The Marylhurst School

West Linn, Oregon

2nd Re-submittal: December 5, 2018

An Application for:
Class 3 Conditional Use
Class 2 Design Review
Class 2 Variances

Applicant:
The Marylhurst School
1232 Linn Avenue
Oregon City, OR 97045
Phone: 503-650-0978
Contact: Sheila Walker
info@themarylhurstchurch.org

Prepared by:
Cardno
6720 SW Macadam Avenue, Suite 200
Portland, Oregon 97219
Phone: 503-419-2500
Contact: Kevin Brady
kevin.brady@cardno.com

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I. INTRODUCTION

GENERAL INFORMATION

Applicant:	**Marylhurst School** 1232 Linn Avenue Oregon City, OR 97045 Phone: 503-650-0978 Contact: Sheila Walker Email: info@themarylhurstschool.org
Applicant's Representative:	**Cardno** 6720 SW Macadam Avenue, Suite 200 Portland, Oregon 97219 Phone: 503-419-2500 Contact: Kevin Brady Email: kevin.brady@cardno.com
Tax Lot Information:	Tax Map 21E23AA, Tax Lot 400, 500
Site Address:	19915 Old River Drive, West Linn, Oregon 97068
Lot Area:	0.99 Acres
Current Zoning District:	R-10 Single Family Residential

SUMMARY OF PROPOSAL

The applicant, The Marylhurst School, is requesting approval for a redevelopment of an existing church to a school in the R-10 zone. The Marylhurst School property is at 19915 Old River Road and is legally identified as 21E23AA, tax lots 500 and 400. The site has previously operated as a church, including a preschool program for 195 children. The applicant is proposing to change the use to a school as part of the proposed development plan.

The existing northernmost building will be used for school assemblies, activities, etc., and the church use will be discontinued. A new two-story school will be built on the vacant north and west portions of the site and will accommodate 12 classrooms serving pre-school through grade eight. Overall the proposal includes: a new/redeveloped school building; new and/or re-designed parking; outdoor recreation facilities; open space areas; pedestrian pathways; and new landscaped areas. The applicant will also apply for a minor partition that will serve to consolidate the lots of the subject site.

Phase One will consist of the adaptive reuse of the existing structures on site. The existing northernmost building will be used for school assemblies, activities, etc., and the church use will be discontinued. The existing southernmost building will be used for classrooms, administrative offices and small teaching break out spaces. A portable classroom will be located in the proposed parking lot area on a relatively temporary basis and will house two (2) additional classrooms.

Phase Two will consist of a new two-story school to be built on the vacant north portion of the site, oriented parallel to the west property line. The new facility will accommodate 12 classrooms serving pre-school through grade eight. Overall the proposal includes: a new/redeveloped school building; new and/or re-designed parking; outdoor recreation facilities; open space areas; pedestrian pathways; and new landscaped areas. The portable classroom will be removed as part of the Phase Two development.

II. CITY OF WEST LINN CODE

CHAPTER 5: GENERAL

05.020 CLASSIFICATION OF ZONES

All areas within the corporate limits of the City of West Linn are hereby divided into zone districts, and the use of each tract and ownership of land within the corporate limits shall be limited to those uses permitted by the zoning classification applicable to each such tract as hereinafter designated. The zoning districts within the City of West Linn are hereby classified and designated as follows:

ZONING DISTRICT	ZONE DESIGNATION	DWELLING UNITS PER NET ACRE	LOT SIZE PER UNIT IN SQUARE FEET
Low Density			
Single-Family Residential detached	**R-10**	**4.35**	**10,000**

Response: The subject site is zoned R-10 on the West Linn Official Zoning Map.

CHAPTER 11: SINGLE-FAMILY RESIDENTIAL DETACHED, R-10

11.020 PROCEDURES AND APPROVAL PROCESS

C. A conditional use (CDC 11.060) is a use the approval of which is discretionary with the Planning Commission. The approval process and criteria for approval are set forth in Chapter 60 CDC, Conditional Uses. If a use is not listed as a conditional use, it may be held to be a similar unlisted use under the provisions of Chapter 80 CDC..070

Response: The proposed use is considered School, therefore, the use is considered a Conditional Use. As a Conditional Use, the proposal is addressed below under Section 11.060, Conditional Uses.

D. The following code provisions may be applicable in certain situations:

5. Chapter 75 CDC, Variance.

Response: The proposed use and development include components that cannot meet two of the relevant standard(s) in the Code. These include Section 46.130 (loading bay standards) and Section 46.090 (minimum parking spaces). Therefore, this application includes requests for Variances for Section 46.130 (loading bay standards) and Section 46.090 (minimum parking spaces). The narrative herein addresses the relevant criteria and standards for these Variances below.

11.060 CONDITIONAL USES

The following are conditional uses which may be allowed in this zoning district subject to the provisions of Chapter 60 CDC, Conditional Uses.

7. Schools.

Response: The proposed use is considered School, therefore, the use is considered a Conditional Use. As a Conditional Use, the proposal is addressed below under Section 11.060, Conditional Uses. Therefore, this application includes a request for a Conditional Use, and the narrative herein addresses the relevant criteria and standards for the Conditional Use below.

11.080 DIMENSIONAL REQUIREMENTS, CONDITIONAL USES

Except as may otherwise be established by this code, the appropriate lot or parcel size for a conditional use shall be determined by the approval authority at the time of consideration of the application based upon the criteria set forth in CDC 60.070(A) and (B).

Response: The existing lot is currently configured and no changes to the current configuration are proposed. However, the applicant is proposing lot consolidation for the subject site and will submit a separate minor partition application. The current overall size and shape of the subject site adequately accommodates the proposed use, as indicated on the Site Plans for Phase I and II in Exhibit D, Sheets C1.0 and C1.1.

Chapter 34: ACCESSORY STRUCTURES, ACCESSORY DWELLING UNITS, AND ACCESSORY USES

34.020 ACCESSORY USES

Accessory uses are permitted uses which are customary and incidental to principal uses permitted in the zone and shall be permitted outright, or by prescribed conditions as identified below, and may be either attached or separated from the principal dwelling. Accessory uses on designated historic resources are subject to additional regulations in CDC 25.060(B).

Response: No accessory uses are proposed in conjunction with the School as a primary use. Therefore, this Section does not apply.

CHAPTER 41: BUILDING HEIGHT, STRUCTURES ON STEEP LOTS, EXCEPTIONS

41.005 DETERMINING HEIGHT OF BUILDING

A. For all zoning districts, building height shall be the vertical distance above a reference datum measured to the highest point of a flat roof or to the deck line of a mansard roof or to the highest gable, ridgeline or peak of a pitched or hipped roof, not including projections above roofs such as cupolas, towers, etc. The reference datum shall be selected by either of the following, whichever yields a greater height of building.

1. For relatively flat sites where there is less than a 10-foot difference in grade between the front and rear of the building, the height of the building shall be measured from grade five feet out from the exterior wall at the front of the building; or

2. For steeper lots where there is more than a 10-foot difference in grade between the front and rear of the building, the height of the building is measured from grade at a point five feet out from the exterior wall on the lowest side (front or rear) of the building. One then measures vertically to the peak or ridgeline of the roof to determine the height.

Response: The site is considered a relatively flat site, with less than a 10-foot grade differential between the front and rear of the buildings. The maximum height for the proposed Conditional Use in the R-10 zone is 35 feet, per Section 11.070.6. The proposed height for the new modular building structure in Phase I is approximately 22 feet. The proposed height for the new addition in Phase II is approximately 33 feet. Therefore, the maximum building height requirement is met.

CHAPTER 42: CLEAR VISION AREAS

42.020 CLEAR VISION AREAS REQUIRED, USES PROHIBITED

A. A clear vision area shall be maintained on the corners of all property adjacent to an intersection as provided by CDC 42.040 and 42.050.

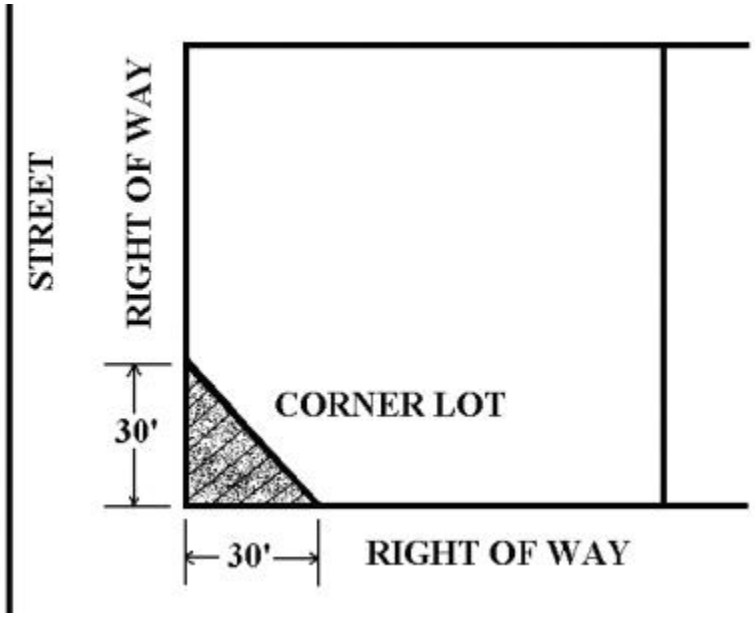
B. A clear vision area shall contain no planting, fence, wall, structure or temporary or permanent obstruction (except for an occasional utility pole or tree) exceeding three feet in height, measured from the top of the curb, or, where no curb exists, from the street centerline grade, except that trees exceeding this height may be located in this area, provided all branches below eight feet are removed.

Response: The subject site is not considered a corner lot, therefore, this Section does not apply. However, clear vision areas are proposed to be maintained at both of the driveway curb cuts at the intersections with Old River Road. Clear vision areas are visually provided on the plan set.

42.040 COMPUTATION; STREET AND ACCESSWAY 24 FEET OR MORE IN WIDTH

The clear vision area for all street intersections and street and accessway intersections (accessways having 24 feet or more in width) shall be that triangular area formed by the right-of-way or property lines along such lots and a straight line joining the right-of-way or property line at points which are 30 feet distant from the intersection of the right-of-way line and measured along such lines.

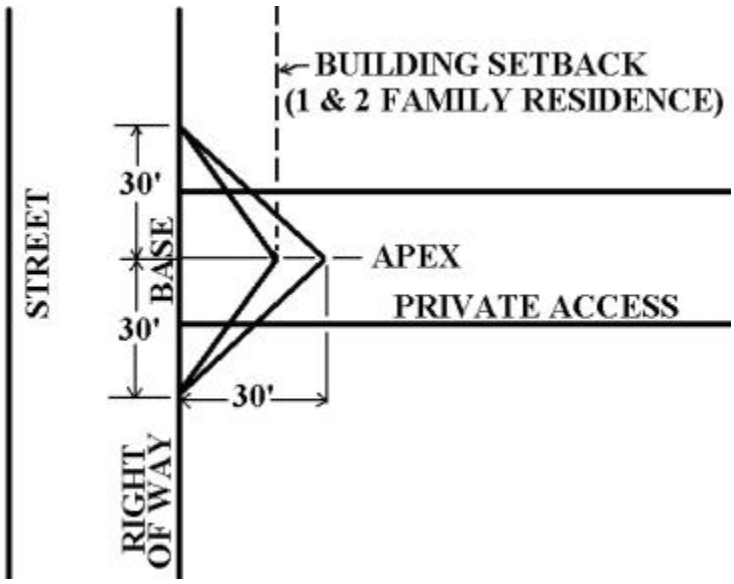
Clear vision area for corner lots and driveways 24 feet or more in width:



42.050 COMPUTATION; ACCESSWAY LESS THAN 24 FEET IN WIDTH

The clear vision area for street and accessway intersections (accessways having less than 24 feet in width) shall be that triangular area whose base extends 30 feet along the street right-of-way line in both directions from the centerline of the accessway at the front setback line of a single-family and two-family residence, and 30 feet back from the property line on all other types of uses.

Clear vision area for corner lots and driveways less than 24 feet in width:



Response: The applicant proposes two driveways to the site and the associated parking area. The first driveway is a 24-foot wide two-way access from Old River Road at the southeast corner of the site. The second driveway is a 20-foot wide one-way ingress that will serve as the main circulation access point for those using the designated drop-off zone at the front of the school. Both driveways meet the standards indicated in this Section and the associated figures, as depicted in the Site Plan on Sheet C1.0 of the Preliminary Development Plans in Exhibit D.

CHAPTER 44: FENCES

44.020 SIGHT-OBSCURING FENCE; SETBACK AND HEIGHT LIMITATIONS

A. A sight- or non-sight-obscuring fence may be located on the property line or in a yard setback area subject to the following:

1. The fence is located within:

a. A required front yard area, and it does not exceed three feet, except pillars and driveway entry features subject to the requirements of Chapter 42 CDC, Clear Vision Areas, and approval by the Planning Director;

b. A required side yard which abuts a street and it is within that portion of the side yard which is also part of the front yard setback area and it does not exceed three feet;

c. A required side yard which abuts a street and it is within that portion of the side yard which is not also a portion of the front yard setback area and it does not exceed six feet provided the provisions of Chapter 42 CDC are met;

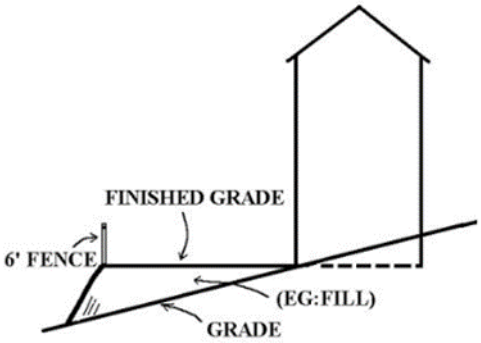
d. A required rear yard which abuts a street and it does not exceed six feet; or

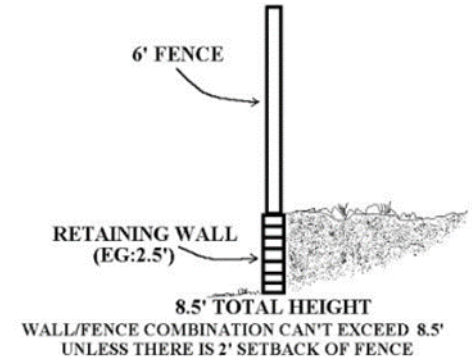
e. A required side yard area which does not abut a street or a rear yard and it does not exceed six feet.

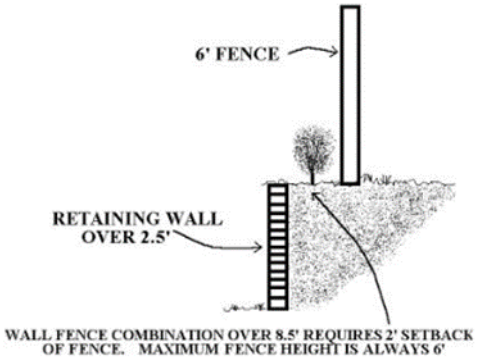
Response: Some new fencing is proposed for Phase II, including retention of existing 6-foot high cyclone fencing along most of the perimeter of the subject site. All proposed and existing 6-foot high fencing is proposed along rear or side yards. A short section of 3-foot high fencing is proposed along the front of the site with portions within the front yard. Therefore, all the existing and proposed fencing proposed for the project meets the standards in this Section.

B. Fence or wall on a retaining wall. When a fence is built on a retaining wall or an artificial berm, the following standards shall apply:

1. **When the retaining wall or artificial berm is 30 inches or less in height from finished grade, the maximum fence or wall height on top of the retaining wall shall be six feet.**
2. **When the retaining wall or earth berm is greater than 30 inches in height, the combined height of the retaining wall and fence or wall from finished grade shall not exceed eight and one-half feet.**
3. **Fences or walls located on top of retaining walls or earth berms in excess of 30 inches above finished grade may exceed the total allowed combined height of eight and one-half feet; provided, that the fence or wall is located a minimum of two feet from the retaining wall and the fence or wall height shall not exceed 6 ft.**







Response: There are two retaining wall locations on the site; (1) partially around the front storm planter and (2) partially around the back storm planter. Maximum exposed height of the walls is approximately 5'. All fencing proposed on top of retaining walls will be provided for fall protection and will be limited to 4' tall.

44.030 SCREENING OF OUTDOOR STORAGE

A. All service, repair, and storage activities carried on in connection with any commercial, business or industrial activity and not conducted within an enclosed building shall be screened from view of all adjacent properties and adjacent streets by a sight-obscuring fence.

Response: All proposed service, repair or storage activities will be accomplished off-site or conducted within enclosed areas of the site. A storage shed at the rear of the site will be retained for enclosed storage purposes.

44.040 LANDSCAPING

Landscaping which is located on the fence line and which impairs sight vision shall not be located within the clear vision area as provided in Chapter 42 CDC.

Response: All proposed landscaping is indicated on the Landscape Plan on Sheets L1.01, L1.02 and L1.03 in Exhibit D, Preliminary Development Plans. No landscaping is located within clear vision areas of driveways.

CHAPTER 46: OFF-STREET PARKING, LOADING, AND RESERVOIR AREAS

46.020 APPLICABILITY AND GENERAL PROVISIONS

A. At the time a structure is erected or enlarged, or the use of a structure or unit of land is changed within any zone, parking spaces, loading areas and reservoir areas shall be provided in accordance with the requirements of this chapter unless other requirements are otherwise established as a part of the development approval process.

B. The provision and maintenance of off-street parking and loading spaces are the continuing obligation of the property owner.

C. No building or other permit shall be issued until plans are approved that show the property that is and will remain available for exclusive use as off-street parking and loading space as required by this chapter.

D. Required parking spaces and loading areas shall be improved to the standards contained in this chapter and shall be available for use at the time of the final building inspection except as provided in CDC 46.150.

Response: The applicant is proposing to develop the site in two phases. The first phase (Phase I) will include the use of existing buildings and parking on the site, with the addition of a 28 feet x 64 feet modular classroom and associated ADA-compliant access facilities. Both the Phase I and Phase II parking shall be upgraded to meet current width, depth and paving requirements, as well as complete compliance with required landscaping. The applicant proposes parking through both phases of parking, with maintenance provided by the owner. This proposed parking shall be used exclusively for parking for the proposed School use. Therefore, the applicant is proposing to provide parking for the site in accordance with Chapter 46, with further specific compliance indicated below. See Site Plans on Sheets C1.0 and C1.1of the Preliminary Development Plans in Exhibit D.

46.030 SUBMITTAL REQUIREMENTS

For any application requiring design review approval, which includes parking areas, the applicant shall submit, within the design review package, a plan drawn to scale showing all the elements necessary to indicate that the requirements of Chapter 55 CDC are met and it shall include but not be limited to:

A. The delineation of individual parking and loading spaces and their dimensions;

B. The identification of compact parking spaces;

C. The location of the circulation area necessary to serve spaces;

D. The access point(s) to streets, alleys, and properties to be served;

E. The location of curb cuts;

F. The location and dimensions of all landscaping, including the type and size of plant material to be used, as well as any other landscape material incorporated into the overall plan;

G. The proposed grading and drainage plans and the slope (percentage) of parking lot;

H. Specifications as to signs and bumper guards;

I. Identification of disabled parking spaces;

J. Location of pedestrian walkways and crossings; and

K. Location of bicycle racks.

Response: All proposed parking is indicated on the Phase I and Phase II Site Plans on Sheets C1.0 and C1.1 in Exhibit D, Preliminary Development Plans. These plans include all of the required information identified in this Section, including depiction of spaces and dimensions, disabled stalls, access points, landscaping, vehicle circulation, pedestrian walkways and location of bicycle racks.

46.040 APPROVAL STANDARDS

Approval shall be based on the standards set forth in this chapter and Chapter 48 CDC, Access, Egress and Circulation; Chapter 52 CDC, Signs; and Chapter 54 CDC, Landscaping.

Response: All of the Sections in Chapter 46 are addressed herein, while the Chapters identified in Section 46.040 are addressed below.

46.070 MAXIMUM DISTANCE ALLOWED BETWEEN PARKING AREA AND USE

A. Off-street parking spaces for single- and two-family dwellings shall be located on the same lot with the dwelling.

Response: No single- and two family dwellings are proposed as part of this project, therefore, this Section does not apply.

B. Off-street parking spaces for uses not listed in subsection A of this section shall be located not farther than 200 feet from an entryway to the building or use they are required to serve, measured in a straight line from the building, with the following exceptions:

1. Shared parking areas for commercial uses which require more than 40 parking spaces may provide for the spaces in excess of the required 40 spaces up to a distance of 300 feet from the entryway to the commercial building or use.

2. **Industrial and manufacturing uses which require in excess of 40 spaces may locate the required spaces in excess of the 40 spaces up to a distance of 300 feet from the entryway to the building.**

3. **Employee parking areas for carpools and vanpools shall be located closer to the entryway to the building than general employee parking.**

4. **Stacked or valet parking is allowed if an attendant is present to move vehicles. If stacked parking is used for required parking spaces, the applicant shall ensure that an attendant will always be present when the lot is in operation. The requirements for minimum or maximum spaces and all parking area development standards continue to apply for stacked parking.**

5. **All disabled parking shall be placed closest to building entrances than all other parking. Appropriate ADA curb cuts and ramps to go from the parking lot to the ADA-accessible entrance shall be provided unless exempted by ADA code.**

Response: All proposed parking is within 200 feet of entryways of the school building, therefore, this standard is met.

46.080 COMPUTATION OF REQUIRED PARKING SPACES AND LOADING AREA

A. Where several uses occupy a single structure or unit of land, a combination of uses is included in one business, or a combination of uses in the same or separate buildings share a common parking area as in the case of a shopping center, the total off-street parking spaces and loading area shall be the sum of the requirements of the several uses, computed separately. For example, parking for an auto sales and repair business would be calculated using the "retail-bulky" calculation for the sales area and the "service and repair" calculation for the repair area. In another example, parking for a shopping center with a grocery store, a restaurant, and a medical office would be calculated using the "general retail store" calculation for the grocery store, the "restaurant" calculation for the restaurant, and the "medical/dental clinics" calculation for the medical office. The total number of required parking spaces may be reduced by up to 10 percent to account for cross-patronage (when a customer visits several commercial establishments during one visit to the commercial center) of adjacent businesses or services in a commercial center with five or more separate commercial establishments.

B. To calculate building square footage as a basis for determining how many parking spaces are needed, the area measured shall be gross floor area under the roof measured from the faces of the structure, including all habitable floors and excluding only space devoted to covered off-street parking or loading.

C. Where employees are specified, the employees counted are the persons who work on the premises including proprietors, executives, professional people, production, sales, and distribution employees, during the largest shift.

D. Fractional space requirements shall be counted as a whole space.

E. On-street parking along the immediate property frontage(s) may be counted toward the minimum parking requirement with approval from the City Engineer.

Response: There is only one use proposed for the subject site, which is considered School under the description of Uses in Chapter 12 (R-7 Zone). The use is further described in Section 46.090 as a 'Public and semi-public building/use'. This proposed use, as well as the total gross floor area of the proposed development was used in determining required parking for the site.

46.090 MINIMUM PARKING SPACE REQUIREMENTS

B. Public and semi-public buildings/ uses.

6. Primary school, middle school, or equivalent private or parochial school.	**One space for every employee, plus 1 space for each 1,000 square feet of floor area.**
7. Senior high, college, or commercial trade school, or equivalent private or parochial school.	**0.2 spaces per staff and student.**
8. Day care, kindergarten, or pre-school facilities.	**One space per employee, plus one space for every 300 square feet of floor area.**

Response: There is only one use proposed for the subject site, which is considered School under the description of Uses in Chapter 12 (R-7 Zone). The use is further described in Section 46.090 as a 'Public and semi-public building/use'. This proposed use, as well as the total gross floor area of the proposed development was used in determining required parking for the site.

All proposed parking is indicated on the Site Plan on Sheets C1.0 and C1.1 in Exhibit D, Preliminary Development Plans. The Site Plan includes a Parking Count Table that identifies the required and proposed amounts of parking for the project. For the eventual development based on Phase II, 48 parking spaces are required and 37 are proposed. Due to various site constraints and overall requirements for parking for the proposed use and associated gross floor area, it is not possible to provide the required amount of parking for the proposal. The applicant is requesting a Variance for this Section, which is addressed below.

F. Maximum parking. Parking spaces (except for single-family and two-family residential uses) shall not exceed the minimum required number of spaces by more than 10 percent.

Response: The applicant is proposing less than the minimum number of parking spaces required, therefore, maximum parking requirements are met.

G. Parking reductions. An applicant may reduce parking up to 10 percent for development sites within one-quarter mile of a transit corridor or within a mixed-use commercial area, and up to 10 percent for commercial development sites adjacent to multi-family residential sites with the potential to accommodate more than 20 dwelling units.

Response: There is a Tri-Met Bus Stop for route #35 located .2 miles from the site Tri-Met Bus Route #35 on Willamette Drive that connects to the Oregon City Transit Center, the Lake Oswego Transit Center, and the Rose Quarter Transit Center. Buses run approximately every half hour on weekdays when school is in session. In addition, there is a park and ride located at the intersection of Highway 43 and Cedar Oak Road that provides additional transit options. Therefore, the applicant is allowed to reduce parking up to 10%. However, the 10% reduction does not allow for the minimum number of spaces the applicant is proposing. Therefore, the applicant is requesting a Variance for the minimum parking, which is addressed below.

H. For office, industrial, and public uses where there are more than 20 parking spaces for employees on the site, at least 10 percent of the required employee parking spaces shall be reserved for carpool use before 9:00 a.m. on weekdays. The spaces will be the closest to the building entrance, except for any disabled parking and those signed for exclusive customer use. The carpool/vanpool spaces shall be clearly marked "Reserved – Carpool/Vanpool Before 9:00 a.m."

Response: The applicant does not propose more than 20 spaces for employees on the site, therefore, this standard does not apply.

I. Existing developments along transit streets or near transit stops may redevelop up to 10 percent of the existing parking spaces to provide transit-oriented facilities, including bus pullouts, bus stops and shelters, park and ride stations, and other similar facilities.

Response: Transit Orientated facilities are not provided because there currently is no transit on Old River Road.

46.120 DRIVEWAYS REQUIRED ON SITE

Any school or other meeting place which is designed to accommodate more than 25 people at one time shall provide a 15-foot-wide driveway designed for continuous forward flow of passenger vehicles for the purpose of loading and unloading passengers. Depending on functional requirements, the width may be increased with Planning Director approval.

Response: The applicant proposes two driveways to the site and the associated parking area. The first driveway is a 24-foot wide two-way access from Old River Road at the southeast corner of the site. The second driveway is a 20-foot wide one-way ingress that will serve as the main circulation access point for those using the designated drop-off zone at the front of the school. Therefore, this requirement is met.

46.130 OFF-STREET LOADING SPACES

Buildings or structures to be built or substantially altered, which receive and distribute material or merchandise by truck, shall provide and maintain off-street loading and maneuvering space. The dimensional standard for loading spaces is a minimum of 14 feet wide by 20 feet long or proportionate to accommodate the size of delivery trucks that typically serve the proposed use as follows:

GROSS FLOOR AREA		
Land Use	**At Which First Berth is Required**	**At Which Second Berth is Required**
Institutional:		
Schools	**10,000**	**100,000**

Response: Due to the nature of the operations and scale of the school use, site constraints and overall requirements for parking, circulation and landscaping for the proposed use, it is not desirable nor possible to include a dedicated loading space that would only be used occasionally. The applicant is requesting a Variance for this Section, which is addressed below.

46.150 DESIGN AND STANDARDS

The following standards apply to the design and improvement of areas used for vehicle parking, storage, loading, and circulation:

A. Design standards.

1. "One standard parking space" means a minimum for a parking stall of eight feet in width and 16 feet in length. These stalls shall be identified as "compact." To accommodate larger cars, 50 percent of the required parking spaces shall have a minimum dimension of nine feet in width and 18 feet in length (nine feet by 18 feet). When multi-family parking stalls back onto a main driveway, the stalls shall be nine feet by 20 feet. Parking for development in water resource areas may have 100 percent compact spaces.

2. Disabled parking and maneuvering spaces shall be consistent with current federal dimensional standards and subsection B of this section and placed nearest to accessible building entryways and ramps.

4. **Service drives shall be designed and constructed to facilitate the flow of traffic, provide maximum safety of traffic access and egress, and maximum safety of pedestrians and vehicular traffic on the site.**

5. **Each parking and/or loading space shall have clear access, whereby the relocation of other vehicles to utilize the parking space is not required.**

6. **Except for single- and two-family residences, any area intended to be used to meet the off-street parking requirements as contained in this chapter shall have all parking spaces clearly marked using a permanent paint. All interior drives and access aisles shall be clearly marked and signed to show direction of flow and maintain vehicular and pedestrian safety. Permeable parking surface spaces may have an alternative delineation for parking spaces.**

7. **Except for residential parking, and parking for public parks and trailheads, at least 50 percent of all areas used for the parking and/or storage and/or maneuvering of any vehicle, boat and/or trailer shall be improved with asphalt or concrete surfaces according to the same standards required for the construction and acceptance of City streets. The remainder of the areas used for parking may use a permeable paving surface designed to reduce surface runoff. Parking for public parks or trailheads may use a permeable paving surface designed to reduce surface runoff for all parking areas. Where a parking lot contains both paved and unpaved areas, the paved areas shall be located closest to the use which they serve.**

8. **Off-street parking spaces for single- and two-family residences shall be improved with an asphalt or concrete surface, or a permeable parking surface designed to reduce surface runoff, to specifications as approved by the Building Official. Other parking facilities for two- and single-family homes that are to accommodate additional vehicles, boats, recreational vehicles, and trailers, etc., need not be paved. All parking for multi-family residential development shall be paved with concrete or asphalt. Driveways shall measure at least 20 feet from the back of sidewalk to garage or the end of the parking pad to accommodate cars and sport utility vehicles without the vehicles blocking the public sidewalk.**

9. **Access drives from the street to off-street parking or loading areas shall be designed and constructed to facilitate the flow of traffic and provide maximum safety for pedestrian and vehicular traffic on the site. The number of access drives shall be limited to the minimum that will allow the property to accommodate and service the anticipated traffic. Access drives shall be clearly and permanently marked and defined through use of rails, fences, walls, or other barriers or markers on frontage not occupied by service drives.**

10. **Access drives shall have a minimum vision clearance as provided in Chapter 42 CDC, Clear Vision Areas.**

11. **Parking spaces along the boundaries of a parking lot or adjacent to interior landscaped areas or sidewalks shall be provided with a wheel stop at least four inches high located two feet back from the front of the parking stall. Such parking spaces may be provided without wheel stops if the sidewalks or landscaped areas adjacent the parking stalls are two feet wider than the minimum width.**

12. **Off-street parking and loading areas shall be drained in accordance with plans and specifications approved by the City Engineer. Storm drainage at commercial sites may also have to be collected to treat oils and other residue.**

13. **Artificial lighting on all off-street parking facilities shall be designed to deflect all light downward away from surrounding residences and so as not to create a hazard to the public use of any road or street.**

14. **Directional arrows and traffic control devices which are placed on parking lots**

15. **The maximum driveway grade for single-family housing shall be 15 percent. The 15 percent shall be measured along the centerline of the driveway only. Grades elsewhere along the driveway shall not apply. Variations require approval of a Class II variance by the Planning Commission pursuant to Chapter 75 CDC. Regardless, the last 18 feet in front of the garage must maintain a maximum grade of 12 percent as measured along the centerline of the driveway only. Grades elsewhere along the driveway shall not apply.**

16. **Visitor or guest parking must be identified by painted "GUEST" or "VISITOR."**

17. **The parking area shall have less than a five percent grade. No drainage across adjacent sidewalks or walkways is allowed.**

Response: The proposed parking area meets all of the design standards indicated in Standards 1 through 17. All standard spaces are a minimum of 9-feet wide by 18-feet long, with the remaining 18 compact spaces proposed to be a minimum of 8-feet wide by 16-feet long. All proposed ADA parking is designed to meet all federal dimensional standards. All dimensional standards are met for drive aisles, including the one-way driveway intended for users of the drop-off zone at the front of the building. All parking spaces are clearly identified and the entire parking area intended for vehicle use will be paved with asphalt. Access drives are also marked with directional arrows and signage. Wheel stops are provided for all parking spaces, and the parking lot will be lit with artificial lighting to provide for greater safety and security during evening hours. The overall grade for the parking area is generally 5%.

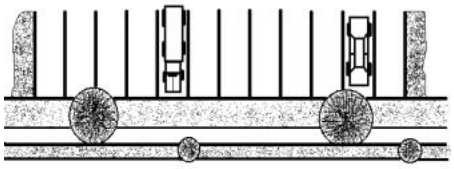
All proposed parking is indicated on the Site Plan on Sheets C1.0 and C1.1 in Exhibit D, Preliminary Development Plans.

18. **Commercial, office, industrial, and public parking lots may not occupy more than 50 percent of the main lot frontage of a development site. The remaining frontage shall comprise buildings or landscaping. If over 50 percent of the lineal frontage comprises parking lot, the landscape strip between the right-of-way and parking lot shall be increased to 15 feet wide and shall include terrain variations (e.g., one-foot-high berm) plus landscaping. The defensible space of the parking lot should not be compromised.**

Response: The proposed use is considered 'semi-public', as the school is a private entity serving a limited public. Since the use is not considered commercial, office, industrial this standard would not apply to this proposal

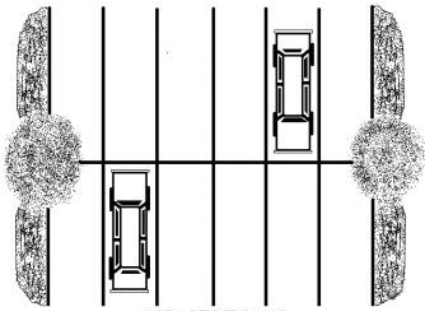
19. **Areas of the parking lot improved with asphalt or concrete surfaces shall be designed into areas of 12 or less spaces through the use of defined landscaped area. Groups of 12 or less spaces are defined as:**

    a. **Twelve spaces in a row, provided there are no abutting parking spaces, as in the case when the spaces are abutting the perimeter of the lot; or**



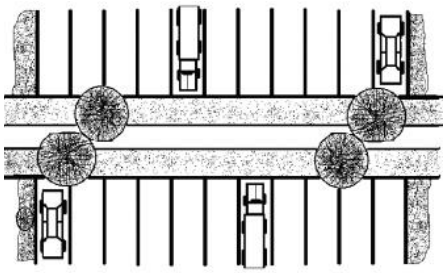
12 SPACES IN A ROW

    b. **Twelve spaces in a group with six spaces abutting together; or**



6 SPACES X 2 = 12

c. Two groups of 12 spaces abutting each other, but separated by a 15-foot-wide landscape area including a six-foot-wide walkway.



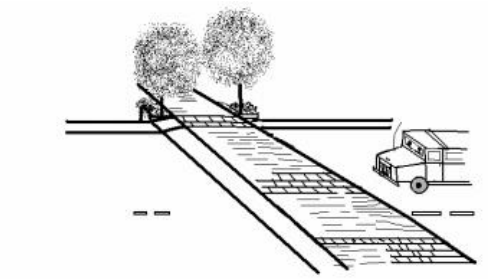
12 SPACES X2 WITH LANDSCAPING

d. Parking areas improved with a permeable parking surface may be designed using the configurations shown in subsections (A)(19)(a), (b) and (c) of this section except that groups of up to 18 spaces are allowed.

e. The requirements of this chapter relating to total parking lot landscaping, landscaping buffers, perimeter landscaping, and landscaping the parking lot islands and interior may be waived or reduced pursuant to CDC 32.110(F) in a WRA application without a variance being required.

Response: The proposed parking area is designed to insure that no more than 12 spaces are clustered together. In addition, the parking area is designed with perimeter and island landscaping to insure that the parking areas are softened by vegetation. All proposed parking is indicated on the Site Plan on Sheets C1.0 and C1.1 in Exhibit D, Preliminary Development Plans.

20. Pedestrian walkways shall be provided in parking areas having 20 or more spaces. Walkways or sidewalks shall be constructed between major buildings/activity areas (an example in multi-family housing: between recreation center, swimming pool, manager's office, park or open space areas, parking lots, etc.) within a development, between adjacent developments and the new development, as feasible, and between major buildings/activity areas within the development and adjacent streets and all adjacent transit stops. Internal parking lot circulation and design should maintain ease of access for pedestrians from streets and transit stops. Walkways shall be constructed using a material that visually contrasts with the parking lot and driveway surface. Walkways shall be further identifiable to pedestrians and motorists by grade separation, walls, curbs, surface texture (surface texture shall not interfere with safe use of wheelchairs, baby carriages, shopping carts, etc.), and/or landscaping. Walkways shall be six feet wide. The arrangement and layout of the paths shall depend on functional requirements.



RAISED SIDEWALK/TEXTURED SURFACE
AUTOMOBILE BECOMES SUBSERVIENT
TO THE PEDESTRIAN

21. **The parking and circulation patterns are easily comprehended and defined. The patterns shall be clear to minimize traffic hazards and congestion and to facilitate**
22. **The parking spaces shall be close to the related use.**
23. **Permeable parking spaces shall be designed and built to City standards.**

Response: A pedestrian circulations system has been provided as part of the overall site design. This pedestrian walkway system includes both circulation within the site and connection to the adjacent right-of-way and the proposed asphalt pathway along Old River Road. The pedestrian walkway system also includes a walkway at the center of the parking area connecting the majority of the parking spaces with the rest of the pedestrian walkway system. All proposed pedestrian walkways and parking is indicated on the Site Plan on Sheets C1.0 and C1.1 in Exhibit D, Preliminary Development Plans.

B. Accessible parking standards for persons with disabilities. If any parking is provided for the public or visitors, or both, the needs of the people with disabilities shall be based upon the following standards or current applicable federal standards, whichever are more stringent:

1. **Minimum number of accessible parking space requirements (see following table):**

MINIMUM REQUIRED NUMBER OF TOTAL PARKING SPACES	TOTAL NUMBER OF ACCESSIBLE SPACES	NUMBER OF VAN-ACCESSIBLE SPACES REQUIRED, OF TOTAL	SPACES SIGNED "WHEELCHAIR USE ONLY"
1 – 25	1	1	–
26 – 50	2	1	–

2. **Location of parking spaces. Parking spaces for the individual with a disability that serve a particular building shall be located on the shortest possible accessible circulation route to an accessible entrance to a building. In separate parking structures or lots that do not serve a particular building, parking spaces for the persons with disabilities shall be located on the shortest possible circulation route to an accessible pedestrian entrance of the parking facility.**
3. **Accessible parking space and aisle shall meet ADA vertical and horizontal slope standards.**
4. **Where any differences exist between this section and current federal standards, those standards shall prevail over this code section.**
5. **One in every eight accessible spaces, but not less than one, shall be served by an access aisle 96 inches wide.**

Response: The total number of parking spaces proposed is 37, therefore, 2 accessible spaces are required. The applicant proposes 2 ADA accessible parking spaces near the front of the building, therefore, this requirement is met.

C. Landscaping in parking areas. Reference Chapter 54 CDC, Landscaping.

Response: Requirements and proposals for landscaping for the project are addressed in Chapter 54, below.

D. Bicycle facilities and parking.

1. **Provisions shall be made for pedestrian and bicycle ways if such facilities are shown on an adopted plan.**
2. **Bicycle parking facilities shall either be lockable enclosures in which the bicycle is stored, or secure stationary racks which accommodate bicyclist's locks securing the frame and both wheels. The bicycle parking shall be no more than 50 feet from the entrance to the building, well-lit, observable, and properly signed.**
3. **Bicycle parking must be provided in the following amounts:**

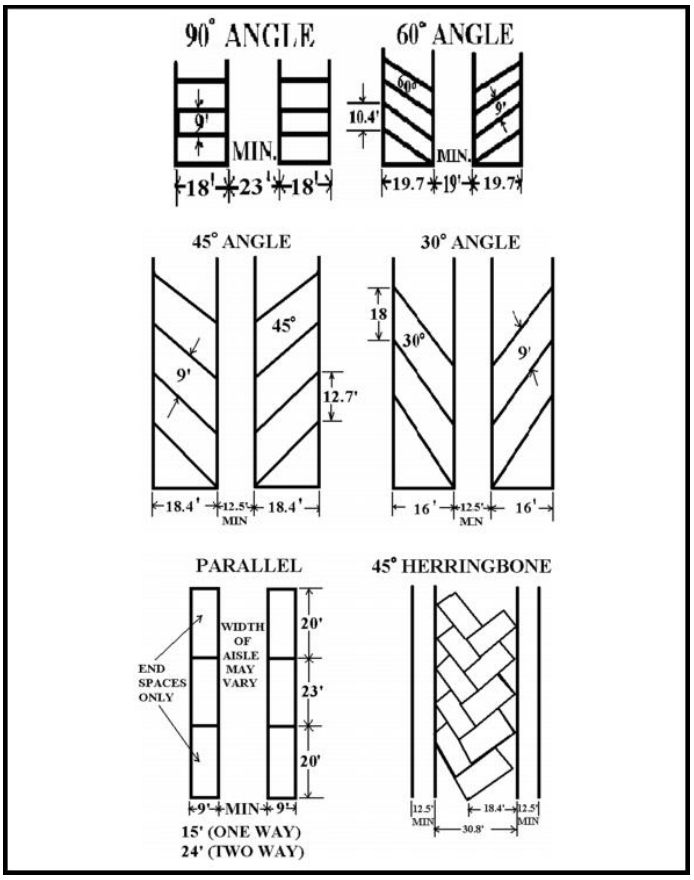
LAND USE CATEGORY	MINIMUM REQUIRED BICYCLE PARKING SPACES	MINIMUM COVERED AMOUNT
Institutional		
Schools – Elementary	**2 spaces per classroom**	**50%**
Schools – Jr. High or Middle Schools	**4 spaces per classroom**	**50%**

Response: Phase 1 has (5) Elementary and (2) Middle School classrooms. This requires a total of (18) bike parking spaces, of which (9) are required to be covered. During this phase (18) spaces are provided and all are covered. This more than meets the requirement for covered spaces and meets the requirement for the total number of spaces.

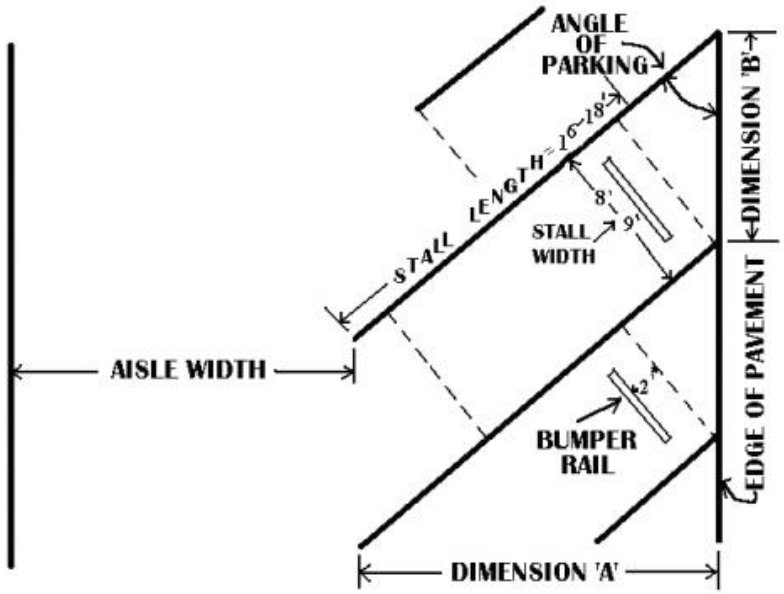
Phase 2 has (11) Elementary and (3) Middle School classroom. This requires a total of (34) bike parking spaces, of which (17) are required to be covered. As noted Phase 1 provides (18) spaces. During Phase 2 (9) more racks are provided. There are (7) racks provided for (2) bikes each or (14) spaces. In addition, (2) of the racks allow for parking on just one side for (2) more spaces. The combination of eighteen (18) Phase 1 spaces and sixteen (16) Phase 2 spaces provides for a total of thirty-four (34) spaces, of which twenty-four (24) of the spaces are covered. This more than meets the requirement for covered spaces and meets the requirement for total number of spaces.

F. (See Figures 1 and 2 below.)

Figure 1. MINIMUM STANDARDS FOR PARKING LOT LAYOUT



Minimum distance for parking stalls



ANGLE OF PARKING	DIRECTION OF PARKING	AISLE WIDTH		DIMENSION 'A'		DIMENSION 'B'	
		STALL WIDTH		STALL WIDTH		STALL WIDTH	
		9.0'	8.0'	9.0'	8.0'	9.0'	8.0'
30°	DRIVE-IN	12.5'	12.5'	16.8'	13.8'	18.0'	16.0'
45°	DRIVE-IN	12.5'	12.5'	19.1'	17.0'	12.7'	11.3'
60°	DRIVE-IN	19.0'	18.0'	20.1'	17.8'	10.4'	9.2'
60°	BACK-IN	17.0'	17.0'	20.1'	17.8'	10.4'	9.2'
90°	DRIVE-IN	23.0'	23.0'	18.0'	16.0'	9.0'	8.0'
90°	BACK-IN	22.0'	22.0'	18.0'	16.0'	9.0'	8.0'

Response: All proposed parking is 90 degree drive-in. All proposed 2-way aisle widths are 24 feet. Based on the angle and direction of proposed parking, the required and proposed standard spaces are a minimum of 9-feet wide by 18-feet long, with the remaining 18 compact spaces proposed to be a minimum of 8-feet wide by 16-feet long. Therefore, the standards for this Section are met for all proposed parking.

CHAPTER 48: ACCESS, EGRESS AND CIRCULATION

48.020 APPLICABILITY AND GENERAL PROVISIONS

A. The provisions of this chapter do not apply where the provisions of the Transportation System Plan or land division chapter are applicable and set forth differing standards.

B. All lots shall have access from a public street or from a platted private street approved under the land division chapter.

C. No building or other permit shall be issued until scaled plans are presented to the City and approved by the City as provided by this chapter, and show how the access, egress, and circulation requirements are to be fulfilled. Access to State or County roads may require review, approval, and permits from the appropriate authority.

D. Should the owner or occupant of a lot, parcel or building enlarge or change the use to which the lot, parcel or building is put, resulting in increasing any of the requirements of this chapter, it shall be unlawful and a violation of this code to begin or maintain such altered use until the provisions of this chapter have been met, and, if required, until the appropriate approval authority under Chapter 99 CDC has approved the change.

E. Owners of two or more uses, structures, lots, parcels, or units of land may agree to utilize jointly the same access and egress when the combined access and egress of both uses, structures, or parcels of land satisfies the requirements as designated in this code; provided, that satisfactory legal evidence is presented to the City Attorney in the form of deeds, easements, leases, or contracts to establish joint use. Copies of said instrument shall be placed on permanent file with the City Recorder.

F. Property owners shall not be compelled to access their homes via platted stems of flag lots if other driveways and easements are available and approved by the City Engineer.

Response: The proposal indicates that access to the site will include access from Old River Road, and the applicant proposes two driveways to the site and the associated parking area. The first driveway is a 24-foot wide two-way access from Old River Road at the southeast corner of the site. The second driveway is a 20-foot wide one-way ingress that will serve as the main circulation access point for those using the designated drop-off zone at the front of the school.

48.025 ACCESS CONTROL

B. Access control standards.

1. **Traffic impact analysis requirements. The City or other agency with access jurisdiction may require a traffic study prepared by a qualified professional to determine access, circulation and other transportation requirements. (See also CDC 55.125, Traffic Impact Analysis.)**

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

3. **Access options. When vehicle access is required for development (i.e., for off-street parking, delivery, service, drive-through facilities, etc.), access shall be provided by one of the following methods (planned access shall be consistent with adopted public works standards and TSP). These methods are "options" to the developer/subdivider.**

    a) **Option 1. Access is from an existing or proposed alley or mid-block lane. If a property has access to an alley or lane, direct access to a public street is not permitted.**

    b) **Option 2. Access is from a private street or driveway connected to an adjoining property that has direct access to a public street (i.e., "shared driveway"). A public access easement covering the driveway shall be recorded in this case to assure access to the closest public street for all users of the private street/drive.**

    c) **Option 3. Access is from a public street adjacent to the development lot or parcel. If practicable, the owner/developer may be required to close or consolidate an existing access point as a condition of approving a new access. Street accesses shall comply with the access spacing standards in subsection (B)(6) of this section.**

4. **Subdivisions fronting onto an arterial street. New residential land divisions fronting onto an arterial street shall be required to provide alleys or secondary (local or collector) streets for access to individual lots. When alleys or secondary streets cannot be constructed due to topographic or other physical constraints, access may be provided by consolidating driveways for clusters of two or more lots (e.g., includes flag lots and mid-block lanes).**

5. **Double-frontage lots. When a lot or parcel has frontage onto two or more streets, access shall be provided first from the street with the lowest classification. For example, access shall be provided from a local street before a collector or arterial street. When a lot or parcel has frontage opposite that of the adjacent lots or parcels, access shall be provided from the street with the lowest classification.**

6. **Access spacing.**

    a. **The access spacing standards found in the adopted Transportation System Plan (TSP) shall be applicable to all newly established public street intersections and non-traversable medians. Deviation from the access spacing standards may be granted by the City Engineer if conditions are met as described in the access spacing variances section in the adopted TSP.**

b. Private drives and other access ways are subject to the requirements of CDC 48.060.

7. Number of access points. For single-family (detached and attached), two-family, and duplex housing types, one street access point is permitted per lot or parcel, when alley access cannot otherwise be provided; except that two access points may be permitted corner lots (i.e., no more than one access per street), subject to the access spacing standards in subsection (B)(6) of this section. The number of street access points for multiple family, commercial, industrial, and public/institutional developments shall be minimized to protect the function, safety and operation of the street(s) and sidewalk(s) for all users. Shared access may be required, in conformance with subsection (B)(8) of this section, in order to maintain the required access spacing, and minimize the number of access points.

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

Response: The applicant has provided a Traffic Impact Analysis as part of this application. See Traffic Impact Analysis, Exhibit F. The applicant proposes two driveways to the site and the associated parking area. The first driveway is a 24-foot wide two-way access from Old River Road at the southeast corner of the site. The second driveway is a 20-foot wide one-way ingress that will serve as the main circulation access point for those using the designated drop-off zone at the front of the school. This proposed design provides the greatest efficiency and safety for movement of vehicles, bicycles and pedestrians. No shared driveways are proposed as part of this application.

48.040 MINIMUM VEHICULAR REQUIREMENTS FOR NON-RESIDENTIAL USES

Access, egress, and circulation system for all non-residential uses shall not be less than the following

A. Service drives for non-residential uses shall be fully improved with hard surface pavement:

1. With a minimum of 24-foot width when accommodating two-way traffic; or

2. With a minimum of 15-foot width when accommodating one-way traffic. Horizontal clearance shall be two and one-half feet wide on either side of the driveway.

3. Meet the requirements of CDC 48.030(E)(3) through (6).

Response: The applicant proposes two driveways to the site and the associated parking area. All parking areas and vehicle circulation areas will be hard-surfaced with asphalt. The first driveway is a 24-foot wide two-way access from Old River Road at the southeast corner of the site. The second driveway is a 20-foot wide one-way ingress that will serve as the main circulation access point for those using the designated drop-off zone at the front of the school. This proposed design provides the greatest efficiency and safety for movement of vehicles, bicycles and pedestrians.

The requirements of CDC 48.030(E)(3) through (6) are applicable to multi-family developments only, therefore, those standards do not apply to this project.

B. All non-residential uses shall be served by one or more service drives as determined necessary to provide convenient and safe access to the property and designed according to CDC 48.030(A). In no case shall the design of the service drive or drives require or facilitate the backward movement or other maneuvering of a vehicle within a street, other than an alley.

C. All on-site maneuvering and/or access drives shall be maintained pursuant to CDC 46.130.

D. Gated accessways to non-residential uses are prohibited unless required for public safety or security.

Response: The applicant proposes two driveways to the site and the associated parking area. All parking areas and vehicle circulation areas will be hard-surfaced with asphalt. The first driveway is a 24-foot wide two-way access from Old River Road at the southeast corner of the site. The second driveway is a 20-foot wide one-way ingress that will serve as the main circulation access point for those using the designated drop-off zone at the front of the school. This proposed design provides the greatest efficiency and safety for movement of vehicles, bicycles and pedestrians. No gates are proposed as part of this project.

48.050 ONE-WAY VEHICULAR ACCESS POINTS

Where a proposed parking facility plan indicates only one-way traffic flow on the site, it shall be accommodated by a specific driveway serving the facility, and the entrance drive shall be situated closest to oncoming traffic, and the exit drive shall be situated farthest from oncoming traffic.

Response: The applicant proposes two (2) driveways to the site and the associated parking area. Therefore, the standards for one-way vehicular access points does not apply. All parking areas and vehicle circulation areas will be hard-surfaced with asphalt. The first driveway is a 24-foot wide two-way access from Old River Road at the southeast corner of the site. The second driveway is a 20-foot wide one-way ingress that will serve as the main circulation access point for those using the designated drop-off zone at the front of the school. This proposed design provides the greatest efficiency and safety for movement of vehicles, bicycles and pedestrians.

48.060 WIDTH AND LOCATION OF CURB CUTS AND ACCESS SEPARATION REQUIREMENTS

A. Minimum curb cut width shall be 16 feet.

B. Maximum curb cut width shall be 36 feet, except along Highway 43 in which case the maximum curb cut shall be 40 feet. For emergency service providers, including fire stations, the maximum shall be 50 feet.

C. No curb cuts shall be allowed any closer to an intersecting street right-of-way line than the following:

1. **On an arterial when intersected by another arterial, 150 feet.**
2. **On an arterial when intersected by a collector, 100 feet.**
3. **On an arterial when intersected by a local street, 100 feet.**
4. **On a collector when intersecting an arterial street, 100 feet.**
5. **On a collector when intersected by another collector or local street, 35 feet.**
6. **On a local street when intersecting any other street, 35 feet.**

D. There shall be a minimum distance between any two adjacent curb cuts on the same side of a public street, except for one-way entrances and exits, as follows:

1. **On an arterial street, 150 feet.**
2. **On a collector street, 75 feet.**
3. **Between any two curb cuts on the same lot or parcel on a local street, 30 feet.**

E. A rolled curb may be installed in lieu of curb cuts and access separation requirements.

F. Curb cuts shall be kept to the minimum, particularly on Highway 43. Consolidation of driveways is preferred. The standard on Highway 43 is one curb cut per business if consolidation of driveways is not possible.

Response: The distance from the two-way driveway curb cut and the closest intersection is 220 feet. The distance from the one-way driveway curb cut and the closest intersection is 314 feet. The distance between these two proposed curb cuts is 94 feet.

G. Adequate line of sight pursuant to engineering standards should be afforded at each driveway or accessway.

Response: Line of sight has been analyzed and included in the Traffic Impact Analysis in Exhibit F, with an adequate line of sight identified in the findings.

CHAPTER 54: LANDSCAPING

54.020 APPROVAL CRITERIA

A. Every development proposal requires inventorying existing site conditions which include trees and landscaping. In designing the new project, every reasonable attempt should be made to preserve and protect existing trees and to incorporate them into the new landscape plan. Similarly, significant landscaping (e.g., bushes, shrubs) should be integrated. The rationale is that saving a 30-foot-tall mature tree helps maintain the continuity of the site, they are qualitatively superior to two or three two-inch caliper street trees, they provide immediate micro-climate benefits (e.g., shade), they soften views of the street, and they can increase the attractiveness, marketability, and value of the development.

Response: All proposed landscaping is indicated on the Landscape Plan on Sheets L0.01-L1.03 in Exhibit D, Preliminary Development Plans.

B. To encourage tree preservation, the parking requirement may be reduced by one space for every significant tree that is preserved in the parking lot area for a maximum reduction of 10 percent of the required parking. The City Parks Supervisor or Arborist shall determine the significance of the tree and/or landscaping to determine eligibility for these reductions.

Response: The City Arborist has identified 4 significant trees on the site, and one of these trees is proposed to be removed. No significant trees are located in the parking area as part of the overall proposed development.

C. Developers must also comply with the municipal code chapter on tree protection.

Response: All aspects of the chapter on tree protection has been considered during site design. Tree preservation is indicated in the written "Arborist Report and Tree Protection Plan" and on Sheets L0.01 and L0.02 of the Preliminary Development Plans, Exhibit D.

D. Heritage trees. Heritage trees are trees which, because of their age, type, notability, or historical association, are of special importance. Heritage trees are trees designated by the City Council following review of a nomination. A heritage tree may not be removed without a public hearing at least 30 days prior to the proposed date of removal. Development proposals involving land with heritage tree(s) shall be required to protect and save the tree(s). Further discussion of heritage trees is found in the municipal code.

Response: The City Arborist has indicated that there are no heritage trees on the site, therefore, this standard does not apply.

E. Landscaping – By type, location and amount.

1. Residential uses (non-single-family). A minimum of 25 percent of the gross area including parking, loading and service areas shall be landscaped, and may include the open space and recreation area requirements under CDC 55.100. Parking lot landscaping may be counted in the percentage.

Response: All proposed landscaping is indicated on the Landscape Plan on Sheets L0.01-L1.03 in Exhibit D, Preliminary Development Plans.

2. Non-residential uses. A minimum of 20 percent of the gross site area shall be landscaped. Parking lot landscaping may be counted in the percentage.

Response: All proposed landscaping is indicated on the Landscape Plan on Sheets L0.01-L1.03 in Exhibit D, Preliminary Development Plans. Overall landscaping for the site has been calculated at 40%. This calculation is based on 64,429 of gross site area and 26,350 of total landscape areas, including landscaped areas provided and required as part of parking. Therefore, the site is landscaped per the 20% minimum landscaped area requirement.

3. All uses (residential uses (non-single-family) and non-residential uses):

a. The landscaping shall be located in defined landscaped areas which are uniformly distributed throughout the parking or loading area. There shall be one shade tree planted for every eight parking spaces. These trees shall be evenly distributed throughout the parking lot to provide shade. Parking lots with over 20 spaces shall have a minimum 10 percent of the interior of the parking lot devoted to landscaping. Pedestrian walkways in the landscaped areas are not to be counted in the percentage. The perimeter landscaping, explained in subsection (E)(3)(d) of this section, shall not be included in the 10 percent figure. Parking lots with 10 to 20 spaces shall have a minimum five percent of the interior of the parking lot devoted to landscaping. The perimeter landscaping, as explained above, shall not be included in the five percent. Parking lots with fewer than 10 spaces shall have the standard perimeter landscaping and at least two shade trees. Non-residential parking areas paved with a permeable parking surface may reduce the required minimum interior landscaping by one-third for the area with the permeable parking surface only.

Response: All proposed landscaping is indicated on the Landscape Plan on Sheets L0.01-L1.03 in Exhibit D, Preliminary Development Plans. The site landscaping is evenly distributed throughout the site and parking areas, with no less than 5 feet in dimension for landscaped areas. Trees are proposed at a minimum ratio of one tree per eight parking spaces, with 37 parking spaces proposed and 11 proposed shade trees. 12% of the parking area interior is landscaped, thereby meeting the 10 percent requirement.

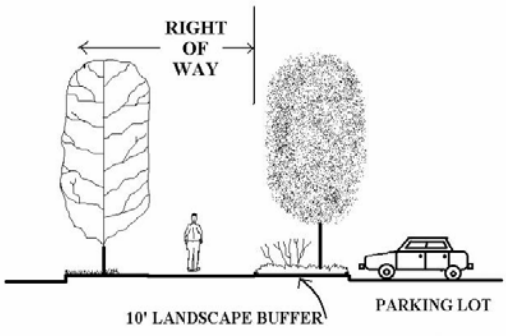
b. The landscaped areas shall not have a width of less than five feet.

Response: All proposed landscaping is indicated on the Landscape Plan on Sheets L0.01-L1.03 in Exhibit D, Preliminary Development Plans. The site landscaping is evenly distributed throughout the site, with all landscape areas no less than 5 feet in dimension.

c. The soils, site, proposed soil amendments, and proposed irrigation system shall be appropriate for the healthy and long-term maintenance of the proposed plant species.

Response: All proposed landscaping is indicated on the Landscape Plan on Sheets L0.01-L1.03 in Exhibit D, Preliminary Development Plans. The Landscape Plan includes details on soils, soil amendments and irrigation system. All of these elements insure healthy and long-term maintenance of the proposed plant species.

d. A parking, loading, or service area which abuts a street shall be set back from the right-of-way line by perimeter landscaping in the form of a landscaped strip at least 10 feet in width. When a parking, loading, or service area or driveway is contiguous to an adjoining lot or parcel, there shall be an intervening five-foot-wide landscape strip. The landscaped area shall contain:



1) **Street trees spaced as appropriate to the species, not to exceed 50 feet apart on the average;**

2) **Shrubs, not to reach a height greater than three feet, six inches, spaced no more than five feet apart on the average; or**

3) **Vegetative ground cover such as grass, wildflowers, or other landscape material to cover 100 percent of the exposed ground within two growing seasons. No bark mulch shall be allowed except under the canopy of low level shrubs.**

Response: All proposed landscaping is indicated on the Landscape Plan on Sheets L0.01-L1.03 in Exhibit D, Preliminary Development Plans. The proposed parking area comprises over 50 percent of the frontage, therefore, there is a proposed setback between the parking area and the right-of-way. However, this area is 9 feet (one foot less than the 10 foot requirement). The proposed landscape strip in this setback area along the right-of-way is planted with trees, shrubs and ground cover. A Variance is being requested for this standard (see below in Variance section).

e. If over 50 percent of the lineal frontage of the main street or arterial adjacent to the development site comprises parking lot, the landscape strip between the right-of-way and parking lot shall be increased to 15 feet in width and shall include terrain variations (e.g., one-foot-high berm) plus landscaping. This extra requirement only applies to one street frontage.

Response: All proposed landscaping is indicated on the Landscape Plan on Sheets L0.01-L1.03 in Exhibit D, Preliminary Development Plans. The proposed parking area comprises less than 50 percent of the frontage, therefore, the increase in landscape width is not required.

f. A parking, loading, or service area which abuts a property line shall be separated from the property line by a landscaped area at least five feet in width and which shall act as a screen and noise buffer, and the adequacy of the screen and buffer shall be determined by the criteria set forth in CDC 55.100(C) and (D), except where shared parking is approved under CDC 46.050.

Response: All proposed landscaping is indicated on the Landscape Plan on Sheets L0.01-L1.03 in Exhibit D, Preliminary Development Plans. The proposed landscaped areas along the perimeter of the site abutting residential uses are intended to provide adequate screening and buffering. Under the criteria set forth in CDC 55.100(C) and (D), compatibility between adjoining uses, privacy and noise are all considered in terms of the level of screening and buffering that is considered adequate.

g. All areas in a parking lot not used for parking, maneuvering, or circulation shall be landscaped.

Response: All proposed landscaping is indicated on the Landscape Plan on Sheets L0.01-L1.03 in Exhibit D, Preliminary Development Plans. Any areas not proposed for parking,

maneuvering, or circulation will be landscaped, except those areas required for public easement.

h. The landscaping in parking areas shall not obstruct lines of sight for safe traffic operation.

Response: All proposed landscaping is indicated on the Landscape Plan on Sheets L0.01-L1.03 in Exhibit D, Preliminary Development Plans. A clear vision triangle has been provided as part of these plans. The triangles indicate safe clear vision with the proposed landscaping adjacent to driveway access areas.

i. Outdoor storage areas, service areas (loading docks, refuse deposits, and delivery areas), and above-ground utility facilities shall be buffered and screened to obscure their view from adjoining properties and to reduce noise levels to acceptable levels at the property line. The adequacy of the buffer and screening shall be determined by the criteria set forth in CDC 55.100(C)(1).

Response: All proposed landscaping is indicated on the Landscape Plan on Sheets L0.01-L1.03 in Exhibit D, Preliminary Development Plans. No loading docks, outdoor storage areas or above-ground utilities are proposed, therefore, screening or buffering requirements are not applicable under this standard.

j. Crime prevention shall be considered and plant materials shall not be located in a manner which prohibits surveillance of public and semi-public areas (shared or common areas).

Response: All proposed landscaping is indicated on the Landscape Plan on Sheets L0.01-L1.03 in Exhibit D, Preliminary Development Plans. Crime prevention and surveillance were considered by the landscape architect during design development of the landscape plan. No portions of the landscaped areas provide any substantial refuge for potential criminals, and most of the site will be visible from the public street.

k. Irrigation facilities shall be located so that landscaped areas can be properly maintained and so that the facilities do not interfere with vehicular or pedestrian circulation.

Response: All proposed landscaping is indicated on the Landscape Plan on Sheets L0.01-L1.03 in Exhibit D, Preliminary Development Plans. All landscaped areas are proposed to be served by an automatically controlled irrigation system that is accessible without any interference with vehicular or pedestrian circulation.

l. For commercial, office, multi-family, and other sites, the developer shall select trees that possess the following characteristics:

1) Provide generous "spreading" canopy for shade.

2) Roots do not break up adjacent paving.

3) Tree canopy spread starts at least six feet up from grade in, or adjacent to, parking lots, roads, or sidewalks unless the tree is columnar in nature.

4) No sticky leaves or sap-dripping trees (no honey-dew excretion).

5) No seed pods or fruit-bearing trees (flowering trees are acceptable).

6) Disease-resistant.

7) Compatible with planter size.

8) Drought-tolerant unless irrigation is provided.

9) Attractive foliage or form all seasons.

Plant materials (shrubs, ground cover, etc.) shall be selected for their appropriateness to the site, drought tolerance, year-round greenery and coverage, staggered flowering periods, and avoidance of nuisance plants (Scotch broom, etc.).

Response: Plants will be properly planted according to the Planting Plan that is part of the overall Landscape Plan in Exhibit D. Plant types have been carefully selected to insure that the standards and requirements in this Section are met.

54.030 PLANTING STRIPS FOR MODIFIED AND NEW STREETS

All proposed changes in width in a public street right-of-way or any proposed street improvement shall, where feasible, include allowances for planting strips. Plans and specifications for planting such areas shall be integrated into the general plan of street improvements. This chapter requires any multi-family, commercial, or public facility which causes change in public right-of-way or street improvement to comply with the street tree planting plan and standards.

Response: See Sheets L1.01-L1.03 for compliance with requirements. Street trees are provided on the property side of the site along the back of the sidewalk.

54.040 INSTALLATION

A. All landscaping shall be installed according to accepted planting procedures.

B. The soil and plant materials shall be of good quality.

C. Landscaping shall be installed in accordance with the provisions of this code.

Response: Installation requirements are noted in the plan set. See plan sheets L1.01-L1.03 for details on planting.

54.050 PROTECTION OF STREET TREES

Street trees may not be topped or trimmed unless approval is granted by the Parks Supervisor or, in emergency cases, when a tree imminently threatens power lines.

Response: No existing street trees are along this site.

54.060 MAINTENANCE

A. The owner, tenant and their agent, if any, shall be jointly and severally responsible for the maintenance of all landscaping which shall be maintained in good condition so as to present a healthy, neat, and orderly appearance and shall be kept free from refuse and debris.

B. All plant growth in interior landscaped areas shall be controlled by pruning, trimming, or otherwise so that:

1. It will not interfere with the maintenance or repair of any public utility;

2. It will not restrict pedestrian or vehicular access; and

3. It will not constitute a traffic hazard because of reduced visibility.

Response: See plans L1.01 and L1.03. Landscape maintenance requirements are understood by the owner.

54.070 SPECIFICATION SUMMARY

AREA/ LOCATION	LANSCAPING REQUIRED
1. Between parking lot and R-O-W.	10 ft.
2. Between parking lot and other lot.	5 ft.

3. Between parking lot and R-O-W if parking lot comprises more than 50 percent of main R-O-W frontage.	**15 ft.**
4. Percentage of residential/ multi-family site to be landscaped.	**25%**
5. Percentage of non-residential (commercial/ industrial/ office) site to be landscaped.	**20%**
6. Percentage of 10-25 car parking lot to be landscaped (excluding perimeter).	**5%**
7. Percentage of 1-9 car parking lot to be landscaped (excluding perimeter).	**0%**
8. Percentage of 26+ car parking lot to be landscaped (excluding perimeter).	**10%**

Response: All proposed landscaping meets the standards identified in Chapter 54. See Landscape Plans, Sheets L1.01-L1.03

CHAPTER 55: DESIGN REVIEW

55.020 CLASSES OF DESIGN REVIEW

B. Class II Design Review. Class II design review applies to all uses/activities except those uses/activities listed under Class I design review, and the exemptions of CDC 55.025. Class II design review applies to the proposed improvements listed in this section when the proposed improvement (e.g., new sidewalk) is part of a major commercial, office, industrial, public, or multi-family construction project (e.g., a new shopping center).

Response: This project qualifies as a Class II Design Review, therefore, the applicant is also addressing Chapter 55, Design Review, as part of this narrative and application package. This Type II Design Review will be reviewed concurrently with the Type III Conditional Use application.

55.025 EXEMPTIONS

The following activities are exempt from the provisions of this chapter:

A. Detached single-family residential construction;

B. Accessory structures;

C. One to two duplexes or single-family attached structures except as indicated otherwise in this chapter;

D. Architectural replacements in kind, or replacement of building materials that are equal or superior to existing materials (in terms of performance or quality) but that do not alter the architectural style of the structure. Retrofitted awnings, changes in color schemes, wall art, and freestanding statuary or art under five feet tall are exempt from design review, but shall be subject to Planning Director review under the provisions of CDC 99.060(A)(2), prescribed conditions, and the approval criteria of CDC 55.100(B)(6)(a) and (b).

Response: This project does not qualify under any of the exemptions listed above, therefore, is subject to Class II Design Review.

55.030 ADMINISTRATION AND APPROVAL PROCESS

A. A pre-application conference is required before submitting a development plan application for design review as provided by CDC 99.030(B).

B. The application shall be submitted by the record owner(s) of the property, authorized agent, or condemner.

C. Action on the development plan application shall be as provided by Chapter 99 CDC, Procedures for Decision-Making: Quasi-Judicial, and the following:

1. The Planning Director for Class I design review applications, or Planning Commission for Class II design review applications, shall approve, approve with conditions, or deny the application based on findings related to the applicable criteria set forth in CDC 99.110 and this chapter.

2. A decision by the Planning Director may be reviewed by the City Council.

D. Substantial modifications made to the approved development plan will require reapplication (e.g., more or fewer lots, different architectural design, etc.).

Response: A pre-application conference was held on January 18, 2018, per this requirement, and is referred to as PA-18-04. Notes were provided by the City and are included in this application in Exhibit C, Pre-Application Conference Notes. The application form for this application has been signed by the current owner (owner of record) and shall be reviewed as a Class II Quasi-Judicial Procedure.

55.040 EXPIRATION OR EXTENSION OF APPROVAL

If substantial construction has not occurred within three years from the date of approval of the development plan, the approved proposal will be void, unless an extension is granted under CDC 99.325.

Response: The applicant intends to complete all proposed improvements within 3 years of the date of the approval. Otherwise, the applicant will apply for a two-year extension, if necessary.

55.050 DESIGN REVIEW AMENDMENT TRIGGER

Amendments to design review shall be required when 10 percent or more of the housing type changes (e.g., from single-family units to multi-family units) from the tentatively approved design review plan, or when there is more than a 10 percent change in the number of units, or when the layout of streets and lots significantly changes, or adjusting more than 20 percent of the building footprint or site plan, or significant changes to the architecture that modify the style, mass, or result in elimination of significant design features. Changes in color or materials would not require an amendment unless the colors were non-earth tones and the materials were of poorer quality (for example, going from tile roof to composition roofing) than originally approved. Changes to the project/site plan to meet conditions of approval or legislative changes shall not trigger an amendment.

Response: No housing is proposed as part of this proposal. The applicant understands that a Design Review Amendment would be triggered if changes were proposed after approval of 20% or more, as indicated in this Section.

55.060 STAGED OR PHASED DEVELOPMENT

The applicant may elect to develop the site in stages. Staged development shall be subject to the provisions of CDC 99.125.

Response: The applicant is not proposing a staged or phased development.

55.070 SUBMITTAL REQUIREMENTS

A. The design review application shall be initiated by the property owner or the owner's agent, or condemnor.

B. A pre-application conference, per CDC 99.030(B), shall be a prerequisite to the filing of an

C. Documentation of any required meeting with the respective City-recognized neighborhood association per CDC 99.038.

D. The applicant shall submit a completed application form and:

1. **The development plan for a Class I design review shall contain the following elements:**

    a. **A site analysis (CDC 55.110) only if the site is undeveloped;**

    b. **A site plan (CDC 55.120);**

    c. **Architectural drawings, including building envelopes and all elevations (CDC 55.140) only if architectural work is proposed; and**

    d. **Pursuant to CDC 55.085, additional submittal material may be required.**

One original application form must be submitted. One copy at the original scale and one copy reduced to 11 inches by 17 inches or smaller of all drawings and plans must be submitted. One copy of all other items must be submitted. The applicant shall also submit one copy of the complete application in a digital format acceptable to the City. When the application submittal is determined to be complete, additional copies may be required as determined by the Community Development Department.

2. **The development plan for a Class II design review shall contain the following elements:**

    a. **A site analysis (CDC 55.110);**

    b. **A site plan (CDC 55.120);**

    c. **A grading plan (CDC 55.130);**

    d. **Architectural drawings, indicating floor plan and elevation (CDC 55.140);**

    e. **A landscape plan (CDC 55.150);**

    f. **A utility plan appropriate to respond to the approval criteria of CDC 55.100(I)(1) through (5) relating to streets, drainage, municipal water, sanitary sewers, solid waste, and recycling storage;**

    g. **A light coverage plan with photometric data, including the location and type of outdoor lighting, with specific consideration given to compliance with CDC 55.100(J) pertaining to crime prevention and, if applicable, CDC 46.150(A)(13) pertaining to parking lot lighting;**

    h. **If staff determines before or during the pre-application conference that the land use is expected to generate noise that may exceed DEQ standards, the application shall include a noise study conducted by a licensed acoustical engineer that demonstrates that the application and associated noise sources will meet DEQ standards. Typical noise sources of concern include, but are not limited to, vehicle drive-throughs, parking lots, HVAC units, and public address systems; and**

    i. **Documents as required per the Tree Technical Manual.**

Response: A pre-application conference was held on January 18, 2018, per this requirement, and is referred to as PA-18-04. Notes were provided by the City and are included in this application in Exhibit C, Pre-Application Conference Notes. The application form for this application has been signed by the current owner (owner of record) and shall be reviewed as a Class II Quasi-Judicial Procedure.

A Site Analysis has been included in this narrative and is addressed below under 55.110, Site Analysis. As part of the Preliminary Development Plans in Exhibit D, the applicant has included a site plan, grading plan, utility plan, and landscape plan. The applicant has also included elevations depicting the floor plans and architectural exterior of proposed new buildings. The applicant is not aware of any specific elements of the proposed use that would generate excessive noise, and none were indicated by staff at the Pre-Application Conference.

3. **A narrative, based on the standards contained in this code, which supports any requested exceptions as provided under CDC 55.170.**

4. **Submit full written responses to approval criteria of CDC 55.100 for Class II design review, or CDC 55.090 for Class I design review, plus all applicable referenced approval criteria.**

Response: A narrative with full written responses to all applicable criteria, standards and requirements of the CDC are included in this narrative, herein, including those indicated in Sections 55.170 and 55.100, below.

E. The applicant shall submit samples of all exterior building materials and colors in the case of new buildings or building remodeling.

Response: A materials board showing exterior building materials and colors is provided.

F. The applicant shall pay the required deposit and fee.

Response: As part of this application submittal, the applicant is submitting the appropriate fee to the City of West Linn for the applications requested.

55.100 APPROVAL STANDARDS

The approval authority shall make findings with respect to the following criteria when approving, approving with conditions, or denying a Class II design review application:

A. The provisions of the following chapters shall be met:

1. **Chapter 34 CDC, Accessory Structures, Accessory Dwelling Units, and Accessory Uses.**

2. **Chapter 38 CDC, Additional Yard Area Required; Exceptions to Yard Requirements; Storage in Yards; Projections into Yards.**

3. **Chapter 40 CDC, Building Height Limitations, Exceptions.**

4. **Chapter 42 CDC, Clear Vision Areas.**

5. **Chapter 44 CDC, Fences.**

6. **Chapter 46 CDC, Off-Street Parking, Loading and Reservoir Areas.**

7. **Chapter 48 CDC, Access, Egress and Circulation.**

8. **Chapter 54 CDC, Landscaping.**

Response: All of the applicable provisions of the Chapters indicated in Section 55.100 are addressed in various sections of this narrative herein.

B. Relationship to the natural and physical environment.

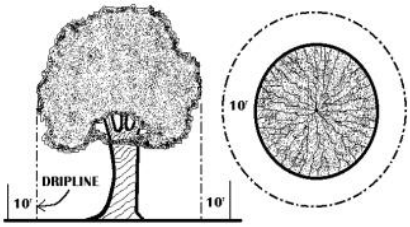
1. **The buildings and other site elements shall be designed and located so that all heritage trees, as defined in the municipal code, shall be saved. Diseased heritage trees, as determined by the City Arborist, may be removed at his/her direction.**

Response: There are no designated heritage trees on this site, per City records and the City Arborist.

2. **All heritage trees, as defined in the municipal code, all trees and clusters of trees ("cluster" is defined as three or more trees with overlapping driplines; however, native oaks need not have an overlapping dripline) that are considered significant by the City Arborist, either individually or in consultation with certified arborists or similarly qualified professionals, based on accepted arboricultural standards including consideration of their size, type, location, health, long term survivability, and/or numbers, shall be protected pursuant to the criteria of subsections (B)(2)(a) through (f) of this section. In cases where there is a difference of opinion on the significance of a tree or tree cluster, the City Arborist's findings shall prevail. It is**

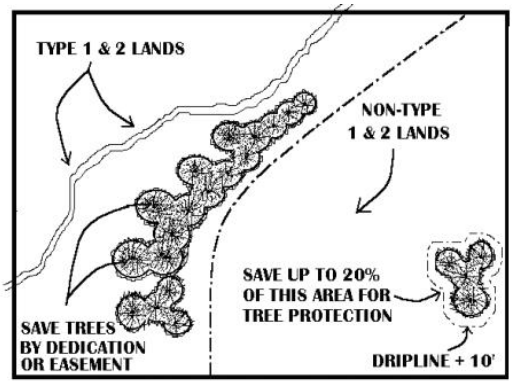
important to acknowledge that all trees are not significant and, further, that this code section will not necessarily protect all trees deemed significant.

a. Non-residential and residential projects on Type I and II lands shall protect all heritage trees and all significant trees and tree clusters by limiting development in the protected area. The protected area includes the protected tree, its dripline, and an additional 10 feet beyond the dripline, as depicted in the figure below. Development of Type I and II lands shall require the careful layout of streets, driveways, building pads, lots, and utilities to avoid heritage trees and significant trees and tree clusters, and other natural resources pursuant to this code. The method for delineating the protected trees or tree clusters ("dripline plus 10 feet") is explained in subsection (B)(2)(b) of this section. Exemptions of subsections (B)(2)(c), (e), and (f) of this section shall apply.



PROTECTED AREA = DRIPLINE + 10 FEET

b. Non-residential and residential projects on non-Type I and II lands shall set aside up to 20 percent of the protected areas for significant trees and tree clusters, plus any heritage trees. Therefore, in the event that the City Arborist determines that a significant tree cluster exists at a development site, then up to 20 percent of the non-Type I and II lands shall be devoted to the protection of those trees by limiting development in the protected areas. The exact percentage is determined by establishing the driplines of the trees or tree clusters that are to be protected. In order to protect the roots which typically extend further, an additional 10-foot measurement beyond the dripline shall be added. The square footage of the area inside this "dripline plus 10 feet" measurement shall be the basis for calculating the percentage (see figure below). The City Arborist will identify which tree(s) are to be protected. Development of non-Type I and II lands shall also require the careful layout of streets, driveways, building pads, lots, and utilities to avoid significant trees, tree clusters, heritage trees, and other natural resources pursuant to this code. Exemptions of subsections (B)(2)(c), (e), and (f) of this section shall apply. Please note that in the event that more than 20 percent of the non-Type I and II lands comprise significant trees or tree clusters, the developer shall not be required to save the excess trees, but is encouraged to do so.



METHOD OF PERCENTAGE CALCULATION

E.G., DRIPLINE + 10 FT. AREA = 2,500 SQ. FT. OR 18% OF TOTAL NON-TYPE I AND II LAND DENSITY CALULATIONS FOR THIS PARCEL WILL BE BASED ON REMAIING NET SQ. FOOTAGE OF SITE (EXCLUDING THE 2,500 SQ. FT.)

c. Where stub outs of streets occur on abutting properties, and the extension of those streets will mean the loss of significant trees, tree clusters, or heritage trees, it is understood that tree loss may be inevitable. In these cases, the objective shall be to minimize tree loss. These provisions shall also apply in those cases where access, per construction code standards, to a lot or parcel is blocked by a row or screen of significant trees or tree clusters.

d. For both non-residential and residential development, the layout shall achieve at least 70 percent of maximum density for the developable net area. The developable net area excludes all Type I and II lands and up to 20 percent of the remainder of the site for the purpose of protection of stands or clusters of trees as defined in subsection (B)(2) of this section.

e. For arterial and collector street projects, including Oregon Department of Transportation street improvements, the roads and graded areas shall avoid tree clusters where possible. Significant trees, tree clusters, and heritage tree loss may occur, however, but shall be minimized.

f. If the protection of significant tree(s) or tree clusters is to occur in an area of grading that is necessary for the development of street grades, per City construction codes, which will result in an adjustment in the grade of over or under two feet, which will then threaten the health of the tree(s), the applicant will submit evidence to the Planning Director that all reasonable alternative grading plans have been considered and cannot work. The applicant will then submit a mitigation plan to the City Arborist to compensate for the removal of the tree(s) on an "inch by inch" basis (e.g., a 48-inch Douglas fir could be replaced by 12 trees, each four-inch). The mix of tree sizes and types shall be approved by the City Arborist.

Response: The City Arborist has identified 4 significant trees on the site, and one of these trees is proposed to be removed. Therefore, 75% of significant trees are proposed for protection. Tree protection zones are designated around all trees being preserved. The only trees proposed for removal are diseased, in poor form, or are being displaced by new improvements. The significant tree proposed for removal will be mitigated per the standards herein. See Arborist Report for details.

3. The topography and natural drainage shall be preserved to the greatest degree possible.

Response: The natural topography and associated drainage of the site will be significantly preserved. Buildings, parking areas and other development will be located and designed so that natural grades will be substantially maintained. However, in order to insure a more safe and usable playground area, some grading is proposed. In addition, grading will be necessary for building foundations and the storm water facility. See Site Plan, Grading Plan and Utility Plan as part of the Preliminary Development Plans in Exhibit D.

4. The structures shall not be located in areas subject to slumping and sliding. The Comprehensive Plan Background Report's Hazard Map, or updated material as available and as deemed acceptable by the Planning Director, shall be the basis for preliminary determination.

Response: No slumping or sliding has been identified on the site, nor indicated in the Comprehensive Plan Background Report's Hazard Map. See Geotechnical Report, Exhibit G.

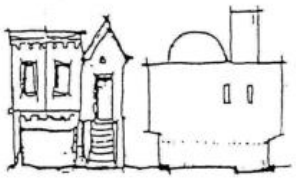
5. There shall be adequate distance between on-site buildings and on-site and off-site buildings on adjoining properties to provide for adequate light and air circulation and for fire protection.

Response: The applicant has designed the mass and height of the building that are part of this redevelopment project, as well as the location of the buildings, to balance the requirements of the anticipated school programs with the desire to minimize impacts associated with noise and adequacy of light and air. The abutting properties are those properties to the south, west and north of the subject site; properties to the east are separated from the site by right-of-way. All proposed buildings and development meet the required setbacks which are intended to insure that adequate light and air, as well as fire suppression access, are all maintained.

6. Architecture.

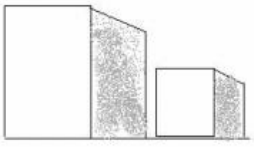
a. The proposed structure(s) scale shall be compatible with the existing structure(s) on site and on adjoining sites. Contextual design is required. Contextual design means respecting and incorporating prominent architectural styles, building lines, roof forms, rhythm of windows, building scale and massing of surrounding buildings in the proposed structure. The materials and colors shall be complementary to the surrounding buildings.

contextual design

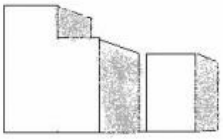


contrasting design

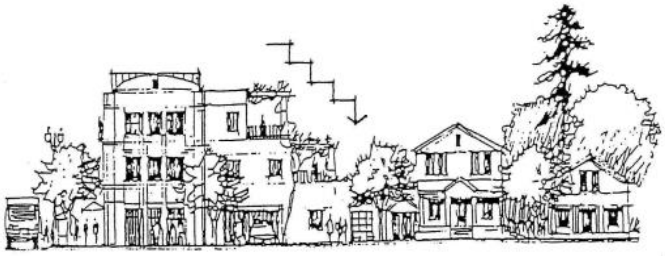
b. While there has been discussion in Chapter 24 CDC about transition, it is appropriate that new buildings should architecturally transition in terms of bulk and mass to work with, or fit, adjacent existing buildings. This transition can be accomplished by selecting designs that "step down" or "step up" from small to big structures and vice versa (see figure below). Transitions may also take the form of carrying building patterns and lines (e.g., parapets, windows, etc.) from the existing building to the new one.



mass/bulk overwhelms smaller building



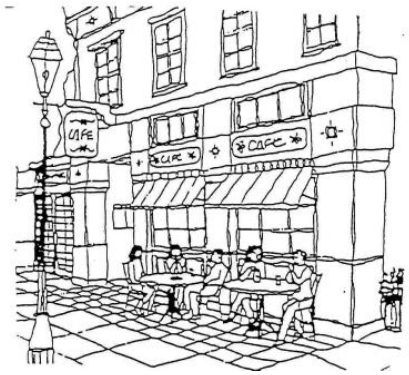
mass/bulk effectively transitions



c. Contrasting architecture shall only be permitted when the design is manifestly superior to adjacent architecture in terms of creativity, design, and workmanship, and/or it is adequately separated from other buildings by distance, screening, grade variations, or is part of a development site that is large enough to set its own style of architecture.

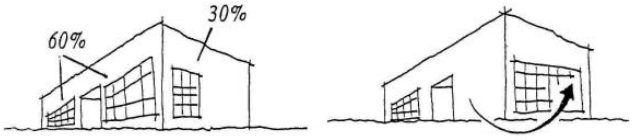
d. Human scale is a term that seeks to accommodate the users of the building and the notion that buildings should be designed around the human scale (i.e., their size and the average range of their perception). Human scale shall be accommodated in all designs by, for example, multi-light windows that are broken up into numerous panes, intimately scaled entryways, and visual breaks (exaggerated eaves, indentations, ledges, parapets, awnings, engaged columns, etc.) in the facades of buildings, both vertically and horizontally.

The human scale is enhanced by bringing the building and its main entrance up to the edge of the sidewalk. It creates a more dramatic and interesting streetscape and improves the "height and width" ratio referenced in this section.

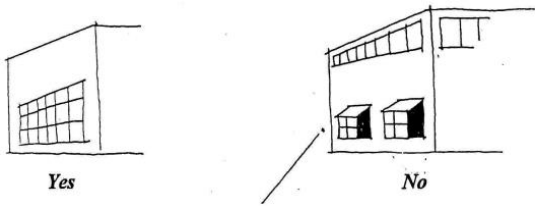


Human scale is captured in this example

e. The main front elevation of commercial and office buildings shall provide at least 60 percent windows or transparency at the pedestrian level to create more interesting streetscape and window shopping opportunities. One side elevation shall provide at least 30 percent transparency. Any additional side or rear elevation, which is visible from a collector road or greater classification, shall also have at least 30 percent transparency. Transparency on other elevations is optional. The transparency is measured in lineal fashion. For example, a 100-foot-long building elevation shall have at least 60 feet (60 percent of 100 feet) in length of windows. The window height shall be, at minimum, three feet tall. The exception to transparency would be cases where demonstrated functional constraints or topography restrict that elevation from being used. When this exemption is applied to the main front elevation, the square footage of transparency that would ordinarily be required by the above formula shall be installed on the remaining elevations at pedestrian level in addition to any transparency required by a side elevation, and vice versa. The rear of the building is not required to include transparency. The transparency must be flush with the building elevation.



60 percent of lineal street facing or main elevation is windows. 30 percent of one side elevation is windows. You may transfer windows from the side to front, or vice versa.



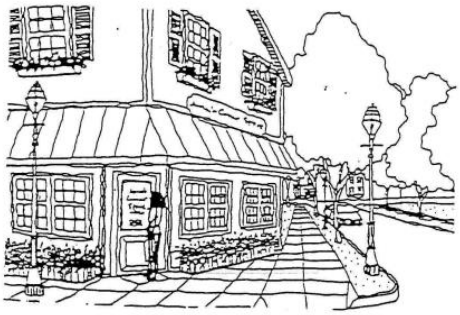
(Windows not at eye level and/or not flush with building.)

f. Variations in depth and roof line are encouraged for all elevations.

f. To vary the otherwise blank wall of most rear elevations, continuous flat elevations of over 100 feet in length should be avoided by indents or variations in the wall. The use of decorative brick, masonry, or stone insets and/or designs is encouraged. Another way to vary or soften this elevation is through terrain variations such as an undulating grass area with trees to provide vertical relief.

g. Consideration of the micro-climate (e.g., sensitivity to wind, sun angles, shade, etc.) shall be made for building users, pedestrians, and transit users, including features like awnings.

h. The vision statement identified a strong commitment to developing safe and attractive pedestrian environments with broad sidewalks, canopied with trees and awnings.



Trees, awnings, and building orientation enhance the mircro-climate

i. Sidewalk cafes, kiosks, vendors, and street furniture are encouraged. However, at least a four-foot-wide pedestrian accessway must be maintained per Chapter 53 CDC, Sidewalk Use.

Response: The form of the new building compliments the existing structures as viewed from Old River Road, and the simplicity of the shape of the new structure does not compete with the shape of the other structures. The taller portions of the new structure have been set back from Old River Road and from the front façade of the existing buildings, resulting in the new structure having the scale and appearance of a one story building. Both the existing building and the new building will be similar in height at the front eave line facing Old River Road. The buildings will also share a similar width and scale dimension facing Old River Road. In addition, the new parking area will be landscaped along the perimeter to provide additional visual aesthetics to the overall site and character of the district, which is primarily school activities associated with school buildings and outdoor areas.

Exterior Design: The form of the new building compliments the existing structure as viewed from Old River Road, and the simplicity of the shape of the new structure does not compete with the shape of the existing structure. The utilization of significant window glazing elements are used to designate the connection of the interior with the exterior campus.

Massing: The taller portions of the new structure have been set back from Old River Road and from the front façade of the existing structure, resulting in the new structure having the scale and appearance of a one story building

Arrangement: For the new structures, the front yard setback from Old River Road exceeds the setback requirement. Both the Phase I and Phase II new structures are set back 20 feet or greater from the rear property line, 10 feet or greater from the side property lines, and 95 feet or greater from the front property line, allowing for adequate levels of light and air. The façade and building line of the new structure is aligned with the façade and building line of the other existing structures. This allows for all of the structure to retain their prominence as elements of a small scale campus visible to the street.

Proportion: The height and width of the front facade of the new building in Phase II that fronts on Old River Road is similar to, and compatible with, the front facade of the existing structures. The overall building program includes a two story 12 classroom building and a library. The two story portion of the new building is placed to the rear of the site to minimize it's scale, with the smaller scaled library placed in front behind the existing trees.

Detail: The existing buildings are detailed with simplicity, and there are very simple and humble materials included in the design. There is little use of ornament, simple and minimal use of trim, and a fairly direct expression of structure, particularly at the porches and eaves. The new building will also be detailed in a very similar manner, with a simple and minimal material pallet, restrained use of ornament and trim, and minimal expression of structure at the porches and eaves. The intention of restrained expression of these elements will allow the landscape and outdoor learning and outdoor play areas to stand out on the site and as viewed from the public right-of-way.

Scale: The new Phase II building will be only approximately 6 feet taller in height than the existing buildings facing Old River Road. The new building has a linear organization with hallways used as extended learning spaces and the smaller scaled library facing the outdoor learning and play areas and Old River Road. Right angle and linear placement of the structure relative to existing structures provides adequate space for connectivity, while also providing a comfortable scale. This allows for all of the structures to appear to be elements of a small scale campus visible to the street.

Color: The existing structures are painted a light tan color, while both the Phase I and Phase II new structures will be earth toned in color. The Phase II earth toned color may be achieved through natural cedar wood siding and/or painted earth tone siding. The result will be a campus of buildings where the new building and the existing buildings will form a neutral earth toned background behind the landscape, outdoor learning and play areas, and the pedestrian network.

Texture: The primary consideration of texture is the exterior siding and some compatibility with the existing structure. The existing structures have a combination of smooth wood lap siding, smooth wood trim, and smooth concrete block. The exterior of the Phase I modular classroom building will be smooth lap siding to relate to the existing structures and adjacent residential structures. The exterior of the Phase II structure will also have natural cedar wood siding with trim and/or painted siding with trim, which may vary in orientation and width to break up the scale of the larger building facades.

Materials: Exterior materials are chosen to relate to the existing neighborhood residential earth toned structures and to align with the school's mission of sustainability and outdoor learning. Exterior siding may be natural cedar wood siding or painted siding. Larger exterior windows connect students to the outside learning and play areas.

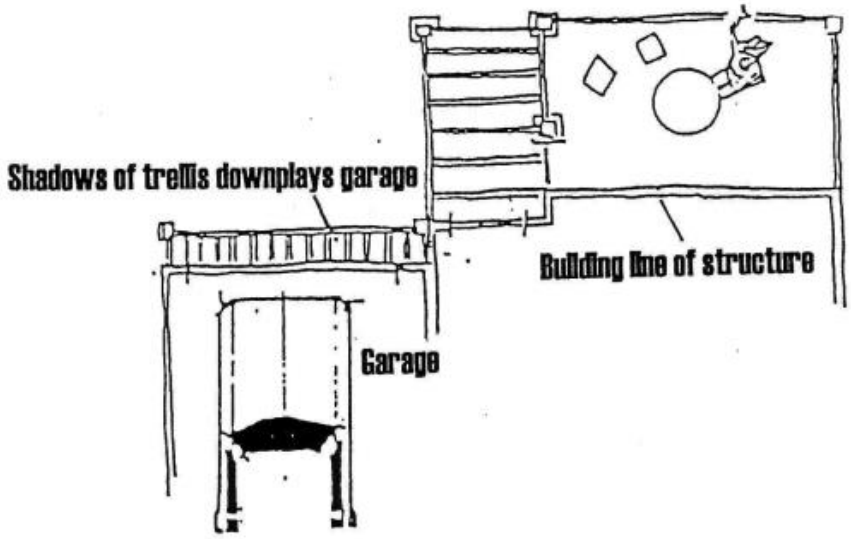
7. Transportation. The automobile shall be shifted from a dominant role, relative to other modes of transportation, by the following means:

a. Commercial and office development shall be oriented to the street. At least one public entrance shall be located facing an arterial street; or, if the project does not front on an arterial, facing a collector street; or, if the

project does not front on a collector, facing the local street with highest traffic levels. Parking lots shall be placed behind or to the side of commercial and office development. When a large and/or multi-building development is occurring on a large undeveloped tract (three plus acres), it is acceptable to focus internally; however, at least 20 percent of the main adjacent right-of-way shall have buildings contiguous to it unless waived per subsection (B)(7)(c) of this section. These buildings shall be oriented to the adjacent street and include pedestrian-oriented transparencies on those elevations.

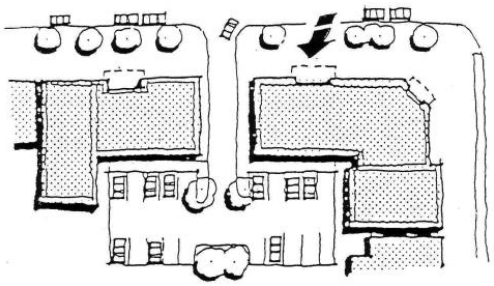
For individual buildings on smaller individual lots, at least 30 lineal feet or 50 percent of the building must be adjacent to the right-of-way unless waived per subsection (B)(7)(c) of this section. The elevations oriented to the right-of-way must incorporate pedestrian-oriented transparency.

b. Multi-family projects shall be required to keep the parking at the side or rear of the buildings or behind the building line of the structure as it would appear from the right-of-way inside the multi-family project. For any garage which is located behind the building line of the structure, but still facing the front of the structure, architectural features such as patios, patio walls, trellis, porch roofs, overhangs, pergolas, etc., shall be used to downplay the visual impact of the garage, and to emphasize the rest of the house and front entry.



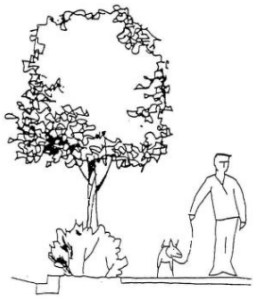
The parking may be positioned inside small courtyard areas around which the units are built. These courtyard spaces encourage socialization, defensible space, and can provide a central location for landscaping, particularly trees, which can provide an effective canopy and softening effect on the courtyard in only a few years. Vehicular access and driveways through these courtyard areas is permitted.

c. Commercial, office, and multi-family projects shall be built as close to the adjacent main right-of-way as practical to facilitate safe pedestrian and transit access. Reduced frontages by buildings on public rights-of-way may be allowed due to extreme topographic (e.g., slope, creek, wetlands, etc.) conditions or compelling functional limitations, not just inconveniences or design challenges.



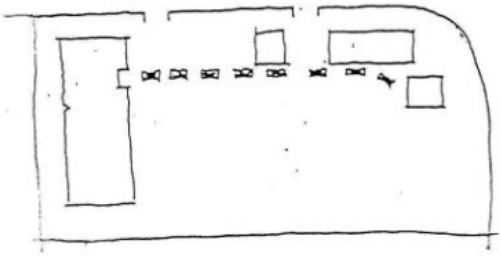
Entrance from right-of-way

d. Accessways, parking lots, and internal driveways shall accommodate pedestrian circulation and access by specially textured, colored, or clearly defined footpaths at least six feet wide. Paths shall be eight feet wide when abutting parking areas or travel lanes. Paths shall be separated from parking or travel lanes by either landscaping, planters, curbs, bollards, or raised surfaces. Sidewalks in front of storefronts on the arterials and main store entrances on the arterials identified in CDC 85.200(A)(3) shall be 12 feet wide to accommodate pedestrians, sidewalk sales, sidewalk cafes, etc. Sidewalks in front of storefronts and main store entrances in commercial/OBC zone development on local streets and collectors shall be eight feet wide.



Landscaping

e. Paths shall provide direct routes that pedestrians will use between buildings, adjacent rights-of-way, and adjacent commercial developments. They shall be clearly identified. They shall be laid out to attract use and to discourage people from cutting through parking lots and impacting environmentally sensitive areas.

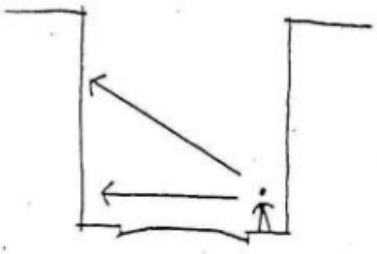


Direct pedestrian route required (--)

f. At least one entrance to the building shall be on the main street, or as close as possible to the main street. The entrance shall be designed to identify itself as a main point of ingress/egress.

g. Where transit service exists, or is expected to exist, there shall be a main entrance within a safe and reasonable distance of the transit stop. A pathway shall be provided to facilitate a direct connection.

h. Projects shall bring at least part of the project adjacent to or near the main street right-of-way in order to enhance the height-to-width ratio along that particular street. (The "height-to-width ratio" is an architectural term that emphasizes height or vertical dimension of buildings adjacent to streets. The higher and closer the building is, and the narrower the width of the street, the more attractive and intimate the streetscape becomes.) For every one foot in street width, the adjacent building ideally should be one to two feet higher. This ratio is considered ideal in framing and defining the streetscape.



1:1 height to width ratio is ideal (example only)

i. These architectural standards shall apply to public facilities such as reservoirs, water towers, treatment plants, fire stations, pump stations, power transmission facilities, etc. It is recognized that many of these facilities, due to their functional requirements, cannot readily be configured to meet these architectural standards. However, attempts shall be made to make the design sympathetic to surrounding properties by landscaping, setbacks, buffers, and all reasonable architectural means.

j. Parking spaces at trailheads shall be located so as to preserve the view of, and access to, the trailhead entrance from the roadway. The entrance apron to the trailhead shall be marked: "No Parking," and include design features to foster trail recognition.

Response: Though not technically a commercial or office development, the new campus redevelopment will focus on a connection between the front of the new building and Old River Road. The new front door of the school faces out towards Old River Road, with various connections to the street and to other portions of the site, including the parking area. The existing buildings on the site will be retained and the new building is located with the intention and purpose of maintaining and enhancing a campus character of the site. Due to retention of the existing buildings, it was also necessary to locate the parking area in the existing location, which is essentially at the side of the overall campus. Overall, the site design includes a pedestrian network providing connectivity among existing buildings, parking areas, the front of the new building and the adjacent street.

C. Compatibility between adjoining uses, buffering, and screening.

1. In addition to the compatibility requirements contained in Chapter 24 CDC, buffering shall be provided between different types of land uses; for example, buffering between single-family homes and apartment blocks. However, no buffering is required between single-family homes and duplexes or single-family attached units. The following factors shall be considered in determining the adequacy of the type and extent of the buffer:

a. The purpose of the buffer, for example to decrease noise levels, absorb air pollution, filter dust, or to provide a visual barrier.

b. The size of the buffer required to achieve the purpose in terms of width and height.

c. The direction(s) from which buffering is needed.

d. The required density of the buffering.

e. Whether the viewer is stationary or mobile.

Response: Abutting properties are not significantly impacted by the redevelopment project beyond the existing scale of the church campus, as there will be only a slight increase in height from the existing height of some portions of the existing church campus buildings, as well as minor changes in overall building coverage of the site. Most of those abutting properties will see no impact related to the project, as most of the renovation and additions proposed are essentially within the existing developed area. Besides temporary construction noise impacts, the future enrollment for the campus is expected to stay relatively moderate and similar to peak use periods at the existing church, so noise impacts will not increase as part of this final redevelopment of the campus. However, the applicant is proposing buffering and effective screening along the perimeter of the parking areas to further protect private areas of adjoining properties from noise impacts.

Overall, the proposal includes the maintenance of existing landscaping and new landscaping in those areas that provide more robust buffering and screening to meet Code requirements. See Landscape Plan on Sheets L0.01-L1.03 of the Preliminary Development Plans in Exhibit D.

2. On-site screening from view from adjoining properties of such things as service areas, storage areas, and parking lots shall be provided and the following factors will be considered in determining the adequacy of the type and extent of the screening:

a. What needs to be screened?

b. The direction from which it is needed.

c. How dense the screen needs to be.

d. Whether the viewer is stationary or mobile.

e. Whether the screening needs to be year-round.

Response: 6 foot tall chain link fencing and gates surround the trash area. The south and west sides, where the area is adjacent to landscape areas, are screened with closely planted hedging (Arborvitae).

3. Rooftop air cooling and heating systems and other mechanical equipment shall be screened from view from adjoining properties.

Response: Interior mechanical units will be utilized for the majority of the Phase II new building. Any outdoor mechanical units will be screened from view from adjoining properties.

D. Privacy and noise.

1. Structures which include residential dwelling units shall provide private outdoor areas for each ground floor unit which is screened from view from adjoining units.

2. Residential dwelling units shall be placed on the site in areas having minimal noise exposure to the extent possible. Natural-appearing sound barriers shall be used to lessen noise impacts where noise levels exceed the noise standards contained in West Linn Municipal Code Section 5.487.

3. Structures or on-site activity areas which generate noise, lights, or glare shall be buffered from adjoining residential uses in accordance with the standards in subsection C of this section where applicable.

4. Businesses or activities that can reasonably be expected to generate noise in excess of the noise standards contained in West Linn Municipal Code Section 5.487 shall undertake and submit appropriate noise studies and mitigate as necessary to comply with the code. (See CDC 55.110(B)(11) and 55.120(M).)

If the decision-making authority reasonably believes a proposed use may generate noise exceeding the standards specified in the municipal code, then the authority may require the applicant to supply professional noise studies from time to time during the user's first year of operation to monitor compliance with City standards and permit requirements.

Response: Abutting properties are not significantly impacted by the redevelopment project beyond the existing church campus, as there will be only a slight increase in height from the existing height of some portions of the existing church campus buildings. Most of those abutting properties will see no impact related to the project, as most of the renovation and additions proposed are essentially within the existing building envelopes, and additions are all to the northwest of the existing building area. Besides temporary construction noise impacts, the future enrollment for the campus is expected to stay relatively the same, so noise impacts will not increase as part of this final redevelopment of the campus. However, the applicant is proposing buffering and effective screening along the perimeter of the parking areas, as well as other portions of the property boundary, to further protect private areas of adjoining properties from visual or noise impacts.

E. Private outdoor area. This section only applies to multi-family projects.

1. **In addition to the requirements of residential living, unit shall have an outdoor private area (patio, terrace, porch) of not less than 48 square feet in area;**
2. **The outdoor space shall be oriented towards the sun where possible; and**
3. **The area shall be screened or designed to provide privacy for the users of the space.**
4. **Where balconies are added to units, the balconies shall not be less than 48 square feet, if they are intended to be counted as private outdoor areas.**

Response: The project does not include any multi-family elements, therefore, this Section does not apply.

F. Shared outdoor recreation areas. This section only applies to multi-family projects and projects with 10 or more duplexes or single-family attached dwellings on lots under 4,000 square feet. In those cases, shared outdoor recreation areas are calculated on the duplexes or single-family attached dwellings only. It also applies to qualifying PUDs under the provisions of CDC 24.170.

1. **In addition to the requirements of subsection E of this section, usable outdoor recreation space shall be provided in residential developments for the shared or common use of all the residents in the following amounts:**
    a. **Studio up to and including two-bedroom units: 200 square feet per unit.**
    b. **Three or more bedroom units: 300 square feet per unit.**
2. **The required recreation space may be provided as follows:**
    a. **It may be all outdoor space; or**
    b. **It may be part outdoor space and part indoor space; for example, an outdoor tennis court and indoor recreation room; and**
    c. **Where some or all of the required recreation area is indoor, such as an indoor recreation room, then these indoor areas must be readily accessible to all residents of the development subject to clearly posted restrictions as to hours of operation and such regulations necessary for the safety of minors.**
    d. **In considering the requirements of this subsection F, the emphasis shall be on usable recreation space. No single area of outdoor recreational space**

shall encompass an area of less than 250 square feet. All common outdoor recreational space shall be clearly delineated and readily identifiable as such. Small, marginal, and incidental lots or parcels of land are not usable recreation spaces. The location of outdoor recreation space should be integral to the overall design concept of the site and be free of hazards or constraints that would interfere with active recreation.

3. **The shared space shall be readily observable to facilitate crime prevention and safety.**

Response: The project does not include any multi-family elements, therefore, this Section does not apply.

G. Demarcation of public, semi-public, and private spaces. The structures and site improvements shall be designed so that public areas such as streets or public gathering places, semi-public areas, and private outdoor areas are clearly defined in order to establish persons having a right to be in the space, to provide for crime prevention, and to establish maintenance responsibility. These areas may be defined by:

1. **A deck, patio, fence, low wall, hedge, or draping vine;**
2. **A trellis or arbor;**
3. **A change in level;**
4. **A change in the texture of the path material;**
5. **Sign; or**
6. **Landscaping.**

Use of gates to demarcate the boundary between a public street and a private access driveway is prohibited.

Response: The new design includes an open play area oriented toward Old River Road and the neighborhood. This area is intended for the sole use of the school patrons during operating hours, due to safety and security issues, however, this open area will be open to the public after school hours.

H. Public transit.

1. **Provisions for public transit may be required where the site abuts an existing or planned public transit route. The required facilities shall be based on the following:**
    a. **The location of other transit facilities in the area.**
    b. **The size and type of the proposed development.**
    c. **The rough proportionality between the impacts from the development and the required facility.**
2. **The required facilities shall be limited to such facilities as the following:**
    a. **A waiting shelter with a bench surrounded by a three-sided covered structure, with transparency to allow easy surveillance of approaching buses.**
    b. **A turnout area for loading and unloading designed per regional transit agency standards.**
    c. **Hard-surface paths connecting the development to the waiting and boarding areas.**
    d. **Regional transit agency standards shall, however, prevail if they supersede these standards.**

3. **The transit stop shall be located as close as possible to the main entrance to the shopping center, public or office building, or multi-family project. The entrance shall not be more than 200 feet from the transit stop with a clearly identified pedestrian link.**

4. **All commercial business centers (over three acres) and multi-family projects (over 40 units) may be required to provide for the relocation of transit stops to the front of the site if the existing stop is within 200 to 400 yards of the site and the exaction is roughly proportional to the impact of the development. The commercial or multi-family project may be required to provide new facilities in those cases where the nearest stop is over 400 yards away. The transit stop shall be built per subsection (H)(2) of this section.**

Response: It is not likely that the students and staff use will use public transit to a significant level, as most members of the school come from locations around the region and not necessarily West Linn. It is estimated that approximately 5% of all staff and students will use public transit in the form of Tri-Met bus service. There is an existing transit facilities (bus stop) near the intersection of Willamette /Drive and Cedar Oak Drive, approximately .2 miles from the subject property. In addition, there is a park and ride located at the intersection of Highway 43 and Cedar Oak Road that provides additional transit options.

I. Public facilities. An application may only be approved if adequate public facilities will be available to provide service to the property prior to occupancy.

1. **Streets. Sufficient right-of-way and slope easement shall be dedicated to accommodate all abutting streets to be improved to the City's Improvement Standards and Specifications. The City Engineer shall determine the appropriate level of street and traffic control improvements to be required, including any off-site street and traffic control improvements, based upon the transportation analysis submitted. The City Engineer's determination of developer obligation, the extent of road improvement and City's share, if any, of improvements and the timing of improvements shall be made based upon the City's systems development charge ordinance and capital improvement program, and the rough proportionality between the impact of the development and the street improvements.**

   In determining the appropriate sizing of the street in commercial, office, multi-family, and public settings, the street should be the minimum necessary to accommodate anticipated traffic load and needs and should provide substantial accommodations for pedestrians and bicyclists. Road and driveway alignment should consider and mitigate impacts on adjacent properties and in neighborhoods in terms of increased traffic loads, noise, vibrations, and glare.

   The realignment or redesign of roads shall consider how the proposal meets accepted engineering standards, enhances public safety, and favorably relates to adjacent lands and land uses. Consideration should also be given to selecting an alignment or design that minimizes or avoids hazard areas and loss of significant natural features (drainage ways, wetlands, heavily forested areas, etc.) unless site mitigation can clearly produce a superior landscape in terms of shape, grades, and reforestation, and is fully consistent with applicable code restrictions regarding resource areas.

   Streets shall be installed per Chapter 85 CDC standards. The City Engineer has the authority to require that street widths match adjacent street widths. Sidewalks shall be installed per CDC 85.200(A)(3) for commercial and office projects, and CDC 85.200(A)(16) and 92.010(H) for residential projects, and applicable provisions of this chapter. Where streets bisect or traverse water resource areas (WRAs) the street width shall be reduced to the appropriate "constrained" cross-section width indicated in the TSP or alternate configurations which are appropriate to site

conditions, minimize WRA disturbance or are consistent with an adopted transportation system plan. The street design shall also be consistent with habitat friendly provisions of CDC 32.060(I).

Based upon the City Manager's or Manager's designee's determination, the applicant shall construct or cause to be constructed, or contribute a proportionate share of the costs, for all necessary off-site improvements identified by the transportation analysis commissioned to address CDC 55.125 that are required to mitigate impacts from the proposed development. Proportionate share of the costs shall be determined by the City Manager or Manager's designee, who shall assume that the proposed development provides improvements in rough proportion to identified impacts of the development.

Response: The subject site fronts along the Old River Road right-of-way, which is classified as a Neighborhood Route that can adequately serve this development and the associated neighborhood. The current width of this right-of-way is 60 feet and the proposed width is 60 feet, therefore, there is no right-of-way dedication required and none proposed. The applicant is proposing an alternative design for sidewalk based on commentary from the neighbors at the neighborhood meeting. The proposed design is a 6-feet wide asphalt pedestrian (multi-modal) path along the entire frontage of the site. This alternative design allows for a softer aesthetic along the frontage of the site, while still providing a pathway for multiple modes of alternative transportation. The alternative design considers and mitigates for impacts associated with the standard design on adjacent properties and in neighborhoods in terms of aesthetic, safety, traffic, noise, vibrations, and glare. The alternative to required street standards is further addressed in Chapter 85, below.

Phase I of the proposed project includes only the modular classroom, while Phase II includes the full build-out of the project. As part of Phase II, the applicant is requesting that the City Engineer either allow the proposed alternative right-of-way improvements, or approve the waiver request and allow the applicant to pay a fee-in-lieu of developing the right-of-way, per current Public Works standards. See attached Waiver Request form.

2. **Storm detention and treatment and geologic hazards. Per the submittals required by CDC 55.130 and 92.010(E), all proposed storm detention and treatment facilities must comply with the standards for the improvement of public and private drainage systems located in the West Linn Public Works Design Standards, there will be no adverse off-site impacts caused by the development (including impacts from increased intensity of runoff downstream or constrictions causing ponding upstream), and the applicant must provide sufficient factual data to support the conclusions of the submitted plan.**

   Per the submittals required by CDC 55.130(E), the applicant must demonstrate that the proposed methods of rendering known or potential hazard sites safe for development, including proposed geotechnical remediation, are feasible and adequate to prevent landslides or other damage to property and safety. The review authority may impose conditions, including limits on type or intensity of land use, which it determines are necessary to mitigate known risks of landslides or property damage.

Response: All required public facilities currently serve the site, including storm water, water, sanitary sewer and waste/recycling. A new storm water management system is also proposed to serve on-site flow and collection through a surface rain garden and onsite detention system for the new development areas. This new system will discharge onsite drainage to the existing public storm drainage system in Old River Road.

In addition, the City Engineer has indicated that at this location it may be possible to eliminate detention entirely. The applicant is submitting a Stormwater Management Report to the City Engineer to determine the level of downstream capacity and the need for on-site detention. Preliminary analysis on the downstream public system indicates that there is adequate

capacity. The applicant requests review of the report by the City Engineer so that the detailed analysis within the revised storm water report will provide the analysis needed to waive detention requirements by the City Engineer.

3. **Municipal water. A registered civil engineer shall prepare a plan for the provision of water which demonstrates to the City Engineer's satisfaction the availability of sufficient volume, capacity, and pressure to serve the proposed development's domestic, commercial, and industrial fire flows. All plans will then be reviewed by the City Engineer.**

4. **Sanitary sewers. A registered civil engineer shall prepare a sewerage collection system plan which demonstrates sufficient on-site capacity to serve the proposed development. The City Engineer shall determine whether the existing City system has sufficient capacity to serve the development.**

5. **Solid waste and recycling storage areas. Appropriately sized and located solid waste and recycling storage areas shall be provided. Metro standards shall be used.**

Response: All required public facilities currently serve the site, including storm water, water, sanitary sewer and waste/recycling. A new 6" fire water service is proposed to provide a complete sprinkler system for both the existing and proposed new buildings. This new service will connect to the existing 8" public water line in Old River Road. There is an 8-inch sanitary sewer line in Old River Road that will continue to serve the site. There is an existing solid waste and recycling area on-site. This area will temporarily relocated in Phase I to make room for the proposed temporary portable classroom building. The area is shown on the site drawings and will be enclosed within 6' high chain link fencing with privacy slats. The area will be relocated in Phase II as shown on the site drawings within a similar fencing system with privacy slats.

J. Crime prevention and safety/defensible space.

1. **Windows shall be located so that areas vulnerable to crime can be surveyed by the occupants.**

2. **Interior laundry and service areas shall be located in a way that they can be observed by others.**

3. **Mailboxes, recycling, and solid waste facilities shall be located in lighted areas having vehicular or pedestrian traffic.**

4. **The exterior lighting levels shall be selected and the angles shall be oriented towards areas vulnerable to crime.**

5. **Light fixtures shall be provided in areas having heavy pedestrian or vehicular traffic and in potentially dangerous areas such as parking lots, stairs, ramps, and abrupt grade changes.**

6. **Fixtures shall be placed at a height so that light patterns overlap at a height of seven feet which is sufficient to illuminate a person. All commercial, industrial, residential, and public facility projects undergoing design review shall use low or high pressure sodium bulbs and be able to demonstrate effective shielding so that the light is directed downwards rather than omni-directional. Omni-directional lights of an ornamental nature may be used in general commercial districts only.**

7. **Lines of sight shall be reasonably established so that the development site is visible to police and residents.**

8. **Security fences for utilities (e.g., power transformers, pump stations, pipeline control equipment, etc.) or wireless communication facilities may be up to eight feet tall in order to protect public safety. No variances are required regardless of location.**

Response: The new building is designed with a substantial amount of glazing, both on the first and second floors of the building, which allows for surveillance from most portions of the new building. The proximity of all buildings and areas of pedestrian activity to the street enables substantial visibility (lines of sight) between the site and Old River Road. On-site lighting is proposed as light fixtures attached to buildings. These fixtures will be placed in areas that may require extra illumination, such as stairs or entryways. This site lighting will also partially illuminate the proposed parking area. However, light fixtures specific to parking areas are not proposed, as this portion of the site is visible from the street, partially illuminated and relatively safe. In addition, some concern has been expressed from neighbors about parking lot illumination impact on adjacent properties.

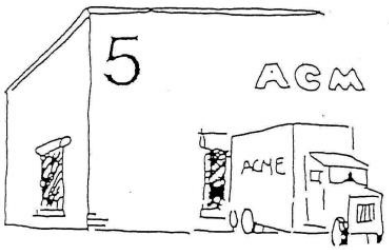
K. Provisions for persons with disabilities.

1. **The needs of a person with a disability shall be provided for. Accessible routes shall be provided between all buildings and accessible site facilities. The accessible route shall be the most practical direct route between accessible building entries, accessible site facilities, and the accessible entry to the site. An accessible route shall connect to the public right-of-way and to at least one on-site or adjacent transit stop (if the area is served by transit). All facilities shall conform to, or exceed, the Americans with Disabilities Act (ADA) standards, including those included in the Uniform Building Code.**

Response: The pedestrian network on-site includes accessible routes among the buildings and with the proposed parking area. This network also provides a direct connection between the main building and the public right-of-way.

L. Signs.

1. **Based on considerations of crime prevention and the needs of emergency vehicles, a system of signs for identifying the location of each residential unit, store, or industry shall be established.**



2. **The signs, graphics, and letter styles shall be designed to be compatible with surrounding development, to contribute to a sense of project identity, or, when appropriate, to reflect a sense of the history of the area and the architectural style.**
3. **The sign graphics and letter styles shall announce, inform, and designate particular areas or uses as simply and clearly as possible.**
4. **The signs shall not obscure vehicle driver's sight distance.**
5. **Signs indicating future use shall be installed on land dedicated for public facilities (e.g., parks, water reservoir, fire halls, etc.).**
6. **Signs and appropriate traffic control devices and markings shall be installed or painted in the driveway and parking lot areas to identify bicycle and pedestrian routes.**

Response: Signage will be submitted as a separate application.

M. Utilities. The developer shall make necessary arrangements with utility companies or other persons or corporations affected for the installation of underground lines and facilities.

Electrical lines and other wires, including but not limited to communication, street lighting, and cable television, shall be placed underground, as practical. The design standards of Tables 1 and 2 above, and of subsection 5.487 of the West Linn Municipal Code relative to existing high ambient noise levels shall apply to this section.

Response: The proposed site is within a developed neighborhood and franchise utilities such as power, telephone and communication/telecom are already installed along the street and within the site. Any new service lateral upgrades into the site will be coordinated with the appropriate service providers.)

N. Wireless communication facilities (WCFs). (This section only applicable to WCFs.) WCFs as defined in Chapter 57 CDC may be required to go through Class I or Class II design review. The approval criteria for Class I design review is that the visual impact of the WCF shall be minimal to the extent allowed by Chapter 57 CDC. Stealth designs shall be sufficiently camouflaged so that they are not easily seen by passersby in the public right-of-way or from any adjoining residential unit. WCFs that are classified as Class II design review must respond to all of the approval criteria of this chapter.

Response: No Wireless Communication Facilities are part of this proposal, therefore, this Section does not apply.

O. Refuse and recycling standards.

1. All commercial, industrial and multi-family developments over five units requiring Class II design review shall comply with the standards set forth in these provisions. Modifications to these provisions may be permitted if the Planning Commission determines that the changes are consistent with the purpose of these provisions and the City receives written evidence from the local franchised solid waste and recycling firm that they are in agreement with the proposed modifications.

2. Compactors, containers, and drop boxes shall be located on a level Portland cement concrete pad, a minimum of four inches thick, at ground elevation or other location compatible with the local franchise collection firm's equipment at the time of construction. The pad shall be designed to discharge surface water runoff to avoid ponding.

3. Recycling and solid waste service areas.

a. Recycling receptacles shall be designed and located to serve the collection requirements for the specific type of material.

b. The recycling area shall be located in close proximity to the garbage container areas and be accessible to the local franchised collection firm's equipment.

c. Recycling receptacles or shelters located outside a structure shall have lids and be covered by a roof constructed of water and insect-resistive material. The maintenance of enclosures, receptacles and shelters is the responsibility of the property owner.

d. The location of the recycling area and method of storage shall be approved by the local fire marshal.

e. Recycling and solid waste service areas shall be at ground level and/or otherwise accessible to the franchised solid waste and recycling collection firm.

f. Recycling and solid waste service areas shall be used only for purposes of storing solid waste and recyclable materials and shall not be a general storage area to store personal belongings of tenants, lessees, property management or owners of the development or premises.

g. Recyclable material service areas shall be maintained in a clean and safe condition.

4. Special wastes or recyclable materials.

a. Environmentally hazardous wastes defined in ORS 466.005 shall be located, prepared, stored, maintained, collected, transported, and disposed in a manner acceptable to the Oregon Department of Environmental Quality.

b. Containers used to store cooking oils, grease or animal renderings for recycling or disposal shall not be located in the principal recyclable materials or solid waste storage areas. These materials shall be stored in a separate storage area designed for such purpose.

5. Screening and buffering.

a. Enclosures shall include a curbed landscape area at least three feet in width on the sides and rear. Landscaping shall include, at a minimum, a continuous hedge maintained at a height of 36 inches.

b. Placement of enclosures adjacent to residentially zoned property and along street frontages is strongly discouraged. They shall be located so as to conceal them from public view to the maximum extent possible.

c. All dumpsters and other trash containers shall be completely screened on all four sides with an enclosure that is comprised of a durable material such as masonry with a finish that is architecturally compatible with the project. Chain link fencing, with or without slats, will not be allowed.

6. Litter receptacles.

a. Location. Litter receptacles may not encroach upon the minimum required walkway widths.

b. Litter receptacles may not be located within public rights-of-way except as permitted through an agreement with the City in a manner acceptable to the City Attorney or his/her designee.

c. Number. The number and location of proposed litter receptacles shall be based on the type and size of the proposed uses. However, at a minimum, for non-residential uses, at least one external litter receptacle shall be provided for every 25 parking spaces for first 100 spaces, plus one receptacle for every additional 100 spaces.

Response: There is an existing solid waste and recycling area on-site. The area is shown on the site drawings and will be enclosed within 6' high chain link fencing with privacy slats.

55.110 SITE ANALYSIS

The site analysis shall include:

A. A vicinity map showing the location of the property in relation to adjacent properties, roads, pedestrian and bike ways, transit stops and utility access.

B. A site analysis on a drawing at a suitable scale (in order of preference, one inch equals 10 feet to one inch equals 30 feet) which shows:

1. The property boundaries, dimensions, and gross area.

2. Contour lines at the following minimum intervals:

a. Two-foot intervals for slopes from zero to 25 percent; and

b. Five- or 10-foot intervals for slopes in excess of 25 percent.

3. **Tables and maps identifying acreage, location and type of development constraints due to site characteristics such as slope, drainage and geologic hazards, including a slope analysis which identifies portions of the site according to the land types (I, II, III and IV) defined in Chapter 02 CDC.**
4. **The location and width of adjoining streets.**
5. **The drainage patterns and drainage courses on the site and on adjacent lands.**
6. **Potential natural hazard areas including:**
    a. **Floodplain areas pursuant to the site's applicable FEMA Flood Map panel;**
    b. **Water resource areas as defined by Chapter 32 CDC;**
    c. **Landslide areas designated by the Natural Hazard Mitigation Plan, Map 16; and**
    d. **Landslide vulnerable analysis areas, designated by the Natural Hazard Mitigation Plan, Map 17.**
7. **Resource areas including:**
    a. **Wetlands;**
    b. **Riparian corridors;**
    c. **Streams, including intermittent and ephemeral streams;**
    d. **Habitat conservation areas; and**
    e. **Large rock outcroppings.**
8. **Potential historic landmarks and registered archaeological sites. The existence of such sites on the property shall be verified from records maintained by the Community Development Department and other recognized sources.**
9. **Identification information including the name and address of the owner, developer, project designer, lineal scale and north arrow.**
10. **Identify Type I and II lands in map form. Provide a table which identifies square footage of Type I and II lands also as percentage of total site square footage.**

    Certain development proposals required that a Traffic Impact Analysis (TIA) be provided which may result in modifications to the site plan or conditions of approval to address or minimize any adverse impacts created by the proposal. The purpose, applicability and standards of this analysis are found in CDC 85.170(B)(2).

Response: The site analysis for this project is embedded in this narrative under various the Sections addressing compliance with CDC standards, requirements and criteria. In addition, the Site Analysis can also be found represented in the various Sheets of the Preliminary Development Plans in Exhibit D

55.120 SITE PLAN

The site plan shall be at the same scale as the site analysis (CDC 55.110) and shall show:

A. The applicant's entire property and the surrounding property to a distance sufficient to determine the relationship between the applicant's property and proposed development and adjacent property and development.

B. Boundary lines and dimensions for the perimeter of the property and the dimensions for all proposed lot or parcel lines.

C. Streams and stream corridors.

D. Identification information, including the name and address of the owner, developer, project designer, lineal scale and north arrow.

E. The location, dimensions, and names of all existing and proposed streets, public pathways, easements on adjacent properties and on the site, and all associated rights-of-way.

F. The location, dimensions and setback distances of all:

1. Existing and proposed structures, improvements, and utility facilities on site; and

2. Existing structures and driveways on adjoining properties.

G. The location and dimensions of:

1. The entrances and exits to the site;

2. The parking and circulation areas;

3. Areas for waste disposal, recycling, loading, and delivery;

4. Pedestrian and bicycle routes, including designated routes, through parking lots and to adjacent rights-of-way;

5. On-site outdoor recreation spaces and common areas;

6. All utilities, including storm water detention and treatment; and

7. Sign locations.

H. The location of areas to be landscaped. Certain development proposals required that a Traffic Impact Analysis (TIA) be provided which may result in modifications to the site plan or conditions of approval to address or minimize any adverse impacts created by the proposal. The purpose, applicability and standards of this analysis are found in CDC 85.170(B)(2).

Response: All of the Site Plan requirements indicated in this Section can be found on the Site Plan on Sheet C1.0 and C1.1 of the Preliminary Development Plans in Exhibit D.

55.125 TRANSPORTATION ANALYSIS

Certain development proposals required that a Traffic Impact Analysis (TIA) be provided which may result in modifications to the site plan or conditions of approval to address or minimize any adverse impacts created by the proposal. The purpose, applicability and standards of this analysis are found in CDC 85.170(B)(2). (Ord. 1584, 2008)

Response: A transportation analysis in the form of a Traffic Impact Study has been provided in this application package as Exhibit F.

55.130 GRADING AND DRAINAGE PLANS

For Type I, II and III lands (refer to definitions in Chapter 02 CDC), a registered civil engineer must prepare a grading plan and a storm detention and treatment plan pursuant to CDC 92.010(E), at a scale sufficient to evaluate all aspects of the proposal, and a statement that demonstrates:

A. The location and extent to which grading will take place indicating general contour lines, slope ratios, slope stabilization proposals, and location and height of retaining walls, if proposed.

B. All proposed storm detention and treatment facilities comply with the standards for the improvement of public and private drainage systems located in the West Linn Public Works Design Standards.

C. There is sufficient factual data to support the conclusions of the plan.

D. Per CDC 99.035, the Planning Director may require the information in subsections A, B and C of this section for Type IV lands if the information is needed to properly evaluate the proposed site plan.

E. For Type I, II and III lands (refer to definitions in Chapter 02 CDC), the applicant must provide a geologic report, with text, figures and attachments as needed to meet the industry standard of practice, prepared by a certified engineering geologist and/or a geotechnical professional engineer, that includes:

1. Site characteristics, geologic descriptions and a summary of the site investigation conducted;

2. Assessment of engineering geological conditions and factors;

3. Review of the City of West Linn's Natural Hazard Mitigation Plan and applicability to the site; and

4. Conclusions and recommendations focused on geologic constraints for the proposed land use or development activity, limitations and potential risks of development, recommendations for mitigation approaches and additional work needed at future development stages including further testing and monitoring.

F. Identification information, including the name and address of the owner, developer, project designer, and the project engineer.

Response: A Preliminary Drainage Report (Exhibit E), Grading Plan (Sheet C2.0 in Exhibit D) and Utility Plan (Sheet C3.0 in Exhibit D) are all included in this application package. The Preliminary Drainage Report (and associated calculations) both convey and outline compliance with the standards, definitions and requirements of CDC Chapter 2 and Section 92.010(E). A conveyance network of underground piping will both treat and convey runoff to public storm mains located at the perimeter of the site and in public-right-of-way. The storm drainage system is completely separate from the sanitary sewer system. Filter strips are proposed to treat new impervious sidewalk along Old River Road frontage and/or a storm water planter treats the runoff from public right-of-way on Old River Road.

All required public facilities currently serve the site, including storm water, water, sanitary sewer and waste/recycling. A new storm water management system is also proposed to serve on-site flow and collection through a surface rain garden and onsite detention system for the new development areas. This new system will discharge onsite drainage to the existing public storm drainage system in Old River Road.

In addition, the City Engineer has indicated that at this location it may be possible to eliminate detention entirely. The applicant is submitting a Stormwater Management Report to the City Engineer to determine the level of downstream capacity and the need for on-site detention. Preliminary analysis on the downstream public system indicates that there is adequate capacity. The applicant requests review of the report by the City Engineer so that the detailed analysis within the revised storm water report will provide the analysis needed to waive detention requirements by the City Engineer.

55.140 ARCHITECTURAL DRAWINGS

This section does not apply to single-family residential subdivisions or partitions, or up to two duplexes or single-family attached dwellings.

Architectural drawings shall be submitted showing:

A. Building elevations and sections tied to curb elevation;

B. Building materials: color and type; and

C. The name of the architect or designer.

Response: Architectural drawings are included on Sheets A301 and A302 in the Preliminary Development Plans in Exhibit D. These drawings include elevations, building materials and the name of the architect.

55.150 LANDSCAPE PLAN

This section does not apply to detached single-family residential subdivisions or partitions, or up to two duplexes or single-family attached dwellings.

A. The landscape plan shall be prepared and shall show the following:

1. **Preliminary underground irrigation system, if proposed;**
2. **The location and height of fences and other buffering of screening materials, if proposed;**
3. **The location of terraces, decks, patios, shelters, and play areas, if proposed;**
4. **The location, size, and species of the existing and proposed plant materials, if proposed; and**
5. **Building and pavement outlines.**

B. The landscape plan shall be accompanied by:

1. **The erosion controls that will be used, if necessary;**
2. **Planting list; and**
3. **Supplemental information as required by the Planning Director or City Arborist.**

Response: A Landscape Plan is included on Sheets L0.01-L1.03 of the Preliminary Development Plans in Exhibit D. These plans include landscaped areas, outdoor areas, irrigation system, screening information, building outlines and a planting list.

55.170 EXCEPTIONS TO UNDERLYING ZONE, YARD, PARKING, SIGN PROVISIONS, AND LANDSCAPING PROVISIONS

A. The Planning Director may grant an exception to the dimensional building setback or yard requirements in the applicable zone based on findings that the approval will satisfy the following criteria:

1. **A minor exception that is not greater than 20 percent of the required setback.**
2. **A more efficient use of the site.**
3. **The preservation of natural features that have been incorporated into the overall design of the project.**
4. **No adverse affect to adjoining properties in terms of light, air circulation, noise levels, privacy, and fire hazard.**
5. **Safe vehicular and pedestrian access to the site and safe on-site vehicular and pedestrian circulation.**

Response: The applicant is not requesting adjustments to the underlying zone, yard, parking, sign provisions, nor landscaping provisions.

B. The Planning Director may grant an exception to the off-street parking dimensional and minimum number of space requirements in the applicable zone so long as the following criteria are met:

1. **The minor exception is not greater than 10 percent of the required parking;**
2. **The application is for a use designed for a specific purpose which is intended to be permanent in nature (for example, a nursing home) and which has a low demand for off-street parking; or**

3. **There is an opportunity for sharing parking and there is written evidence that the property owners are willing to enter into a legal agreement; or**

4. **Public transportation is available to the site reducing the standards and will not adversely affect adjoining uses, and there is a community interest in the preservation of particular natural feature(s) of the site which make it in the public interest to grant an exception to parking standards.**

Response: A variance is requested for reduced required minimum number of parking spaces.

55.180 MAINTENANCE

All on-site improvements shall be the ongoing responsibility of the property owner or occupant.

Response: The applicant understands the ongoing responsibility of the property owner or occupant for all on-site improvements.

CHAPTER 60: CONDITIONAL USES

60.030 ADMINISTRATION AND APPROVAL PROCESS

A. Conditional use applications shall be decided by the Planning Commission in the manner set forth in CDC 99.060(B). A petition for review by the Council may be filed as provided by CDC 99.240(B).

Response: The applicant understands that the application shall be decided by the Planning Commission, as set forth in CDC 99.060(B).

B. All approved conditional use applications in new buildings, or buildings with a major modification, shall be subject to design review under the provisions of Chapter 55 CDC, and in the manner set forth in CDC 99.060(B).

Response: This application includes new and existing buildings. The applicant understands that the application for Conditional Use requires and additional application for Class II Design Review. This application package includes both Conditional Use and Design Review applications and associated required material.

C. All approved conditional use applications within existing buildings shall not be subject to design review.

Response: This application includes new and existing buildings. The applicant understands that the application for Conditional Use requires and additional application for Class II Design Review. This application package includes both Conditional Use and Design Review applications and associated required material.

60.040 TIME LIMIT ON A CONDITIONAL USE APPROVAL

Approval of a conditional use that required a design review shall be subject to the time limitations set forth in CDC 55.040. Approval of a conditional use that did not require design review shall be void unless either the use is commenced or an extension is granted per CDC 99.325 within three years of the approval.

Response: The applicant understands that approval of a conditional use that required a design review shall be subject to the time limitations set forth in CDC 55.040., which is 3 years. Further, the applicant understands that an approval of a conditional use and associated design review shall be void unless either the use is commenced or a 2-year extension is granted, per CDC 99.325, within three years of the approval.

60.050 BUILDING PERMITS FOR AN APPROVED CONDITIONAL USE

Building permits for all or any portion of a conditional use shall be issued only on the basis of the conditional use plan and conditions as approved by the Planning Commission.

Response: The applicant understands that approval of a conditional use by the Planning Commission will include specific approvals and conditions, and that subsequent building permits will be based on those approvals and conditions.

60.060 APPLICATION

A. A conditional use application shall be initiated by the property owner or the owner's authorized agent.

B. A prerequisite to the filing of an application is a pre-application conference at which time the Director shall explain the requirements and provide the appropriate forms as specified in CDC 99.030(B) and (C).

C. A prerequisite to the filing of an application is a meeting with the respective City-recognized neighborhood association, per CDC 99.038, at which time the applicant will present his/her proposal and receive comments.

D. An application for a conditional use shall include the completed application form and:

1. A narrative which addresses the approval criteria set forth in CDC 60.070 and which sustains the applicant's burden of proof;

2. A site plan as provided by CDC 60.080; and

3. If site modification or construction is proposed, a storm detention and treatment plan and narrative pursuant to CDC 92.010(E).

One original application form must be submitted. One copy at the original scale and one copy reduced to 11 inches by 17 inches or smaller of all drawings and plans must be submitted. One copy of all other items must be submitted. The applicant shall also submit one copy of the complete application in a digital format acceptable to the City. When the application submittal is determined to be complete, additional copies may be required as determined by the Community Development Department.

E. The applicant shall pay the requisite fee.

Response: The application form for this application has been signed by the current owner (owner of record) and the application shall be reviewed as a Class II Quasi-Judicial Procedure. A pre-application conference was held on January 18, 2018, per this requirement, and is referred to as PA-18-04. Notes were provided by the City and are included in this application in Exhibit C, Pre-Application Conference Notes. Neighborhood Meeting Materials are also included with this application package in Exhibit H. In addition, a narrative herein is also provided as Exhibit I. The Preliminary Drainage Report has been provided in Exhibit E, with design of storm water facilities depicted in the Utility Plan on Sheet C3.0 in Exhibit D, Preliminary Development Plans. The required sizes and number of copies are all included as part of the application package, including the correct fee amount of $20,130 made out to the City of West Linn.

60.070 APPROVAL STANDARDS AND CONDITIONS

A. The Planning Commission shall approve, approve with conditions, or deny an application for a conditional use, except for a manufactured home subdivision in which case the approval standards and conditions shall be those specified in CDC 36.030, or to enlarge or alter a conditional use based on findings of fact with respect to each of the following criteria:

1. The site size and dimensions provide:

a. Adequate area for the needs of the proposed use; and

b. Adequate area for aesthetic design treatment to mitigate any possible adverse effect from the use on surrounding properties and uses.

Response: The overall proposed project development area is approximately 38,500 square feet (paving and roof areas) and the overall site size is 64,430 square feet (approximately 1.48 acres). This equates to approximately 59.8% of the overall site needed for the proposed development area and associated school use. The proposed use requires 48 parking spaces and 37 spaces are provided. The parking includes all required landscaping and screening, as well as pedestrian connections and vehicle accessways. Therefore, the size of the site is more than adequate to accommodate the needs of the proposed use.

2. The characteristics of the site are suitable for the proposed use considering size, shape, location, topography, and natural features.

Response: The overall proposed project development area is approximately 38,500 square feet (paving and roof areas) and the overall site size is 64,430 square feet (approximately 1.48 acres). This equates to approximately 59.8% of the overall site needed for the proposed development area and associated school use. The proposed increase in floor area for Phase I is approximately 24% beyond the existing floor area. The proposed development is located on an existing developed site that is relatively uniform in shape as a square or rectangle and is served by adjacent streets and utilities. The site has been used as an institutional use (church and/or school) in a residential neighborhood since the 1960's. Therefore, the size, shape and location of the site is more than adequate to accommodate the relatively minor impacts of the proposed use. The site slopes from the northwest to the southeast, with some grading or cut/fill required. There are no significant natural features on, or adjacent to, the overall site. No significant amount of additional traffic will be generated from the campus redevelopment, with a limited number of additional trips anticipated. All required parking for the school use is provided on the existing site through the proposed parking lot areas.

3. The granting of the proposal will produce a facility that provides an overall benefit to the City.

Response: This small neighborhood school will provide many overall benefits to the City. The school will provide a local opportunity for education and community connection, including the use of the facility as a community center for a variety of local events. Short-term economic benefits include salaries for instructors, with long-term benefits including the advantages of education and training of future residents of the City.

4. Adequate public facilities will be available to provide service to the property at the time of occupancy.

Response: All required public facilities currently serve the site, including storm water, water and sanitary sewer (West Linn Public Works), waste/recycling (West Linn Refuse), electrical (PGE), and Gas (NW Natural). A new storm water management system is also proposed to serve on-site flow and collection through a surface rain garden and onsite underground detention system for the new development areas. This new system will discharge onsite drainage to the existing public storm drainage system in Old River Road. A new 6" fire water service is proposed to provide a complete sprinkler system for both the existing and proposed new buildings. This new service will connect to the existing 8" public water line in Old River Road.. There is an 8-inch sanitary sewer line in Old River Road that will continue to serve the site. There is an existing solid waste and recycling area on-site. This area will temporarily relocated in Phase I to make room for the proposed temporary portable classroom building. The area is shown on the site drawings and will be enclosed within 6' high chain link fencing with privacy slats. The area will be relocated in Phase II as shown on the site drawings within a similar fencing system with privacy slats.

5. The applicable requirements of the zone are met, except as modified by this chapter.

Response: All applicable requirements of the underlying R-10 zoning district are met, through both the Conditional Use approval criteria and the associated R-10 standards, which are addressed in this narrative. However, two Variances are requested for loading space requirements and minimum distance between parking and building front entrance. In addition, an Adjustment for minimum parking is also requested in this application. All of these requests are addressed in this narrative.

6. The supplementary requirements set forth in Chapters 52 to 55 CDC and CDC 92.010(E) are met, if applicable.

Response: The supplementary requirements set forth in the other chapters of this code, including, but not limited to, Chapters 52 to 55 and CDC 92.010(E), are addressed in this narrative.

7. The use will comply with the applicable policies of the Comprehensive Plan.

Policy 4 (Section 1: Air Quality – GOAL 6: Air, Water, and Land Resources Quality

Encourage the use of alternative modes of transportation, including mass transit, walking, and bicycling.

In the design of the school, the supporting transportation infrastructure, and pathway improvements will facilitate safe and convenient multi-modal access.

Response: The proposal includes an on-site pedestrian network connecting vehicle areas with entryways, bike storage, classrooms, and active open space (playground). A 6-foot asphalt pathway along the front of the school is also proposed, with provision of right-of-way for a future bike lane. There is an existing transit facilities (bus stop) near the intersection of Willamette /Drive and Cedar Oak Drive, approximately .2 miles from the subject property. The proposal also includes a pick-up drop-off area that provides safe and convenient multi-modal access to the entryway.

Policy 1 (Section 2: Water Quality – GOAL 6: Air, Water, and Land Resources Quality)

Require that new development be designed and constructed to prevent degradation of surface and ground water quality by runoff.

Appropriate erosion control and water quality measures will be taken to comply with this policy and related regulations. These measures will be reviewed by the city as part of the building permit process.

Response: Appropriate erosion control and water quality measures will be taken to comply with this policy and related regulations. These measures will be reviewed by the city as part of the building permit process. A new 6" fire water service is proposed to provide a complete sprinkler system for both the existing and proposed new buildings. This new service will connect to the existing 8" public water line in Old River Road.

Policy 4 (Water Quality)

Require that new development be connected to the City's sanitary sewer system.

Response: There is an 8-inch sanitary sewer line in Old River Road that will continue to serve the site.

Policy 2 (Section 4: Noise Control)

Require development proposals that are expected to generate noise to incorporate landscaping and other techniques to reduce noise impacts to levels compatible with surrounding land uses.

Response: All proposed landscaping is indicated on the Landscape Plan on Sheets L0.01-L1.03 in Exhibit D, Preliminary Development Plans. This proposed landscaping is partially designed to buffer and screen abutting properties for aesthetic and noise control purposes. In addition, buildings are located to provide a courtyard effect that will also buffer noise from abutting properties.

Policy 3 (Section 4: Noise Control)

Require new commercial, industrial, and public facilities to be designed and landscaped to meet Department of Environmental Quality (DEQ) and City noise standards.

Response: The noise policies will be satisfied because the proposed improvements will not appreciably change use patterns on the site or increase associated noise. The building function, orientation, and capacity will remain essentially as it is today.

Policy 4 (Section 4: Noise Control)

As part of the land use application submittal for a noise-generating use, require the applicant to include a statement from a licensed acoustical engineer, and, if necessary, from DEQ, declaring that all applicable standards can be met.

Response: Noise policies 2, 3, and 4 above will be satisfied because the proposed improvements will not appreciably change use patterns on the site or increase associated noise. Most important, the building function, orientation, and capacity will remain essentially as it is today. The noise policies will be satisfied because the proposed improvements will not appreciably change use patterns on the site or increase associated noise.

Policy 3 (Section 3: Storm Drainage - GOAL 11: Public Facilities and Services)

Protect downstream areas from increased storm water runoff by managing runoff from upstream development and impacts on adjacent natural drainageways and their associated vegetation.

Response: The proposed site work has been designed to meet this policy. The proposed site work will not have any appreciable impact on storm water runoff because the amount of impervious surface will remain virtually the same as it is today. A new storm water management system is proposed to serve on-site flow and collection through a surface rain garden and onsite underground detention system for the new development areas. This new system will discharge onsite drainage to the existing public storm drainage system in Old River Road. The subject site is highly constrained, and although there may technically be room for a detention pond, the size and location (due to easements and offsets) would preclude any functional or significant play area for the students and neighbors. The City's Public Works Code allows for the possibility of underground detention if surface facilities are not practicable.

All required public facilities currently serve the site, including storm water, water, sanitary sewer and waste/recycling. A new storm water management system is also proposed to serve on-site flow and collection through a surface rain garden and onsite detention system for the new development areas. This new system will discharge onsite drainage to the existing public storm drainage system in Old River Road.

In addition, the City Engineer has indicated that at this location it may be possible to eliminate detention entirely. The applicant is submitting a Stormwater Management Report to the City Engineer to determine the level of downstream capacity and the need for on-site detention. Preliminary analysis on the downstream public system indicates that there is adequate capacity. The applicant requests review of the report by the City Engineer so that the detailed analysis within the revised storm water report will provide the analysis needed to waive detention requirements by the City Engineer.

Policy 1: (Section 7: Schools - GOAL 11: Public Facilities and Services)

Encourage the School District to build schools on collectors or arterial streets and, where possible, along transit lines.

Response: As noted in this application, a neighborhood institutional use (public facility) has been in this location for a long time, and it is well-integrated with the neighborhood. Continued access to the school has been provided without undue impacts on the neighborhood. The multi-modal access improvements coupled with building orientation and new landscaping and buffering will enhance both accessibility and compatibility with the surrounding neighborhood.

Policy 2: (Section 7: Schools - GOAL 11: Public Facilities and Services)

Encourage the use of energy-responsive materials and processes in the design of schools where economically feasible.

Response: As noted in the project description, the school will employ energy-saving design features. In addition, the school will be required to meet current building and energy codes, which will result in vastly superior energy and resource conservation compared to the existing building.

Policy 4: (Section 7: Schools - GOAL 11: Public Facilities and Services)

School design, use, and parking will be responsive to and compatible with surrounding neighborhoods and existing land uses.

Response: As noted in this application, an institutional use has been in this location for a long time, and it is well-integrated with the neighborhood. The proposed school will further enhance its relationship with the neighborhood by having a similar intensity of use, public street improvements and multi-modal accessibility, improved building design and orientation and additional landscaping and buffering.

Policy 4: Bicycles (GOAL 12: Transportation)

Require new commercial, industrial, and institutional development to provide on-site facilities for bicycle parking and storage.

Response: The proposed bicycle parking spaces will continue to provide improved parking convenience for cyclists, including a combination of covered and uncovered spaces near the front entrance.

Policy 1b: Pedestrians (GOAL 12: Transportation)

Provide connections to schools, recreation facilities, community centers, and transit facilities.

Response: The public street and on-site walkway system will be enhanced significantly, including new pathway improvements along the frontage and on-site pedestrian network.

Policy 1c: Pedestrians (GOAL 12: Transportation)

Use off-street pedestrian "short-cut" pathways to provide routes where physical constraints or existing development preclude the construction of streets with sidewalks.

Response: An on-site pedestrian network is included as part of site design. In addition, a 6-foot wide asphalt multipurpose path is also proposed along the frontage of the site.

Policy 1e: Pedestrians (GOAL 12: Transportation)

Eliminate gaps in the existing walkway network and provide pedestrian linkages between neighborhoods.

Response: The existing church facility does not have full half-street improvements including sidewalk. In partnership with the City, the Applicant will provide a 6-wide asphalt pedestrian pathway for

the frontage along Old River Road that abuts the school property. These improvements, along with the pathways noted above, will greatly improve the safety and convenience of walking or bicycling to school.

Policy 2: Pedestrians (GOAL 12: Transportation)

Employ a variety of methods to promote safe and convenient pedestrian access in addition to, or instead of, sidewalks in older developed areas of West Linn without sidewalks.

Response: The existing church facility does not have full half-street improvements, including sidewalk. In partnership with the City and as an exception to the cross-section required under the Public Works standards, the Applicant will provide a 6-wide asphalt pedestrian pathway for the frontage along Old River Road that abuts the school property. These improvements, along with the on-site pathways noted above, will greatly improve the safety and convenience of walking or bicycling to school.

Policy 6: (GOAL 13: Energy Conservation)

Encourage the use of energy-conscious design and materials in all public facilities.

Response: As noted in the project description, the building design incorporates methods to reduce energy demand for lighting, heating, and cooling. It also features a roof design that can accommodate future solar energy equipment.

Policy 7: (GOAL 13: Energy Conservation)

Encourage the construction and maintenance of sidewalks and bike paths/ways to promote alternative modes of transportation.

Response: The existing church facility does not have full half-street improvements, including sidewalk. In partnership with the City and as an exception to the cross-section required under the Public Works standards, the Applicant will provide a 6-wide asphalt pedestrian pathway for the frontage along Old River Road that abuts the school property. These improvements, along with the on-site pathways noted above, will greatly improve the safety and convenience of walking or bicycling to school.

Overall, the proposed development of the site complies with the applicable policies of the Comprehensive Plan.

B. An approved conditional use or enlargement or alteration of an existing conditional use shall be subject to the development review provisions set forth in Chapter 55 CDC.

Response: Chapter 55 is addressed in a separate section of this narrative.

C. The Planning Commission may impose conditions on its approval of a conditional use which it finds are necessary to assure the use is compatible with other uses in the vicinity. These conditions may include, but are not limited to, the following:

1. **Limiting the hours, days, place, and manner of operation.**
2. **Requiring design features which minimize environmental impacts such as noise, vibration, air pollution, glare, odor, and dust.**
3. **Requiring additional setback areas, lot area, or lot depth, or width.**
4. **Limiting the building height, size or lot coverage, or location on the site.**
5. **Designating the size, number, location and design of vehicle access points.**
6. **Requiring street right-of-way to be dedicated and the street to be improved including all steps necessary to address future street improvements identified in the adopted Transportation System Plan.**

7. **Requiring participation in making the intersection improvement or improvements identified in the Transportation System Plan when a traffic analysis (compiled as an element of a conditional use application for the property) indicates the application should contribute toward.**
8. **Requiring landscaping, screening, drainage, and surfacing of parking and loading areas.**
9. **Limiting the number, size, location, height, and lighting of signs.**
10. **Limiting or setting standards for the location and intensity of outdoor lighting.**
11. **Requiring berming, screening, or landscaping and the establishment of standards for their installation and maintenance.**
12. **Requiring and designating the size, height, location, and materials for fences.**
13. **Requiring the protection and preservation of existing trees, soils, vegetation, watercourses, habitat areas, and drainage areas.**

Response: The applicant understands that approval of a conditional use by the Planning Commission will include specific approvals and conditions, and that subsequent building permits will be based on those approvals and conditions, including those identified in this Section.

D. Aggregate extraction uses shall also be subject to the provisions of ORS 541.605.

Response: No aggregate extraction is proposed, therefore, this Section does not apply.

E. The Historic Review Board shall review an application for a conditional use, or to enlarge a conditional use on a property designated as a historic resource, based on findings of fact that the use will:

1. **Preserve or improve a historic resource which would probably not be preserved or improved otherwise; and**
2. **Utilize existing structures rather than new structures.**

Response: The subject property does not include any historic resources, therefore, this Section does not apply.

60.080 SITE PLAN AND MAP

A. All site plans and maps shall include the name, address, and telephone number of the applicant, the scale of the site plan, north arrow, and a vicinity map.

B. The applicant shall submit a site plan drawn to an appropriate scale (in order of preference, one inch equals 10 feet to one inch equals 30 feet) which contains the following information:

1. **The subdivision name, block, and lot number or the section, township, range, and tax lot number.**
2. **The lot or parcel boundaries, dimensions, and gross area.**
3. **The applicant's property and the surrounding property to a distance sufficient to determine the relationship between the applicant's property and proposed development to the adjacent property and development.**
4. **The location, dimensions, and names of all existing and platted streets and other public ways and easements on adjacent property and on the site.**
5. **The location, dimensions, and setback distances of all:**
    a. **Existing structures, improvements, utilities, and drainage facilities on adjoining properties;**

b. Existing structures, improvements, utilities, and drainage facilities to remain on the site; and

c. Proposed structures or changes to existing structures, improvements, utilities, and drainage facilities.

6. The existing and proposed dimensions of:

a. The entrances and exits to the site;

b. The parking and circulation areas;

c. Loading and service areas for waste disposal, loading and delivery;

d. Pedestrian and bicycle circulation area;

e. On-site outdoor recreation spaces and common areas; and

f. Above-ground utilities.

7. The location of areas to be landscaped and the proposed landscape plan.

8. The location of all trees having a six-inch caliper at a height of five feet.

C. The applicant shall submit the site plan on a map showing two-foot contours up to 20 percent grade and 10-foot contours on grades above 20 percent.

Response: All of the Site Plan requirements indicated in this Section can be found on the Site Plans on Sheets C1.0 and C1.1of the Preliminary Development Plans in Exhibit D.

60.100 ADDITIONAL CRITERIA FOR SCHOOLS AND OTHER GOVERNMENT FACILITIES

Schools and other government facilities that attract a regular and significant volume of users shall, to the greatest extent possible, be centrally located relative to the majority of the population that they will serve and be serviceable by sidewalks and bike routes/lanes. Police and fire stations shall meet these standards to the greatest extent possible but it is acknowledged that access to arterials remains a key locational determinant for those uses.

Response: The proposed school is centrally located based on the clientele and enrollment demographics. Most attendees of the school will come from within 10 miles of the facility. Enrollment is constituted as follows: approximately 1/3 of the families come from West Linn; 1/3 of the families come from Sellwood (Portland), and 1/3 of the families come from Oregon City.

CHAPTER 75: VARIANCES AND SPECIAL WAIVERS

75.020 CLASSIFICATION OF VARIANCES

A. Class I Variance. Class I variances provide minor relief from certain code provisions where it can be demonstrated that the modification will not harm adjacent properties, and it conforms with any other code requirements. Class I variances are allowed for the following code provisions:

1. Required Yard and Minimum Lot Dimensional Requirements. Required yards may be modified up to 20 percent, lot dimensions by up to 10 percent and lot area by up to five percent if the decision-making authority finds that the resulting approval:

a. Provides for a more efficient use of the site;

b. Preserves and incorporates natural features into the overall design of the project;

c. Does not adversely affect adjoining properties in terms of light, air circulation, noise levels, privacy, and fire hazards; and

d. Provides for safe vehicular and pedestrian access to the site and safe on-site vehicular and pedestrian circulation.

2. Off-street parking dimensional and minimum number of space requirements may be modified up to 10 percent if the decision-making authority finds that the use is designed for a specific purpose, which is intended to be permanent in nature.

3. Dimensional sign requirements may be modified up to 10 percent if the decision-making authority finds that the proposed larger sign is:

a. Necessary for adequate identification of the use on the property; and

b. Compatible with the overall site plan, the structural improvements, and with the structures and uses on adjoining properties.

4. Landscaping requirements in the applicable zone may be modified up to 10 percent if the decision-making authority finds that the resulting approval:

a. Provides for a more efficient use of the site;

b. Preserves and incorporates natural features into the overall design of the project; and

c. Will have no adverse effect on adjoining property.

Response: A Class I Variance is being requested for landscaping requirements by 10%. The applicable criteria is addressed below.

4. **Landscaping requirements in the applicable zone may be modified up to 10 percent if the decision-making authority finds that the resulting approval:**

c. Provides for a more efficient use of the site;

d. Preserves and incorporates natural features into the overall design of the project; and

c. Will have no adverse effect on adjoining property.

Response: The minimum required landscaping between the parking area and the street is 10 feet. The proposed landscape area is 9 feet. The proposed difference is 10%. This allowance of an extra foot allows additional room for site development, including driveway aisles and parking spaces. The overall proposal preserves and incorporates natural features on the site, including trees. The reduction of one foot of landscape area will be imperceptible, therefore, there will no adverse effect on adjoining properties.

B. Class II Variance. Class II variances may be utilized when strict application of code requirements would be inconsistent with the general purpose of the CDC and would create a burden upon a property owner with no corresponding public benefit. A Class II variance will involve a significant change from the code requirements and may create adverse impacts on adjacent property or occupants. It includes any variance that is not classified as a Class I variance or special waiver.

Response: Two Variances are being requested and they do not qualify under the Class I Variance criteria listed in 75.020.A.1-4, therefore, this Section does apply. The two requested Variances will be considered Class II, and are for the following standards:

1) CDC 46.090, Minimum Off-Street Parking Space Requirements; and

2) CDC 46.130, Loading Bay Requirements

Each of these Variances is addressed separately, below.

CDC 46.090, Minimum Off-Street Parking Space Requirements

1. Class II Variance Approval Criteria. The approval authority may impose appropriate conditions to ensure compliance with the criteria. The appropriate approval

authority shall approve a variance request if all the following criteria are met and corresponding findings of fact prepared.

a. The variance is the minimum variance necessary to make reasonable use of the property. To make this determination, the following factors may be considered, together with any other relevant facts or circumstances:

1) Whether the development is similar in size, intensity and type to developments on other properties in the City that have the same zoning designation.

2) Physical characteristics of the property such as lot size or shape, topography, or the existence of natural resources.

3) The potential for economic development of the subject property.

Response: The minimum required parking spaces is 48, and the proposed number of parking spaces is 37. This is indicated in detail in the parking analysis on Sheets C1.0 and C1.1. The 37 spaces (versus 48) is the minimum variance necessary to make reasonable use of the property.

The lot size is just large enough to accommodate the school program, vehicular and pedestrian areas, storm water treatment and detention, tree preservation and landscape requirements, pedestrian network and outdoor learning and play areas. The steep topography of the site also significantly restricts the addition of additional parking. The proposed development is similar in size, intensity and type to developments on other properties in the City with the same zoning designation. The application is for redevelopment of an existing public facility use. Existing parking at the site currently meets CDC requirements for Phase II. However, the City of West Linn requirement for a pick-up drop-off area of students reduces the number of parking spaces. The attached memo from Lancaster Engineering (Exhibit K) addresses city required vehicular circulation improvements that reduce available parking but will increase site safety, queuing, and both vehicular and pedestrian circulation.

b. The variance will not result in violation(s) of any other code standard, and the variance will meet the purposes of the regulation being modified.

Response: The proposed reduction in minimum parking does not result in violation of other code standards. Applicable Code standards, including specific standards in Chapter 46, are being met. Compliance with these standards are addressed in this narrative and are depicted visually in the plan set. The application eliminates some existing stalls in the interest of providing greater pick-up and drop-off area for parents. The extended pick-up/drop-off area reduces the need for greater parking and provides a safer circulation for pedestrians and vehicles.

c. The need for the variance was not created by the applicant and/or owner requesting the variance.

Response: The need for the variance was generated by the City as a response to requirements for student drop off and pick up circulation. The vehicular circulation required by the City eliminates 12 parking stalls that previously counted towards addressing the minimum number of spaces required. In addition, the lot size of the subject site is relatively constrained when considering building size needs, preservation of trees, a necessary pedestrian network and required parking areas. Finally, a requirement for minimum parking space distances would diminish the ability to provide all other elements required of the development, thereby jeopardizing the project feasibility.

d. If more than one variance is requested, the cumulative effect of the variances results in a project that is consistent with the overall purpose of the zone.

Response: Two variances are being requested, however, the cumulative effect of the variances is still consistent with the Conditional Use in an R-10 zone. The purpose of the zone is to allow primarily residential use and development, with other uses allowed through a Conditional Use. If the Conditional Use is approved and associated standards are met, then it can be deduced that the effect of the variances is consistent with the overall purpose of the R-10 zone, which allows for schools as a Conditional Use.

CDC 46.130, Loading Bay Requirements

1. Class II Variance Approval Criteria. The approval authority may impose appropriate conditions to ensure compliance with the criteria. The appropriate approval authority shall approve a variance request if all the following criteria are met and corresponding findings of fact prepared.

a. The variance is the minimum variance necessary to make reasonable use of the property. To make this determination, the following factors may be considered, together with any other relevant facts or circumstances:

1) Whether the development is similar in size, intensity and type to developments on other properties in the City that have the same zoning designation.

2) Physical characteristics of the property such as lot size or shape, topography, or the existence of natural resources.

3) The potential for economic development of the subject property.

Response: The variance being requested is the minimum needed to negate the requirement for a loading bay that is not functionally necessary for the proposed use. The existing church does not have a loading bay and was never necessary. This is also true for the proposed use. The standard in CDC under 46.130 states that for a building over 10,000 square feet, a loading space with minimum dimensions of 14 feet wide and 20 feet long is required. Nearly all of the deliveries required for the operation of the school can be accomplished by a large van that could fit in one of the standard parking lot spaces on a temporary basis. Due to site size and requirements for certain building square footage to accommodate minimal enrollment feasibility, it is not practicable to include a truck loading space as part of the development.

The site size is similar to other commercial properties along Willamette Drive that do not have designated loading spaces. Again, the lot size of the subject site is relatively constrained when considering building size needs, preservation of trees, a necessary pedestrian network and required parking areas. Finally, a requirement for truck loading would diminish the ability to provide all other elements required of the development, thereby jeopardizing the project feasibility.

b. The variance will not result in violation(s) of any other code standard, and the variance will meet the purposes of the regulation being modified.

Response: The variance being requested does not result in violation of any other applicable Code standard, as all other applicable Code standards are addressed in this narrative indicating compliance. The purpose of this regulation is to ensure that a designated space is provided for normal on-site loading. The proposed parking spaces can provide the adequate space needed for temporary on-site loading.

c. The need for the variance was not created by the applicant and/or owner requesting the variance.

Response: The variance being requested is not necessarily resultant of any action by the owner. The normal functioning of the school simply does not require a relatively large loading space for normal operation.

d. If more than one variance is requested, the cumulative effect of the variances results in a project that is consistent with the overall purpose of the zone.

Response: Two variances are being requested, however, the cumulative effect of the variances is still consistent with the Conditional Use in an R-10 zone. The purpose of the zone is to allow primarily residential use and development, with other uses allowed through a Conditional Use. If the Conditional Use is approved and associated standards are met, then it can be deduced that the effect of the variances is consistent with the overall purpose of the R-10 zone, which allows for schools as a Conditional Use.

C. Special Waivers. Special waivers are only applicable in mixed use and non-residential zoning districts. Special waivers may be granted by the approval authority when it can be shown that the proposed site design provides a superior means of furthering the intent and purpose of the regulation to be waived. A special waiver involves a waiver of a standard to permit a specific proposed development. It does not require demonstration of a hardship. It is a request to modify specific requirements in order to provide a superior site design that would not otherwise be possible under the standard requirements of the code.

Response: No Special Waiver is being requested, therefore, this Section does not apply.

75.030 ADMINISTRATION AND APPROVAL PROCESS

A. Class I variances shall be decided by the Planning Director in the manner set forth in CDC 99.060(A). An appeal may be taken as provided by CDC 99.240(A).

B. Class II variances and special waivers shall be decided by the Planning Commission in the manner set forth in CDC 99.060(B). A petition for review by the Council may be filed as provided by CDC 99.240(B).

Response: Both requested Class II Variances are included with this application package and will be reviewed by the Planning Commission as part of this Quasi-Judicial Procedure, per CDC 99.060(A).

75.040 TIME LIMIT ON A VARIANCE AND SPECIAL WAIVERS

Approval of a variance or special waiver shall be void after three years unless substantial construction has taken place or an extension is granted per Chapter 99 CDC.

Response: The applicant understands that approval of the variances shall be subject to the time limitations set forth in CDC 55.040., which is 3 years. Further, the applicant understands that an approval of the variances shall be void unless either the use is commenced or a 2-year extension is granted, per CDC 99.325, within three years of the approval.

75.050 APPLICATION

A. A variance request shall be initiated by the property owner or the owner's authorized agent.

B. A prerequisite to the filing of an application for a Class II variance or special waiver is a pre-application conference at which time the Planning Director shall explain the requirements and provide the appropriate form(s).

C. An application for a variance shall include the completed application form and:

1. A narrative which addresses the approval criteria set forth in CDC 75.020, and which sustains the applicant's burden of proof.

2. A site plan as provided by CDC 75.060.

One original application form must be submitted. One copy at the original scale and one copy reduced to 11 inches by 17 inches or smaller of all drawings and plans must

be submitted. One copy of all other items must be submitted. The applicant shall also submit one copy of the complete application in a digital format acceptable to the City. When the application submittal is determined to be complete, additional copies may be required as determined by the Community Development Department.

D. Requests for more than one Class II variance for the same lot or parcel shall be consolidated in one application and reviewed concurrently by the City.

E. Not more than two Class II variances may be approved for any one lot or parcel in a continuous 12-month period.

F. The applicant shall pay the requisite fee.

Response: The application form for this application has been signed by the current owner (owner of record) and the application shall be reviewed as a Class II Quasi-Judicial Procedure. A pre-application conference was held on January 18, 2018, per this requirement, and is referred to as PA-18-04. Notes were provided by the City and are included in this application in Exhibit C, Pre-Application Conference Notes. In addition, a narrative herein is also provided as Exhibit I. The Site Plan on Sheets C1.0 and C1.1 in Exhibit D, Preliminary Development Plans, is also included. The required sizes and number of copies are all included as part of the application package, including the correct fee amount of $20,130 made out to the City of West Linn.

75.060 SITE PLANS AND MAP

A. All plot plans and maps shall include the name, address, and telephone number of the applicant; the scale; north arrow; and a vicinity map.

B. The applicant shall submit a plot plan drawn to an appropriate scale (in order of preference: one inch equals 10 feet to one inch equals 30 feet) which shows the following:

1. The subdivision name, block, and lot number or the section, township, range, and tax lot number.

2. In the case of a request for a variance to a lot or parcel dimensional or building setback requirement:

a. The lot or parcel configuration and dimensions, and the location of all existing structures; the setback distances and the location of all structures on abutting units of land, and the setback distances; and

b. The proposed variances.

3. In the case of a request for a variance to the building height provisions:

a. An elevation drawing of the structure and the proposed variances; and

b. A drawing(s) to scale showing the impact on adjoining properties; for example, will the height variance, if granted, block a viewpoint from an adjoining property of a significant land feature.

Response: All of the Site Plan requirements indicated in this Section can be found on the Site Plans on Sheet C1.0 and C1.1 of the Preliminary Development Plans in Exhibit D.

CHAPTER 91 IMPROVEMENT GUARANTEE

91.010 IMPROVEMENTS

A. Before approval by the Planning Director and the City Engineer of a final subdivision, partition plat, building permit, or construction plans (other than plans for required improvements), the developer shall:

1. **Install required improvements and repair existing streets and other public facilities damaged in the development of the property; or**

2. **The developer shall also provide reimbursement to the City for costs of processing inspection, professional services, etc., of said required improvements by the City. Monthly costs of the City shall be billed against the six percent of construction cost deposit made by the developer to the City prior to construction of required improvements. The developer shall ensure that the deposit balance remains positive. If the developer is notified that the balance is negative, the developer has seven calendar days to correct the overage and provide additional deposit as specified by the City Engineer. Failure of the developer to correct the situation by that date will result in the issuance of a stop work order by the City which shall remain in force until said fees are paid in full and additional deposit provided.**

Response: The applicant (developer) will install all required improvements, per the decision and associated conditions of approval.

B. The City shall install all street name signs and traffic control devices for the initial signing of a new development, with said costs to be reimbursed by the developer.

Response: It is not anticipated that either street signs or traffic control devices will be required as part of this proposal and application.

C. Upon written acceptance by the City of required improvements, the developer shall execute a maintenance bond with a surety company authorized to transact business in the State; such bond to be in a form approved by the City Attorney. The maintenance bond shall guarantee satisfactory performance required and installed improvements included in the subdivision or partition for a maximum period of 18 months from the date of written approval/acceptance by the City of said improvements. The amount of said maintenance bond shall be in an amount equivalent to 20 percent of the total installation cost of required improvements. The maintenance bond shall also provide financial guarantee for any damage caused to said improvement during the period of the maintenance bond.

Response: This application does not include a partition or subdivision, therefore, this Section is not applicable.

D. Until such time as all required improvements within the subdivision or partition have been accepted by the City, the developer shall be solely responsible for the cleanup of debris, dirt, and foreign materials derived from this development or project upon sidewalks and roadways. To guarantee performance of this responsibility, the developer shall provide a cash deposit in the amount of five percent of the total installation of the improvements. The developer shall be responsible for all safety and cleaning all debris, dirt, and foreign material derived from his or her development or project by 5:00 p.m. of each workday; except that if said debris, dirt, or foreign material is found by the City Engineer to constitute an immediate traffic or safety hazard, it shall be immediately removed by the developer. The developer shall furnish the City with information as to where the developer or a designated subordinate may be reached at all times by the City regarding the performance of such cleanup work. Failure of the developer to clean up debris, dirt, or foreign material as hereinabove stated shall give the City the right to clean up said debris, dirt, or foreign material utilizing City crews, or to hire an independent contractor to do the same, and deduct same costs from the five percent cash deposit. The City shall bill the developer for all such cleanup services at the rate of twice the actual City labor costs incurred plus 35 percent of such actual labor costs reflecting utilization of City equipment. In the event that the City hires a private contractor to perform these services, the City shall bill the developer the actual cost incurred by the private contractor plus 50 percent of said actual costs reflecting the administrative costs incurred. The deposit shall be kept in a positive balance within the same criteria as the deposit noted in subsection (A)(2) of this section with the same ramifications for failure.

Response: This application does not include a partition or subdivision, therefore, this Section is not applicable.

E. Before the City accepts any required improvements within a subdivision or major partition and releases the performance bond, the developer shall furnish to the City certification of a registered civil engineer that said improvements have been installed and meet all applicable City, State, and federal requirements.

Response: This application does not include a partition or subdivision, therefore, this Section is not applicable.

CHAPTER 96: STREET IMPROVEMENT CONSTRUCTION

96.010 CONSTRUCTION REQUIRED

A. New construction.

1. Building permits shall not be issued for the construction of any new building or structure, or for the remodeling of any existing building or structure, which results in an increase in size or includes a change in use, including building permits for single-family dwellings but excepting building permits for alteration or addition to an existing single-family dwelling, unless the applicant for said building permit agrees to construct street improvements as required by the land use decision authorizing the construction activity. The placement of new curbs and the drainage facilities required shall be determined by the City Manager or the Manager's designee.

Response: The applicant (developer) will install all required improvements, per the decision and associated conditions of approval, as part of Phase I of the development.

3. An applicant for a building permit may apply for a waiver of street improvements and the option to make a payment in lieu of construction. The option is available if the City Manager or the Manager's designee determines the transportation system plan does not include the street improvement for which the waiver is requested.

Response: The applicant (developer) will install all required improvements, per the decision and associated conditions of approval, as part of Phase I of the development.

4. When an applicant applies for and is granted a waiver of street improvements under subsection (A)(3) of this section, the applicant shall pay an in-lieu fee equal to the estimated cost, accepted by the City Engineer, of the otherwise required street improvements. As a basis for this determination, the City Engineer shall consider the cost of similar improvements in recent development projects and may require up to three estimates from the applicant. The in-lieu fee shall be used for in kind or related improvements.

Response: The applicant (developer) is not requesting a waiver of street improvements, nor exercising the option to make a payment in lieu of construction. The applicant (developer) will install all required improvements, per the decision and associated conditions of approval, as part of Phase I of the development.

96.020 STANDARDS

Street improvements shall be installed according to the City standards and shall be completed prior to the issuance of any occupancy permit for the new or remodeled structure or building. In unimproved areas of the City, the City Engineer may grant a time extension of the provisions of this section; provided, that the applicant provides sufficient security in amount and quantity satisfactory to the City Attorney to assure payment of such improvement costs.

Response: The applicant (developer) will install all required improvements, per the decision and associated conditions of approval, as part of Phase I of the development.

III. CONCLUSION

Based upon the findings of this narrative and the submitted exhibits, the applicant has demonstrated compliance with relevant sections of the West Linn Code. Therefore, the applicant requests that this submitted application be approved.

Memorandum

DATE: December 3, 2018

PROJECT: 1700622-The Marylhurst School

SUBJECT: Land Use Application – Stormwater Management Report

TO: The City of West Linn – Planning
PHONE: 503-742-6060

FROM: Mark Wharry, PE
KPFF Consulting Engineers
PHONE: 503-542-3860
EMAIL: Mark.Wharry@kpff.com

The proposed Marylhurst School project will include a new two-story building addition that will connect the existing school and church buildings on-site. The project will also involve parking lot improvements and right-of-way frontage upgrades. The sites impervious areas are collected via roof drains and catch basins and routed to an existing on-site storm drainage swale at the northeast corner of the property along Old River Road. The site drains from the southwest to the northeast at a slope of approximately 6.7%. The proposed project plans to maintain the basic drainage patterns that exist today.

This project is located in West Linn, Oregon and has met the City's design standards outlined in the City of West Linn Public Works Design Standards Section 2 – Storm Drain Requirements. As modified by the City, West Linn follows the stormwater requirements and methods in the City of Portland Stormwater Manual. Since this development creates over 500 sf of new impervious area, water quality treatment is required in addition to flow control. The proposed stormwater management plan is to use a combination of conveyance piping and stormwater treatment planters to meet the water quality and quantity requirements.

Water Quality

For water quality the site has been split into two basins. Basin 1 contains the new/redeveloped impervious parking lot and Basin 2 is the area of the new building. See Exhibit 1 in the attachments for more information on Basins 1 and 2. The facility for Basin 1 is to be an unlined/walled planter and the Basin 2 facility is to be a lined/walled planter next to the new school building. The water quality rain event for Clackamas County is a 1-year intensity storm with a total rainfall amount of 0.83 inches. The preliminary calculations are conservative in that the model does not account for additional drain rock storage or infiltration into the ground. In order to size the stormwater treatment planters and detention piping, Autodesk Storm and Sanitary Analysis 2018 computer program was used to model and size water quality treatment planters. Table 1 outlines the water quality calculations for Basin 1 and Basin 2. A public stormwater planter is also proposed to treat the proposed frontage improvements.

Table 1: Water Quality Summary

Basin	Treated Area (sf)	Facility Area (sf)	Storage Depth to Overflow	Peak Volume WQ Storm (cf)
1	29244	1950	10 inches	1521
2	7070	900	10 inches	369
Public	6612	130	6 inches	65

Water Quantity

Surface Detention is not feasible due to site restrictions including required setbacks, easements, and poor soils. Per correspondence with the City of West Linn Planning department, detention requirements may be waived if downstream analysis results show a conveyance capacity in the existing public storm system.
Table 2 shows the basin area and percent impervious areas for both existing conditions and proposed conditions. Table 3 shows preliminary discharge rates for existing conditions and post developed.

Table 2: Existing Conditions and Post Developed Basin Areas

Basin	Total Basin Area	Percent Impervious Existing Conditions	Percent Impervious (new/redeveloped) Post-Developed
Total Site	64429 sf	40%	56%

Table 3: Existing Conditions and Post Developed Runoff

Design Storm	Existing Conditions	Post-Developed
2 (2.5" in 24hr)	0.31 cfs	0.36 Cfs
5 (3.0" in 24hr)	0.41 cfs	0.46 cfs
10 (3.4" in 24hr)	0.50 cfs	0.55 cfs
25 (3.9" in 24hr)	0.61 cfs	0.66 cfs

Downstream Analysis

A downstream analysis has been performed to analyze the downstream capacity of the existing storm system. Due to the site constraints and correspondence with City Planning, this analysis is being performed to potentially waive detention and flow control requirements for the proposed project. The downstream analysis is to be evaluated till the project site contributes less than 15% of the upstream drainage basin area or 1,500 feet downstream of the stormwater point of discharge. Per the overall basin map provided, the upstream area is approximately 10.5 acres with 60% of this area impervious. The project site is already less than 15% of the upstream basin, and the storm system outfalls into a creek that is less than 1,500 feet. The analysis extends to the creek outfall approximately 400 feet to the north of the proposed site. The creek continues east through a 36" culvert that goes under Old River Road. From here, KPFF was unable to continue its analysis due to unsuitable conditions.

Review of Resources

KPFF reviewed the existing survey of the site provided by Compass Land Surveyors. The survey has provided rim and pipe inverts for existing storm structures in Old River Road along the site frontage. Since the upstream basin and downstream analysis consists of an area larger than what was surveyed, GIS maps from the City of West Linn were reviewed to generate the extents of the upstream basin area. SCS Soil Maps were also reviewed in this area to get an approximate hydrologic soil group. The City of West Linn planning staff noted that they had surveyed the City staff and the public for any drainage problems of which there were none. After reviewing these resources, an "Inspection of the Affected Area" was performed.

Inspection of the Affected Area

The engineer of record performed a visual inspection the site and upstream basin area that was readily accessible to view. More specifically, the inspection verified the drainage areas and existing stormwater infrastructure. The visual inspection of the drainage area appeared to match what was found in the GIS maps. After inspecting the upstream basin, an inspection of the downstream conveyance system was performed. The downstream conveyance system analyzed begins at a catch basin near the north property line of the project site. Pipe size and depth from rim noted in the survey were verified for this rectangular catch basin in field. Approximately 62 feet to the north, a circular area drain was found and confirmed pipe size and depth from rim, as noted in the survey. GIS Maps show a drain approximately 68 feet to the north of the circular drain, but was not found. Approximately 121 feet to the north of the circular area drain, a rectangular area drain that was not within the extents of the survey was found. The rim of the area drain was approximately 6-inches below surrounding pavement grade and the 12 inch concrete pipe invert was approximately 16 inches below the rim.

GIS Maps noted one more area drain before out falling into the creek, but could not be found during inspection. During visual inspection of the creek, culvert and headwalls, the 12 inch concrete outfall was found within the concrete headwall. This outfall was approximately 30 inches above concrete floor. A height of approximately 14 feet from road pavement to the bottom of 36 inch concrete culvert was measured. From this point, there was vegetation overgrowth that made it unsuitable to continue the analysis. Based on visual observation, there appeared to not be any existing or potential problems to the drainage system. Pictures of the inspection can be found in the attachments.

Analysis of Downstream Effects

Utilizing the survey, GIS maps, proposed site plan and notes from the site inspection, a stormwater model was developed to analyze the downstream conveyance capacity for the existing 12 inch concrete storm main in Old River Road. Per the City of West Linn Storm Drain Design Standards, the stormwater system must be able to convey the 10-year design storm (Section 2.0013C.6). The stormwater model utilizes the Santa Barbara Unit Hydrograph (SBUH) method to develop peak flows for design storms. A time of concentration of 56 minutes was calculated using engineering standard of practice equations for calculating time of concentration. The peak flow generated from the model was compared to the allowable flow in the 12 inch concrete pipes. The modeled 10-year peak flow for the 10.5 acre upstream basin is 3.53 cubic feet per second (cfs). If the existing pipe with the shallowest slope can convey the design storm, then the other pipes can convey it as well. From our analysis, the lowest slope is a 2.44%, 12 inch concrete pipe. The design flow capacity for this pipe is 5.57 cfs showing that the downstream conveyance system will be able to convey the design storm with the developed site and no detention.

As an additional check on the conveyance system, the model ran the 100 year design storm and resulted in a peak flow of 5.03 cfs which is still less than the design flow capacity listed above. Due to the outfalls height above the bottom of culvert and a design flow capacity of approximately 58 cfs through the 36 inch culvert (at 1% assumed), there is no concern for major drainage impacts in the conveyance system. The downstream analysis follows the requirements as laid out by City of Gresham and City of West Linn design standards and shows that there is pipe capacity to convey the 10-year and 100-year design storm event with the proposed development and no detention/flow control facility. Drainage from the proposed site will be captured in a stormwater treatment facility and then piped to the existing public storm main. The proposed project will not create drainage problems downstream.

Conveyance

On-site pipes will be sized to convey the 100-year design storm (4.5-inches in 24hr) per City of West Linn design standards. A preliminary conveyance analysis has been performed to analyze the 12-inch concrete public storm only pipe that continues north in Old River Road. Per survey information, the 12-inch concrete pipe is sloped at approximately 2.5%. Per Exhibit 3, the larger contributing basin is approximately 10 acres. With an approximate impervious area of 40% and time of concentration of approximately 30 minutes, a resulting peak flow of 5.41 cfs is calculated from the model. This 5.41 cfs does not factor detention and flow control from the proposed site or any other site within the 10-acre basin. A 12-inch concrete pipe at 2.5% with a manning's n value of 0.013 has a maximum capacity of 5.63 cfs.

Mark Wharry, PE
KPFF Consulting Engineers

Attachments: Basin Map, Utility Plan, Larger Contributing Basin Map, Downstream Analysis Pictures
10101700622-pm

TOTAL SITE AREA: 64429 SF

BASIN 2 PLANTER

BASIN 2 7070 SF

BASIN 1 29244 SF

BASIN 1 PLANTER

BASIN PUBLIC 6612 SF

NEW SD & PLANTER (PHASE II)

STORM DRAIN

INFILTRATION STORM TREATMENT PLANTER LINED

NEW SD (PHASE II)

NEW 15' WIDE SANITARY EASEMENT

INFILTRATION STORM TREATMENT PLANTER UNLINED (PHASE I)

NEW 8" WIDE PUBLIC UTILITY EASEMENT

NEW 6" SD

NEW 8" SD

NEW 6" SANITARY

EXISTING WATER LINE

6" FW BACKFLOW ASSEMBLY

EXIST SD

NEW 6" FW SERVICE

NEW SD MANHOLE

POE OLD RIVER ROAD
16+25.59
N 5423.98
E 5042.40

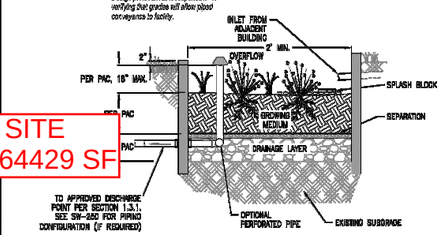
PROPOSED PUBLIC STORMWATER PLANTER WITH TRENCH DRAIN ROAD CONNECTION.

NEW WATER CONNECTION TO EXIST PUBLIC WATER MAIN

NEW SANITARY CONNECTION TO EXIST PUBLIC SEWER (PHASE II)

ADJACENT TO LANDSCAPING

Design professional is responsible for verifying that grades will allow piped conveyance to facility.



1. Detail intended as an example. Detail must match PAC assumptions used for design report.
2. Provide protection from all vehicle traffic, equipment staging, and foot traffic in proposed infiltration areas prior to, during, and after construction.
3. Dimensions:
   Width of planter: 24" minimum.
   Depth of planter (from top of growing medium to overflow elevation) per PAC calculations.
   Longitudinal slope of planter: 0.5% or less.
4. Setbacks:
   Planters must be 5-feet from property line and 10-feet from building foundations.
5. Planter Walls:
   Material must be concrete, unless otherwise approved.
6. Piping must be ABS Sch.40, cast iron, or PVC Sch.40. 3" pipe required for facilities draining up to 1200 s.f., otherwise 4" min. pipe. Piping must have 1% grade and follow the Uniform Plumbing Code.
7. Drain Layer:
   Per PAC calculations. Options include, but are not limited to drain rock, 3/4" washed rock, or other approved system.
   Separation between drain and growing medium:
   Use appropriate Filter Fabric or a gravel lens (3/4 – 1/4 inch washed, crushed rock 2 to 3 inches deep), or as per approved design.
8. Overflow:
   Inlet elevation must allow for 2" of freeboard, minimum.
   Protect from debris and sediment with strainer or grate.
9. Growing Medium:
   Use sand/loam/compost 3-way mix, or approved mix that will support healthy plants. 18" minimum depth if there is a drainage layer. If soils are soil draining and there is not a drainage layer depth may be reduced as approved.
10. Vegetation: Refer to plant list in BMAM, Section 8.4.1. Minimum container size is #1 container. # of plantings per 100sf of facility area:
    50 herbaceous plants OR;
    73 herbaceous plants and 4 small shrubs.
11. Splash Blocks: Install 4-3" washed shear rock or splash pad for erosion control at inlets and downspouts.
12. Inspections: Call BES IVR Inspection Line, (503) 823-7000, request 487. 3 inspections required.

– DRAWING NOT TO SCALE –

STORMWATER MANAGEMENT TYPICAL DETAILS
– Presumptive and Performance Design Approach –
Planter – unlined
Bureau of Environmental Services
NUMBER SW–231 7-1-18

NOTE: SEE LANDSCAPE DRAWINGS FOR PLANTINGS

UTILITY LEGEND

- NEW STORM CATCH BASIN
- NEW STORM MANHOLE
- NEW BEEHIVE OVERFLOW INLET
- NEW SD OUTFALL
- NEW STORM PIPE
- NEW WATER LINE
- NEW SANITARY LINE

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UTILITY PLAN

Scale AS INDICATED

Date 08.10.18

Sheet No.

C3.0

SCALE 1 INCH = 20 FEET
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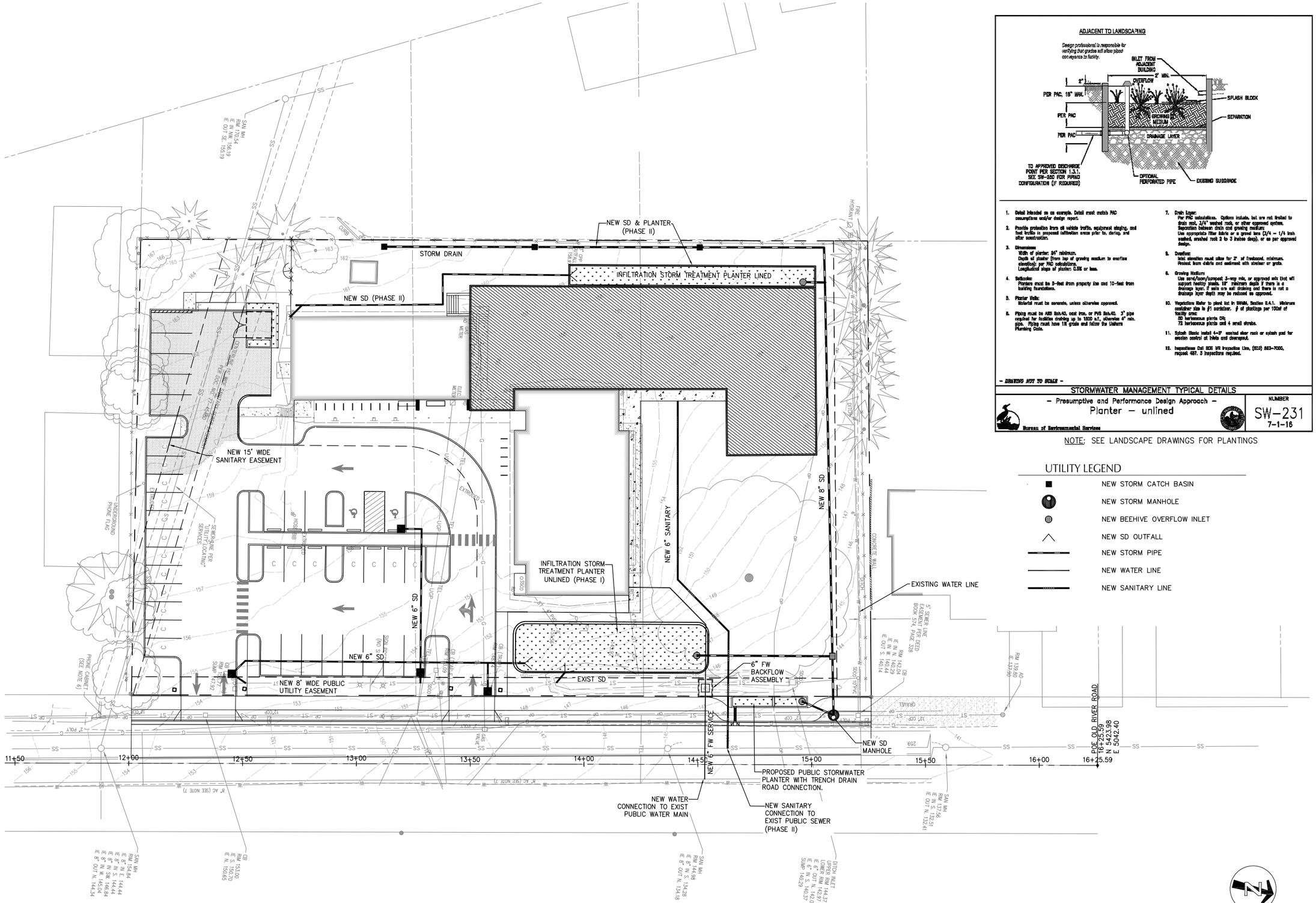

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   Inlet elevation must allow for 2" of freeboard, minimum.
   Protect from debris and sediment with strainer or grate.
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– DRAWING NOT TO SCALE –

STORMWATER MANAGEMENT TYPICAL DETAILS
– Presumptive and Performance Design Approach –
Planter – unlined
Bureau of Environmental Services
NUMBER SW–231 7-1-18

NOTE: SEE LANDSCAPE DRAWINGS FOR PLANTINGS

UTILITY LEGEND

- NEW STORM CATCH BASIN
- NEW STORM MANHOLE
- NEW BEEHIVE OVERFLOW INLET
- NEW SD OUTFALL
- NEW STORM PIPE
- NEW WATER LINE
- NEW SANITARY LINE

SCALE 1 INCH = 20 FEET
20 0 20 40

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UTILITY PLAN

Scale AS INDICATED
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EXHIBIT 3 OVERALL BASIN MAP

City of West Linn

BASIN AREA ≅ $\frac{(1525)(575)}{2}$ = 438,438 SF = 10.0 AC.

OVERLAND FLOW LENGTH = 1525 LF

CB RIM 144.0

CB RIM 142.0

12" = 1,202 LF

21" (10%) = 788 LF

(5.5")(10%) = 573 LF

(14.5")(10%) = 1,535 LF

(10.5")(10%) = 1,109 LF

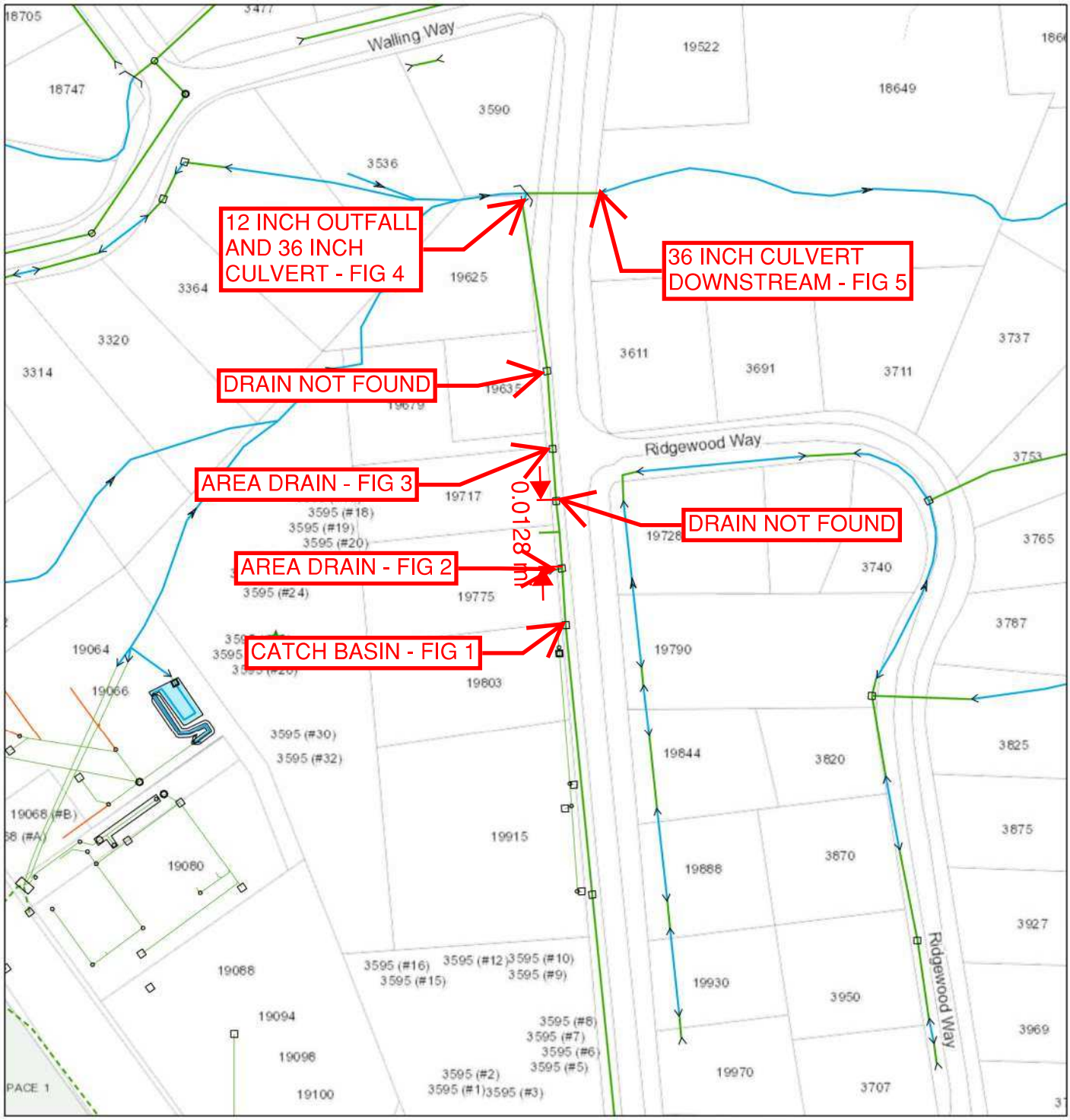
Walling Way
Walling Cir
Old River Dr
Ridgewood Way
Glen Ter
Trillium Dr
Cedaroak Dr
Kenthorpe Way
Wilderness Dr
Forest Ct
Willamette Dr
Cedaroak Apts
Tennis Courts
Open Space
Robinwood Shopping Center
Columbia Learning Academy
Robinwood Station
Cedaroak Sewage Pump Station
LO Intertie Pump Station

Feet
0 100

N W E S

Map created by: public
Date Created: 18-Oct-18 01:26 PM
WEST LINN GIS

West Linn GIS Stormwater Map



11/27/2018, 8:55:00 AM

Storm Map Symbols

Storm Lines

- Storm Pipes
- Storm Pipes ODOT
- Ditches and Creeks
- Private Pipes
- Storm Laterals
- Ponds
- West Linn Places (ID)

1:1,200

0 0.01 0.03 0.05 mi

0 0.02 0.04 0.08 km

City of West Linn GIS

FIG-1 Existing catch basin in Old River Road downstream of proposed Marylhurst School site. 12 inch concrete pipe conveys to the North toward creek. 12 inch concrete pipe 1.9 feet below rim.

FIG-2 Existing circular area drain in Old River Road. Approximately 62 LF from catch basin. 12 inch concrete pipe found 1.9 feet below rim. Note that GIS maps note a drain where the mail boxes are. No drain was found. Road slopes vary between 2-5% per survey data.

FIG-3 Existing rectangular area drain found approximately 121 LF from circular area drain. Note that rim is approximately 6 inches below adjacent pavement grade. 12 inch concrete pipe found 16 inches below rim grade. Pipe continues North. GIS Map shows an additional area drain/catch basin, but was not found during the site visit.

FIG-4A Old River Road facing South approximately 14 feet above existing 36 inch culvert. Steep road slopes of approximately 4-8% toward the culvert crossing based on GIS maps.

FIG-4B 36 inch culvert and headwalls on the West side of Old River Road. 12 inch outfall is in the headwall to the right of the culvert. Though there are many leaves in the culvert, there does not appear to be any sign of drainage issues at the outfall or culvert. Dense brush and thorned bushes prevent continuation of the analysis downstream of culvert.

FIG-5 Dense bush creek facing East from Old River Road.

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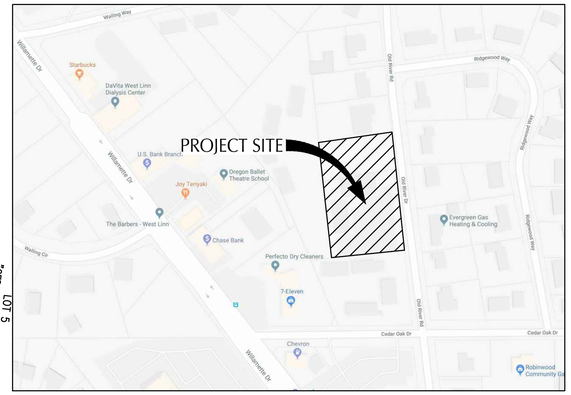
LAND USE APPLICATION



VICINITY MAP
SCALE: NTS

GROSS AREA = 64,429 SF = 1.48 AC

LEGEND

AD	AREA DRAIN		BUILDING EAVE
	BOLLARD		CURB
DECID.	DECIDUOUS		DITCH
DL	DRIP LINE RADIUS		EDGE OF PAVEMENT
	FOUND MONUMNET	G	GAS
	MAILBOX	OP	OVERHEAD POWER
RD	ROOF DRAIN	SS	SANITARY SEWER
	SIGN, DISABLED PARKING	ST	STORM SEWER
	SPRINKLER VALVE	T	UNDERGROUND COMMUNICATIONS
	TREE STUMP	UGP	UNDERGROUND POWER
	UTILITY POLE	TEL	OVERHEAD COMMUNICATIONS
	UTILITY POLE ANCHOR	W	WATER
	WATER METER		
	WATER VALVE		ASPHALT
COL.	WOOD COLUMN		CONCRETE
			GRAVEL

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EXISTING CONDITIONS

Scale: AS INDICATED
Date: 08.10.18
Sheet No.: C0.1

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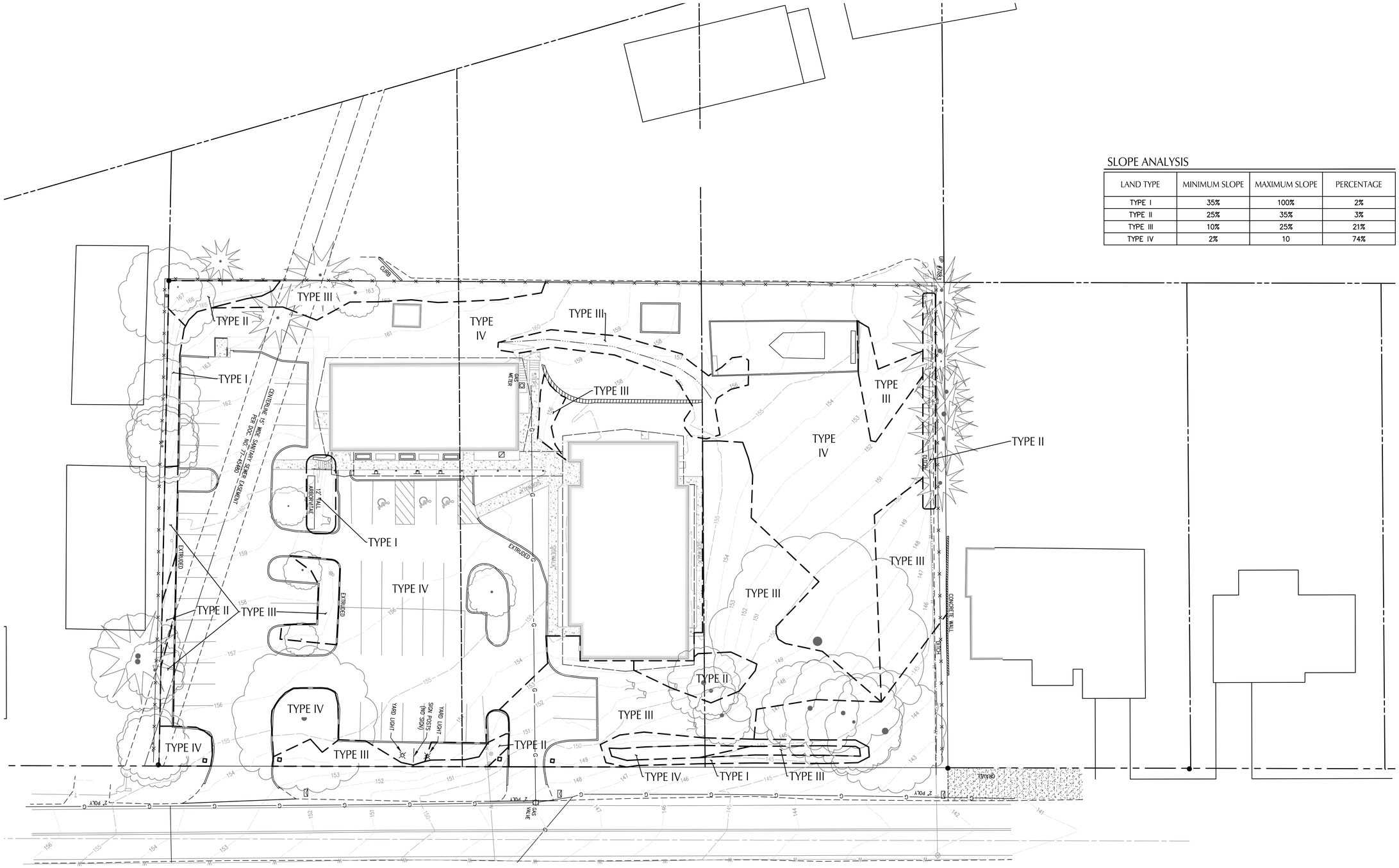

SLOPE ANALYSIS

LAND TYPE	MINIMUM SLOPE	MAXIMUM SLOPE	PERCENTAGE
TYPE I	35%	100%	2%
TYPE II	25%	35%	3%
TYPE III	10%	25%	21%
TYPE IV	2%	10	74%

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LAND TYPE SLOPE ANALYSIS

Scale AS INDICATED

Date 08.10.18

Sheet No.

C0.2

SCALE 1 INCH = 20 FEET
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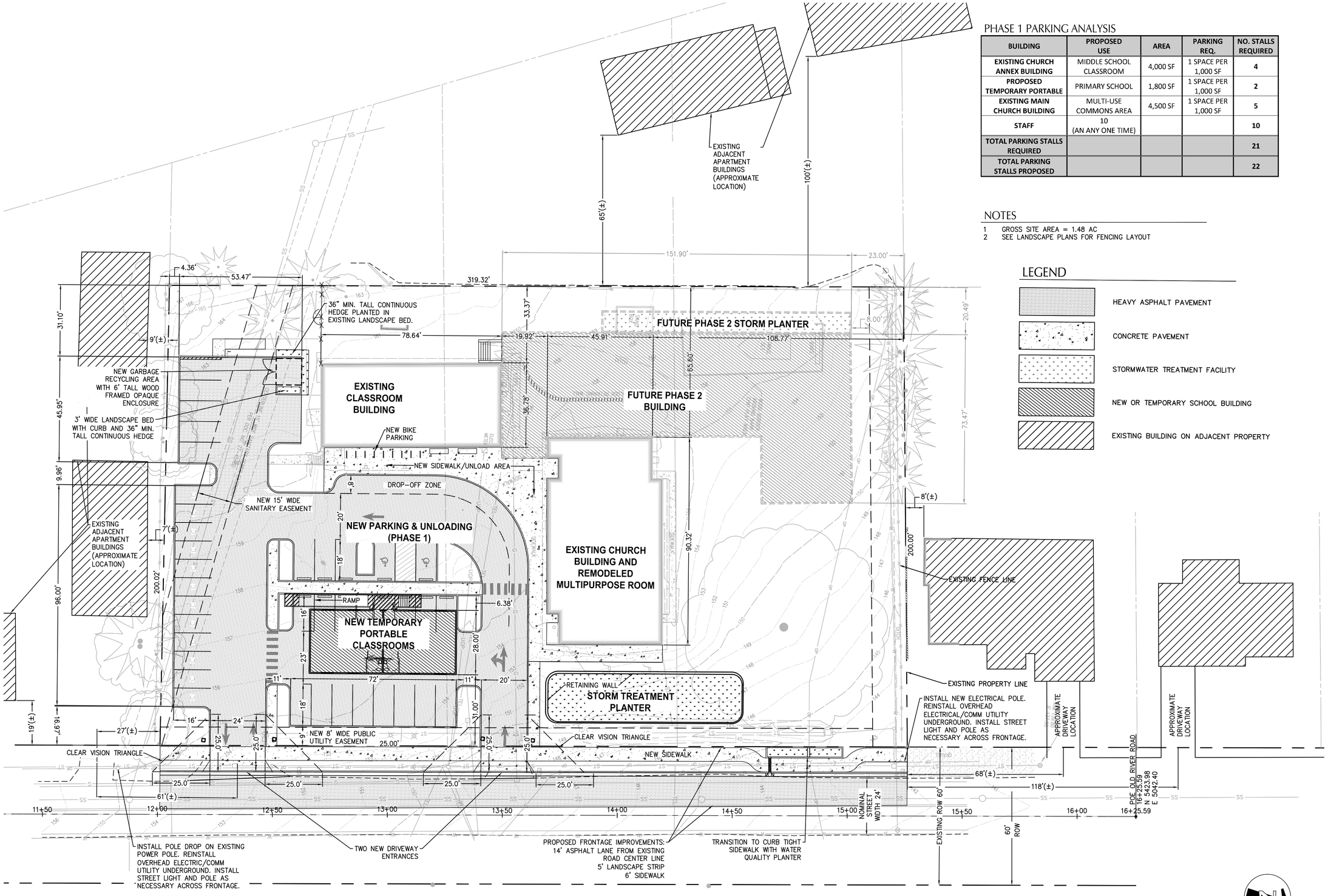

PHASE 1 PARKING ANALYSIS

BUILDING	PROPOSED USE	AREA	PARKING REQ.	NO. STALLS REQUIRED
EXISTING CHURCH ANNEX BUILDING	MIDDLE SCHOOL CLASSROOM	4,000 SF	1 SPACE PER 1,000 SF	**4**
PROPOSED TEMPORARY PORTABLE	PRIMARY SCHOOL	1,800 SF	1 SPACE PER 1,000 SF	**2**
EXISTING MAIN CHURCH BUILDING	MULTI-USE COMMONS AREA	4,500 SF	1 SPACE PER 1,000 SF	**5**
STAFF	10 (AN ANY ONE TIME)			**10**
TOTAL PARKING STALLS REQUIRED				**21**
TOTAL PARKING STALLS PROPOSED				**22**

NOTES

1 GROSS SITE AREA = 1.48 AC
2 SEE LANDSCAPE PLANS FOR FENCING LAYOUT

LEGEND

- HEAVY ASPHALT PAVEMENT
- CONCRETE PAVEMENT
- STORMWATER TREATMENT FACILITY
- NEW OR TEMPORARY SCHOOL BUILDING
- EXISTING BUILDING ON ADJACENT PROPERTY

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SITE PLAN - PHASE I

Scale AS INDICATED
Date 08.10.18
Sheet No. C1.0

SCALE 1 INCH = 20 FEET
20 0 20 40

PHASE 2 PARKING ANALYSIS

BUILDING	PROPOSED USE	AREA	PARKING REQ.	NO. STALLS REQUIRED
EXISTING CHURCH ANNEX BUILDING	MIDDLE SCHOOL CLASSROOM	4,000 SF	1 SPACE PER 1,000 SF	4
EXISTING MAIN CHURCH BUILDING	MULTI-USE COMMONS AREA	4,500 SF	1 SPACE PER 1,000 SF	5
25% PROPOSED NEW ADDITION	KINDERGARTEN & PRE-K	3,300 SF	1 SPACE PER 300 SF	11
75% PROPOSED NEW ADDITION	PRIMARY SCHOOL	13,000 SF	1 SPACE PER 1,000 SF	13
STAFF	15 (AN ANY ONE TIME)			15
TOTAL PARKING STALLS REQUIRED				48
TOTAL PARKING STALLS PROPOSED				37

NOTES

1 GROSS SITE AREA = 1.48 AC

LEGEND

- HEAVY ASPHALT PAVEMENT
- CONCRETE PAVEMENT
- STORMWATER TREATMENT FACILITY
- NEW OR TEMPORARY SCHOOL BUILDING
- EXISTING BUILDING ON ADJACENT PROPERTY
- NEW CHAIN LINK FENCE

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SITE PLAN - PHASE II

Scale AS INDICATED

Date 08.10.18

Sheet No.

C1.1

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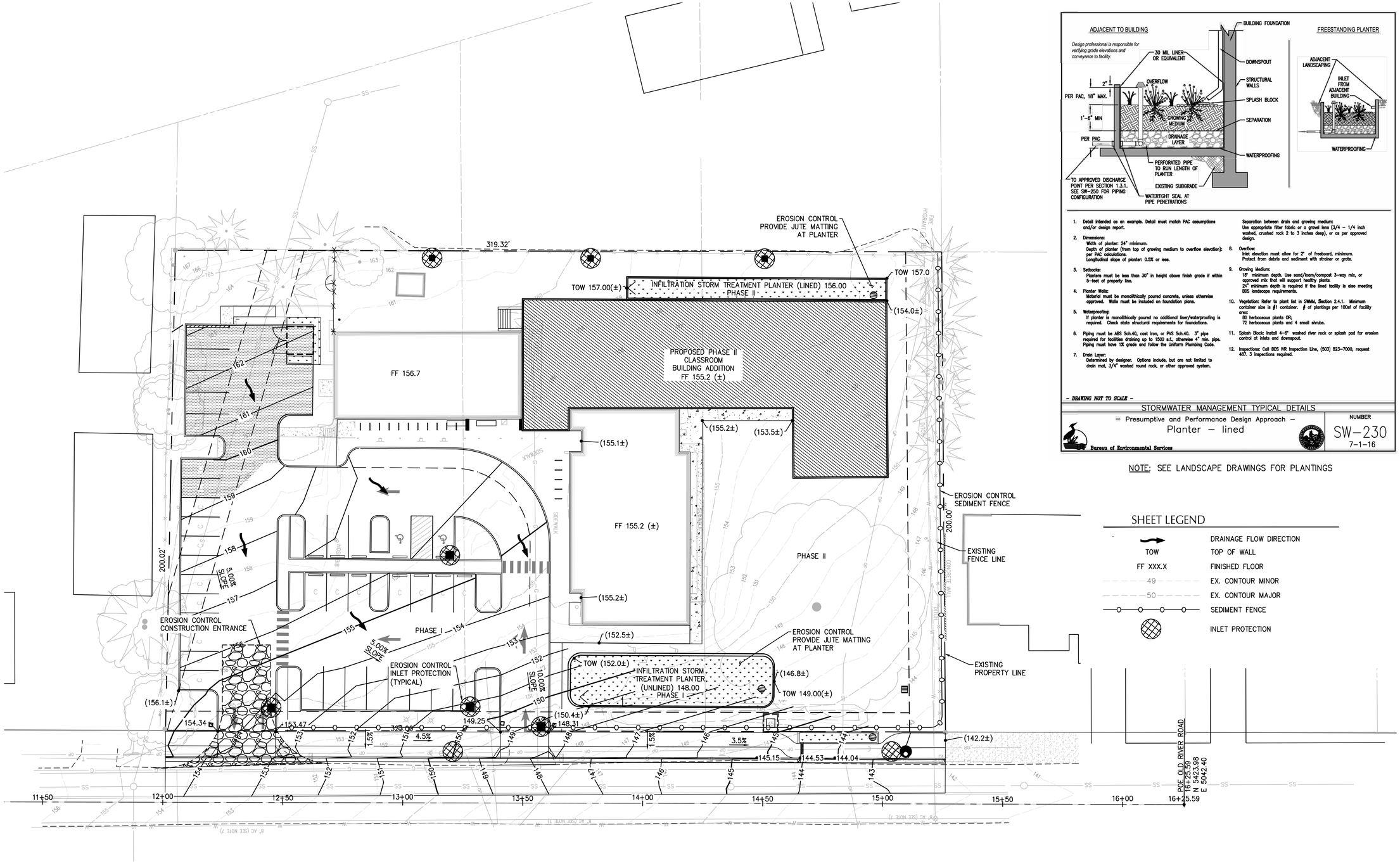

1. Detail intended as an example. Detail must match PAC assumptions and/or design report.
2. Dimensions:
   Width of planter: 24" minimum.
   Depth of planter (from top of growing medium to overflow elevation): per PAC calculations.
   Longitudinal slope of planter: 0.5% or less.
3. Setbacks:
   Planters must be less than 30" in height above finish grade if within 5-feet of property line.
4. Planter Walls:
   Material must be monolithically poured concrete, unless otherwise approved. Walls must be included on foundation plans.
5. Waterproofing:
   If planter is monolithically poured no additional liner/waterproofing is required. Check state structural requirements for foundations.
6. Piping must be ABS Sch.40, cast iron, or PVS Sch.40. 3" pipe required for facilities draining up to 1500 s.f., otherwise 4" min. pipe. Piping must have 1% grade and follow the Uniform Plumbing Code.
7. Drain Layer:
   Determined by designer. Options include, but are not limited to drain mat, 3/4" washed round rock, or other approved system.
   Separation between drain and growing medium:
   Use appropriate filter fabric or a gravel lens (3/4 – 1/4 inch washed, crushed rock 2 to 3 inches deep), or as per approved design.
8. Overflow:
   Inlet elevation must allow for 2" of freeboard, minimum.
   Protect from debris and sediment with strainer or grate.
9. Growing Medium:
   18" minimum depth. Use sand/loam/compost 3-way mix, or approved mix that will support healthy plants.
   24" minimum depth is required if the lined facility is also meeting BDS landscape requirements.
10. Vegetation: Refer to plant list in SWMM, Section 2.4.1. Minimum container size is #1 container. # of plantings per 100sf of facility area:
    80 herbaceous plants OR;
    72 herbaceous plants and 4 small shrubs.
11. Splash Block: Install 4-6" washed river rock or splash pad for erosion control at inlets and downspout.
12. Inspections: Call BDS IVR Inspection Line, (503) 823-7000, request 487. 3 inspections required.

– DRAWING NOT TO SCALE –

STORMWATER MANAGEMENT TYPICAL DETAILS

– Presumptive and Performance Design Approach –

Planter – lined

Bureau of Environmental Services

NUMBER SW–230 7-1-16

NOTE: SEE LANDSCAPE DRAWINGS FOR PLANTINGS

SHEET LEGEND

	DRAINAGE FLOW DIRECTION
TOW	TOP OF WALL
FF XXX.X	FINISHED FLOOR
49	EX. CONTOUR MINOR
50	EX. CONTOUR MAJOR
	SEDIMENT FENCE
	INLET PROTECTION

SCALE 1 INCH = 20 FEET

20 0 20 40

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GRADING PLAN

Scale AS INDICATED

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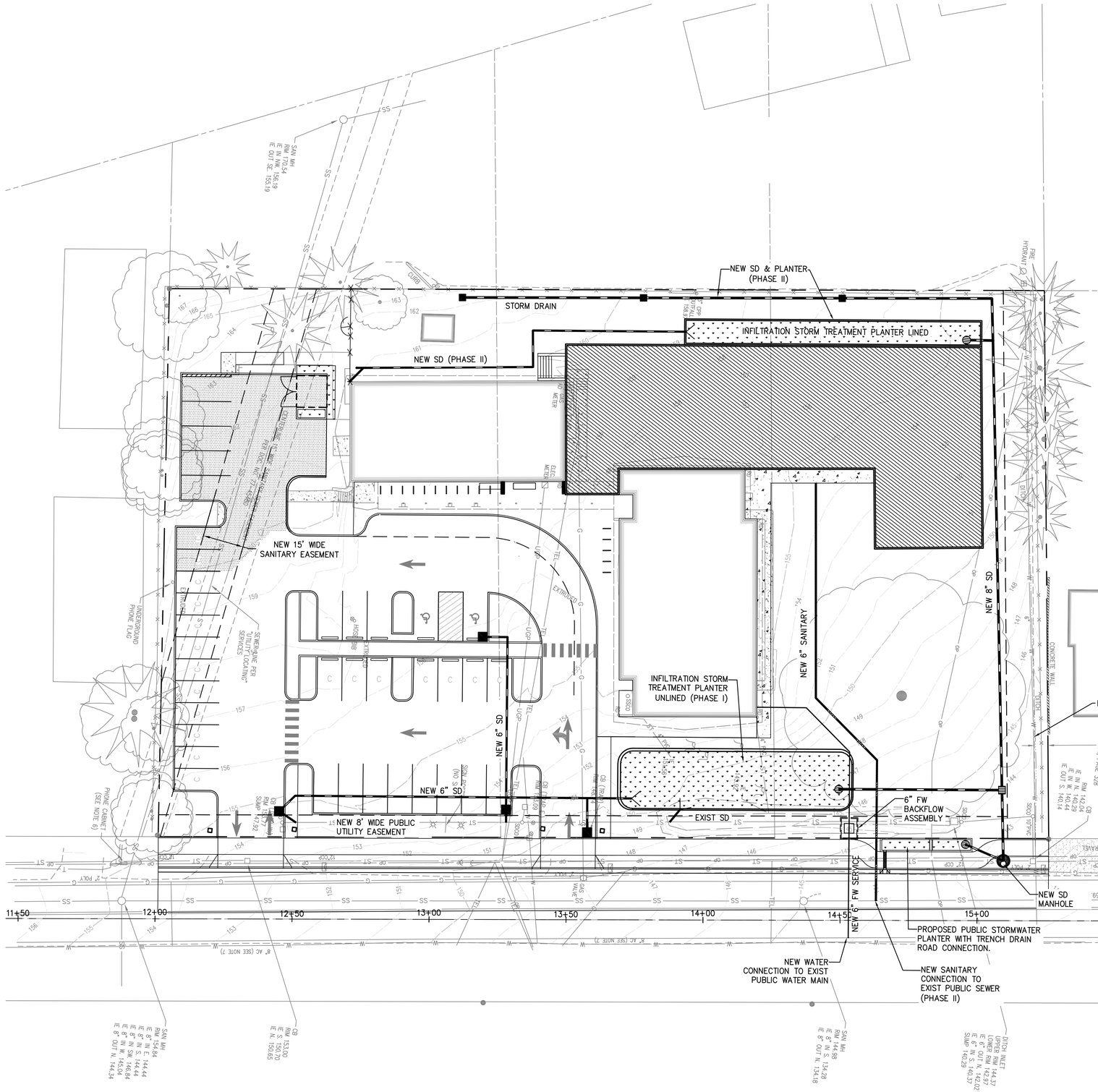

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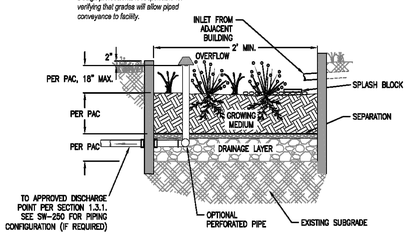

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    50 herbaceous plants OR;
    72 herbaceous plants and 4 small shrubs.
11. Splash Blocks: Install 4-6" washed river rock or splash pad for erosion control at inlets and downspout.
12. Inspections: Call BDS NR Inspection Line, (503) 823-7000, request 487. 3 inspections required.

– *DRAWING NOT TO SCALE* –

STORMWATER MANAGEMENT TYPICAL DETAILS

– Presumptive and Performance Design Approach –

Planter – unlined

Bureau of Environmental Services

NUMBER SW–231 7-1-16

NOTE: SEE LANDSCAPE DRAWINGS FOR PLANTINGS

UTILITY LEGEND

- NEW STORM CATCH BASIN
- NEW STORM MANHOLE
- NEW BEEHIVE OVERFLOW INLET
- NEW SD OUTFALL
- NEW STORM PIPE
- NEW WATER LINE
- NEW SANITARY LINE

kpff
111 SW Fifth Ave., Suite 2400
Portland, OR 97204
O: 503.227.3251
F: 503.274.4681
www.kpff.com

THE MARYLHURST SCHOOL

NEW LIFE CHURCH SITE
19915 Old Lower River Road
West Linn, Oregon, 97068

LAND USE APPLICATION

Issue	Revision	Date
LAND USE APPLICATION		10.30.18

UTILITY PLAN

Scale AS INDICATED

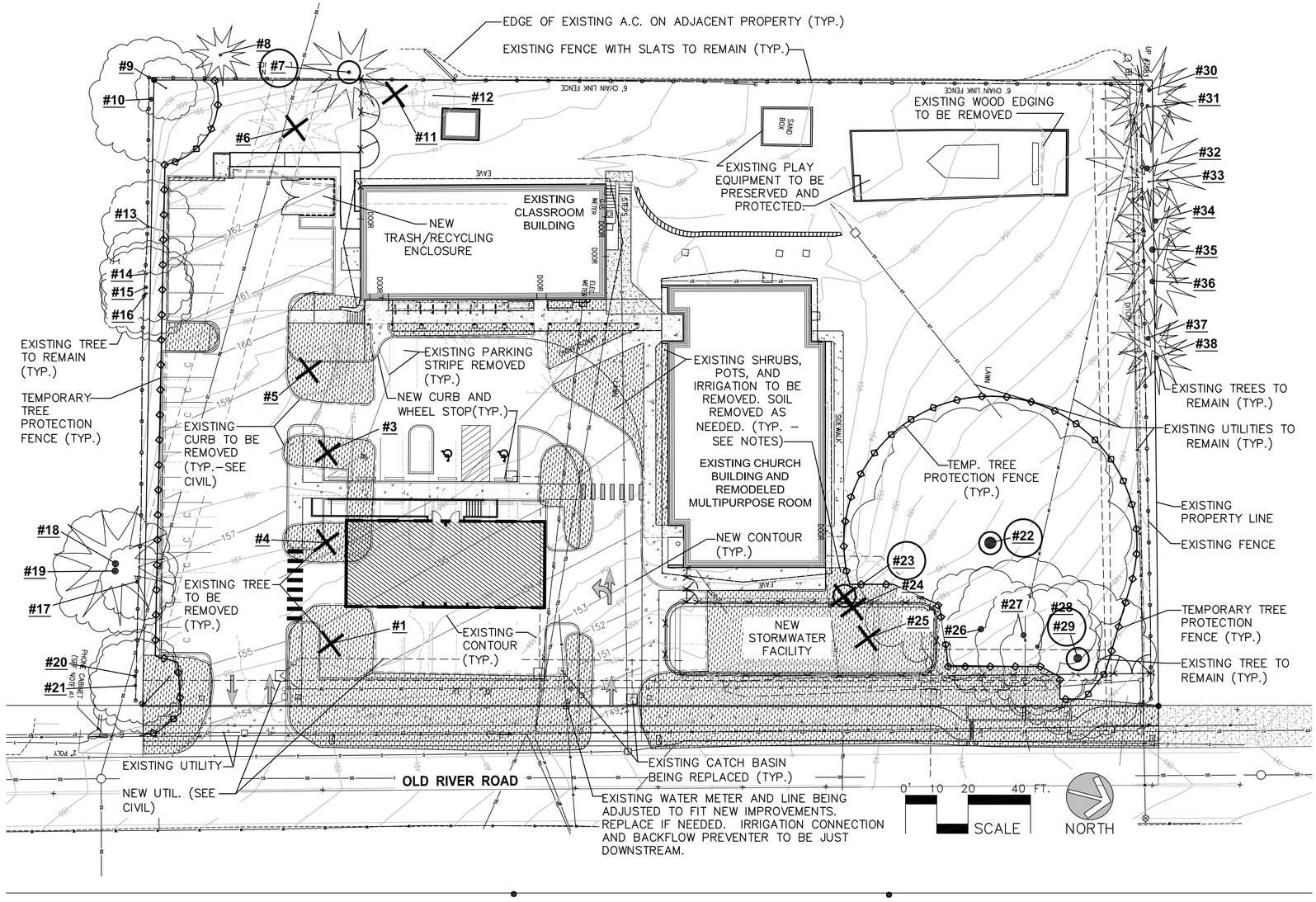
Date 08.10.18

Sheet No.

C3.0

SCALE 1 INCH = 20 FEET

20 0 20 40



NOTES:

1. SEE ARBORIST REPORT FOR NAME, SIZE, AND COMMENTS REGARDING EXISTING TREES.
2. CONFIRM TREATMENT OF EACH TREE ON SITE.
3. ALL WORK TO CONFORM WITH CITY OF WEST LINN "TREE TECHNICAL MANUAL".
4. AREA BETWEEN THE EXISTING TREES AND THE TREE PROTECTION FENCE SHALL BE KEPT FREE OF ALL EROSIVE MATERIALS, TRAFFIC, CONSTRUCTION, CONSTRUCTION TRAFFIC, MATERIALS, AND EXCAVATION. THIS AREA IS TO BE CONSIDERED THE "TREE PROTECTION AREA".
5. TREE PROTECTION FENCE SHALL REMAIN IN PLACE, IN GOOD CONDITION, AND PLUMB UNTIL APPROVED SUBSTANTIAL COMPLETION. AT THAT TIME IT SHALL BE REMOVED AND TAKEN OFF SITE.
6. ANY MOVEMENT OF THE TREE PROTECTION FENCE AND ANY WORK WITHIN THE "TREE PROTECTION AREA" SHALL BE AS APPROVED BY THE CITY'S AND OWNER'S ARBORIST (CERTIFIED). ANY SUCH WORK SHALL BE DONE IN ACCORDANCE WITH THESE ARBORISTS' APPROVAL..
7. THERE SHALL BE NO WORK , STORAGE, TRANSIT, AND DEMOLITION DONE IN THE AREAS BEHIND THE EXISTING BUILDINGS.
8. 'TREE PROTECTION FENCE' SHALL BE A 6' TALL CHAIN LINK FENCE, WITH METAL POLES SET INTO GROUND AT 10 FEET ON CENTER (MAX.) AND AT CHANGES IN DIRECTION, AND AT CORNERS. IT SHALL BE KEPT IN GOOD CONDITION, PLUMB, AND IN-PLACE.
9. INSTALL UTILITIES AND CONDUCT ALL WORK TO MINIMIZE TREE IMPACTS.
10. EXISTING TREES DESIGNATED AS "SIGNIFICANT" BY THE CITY ARBORIST (11/1/2018) HAVE BEEN INDICATED BY CIRCLING (◯) THE TREE CENTER AND TREE # . TREES #7, #22, AND #29 HAVE BEEN SO INDICATED AND ARE TO BE PRESERVED AND PROTECTED. TREE #23 HAS SO BEEN INDICATED, BUT BECAUSE IT IS LOCATED TOO NEAR THE WATER QUALITY FACILITY IT SHALL BE REMOVED, AND IS SO INDICATED. THUS, (1) OF THE (4) "SIGNIFICANT" TREES (25%) ARE TO BE REMOVED.

PERCIVAL LANDSCAPE ARCHITECTURE
P.O. BOX 14676
PORTLAND,
OREGON
97293
perlandscape@gmail.com
503–939–3547

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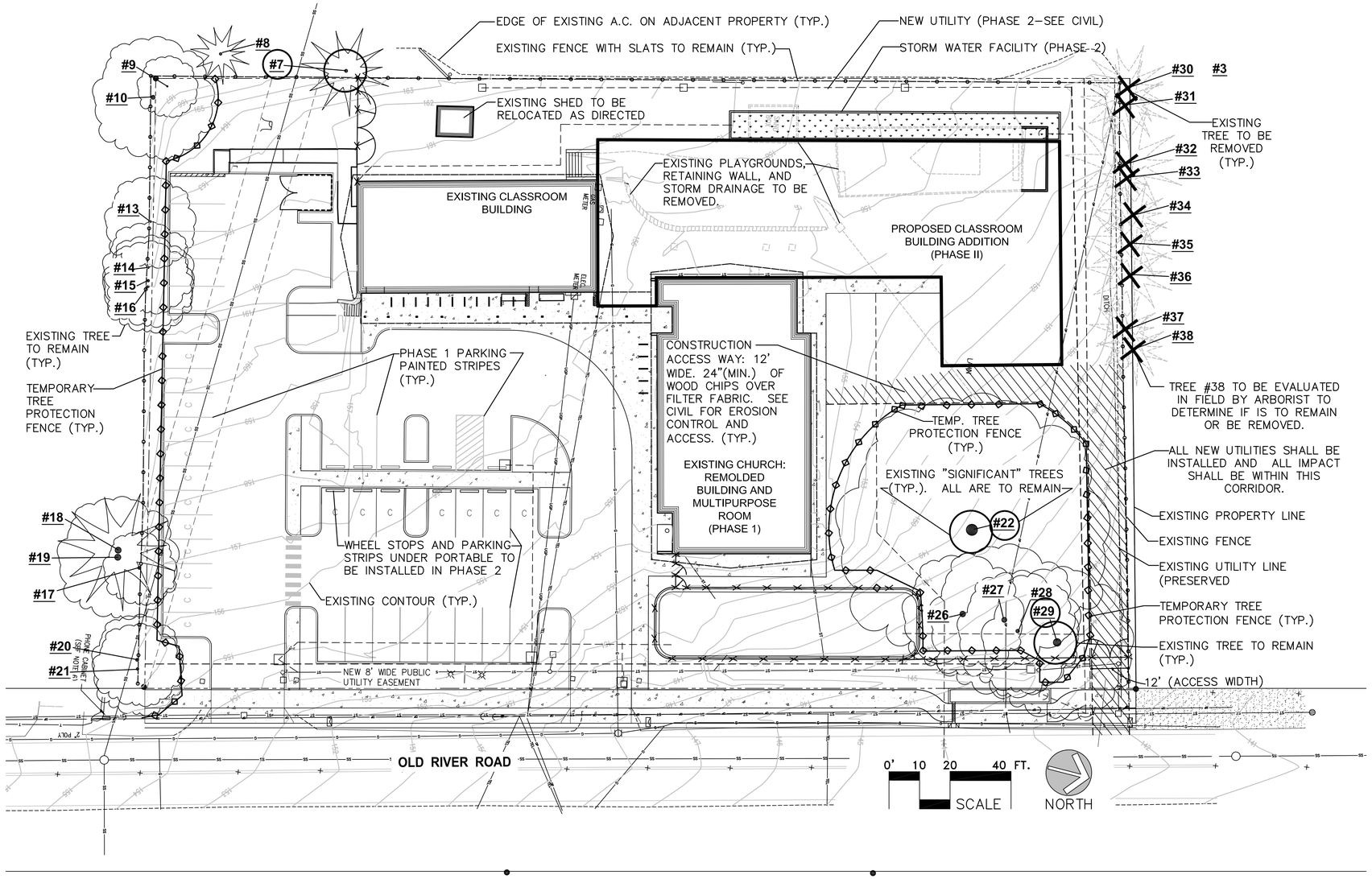
LAND USE APPLICATION

Issue	Revision	Date
LAND USE APPLICATION		09/06/2018
DESIGN REVIEW REVISIONS		11/05/2018
DESIGN REVIEW REVISIONS		12/03/2018

EXISTING TREE AND SHRUBS LANDSCAPE DEMO. - PHASE 1

Scale AS INDICATED
Date 09/06/2018

Sheet No.
L0.01



NOTES:

1. SEE ARBORIST REPORT FOR NAME, SIZE, AND COMMENTS REGARDING EXISTING TREES.
2. CONFIRM TREATMENT OF EACH TREE ON SITE.
3. ALL WORK TO CONFORM WITH CITY OF WEST LINN "TREE TECHNICAL MANUAL".
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7. THERE SHALL BE NO WORK , STORAGE, TRANSIT, AND DEMOLITION DONE IN THE AREAS BEHIND THE EXISTING BUILDINGS.
8. 'TREE PROTECTION FENCE' SHALL BE A 6' TALL CHAIN LINK FENCE, WITH METAL POLES SET INTO GROUND AT 10 FEET ON CENTER (MAX.) AND AT CHANGES IN DIRECTION, AND AT CORNERS. IT SHALL BE KEPT IN GOOD CONDITION, PLUMB, AND IN-PLACE.
9. SEE L0.1 (PHASE 1) FOR MISSING TREE NUMBERS.
10. UTILITIES SHOWN ON NORTH END OF PROPERTY SHALL BE INSTALLED IN THE TEMPORARY ACCESS CORRIDOR AND ALL WORK SHALL BE AS APPROVED BY OWNER'S PROJECT ARBORIST PRIOR TO WORK BEGINNING. (LOCATIONS SHOWN HEREON ARE SCHEMATIC).

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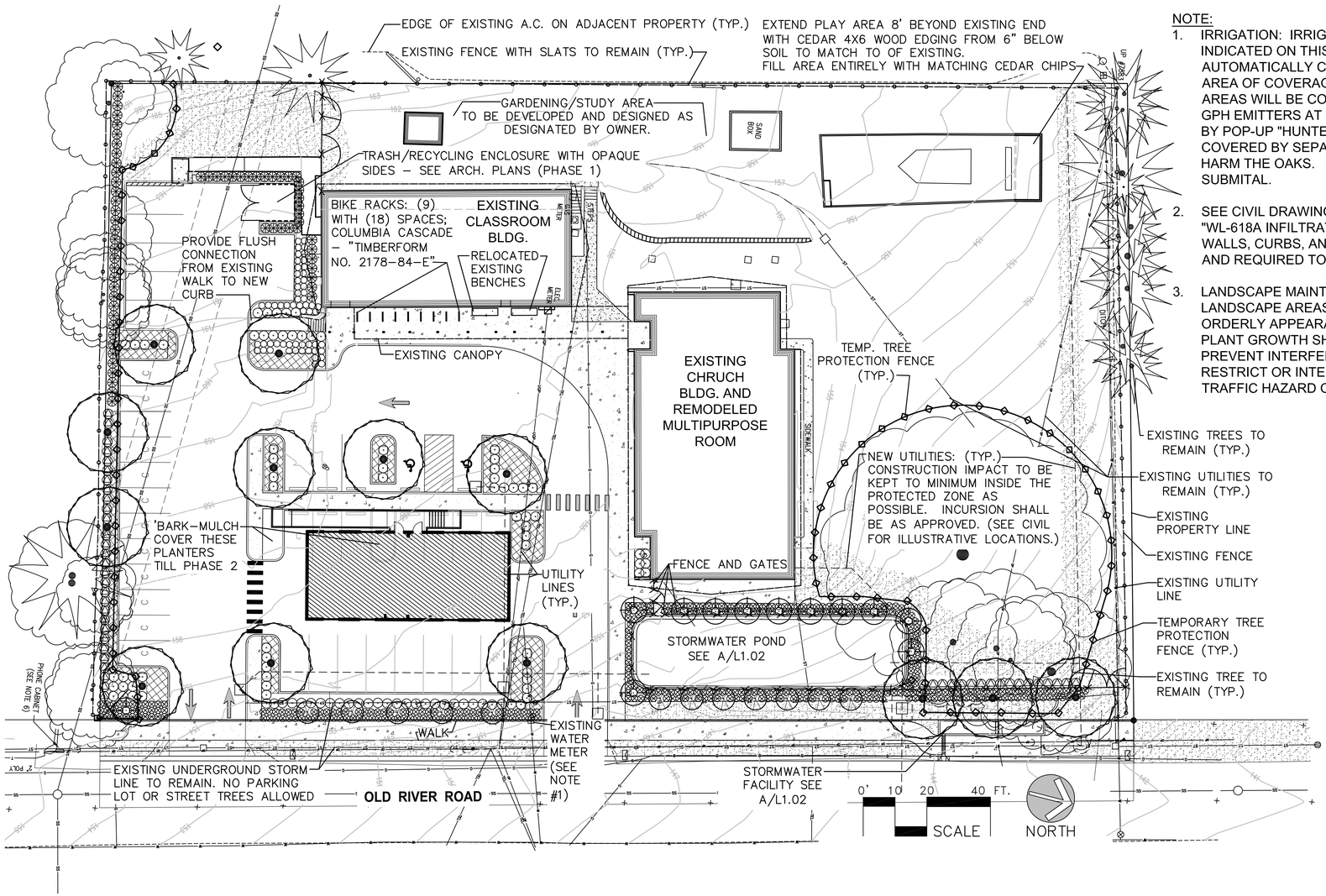
EXISTING TREE AND ACCESS- PHASE 2

Scale	AS INDICATED
Date	09/06/2018

Sheet No.
L0.02



NOTE:

1. IRRIGATION: IRRIGATION SHALL BE SERVED FROM THE RELOCATED WATER LINE AND METER INDICATED ON THIS DRAWING. ALL NEW PLANTINGS SHALL BE SERVED BY AN AUTOMATICALLY CONTROLLED NEW IRRIGATION SYSTEM. THE SYSTEM SHALL BE ZONED TO AREA OF COVERAGE WITH SIMILAR IRRIGATION NEEDS. NEW SHRUB AND GROUND COVER AREAS WILL BE COVERED BY SUB-TERRANIAN DRIPPER LINE ("NETAFIM CV" LINE, WITH O.6 GPH EMITTERS AT 12" ON CENTER). STORMWATER QUALITY PLANTER SHALL BE COVERED BY POP-UP "HUNTER MPR" SPRINKLERS. AREAS OF LAWN BELOW EXISTING OAKS WILL BE COVERED BY SEPARATE TEMPORARY ZONES AS NEEDED TO ESTABLISH LAWNS BUT NOT HARM THE OAKS. A FULL IRRIGATION PLAN WILL BE PROVIDED WITH THE BUILDING PERMIT SUBMITAL.
2. SEE CIVIL DRAWINGS FOR WATER QUALITY AREA S' SECTION AND MATERIALS (City Detail "WL-618A INFILTRATION RAIN GARDEN TYPE 2") AND FOR FURTHER INFORMATION ON PAVING, WALLS, CURBS, AND UTILITIES. ALTER ROUTES AND LOCATION OF UTILITIES AS APPROVED AND REQUIRED TO LIMIT IMPACTS ON EXISTING TREES TO REMAIN.
3. LANDSCAPE MAINTENANCE: THE OWNER, AFTER FINAL ACCEPTANCE, SHALL KEEP ALL LANDSCAPE AREAS IN GOOD CONDITIONS, SO AS TO PROVIDE A HEALTHY, NEAT, AND ORDERLY APPEARANCE AND SHALL KEEP THEM FREE OF ALL WEEDS, REFUSE, AND DEBRIS. PLANT GROWTH SHALL BE CONTROLLED BY TRIMMING, PRUNING, AND OTHERWISE TO: PREVENT INTERFERENCE WITH MAINTENANCE AND REPAIR OF UTILITIES; SO IT WILL NOT RESTRICT OR INTERFERE WITH PEDESTRIAN AND VEHICLES; AND SHALL NOT CONSTITUTE A TRAFFIC HAZARD OR REDUCE VISIBILITY.

LEGEND:

symbol - plant name: size, comments, and (quantity)

- OREGON WHITE OAK / QUERCUS GARYANA: 3" CALIPER; SINGLE TRUNK, STRAIGHT AND WELL FORMED; (13)
- ARBORVITAE / THUJA OCCIDENTALIS 'EMERALD': 6 FT. HT.; DENSE AND STRAIGHT; (65)
- CHINESE WITH HAZEL / HAMAMELIS MOLLIS (YELLOW): 15 GALLON; MULTI–STEMED; (12)
- DWARF NANDINA / NANDINA DOM. 'COMPACTA': 2 GALLON; (57)
- DWARF OREGON GRAPE / MAHONIA REPENS: 2 GALLON; (365)
- MOCK ORANGE / PHILADELPHUS LEWISII: 15 GALLON; (12)
- OTTO LUYKEN LAUREL / PRUNUS L. 'OTTO LUYKEN': 24"X24'; (95)
- RUGOSA ROSE / ROSA RUGOSA: 5 GALLON; (46)
- CREEPING BRAMBLE / RUBUS PENTALOBUS: 4" POTS AT 18" ON CENTER (TRINGULAR SPACING)
- LAWN: SOD OR SEEDED (FULLY ESTABLISHED)

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OREGON
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perlandscape@gmail.com
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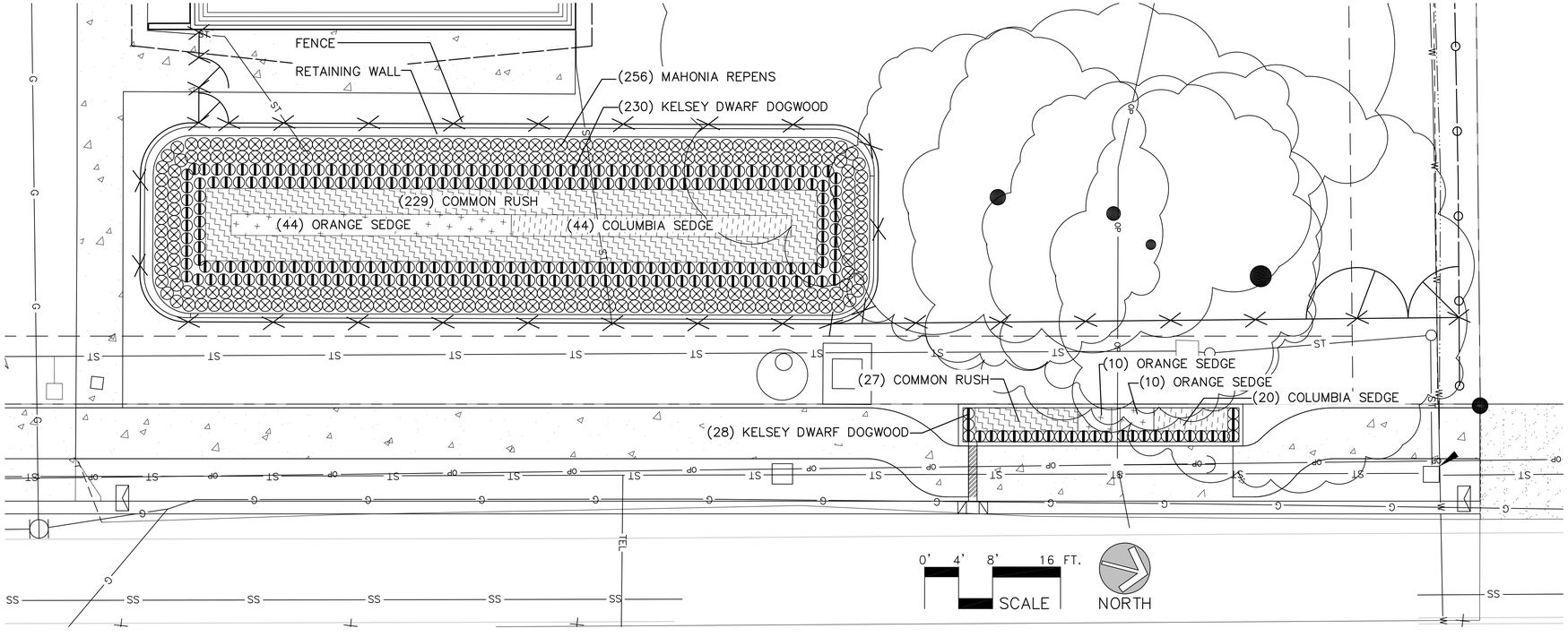
PLANTING PLAN - PARKING LOT AND SITE - PHASE 1

Scale	AS INDICATED
Date	09/06/2018

Sheet No.

L1.01



A STORMWATER QUALITY FACILITIES

LEGEND:

symbol - plant name: size, comments, and (total quantity)

PLANTS INSIDE STORMWATER FACILITY

(ALL PLANTS TO BE PLANTED AT 18" ON CENTER / 1 PLANT/1.95 S.F.)

⊗ DWARF OREGON GRAPE / MAHONIA REPENS:
2 GALLON; (256)

◑ KELSEY (DWARF) DOGWOOD/ CORNUS SERICEA 'KELSEY': 1 GALLON; (258)

COLUMBIA SEDGE/ CARES APERTA: I GALLON; (64)

NEW ZEALAND ORANGE SEDGE/ CAREX TESTACAE: 1 GALLON; (64)

COMMON RUSH/ JUNCUS EFFUSUS: 1 GALLON: (71)

IN ADDITION AND IN-BETWEEN THE ABOVE PLANTS PROVIDE (150) 1 GALLON COMMON CAMAS/ CAMASSIA QUAMASH (BLUE).

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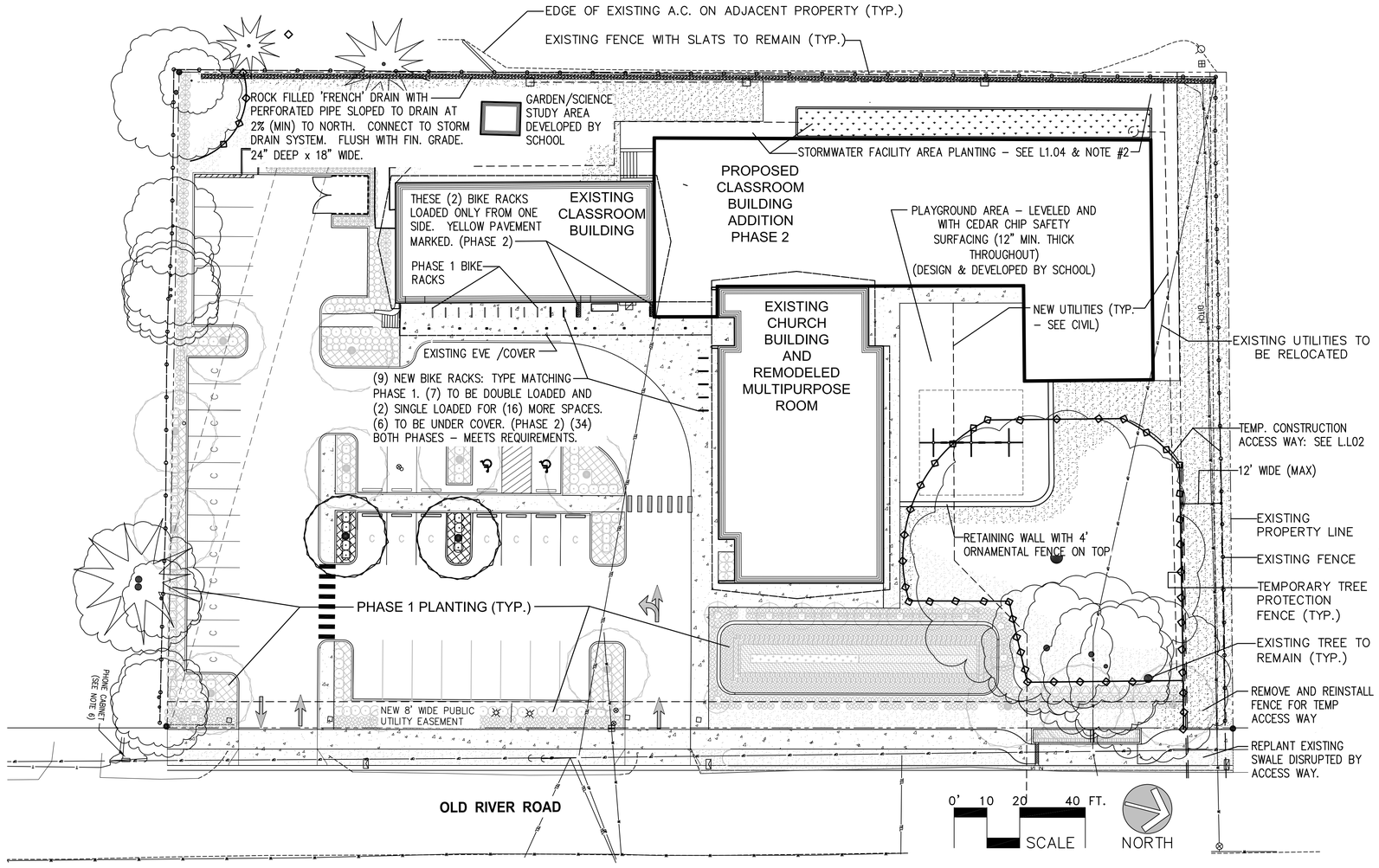
PLANTING PLAN - STORMWATER FACILITIES - PHASE 1

Scale	AS INDICATED
Date	09.06.18

Sheet No.

L1.02



A SITE PLANTING PLAN

NOTE:

1. IRRIGATION: IRRIGATION SHALL BE SERVED FROM THE RELOCATED WATER LINE AND METER INDICATED ON THIS DRAWING. ALL NEW PLANTINGS SHALL BE SERVED BY AN AUTOMATICALLY CONTROLLED NEW IRRIGATION SYSTEM. THE SYSTEM SHALL BE ZONED TO AREA OF COVERAGE WITH SIMILAR IRRIGATION NEEDS. NEW SHRUB AND GROUND COVER AREAS WILL BE COVERED BY SUB-TERRANIAN DRIPPER LINE ("NETAFIM CV" LINE, WITH O.6 GPH EMITTERS AT 12" ON CENTER). STORMWATER QUALITY PLANTER SHALL BE COVERED BY POP-UP "HUNTER MPR" SPRINKLERS. AREAS OF LAWN BELOW EXISTING OAKS WILL BE COVERED BY SEPARATE TEMPORARY ZONES AS NEEDED TO ESTABLISH LAWNS BUT NOT HARM THE OAKS. A FULL IRRIGATION PLAN WILL BE PROVIDED WITH THE BUILDING PERMIT SUBMITAL.
2. SEE CIVIL DRAWINGS FOR WATER QUALITY AREA SECTION AND MATERIALS (City Detail "WL-618A INFILTRATION RAIN GARDEN TYPE 2") AND FOR FURTHER INFORMATION ON PAVING, WALLS, CURBS, AND UTILITIES. ALTER ROUTES AND LOCATION OF UTILITIES AS APPROVED AND REQUIRED TO LIMIT IMPACTS ON EXISTING TREES TO REMAIN.
3. SEE L1.01 FOR MAINTENANCE REQUIREMENTS

LEGEND:

symbol - plant name and comments

LAWN: SEEDED AND FULLY ESTABLISED

OREGON WHITE OAK / QUERCUS GARYANA: 3" CALIPER; SINGLE TRUNK, STRAIGHT AND WELL FORMED; (2)

⊙ OTTO LUYKEN LAUREL/PRUNUS L. 'OTTO LUYKEN'; 5 GALLON; (7)

CREEPING BRAMBLE / RUBUS PENTALOBUS: 4" POTS AT 18" ON CENTER (TRINGULAR SPACING)

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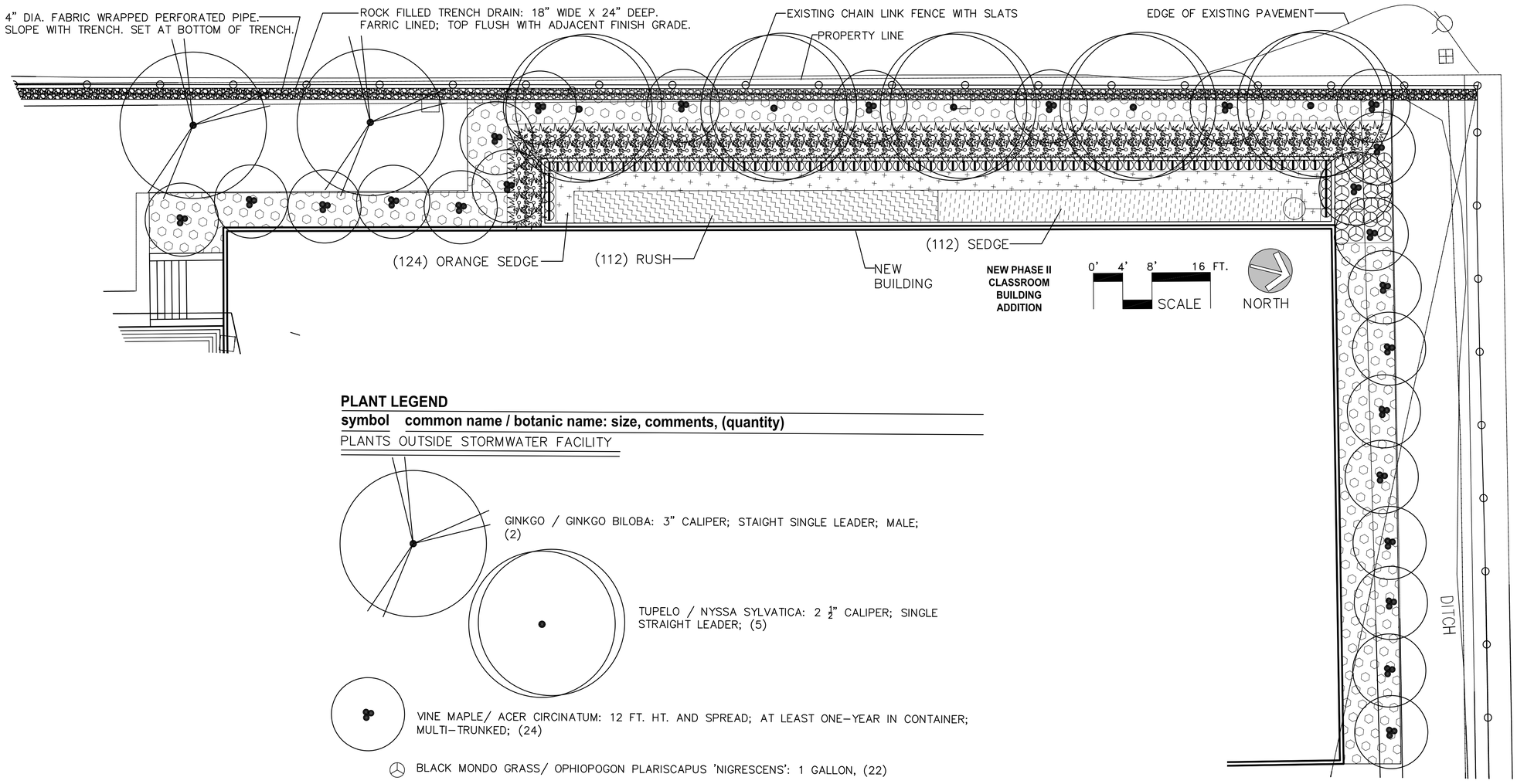
PLANTING PLAN - PHASE 2

Scale: AS INDICATED
Date: 09.06.18

Sheet No.
L1.03



PLANT LEGEND

symbol **common name / botanic name: size, comments, (quantity)**

PLANTS OUTSIDE STORMWATER FACILITY

GINKGO / GINKGO BILOBA: 3" CALIPER; STAIGHT SINGLE LEADER; MALE; (2)

TUPELO / NYSSA SYLVATICA: 2 ½" CALIPER; SINGLE STRAIGHT LEADER; (5)

VINE MAPLE/ ACER CIRCINATUM: 12 FT. HT. AND SPREAD; AT LEAST ONE-YEAR IN CONTAINER; MULTI-TRUNKED; (24)

BLACK MONDO GRASS/ OPHIOPOGON PLARISCAPUS 'NIGRESCENS': 1 GALLON, (22)

SWORD FERN/ POLYSTICUM MUNITUM: 1 GALLON; 18" MIN. SPREAD; (127)

SALAL / GAULTHERIA SHALLON: 1 GALLON @ 24" O.C.; (384)

PLANTS INSIDE STORMWATER FACILITY

(ALL PLANTS TO BE PLANTED AT 18" ON CENTER)

KELSEY (DWARF) DOGWOOD/ CORNUS SERICEA 'KELSEY': 1 GALLON; (82)

COLUMBIA SEDGE/ CARES APERTA: I GALLON; (112)

NEW ZEALAND ORANGE SEDGE/ CAREX TESTACAE: 1 GALLON; (124)

COMMON RUSH/ JUNCUS EFFUSUS: 1 GALLON: (112)

IN ADDITION AND IN-BETWEEN THE ABOVE PLANTS PROVIDE (100) 1 GALLON COMMON CAMAS/ CAMASSIA QUAMASH (BLUE).

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PLANTING PLAN (NORTH AND EAST OF NEW BUILDING

Scale	AS INDICATED
Date	09.06.18

Sheet No.

L1.04