project phases. Phase I will consist of Lots 15-22 and 33-38; half-street improvements to Leonard Road; partial development of SW Blackberry Lane (to the southern end of Lots 17 and 33); and the development of two (2) private streets. Phase II will include Lots 9-14 and 29-32; partial development of SW Blackberry Lane (to the southern end of Lots 11 and 29); and the development of two (2) private streets. Phase III will include Lots 1-8 and 23-28; completion of SW Blackberry Lane; extension of Raydean Drive (to eastern boundary of the subject property); and the development of two (2) private streets.

In conjunction with the application for the subdivision, the applicant has applied for two (2) separate Property Line Adjustment (PLA) applications. The first PLA is between the applicant and an adjacent property owner due to structures encroaching onto the subject parcel. The second PLA is between tax lot 800 and tax lot 1900 to the south, which is also owned by the applicant. The applicant has submitted a future development plan to show further development or subdivision.

Due to the number of trips generated by the subdivision, the applicant was required to provide a Traffic Impact Analysis (TIA). The TIA City’s traffic consultant concurred with the conclusions of the TIA that no additional mitigation is required for the project.

VIII. FINDINGS IN CONFORMANCE WITH APPLICABLE CRITERIA:

Section 17.413 of the City of Grants Pass Development Code states that the review body shall approve, approve with conditions or deny the request based upon the following criteria:

CRITERION (1): The plan conforms to the lot dimension standards of Article 12, the base lot standards of Section 17.510, and the requirements of any applicable overlay district.

Planning Commission Response: Satisfied with Conditions. The R-2 zone district requires a minimum lot size of 5,000 square feet. The proposed lots meet or exceed this base requirement. Each lot is required to have a minimum width of fifty (50) feet, as required by the Development Code, and all lots meet this base requirement.

As previously noted, the applicant has submitted a Property Line Adjustment with TL 1900. However, the tentative plan for the subdivision does not reflect the area being adjusted into TL 800. The adjusted area is proposed to be developed at a future date and is reflected on the “future development plan”. As conditioned below, the applicant will be required to submit a revised tentative plan reflecting the adjusted area as Tract B.

CRITERION (2): When required, the proposed future development plan allows the properties to be further developed, partitioned, or subdivided as efficiently as possible under existing circumstances, in accordance with requirements for typical permitted uses in the applicable zone and comprehensive plan district, and in conjunction with other development in the neighborhood.

Planning Commission Response: Satisfied. The proposed lots in the subdivision cannot be further divided due to minimum lot size requirements in the R-2 zoning district. The maximum development potential of the individual lots will be completed with the construction of single-family residences.

As previously noted, the tentative plan application is in conjunction with two (2) Property Line Vacation applications. On the second PLA, the applicant is proposing to adjust the common property line with an adjacent property (tax lot 1900) that is under common ownership. Tax lot 1900 is not part of the current subdivision application and the applicant has submitted a future development plan.

CRITERION (3): When one is required or proposed, the street layout conforms to the applicable requirements of the adopted street plans, meets the requirements of Article 27 and other applicable laws, and best balances needs for economy, safety, efficiency and environmental compatibility.

Planning Commission Response: Satisfied with Conditions. The tentative plan reflects the development of a new internal local access street (50 ft. right-of-way, 5.5 ft. planter strips and 5 ft. sidewalks) and six (6) private streets. As conditioned below, the private streets shall be a minimum of 20-feet wide and be designated as a “fire lane” with no parking along the street ~~or within the turn-around~~.

As conditioned below, the applicant will be required to extend Raydean Drive along the length of the subject property to Local Access standards (5.5 ft. planter strip and 5 ft. sidewalks) and install frontage improvements along Leonard Road to Collector street standards (7.5 ft. planter strip, 6 ft. sidewalk and 5 ft. bike lane).

In 2004, the City Council passed Resolution 4851, which requires off-site pedestrian paths to connect all new subdivisions to “destination” streets. Willow Lane is listed as a destination street. Willow Lane and George Tweed Boulevard are the nearest destination streets. As reflected on the tentative plan, sidewalks will be provided on the new local access street, the extension of Raydean Drive and the improvements along Leonard Road in accordance with Resolution 4851.

The application is subject to the connectivity standards of Section 27.122 to ensure that a pattern of streets and accessways are provided for vehicles, pedestrians and bicyclists. Due to the existing development on the east and west property lines, the applicant is unable to meet the 600 ft. block length standards under Section 27.122(1). The review body is allowed to grant an exception to this requirement when it is found to be impractical due to existing development patterns. During the pre-application for the proposed subdivision, staff and the applicant had extensive discussions regarding alternative street layouts. Due to the existing development, staff and the applicant believe the tentative plan provides the best possible design due to the existing limitations.

CRITERION (4): The proposed utility plan conforms to the applicable requirements of adopted utility plans, the requirements of Article 28 and other applicable laws, and best balances needs for economy, safety, efficiency and environmental compatibility.

Planning Commission Response: Satisfied with Conditions.

Water: The proposal includes the extension of a public water main to provide domestic and fire services to the individual properties. As conditioned below, the applicant shall submit a detailed utility plan to the Engineering Division for review and approval. The plan will need to include: location of fire hydrants, and water services for each lot within a public right-of-way.

Sewer: The applicant proposes sewer main extensions within the dedicated public right of way and within the private streets. Separate sewer laterals are required for each lot. The installation of the proposed sewer mains across private lots will require the dedication of a twenty (20) ft. drivable and unobstructed easement, to include drivable access to all manholes and cleanouts. As conditioned below, a detailed utility plan shall be submitted to the Engineering Division.

Storm Water: The property is located in the Sand Creek Drainage basin. Development in the basin is subject to the Storm System Development Charges (SDCs) rate. The proposal includes storm mains in SW Blackberry Lane that drain into a proposed detention pond on the northeast corner of the property. The applicants are proposing to connect to an existing storm drain that flows through Rainwood Estates. Rainwood Lane is not a City street and the applicant is required to obtain permission from Josephine County.

As conditioned below, the applicant shall submit storm drain calculations that demonstrate that post-development run-off does not exceed pre-development run-off and that storm drainage does not cross property lines without an easement. The applicant must also provide information on the maintenance of the proposed storm detention facility. The tentative plan notes that Tract A is to be maintained by the City;

the City has not accepted this dedication. Prior to any acceptance of the detention area, the applicant will be required to submit a detailed design for the detention pond to include demonstration of its function to the Public Works Department for review and approval. If it is all future "City Street" water that is going into the detention pond, the City will decide whether to accept responsibility for the future maintenance. If the City accepts the maintenance responsibility, the installation of landscaping and a separate irrigation meter may be required.

As noted above, a detailed utility plan shall also be required to be submitted for review and approval.

Other Utilities: As conditioned below and reflected on the tentative plan, a 10 ft. City Utility Easement (CUE) must be dedicated along all existing and proposed public street frontages, and along one side of each of the private streets.

CRITERION (5): The tentative plan allows for the preservation or establishment of natural features or the preservation of historic features of the property, and allows access to solar energy to the extent possible under existing circumstances, including:

- (a) Providing the necessary information to complete the tree chart identified in Section 11.041.
- (b) No cuts shall result in retaining walls greater than 15 feet high in a single wall from the finish grade or create any un-retained slopes greater than 100%.
- (c) No fills shall result in a retaining wall within the required setback from a property not included in the development plan greater than 6 feet in height from the finish grade or create any slopes which are greater than 100%.

Planning Commission Response: Satisfied with Conditions. The applicant provided a tree canopy chart showing existing tree canopy and existing trees to be removed. The site has an existing tree-canopy cover of approximately 5%. As required by Section 11.041, residential developments in the R-2 zone shall maintain or re-establish a tree-canopy cover of 20% to 30%, which typically requires 3-4 trees per lot. As conditioned below, prior to final plat, the applicant shall submit a revegetation plan and pay applicable tree deposits per Section 11.060.

Solar Standards: The solar lot design standards in Section 22.632 (1) requires, "At least 80 percent of lots in a residential subdivision shall:
(a) have a north-south dimension of at least 80 feet; or
(b) have a solar building line located on the lot(s) to the north of the subject lot. The solar building line shall be at least 85 feet north of the south property line of the subject lot. Construction on the lot shall be setback from the recorded solar building line in accordance with Section 22.623(2)."

Section 22.632 (3) states,

"Any proposed lot where any structure built on that lot would be exempt from solar setback standards as given in Section 22.621 of this Code

shall not be included in the total number of lots in the subdivision when calculating the number of lots in subsection (1) above.”

Of the 38 proposed lots, four (4) lots do not meet or exceed the eighty (80) foot minimum north/south lot dimension. The remaining 34 lots exceed the minimum percentage of lots that comply with the minimum lot dimension requirements.

The site is relatively flat; therefore areas of cut and fill are not expected to exceed 1-2 feet. No retaining walls are proposed as part of the development plan. Cut fill slopes will not exceed 5:1 or 20%.

CRITERION (6): The plan complies with applicable portions of the Comprehensive Plan, this Code, and state and federal laws.

Planning Commission Response: Satisfied with Conditions. The proposed subdivision name of “Blackberry Lane Subdivision” was approved by the County Surveyor. As conditioned below, the proposed street names shall be amended to include the “SW” directional identifier (Section 6.40.030.B of the Municipal Code).

The subject property is located outside of the City limits within the Urban Growth Boundary and is considered a Category 2 development, pursuant to the 1998 Intergovernmental Agreement for the Orderly Management of the Grants Pass Urban Growth Boundary. As conditioned below, the applicants will be required to submit a signed Service and Annexation Agreement.

Based upon the conditions listed below, along with the submittal of a revised tentative subdivision plan and utility plans as previously discussed, the applicant is demonstrating compliance with all applicable Grants Pass Comprehensive Plan, Development Code requirements, and state and federal laws given the conditions of approval stated below.

IX. DECISION AND SUMMARY:

The Planning Commission **APPROVED** the request for the thirty eight (38) lot tentative plan with the conditions listed below. The vote was 5-0 with Commissioners Fitzgerald, Coulter, Arthur, Kellenbeck and McVay in favor. None were opposed. Commissioners MacMillan, McIntire and Wiegand were absent.

CONDITIONS OF APPROVAL:

A. The following must be accomplished within 18 months of the Planning Commission’s Decision and prior to issuance of a Development Permit for Phase I (Lots 15-22 and 33-38). (Note: A Development Permit is required in order to obtain a grading permit.):

1. Provide a letter from the Responsible Engineer who will be supervising the construction of the subdivision. The Responsible Engineer will be required to submit a letter at final plat application verifying that he/she supervised the grading and construction for the entire parcel and individual lots and that the grading and construction was completed according to approved plans.

If the responsible engineer proposes to delegate any of these responsibilities, the arrangement shall be approved in writing by the City Engineering Division prior to issuance of a Development Permit.

2. Submit a revised tentative showing the following:
 - a. Tract B (formerly part of TL 1900).
 - b. Revised street names with the directional identifier of "SW" in accordance with Section 6.40.030 of the Municipal Code.
 - c. ~~An approved turn-around design for each of the six (6) private streets that comply with the requirements of Grants Pass Public Safety.~~ Designate the private streets as "Fire Lane No Parking".
 - d. Reflect the parking areas for each lot along the private streets.
 - e. Identify mailbox locations.
3. Obtain an NPDES permit from the Department of Environmental Quality. Submit a copy of the approved permit to the Parks and Community Development Department.
4. Submit four (4) copies of civil drawings with appropriate review fees to the City Engineering Division for review and approval:
 - a. Provide an engineered drainage plan for the subdivision and tentative drainage plans for each lot. The plan shall include line size and percentage of fall. The drainage plan shall include the prevention of storm water from crossing property lines unless within dedicated easements. GPID approval must be obtained prior to drainage into their system.
 - i. The applicant shall provide maintenance information on the proposed stormwater detention facility. Upon review and approval of the stormwater detention plan, the City will make a determination regarding the future maintenance of the proposed detention facility. If the City accepts the maintenance, the applicant will be required to install appropriate landscaping, irrigation and a separate irrigation meter.
 - ii. The applicant shall obtain permission from Josephine County prior to connection of the storm drain into the existing main along the western property line of the subject property.
 - b. Provide a grading plan and receive a grading permit prior to any earthwork. Include the creation of building pads in the grading plan if completed as part of the construction of the subdivision. If

building pads are created as part of the grading of the subdivision then a map showing the extent of the grading will be required at the time of final plat.

- c. Provide an erosion control and dust control plan for the subdivision.
- d. Include any provisions of the NPDES permit on the construction plans.
- e. Present engineered construction drawings stamped by a registered Engineer, including plans and profiles if necessary, that detail the following improvements to the City Engineering Division for review and approval.

Street Improvements:

- i. Show full street improvements to ~~Raydean Drive and SW Blackberry Lane~~ to City standards.
- ii. Show the half-street improvements along Leonard Road to the eastern property line of the subject property (tax lot 800).
- iii. Construction of a City Standard commercial drive approach at the intersection of each private street and SW Blackberry Lane. The City Engineer may require appropriate transitioning from the private street to the City street.
- iv. Reflect proposed street lighting in accordance with Section 27.121.16 of the Development Code.
- v. Provide a striping and signage plan.
 - (a) Developer will paint 20' yellow setbacks at the corners and paint white stop bar at stop sign.
 - (b) City will install the required street name sign, "stop" sign, "*Fire Lane No Parking*" and will bill developer for all costs.
 - (c) Any other signs will be the developers to install.
- vi. Obtain encroachment permits prior to any work in the right-of-way.

Utility Plan Provide detailed engineered drawings containing plan and profiles for the Utility Division Review (Specific conditions or changes to the utility shall be approved by the Engineering and Utility Departments).

- i. Show the extension of an 8" public water main in SW Blackberry Lane and ~~Raydean Drive~~
 - ii. Show the extension of an 8" public sewer main in SW Blackberry Lane, ~~Raydean Drive~~ and each of the two (2) ~~six~~ (6) private streets.
 - iii. Show the extension of public storm water main in SW Blackberry Lane and Leonard Road.
 - iv. RP backflow devices shall be required as "premises" protection on all water services (new and existing) if GPID or private wells are present.
 - v. All "premises" backflow prevention devices shall be located within 10 feet behind each water meter.
 - vi. DC backflow devices shall be required as "point of use" protection on all water services containing multiple zone irrigation systems.
 - vii. Separate sewer and water services shall be required for separate lots.
 - viii. Provide utility plans for PPL, Qwest and Avista. Show all pedestals and boxes to be installed (This is to verify utilities can be installed within dedicated City Utility Easements).
- 5. Sign a Developer Installed Agreement for Public Improvements.
 - 6. Sign a Service and Annexation Agreement.
 - 7. A recorded copy of the two Property Line Adjustments under concurrent review.

B. The following must occur within 18 months of issuance of the Development Permit and prior to Final Plat approval for Phase I:

- 1. Substantially complete all construction items related to SW Blackberry Lane, ~~Raydean Drive~~, Leonard Road and the two (2) ~~six~~ (6) private streets.
 - a. Secure for any remaining construction items in accordance with City Standards.
 - b. Submit a one year maintenance guarantee.
 - c. Submit as-built drawings of all public improvements or secure for them in accordance with City policy.

- d. Install a commercial thickness approach for the approaches on the private streets.
2. Submit a tree revegetation plan in accordance with Section 11.060:
 - a. Location of trees or groups of trees remaining on site post development as related to new lot lines.
 - b. A tree planting plan identifying general locations of where new trees will be planted and include the height, caliper and species of trees recommended to be planted.
 - c. The percentage of tree canopy proposed to be re-established. The calculation shall be based upon the type of trees to be planted and number of trees needed per lot, and shall meet the conditions of tentative plan approval.
 - d. Demonstration of efforts to promote diversity of tree species.
 - e. The Tree Re-vegetation Plan shall be recorded along with the final plat/plan.
 3. Pay the tree deposit fee in the amount of \$400 for each new lot in *Phase I* (Section 11.060.2).
 4. Separate sewer and water services are required for each lot. Private sewer and water lines shall not cross other lots.
 5. Existing private laterals reutilized by the new development shall be TV inspected prior to reuse. All defects discovered during the TV inspection shall be corrected prior to reuse by the new development.
 6. If individual lots were graded as part of the grading permit for the subdivision, provide a map of those lots with new building pads and include the dimensions of the area graded.
 7. All adjacent streets shall be swept regularly during construction.
 8. Street name sign, "stop" sign, and "*Fire Lane No Parking*" (if needed) signs shall be paid for by the developer and installed by the City. All other signs and markings including "sidewalk ends signs", painting curbs at 20 foot setback at intersections for no parking, ten feet of yellow each side of hydrants, a white stop bar at the stop signs, *and no parking along the Fire Lane* are to be completed by the developer.
 9. Power, telephone, cable television and natural gas lines shall be installed underground and within the 10 foot City Utility Easements.
 10. Pay all engineering inspection fees due.

11. Submit a letter from the Responsible Engineer stating that he/she supervised the grading and construction for the entire parcel and individual lots and the grading and construction was completed according to approved plans.
12. Properly abandon any existing wells and provide evidence of proper abandonment to the Parks and Community Development Department.
13. All water services on existing public water lines shall be installed by City of Grants Pass Water Distribution Crews. All encroachment fees related to the installation of water services shall be the responsibility of the developer.
14. Complete installation of the public utility services as reflected on the approved utility plans.
15. Provide a copy of any proposed CC&R's & deed restrictions if they are desired by the developer. There are no CC&Rs or deed restrictions required as a condition of this approval.
16. Provide a land division guarantee issued by a title company.
17. Submit a final plat in accordance with Section 17.420 of the City of Grants Pass Development Code. Incorporate any modifications or conditions required as part of tentative approval. A professional land surveyor must survey the subdivision. A plat check by the City Surveyor and payment of appropriate fees is required. Failure to comply with this condition will nullify the approval of the Tentative Plat. Include the following on the plat:
 - a. Dedication of SW Blackberry Lane and ~~Raydean Drive~~ to the public.
 - b. All easements indicated on approved construction plans.
 - c. A ten-foot wide City Utility Easement dedicated to the City of Grants Pass along all necessary public street frontages, and along one side of each of the private streets.
 - d. Dedicate the ten (10) feet of additional right-of-way for Leonard Road as reflected on the tentative plan.
 - e. Include any necessary drainage and cross access easements.
 - f. Twenty (20) foot unobstructed and drivable public sewer main easements within the *two* (2) ~~four~~(4) private streets.

After all signatures are obtained, the plat must be recorded with the Josephine County Recorder within 30 days. The subdivider shall file one print of the recorded plat with the Parks and Community Development Department. Failure to do so will nullify plat approval.

C. The following must be accomplished within 36 months of the Planning Commission's Decision and prior to issuance of a Development Permit for Phase II (Lots 9-14 and 29-32). (Note: A Development Permit is required in order to obtain a grading permit.):

1. *Provide a letter from the Responsible Engineer who will be supervising the construction of the subdivision. The Responsible Engineer will be required to submit a letter at final plat application verifying that he/she supervised the grading and construction for the entire parcel and individual lots and that the grading and construction was completed according to approved plans.*

If the responsible engineer proposes to delegate any of these responsibilities, the arrangement shall be approved in writing by the City Engineering Division prior to issuance of a Development Permit.

2. *Submit a revised tentative showing the following:*
 - a. *Revised street names with the directional identifier of "SW" in accordance with Section 6.40.030 of the Municipal Code.*
 - b. *Designate the private streets as "Fire Lane No Parking".*
 - c. *Reflect the parking areas for each lot along the private streets.*
 - d. *Identify mailbox locations.*
3. *Obtain an NPDES permit from the Department of Environmental Quality. Submit a copy of the approved permit to the Parks and Community Development Department.*
4. *Submit four (4) copies of civil drawings with appropriate review fees to the City Engineering Division for review and approval:*
 - a. *Provide an engineered drainage plan for the subdivision and tentative drainage plans for each lot. The plan shall include line size and percentage of fall. The drainage plan shall include the prevention of storm water from crossing property lines unless within dedicated easements. GPID approval must be obtained prior to drainage into their system.*
 - b. *Provide a grading plan and receive a grading permit prior to any earthwork. Include the creation of building pads in the grading plan if completed as part of the construction of the subdivision. If building pads are created as part of the grading of the subdivision then a map showing the extent of the grading will be required at the time of final plat.*

- c. *Provide an erosion control and dust control plan for the subdivision.*
- d. *Include any provisions of the NPDES permit on the construction plans.*
- e. *Present engineered construction drawings stamped by a registered Engineer, including plans and profiles if necessary, that detail the following improvements to the City Engineering Division for review and approval.*

Street Improvements:

- i. *Show full street improvements to SW Blackberry Lane to City standards.*
- ii. *Construction of a City Standard commercial drive approach at the intersection of each private street and SW Blackberry Lane. The City Engineer may require appropriate transitioning from the private street to the City street.*
- iii. *Reflect proposed street lighting in accordance with Section 27.121.16 of the Development Code.*
- iv. *Provide a striping and signage plan.*
 - (a) *Developer will paint 20' yellow setbacks at the corners and paint white stop bar at stop sign.*
 - (b) *City will install the required street name sign, "stop" sign, "Fire Lane No Parking" and will bill developer for all costs.*
 - (c) *Any other signs will be the developers to install.*
- v. *Obtain encroachment permits prior to any work in the right-of-way.*

Utility Plan *Provide detailed engineered drawings containing plan and profiles for the Utility Division Review (Specific conditions or changes to the utility shall be approved by the Engineering and Utility Departments).*

- i. *Show the extension of an 8" public water main in SW Blackberry Lane.*
- ii. *Show the extension of an 8" public sewer main in SW Blackberry Lane and each of the two (2) private streets.*

- iii. *Show the extension of public storm water main in SW Blackberry Lane.*
- iv. *RP backflow devices shall be required as “premises” protection on all water services (new and existing) if GPID or private wells are present.*
- v. *All “premises” backflow prevention devices shall be located within 10 feet behind each water meter.*
- vi. *DC backflow devices shall be required as “point of use” protection on all water services containing multiple zone irrigation systems.*
- vii. *Separate sewer and water services shall be required for separate lots.*
- viii. *Provide utility plans for PPL, Qwest and Avista. Show all pedestals and boxes to be installed (This is to verify utilities can be installed within dedicated City Utility Easements).*

5. *Sign a Developer Installed Agreement for Public Improvements.*

D. *The following must occur within 18 months of issuance of the Development Permit and prior to Final Plat approval for Phase II:*

- 1. *Substantially complete all construction items related to SW Blackberry Lane and the two (2) private streets.*
 - a. *Secure for any remaining construction items in accordance with City Standards.*
 - b. *Submit a one year maintenance guarantee.*
 - c. *Submit as-built drawings of all public improvements or secure for them in accordance with City policy.*
 - d. *Install a commercial thickness approach for the approaches on the private streets.*
- 2. *Submit a tree revegetation plan in accordance with Section 11.060:*
 - a. *Location of trees or groups of trees remaining on site post development as related to new lot lines.*
 - b. *A tree planting plan identifying general locations of where new trees will be planted and include the height, caliper and species of trees recommended to be planted.*

- c. *The percentage of tree canopy proposed to be re-established. The calculation shall be based upon the type of trees to be planted and number of trees needed per lot, and shall meet the conditions of tentative plan approval.*
 - d. *Demonstration of efforts to promote diversity of tree species.*
 - e. *The Tree Re-vegetation Plan shall be recorded along with the final plat/plan.*
3. *Pay the tree deposit fee in the amount of \$400 for each new lot in Phase II (Section 11.060.2).*
 4. *Separate sewer and water services are required for each lot. Private sewer and water lines shall not cross other lots.*
 5. *Existing private laterals reutilized by the new development shall be TV inspected prior to reuse. All defects discovered during the TV inspection shall be corrected prior to reuse by the new development.*
 6. *If individual lots were graded as part of the grading permit for the subdivision, provide a map of those lots with new building pads and include the dimensions of the area graded.*
 7. *All adjacent streets shall be swept regularly during construction.*
 8. *Street name sign, "stop" sign, and "Fire Lane No Parking" signs shall be paid for by the developer and installed by the City. All other signs and markings including "sidewalk ends signs", painting curbs at 20 foot setback at intersections for no parking, ten feet of yellow each side of hydrants, a white stop bar at the stop signs, and no parking along the Fire Lane are to be completed by the developer.*
 9. *Power, telephone, cable television and natural gas lines shall be installed underground and within the 10 foot City Utility Easements.*
 10. *Pay all engineering inspection fees due.*
 11. *Submit a letter from the Responsible Engineer stating that he/she supervised the grading and construction for the entire parcel and individual lots and the grading and construction was completed according to approved plans.*
 12. *Properly abandon any existing wells and provide evidence of proper abandonment to the Parks and Community Development Department.*
 13. *All water services on existing public water lines shall be installed by City of Grants Pass Water Distribution Crews. All encroachment fees related to the installation of water services shall be the responsibility of the developer.*

14. *Complete installation of the public utility services as reflected on the approved utility plans.*
15. *Provide a copy of any proposed CC&R's & deed restrictions if they are desired by the developer. There are no CC&Rs or deed restrictions required as a condition of this approval.*
16. *Provide a land division guarantee issued by a title company.*
17. *Submit a final plat in accordance with Section 17.420 of the City of Grants Pass Development Code. Incorporate any modifications or conditions required as part of tentative approval. A professional land surveyor must survey the subdivision. A plat check by the City Surveyor and payment of appropriate fees is required. Failure to comply with this condition will nullify the approval of the Tentative Plat. Include the following on the plat:*
 - a. *Dedication of SW Blackberry Lane to the public.*
 - b. *All easements indicated on approved construction plans.*
 - c. *A ten-foot wide City Utility Easement dedicated to the City of Grants Pass along all necessary public street frontages, and along one side of each of the private streets.*
 - d. *Include any necessary drainage and cross access easements.*
 - e. *Twenty (20) foot unobstructed and drivable public sewer main easements within the two (2) private streets.*

After all signatures are obtained, the plat must be recorded with the Josephine County Recorder within 30 days. The subdivider shall file one print of the recorded plat with the Parks and Community Development Department. Failure to do so will nullify plat approval.

E. *The following must be accomplished within 48 months of the Planning Commission's Decision and prior to issuance of a Development Permit for Phase III (Lots 1-8 and 23-28). (Note: A Development Permit is required in order to obtain a grading permit.):*

1. *Provide a letter from the Responsible Engineer who will be supervising the construction of the subdivision. The Responsible Engineer will be required to submit a letter at final plat application verifying that he/she supervised the grading and construction for the entire parcel and individual lots and that the grading and construction was completed according to approved plans.*

If the responsible engineer proposes to delegate any of these responsibilities, the arrangement shall be approved in writing by the City Engineering Division prior to issuance of a Development Permit.

2. *Submit a revised tentative showing the following:*
 - a. *Revised street names with the directional identifier of "SW" in accordance with Section 6.40.030 of the Municipal Code.*
 - b. *Designate the private streets as "Fire Lane No Parking".*
 - c. *Reflect the parking areas for each lot along the private streets.*
 - d. *Identify mailbox locations.*
3. *Obtain an NPDES permit from the Department of Environmental Quality. Submit a copy of the approved permit to the Parks and Community Development Department.*
4. *Submit four (4) copies of civil drawings with appropriate review fees to the City Engineering Division for review and approval:*
 - a. *Provide an engineered drainage plan for the subdivision and tentative drainage plans for each lot. The plan shall include line size and percentage of fall. The drainage plan shall include the prevention of storm water from crossing property lines unless within dedicated easements. GPID approval must be obtained prior to drainage into their system.*
 - b. *Provide a grading plan and receive a grading permit prior to any earthwork. Include the creation of building pads in the grading plan if completed as part of the construction of the subdivision. If building pads are created as part of the grading of the subdivision then a map showing the extent of the grading will be required at the time of final plat.*
 - c. *Provide an erosion control and dust control plan for the subdivision.*
 - d. *Include any provisions of the NPDES permit on the construction plans.*
 - e. *Present engineered construction drawings stamped by a registered Engineer, including plans and profiles if necessary, that detail the following improvements to the City Engineering Division for review and approval.*

Street Improvements:

- i. *Show half-street improvements to Raydean Drive and full street improvements to SW Blackberry Lane to City standards.*

- ii. *Construction of a City Standard commercial drive approach at the intersection of each private street and SW Blackberry Lane. The City Engineer may require appropriate transitioning from the private street to the City street.*
- iii. *Reflect proposed street lighting in accordance with Section 27.121.16 of the Development Code.*
- iv. *Provide a striping and signage plan.*
 - (a) *Developer will paint 20' yellow setbacks at the corners and paint white stop bar at stop sign.*
 - (b) *City will install the required street name sign, "stop" sign, "Fire Lane No Parking" and will bill developer for all costs.*
 - (c) *Any other signs will be the developers to install.*
- v. *Obtain encroachment permits prior to any work in the right-of-way.*

Utility Plan *Provide detailed engineered drawings containing plan and profiles for the Utility Division Review (Specific conditions or changes to the utility shall be approved by the Engineering and Utility Departments).*

- i. *Show the extension of an 8" public water main in Raydean Drive and SW Blackberry Lane and Raydean Drive*
- ii. *Show the extension of an 8" public sewer main in Raydean Drive, SW Blackberry Lane and each of the two (2) private streets.*
- iii. *Show the extension of public storm water main in SW Blackberry Lane.*
- iv. *RP backflow devices shall be required as "premises" protection on all water services (new and existing) if GPID or private wells are present.*
- v. *All "premises" backflow prevention devices shall be located within 10 feet behind each water meter.*
- vi. *DC backflow devices shall be required as "point of use" protection on all water services containing multiple zone irrigation systems.*
- vii. *Separate sewer and water services shall be required for separate lots.*

viii. *Provide utility plans for PPL, Qwest and Avista. Show all pedestals and boxes to be installed (This is to verify utilities can be installed within dedicated City Utility Easements).*

5. *Sign a Developer Installed Agreement for Public Improvements.*

F. *The following must occur within 18 months of issuance of the Development Permit and prior to Final Plat approval for Phase III:*

1. *Substantially complete all construction items related to Raydean Drive, SW Blackberry Lane and the two (2) private streets.*

a. *Secure for any remaining construction items in accordance with City Standards.*

b. *Submit a one year maintenance guarantee.*

c. *Submit as-built drawings of all public improvements or secure for them in accordance with City policy.*

d. *Install a commercial thickness approach for the approaches on the private streets.*

2. *Submit a tree revegetation plan in accordance with Section 11.060:*

a. *Location of trees or groups of trees remaining on site post development as related to new lot lines.*

b. *A tree planting plan identifying general locations of where new trees will be planted and include the height, caliper and species of trees recommended to be planted.*

c. *The percentage of tree canopy proposed to be re-established. The calculation shall be based upon the type of trees to be planted and number of trees needed per lot, and shall meet the conditions of tentative plan approval.*

d. *Demonstration of efforts to promote diversity of tree species.*

e. *The Tree Re-vegetation Plan shall be recorded along with the final plat/plan.*

3. *Pay the tree deposit fee in the amount of \$400 for each new lot in Phase III (Section 11.060.2).*

4. *Separate sewer and water services are required for each lot. Private sewer and water lines shall not cross other lots.*

5. *Existing private laterals reutilized by the new development shall be TV inspected prior to reuse. All defects discovered during the TV inspection shall be corrected prior to reuse by the new development.*
6. *If individual lots were graded as part of the grading permit for the subdivision, provide a map of those lots with new building pads and include the dimensions of the area graded.*
7. *All adjacent streets shall be swept regularly during construction.*
8. *Street name sign, "stop" sign, and "Fire Lane No Parking" signs shall be paid for by the developer and installed by the City. All other signs and markings including "sidewalk ends signs", painting curbs at 20 foot setback at intersections for no parking, ten feet of yellow each side of hydrants, a white stop bar at the stop signs, and no parking along the Fire Lane are to be completed by the developer.*
9. *Power, telephone, cable television and natural gas lines shall be installed underground and within the 10 foot City Utility Easements.*
10. *Pay all engineering inspection fees due.*
11. *Submit a letter from the Responsible Engineer stating that he/she supervised the grading and construction for the entire parcel and individual lots and the grading and construction was completed according to approved plans.*
12. *Properly abandon any existing wells and provide evidence of proper abandonment to the Parks and Community Development Department.*
13. *All water services on existing public water lines shall be installed by City of Grants Pass Water Distribution Crews. All encroachment fees related to the installation of water services shall be the responsibility of the developer.*
14. *Complete installation of the public utility services as reflected on the approved utility plans.*
15. *Provide a copy of any proposed CC&R's & deed restrictions if they are desired by the developer. There are no CC&Rs or deed restrictions required as a condition of this approval.*
16. *Provide a land division guarantee issued by a title company.*
17. *Submit a final plat in accordance with Section 17.420 of the City of Grants Pass Development Code. Incorporate any modifications or conditions required as part of tentative approval. A professional land surveyor must survey the subdivision. A plat check by the City Surveyor and payment of appropriate fees is required. Failure to comply with this condition will nullify the approval of the Tentative Plat. Include the following on the plat:*

- a. *Dedication of Raydean Drive and SW Blackberry Lane to the public.*
- b. *All easements indicated on approved construction plans.*
- c. *A ten-foot wide City Utility Easement dedicated to the City of Grants Pass along all necessary public street frontages, and along one side of each of the private streets.*
- d. *Include any necessary drainage and cross access easements.*
- e. *Twenty (20) foot unobstructed and drivable public sewer main easements within the two (2) private streets.*

After all signatures are obtained, the plat must be recorded with the Josephine County Recorder within 30 days. The subdivider shall file one print of the recorded plat with the Parks and Community Development Department. Failure to do so will nullify plat approval.

G. The following shall be accomplished at the time of development of individual lots in the subdivision:

Note: The following conditions are not all-inclusive and are provided for the information of the applicant.

- 1. Payment of all System Development Charges due; including, but not limited to, water, storm, sewer, parks and transportation.
- 2. Development of lots shall be in accordance with solar standards.
- 3. Each lot shall have separate utility services.
- 4. All utilities shall be placed underground.
- 5. Comply with the Uniform Fire and Building Codes.
- 6. Install landscaping in accordance with the approved landscape plan (Sections 11.041 ~ Tree Canopy and 23.031 ~ Residential Front Yard).
- 7. Submit lot drainage plans for approval on all building plans.
- 8. Tree refund in the amount of \$400 per lot is available within one (1) year of final inspection and submittal of a valid receipt meeting or exceeding that amount of trees only.
- 9. Developed or undeveloped building lots will need to be maintained for weed and grass control throughout the year.
- 10. Provide addresses visible from the public right-of-way.

11. Gravel driveway approaches and other erosion and track out control measures shall be in place during construction of individual lots.
12. Prior to occupancy, driveways and parking and maneuvering areas shall be paved in accordance with the requirements of the Development Code.

VIII. FINDINGS APPROVED BY THE URBAN AREA PLANNING COMMISSION this 12th day of October, 2016.

Gerard Fitzgerald, Chair

September 12, 2016

City of Grants Pass Community Development Dept.
101 NW "A" Street
Grants Pass, OR 97526

RE: Tentative Subdivision Modification Submittal – Blackberry Lane Subdivision

Attached is the tentative subdivision modification submittal for a recently approved 38-lot residential subdivision located at 2587 Leonard Road (#104-00102-16). Based on market conditions, the developer is requesting to split the subdivision approval into three project phases as shown on the attached tentative plan sheet.

Phase I will include Lots 15-22 and 33-38 with access from Leonard Road. Phase II will include Lots 9-14 and 29-32 with continued access from Leonard Road. Phase III will include Lots 1-5 and 23-26 with access from both Leonard Road and a new extension of Raydean Drive. We are requesting 18-months between project phases (development permit issuance). Utilities will extend from Leonard Road to the limits of each project phase independently of the other phases. As a temporary turnaround, residents and emergency services personnel will utilize the private street approaches.

Overall, we feel that this request is minor in nature and will not substantially affect the original approval. Please review and let us know if you have any further questions or comments at this time.

Sincerely,



Justin Gerlitz, P.E.

Encl.

EXHIBIT F

**CITY OF GRANTS PASS
PARKS & COMMUNITY DEVELOPMENT DEPARTMENT**

**SUMMERFIELD NORTH
SUBDIVISION TENTATIVE PLAN
FINDINGS OF FACT**

Procedure Type:	Type III: Urban Area Planning Commission	
Project Number:	104-00103-16	
Project Type:	Subdivision Tentative Plan	
Owner/ Applicant:	Oregon Ponderosa, LLC	
Representative:	Rhine Cross Group, LLC. Attn: Marc Cross	
Property Address:	2825 & 2839 Redwood Ave., 2851 SW Elmer Nelson Lane	
Map and Tax Lot:	36-06-23-CC, TL 200, 300 & 1700	
Zoning:	R-2 (City)	
Size:	8.39 acres (0.44 ac, 2.95 ac & 5.0 ac)	
Planner Assigned:	Justin Gindlesperger	
Application Date:	July 14, 2016	
Application Complete:	August 5, 2016	
Date of Staff Report:	September 2, 2016	Due: 09/07/2016
Hearing Date:	September 14, 2016	
Date of Findings:	October 12, 2016	
120 Day Deadline:	December 3, 2016	

Note: ~~Strikeout Text~~ indicates text that was deleted. *Italic Text* indicates text that was added.

I. PROPOSAL:

The proposal is to subdivide the approximately 8.39 acre property into a total of fifty (50) single family lots located in the R-2 residential zoning district. The tentative plan reflects the project will be developed in three phases, labeled Phases 4-6 to continue the recently completed Summerfield development phases 1-3 to the south.

Phase 1 will consist of Lots 1-29; half-street improvements along SW Elmer Nelson Lane, SW Waterstone Drive and SW Kokanee Lane; and extension of SW Eastwood Lane between SW Waterston Drive and SW Kokanee Lane. Phase 2 will consist of Lots 30-40 and partial development of Mistybrook Drive and Ryen Court (south of Mistybrook). Phase 3 will consist of Lots 41-50; completion of Mistybrook Drive; and extension and partial completion of Ryen Court (north of Mistybrook).

II. AUTHORITY:

Section 2.050, Schedule 2-1, Section 6.050 and Section 17.031 of the City of Grants Pass Development Code, authorize the Planning Commission to consider the request and make a decision to approve, approve with conditions, or deny.

III. CRITERIA:

The decision on the Tentative Plan must be based on the criteria contained in Section 17.413 of the Development Code.

IV. APPEAL PROCEDURE:

Section 10.050, City of Grants Pass Development Code, provides for an appeal of the Urban Area Planning Commission's decision to the City Council. An appeal application and fee must be submitted within twelve (12) calendar days of the Urban Area Planning Commission's oral decision. A statement of grounds to the appeal must be filed within seven (7) calendar days of the Urban Area Planning Commission's written decision.

V. PROCEDURE:

- A.** An application for a Subdivision Tentative Plan was submitted on July 14, 2016 and deemed complete on August 5, 2016. The application was processed in accordance with Section 2.050 of the Development Code.
- B.** Public notice of the September 14, 2016 hearing was mailed on August 24, 2016, in accordance with Section 2.053 of the Development Code.
- C.** A public hearing was held on September 14, 2016 and the Planning Commission voted unanimously to approve the Subdivision Tentative Plan request with the conditions attached in the Staff Report.

VI. SUMMARY OF EVIDENCE:

- A.** The basic facts and criteria regarding this application are contained in the Staff Report, which is attached as Exhibit "A" and incorporated herein.
- B.** The minutes of the public hearing held by the Urban Area Planning Commission on September 14, 2016, attached as Exhibit "B", summarize the oral testimony presented and are hereby incorporated herein.
- C.** The PowerPoint given by staff is attached as Exhibit "C".
- D.** A letter submitted by Steve Nelson is attached as Exhibit "D".

VII. FINDINGS OF FACT:

The Urban Area Planning Commission found that based on the responses stated in the staff report and included below, and the minutes from the public hearing, and with the attached conditions, the proposal meets the requirements of Section 17.413 of the City of Grants Pass Development Code.

VIII. GENERAL FINDINGS OF FACT:

A. Characteristics of the Property:

1. Land Use Designation:
 - a. Comprehensive Plan: Moderate Density Residential
 - b. Zone District: R-2
 - Special Purpose District: Grants Pass Irrigation District; Sand Creek Drainage; Advanced Finance District, Ordinances 5687, 5259, 5497, 5474 & 5327
2. Size: 8.39 acres
3. Frontage: Redwood Avenue, SW Kokanee Lane, SW Waterstone Drive, and SW Elmer Nelson Lane

Access: Lots will have access to adjacent public streets, excluding Redwood Avenue
4. Public Utilities:
 - a. Existing Utilities:
 - i. Water: 16-inch main in Redwood Avenue and 8-inch mains in SW Kokanee Lane, SW Waterstone Drive and SW Elmer Nelson Lane
 - ii. Sewer: 8-inch mains in Redwood Avenue, SW Kokanee Lane, SW Waterstone Drive, and 8-inch partial main in SW Elmer Nelson Lane
 - iii. Storm Drain: 12-inch partial main in SW Elmer Nelson Lane, and 12-inch cross drains in SW Waterstone Drive and SW Kokanee Lane
 - b. Proposed Utilities:
 - i. Water: 8-inch main in Eastwood Lane, Mistybrook Drive and Ryen Court;
 - ii. Sewer: 8-inch main in Eastwood Lane, Mistybrook Drive and Ryen Court;
 - iii. Storm: Extension of the storm drain in Eastwood Lane and Ryen Court (size to be determined).
5. Topography: Relatively flat
6. Natural Hazards: None
7. Natural Resources: None
8. Existing Land Use:
 - a. Subject Parcels: Residential and undeveloped pasture
 - b. Surrounding: Moderate Density Residential

B. Background:

The proposal is to subdivide the approximately 8.39 acre property into a total of fifty (50) single family lots located in the R-2 residential zoning district. The tentative plan reflects the project will be developed in three phases, labeled Phases 4-6 to continue the recently completed Summerfield development phases 1-3 to the south.

Phase 1 will consist of Lots 1-29; half-street improvements along SW Elmer Nelson Lane, SW Waterstone Drive and SW Kokanee Lane; and extension of SW Eastwood Lane between SW Waterston Drive and SW Kokanee Lane. Phase 2 will consist of Lots 30-40 and partial development of Mistybrook Drive and Ryen Court (south of Mistybrook). Phase 3 will consist of Lots 41-50; completion of Mistybrook Drive; and extension and partial completion of Ryen Court (north of Mistybrook).

Due to the number of trips generated by the subdivision, the applicant was required to provide a Traffic Impact Analysis (TIA). The City's traffic consultant concurred with the conclusions of the TIA that no additional mitigation is required for the project.

The properties are subject to five (5) Advanced Finance Districts (AFDs). Ordinance 5687 established the Redwood Avenue Phase 2 Street Improvements. Ordinance established the Redwood Avenue Water improvements between George Tweed Boulevard and Darneille Lane. Ordinance 5497 established the Summerfield Estates water and street improvements, but the AFD has expired. Ordinance 5474 established the Jackson Estates improvements for water, sewer and storm drain in Kokanee Lane. And Ordinance 5327 established the Waterstone Estates improvements for water, sewer and storm drain in Waterstone Drive. As conditioned below, the developer will be required to pay or finance the reimbursement charges for each AFD.

IX. FINDINGS IN CONFORMANCE WITH APPLICABLE CRITERIA:

Section 17.413 of the City of Grants Pass Development Code states that the review body shall approve, approve with conditions or deny the request based upon the following criteria:

CRITERION (1): The plan conforms to the lot dimension standards of Article 12, the base lot standards of Section 17.510, and the requirements of any applicable overlay district.

Planning Commission Response: Satisfied. The R-2 zone district requires a minimum lot size of 5,000 square feet. The proposed lots meet or exceed this base requirement. Each lot is required to have a minimum width of fifty (50) feet, as required by the Development Code, and all lots meet this base requirement.

The lots are in compliance with Section 17.510 of the Development Code specifically the lot width to depth ratio, side property lines are being created at right angles to streets as far as practical, and curved property lines are created at the public street intersections. Through lots are avoided, except where necessary to provide separate of residential developments from streets of collector and arterial status. Redwood Avenue bounds the

development to the north, is classified as an Arterial and will not be used to provide access to interior lots.

CRITERION (2): When required, the proposed future development plan allows the properties to be further developed, partitioned, or subdivided as efficiently as possible under existing circumstances, in accordance with requirements for typical permitted uses in the applicable zone and comprehensive plan district, and in conjunction with other development in the neighborhood.

Planning Commission Response: Satisfied. The proposed lots in the subdivision cannot be further divided due to minimum lot size requirements in the R-2 zoning district. The maximum development potential of the individual lots will be completed with the construction of single-family residences.

Tax lot 400 is located to the west of tax lot 300 and is not part of the current subdivision application. The applicant has submitted a future development plan that depicts how tax lot 400 could be further subdivided and connected to the existing and proposed street network.

CRITERION (3): When one is required or proposed, the street layout conforms to the applicable requirements of the adopted street plans, meets the requirements of Article 27 and other applicable laws, and best balances needs for economy, safety, efficiency and environmental compatibility.

Planning Commission Response: Satisfied with Conditions. The tentative plan reflects the development of three new internal local access streets (50 ft. right-of-way, 5.5 ft. planter strips and 5 ft. sidewalks) and half-street improvements to three existing local access streets. The first street is "Eastwood Lane" running east-west between Kokanee Lane and Waterstone Drive. The second street is "Mistybrook Drive" running east-west from Kokanee Lane to the third street, "Ryen Court". Ryen Court will run north-south and end in a cul-de-sac on either side of Mistybrook Drive. This will provide future street connections to tax lot 400.

In 2004, the City Council passed Resolution 4851, which requires off-site pedestrian paths to connect all new subdivisions to "destination" streets. Redwood Avenue, east of Sun Glo Drive, is listed as a destination street. Sidewalks and street improvements along Redwood Avenue, west of Sun Glo Drive, were completed as part of the Redwood Avenue Phase II improvements. As reflected on the tentative plan, sidewalks will be provided along all the new local streets and the completion of half-street improvements. This will provide sidewalk connection to Redwood Avenue, in accordance with Resolution 4851.

The tentative plan reflects back-to-back flagpole lots which will provide shared driveway access for Lots ~~3 & 9~~ 3 through 9. As conditioned below, the shared access between Lots ~~3 & 9~~ 3 through 9 shall be *widened to provide two-way access and identified as a Fire Lane with No Parking signs posted on both sides of the access, pursuant to OFC D103. The applicant will be required to provide a shared access and maintenance agreement for the lots listed.*

CRITERION (4): The proposed utility plan conforms to the applicable requirements of adopted utility plans, the requirements of Article 28 and other applicable laws, and best balances needs for economy, safety, efficiency and environmental compatibility.

Planning Commission Response: Satisfied with Conditions.

Water: The proposal includes the extension of public water mains to provide domestic and fire services to the individual properties. As conditioned below, the applicant shall submit a detailed utility plan to the Engineering Division for review and approval. The plan will need to include: location of fire hydrants, and water services for each lot within a public right-of-way.

Sewer: The applicant proposes sewer main extensions within the dedicated public right of way. Separate sewer laterals are required for each lot. The construction drawings will also need to address the abandonment of unutilized private sewer laterals on Redwood Avenue and SW Elmer Nelson Lane not utilized for the development. As conditioned below, a detailed utility plan shall be submitted to the Engineering Division.

Storm Water: The property is located in the Sand Creek Drainage basin. Development in the basin is subject to the Storm System Development Charges (SDCs) rate. The proposal includes storm mains in Eastwood Lane, Mistybrook Drive and Ryen Court that drain into the existing line in Kokanee Lane. As conditioned below, the applicant shall submit storm drain calculations that demonstrate that post-development run-off does not exceed pre-development run-off and that storm drainage does not cross property lines without an easement.

Other Utilities: As conditioned below and reflected on the tentative plan, a 10 ft. City Utility Easement (CUE) must be dedicated along all existing and proposed public street frontages, and along one side of each of the private streets.

CRITERION (5): The tentative plan allows for the preservation or establishment of natural features or the preservation of historic features of the property, and allows access to solar energy to the extent possible under existing circumstances, including:

- (a) Providing the necessary information to complete the tree chart identified in Section 11.041.
- (b) No cuts shall result in retaining walls greater than 15 feet high in a single wall from the finish grade or create any un-retained slopes greater than 100%.
- (c) No fills shall result in a retaining wall within the required setback from a property not included in the development plan greater than 6 feet in height from the finish grade or create any slopes which are greater than 100%.

Planning Commission Response: Satisfied with Conditions. The applicant provided a tree canopy chart showing existing tree canopy and existing trees to be removed. The site has an existing tree-canopy cover of approximately 12%. As required by Section 11.041, residential developments in the R-2 zone shall maintain or re-establish a tree-canopy cover of 20% to 30%, which typically requires 3-4 trees per lot.

As conditioned below, prior to final plat, the applicant shall submit a revegetation plan and pay applicable tree deposits per Section 11.060.

Solar Standards: The solar lot design standards in Section 22.632 (1) requires, “At least 80 percent of lots in a residential subdivision shall:
(a) have a north-south dimension of at least 80 feet; or
(b) have a solar building line located on the lot(s) to the north of the subject lot. The solar building line shall be at least 85 feet north of the south property line of the subject lot. Construction on the lot shall be setback from the recorded solar building line in accordance with Section 22.623(2).”

Section 22.632 (3) states,
“Any proposed lot where any structure built on that lot would be exempt from solar setback standards as given in Section 22.621 of this Code shall not be included in the total number of lots in the subdivision when calculating the number of lots in subsection (1) above.”

Of the fifty (50) proposed lots, thirty-three (33) lots meet the eighty (80) foot minimum north/south lot dimension, resulting in only 66% of the lots meeting the solar lot standard where 80% is required. The applicant is requesting an exception to the solar lot standards, pursuant to Section 22.634(2). Complying with the solar lot standards would reduce the number of lots platted as part of the subdivision. The properties are surrounded by residential development and the proposed infill development is consistent with the development patterns in the area. *As conditioned below, the applicant shall provide a site plan that identifies the lots that are able to comply with the solar standards and the lots that are requested for exceptions to the solar standards.*

The site is relatively flat; therefore areas of cut and fill are not expected to exceed 1-2 feet. No retaining walls are proposed as part of the development plan. Cut fill slopes will not exceed 5:1 or 20%.

CRITERION (6): The plan complies with applicable portions of the Comprehensive Plan, this Code, and state and federal laws.

Planning Commission Response: Satisfied with Conditions. The proposed subdivision name of “Summerfield North” was approved by the County Surveyor. As conditioned below, the proposed street names shall be amended to include the “SW” directional identifier (Section 6.40.030.B of the Municipal Code).

Based upon the conditions listed below, along with the submittal of a revised tentative subdivision plan and utility plans as previously discussed, the applicant is demonstrating compliance with all applicable Grants Pass Comprehensive Plan, Development Code requirements, and state and federal laws given the conditions of approval stated below.

X. DECISION AND SUMMARY:

The Planning Commission **APPROVED** the tentative plan request for the three phase, fifty (50) lot, subdivision with the conditions listed below. The vote was 7-0 with Commissioners Fitzgerald, Arthur, Kellenbeck, MacMillan, McIntire, McVay and Wiegand in favor. None were opposed. Commissioner Coulter was absent.

CONDITIONS OF APPROVAL:

A. The following must be accomplished within 24 months of the Planning Commission's Decision and prior to issuance of a Development Permit for Phase I (Lots 1-29). (Note: A Development Permit is required in order to obtain a grading permit.):

1. Provide a letter from the Responsible Engineer who will be supervising the construction of the subdivision. The Responsible Engineer will be required to submit a letter at final plat application verifying that he/she supervised the grading and construction for the entire parcel and individual lots and that the grading and construction was completed according to approved plans.

If the responsible engineer proposes to delegate any of these responsibilities, the arrangement shall be approved in writing by the City Engineering Division prior to issuance of a Development Permit.

2. Submit a revised tentative showing the following:
 - a. Revised street names with the directional identifier of "SW" in accordance with Section 6.40.030 of the Municipal Code.
 - b. ~~Widen~~ *Designate* the access for Lots ~~3 & 9~~ 3 through 9 to provide two-way access and designate the access as "Fire Lane No Parking".
 - c. *A shared access and maintenance agreement for the shared access to Lots 3 through 9.*
 - d. Identify mailbox locations.
3. Pay the reimbursement fees for the five (5) AFDs for the subject properties.
4. Obtain an NPDES permit from the Department of Environmental Quality. Submit a copy of the approved permit to the Parks and Community Development Department.
5. Submit four (4) copies of civil drawings with appropriate review fees to the City Engineering Division for review and approval:

- a. Provide an engineered drainage plan for the subdivision and tentative drainage plans for each lot. The plan shall include line size and percentage of fall. The drainage plan shall include the prevention of storm water from crossing property lines unless within dedicated easements. GPID approval must be obtained prior to drainage into their system.
- b. Provide a grading plan and receive a grading permit prior to any earthwork. Include the creation of building pads in the grading plan if completed as part of the construction of the subdivision. If building pads are created as part of the grading of the subdivision then a map showing the extent of the grading will be required at the time of final plat.
- c. Provide an erosion control and dust control plan for the subdivision.
- d. Include any provisions of the NPDES permit on the construction plans.
- e. Present engineered construction drawings stamped by a registered Engineer, including plans and profiles if necessary, that detail the following improvements to the City Engineering Division for review and approval.

Street Improvements:

- i. Show full street improvements to Eastwood Lane to City standards.
- ii. Show the half-street improvements along SW Kokanee Lane, SW Waterstone Drive and SW Elmer Nelson Drive.
- iii. Reflect proposed street lighting in accordance with Section 27.121.16 of the Development Code.
- iv. Provide a striping and signage plan.
 - (a) Developer will paint 20' yellow setbacks at the corners and paint white stop bar at stop sign.
 - (b) City will install the required street name sign, "stop" sign, and will bill developer for all costs.
 - (c) Any other signs will be the developers to install.
- v. Obtain encroachment permits prior to any work in the right-of-way.

Utility Plan Provide detailed engineered drawings containing plan and profiles for the Utility Division Review (Specific conditions or changes to the utility shall be approved by the Engineering and Utility Departments).

- i. Show the extension of an 8" public water main in Eastwood Lane.
 - ii. Show the extension of an 8" public sewer main in Eastwood Lane.
 - iii. Show the extension of public storm water main in Eastwood Lane.
 - iv. Show the relocation of the existing GPID irrigation line.
 - v. RP backflow devices shall be required as "premises" protection on all water services (new and existing) if GPID or private wells are present.
 - vi. All "premises" backflow prevention devices shall be located within 10 feet behind each water meter.
 - vii. DC backflow devices shall be required as "point of use" protection on all water services containing multiple zone irrigation systems.
 - viii. Separate sewer and water services shall be required for separate lots.
 - ix. Provide utility plans for PPL, Qwest and Avista. Show all pedestals and boxes to be installed (This is to verify utilities can be installed within dedicated City Utility Easements).
6. Sign a Developer Installed Agreement for Public Improvements.

B. The following must occur within 18 months of issuance of the Development Permit and prior to Final Plat approval for Phase I:

1. Substantially complete all construction items related to Eastwood Lane, SW Kokanee Lane, SW Elmer Nelson Lane and SW Waterstone Drive.
 - a. Secure for any remaining construction items in accordance with City Standards.
 - b. Submit a one year maintenance guarantee.
 - c. Submit as-built drawings of all public improvements or secure for them in accordance with City policy.

- d. Install a commercial thickness approach for the approaches on the shared driveway access.
2. Submit a tree revegetation plan in accordance with Section 11.060:
 - a. Location of trees or groups of trees remaining on site post development as related to new lot lines.
 - b. A tree planting plan identifying general locations of where new trees will be planted and include the height, caliper and species of trees recommended to be planted.
 - c. The percentage of tree canopy proposed to be re-established. The calculation shall be based upon the type of trees to be planted and number of trees needed per lot, and shall meet the conditions of tentative plan approval.
 - d. Demonstration of efforts to promote diversity of tree species.
 - e. The Tree Re-vegetation Plan shall be recorded along with the final plat/plan.
3. Pay the tree deposit fee in the amount of \$400 for each new lot in Phase I (Section 11.060.2).
4. Separate sewer and water services are required for each lot. Private sewer and water lines shall not cross other lots.
5. Existing private laterals reutilized by the new development shall be TV inspected prior to reuse. All defects discovered during the TV inspection shall be corrected prior to reuse by the new development.
6. If individual lots were graded as part of the grading permit for the subdivision, provide a map of those lots with new building pads and include the dimensions of the area graded.
7. All adjacent streets shall be swept regularly during construction.
8. Street name sign, "stop" sign, and "no parking" signs (if needed) shall be paid for by the developer and installed by the City. All other signs and markings including "sidewalk ends signs", painting curbs at 20 foot setback at intersections for no parking, ten feet of yellow each side of hydrants, and a white stop bar at the stop signs are to be completed by the developer.
9. Power, telephone, cable television and natural gas lines shall be installed underground and within the 10 foot City Utility Easements.
10. Pay all engineering inspection fees due.

11. Submit a letter from the Responsible Engineer stating that he/she supervised the grading and construction for the entire parcel and individual lots and the grading and construction was completed according to approved plans.
12. Properly abandon any existing wells and provide evidence of proper abandonment to the Parks and Community Development Department.
13. All water services on existing public water lines shall be installed by City of Grants Pass Water Distribution Crews. All encroachment fees related to the installation of water services shall be the responsibility of the developer.
14. Complete installation of the public utility services as reflected on the approved utility plans.
15. Provide a copy of any proposed CC&R's & deed restrictions if they are desired by the developer. There are no CC&Rs or deed restrictions required as a condition of this approval.
16. Provide a land division guarantee issued by a title company.
17. Submit a final plat in accordance with Section 17.420 of the City of Grants Pass Development Code. Incorporate any modifications or conditions required as part of tentative approval. A professional land surveyor must survey the subdivision. A plat check by the City Surveyor and payment of appropriate fees is required. Failure to comply with this condition will nullify the approval of the Tentative Plat. Include the following on the plat:
 - a. Dedication of Eastwood Lane to the public.
 - b. Half-street dedication of SW Waterstone Drive and SW Kokanee Lane.
 - c. All easements indicated on approved construction plans.
 - d. A ten-foot wide City Utility Easement dedicated to the City of Grants Pass along all necessary public street frontages, and along one side of each of the private streets.
 - e. Include any necessary drainage and cross access easements.

After all signatures are obtained, the plat must be recorded with the Josephine County Recorder within 30 days. The subdivider shall file one print of the recorded plat with the Parks and Community Development Department. Failure to do so will nullify plat approval.

C. The following must be accomplished within 36 months of the Planning Commission's Decision and prior to issuance of a Development Permit for

Phase II (Lots 30-40). (Note: A Development Permit is required in order to obtain a grading permit.):

1. Provide a letter from the Responsible Engineer who will be supervising the construction of the subdivision. The Responsible Engineer will be required to submit a letter at final plat application verifying that he/she supervised the grading and construction for the entire parcel and individual lots and that the grading and construction was completed according to approved plans.

If the responsible engineer proposes to delegate any of these responsibilities, the arrangement shall be approved in writing by the City Engineering Division prior to issuance of a Development Permit.

2. Submit a revised tentative showing the following:
 - a. Revised street names with the directional identifier of "SW" in accordance with Section 6.40.030 of the Municipal Code.
 - b. Identify mailbox locations.
3. Obtain an NPDES permit from the Department of Environmental Quality. Submit a copy of the approved permit to the Parks and Community Development Department.
4. Submit four (4) copies of civil drawings with appropriate review fees to the City Engineering Division for review and approval:
 - a. Provide an engineered drainage plan for the subdivision and tentative drainage plans for each lot. The plan shall include line size and percentage of fall. The drainage plan shall include the prevention of storm water from crossing property lines unless within dedicated easements. GPID approval must be obtained prior to drainage into their system.
 - b. Provide a grading plan and receive a grading permit prior to any earthwork. Include the creation of building pads in the grading plan if completed as part of the construction of the subdivision. If building pads are created as part of the grading of the subdivision then a map showing the extent of the grading will be required at the time of final plat.
 - c. Provide an erosion control and dust control plan for the subdivision.
 - d. Include any provisions of the NPDES permit on the construction plans.
 - e. Present engineered construction drawings stamped by a registered Engineer, including plans and profiles if necessary, that

detail the following improvements to the City Engineering Division for review and approval.

Street Improvements:

- i. Show half street improvements to Mistybrook Drive and *full street improvements to the south end portion of Ryen Court* to City standards.
- ii. Reflect proposed street lighting in accordance with Section 27.121.16 of the Development Code.
- iii. Provide a striping and signage plan.
 1. Developer will paint 20' yellow setbacks at the corners and paint white stop bar at stop sign.
 2. City will install the required street name sign, "stop" sign, and will bill developer for all costs.
 3. Any other signs will be the developers to install.
- iv. Obtain encroachment permits prior to any work in the right-of-way.

Utility Plan Provide detailed engineered drawings containing plan and profiles for the Utility Division Review (Specific conditions or changes to the utility shall be approved by the Engineering and Utility Departments).

- i. Show the extension of an 8" public water main in Mistybrook Drive and Ryen Court.
- ii. Show the extension of an 8" public sewer main in Mistybrook Drive and Ryen Court.
- iii. Show the extension of public storm water main in Mistybrook Drive and Ryen Court.
- iv. RP backflow devices shall be required as "premises" protection on all water services (new and existing) if GPID or private wells are present.
- v. All "premises" backflow prevention devices shall be located within 10 feet behind each water meter.
- vi. DC backflow devices shall be required as "point of use" protection on all water services containing multiple zone irrigation systems.

- vii. Separate sewer and water services shall be required for separate lots.
- viii. Provide utility plans for PPL, Qwest and Avista. Show all pedestals and boxes to be installed (This is to verify utilities can be installed within dedicated City Utility Easements).

5. Sign a Developer Installed Agreement for Public Improvements.

D. The following must occur within 18 months of issuance of the Development Permit for Phase II and prior to Final Plat approval for Phase II:

1. Substantially complete all construction items related to Mistybrook Drive and south end of Ryen Court.
 - a. Secure for any remaining construction items in accordance with City Standards.
 - b. Submit a one year maintenance guarantee.
 - c. Submit as-built drawings of all public improvements or secure for them in accordance with City policy.
 - d. Install a commercial thickness approach for the approaches on the shared driveway access.
2. Submit a tree revegetation plan in accordance with Section 11.060:
 - a. Location of trees or groups of trees remaining on site post development as related to new lot lines.
 - b. A tree planting plan identifying general locations of where new trees will be planted and include the height, caliper and species of trees recommended to be planted.
 - c. The percentage of tree canopy proposed to be re-established. The calculation shall be based upon the type of trees to be planted and number of trees needed per lot, and shall meet the conditions of tentative plan approval.
 - d. Demonstration of efforts to promote diversity of tree species.
 - e. The Tree Re-vegetation Plan shall be recorded along with the final plat/plan.
3. Pay the tree deposit fee in the amount of \$400 for each new lot in Phase II (Section 11.060.2).
4. Separate sewer and water services are required for each lot. Private sewer and water lines shall not cross other lots.

5. Existing private laterals reutilized by the new development shall be TV inspected prior to reuse. All defects discovered during the TV inspection shall be corrected prior to reuse by the new development.
6. If individual lots were graded as part of the grading permit for the subdivision, provide a map of those lots with new building pads and include the dimensions of the area graded.
7. All adjacent streets shall be swept regularly during construction.
8. Street name sign, "stop" sign, and "no parking" signs (if needed) shall be paid for by the developer and installed by the City. All other signs and markings including "sidewalk ends signs", painting curbs at 20 foot setback at intersections for no parking, ten feet of yellow each side of hydrants, and a white stop bar at the stop signs are to be completed by the developer.
9. Power, telephone, cable television and natural gas lines shall be installed underground and within the 10 foot City Utility Easements.
10. Pay all engineering inspection fees due.
11. Submit a letter from the Responsible Engineer stating that he/she supervised the grading and construction for the entire parcel and individual lots and the grading and construction was completed according to approved plans.
12. Properly abandon any existing wells and provide evidence of proper abandonment to the Parks and Community Development Department.
13. All water services on existing public water lines shall be installed by City of Grants Pass Water Distribution Crews. All encroachment fees related to the installation of water services shall be the responsibility of the developer.
14. Complete installation of the public utility services as reflected on the approved utility plans.
15. Provide a copy of any proposed CC&R's & deed restrictions if they are desired by the developer. There are no CC&Rs or deed restrictions required as a condition of this approval.
16. Provide a land division guarantee issued by a title company.
17. Submit a final plat in accordance with Section 17.420 of the City of Grants Pass Development Code. Incorporate any modifications or conditions required as part of tentative approval. A professional land surveyor must survey the subdivision. A plat check by the City Surveyor and payment of

appropriate fees is required. Failure to comply with this condition will nullify the approval of the Tentative Plat. Include the following on the plat:

- a. Dedication of Mistybrook Drive and Ryen Court to the public.
- b. All easements indicated on approved construction plans.
- c. A ten-foot wide City Utility Easement dedicated to the City of Grants Pass along all necessary public street frontages, and along one side of each of the private streets.
- d. Include any necessary drainage and cross access easements.

After all signatures are obtained, the plat must be recorded with the Josephine County Recorder within 30 days. The subdivider shall file one print of the recorded plat with the Parks and Community Development Department. Failure to do so will nullify plat approval.

E. The following must be accomplished within 48 months of the Planning Commission's Decision and prior to issuance of a Development Permit for Phase III (Lots 40-50). (Note: A Development Permit is required in order to obtain a grading permit.):

1. Provide a letter from the Responsible Engineer who will be supervising the construction of the subdivision. The Responsible Engineer will be required to submit a letter at final plat application verifying that he/she supervised the grading and construction for the entire parcel and individual lots and that the grading and construction was completed according to approved plans.

If the responsible engineer proposes to delegate any of these responsibilities, the arrangement shall be approved in writing by the City Engineering Division prior to issuance of a Development Permit.

2. Submit a revised tentative showing the following:
 - a. Revised street names with the directional identifier of "SW" in accordance with Section 6.40.030 of the Municipal Code.
 - b. Identify mailbox locations.
3. Obtain an NPDES permit from the Department of Environmental Quality. Submit a copy of the approved permit to the Parks and Community Development Department.
4. Submit four (4) copies of civil drawings with appropriate review fees to the City Engineering Division for review and approval:
 - a. Provide an engineered drainage plan for the subdivision and tentative drainage plans for each lot. The plan shall include line

size and percentage of fall. The drainage plan shall include the prevention of storm water from crossing property lines unless within dedicated easements. GPID approval must be obtained prior to drainage into their system.

- b. Provide a grading plan and receive a grading permit prior to any earthwork. Include the creation of building pads in the grading plan if completed as part of the construction of the subdivision. If building pads are created as part of the grading of the subdivision then a map showing the extent of the grading will be required at the time of final plat.
- c. Provide an erosion control and dust control plan for the subdivision.
- d. Include any provisions of the NPDES permit on the construction plans.
- e. Present engineered construction drawings stamped by a registered Engineer, including plans and profiles if necessary, that detail the following improvements to the City Engineering Division for review and approval.

Street Improvements:

- i. Show half street improvements to north end portion of Ryen Court to City standards.
- ii. Reflect proposed street lighting in accordance with Section 27.121.16 of the Development Code.
- iii. Provide a striping and signage plan.
 - 1. Developer will paint 20' yellow setbacks at the corners and paint white stop bar at stop sign.
 - 2. City will install the required street name sign, "stop" sign, and will bill developer for all costs.
 - 3. Any other signs will be the developers to install.
- iv. Obtain encroachment permits prior to any work in the right-of-way.

Utility Plan Provide detailed engineered drawings containing plan and profiles for the Utility Division Review (Specific conditions or changes to the utility shall be approved by the Engineering and Utility Departments).

- i. Show the extension of an 8" public water main in Ryen Court.

- ii. Show the extension of an 8" public sewer main in Ryen Court.
- iii. Show the extension of public storm water main in Ryen Court.
- iv. RP backflow devices shall be required as "premises" protection on all water services (new and existing) if GPID or private wells are present.
- v. All "premises" backflow prevention devices shall be located within 10 feet behind each water meter.
- vi. DC backflow devices shall be required as "point of use" protection on all water services containing multiple zone irrigation systems.
- vii. Separate sewer and water services shall be required for separate lots.
- viii. Provide utility plans for PPL, Qwest and Avista. Show all pedestals and boxes to be installed (This is to verify utilities can be installed within dedicated City Utility Easements).

5. Sign a Developer Installed Agreement for Public Improvements.

F. The following must occur within 18 months of issuance of the Development Permit for Phase III and prior to Final Plat approval for Phase III:

- 1. Substantially complete all construction items related to north end portion of Ryen Court.
 - a. Secure for any remaining construction items in accordance with City Standards.
 - b. Submit a one year maintenance guarantee.
 - c. Submit as-built drawings of all public improvements or secure for them in accordance with City policy.
 - d. Install a commercial thickness approach for the approaches on the shared driveway access.
- 2. Submit a tree revegetation plan in accordance with Section 11.060:
 - a. Location of trees or groups of trees remaining on site post development as related to new lot lines.
 - b. A tree planting plan identifying general locations of where new trees will be planted and include the height, caliper and species of trees recommended to be planted.

- c. The percentage of tree canopy proposed to be re-established. The calculation shall be based upon the type of trees to be planted and number of trees needed per lot, and shall meet the conditions of tentative plan approval.
 - d. Demonstration of efforts to promote diversity of tree species.
 - e. The Tree Re-vegetation Plan shall be recorded along with the final plat/plan.
3. Pay the tree deposit fee in the amount of \$400 for each new lot in Phase III (Section 11.060.2).
 4. Separate sewer and water services are required for each lot. Private sewer and water lines shall not cross other lots.
 5. Existing private laterals reutilized by the new development shall be TV inspected prior to reuse. All defects discovered during the TV inspection shall be corrected prior to reuse by the new development.
 6. If individual lots were graded as part of the grading permit for the subdivision, provide a map of those lots with new building pads and include the dimensions of the area graded.
 7. All adjacent streets shall be swept regularly during construction.
 8. Street name sign, "stop" sign, and "no parking" signs (if needed) shall be paid for by the developer and installed by the City. All other signs and markings including "sidewalk ends signs", painting curbs at 20 foot setback at intersections for no parking, ten feet of yellow each side of hydrants, and a white stop bar at the stop signs are to be completed by the developer.
 9. Power, telephone, cable television and natural gas lines shall be installed underground and within the 10 foot City Utility Easements.
 10. Pay all engineering inspection fees due.
 11. Submit a letter from the Responsible Engineer stating that he/she supervised the grading and construction for the entire parcel and individual lots and the grading and construction was completed according to approved plans.
 12. Properly abandon any existing wells and provide evidence of proper abandonment to the Parks and Community Development Department.
 13. All water services on existing public water lines shall be installed by City of Grants Pass Water Distribution Crews. All encroachment fees related

to the installation of water services shall be the responsibility of the developer.

14. Complete installation of the public utility services as reflected on the approved utility plans.
15. Provide a copy of any proposed CC&R's & deed restrictions if they are desired by the developer. There are no CC&Rs or deed restrictions required as a condition of this approval.
16. Provide a land division guarantee issued by a title company.
17. Submit a final plat in accordance with Section 17.420 of the City of Grants Pass Development Code. Incorporate any modifications or conditions required as part of tentative approval. A professional land surveyor must survey the subdivision. A plat check by the City Surveyor and payment of appropriate fees is required. Failure to comply with this condition will nullify the approval of the Tentative Plat. Include the following on the plat:
 - a. Dedication of Mistybrook Drive and Ryen Court to the public.
 - b. All easements indicated on approved construction plans.
 - c. A ten-foot wide City Utility Easement dedicated to the City of Grants Pass along all necessary public street frontages, and along one side of each of the private streets.
 - d. Include any necessary drainage and cross access easements.

After all signatures are obtained, the plat must be recorded with the Josephine County Recorder within 30 days. The subdivider shall file one print of the recorded plat with the Parks and Community Development Department. Failure to do so will nullify plat approval.

G. The following shall be accomplished at the time of development of individual lots in the subdivision:

Note: The following conditions are not all-inclusive and are provided for the information of the applicant.

1. Payment of all System Development Charges due; including, but not limited to, water, storm, sewer, parks and transportation.
2. Development of lots shall be in accordance with solar standards. *The applicant shall provide a site plan that depicts the lots that will comply with the solar standards and the lots that are requested for exceptions to the solar standards.*
3. Each lot shall have separate utility services.
4. All utilities shall be placed underground.

5. Comply with the Uniform Fire and Building Codes.
6. Install landscaping in accordance with the approved landscape plan (Sections 11.041 ~ Tree Canopy and 23.031 ~ Residential Front Yard).
7. Submit lot drainage plans for approval on all building plans.
8. Tree refund in the amount of \$400 per lot is available within one (1) year of final inspection and submittal of a valid receipt meeting or exceeding that amount of trees only.
9. Developed or undeveloped building lots will need to be maintained for weed and grass control throughout the year.
10. Provide addresses visible from the public right-of-way.
11. Gravel driveway approaches and other erosion and track out control measures shall be in place during construction of individual lots.
12. Prior to occupancy, driveways and parking and maneuvering areas shall be paved in accordance with the requirements of the Development Code.

XI. FINDINGS APPROVED BY THE URBAN AREA PLANNING COMMISSION this 12th day of October, 2016.

Gerard Fitzgerald, Chair

**CITY OF GRANTS PASS
PARKS & COMMUNITY DEVELOPMENT DEPARTMENT**

**CASCADE SELF STORAGE
MAJOR SITE PLAN/DISCRETIONARY REVIEW
FINDING OF FACT - URBAN AREA PLANNING COMMISSION**

Procedure Type:	Type III: Planning Commission Decision
Project Number:	201-00130-16
Project Type:	Major Site Plan/Discretionary Review
Owner/Applicant:	Cascade Self Storage – Grants Pass
Representative:	HCA Management Co LLC
Map & Tax Lot:	36-05-06-00, TL 4300
Address:	2450 NW Vine Street
Total Acreage:	7.3 acres
Zoning:	Industrial Park (IP)
Planner Assigned:	Lora Glover
Application Received:	August 8, 2016
Application Complete:	August 12, 2016
Date of Staff Report:	September 3, 2016
Date of UAPC Hearing:	September 14, 2016
Date of UAPC Findings of Fact:	October 12, 2016

I. PROPOSAL:

The request is for a self-storage complex consisting of two phases.

- Phase I ~ 703 storage units, 24' x 48' two-story office with managers' quarters, and a 397 sq. ft. relief managers' unit. The proposed structures would total approximately 157,692 sq. ft. The site plan also reflects "covered" RV storage between Building A and Building E. This structure is not calculated in the overall building area for Phase I and occupies the area indicated as Phase II.
- Phase II ~ proposes to add 48,426 sq. ft. of additional storage.

The property is approximately 7.3 acres in size and is located in the Industrial Park (IP) zoning district. The request includes discretionary review for the architectural standards listed in Article 20 of the Development Code. The applicant's site plan is attached as Exhibit 3 to the Staff Report and the application narrative discussing the request for Discretionary Review is attached as Exhibit 4 to the Staff Report.

Note: ***Bold Italic Text*** indicates text added by the Planning Commission that was not contained in the staff report. ~~Strikeout text~~ indicates text deleted by the Planning Commission from text that was contained in the staff report.

II. AUTHORITY AND CRITERIA:

Section 2.050, Schedule 2-1, and Sections 2.050, 7.040 and 12.027 of the Development Code authorize the Urban Area Planning Commission to consider the request and make a decision to approve, approve with conditions, or deny. The decision must be based on the criteria contained in Section 19.052 of the *GPDC*.

III. APPEAL PROCEDURE:

Section 10.050, City of Grants Pass Development Code, provides for an appeal of the Urban Area Planning Commission's decision to the City Council. An appeal application and fee must be submitted within twelve (12) calendar days of the Urban Area Planning Commission's oral decision. A statement of grounds to the appeal must be filed within seven (7) calendar days of the Urban Area Planning Commission's written decision.

IV. PROCEDURE:

- A.** An application for a Major Site Plan Review was submitted on August 8, 2016, and deemed complete on August 12, 2016. The application was processed in accordance with Section 2.050 of the Development Code.
- B.** Public notice of the September 14, 2016, hearing was mailed on August 24, 2016, in accordance with Section 2.053 of the Development Code.
- C.** A public hearing was held on September 14, 2016, and the Planning Commission voted to approve the project (7-0), with the conditions listed in the Staff Report. Commissioner Coulter was absent.

V. SUMMARY OF EVIDENCE:

- A.** The basic facts and criteria regarding this application are contained in the staff report, which is attached as Exhibit "A" and incorporated herein.
- B.** The minutes of the public hearing held by the Urban Area Planning Commission on September 14, 2016, attached as Exhibit "B", summarize the oral testimony presented and are hereby adopted and incorporated herein.
- C.** PowerPoint presentation given by staff is attached as Exhibit "C".

VI. FINDINGS OF FACT:

The Urban Area Planning Commission found that based upon the testimony given at the public hearing and the staff report, along with the conditions listed below, the proposal meets the criteria contained in Section 19.052 of the Development Code based on the reasons stated in the findings included below.

VII. GENERAL FINDINGS OF FACT:

A. Property Characteristics

1. Land Use Designation:
 - a. Comprehensive Plan: Industrial Park
 - b. Zone District: IP
 - c. Special Purpose District: None identified.
2. Size: 7.31 acres
3. Frontage: Vine Street
4. Access: Vine Street
5. Existing Public Utilities:
 - a. Water: 8-inch east of site in Hawthorne Ave
 - b. Sewer: 8-inch via Heidi Lane
 - c. Storm: along west property line.
6. Proposed Public Utilities: 8-inch sewer main along south property line
7. Topography: Relatively flat w/riparian on west.
8. Natural Hazards: Wetlands
9. Natural Resources: Riparian Area/Gilbert Creek
10. Existing Land Use: Vacant
11. Surrounding Land Use:
 - a. North: RR-5 (UGB); animal shelter
 - b. South: R-3-1/I; private school; industrial
 - c. East: Mixed industrial
 - d. West: R-3-1/IP industrial
manufactured dwelling park;

B. Discussion

Major Site Plan Review

The applicant is proposing to construct a self-storage facility in two phases. The proposed development is being reviewed as a Major Site Plan and is subject to the criteria in Section 19.052 of the Development Code. Because the development is located in the IP zone, the business office and managers' quarters are subject to the Commercial Design Standards of Article 20. The applicant has elected for the Discretionary Review option pursuant to Section 20.210(2)(b). The applicant has provided a narrative covering the applicable elements of the design standards.

Throughout this report, we will be discussing square footage of the proposed development for "lot coverage" and "building size". The IP zone has specific limitations concerning lot coverage for new development. Schedule 12-9 allows for maximum lot

coverage of 50%. The application materials include conflicting building and lot coverage sizes (possibly as a result of design revisions). Lot coverage is defined in Article 30 as the percentage of a development site area covered by the vertical projection of any structures or buildings. This review will be focusing on the building sizes and lot coverage reflected on Sheet A1.1. The proposed lot coverage in Phase I is 105,853 sq. ft. while the proposed building size is 157,692 sq. ft. The two figures are different due to the multi-story buildings in Phase I. The building size and lot coverage is the same for Phase II (48,426 sq. ft.).

The applicant initially submitted a pre-application for an 115,745 sq. ft. self-storage complex in July 2015. During that review, staff made the determination a Traffic Impact Analysis was required. According to the Institute of Transportation Engineers (ITE) Manual, mini-warehouse classification (Use 151) is calculated to generate 2.5 total daily trips (ADT) per 1000 sq. ft., or 289 ADT on a weekday and 0.29 PM Peak Hour Trips per 1000 sq. ft., or 33.56 trips. Section 27.121(3) requires a TIA when the number of peak hour trips exceeds 25. The applicant responded it was not their experience the use generated that high a number of daily or peak hour trips. The applicant's traffic consultant prepared a local trip generation study. The trip generation study focused on five local sites with an average rate of 0.13 trips/1000. Based upon the initial 115,745 sq. ft. project ($115,745 \times 0.13 = 15,046$) a TIA is not required. The study was reviewed and the conclusions supported by the City's traffic consultant. Since the pre-application, the applicant has redesigned the project and has increased the proposed building square footage up to 157,692 for Phase I (not including the referenced proposed covered RV parking) and an additional 48,426 sq. ft. for Phase II (a total of 206,118 sq. ft.). A TIA would not be required for Phase I (provided no covered RV parking). The trip rate for Phase I calculates out to: $157,692 \times 0.13 = 20,499$ PM peak hour trip. However, based upon the total square footage for the overall project with Phase II, a TIA **may be** required: $206,118 \times 0.13 = 26,795$ PM peak hour trips.

The project has nonconforming development aspects along NW Vine Street, to include rural road design (no curb, gutter, planter strip or sidewalk). In addition, sewer and water are not installed on NW Vine along the property's frontage. Sewer and water are located south of the subject parcel via the school property and Heidi Lane. The pre-application report indicated that sewer and water would be required to be installed along NW Vine Street as part of the project. Half-street improvements could be deferred through a Deferred Development Agreement. The site plan (Sheet A1.1) reflects the sewer being extended to the property's south property line and east to NW Vine at the property's east property line. The site plan does not reflect the location of water for the property and does not include extension of water or sewer along the frontage (a utility plan was not submitted as part of the application materials). As submitted, the Public Works/Utility Division does not support the approval of the development without the extension of sewer and water along NW Vine. The recently adopted Collection System Master Plan Update (Carollo) reflects the extension of a gravity sewer main through the property to provide future service for the UGB area on the north side of I-5. A condition of approval will require the necessary sewer main extensions and a revised site plan to provide for the unobstructed easements over the sewer main. Public Works' comments and conditions are incorporated below under the criteria responses.

The project is subject to the zone buffer building setbacks as reflected in Schedule 23-4. This includes a 20-ft. building setback from the residential zoned properties along the west and south property lines, a 3-ft. buffer strip and a 6-ft. sight-obscuring fence.

The property abuts Gilbert Creek along its west property line, and has “not locally significant” wetlands along the riparian corridor. Notice of the application has been forwarded to the Department of State Lands (DSL). As of the date of this staff report, comments have not been received from DSL. A condition of approval will be required that the applicant meet any conditions imposed by DSL. The site plan reflects a 20-ft setback from the “stream center line”. As conditioned below, the applicant will be required to submit a revised site plan reflecting all structures are meeting the stream corridor setback of 20-ft. from the edge of the stream (i.e., ordinary high water line) (Section 24.341).

Architectural Standards

The applicant has elected the “Discretionary Review” procedure to deviate from the Commercial Design Standards of Article 20 of the City of Grants Pass *Development Code* (GPDC). The design is not fully compliant with the Code due to construction requirements for the proposed use.

The architectural standards require that buildings present a “face” towards streets, sidewalks and other public areas. Windows and glass doors in exterior walls (Section 20.410), overall building length of more than 50 feet (Section 20.422), change in massing at maximum of 50 feet (Section 20.423), detailing (Section 20.425) and treatment of blank walls without windows or glass doors (Section 20.430) provide building design guidelines to break up massing, minimize the feeling of long, continuous blank wall and creating human scale.

The applicant’s narrative addresses these issues and notes that the 20-ft. perimeter landscaping will reduce the impact on the adjoining properties. The use of “high quality elements” in the development (such as brick veneer, patterned and textured stucco, and flush metal canopies) will assist in accomplishing the purpose and intent of the commercial design standards in Article 20.

VIII. FINDINGS IN CONFORMANCE WITH APPLICABLE CRITERIA:

A. Major Site Plan Review Criteria - Section 19.052

Section 19.052 of the City of Grants Pass Development Code states that the review body shall approve, approve with conditions, or deny the request based upon the following criteria:

Criterion (1): Complies with applicable development standards: Base standards of zoning district, special development standards, residential development standards, or standards as previously approved under the provisions of an optional development plan or other approved permit.

Planning Commission Response: Satisfied with conditions. The project area is comprised of a single parcel, approximately 7.3 acres in the IP zoning district. The applicant proposes two phases for the development:

- Phase I ~ 703 storage units, 24' x 48' two-story office with managers' quarters, and a 397 sq. ft. relief managers' unit. The proposed structures would total approximately 157,692 sq. ft. The site plan also reflects "covered" RV storage between Building A and Building E. This structure is not calculated in the overall building area for Phase I and occupies the area indicated as Phase II.
- Phase II ~ proposes to add 48,426 sq. ft. of additional storage.

The IP zone has specific limitations concerning lot coverage for new development. Schedule 12-9 of the Development Code limits the maximum lot coverage for structures in the IP zone to 50%. Sheet A1.1 of the application materials is being used for the basis of the conditions of approval. The proposed lot coverage in Phase I is 105,853 sq. ft. while the proposed building size is 157,692 sq. ft. The two figures are different due to the multi-story buildings in Phase I. The building size and lot coverage is the same for Phase II (48,426 sq. ft.). Phase I (excluding any covered RV parking) is recommended for approval with the conditions listed below.

Phase II or any additional coverage exceeding 50% of lot coverage or exceeding an overall combined PM peak hour trip rate of 25 trips for Phase I and Phase II **requires *may require*** aTIA and possible zone change.

The project is subject to the Environmental Standards listed in Article 24 of the Development Code. Specifically, potential wetland compliance and the 20-ft. stream corridor setback for all structures pursuant to Section 24.341. As conditioned below, the applicant will be required to submit a revised site plan reflecting the 20-ft. stream corridor setback and will be subject to any conditions required by DSL.

The proposal is also subject to meeting the commercial design standards of Article 20 of the Development Code. Subject to the approval of the applicant's request for Discretionary Review, the proposed building will comply with these standards.

Criterion (2): Complies with applicable elements of the Comprehensive Plan, including: Traffic Plan, Water Plan, Sewer Plan, Storm Drainage Plan, Bicycle Plan, and Park Plan.

Planning Commission Response: Satisfied with conditions.

Traffic Plan: According to the Institute of Transportation Engineers (ITE) Manual, mini-warehouse classification (Use 151) is calculated to generate 2.5 total daily trips (ADT) per 1000 sq. ft., or 289 ADT on a weekday and 0.29 PM Peak Hour Trips per 1000 sq. ft., or 33.56 trips. Section 27.121(3) requires a TIA when the number of peak hour trips exceeds 25. The applicant's traffic consultant prepared a local trip generation study apparently based upon the initial proposed development plan consisting of 115,745 sq. ft. The trip generation study focused on five local sites with an average rate of 0.13 trips/1000. Based upon the initial 115,745 sq. ft. project ($115.745 \times 0.13 = 15.046$) a TIA is not required. The study was reviewed and the conclusions supported by the City's traffic consultant. Since the pre-application, the applicant has redesigned the project and has increased the proposed building square footage up to 157,692 for Phase I (not including the referenced proposed covered RV parking) and an additional 48,426 sq. ft. for Phase II (a total of 206,118 sq. ft.). A TIA would not be required for Phase I (provided no covered RV parking is included). The trip rate for Phase I calculates out to: $157.692 \times 0.13 = 20.499$ PM peak hour trip. ~~However, based upon the total square footage for the overall project with Phase II, a TIA is required: $206.118 \times 0.13 = 26.795$~~

~~PM peak hour trips. As conditioned below, only Phase I is recommended for approval, limited to the 157,692 sq. ft. of structures. Any further expansion may require a TIA for the overall project and possibly a zone change to Industrial.~~

Access to the property is proposed along NW Vine Street, a substandard rural road. NW Vine Street lacks curb, gutter, sidewalk and planter strip. ~~As a condition of approval, the applicant will be required to enter into a Deferred Development Agreement and submit a cash deposit. In addition, the applicant shall obtain an encroachment permit for work within any right-of-way.~~ ***During the hearing, the applicant requested the ability to install the half-street improvements rather than deferring for said improvements. In order to install half-street improvements, the applicant will be required to submit a profile view of a street section for NW Vine Street for review and approval by the Engineering Division. Should it be determined that installation of the half-street improvements are not practical at this time, the applicant shall defer for the improvements. As conditioned below, the applicant will be required to enter into a Developer Installment Agreement with the Engineering Division for said half-street improvements and obtain an encroachment permit for work within the right-of-way.***

Water and Sewer Plan: ~~As currently reflected on the site plan, the Public Works Department/Utility Division does not support the proposal without the extension of a sewer and water main in NW Vine Street. The recently adopted Collection System Master Plan Update (Carollo) reflects the extension of a gravity sewer main through the property to provide future service for the UGB area on the north side of I-5. The extension of the gravity sewer main through the property will require a revised elevation and site plan for Building D as a structure cannot be located on top of a public sewer main.~~ ***The applicant had not been notified of the proposed sewer extension through the middle of the property during the initial pre-application or prior to the submittal of the Major Site Plan Review application. Following further staff discussion with the applicant, it was determined that the applicant shall submit a detailed utility plan reflecting the extension of an 8-inch public sewer main east from the existing public sewer manhole F315 east to a point at least 10 feet east of the west property line of TL 4300 to allow adequate future extension north across Vine Street and Interstate 5. The utility plan shall also reflect the extension of the water main and accompanying unobstructed easements across private property (as applicable).*** ~~A condition of approval will require the submittal of a detailed utility plan reflecting the sewer and water main extensions and accompanying unobstructed easements across private property.~~

Storm Drain Plan: The applicant has submitted storm drainage calculations prepared by Map Engineering, Inc. The Post development storm water runoff shall not exceed runoff from pre development conditions. The stormwater plan reflects a detention area in the southwest corner of the property. Prior to installation of such detention near the riparian/wetland area on the site, confirmation will be required from DSL that the wetland area will not be impacted.

The current Master Storm Drain Plan indicates the installation of a 12-inch storm drain along NW Vine Street at the time the street is redevelopment. A condition of approval will require the ***installation or the*** deferment of the storm drain in conjunction with the half-street improvements for NW Vine Street.

The property is located within the Grants Pass Irrigation District (GPID). Comments received from GPID indicated that the applicant will need to contact their office for specific information regarding the project. GPID may be reached via email at don@gpid.com. No specific conditions are being included in this report regarding GPID.

Bicycle Plan: There are no existing bicycle facilities along the frontage of the property. Installation of bicycle facilities will be installed at the time NW Vine Street is rebuilt. No new bicycle facilities are required at this time.

Park Plan: The subject property is not listed as park land in the Parks and Recreation Master Plan.

Criterion (3): Complies with all other applicable provisions of this Code, including off-street parking, landscaping, buffering and screening, signage, environmental standards, and Special Purpose District standards.

Planning Commission Response: Satisfied with Conditions.

Parking: The site plan depicts eight (8) parking spaces. The Development Code does not provide a specific parking requirement for the mini-warehouse use. Section 25.035(2) of the Development Code authorizes the Director to determine the number of spaces for uses not specifically listed. The closest parking calculation in the Code is "Storage Warehouse". Using this as the calculation rate the applicant would be required to provide 1 parking space per 2000 square feet. The American Planning Association developed the guide, *Parking Standards*, which uses the ratio of one (1) parking space for every one hundred (100) storage units, plus two (2) spaces for the caretakers units.

Office space will be calculated at one (1) space for every four hundred (400) feet of gross floor area. In addition, one (1) van accessible ADA compliant space is required for every twenty five parking spaces provided.

Since customers park next to their units in unmarked loading areas, the Director has determined that the eight (8) proposed parking spaces, including a van accessible ADA compliant space, adjacent to the office area provide ample parking area for customers when visiting the manager's office. Additional parking will not be required for this complex.

Three (3) Type IV bicycle parking spaces are required for every 15,000 sq. ft. of building space in accordance for storage or warehouse and one (1) Type I bicycle parking space for the 3,300 sq. ft. office building, in accordance with Section 25.064, Schedule 25-2. The site plan reflects a proposed location for bicycle parking. As conditioned below, the applicant will be required to provide ten (10) Type IV bicycle parking spaces and one (1) Type I bicycle parking space.

Landscaping: The site is subject to the Type B – Commercial and Indoor Industrial Front and Exterior Yards landscape requirements listed in Section 23.032 and the Type D Buffering Between Zones requirements of Section 23.034. As conditioned below, the applicant is required to provide a landscaping and irrigation plan for landscaping and screening installed along the front yard, the parking area and adjacent to the new structure, including the following:

- a. Parking Lot Landscaping (Section 23.035(3)).
 - i. One (1) tree per 16 sq. ft. of landscaping per 10 parking spaces.
 - ii. Landscaped area shall be planted with shrubs or living ground cover to assure 100% coverage within 2 years.
 - iii. Landscaped end islands provided at end of parking rows.
 - iv. A three (3) foot landscaped strip where parking abuts a property line.
 - v. A sight obscuring hedge where parking abuts a required front or exterior yard. The screen shall be eighteen (18) inches higher than the finished grade of the parking area.

- b. Ten (10) Ft. Front Yard; Ten (10) Ft. Exterior Yard Landscaping (Section 23.032) per 1,000 sq. ft. of landscaping area.
 - i. Three (3) trees, at least ten (10) feet in height, two (2) inches in caliper measured three (3) feet from the base
 - ii. Fifteen (5) five-gallon shrubs or accent plants.
 - iii. Remaining area treated with living ground cover. Coverage shall be at least fifty (50) percent upon installation and eighty (80) percent after three (3) years.

- c. Buffering between zones or conflicting uses (Section 23.034) with one of the following buffer types between the proposed use and the residential zoned properties to the south:
 - i. D-1 buffer type:
 - a) 20-foot building setback;
 - b) 3-foot buffer strip;
 - c) 6-foot sight obscuring fence

 - ii. D-2 buffer type:
 - a) 5-foot building setback;
 - b) Landscape/maintenance easement;
 - c) 6-foot sound obscuring wall, no building openings

Buffering and Screening: Parking areas adjacent to neighboring properties shall provide additional buffering. As conditioned below, the applicant shall provide screening between the adjacent properties and the proposed parking area with an 18-inch hedge included in the three (3) foot landscaped buffer.

The applicants are proposing to provide a zone buffer between the proposed development and the adjacent residential development to the south and west. The blank walls of the storage units will serve as the screening wall and the applicants are proposing to install additional landscaping to screen the uses. As conditioned below, the applicant will be required to submit a detailed landscaping and irrigation plan.

Signage: The installation of signs is subject to the Municipal Code, requiring a separate review and permit by the Community Development office. Proposed signs are not being included as part of this review.

Environmental Standards: The property has Gilbert Creek along the west property line. The current site plan reflects a twenty (20) ft. setback from the center line of the

stream bed. In accordance with Section 24.341, the applicant will be required to submit a revised site plan reflecting the maintenance of a twenty (20) ft. setback from the riparian area/ordinary high water line will be required. As conditioned below, prior to any disturbance within the riparian/wetland area, the applicant will be required to obtain approval from DSL.

The property has a questionable history of fill material deposited on site. A Geotechnical Engineering report will be required to confirm compaction and stability of any fill placed on site.

Special Purpose District standards: The property is not located within a Special Purpose District.

Commercial Design Standards: The proposed development is subject to the commercial design standards and requirements of Article 20. The applicant has elected the discretionary review option outlined in Section 20.210 of the GPDC. As discussed above, the construction of mini-warehouse does not permit the installation of windows and glass doors due to security reasons. The use of "high quality elements" in the development (such as brick veneer, patterned and textured stucco, and flush metal canopies) will assist in accomplishing the purpose and intent of the commercial design standards in Article 20.

Criterion (4): Potential land use conflicts have been mitigated through specific conditions of development.

Planning Commission Response: Satisfied with conditions. The proposed development will be located adjacent to residential properties to the west and south. The applicants are proposing to provide a zone buffer between the uses. The blank walls of the storage units will serve as the screening wall along with the installation of landscaping conditioned above with provide adequate separation of uses.

Criterion (5): Adequate basic urban services are available, or can be made available by the applicant as part of a proposed development, or are scheduled by the City Capital Improvement Plan.

Planning Commission Response: Satisfied with conditions. As noted in Criterion 2 above, the applicant will be required to provide the necessary water and sewer main extensions. In addition, the applicant will be required to install private water and sewer services for the site. NW Vine is a substandard rural road, lacking curb, gutter, sidewalk and planter strip. ~~A condition of approval will require the applicant to submit a~~ ~~enter into a Deferred Development Agreement and pay a cash deposit for the future half-street improvements.~~ ***During the hearing, the applicant requested the ability to install the half-street improvements rather than deferring for said improvements. In order to install half-street improvements, the applicant will be required to submit a profile view of a street section for NW Vine Street for review and approval by the Engineering Division. Should it be determined that installation of the half-street improvements are not practical at this time, the applicant shall defer for the improvements. As conditioned below, the applicant will be required to enter into a Developer Installment Agreement with the Engineering Division for said half-street improvements and utility extensions, and obtain an encroachment permit for work within the right-of-way.***

Criterion (6): Provision of public facilities and services to the site will not cause service delivery shortages to existing development.

Planning Commission Response: Satisfied with conditions. The proposed use will require new connections for water and sewer services. The site will use water for potable use and landscaping. Based upon the required sewer and water main extensions, this project will not cause delivery shortages to surrounding developments. As conditioned, the developer will be required to submit a utility plan to the Utility Division and Public Safety which includes a fire safety plan, to include either public or private fire lines and fire hydrants. A condition of approval will include a 24-hour “unobstructed access” be provided for any public “on site” fire lines and fire hydrants. Any proposed public fire hydrant must be located outside of the gated compound to enable unobstructed access.

Criterion (7): To the extent possible, identified significant resources, such as intermittent and perennial creeks, stands of pine, fir, and oak trees, wildlife habitats, historic sites, and prominent land features have been preserved and designed into the project. Alternatives shall be considered and the proposal shall represent the most effective design to preserve these resources.

Planning Commission Response: Satisfied with conditions. The property has Gilbert Creek along its west property line. The current site plan reflects a twenty (20) ft. setback from the center line of the stream bed. In accordance with Section 24.341, the applicant will be required to submit a revised site plan reflecting the maintenance of a twenty (20) ft. setback from the riparian area/ordinary high water line will be required. As conditioned below, prior to any disturbance within the riparian/wetland area, the applicant will be required to obtain approval from DSL.

Criterion (8): The characteristics of existing adjacent development have been determined and considered in the development of the site plan. At a minimum, special design consideration shall be given to:

- a. Areas of land use conflicts, such as more restrictive use adjacent or across the street from proposal. Mitigate by orienting business operations away from use, additional setbacks, screening/buffering, landscaping, directing traffic away from use.
- b. Setbacks. Where existing buildings are setback deeper than required by Code, new setbacks to be compatible.
- c. Building Size and Design. Existing surrounding architecture and building size to be considered to insure compatible scale and balance to the area.
- d. Signs. New signs shall not block primary view to existing signs, and shall be sized consistent with Code or existing signs, whichever is less.
- e. Lighting. Exterior lighting shall not impact adjacent development or traveling motorists.

Planning Commission Response: Satisfied with Conditions.

- a. The proposed development will be located adjacent to residential properties to the west and south. As noted above, the applicants are proposing to provide a zone buffer between the uses. Any refuse

container or disposal area shall be screened from view and any development subject to the commercial design standards shall screen mechanical equipment from view. As conditioned below, the applicant shall reflect the location of the mechanical equipment and proposed screening and provide details of the trash enclosures.

- b. The proposed structures will meet the minimum setback requirements for the Industrial Park zoning district.
- c. The proposal is also subject to meeting the commercial design standards of Article 20 of the Development Code. Subject to the approval of the applicant's request for Discretionary Review, the proposed building will comply with these standards.
- d. No new signs are being reviewed under this application.
- e. Lighting will not glare on adjacent development or the travelling public.

Criterion (9): Traffic conflicts and hazards are minimized on and off site, as provided in Article 27.

Planning Commission Response: Satisfied with conditions. As discussed in Criterion 2 above, the property was not required to submit a TIA based upon the initial proposal of 115,745 sq. ft. of structures. Therefore, only Phase I is recommended for approval, limited to the 157,692 sq. ft. of structures. Any further expansion may require a TIA for the overall project and possibly a zone change to Industrial. Prior to any work within a public right-of-way, the applicant will be required to obtain an encroachment permit.

Criterion (10): If phased development, each phase contains adequate provisions of services, facilities, access, off-street parking, and landscaping.

Planning Commission Response: Satisfied with conditions. The site plan depicts a second phase for development between Buildings A and E. ~~Prior to review of a second phase, the applicant will be required to submit a TIA for the entire project (Phase I and II), along with a zone change from IP to I in order to comply with the lot coverage standards of Schedule 12-9.~~ ***During the public hearing, the applicant stated that they would provide documentation showing that the future expansion of the development would stay within the maximum lot coverage of 50% and that it would not exceed the 25 peak hour trip threshold. Any develop exceeding those limitations may require the submittal of a TIA and/or a zone change as applicable.***

Criterion (11): There are adequate provisions for maintenance of open space and other common areas.

Planning Commission Response: Not applicable. There is no open space or common area proposed as part of this application.

Criterion (12): Internal circulation is accommodated for commercial, institutional and office park uses with walkways and bikeways as provided in Article 27.

Planning Commission Response: Satisfied. ~~As conditioned below, the applicant will be required to defer for future frontage improvements along NW Vine Street. No further improvements are required at this time.~~ ***As reflected on the site plan, the proposal provides adequate walkways from the office to the right-of-way and adequate internal circulation for vehicles.***

Criterion (13): If the property contains existing nonconforming use or development to remain, the application and the Review Body's decision shall also be consistent with the provisions of Article 15, including any additional standards, relief from the Code, or conditions imposed.

Planning Commission Response: Satisfied with conditions. As previously noted, NW Vine Street is a nonconforming street, lacking curb, gutter, sidewalk and planter strip. A condition of approval requires that the applicant enter into a Deferred Development Agreement and pays cash deposit for half-street improvements (Section 29.060). ***In order to install half-street improvements, the applicant will be required to submit a profile view of a street section for NW Vine Street for review and approval by the Engineering Division. Should it be determined that installation of the half-street improvements are not practical at this time, the applicant shall defer for the improvements. As conditioned below, the applicant will be required to enter into a Developer Installment Agreement with the Engineering Division for said half-street improvements and obtain an encroachment permit for work within the right-of-way.***

IX. DECISION:

The Urban Area Planning Commission **APPROVED** the Major Site Plan/Discretionary Review with the below listed conditions. The vote was 7-0 with Commissioners Fitzgerald, MacMillan, Kellenbeck, Arthur, McIntire, Wiegand and McVay in favor. Commissioner Coulter was absent.

Conditions of Approval:

- A. The following shall be accomplished within eighteen months of the date this report is signed and prior to issuance of a Development Permit. Otherwise, the approval shall expire. Extension of the Site Plan Review approval is permitted pursuant to Section 3.077(2) of the Development Code. Extension of the Development Permit is permitted pursuant to Section 3.093(2) of the Development Code. (NOTE: A development permit is required prior to commencement of construction).**
1. Submit four (4) copies of a revised site plan reflecting the following items:
 - a. 12-inch public water main along NW Vine.
 - b. ~~8-inch public sewer main along NW Vine as required by Public Works.~~
 - c. 8-inch public sewer main along the southern property line from existing sewer main in Heidi Lane ***from manhole F315 east to a point at least 10 feet east of the west property line of TL 4300***

to allow adequate future extension north across Vine and Interstate 5.

- d. ~~12-inch public sewer main north from the existing public sewer cleanout F349 (located near the north property line of 2250 NW Heidi Lane) across TL 4300 to the centerline of NW Vine at the 1144 elevation center.~~
 - e. Reflect the location of mechanical equipment and screening in conformance with Figure 23-6.
 - f. Detail of trash enclosures.
 - g. Reflect 24-hour unobstructed and drivable access to any proposed public utilities, including fire lines/hydrants and sewer lines.
 - h. Reflect the location of the ten (10) Type IV and one (1) Type I bicycle parking spaces.
2. Landscape and irrigation plan in accordance with Section 23.032, Commercial Front and Exterior Yards, and Section 23.035, Parking Lot Landscaping. The approved plant materials installed in the area between the curb and the sidewalk may be used in meeting the landscaping requirements for the front yard. The revised landscape plan should include the following:
- a. Parking Lot Landscaping (Section 23.035(3)).
 - i. One (1) tree per 16 sq. ft. of landscaping per 10 parking spaces.
 - ii. Landscaped area shall be planted with shrubs or living ground cover to assure 100% coverage within 2 years.
 - iii. Landscaped end islands provided at end of parking rows.
 - iv. A three (3) foot landscaped strip where parking abuts a property line.
 - v. A sight obscuring hedge where parking abuts a required front or exterior yard. The screen shall be eighteen (18) inches higher than the finished grade of the parking area.
 - b. Ten (10) Ft. Front Yard; Ten (10) Ft. Exterior Yard Landscaping (Section 23.032) per 1,000 sq. ft. of landscaping area.
 - i. Three (3) trees, at least ten (10) feet in height, two (2) inches in caliper measured three (3) feet from the base
 - ii. Fifteen (5) five-gallon shrubs or accent plants.
 - iii. Remaining area treated with living ground cover. Coverage shall be at least fifty (50) percent upon installation and eighty (80) percent after three (3) years.
 - c. Buffering between zones or conflicting uses (Section 23.034) with one of the following buffer types between the proposed use and the residential zoned properties to the west and south:

- i. D-1 buffer type:
 - a) 20-foot building setback;
 - b) 3-foot buffer strip;
 - c) 6-foot sight obscuring fence
 - ii. D-2 buffer type:
 - a) 5-foot building setback;
 - b) Landscape/maintenance easement;
 - c) 6-foot sound obscuring wall, no building openings
- 3. Submit draft documentation (including legal description and maps) for a ten (10) foot CUE along all NW Vine Street.
- 4. Submit approval from DSL for any work within the riparian/wetland area of Gilbert Creek.
- 5. Provide four (4) copies of the following to the City Engineering Division for review and approval:
 - a. An engineered drainage plan including detention calculations and detention plan with details for drainage swales and detention basins.
 - b. A grading plan if applicable. **Note:** A grading permit is required prior to any grading on site.
 - c. An erosion and dust control plan. **Note:** A NPDES permit is required prior to construction.
 - d. Engineered details for any retaining wall greater than four (4) feet in height, including footings.
 - e. Submit a geotechnical report for previous fills placed on the property.
 - f. Submit a 1200c permit for disturbance to more than one acre.
 - g. ***Submit a profile view of a street section for NW Vine Street. If it is determined that installation of half-street improvements is not practical, the applicant shall defer for such improvements.***
 - h. A detailed Utility Plan reflecting the following, as required by Public Works:
 - i. ~~The installation of a public sewer main along the Vine Street frontage is required. The exact length of the public sewer main will be determined based upon existing grades on NW Vine. The public sewer main on Vine must be at depths and grades which will enable sewer service to be extended by means of a bore to the east side of Interstate 5. Sewer flows in this~~

segment of public sewer main must connect to the existing public sewer manhole on 2250 NW Heidi Lane.

- ii. ~~Two separate extensions of public sewer mains, located within 20-ft. public sewer easements crossing two separate portions of TL 4300 are required to provide future access to the utility for adjacent TL 100 (located north of the property) and future development east of Interstate 5.~~
- iii. ~~The extension of a 12-inch public sewer main north from the existing public sewer cleanout F349 (located near the north property line of 2250 NW Heidi Lane) across TL 4300 to the centerline of NW Fine at the 1144 elevation contour. A City standard public sewer cleanout shall be required at the end of this section of public sewer main.~~
- iv. The extension of an 8-inch public sewer main east from the existing public sewer manhole F315 east to a point at least 10 feet each of the west property line of TL 4300 **to allow adequate future extension north across Vine and Interstate 5.**
- v. ~~From the above location, the installation of a public sewer manhole and extension of an 8-inch section of public sewer main north across TL 4300 to a point at least 10 ft. north of the south property line of TL 100.~~
- vi. ~~From the above point, install a sewer manhole, extend a section of 8-inch sewer main west to the west property line of TL 4300 (east property line of TL 100). This section of sewer main shall terminate with a City standard public sewer cleanout).~~
- vii. A 24-hour unobstructed access shall be provided to all public “on-site” public sewer mains and manholes.
- viii. All segments of public sewer mains, not located within the public right-of-ways shall be located within 20-ft. unobstructed and drivable public sewer main easements.
- ix. A sampling manhole shall be required upon the private sewer lateral serving the mini-storage facility.
- x. All private wells and septic systems shall be properly abandoned. (Private wells may be maintained for irrigation purposes only).
- xi. RP backflow devices shall be required as “premises” protection on all water services if GPID or private wells are present.

- xii. If GPID and private wells are absent, an RP backflow device shall be required as “premises” protection on the domestic water service serving the mini storage facility.
 - xiii. If GPID or private wells are absent, a DC backflow device shall be required as “premises” protection on any separate irrigation service.
 - xiv. All “premises backflow prevention devices shall be located within 10 feet behind of each water meter.
 - xv. All water meters shall be located within the public right-of-way of NW Vine Street.
 - xvi. A “point of use” DC device shall be required on any water service containing a multiple zone irrigation system.
 - xvii. Additional “point of use” backflow prevention devices may be required internal to the mini storage facility dependent upon the types of uses present.
 - xviii. The extension of a 12-inch public water main from its current location at the intersection of NW Hawthorne Avenue, northwest within NW Vine Street to the northwest property line of TL 4300.
 - xix. If a private fire sprinkler line is required, the fire sprinkler line shall be protected with a DC backflow device containing a detector meter. If anti-freeze agents are added to the fire line, an RP backflow device shall be required in place of the DC assembly.
 - xx. If “on site” public fire lines are required, the fire lines and fire hydrants shall be located within 20-ft. unobstructed and drivable public water main easements.
 - xxi. Twenty-four hour unobstructed access shall be provided to all public “on site” fire hydrants. If such access cannot be provided, a private fire line with “City” standard fire hydrants shall be required. The private fire line shall be protected with a DC backflow device with a detector meter. Conditions and requirements related to private fire systems are available from the Public Works Department.
 - xxii. A City Utility Easement (CUE) is required along all street frontages. The applicant shall provide documentation demonstrating a CUE along NW Vine Street.
6. Obtain an encroachment permit for any work within the public right-of-way.

7. Submit a signed/notaried Deferred Development Agreement and pay the cash deposit for half-street improvements, including storm drain on NW Vine Street ***if it is determined that it is not practical to install the half-street improvements for NW Vine Street.***
8. ***Submit a completed Developer Installment Agreement.***

B. The following must be accomplished prior to issuance of a Building Permit:

1. Pay all System Development Charges including, but not limited to, water, sewer, and storm drain.
2. Submit construction documents to the Building Division for their review and approval to determine compliance with all Building, Fire and Life Safety, and Americans with Disabilities Act requirements. Buildings plans shall be consistent with the approved site plan.

Note: Plans must be prepared by an Oregon licensed architect or structural engineer. The building must comply with all applicable building and fire codes.

3. Submit a sign permit for any proposed freestanding or attached signs.

C. The following must be accomplished prior to issuance of a Certificate of Completion:

1. Development must occur according to the approved site plan, landscape plan, and construction drawings including the items listed below. The developer must contact the Parks & Community Development Department and arrange for a final inspection prior to occupancy to insure compliance.
2. Provide recorded copies of the ten (10) foot CUE along NW Vine Street.
3. Install access approach along NW Vine Street as reflected on the approved site plan.
4. Install parking spaces as reflected on the approved site plan.
5. Parking lots and maneuvering areas must be paved and surrounded with a 6-inch curb (Section 25.033(5) *GPDC*). Individual parking spaces shall be striped.
6. Install inlets as needed per the detailed drainage plan and as shown on the submitted drawings.
7. All signs are the developers to install. Install signs and pavement markings for the required ADA parking space.
8. Install at least ten (10) Type IV bicycle parking spaces and one (1) Type I bicycle parking space.

9. Comply with all Building, Fire and Life Safety, and the adopted Oregon Structural Specialty Code Act requirements.
10. Comply with all requirements of the Engineering and Utility Divisions.
11. Installed lighting shall be directional, non-glare and shall not cause glare onto adjacent properties or passing motorists.
12. Install landscaping according to approved plans.
 - a. Parking Lot Landscaping (Section 23.035(3)).
 - i. One (1) tree per 16 sq. ft. of landscaping per 10 parking spaces.
 - ii. Landscaped area shall be planted with shrubs or living ground cover to assure 100% coverage within 2 years.
 - iii. Landscaped end islands provided at end of parking rows.
 - iv. A three (3) foot landscaped strip where parking abuts a property line.
 - v. A sight obscuring hedge where parking abuts a required front or exterior yard. The screen shall be eighteen (18) inches higher than the finished grade of the parking area.
 - b. Ten (10) Ft. Front Yard; Ten (10) Ft. Exterior Yard Landscaping (Section 23.032) per 1,000 sq. ft. of landscaping area.
 - i. Three (3) trees, at least ten (10) feet in height, two (2) inches in caliper measured three (3) feet from the base
 - ii. Fifteen (5) five-gallon shrubs or accent plants.
 - iii. Remaining area treated with living ground cover. Coverage shall be at least fifty (50) percent upon installation and eighty (80) percent after three (3) years.
 - c. Buffering between zones or conflicting uses (Section 23.034) with one of the following buffer types between the proposed use and the residential zoned properties to the west and south:
 - i. D-1 buffer type:
 - a) 20-foot building setback;
 - b) 3-foot buffer strip;
 - c) 6-foot sight obscuring fence
 - ii. D-2 buffer type:
 - a) 5-foot building setback;
 - b) Landscape/maintenance easement;
 - c) 6-foot sound obscuring wall, no building openings
13. Vegetation should be maintained throughout the year.
14. All new utilities should be placed underground.

15. An RP backflow device shall be required as “premises” protection on the existing domestic water service. All “premises” backflow devices shall be located within 10 feet of the public water service.
16. A DC backflow device shall be required as “point of use” protection on any water service with a multiple zone irrigation system. A DC backflow device shall be required as “premises” protection on any irrigation only service.
17. Pay all inspection fees incurred by the Engineering and Utility Divisions, as well as all City bills due.
18. A sign permit is required prior to erection of any signs. Location of a sign within the CUE must be in compliance with Section 9.21.130 of the Municipal Code.
19. Future development of the property ~~will~~ **may** require a TIA for the entire project (Phase I and Phase II) and a zone change to the Industrial zone to maximize lot coverage.

X. FINDINGS APPROVED BY THE URBAN AREA PLANNING COMMISSION this 12th day of October, 2016.

Gerard Fitzgerald, Chair
Urban Area Planning Commission